

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

**Wednesday, July 20, 2016
Meeting Room 1B
5:45 p.m.**

AGENDA

1. Call to Order –Melissa Pogue, Vice-President
2. Consent Agenda – action item – Marilyn Wood
 - a. Minutes of June 15, 2016 Board Meeting (page 1-3)
 - b. Minutes of June 15, 2016 Executive Session (page 4)
 - c. Monthly Bills for Payment (page 5-10)
 - d. Monthly Financial Report (page 11-38)
 - e. Personnel Report (page 39-48)
 - f. 2016 Board Meetings Calendar (page 49)
3. Director’s Monthly Report – Marilyn Wood, Director (page 50-67)
4. Old Business
5. New Business
 - a. Collection Development Policy -- action item, Pam Wasmer (page 68-83)
 - b. 2017 Budget (page 84-103)
1. Update: Non-Profit Central and the Indiana Room – Steven Backs
2. Public Comment
3. Adjournment

View the Board Packet on the Library’s website:

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

MONROE COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
June 15, 2016
Ellettsville Branch Meeting Room
5:45 p.m.

Present

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

Library staff: Andrew Funkhouser, Michael Hoerger, Chris Hosler, Gary Lettelleir, Kevin MacDowell, Glen Myers, Ryan Stacy, Bara Swinson, Michael White, Kyle Wickemeyer-Hardy, Marilyn Wood

Others: James Whitlatch; one unidentified member of the public.

Call to Order

The meeting was called to order at 5:47 p.m. by Board President John Walsh.

Consent Agenda

Valerie Merriam moved to approve the consent agenda; Fred Risinger seconded her motion. After Library Director Marilyn Wood clarified specific items in the Board Packet in response to the Board's questions, the consent agenda passed unanimously.

Director's Monthly Report

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

- In the interest of providing a better understanding of Library use, the Director's Report now features a Snapshot of Customer Activities. In addition to the number of monthly checkouts typically reported, the Snapshot shows metrics like Library visits, Program Attendance, and unique checkouts versus total Monroe County population and number of cardholders, all in one visualization.

Old Business

Marilyn noted that the Board's current schedule calls for a Work Session on December 14 and a Board Meeting on December 21. She proposed that the dates be adjusted to December 7 and 14 respectively. The Board agreed to her proposal.

New Business

Library Financial Officer Gary Lettelleir introduced two resolutions for adoption by the Board relating to internal controls at the Library. The resolutions entail changes to the Library's internal controls policy in response to Indiana law that mandates that every political entity in the State formally establish 1) internal controls and sufficient staff training on those controls, and 2) a policy on materiality and the reporting of material items.

After Gary clarified the State's requirements regarding the resolutions in response to the Board's questions, a brief discussion followed. Valerie moved to adopt the resolutions at hand, with David Ferguson seconding her motion.

Update: Strategist for Programming and Branch Services

Chris Hosler, Strategist for Programming and Branch Services, described his new dual-role position and highlighted his plans going forward. Items he discussed included:

- The New Service Model adopted by the Library in April 2015 changed the management oversight at the Ellettsville Branch. A recent evaluation team proposed changes to ensure consistent and quality services and training for staff. Chris's role as Branch Strategist was created to address 1) the day-to-day and "big-picture" administrative needs at the Ellettsville Branch and 2) coordination of engagement in the Ellettsville community to strategically and practically ensure needs of the branch are met, including exploration of needs as the Library renovates the Ellettsville branch and explores the addition of a new branch.
- Changes to programming with focused attention on strategic directions and the adoption of a consistent, outcomes-based approach with a focus on audience-feedback made changes to programming strategy necessary; the Programming Strategist portion of his position was created in response to these changes to ensure efficient programming and effective communication between all staff affected.
- In accordance with recent recommendations by the Library Team studying the

needs of the Ellettsville Branch, a core group of staff will be assigned to work most of their hours at the Branch, with additional trained staff from Main scheduled frequently enough to maintain skills levels required.

A brief discussion followed, with Chris responding to specific questions by the Board regarding his new role at the Library.

Public Comment

None.

Marilyn announced that Jane Cronkhite, the newly hired Associate Director at the Library, will begin working August 1.

Adjournment

Fred moved to adjourn, with David seconding the motion. After unanimous agreement by the Board, John adjourned the meeting at 6:51 p.m.

**MONROE COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES EXECUTIVE SESSION**

Wednesday, June 15, 2016

7:00 P.M.

Ellettsville Meeting Room

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

Library staff: Kevin MacDowell, Kyle Wickemeyer-Hardy, Marilyn Wood,

Others: Paul Sinclair and James Whitlatch

The Board discussed strategy related to collective bargaining, as permitted by I.C. 5-14-1.5-6.1.

The meeting adjourned at 7:17 p.m.

MONROE COUNTY PUBLIC LIBRARY

*Check Summary Register©

June 9, 2016 to July 7, 2016

Name	Check Date	Check Amt	
06600 MAINSOURCE CHECKING			
Paid Chk# 003890	ALL-PHASE ELECTRIC SUPPLY	6/15/2016	\$179.10 LIGHTING SPLS
Paid Chk# 003891	AMERICAN UNITED LIFE INS.	6/15/2016	\$1,507.30 403b TSA-AUL W/H
Paid Chk# 003892	AT&T (IL)	6/15/2016	\$120.53 2 DEDICATED PHONE LINES
Paid Chk# 003893	BAKER & TAYLOR BOOKS	6/15/2016	\$27,614.00 BOOKS, DATABASES
Paid Chk# 003894	BIBLIOTHECA LLC	6/15/2016	\$2,686.99 E-BOOKS
Paid Chk# 003895	BLACKSTONE AUDIO, INC.	6/15/2016	\$54.00 NONPRINT
Paid Chk# 003896	BLR	6/15/2016	\$497.00 PERIODICAL
Paid Chk# 003897	B-TECH LLC	6/15/2016	\$369.55 MNTHLY WEBSERVICE
Paid Chk# 003898	BUNGER & ROBERTSON, LLP	6/15/2016	\$500.00 LEGAL SERVICES
Paid Chk# 003899	CENTER POINT LARGE PRINT	6/15/2016	\$224.10 BOOKS
Paid Chk# 003900	CENTURYLINK	6/15/2016	\$23.43 LONG-DISTANCE CALLS
Paid Chk# 003901	CHICAGO TRIBUNE	6/15/2016	\$401.96 PERIODICALS
Paid Chk# 003902	CITY OF BLOOMINGTON	6/15/2016	\$1,361.06 WATER & SEWER
Paid Chk# 003903	COMCAST	6/15/2016	\$29.68 CABLE EQUIP. RENTAL
Paid Chk# 003904	COMMISSION ON PUBLIC	6/15/2016	\$447.93 PERIODICALS
Paid Chk# 003905	DUKE ENERGY	6/15/2016	\$19,176.71 ELECTRICITY
Paid Chk# 003906	ELECTRONIC COMMERCE, INC.	6/15/2016	\$1,919.70 PAYROLL SERVICES
Paid Chk# 003907	FINDAWAY WORLD, LLC	6/15/2016	\$1,418.49 NONPRINT
Paid Chk# 003908	FREEDOM BUSINESS	6/15/2016	\$506.00 PRINT CARTRIDGES
Paid Chk# 003909	GALE/CENGAGE LEARNING	6/15/2016	\$924.29 BOOKS
Paid Chk# 003910	HP PRODUCTS	6/15/2016	\$736.31 BLDG SPLS
Paid Chk# 003911	INTERNET MINDED DESIGN AND	6/15/2016	\$746.00 IT'S YOUR MONEY/FINRA
Paid Chk# 003912	JAMIE L. BARTZEL	6/15/2016	\$24.95 REFUND ON LOST ITEM
Paid Chk# 003913	JANET A. PIERSON	6/15/2016	\$800.00 ELL/HOMEWORK HELP COORDINATOR
Paid Chk# 003914	YELLOW LOTUS PRODUCTIONS	6/15/2016	\$3,850.00 CONSULTING ON DIGITAL SERVICE/CATS
Paid Chk# 003915	M. T. PUBLISHING COMPANY,	6/15/2016	\$25.50 BOOKS
Paid Chk# 003916	MALKE J. ROSENFELD	6/15/2016	\$450.00 CHILD/SUMMER PROGRAMS
Paid Chk# 003917	MIDWEST PRESORT SERVICE	6/15/2016	\$232.81 POSTAGE SERVICES
Paid Chk# 003918	MIDWEST TAPE	6/15/2016	\$15,441.32 E-BOOKS, NONPRINT
Paid Chk# 003919	MONROE COUNTY HISTORY	6/15/2016	\$35.00 MEMBERSHIP/BOOKS
Paid Chk# 003920	MONROE CTY PUBLIC LIBRARY-	6/15/2016	\$149,000.00 LIRF SEMI-ANNUAL TRANSFER
Paid Chk# 003921	MONSTER TRASH	6/15/2016	\$187.02 TRASH SERVICE
Paid Chk# 003922	MUNICIPAL CODE CORPORATIO	6/15/2016	\$98.70 BOOKS
Paid Chk# 003923	NATURE'S WAY, INC.	6/15/2016	\$85.00 INTERIOR PLANT MAINT.
Paid Chk# 003924	NETWORK SERVICES COMPANY	6/15/2016	\$1,417.67 CLEANING SPLS
Paid Chk# 003925	PENGUIN RANDOM HOUSE, LLC	6/15/2016	\$1,645.43 NONPRINT
Paid Chk# 003926	RECORDED BOOKS, INC.	6/15/2016	\$100.95 NONPRINT
Paid Chk# 003927	RICOH USA, INC.	6/15/2016	\$56.94 ADMIN COPIER ADD'L IMAGES
Paid Chk# 003928	SAM'S CLUB/SYNCHRONY BANK	6/15/2016	\$15.84 SPLS
Paid Chk# 003929	SHANNON M. MAXWELL	6/15/2016	\$24.98 REFUND ON LOST ITEMS
Paid Chk# 003930	THE HUNTINGTON NATIONAL	6/15/2016	\$349,826.67 GEN. OBLIG BOND OF 2015/SEMI-ANNUAL PYMT
Paid Chk# 003931	UNIQUE MANAGEMENT	6/15/2016	\$1,396.20 COLLECTION AGENCY
Paid Chk# 003932	VERIZON WIRELESS	6/15/2016	\$120.03 BKM DATA LINES
Paid Chk# 003933	WILDCARE, INC.	6/15/2016	\$200.00 CHILDREN/PROGRAMS
Paid Chk# 003934	ACTIVATE HEALTHCARE	6/21/2016	\$4,346.82 AUGUST '16 CLINIC
Paid Chk# 003935	BANCTEC INC.	6/21/2016	\$31.83 FOLDER MONTHLY MAINT.
Paid Chk# 003936	CDW GOVERNMENT, INC.	6/21/2016	\$71.53 IT SPLS
Paid Chk# 003937	CITY OF BLOOMINGTON	6/21/2016	\$1,102.00 JUNE '16 PARKING GARAGES PERMITS
Paid Chk# 003938	GIBSON TELDATA, INC.	6/21/2016	\$1,234.63 QTRLY MAINT. CONTRACT
Paid Chk# 003939	ICE MILLER LLP	6/21/2016	\$6,147.00 LEGAL SERVICES/UNION
Paid Chk# 003940	JERALD W. JAMES	6/21/2016	\$1,200.00 TALK TO AN EXPERT/FINRA PROGRAMS
Paid Chk# 003941	LINDAGRACE FROST	6/21/2016	\$140.00 WELLNESS/YOGA SESSIONS
Paid Chk# 003942	MASTER RENTAL CENTER	6/21/2016	\$73.29 CHILD/PROGRAM RENTED SPLS
Paid Chk# 003943	MIDWEST PRESORT SERVICE	6/21/2016	\$239.18 POSTAGE SERVICE

MONROE COUNTY PUBLIC LIBRARY

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***Check Summary Register©**

June 9, 2016 to July 7, 2016

Name	Check Date	Check Amt	
Paid Chk# 003944	ORA ENTERPRISES, INC.	6/21/2016	\$32.00 SHREDDING SERVICE
Paid Chk# 003945	PENNY GILLIE	6/21/2016	\$0.70 REFUND OVERPAYMENT ON HEALTH INS.
Paid Chk# 003946	RICOH USA, INC.	6/21/2016	\$80.99 VITAL COPIER/MNTHLY IMAGES
Paid Chk# 003947	SHAWN R. LEWIS	6/21/2016	\$26.99 REFUND ON LOST ITME
Paid Chk# 003948	SUZANNE S. HALVORSON	6/21/2016	\$100.00 IT'S YOUR MONEY PROGRAM
Paid Chk# 003949	VECTREN ENERGY DELIVERY	6/21/2016	\$47.46 NATURAL GAS
Paid Chk# 003950	WEX BANK	6/21/2016	\$17.55 FUEL
Paid Chk# 003951	WONDERLAB MUSEUM	6/21/2016	\$665.00 CHILD/BRIGHT SCIENCE PROGRAM
Paid Chk# 003952	AT&T (IL)	6/28/2016	\$1,028.54 PHONE SERVICE
Paid Chk# 003953	AT&T MOBILITY	6/28/2016	\$358.41 CELLPHONES
Paid Chk# 003954	BLOOMINGTON VALLEY	6/28/2016	\$1,415.76 PLANTS/BLDG SERVICES
Paid Chk# 003955	B-TECH LLC	6/28/2016	\$290.00 BLDG REPAIR
Paid Chk# 003956	CDW GOVERNMENT, INC.	6/28/2016	\$89.01 IT SPLS
Paid Chk# 003957	CINTAS CORPORATION	6/28/2016	\$379.32 FIRST-AID SPLS
Paid Chk# 003958	GAVIN SMITH	6/28/2016	\$100.00 TRI-KAPPA \$/12 HR COMIC BOOK DAY
Paid Chk# 003959	HFI MECHANICAL CONTRACTOR	6/28/2016	\$5,443.00 BLDG REPAIRS
Paid Chk# 003960	HP PRODUCTS	6/28/2016	\$172.10 BLDG SPLS
Paid Chk# 003961	INDIANA POWER SERVICE &	6/28/2016	\$439.00 MAINT. CONTRACT/GENERATOR
Paid Chk# 003962	JULIA REICH	6/28/2016	\$250.00 NONPROFIT PROGRAM
Paid Chk# 003963	MIDWEST PRESORT SERVICE	6/28/2016	\$267.27 POSTAGE SERVICE
Paid Chk# 003964	NOLAN'S LAWN CARE SERVICE	6/28/2016	\$423.60 LAWN CARE
Paid Chk# 003965	OCLC, INC.	6/28/2016	\$3,445.60 MONTHLY OCLC USAGE
Paid Chk# 003966	RICOH USA, INC.	6/28/2016	\$102.15 ADMIN COPIER RENT
Paid Chk# 003967	SEXSON SPRING WATER INC.	6/28/2016	\$714.38 BLDG SERVICES
Paid Chk# 003968	SUPPLYWORKS	6/28/2016	\$314.76 BLDG SPLS
Paid Chk# 003969	4IMPRINT, INC.	6/30/2016	\$990.18 MTKG MAT'LS/IT'S YOUR MONEY
Paid Chk# 003970	ADP, INC.	6/30/2016	\$321.51 BACKGROUND CHECKS
Paid Chk# 003971	AFSCME COUNCIL 62	6/30/2016	\$995.24 UNION DUES W/H
Paid Chk# 003972	ALL-PHASE ELECTRIC SUPPLY	6/30/2016	\$109.00 BLDG SPLS
Paid Chk# 003973	AMERICAN HERITAGE LIFE INS.	6/30/2016	\$347.28 JULY '16 OTHER INS.
Paid Chk# 003974	AMERICAN UNITED LIFE INS.	6/30/2016	\$1,507.30 403b TSA-AUL W/H
Paid Chk# 003975	BAKER & TAYLOR BOOKS	6/30/2016	\$14,514.74 BOOKS
Paid Chk# 003976	BANCTEC INC.	6/30/2016	\$612.72 YEARLY MAINT.
Paid Chk# 003977	BARRACUDA NETWORKS, INC.	6/30/2016	\$3,998.00 SOFTWARE MAINTENANCE
Paid Chk# 003978	BIBLIOTHECA LLC	6/30/2016	\$789.88 E-BOOKS
Paid Chk# 003979	CARMINPARKER, P.C.	6/30/2016	\$100.00 GARNISHMENT W/H
Paid Chk# 003980	COMMON ROOM GAMES	6/30/2016	\$190.00 CHILDRENS PROGRAM GAMES
Paid Chk# 003981	EVANSVILLE BINDERY, INC.	6/30/2016	\$243.55 BOOK BINDING REPAIR
Paid Chk# 003982	FINDAWAY WORLD, LLC	6/30/2016	\$15.05 AV CATALOGING SPLS
Paid Chk# 003983	FREEDOM BUSINESS	6/30/2016	\$116.95 PRINT CARTRIDGES
Paid Chk# 003984	GALE/CENGAGE LEARNING	6/30/2016	\$785.27 BOOKS
Paid Chk# 003985	JENNIFER KELLAMS	6/30/2016	\$12.58 NEW EMPLOYEE RECEPTION SPLS
Paid Chk# 003986	LATIN-AMERICAN PERIODICALS	6/30/2016	\$978.75 PERIODICALS
Paid Chk# 003987	LEGAL SHIELD	6/30/2016	\$149.96 IDENTITY THEFT/LEGAL INS. W/H
Paid Chk# 003988	MARILYN WOOD	6/30/2016	\$40.32 ALA CONF./MILEAGE
Paid Chk# 003989	MARY LORO	6/30/2016	\$20.00 OUTREACH BAG CLEANING
Paid Chk# 003990	MENARDS - BLOOMINGTON	6/30/2016	\$95.59 BLDG SPLS
Paid Chk# 003991	MIDWEST TAPE	6/30/2016	\$9,010.16 NONPRINT
Paid Chk# 003992	OXMOOR HOUSE, INC.	6/30/2016	\$36.91 BOOKS
Paid Chk# 003993	PENGUIN RANDOM HOUSE, LLC	6/30/2016	\$197.00 NONPRINT
Paid Chk# 003994	RACHEL D. GUGLIELMO	6/30/2016	\$19.99 REFUND ON LOST ITEM
Paid Chk# 003995	RECORDED BOOKS, INC.	6/30/2016	\$179.65 NONPRINT
Paid Chk# 003996	SADDLEBACK EDUCATIONAL	6/30/2016	\$497.67 BOOKS
Paid Chk# 003997	SCHINDLER ELEVATOR	6/30/2016	\$628.79 BLDG REPAIR
Paid Chk# 003998	T & H KEITH INC.	6/30/2016	\$2,520.92 RM 150 RENOVATION/DRYWALL-DOOR

MONROE COUNTY PUBLIC LIBRARY

***Check Summary Register©**

June 9, 2016 to July 7, 2016

	Name	Check Date	Check Amt	
Paid Chk#	003999 THOMSON REUTERS - WEST	6/30/2016	\$958.44	PERIODICALS
Paid Chk#	004000 TODAY'S BUSINESS	6/30/2016	\$522.72	1ST QTR '16 FAX PROGRAM
Paid Chk#	004001 TOUCHSTONE MERCHANDISE	6/30/2016	\$202.75	UNIFORMS
Paid Chk#	004002 ULINE	6/30/2016	\$402.47	DISPLAY TRAYS/FINRA
Paid Chk#	004003 UNITED STATES TREASURY	6/30/2016	\$76.00	GARNISHMENT W/H
Paid Chk#	004004 UNITED WAY	6/30/2016	\$54.00	UNITED WAY W/H
Paid Chk#	004005 ALL-PHASE ELECTRIC SUPPLY	7/7/2016	\$66.60	BLDG SPLS
Paid Chk#	004006 BAKER & TAYLOR BOOKS	7/7/2016	\$6,201.59	CHILDREN'S SRP BOOK PRIZES
Paid Chk#	004007 CARMICHAEL TRUCK &	7/7/2016	\$1,213.43	SPRINTER VAN REPAIRS
Paid Chk#	004008 CHASE CARD SERVICES	7/7/2016	\$8,695.47	VARIOUS
Paid Chk#	004009 CHRIS HOSLER	7/7/2016	\$282.48	COMIC BOOK DAY FOOD
Paid Chk#	004010 CINTAS CORPORATION	7/7/2016	\$55.00	FIRST-AID SPLS
Paid Chk#	004011 CITY OF BLOOMINGTON	7/7/2016	\$10.00	TRANSFER ON ZONE 4 PARKING
Paid Chk#	004012 DUKE ENERGY	7/7/2016	\$1,901.80	ELECTRICITY
Paid Chk#	004013 ELLETTSVILLE TRUE VALUE	7/7/2016	\$252.31	BLDG SPLS
Paid Chk#	004014 ELLETTSVILLE UTILITIES	7/7/2016	\$245.45	WATER & SEWER
Paid Chk#	004015 GUARDIAN LIFE INS. CO.	7/7/2016	\$8,568.59	JULY '16 DENTAL, VISION, STD, LIFE INS.
Paid Chk#	004016 KLEINDORFER'S HDWE	7/7/2016	\$20.52	BLDG SPLS
Paid Chk#	004017 LEARNING TREASURES	7/7/2016	\$105.10	CHILD/PROGRAM SPLS
Paid Chk#	004018 LOWE'S	7/7/2016	\$314.68	BLDG SPLS
Paid Chk#	004019 MARY FRASIER	7/7/2016	\$65.91	FD/CHILD PROGRAM SPLS
Paid Chk#	004020 MIDWEST PRESORT SERVICE	7/7/2016	\$260.44	POSTAGE SERVICES
Paid Chk#	004021 B,B & C POW PEST CONTROL,	7/7/2016	\$95.00	PEST CONTROL
Paid Chk#	004022 SIHO INSURANCE SERVICES	7/7/2016	\$45,124.57	JULY '16 HEALTH INS.
Paid Chk#	004023 SMITHVILLE COMMUNICATIONS	7/7/2016	\$1,776.00	MONTHLY INTERNET SERVICE
Paid Chk#	004024 STEPHANIE HOLMAN	7/7/2016	\$110.54	ELL CHILDRENS PROGRAMING SPLS
Paid Chk#	004025 SYNCHRONY BANK/AMAZON	7/7/2016	\$4,333.60	BOOKS/FINRA GRANT
Paid Chk#	004026 VECTREN ENERGY DELIVERY	7/7/2016	\$98.06	NATURAL GAS
Paid Chk#	004027 WELLS FARGO VENDOR	7/7/2016	\$50.93	VITAL COPIER RENTAL
	Total Checks		\$739,358.42	

MONROE COUNTY PUBLIC LIBRARY
CHECKING ACCOUNTS
06/09/16 - 07/07/16

MainSource Checking Account/Check Register Total	\$739,358.42
Add: Electronic Withdrawals	
Merchant Services-Monthly Credit Card Fees (July '16)	604.37
MainSource Checking-Monthly Service Charge (July '16)	35.00
MainSource Checking-ACH Block Charge (June '16)	20.00
German-American Bank-Merchant Fees (July '16)	0.00
German-American Bank-TSYS Fees/new system (July '16)	151.91
Add: Payrolls	
Vouchers 06/10/16 Payroll (ECI)	124,755.80
Electronic transfer (ECI) employee/employer taxes	47,625.67
Electronic transfer (ECI) employee "HSA"	2,613.96
Electronic PERF pymt. 06/10/16	18,778.72
Electronic transfer 06/14/16 (TASC) employee/employer "FSA"	248.46
Vouchers 06/24/16 Payroll (ECI)	124,392.39
Electronic transfer (ECI) employee/employer taxes	47,602.81
Electronic transfer (ECI) employee "HSA"	2,613.96
Electronic PERF pymt. 06/27/16	18,917.98
Electronic transfer 06/28/16 (TASC) employee/employer "FSA"	248.46
TOTAL OF A/P AND PAYROLL CHECK REGISTERS	\$1,127,967.91

CK#4008

ACCOUNTS PAYABLE VOUCHER

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

<p style="text-align: center;">Payee</p> <p>CHASE CARD SERVICES</p> <p>CARDMEMBER SERVICE</p> <p>PALATINE, IL 60094-4014</p>	<p style="text-align: right;">Claim 28507</p> <p>Purchase Order No. 0</p> <p>Terms</p> <p>Date Due</p>
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Invoice Date	Invoice Number	Description (or note attached Invoice(s) or bill(s))	Amount
6/1/2016		E019-011-21350 DOLLAR TREE/CHILDREN SPLS	\$12.00
6/6/2016		E001-018-45300 ITUNES/BOOK APPS/CHILD	\$27.72
6/16/2016		E019-011-21350 HOBBY-LOBBY/CHILD SPLS	\$70.28
6/20/2016		E019-011-21350 KROGER/CHILD SPLS	\$13.98
6/20/2016		E019-011-21350 HOBBY-LOBBY/CHILD SPLS	\$14.97
5/28/2016		E001-019-31500 WUNDERKINDER/MONTHLY SOFTWARE SUBSCRIPTION	\$24.95
5/30/2016		E001-007-33200 MAILCHIMP E-NEWSLETTER SUBSCRIPTION	\$45.00
5/31/2016		E001-008-22200 CIRCLE S/FUEL	\$66.44
6/3/2016		E019-007-21350 ISTOCK/STOCK PHOTOS	\$12.84
6/11/2016		E001-019-31500 HOOTSUITE/MNTHLY SOCIAL MEDIA	\$9.99
6/15/2016		E001-027-21200 OVERNIGHTPRINTS/BUS CARDS/C. HOSLER	\$24.50
6/2/2016		E001-018-45300 IISFULFILLM/NONPRINT	(\$35.94)
6/1/2016		E001-018-45300 IISFULFILLM/NONPRINT	\$35.94
5/16/2016		E001-018-45100 YESASIA/BOOKS	\$1,064.93
6/2/2016		E001-018-22300 ILT LABELS/ CATALOGING SPLS/BKS	\$1,240.43
6/8/2016		E001-018-45100 YESASIA/BOOKS	\$14.98
6/16/2016		E019-001-32500 PEOPLECONNECT/WEBINAR	\$119.00
6/16/2016		E001-018-45100 HSPA FDTN/BOOKS	\$55.00
6/22/2016		E001-018-45300 MGW PRODUCTS/NONPRINT	\$110.91
6/22/2016		E001-018-45200 NEW YORK TIMES/PERIODICALS	\$19.97
6/22/2016		E001-018-45300 CUTTINGCORP/AUDIO CD'S	\$48.83
5/24/2016		R001-024-03600 MCPL/CC TERMINAL TRAINING	\$1.00
6/4/2016		E019-010-21350 KROGER/ADULT SPLS	\$7.49
6/6/2016		E019-010-21350 AMAZON/ADULT PROGRAMING	\$28.96
6/12/2016		E019-010-21350 KROGER/ADULT SPLS	\$69.47
6/15/2016		E019-010-21350 KROGER/ADULT SPLS	\$33.24
6/21/2016		E019-010-21350 KROGER/ADULT-NONPROFIT	\$28.23
5/26/2016		R001-024-03600 MCPL/CC TERMINAL TESTING	\$1.00
6/2/2016		E001-004-32200 USPS/POSTAGE	\$6.47
6/7/2016		E001-004-32200 USPS/POSTAGE	\$6.47
6/9/2016		E016-015-21350 AWARD CENTER/QUIZ BOWL	\$78.00
6/9/2016		E019-025-32400 ILF/CYPD CONF.	\$165.00
6/9/2016		E019-025-32400 ILF/CYPD CONF.	\$150.00
6/21/2016		E001-004-32200 USPS/POSTAGE	\$4.35
5/26/2016		E016-026-44300 DRI*HTC/JDAI GRANT/EQUIP.	(\$57.94)
5/25/2016		E016-026-44300 DRI*HTC/JDAI-VIRTUAL HEADSET	\$885.67
5/26/2016		E019-001-21350 QUAFF/AD SEARCH/LUNCH	\$62.44
5/27/2016		E019-001-21350 QUAFF/AD SEARCH/LUNCH	\$62.18
6/2/2016		E001-005-31700 PAYPAL/MNTHLY CC FEE	\$59.95
6/6/2016		E001-008-22200 CIRCLE S/FUEL	\$31.00

6/14/2016	E001-024-31500 WHEN TO WORK/YRLY MAINT.	\$300.00
6/15/2016	E001-026-23000 AMAZON/IT SPLS	\$171.38
6/14/2016	E001-026-23000 AMAZON/IT SPLS	\$4.90
6/16/2016	E001-008-22200 CIRCLE S/FUEL	\$65.00
6/21/2016	E001-019-31500 SURVEYMONKEY/YRLY MAINT.	\$239.00
6/22/2016	E019-001-21350 KROGER/NEW EMPLOYEE RECEPTION	\$77.89
6/23/2016	E001-015-22200 CIRCLE S/FUEL	\$49.92
6/3/2016	E001-015-22200 KROGER/FUEL	\$41.37
6/6/2016	E001-015-22200 CIRCLE S/FUEL	\$50.29
6/13/2016	E001-015-22200 CIRCLE S/FUEL	\$64.13
6/17/2016	E001-015-22200 MARATHON/FUEL	\$32.97
6/20/2016	E001-015-22200 CIRCLE S/FUEL	\$67.15
5/23/2016	R001-024-03600 MCPL/STAFF NEW CC TRAINING	\$34.00
5/24/2016	R001-024-03600 MCPL/STAFF CC TRAINING	\$25.00
5/25/2016	R001-024-03600 MCPL/STAFF CC TRAINING	\$13.00
5/27/2016	E001-019-31500 DROBO/YRLY MAINT. CONTRACT	\$398.00
5/25/2016	R001-024-03600 MCPL/TEST PROBLEM/NEW CC TERMINAL	\$1.00
5/31/2016	R001-024-03600 MCPL/CC TEST/OLD ACCT.	\$2.00
6/1/2016	R001-024-03600 MCPL/NEW CC TESTING	\$6.50
6/3/2016	R001-024-03600 MCPL/TESTING CC TERMINAL	\$1.02
6/3/2016	R001-024-03600 MCPL/CC TESTING	\$1.00
6/3/2016	R001-024-03700 MCPL/PRINTER CC TESTING	\$0.55
6/4/2016	R001-024-03600 MCPL/CC TESTING	\$1.00
6/7/2016	R001-024-03600 MCPL/CC TESTING PROBLEM	\$9.99
6/7/2016	R001-024-03600 MCPL/NEW CC TESTING	\$58.34
6/16/2016	E020-016-31500 DREAMHOST/CATS MNTHLY WEBSITE	\$50.00
5/24/2016	E007-026-44100 MATBOARD/ARTWORK/GROUND FLOOR	\$81.36
5/24/2016	E001-026-23000 AMAZON/IT SPLS	\$43.57
5/24/2016	E007-026-44600 AMAZON/HEADSET	\$68.94
5/24/2016	E019-026-21350 AMAZON/TEEN PROGRAM SPLS	\$32.46
5/25/2016	E019-026-21350 AVERS/TEEN FOOD	\$86.10
6/6/2016	E007-026-44650 BLIZZARD/GAMES FOR PC	\$39.99
6/6/2016	E001-026-36300 CANON/EQUIP. REPAIR	\$374.64
6/6/2016	E019-026-44600 BEST BUY/CAMERA & OTHER EQUIP.	\$326.97
6/17/2016	E007-026-44100 PICTUREFRAMES/FURNISHINGS	\$78.97
6/17/2016	E019-026-32400 ALAYA SYMPOSIUM	\$778.00
6/20/2016	E019-026-21350 AMAZON/TEEN SPLS	\$22.40
6/20/2016	E019-026-21350 FIRE MTN GEMS/TEEN SPLS	\$33.59
6/20/2016	E019-026-21350 AMAZON/TEEN SPLS	\$8.08
6/21/2016	E019-026-21350 AMAZON/TEEN SPLS	\$5.43
6/21/2016	E019-026-21350 CVS/TEEN SPLS	\$10.97
6/21/2016	E019-026-21350 AMAZON/TEEN SPLS	\$109.95
6/22/2016	E007-026-44300 BEST BUY/PRO CONTROLLER	\$208.95
Total		\$8,695.47

VOUCHER NO. 28507

WARRANT NO. 4008

CHASE CARD SERVICES

ALLOWED

IN THE SUM OF \$ 8,695.47

\$ 8,695.47

Financial Report Comments

Reports as of 06-30-16

Board Meeting Date 07/20/16

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 spending guideline which is 50% after six months.

	% Spending Guideline June 30, 2016	Actual % Spending
Wages and Benefits	50.0%	47.5%
Supplies	50.0%	37.6%
Other Services & Charges	50.0%	40.3%
Capital Outlay	50.0%	47.7%
Total Operating Expenditures	50.0%	45.9%

After six months it looks spending is on track to come in under budget for 2016.

MONROE COUNTY PUBLIC LIBRARY
MONTHLY SUMMARY OF BUDGET CATEGORIES
AS OF JUNE 30, 2016
SIX MONTHS = 50.0%

	2016 JUNE	2015 JUNE	2016 Y-T-D ACTUAL	2016 BUDGET	2015 Y-T-D ACTUAL	2016 Y-T-D BUDGET REMAINING	2016 % OF BUDGET USED	2016 % OF BUDGET REMAINING
PERSONNEL SERVICES								
SALARIES	304,779.52	298,208.31	1,998,424.26	4,073,258.71	1,944,737.01	2,074,834.45	49.1%	50.9%
EMPLOYEE BENEFITS	117,964.02	113,367.28	671,872.88	1,528,025.18	633,247.28	856,152.30	44.0%	56.0%
OTHER WAGES	0.00	0.00	0.00	15,000.00	0.00	15,000.00	0.0%	100.0%
TOTAL PERSONNEL SERVICES	<u>422,743.54</u>	<u>411,575.59</u>	<u>2,670,297.14</u>	<u>5,616,283.89</u>	<u>2,577,984.29</u>	<u>2,945,986.75</u>	<u>47.5%</u>	<u>52.5%</u>
SUPPLIES								
OFFICE SUPPLIES	6,627.27	4,838.05	24,184.48	58,400.00	19,048.73	34,215.52	41.4%	58.6%
OPERATING SUPPLIES	5,140.02	18,407.95	40,994.55	120,300.00	54,056.83	79,305.45	34.1%	65.9%
REPAIR & MAINT. SUPPLIES	3,412.17	474.88	11,983.55	26,400.00	8,309.65	14,416.45	45.4%	54.6%
TOTAL SUPPLIES	<u>15,179.46</u>	<u>23,720.88</u>	<u>77,162.58</u>	<u>205,100.00</u>	<u>81,415.21</u>	<u>127,937.42</u>	<u>37.6%</u>	<u>62.4%</u>
OTHER SERVICES & CHARGES								
PROFESSIONAL SERVICES	29,022.76	14,896.33	124,688.29	370,100.00	101,197.72	245,411.71	33.7%	66.3%
COMMUNICATION & TRANSPORTATION	4,277.11	4,400.34	18,324.71	86,600.00	22,428.22	68,275.29	21.2%	78.8%
PRINTING & ADVERTISING	195.00	389.76	1,237.94	7,350.00	928.68	6,112.06	16.8%	83.2%
INSURANCE	0.00	0.00	72,163.00	77,600.00	72,135.00	5,437.00	93.0%	7.0%
UTILITIES	22,107.41	26,075.77	141,177.90	386,050.00	157,051.45	244,872.10	36.6%	63.4%
REPAIR & MAINTENANCE	6,605.34	535.91	25,255.03	55,500.00	18,293.40	30,244.97	45.5%	54.5%
RENTALS	452.08	173.28	3,886.16	36,600.00	1,262.65	32,713.84	10.6%	89.4%
ELECTRONIC SERVICES	13,579.44	10,275.00	124,495.30	320,000.00	89,868.50	195,504.70	38.9%	61.1%
OTHER CHARGES	24,833.33	597,083.33	154,536.53	311,000.00	689,129.65	156,463.47	49.7%	50.3%
TOTAL OTHER SERVICES & CHARGES	<u>101,072.47</u>	<u>653,829.72</u>	<u>665,764.86</u>	<u>1,650,800.00</u>	<u>1,152,295.27</u>	<u>985,035.14</u>	<u>40.3%</u>	<u>59.7%</u>
CAPITAL OUTLAY								
FURNITURE & EQUIPMENT	0.00	1,138.99	3,865.82	35,000.00	17,979.69	31,134.18	11.0%	89.0%
OTHER CAPITAL OUTLAY	90,915.22	62,136.75	465,618.65	948,700.00	488,986.07	483,081.35	49.1%	50.9%
TOTAL CAPITAL OUTLAY	<u>90,915.22</u>	<u>63,275.74</u>	<u>469,484.47</u>	<u>983,700.00</u>	<u>506,965.76</u>	<u>514,215.53</u>	<u>47.7%</u>	<u>52.3%</u>
TOTAL OPERATING EXPENDITURES	<u><u>629,910.69</u></u>	<u><u>1,152,401.93</u></u>	<u><u>3,882,709.05</u></u>	<u><u>8,455,883.89</u></u>	<u><u>4,318,660.53</u></u>	<u><u>4,573,174.84</u></u>	<u><u>45.9%</u></u>	<u><u>54.1%</u></u>

2015 BUDGET
% USED IN 2015

8,826,029.92
48.9%

MONROE COUNTY PUBLIC LIBRARY
MONTHLY BUDGET REPORT
AS OF JUNE 30, 2016

	2016 JUNE	2015 JUNE	2016 Y-T-D ACTUAL	2016 BUDGET	2015 Y-T-D ACTUAL	2016 Y-T-D BUDGET REMAINING	2016 % OF BUDGET USED	2016 % OF BUDGET REMAINING
PERSONNEL SERVICES (1000'S)								
SALARIES								
1120 ADMINISTRATION/DIRECTORS	7,655.54	7,461.55	49,761.01	180,540.00	74,762.18	130,778.99	27.6%	72.4%
1130 MANAGERS/ASST. MANAGERS	80,565.97	76,190.40	523,634.62	1,052,556.87	390,861.44	528,922.25	49.7%	50.3%
1140 LIBRARIANS, EXPERTS	74,175.65	74,898.30	489,067.33	1,004,405.22	564,266.81	515,337.89	48.7%	51.3%
1150 SPECIALISTS	14,534.62	14,328.63	94,598.75	205,078.14	275,373.84	110,479.39	46.1%	53.9%
1160 ASSISTANTS/PARAPROFESSIONALS	55,145.29	51,440.14	352,794.95	706,002.18	269,704.44	353,207.23	50.0%	50.0%
1170 TECH/OPERATORS/SECRETARIES	4,500.02	4,275.00	29,283.26	56,686.50	77,212.56	27,403.24	51.7%	48.3%
1190 BUILDING SERVICES/MAINTENANCE	11,947.51	10,443.35	78,393.21	137,100.44	145,362.62	58,707.23	57.2%	42.8%
1200 BUILDING SERVICES/SECURITY	8,067.76	8,720.35	52,936.65	113,915.64	21,825.15	60,978.99	46.5%	53.5%
1280 PRODUCTION ASSISTANTS	1,322.00	1,247.00	8,708.69	32,765.46	3,338.84	24,056.77	26.6%	73.4%
1290 INFORMATION ASST/MATERIAL/SUPPORT	29,265.38	34,205.23	204,559.20	456,228.66	86,029.36	251,669.46	44.8%	55.2%
1300 SUPPORT/MATERIAL HANDLERS	16,389.86	13,852.39	106,829.63	112,831.38	33,133.06	6,001.75	94.7%	5.3%
1320 TECHNICIANS	1,209.92	1,145.97	7,856.96	15,148.22	2,866.71	7,291.26	51.9%	48.1%
TOTAL SALARIES	304,779.52	298,208.31	1,998,424.26	4,073,258.71	1,944,737.01	2,074,834.45	49.1%	50.9%
EMPLOYEE BENEFITS								
1210 EMPLOYER CONTRIBUTION/FICA	18,147.77	17,787.79	119,033.19	250,062.64	116,031.64	131,029.45	47.6%	52.4%
1220 UNEMPLOYMENT COMPENSATION	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.0%	100.0%
1230 EMPLOYER CONTRIBUTION/PERF	40,546.64	40,932.30	177,432.45	373,925.31	181,135.66	196,492.86	47.5%	52.5%
1235 EMPLOYEE/PERF	10,860.71	10,964.03	47,856.88	100,158.59	48,884.13	52,301.71	47.8%	52.2%
1240 EMPLOYER CONT/INSURANCE	44,164.70	39,523.05	297,263.45	735,396.22	260,059.37	438,132.77	40.4%	59.6%
1245 EMPLOYER INS/FSA	0.00	0.00	2,300.25	0.00	0.00	-2,300.25	#DIV/0!	#DIV/0!
1250 EMPLOYER CONT/MEDICARE	4,244.20	4,160.11	27,986.66	58,482.42	27,136.48	30,495.76	47.9%	52.1%
TOTAL EMPLOYEE BENEFITS	117,964.02	113,367.28	671,872.88	1,528,025.18	633,247.28	856,152.30	44.0%	56.0%
OTHER WAGES								
1310 WORKSTUDY	0.00	0.00	0.00	5,000.00	0.00	5,000.00	0.0%	100.0%
1180 TEMPORARY STAFF	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.0%	100.0%
TOTAL OTHER WAGES	0.00	0.00	0.00	15,000.00	0.00	15,000.00	0.0%	100.0%
TOTAL PERSONNEL SERVICES	422,743.54	411,575.59	2,670,297.14	5,616,283.89	2,577,984.29	2,945,986.75	47.5%	52.5%
SUPPLIES (2000'S)								
OFFICE SUPPLIES								
2110 OFFICIAL RECORDS	0.00	0.00	0.00	1,100.00	0.00	1,100.00	0.0%	100.0%
2120 STATIONERY & PRINTING	0.00	268.84	138.25	900.00	336.84	761.75	15.4%	84.6%
2130 OFFICE SUPPLIES	748.46	567.76	3,255.32	13,200.00	3,073.00	9,944.68	24.7%	75.3%
2135 GENERAL SUPPLIES	20.00	0.00	20.00	0.00	0.00	-20.00	#DIV/0!	#DIV/0!
2140 DUPLICATING	5,858.81	4,001.45	20,411.94	43,200.00	15,638.89	22,788.06	47.2%	52.8%
21600 PUBLIC USE SUPPLIES	0.00	0.00	358.97	0.00	0.00	-358.97	#DIV/0!	#DIV/0!
2150 PROMOTIONAL MATERIALS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
TOTAL OFFICE SUPPLIES	6,627.27	4,838.05	24,184.48	58,400.00	19,048.73	34,215.52	41.4%	58.6%

MONROE COUNTY PUBLIC LIBRARY
MONTHLY BUDGET REPORT
AS OF JUNE 30, 2016

	2016 JUNE	2015 JUNE	2016 Y-T-D ACTUAL	2016 BUDGET	2015 Y-T-D ACTUAL	2016 Y-T-D BUDGET REMAINING	2016 % OF BUDGET USED	2016 % OF BUDGET REMAINING
OPERATING SUPPLIES								
2210 CLEANING SUPPLIES	2,839.51	1,929.10	12,955.68	42,200.00	18,088.46	29,244.32	30.7%	69.3%
2220 FUEL, OIL, & LUBRICANTS	1,557.83	421.27	3,010.24	10,500.00	2,511.01	7,489.76	28.7%	71.3%
2230 CATALOGING SUPPLIES-BOOKS	0.00	0.00	1,800.72	7,000.00	2,680.22	5,199.28	25.7%	74.3%
2240 A/V SUPPLIES-CATALOGING	15.05	0.00	2,575.02	9,200.00	1,389.79	6,624.98	28.0%	72.0%
2250 CIRCULATION SUPPLIES	0.00	13,314.00	13,974.39	32,500.00	18,756.24	18,525.61	43.0%	57.0%
2260 LIGHT BULBS	434.20	2,743.58	4,305.97	10,000.00	7,691.93	5,694.03	43.1%	56.9%
2280 UNIFORMS	202.75	0.00	1,849.57	1,900.00	1,352.01	50.43	97.3%	2.7%
2290 DISPLAY/EXHIBIT SUPPLIES	90.68	0.00	522.96	7,000.00	1,587.17	6,477.04	7.5%	92.5%
TOTAL OPERATING SUPPLIES	5,140.02	18,407.95	40,994.55	120,300.00	54,056.83	79,305.45	34.1%	65.9%
REPAIR & MAINTENANCE SUPPLIES								
2300 IT SUPPLIES	334.20	390.98	1,442.31	5,000.00	2,343.83	3,557.69	28.8%	71.2%
2310 BUILDING MATERIALS & SUPPLIES	3,077.97	83.90	10,277.43	21,000.00	5,852.41	10,722.57	48.9%	51.1%
2320 PAINT & PAINTING SUPPLIES	0.00	0.00	263.81	400.00	113.41	136.19	66.0%	34.0%
2340 OTHER REPAIR & BINDING	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
TOTAL REPAIR & MAINTENANCE SUPPLIES	3,412.17	474.88	11,983.55	26,400.00	8,309.65	14,416.45	45.4%	54.6%
TOTAL SUPPLIES	15,179.46	23,720.88	77,162.58	205,100.00	81,415.21	127,937.42	37.6%	62.4%
OTHER SERVICES/CHARGES (3000'S)								
PROFESSIONAL SERVICES								
3004 MISC. UNAPPROPRIATED	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
3110 CONSULTING SERVICES	0.00	0.00	772.50	11,000.00	1,593.75	10,227.50	7.0%	93.0%
3120 ENGINEERING/ARCHITECTURAL	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.0%	100.0%
3130 LEGAL SERVICES	7,568.84	720.11	10,333.71	15,000.00	3,976.93	4,666.29	68.9%	31.1%
3140 BUILDING SERVICES	4,870.00	1,312.73	15,248.10	40,000.00	15,372.11	24,751.90	38.1%	61.9%
3150 MAINTENANCE CONTRACTS	7,085.67	2,784.69	39,016.04	155,600.00	20,953.83	116,583.96	25.1%	74.9%
3160 COMPUTER SERVICES (OCLC)	5,221.60	5,148.67	31,329.09	70,500.00	31,507.53	39,170.91	44.4%	55.6%
3170 ADMIN/ACCOUNTING SERVICES	2,880.45	3,695.03	20,748.30	47,000.00	19,837.02	26,251.70	44.1%	55.9%
3175 COLLECTION AGENCY SERVICES	1,396.20	1,235.10	7,240.55	21,000.00	7,956.55	13,759.45	34.5%	65.5%
TOTAL PROFESSIONAL SERVICES	29,022.76	14,896.33	124,688.29	370,100.00	101,197.72	245,411.71	33.7%	66.3%
COMMUNICATION & TRANSPORTATION								
3210 TELEPHONE	1,839.46	823.18	10,043.23	33,600.00	10,421.41	23,556.77	29.9%	70.1%
3215 CABLE TV	8.90	6.62	53.40	0.00	33.10	-53.40	#DIV/0!	#DIV/0!
3220 POSTAGE	2,401.20	2,115.74	8,118.27	22,000.00	8,018.23	13,881.73	36.9%	63.1%
3230 TRAVEL EXPENSE	0.00	1,454.80	11.81	10,000.00	2,618.16	9,988.19	0.1%	99.9%
3240 PROFESSIONAL MTG. (OFF-SITE)	0.00	0.00	0.00	10,000.00	285.00	10,000.00	0.0%	100.0%
3250 CONTINUING ED. (ON-SITE)	0.00	0.00	0.00	10,000.00	0.00	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	27.55	0.00	98.00	1,000.00	1,052.32	902.00	9.8%	90.2%
TOTAL COMMUNICATION & TRANSPORTATION	4,277.11	4,400.34	18,324.71	86,600.00	22,428.22	68,275.29	21.2%	78.8%

MONROE COUNTY PUBLIC LIBRARY
MONTHLY BUDGET REPORT
AS OF JUNE 3, 2016

	2016 JUNE	2015 JUNE	2016 Y-T-D ACTUAL	2016 BUDGET	2015 Y-T-D ACTUAL	2016 Y-T-D BUDGET REMAINING	2016 % OF BUDGET USED	2016 % OF BUDGET REMAINING
PRINTING & ADVERTISING								
3310 ADVERTISING & PUBLICATION	150.00	0.00	599.39	2,350.00	538.92	1,750.61	25.5%	74.5%
3320 PRINTING	45.00	389.76	638.55	5,000.00	389.76	4,361.45	12.8%	87.2%
TOTAL PRINTING & ADVERTISING	195.00	389.76	1,237.94	7,350.00	928.68	6,112.06	16.8%	83.2%
INSURANCE								
3410 OFFICIAL BOND	0.00	0.00	586.00	600.00	450.00	14.00	97.7%	2.3%
3420 OTHER INSURANCE	0.00	0.00	71,577.00	77,000.00	71,685.00	5,423.00	93.0%	7.0%
TOTAL INSURANCE	0.00	0.00	72,163.00	77,600.00	72,135.00	5,437.00	93.0%	7.0%
UTILITIES								
3510 GAS	99.11	140.20	1,583.54	4,950.00	2,231.55	3,366.46	32.0%	68.0%
3520 ELECTRICITY	20,390.61	23,720.75	131,110.66	354,000.00	146,677.20	222,889.34	37.0%	63.0%
3530 WATER	1,617.69	2,214.82	8,483.70	27,100.00	8,142.70	18,616.30	31.3%	68.7%
TOTAL UTILITIES	22,107.41	26,075.77	141,177.90	386,050.00	157,051.45	244,872.10	36.6%	63.4%
REPAIR & MAINTENANCE								
3610 BUILDING REPAIR	6,361.79	320.92	20,084.37	28,000.00	11,096.37	7,915.63	71.7%	28.3%
3630 OTHER EQUIP/FURNITURE REPAIRS	0.00	214.99	629.14	16,000.00	2,300.82	15,370.86	3.9%	96.1%
3640 VEHICLE REPAIR & MAINTENANCE	0.00	0.00	4,172.80	10,000.00	4,502.67	5,827.20	41.7%	58.3%
3650 MATERIAL BINDING/REPAIR SERV.	243.55	0.00	368.72	1,500.00	393.54	1,131.28	24.6%	75.4%
TOTAL REPAIR & MAINTENANCE	6,605.34	535.91	25,255.03	55,500.00	18,293.40	30,244.97	45.5%	54.5%
RENTALS								
3710 REAL ESTATE RENTAL/PARKING	452.08	173.28	3,811.16	36,600.00	1,262.65	32,788.84	10.4%	89.6%
3720 EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
3730 EVENTS-BOOTH & EQUIP. RENTAL	0.00	0.00	75.00	0.00	0.00	-75.00	#DIV/0!	#DIV/0!
TOTAL RENTALS	452.08	173.28	3,886.16	36,600.00	1,262.65	32,713.84	10.6%	89.4%
ELECTRONIC SERVICES								
38450 DATABASES SERVICES	3,265.00	10,275.00	72,569.19	175,000.00	70,154.24	102,430.81	41.5%	58.5%
38460 E-BOOKS SERVICES	10,314.44	0.00	51,926.11	145,000.00	19,714.26	93,073.89	35.8%	64.2%
TOTAL ELECTRONIC SERVICES	13,579.44	10,275.00	124,495.30	320,000.00	89,868.50	195,504.70	38.9%	61.1%
OTHER CHARGES								
3910 DUES/INSTITUTIONAL	0.00	0.00	5,536.53	8,000.00	5,546.65	2,463.47	69.2%	30.8%
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	24,833.33	597,083.33	149,000.00	298,000.00	682,500.00	149,000.00	50.0%	50.0%
3945 TRANSFER TO ANOTHER FUND (R.DAY)	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
3950 EDUCATIONAL SERV/LICENSE	0.00	0.00	0.00	3,000.00	1,083.00	3,000.00	0.0%	100.0%
TOTAL OTHER CHARGES	24,833.33	597,083.33	154,536.53	311,000.00	689,129.65	156,463.47	49.7%	50.3%
TOTAL OTHER SERVICES/CHARGES	101,072.47	653,829.72	665,764.86	1,650,800.00	1,152,295.27	985,035.14	40.3%	59.7%

MONROE COUNTY PUBLIC LIBRARY
MONTHLY BUDGET REPORT
AS OF JUNE 30, 2016

	2016 JUNE	2015 JUNE	2016 Y-T-D ACTUAL	2016 BUDGET	2015 Y-T-D ACTUAL	2016 Y-T-D BUDGET REMAINING	2016 % OF BUDGET USED	2016 % OF BUDGET REMAINING
CAPITAL OUTLAY (4000'S)								
FURNITURE & EQUIPMENT								
4410 FURNITURE	0.00	638.99	1,412.03	10,000.00	6,672.76	8,587.97	14.1%	85.9%
4430 OTHER EQUIPMENT	0.00	500.00	2,103.79	20,000.00	9,699.98	17,896.21	10.5%	89.5%
4440 LAND & BUILDINGS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
4445 BUILDING RENOVATIONS	0.00	0.00	0.00	5,000.00	1,606.95	5,000.00	0.0%	100.0%
4460 IS EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
4465 IS SOFTWARE	0.00	0.00	350.00	0.00	0.00	-350.00	#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!
TOTAL FURNITURE & EQUIPMENT	0.00	1,138.99	3,865.82	35,000.00	17,979.69	31,134.18	11.0%	89.0%
OTHER CAPITAL OUTLAY								
4510 BOOKS	56,326.02	37,975.04	305,666.13	562,700.00	304,406.94	257,033.87	54.3%	45.7%
4520 PERIODICALS & NEWSPAPERS	2,805.63	2,198.87	5,086.50	43,000.00	8,335.88	37,913.50	11.8%	88.2%
4530 NONPRINT MATERIALS	31,783.57	21,962.84	154,866.02	343,000.00	176,243.25	188,133.98	45.2%	54.8%
TOTAL OTHER CAPITAL OUTLAY	90,915.22	62,136.75	465,618.65	948,700.00	488,986.07	483,081.35	49.1%	50.9%
TOTAL CAPITAL OUTLAY	90,915.22	63,275.74	469,484.47	983,700.00	506,965.76	514,215.53	47.7%	52.3%
TOTAL OPERATING EXPENDITURES	629,910.69	1,152,401.93	3,882,709.05	8,455,883.89	4,318,660.53	4,573,174.84	45.9%	54.1%

MONROE COUNTY PUBLIC LIBRARY

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Operating Budget & Expenditure Report

January 1, 2016 to June 30, 2016

6 months = 50.0%

Object	Object Descr	2016 Budget	Jan.	Feb.	Mar.	Apr.	May	June	2016 YTD Amt	2016 YTD Balance	2016 %YTD Budget
11200	ADMINISTRATION	\$180,540.00	\$7,655.55	\$7,655.54	\$7,655.54	\$11,483.30	\$7,655.54	\$7,655.54	\$49,761.01	\$130,778.99	27.56%
11300	MANAGERS/ASST.	\$1,052,556.87	\$95,390.01	\$77,080.34	\$77,080.35	\$115,620.57	\$77,897.38	\$80,565.97	\$523,634.62	\$528,922.25	49.75%
11400	LIBRARIANS, EXPERTS	\$1,004,405.22	\$81,017.15	\$73,375.70	\$73,424.65	\$111,548.36	\$75,525.82	\$74,175.65	\$489,067.33	\$515,337.89	48.69%
11500	SPECIALISTS	\$205,078.14	\$14,465.46	\$14,650.95	\$14,642.79	\$21,865.61	\$14,439.32	\$14,534.62	\$94,598.75	\$110,479.39	46.13%
11600	ASSISTANTS/PARAPRO	\$706,002.18	\$53,622.40	\$54,673.48	\$54,022.10	\$82,419.55	\$52,912.13	\$55,145.29	\$352,794.95	\$353,207.23	49.97%
11700	TECH/OPERATORS/SEC	\$56,686.50	\$4,507.42	\$4,503.69	\$4,511.06	\$6,761.05	\$4,500.02	\$4,500.02	\$29,283.26	\$27,403.24	51.66%
11800	TEMPORAY STAFF	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%
11900	BUILDING	\$137,100.44	\$12,420.02	\$12,146.53	\$11,987.99	\$17,957.94	\$11,933.22	\$11,947.51	\$78,393.21	\$58,707.23	57.18%
12000	BUILDING	\$113,915.64	\$8,025.24	\$8,106.36	\$8,273.86	\$12,244.61	\$8,218.82	\$8,067.76	\$52,936.65	\$60,978.99	46.47%
12100	FICA/EMPLOYER	\$250,062.64	\$19,563.93	\$18,175.45	\$18,211.00	\$26,898.81	\$18,036.23	\$18,147.77	\$119,033.19	\$131,029.45	47.60%
12200	UNEMPLOYMENT	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%
12300	PERF/EMPLOYER	\$373,925.31	\$29,722.11	\$26,908.79	\$26,567.35	\$26,430.68	\$27,256.88	\$40,546.64	\$177,432.45	\$196,492.86	47.45%
12350	PERF/EMPLOYEE	\$100,158.59	\$7,961.30	\$7,207.71	\$7,116.26	\$7,409.98	\$7,300.92	\$10,860.71	\$47,856.88	\$52,301.71	47.78%
12400	INS/EMPLOYER	\$735,396.22	\$117,283.58	\$41,316.79	\$49,296.34	\$4,041.78	\$41,160.26	\$44,164.70	\$297,263.45	\$438,132.77	40.42%
12450	EMPLOYER INS./FSA	\$0.00	\$0.00	\$2,300.25	\$0.00	\$0.00	\$0.00	\$0.00	\$2,300.25	-\$2,300.25	0.00%
12500	MEDICARE/EMPLOYER	\$58,482.42	\$4,575.34	\$4,250.78	\$4,259.08	\$6,439.09	\$4,218.17	\$4,244.20	\$27,986.66	\$30,495.76	47.85%
12800	PRODUCTION	\$32,765.46	\$1,322.01	\$1,325.31	\$1,355.05	\$2,049.10	\$1,335.22	\$1,322.00	\$8,708.69	\$24,056.77	26.58%
12900	INFORMATION	\$456,228.66	\$31,842.21	\$32,482.17	\$33,258.23	\$45,339.55	\$32,371.66	\$29,265.38	\$204,559.20	\$251,669.46	44.84%
13000	SUPPORT/MATERIAL	\$112,831.38	\$15,978.15	\$17,416.27	\$17,879.89	\$24,237.22	\$14,928.24	\$16,389.86	\$106,829.63	\$6,001.75	94.68%
13100	WORK STUDY	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
13200	TECHNICIANS	\$15,148.22	\$1,217.44	\$1,209.92	\$1,206.16	\$1,807.36	\$1,206.16	\$1,209.92	\$7,856.96	\$7,291.26	51.87%
21100	OFFICIAL RECORDS	\$1,100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,100.00	0.00%
21200	STATIONERY/BUS.	\$900.00	\$0.00	\$0.00	\$138.25	\$0.00	\$0.00	\$0.00	\$138.25	\$761.75	15.36%
21300	OFFICE SUPPLIES	\$13,200.00	\$578.50	\$323.83	\$1,206.32	\$292.99	\$105.22	\$748.46	\$3,255.32	\$9,944.68	24.66%
21350	GENERAL SUPPLIES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20.00	\$20.00	-\$20.00	0.00%
21400	DUPLICATING	\$43,200.00	\$1,573.58	\$1,832.16	\$5,423.90	\$3,917.59	\$1,805.90	\$5,858.81	\$20,411.94	\$22,788.06	47.25%
21600	PUBLIC USE SUPPLIES	\$0.00	\$119.97	\$0.00	\$0.00	\$0.00	\$239.00	\$0.00	\$358.97	-\$358.97	0.00%
22100	CLEANING SUPPLIES	\$42,200.00	\$2,894.43	\$2,604.49	\$3,104.49	\$1,512.76	\$0.00	\$2,839.51	\$12,955.68	\$29,244.32	30.70%

Object	Object Descr	2016 Budget	Jan.	Feb.	Mar.	Apr.	May	June	2016 YTD Amt	2016 YTD Balance	%YTD Budget
22200	FUEL/OIL/LUBRICANTS	\$10,500.00	\$305.67	\$200.78	\$323.71	\$331.81	\$290.44	\$1,557.83	\$3,010.24	\$7,489.76	28.67%
22300	CATALOGING	\$7,000.00	\$206.75	\$472.00	\$121.72	\$823.17	\$177.08	\$0.00	\$1,800.72	\$5,199.28	25.72%
22400	A/V	\$9,200.00	\$0.00	\$481.68	\$105.04	\$883.24	\$1,090.01	\$15.05	\$2,575.02	\$6,624.98	27.99%
22500	CIRCULATION	\$32,500.00	\$3,249.00	\$0.00	\$1,005.39	\$0.00	\$9,720.00	\$0.00	\$13,974.39	\$18,525.61	43.00%
22600	LIGHT BULBS	\$10,000.00	\$213.58	\$1,212.59	\$2,445.60	\$0.00	\$0.00	\$434.20	\$4,305.97	\$5,694.03	43.06%
22800	UNIFORMS	\$1,900.00	\$0.00	\$0.00	\$255.50	\$1,391.32	\$0.00	\$202.75	\$1,849.57	\$50.43	97.35%
22900	DISPLAY/EXHIBITS	\$7,000.00	\$0.00	\$0.00	\$432.28	\$0.00	\$0.00	\$90.68	\$522.96	\$6,477.04	7.47%
23000	IT SUPPLIES	\$5,000.00	\$0.00	\$35.00	\$235.23	\$388.22	\$449.66	\$334.20	\$1,442.31	\$3,557.69	28.85%
23100	BUILDING MATERIAL	\$21,000.00	\$2,465.84	\$889.49	\$1,252.58	\$1,996.82	\$594.73	\$3,077.97	\$10,277.43	\$10,722.57	48.94%
23200	PAINT/PAINTING	\$400.00	\$0.00	\$0.00	\$263.81	\$0.00	\$0.00	\$0.00	\$263.81	\$136.19	65.95%
31100	CONSULTING SERVICES	\$11,000.00	\$0.00	\$105.00	\$667.50	\$0.00	\$0.00	\$0.00	\$772.50	\$10,227.50	7.02%
31200	ENGINEERING/ARCHITE	\$10,000.00	\$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	\$622.98	\$240.00	\$323.09	\$1,038.80	\$540.00	\$7,568.84	\$10,333.71	\$4,666.29	68.89%
31400	BUILDING SERVICES	\$40,000.00	\$2,229.42	\$4,437.62	\$2,923.02	\$422.02	\$366.02	\$4,870.00	\$15,248.10	\$24,751.90	38.12%
31500	MAINTENANCE	\$155,600.00	\$2,091.55	\$19,460.77	\$4,593.21	\$872.31	\$4,912.53	\$7,085.67	\$39,016.04	\$116,583.96	25.07%
31600	COMPUTER SERVICES	\$70,500.00	\$5,221.60	\$5,221.09	\$5,221.60	\$5,221.60	\$5,221.60	\$5,221.60	\$31,329.09	\$39,170.91	44.44%
31700	ADMIN/ACCOUNTING	\$47,000.00	\$3,357.70	\$5,593.87	\$3,255.33	\$3,987.02	\$1,673.93	\$2,880.45	\$20,748.30	\$26,251.70	44.15%
31750	COLLECTION AGENCY	\$21,000.00	\$1,109.80	\$1,244.05	\$1,378.30	\$1,047.15	\$1,065.05	\$1,396.20	\$7,240.55	\$13,759.45	34.48%
32100	TELEPHONE	\$33,600.00	\$1,467.41	\$1,934.87	\$1,669.61	\$1,664.45	\$1,467.43	\$1,839.46	\$10,043.23	\$23,556.77	29.89%
32150	CABLE TV SERVICE	\$0.00	\$8.90	\$8.90	\$8.90	\$8.90	\$8.90	\$8.90	\$53.40	-\$53.40	0.00%
32200	POSTAGE	\$22,000.00	\$1,215.04	\$1,238.89	\$1,262.55	\$1,202.19	\$798.40	\$2,401.20	\$8,118.27	\$13,881.73	36.90%
32300	TRAVEL EXPENSE	\$10,000.00	\$0.00	\$0.00	\$0.00	\$11.81	\$0.00	\$0.00	\$11.81	\$9,988.19	0.12%
32400	PROFESSIONAL	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%
32500	CONTINUING	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%
32600	FREIGHT/DELIVERY	\$1,000.00	\$0.00	\$70.45	\$0.00	\$0.00	\$0.00	\$27.55	\$98.00	\$902.00	9.80%
33100	ADVERTISING/PUBLICA	\$2,350.00	\$0.00	\$402.47	\$46.92	\$0.00	\$0.00	\$150.00	\$599.39	\$1,750.61	25.51%
33200	PRINTING SERVICES	\$5,000.00	\$45.00	\$45.00	\$45.00	\$45.00	\$413.55	\$45.00	\$638.55	\$4,361.45	12.77%
34100	OFFICIAL BOND INS.	\$600.00	\$0.00	\$150.00	\$436.00	\$0.00	\$0.00	\$0.00	\$586.00	\$14.00	97.67%
34200	OTHER INSURANCE	\$77,000.00	\$0.00	\$71,578.00	\$0.00	\$2,372.00	-\$2,373.00	\$0.00	\$71,577.00	\$5,423.00	92.96%
35100	GAS	\$4,950.00	\$301.44	\$456.38	\$346.12	\$214.93	\$165.56	\$99.11	\$1,583.54	\$3,366.46	31.99%
35200	ELECTRICITY	\$354,000.00	\$21,834.03	\$22,354.28	\$23,051.33	\$22,446.50	\$21,033.91	\$20,390.61	\$131,110.66	\$222,889.34	37.04%
35300	WATER	\$27,100.00	\$1,354.05	\$1,995.01	\$408.12	\$1,479.88	\$1,628.95	\$1,617.69	\$8,483.70	\$18,616.30	31.31%

Object	Object Descr	2016 Budget	Jan.	Feb.	Mar.	Apr.	May	June	2016 YTD Amt	2016 YTD Balance	%YTD Budget
36100	BUILDING REPAIRS	\$28,000.00	\$150.00	\$3,582.03	\$620.00	\$7,597.72	\$1,772.83	\$6,361.79	\$20,084.37	\$7,915.63	71.73%
36300	OTHER	\$16,000.00	\$104.90	\$478.46	\$45.78	\$0.00	\$0.00	\$0.00	\$629.14	\$15,370.86	3.93%
36400	VEHICLE	\$10,000.00	\$893.71	\$432.20	\$97.20	\$1,299.50	\$1,450.19	\$0.00	\$4,172.80	\$5,827.20	41.73%
36500	MATERIALS	\$1,500.00	\$0.00	\$0.00	\$0.00	\$125.17	\$0.00	\$243.55	\$368.72	\$1,131.28	24.58%
37100	REAL ESTATE	\$36,600.00	\$1,451.06	\$634.25	\$409.76	\$100.75	\$763.26	\$452.08	\$3,811.16	\$32,788.84	10.41%
37300	EVENTS-BOOTH	\$0.00	\$0.00	\$0.00	\$0.00	\$75.00	\$0.00	\$0.00	\$75.00	-\$75.00	0.00%
38450	DATABASES	\$175,000.00	\$2,700.00	\$642.18	\$615.00	\$33,471.01	\$31,876.00	\$3,265.00	\$72,569.19	\$102,430.81	41.47%
38460	E-BOOKS	\$145,000.00	\$13,185.98	\$5,000.13	\$4,945.84	\$8,635.21	\$9,844.51	\$10,314.44	\$51,926.11	\$93,073.89	35.81%
39100	DUES/INSTITUTIONAL	\$8,000.00	\$4,506.53	\$0.00	\$780.00	\$250.00	\$0.00	\$0.00	\$5,536.53	\$2,463.47	69.21%
39200	INTEREST/TEMPORARY	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0.00%
39400	TRANSFER TO LIRF	\$298,000.00	\$24,833.35	\$24,833.33	\$24,833.33	\$24,833.33	\$24,833.33	\$24,833.33	\$149,000.00	\$149,000.00	50.00%
39500	EDUCATIONAL/LICENSI	\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,000.00	0.00%
44100	FURNITURE	\$10,000.00	\$1,412.03	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,412.03	\$8,587.97	14.12%
44300	OTHER EQUIPMENT	\$20,000.00	\$389.97	\$1,713.82	\$0.00	\$0.00	\$0.00	\$0.00	\$2,103.79	\$17,896.21	10.52%
44450	BUILDING RENOVATION	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
44650	IS SOFTWARE	\$0.00	\$0.00	\$0.00	\$350.00	\$0.00	\$0.00	\$0.00	\$350.00	-\$350.00	0.00%
45100	BOOKS	\$562,700.00	\$69,429.78	\$41,945.00	\$51,086.60	\$41,439.98	\$45,438.75	\$56,326.02	\$305,666.13	\$257,033.87	54.32%
45200	PERIODICALS/NEWSPA	\$43,000.00	\$1,241.24	\$43.95	\$987.90	\$427.78	-\$420.00	\$2,805.63	\$5,086.50	\$37,913.50	11.83%
45300	NONPRINT MATERIALS	\$343,000.00	\$42,095.11	\$18,702.54	\$20,795.60	\$17,247.91	\$24,241.29	\$31,783.57	\$154,866.02	\$188,133.98	45.15%
		\$8,455,883.89	\$721,429.22	\$647,382.59	\$578,265.13	\$713,630.40	\$592,091.02	\$629,910.69	\$3,882,709.05	\$4,573,174.84	45.92%

LIRF Budget & Expenditure Report

January 1, 2016 to June 30, 2016

6 months = 50.0%

Object	Object Descr	2016 Budget	Jan.	Feb.	Mar.	Apr.	May	June	YTD Amount	2016 YTD Balance	2016 %YTD Budget
36100	BUILDING REPAIRS	\$100,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100,000.00	0.00%
44100	FURNITURE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$383.89	\$383.89	-\$383.89	0.00%
44300	OTHER EQUIPMENT	\$100,000.00	\$0.00	\$825.59	\$0.00	\$32.74	\$0.00	\$0.00	\$858.33	\$99,141.67	0.86%
44450	BUILDING	\$150,000.00	\$0.00	\$7,662.20	\$0.00	\$0.00	\$0.00	\$0.00	\$7,662.20	\$142,337.80	5.11%
44600	IS EQUIPMENT	\$0.00	\$15.45	\$99.96	\$498.95	\$893.52	\$108.99	\$0.00	\$1,616.87	-\$1,616.87	0.00%
44650	IS SOFTWARE	\$0.00	\$0.00	\$0.00	\$3,333.37	\$0.00	\$0.00	\$0.00	\$3,333.37	-\$3,333.37	0.00%
		\$350,000.00	\$15.45	\$8,587.75	\$3,832.32	\$926.26	\$108.99	\$383.89	\$13,854.66	\$336,145.34	3.96%

MONROE COUNTY PUBLIC LIBRARY

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Debt Service Budget & Expenditures Report

January 1, 2016 to June 30, 2016

6 months = 50.0%

Object Object Descr	2016 Budget	Jan.	Feb.	Mar.	Apr.	May	June	2016 YTD Amt	2016 YTD Balance	2016 %YTD Budget
37100 REAL ESTATE	\$730,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$349,826.67	\$349,826.67	\$380,173.33	47.92%
39200 INTEREST/TEMPO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39250 PAYMENT ON	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39450 TRANSFER TO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	\$730,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$349,826.67	\$349,826.67	\$380,173.33	47.92%

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Rainy Day Budget & Expenditures Report

January 1, 2016 to June 30, 2016

6 months = 50.0%

Object	Object Descr	2016 Budget	Jan.	Feb.	Mar.	Apr.	May	June	2016 YTD Amt	2016 YTD Balance	2016 %YTD Budget
31100	CONSULTING SERVICES	\$20,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000.00	0.00%
31200	ENGINEERING/ARCHITE	\$20,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000.00	0.00%
31300	LEGAL SERVICES	\$20,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000.00	0.00%
36100	BUILDING REPAIRS	\$49,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$49,500.00	0.00%
44100	FURNITURE	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50,000.00	0.00%
44300	OTHER EQUIPMENT	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50,000.00	0.00%
44450	BUILDING RENOVATION	\$115,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$115,000.00	0.00%
		\$324,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$324,500.00	0.00%

MONROE COUNTY PUBLIC LIBRARY

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Special Revenue Budget & Expenditure Report

January 1, 2016 to June 30, 2016

6 months = 50.0%

Object Object Descr	2016							YTD	2016	2016
	Budget	Jan.	Feb.	Mar.	Apr.	May	June	Amount	YTD Balance	%YTD Budget
11300 MANAGERS/ASST.	\$155,480.13	\$12,077.85	\$12,077.87	\$12,077.87	\$18,116.79	\$12,077.87	\$12,077.87	\$78,506.12	\$76,974.01	50.49%
11700 TECH/OPERATORS/SECRE	\$59,733.65	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$59,733.65	0.00%
11800 TEMPORAY STAFF	\$11,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11,000.00	0.00%
12100 FICA/EMPLOYER	\$22,962.91	\$1,642.34	\$1,601.96	\$1,630.75	\$2,483.48	\$1,669.09	\$1,658.79	\$10,686.41	\$12,276.50	46.54%
12300 PERF/EMPLOYER	\$27,436.13	\$2,153.70	\$2,097.07	\$2,099.01	\$2,155.97	\$2,163.32	\$3,234.11	\$13,903.18	\$13,532.95	50.67%
12350 PERF/EMPLOYEE CONTRIB.	\$7,348.97	\$576.88	\$561.71	\$562.23	\$577.48	\$579.46	\$866.26	\$3,724.02	\$3,624.95	50.67%
12400 INS/EMPLOYER	\$52,691.51	\$10,128.84	\$2,619.93	\$3,798.06	\$381.30	\$3,162.93	\$3,206.69	\$23,297.75	\$29,393.76	44.22%
12500 MEDICARE/EMPLOYER	\$5,000.00	\$384.09	\$374.66	\$381.38	\$580.82	\$390.36	\$387.94	\$2,499.25	\$2,500.75	49.99%
12800 PRODUCTION ASSISTANTS	\$0.00	\$9,399.29	\$8,826.93	\$8,973.24	\$14,412.67	\$10,813.33	\$10,628.09	\$63,053.55	-\$63,053.55	0.00%
12900 INFORMATION	\$0.00	\$3,076.57	\$3,009.22	\$3,351.86	\$4,726.24	\$2,154.96	\$2,216.28	\$18,535.13	-\$18,535.13	0.00%
13100 WORK STUDY	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
13200 TECHNICIANS	\$155,155.77	\$2,935.53	\$2,935.50	\$2,935.50	\$4,413.04	\$2,986.87	\$2,935.52	\$19,141.96	\$136,013.81	12.34%
21200 STATIONERY/BUS. CARDS	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
21300 OFFICE SUPPLIES	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$600.00	0.00%
21400 DUPLICATING	\$700.00	\$0.00	\$0.00	\$53.53	\$0.00	\$0.00	\$0.00	\$53.53	\$646.47	7.65%
22200 FUEL/OIL/LUBRICANTS	\$1,000.00	\$19.45	\$16.09	\$0.00	\$34.94	\$0.00	\$17.55	\$88.03	\$911.97	8.80%
22700 VIDEO TAPE/MEDIA	\$5,000.00	\$0.00	\$0.00	\$5,261.17	\$0.00	\$0.00	\$0.00	\$5,261.17	-\$261.17	105.22%
23000 IT SUPPLIES	\$1,200.00	\$0.00	\$0.00	\$92.56	\$0.00	\$0.00	\$0.00	\$92.56	\$1,107.44	7.71%
23500 VIDEO MATERIALS/CATS	\$10,000.00	\$132.93	\$1,136.50	\$380.92	\$0.00	\$0.00	\$0.00	\$1,650.35	\$8,349.65	16.50%
31100 CONSULTING SERVICES	\$10,000.00	\$1,284.00	\$0.00	\$0.00	\$1,092.00	\$0.00	\$3,850.00	\$6,226.00	\$3,774.00	62.26%
31300 LEGAL SERVICES	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$62.98	\$62.98	\$437.02	12.60%
31500 MAINTENANCE	\$500.00	\$50.00	\$50.00	\$50.00	\$3,108.85	\$50.00	\$50.00	\$3,358.85	-\$2,858.85	671.77%
31600 COMPUTER SERVICES	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
31650 DIGITIZATION SERVICES	\$11,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11,000.00	0.00%
31700 ADMIN/ACCOUNTING	\$100.00	\$28.06	\$5.80	\$8.34	\$8.01	\$32.36	\$18.53	\$101.10	-\$1.10	101.10%
32100 TELEPHONE	\$3,000.00	\$0.00	\$316.12	\$159.06	\$204.02	\$0.00	\$372.66	\$1,051.86	\$1,948.14	35.06%
32150 CABLE TV SERVICE	\$200.00	\$20.78	\$20.78	\$20.78	\$20.78	\$20.78	\$20.78	\$124.68	\$75.32	62.34%
32200 POSTAGE	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%

Object Object Descr	2016 Budget	Jan.	Feb.	Mar.	Apr.	May	June	YTD Amount	2016 YTD Balance	2016 %YTD Budget
32300 TRAVEL EXPENSE	\$1,500.00	\$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	\$800.00	0.00%
32600 FREIGHT/DELIVERY	\$200.00	\$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	\$1,550.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,550.00	\$4,450.00	25.83%
37100 REAL ESTATE	\$4,000.00	-\$78.16	-\$78.16	-\$78.16	-\$104.36	-\$81.04	-\$83.92	-\$503.80	\$4,503.80	-12.60%
39100 DUES/INSTITUTIONAL	\$2,000.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$350.00	\$0.00	\$1,550.00	\$450.00	77.50%
39500 EDUCATIONAL/LICENSIN	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
39600 COMMUNITY NEWS	\$12,000.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$6,000.00	\$6,000.00	50.00%
44100 FURNITURE	\$1,000.00	\$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	\$45,000.00	0.00%
	\$615,509.07	\$45,382.15	\$39,771.98	\$41,758.10	\$52,212.03	\$39,370.29	\$41,520.13	\$260,014.68	\$355,494.39	42.24%

MONROE COUNTY PUBLIC LIBRARY

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Gen. Obligation Bond Budget & Expenditure 2016

January 1, 2016 to June 30, 2016

6 months = 50.0%

Object	Object Descr	2016 Budget							YTD Amount	2016	2016
			Jan.	Feb.	Mar.	Apr.	May	June		YTD Balance	%YTD Budget
31400	BUILDING SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,800.00	\$1,800.00	-\$1,800.00	0.00%
31500	MAINTENANCE	\$0.00	\$0.00	\$1,300.00	\$650.00	\$0.00	\$1,300.00	\$0.00	\$3,250.00	-\$3,250.00	0.00%
31700	ADMIN/ACCOUNTING	\$0.00	\$250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00	-\$250.00	0.00%
36300	OTHER	\$0.00	\$2,039.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,039.00	-\$2,039.00	0.00%
44300	OTHER EQUIPMENT	\$0.00	\$0.00	\$501.94	\$0.00	\$8,147.44	\$0.00	\$0.00	\$8,649.38	-\$8,649.38	0.00%
44452	BLDG LONG-TERM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,770.92	\$3,770.92	-\$3,770.92	0.00%
44600	IS EQUIPMENT	\$0.00	\$0.00	\$945.00	\$551.90	\$366.57	\$10,461.15	\$0.00	\$12,324.62	-\$12,324.62	0.00%
44602	IT EQUIP. LONG-	\$0.00	\$0.00	\$0.00	\$0.00	\$11,011.00	\$4,002.50	\$1,224.00	\$16,237.50	-\$16,237.50	0.00%
44650	IS SOFTWARE	\$0.00	\$0.00	\$415.00	\$36.39	\$0.00	\$123.95	\$19.99	\$595.33	-\$595.33	0.00%
44700	EQUIPMENT - CATS	\$0.00	\$0.00	\$2,403.39	\$11,730.00	\$2,682.00	\$0.00	\$0.00	\$16,815.39	-\$16,815.39	0.00%
		\$0.00	\$2,289.00	\$5,565.33	\$12,968.29	\$22,207.01	\$15,887.60	\$6,814.91	\$65,732.14	-\$65,732.14	0.00%

MONROE COUNTY PUBLIC LIBRARY

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Expenditure Summary compared to last year

2016 compared to 2015: Period Ending June

Fund	Fund Descr	2016 Budget	2016		2015 Budget	2015		%Last YR YTD Diff
			June 2016 Amt	YTD Amt		June 2015 Amt	YTD Amt	
001	OPERATING	\$8,455,883.89	\$629,910.69	\$3,882,709.05	\$8,826,029.92	\$1,152,401.93	\$4,318,660.53	-10.09%
002	JAIL	\$0.00	\$768.35	\$3,024.38	\$0.00	\$16.16	\$1,156.63	161.48%
003	CLEARING	\$0.00	\$0.00	\$0.00	\$0.00	\$767.36	\$15,173.32	-100.00%
004	GIFT	\$0.00	\$140.00	\$573.14	\$0.00	\$180.00	\$5,153.96	-88.88%
005	PLAC	\$0.00	\$0.00	\$4,615.00	\$0.00	\$0.00	\$5,140.00	-10.21%
006	RETIREEES	\$0.00	\$88.25	\$529.50	\$0.00	\$202.79	\$2,034.48	-73.97%
007	LIRF	\$350,000.00	\$383.89	\$13,854.66	\$350,000.00	\$7,784.01	\$155,364.15	-91.08%
008	DEBT SERVICE	\$730,000.00	\$349,826.67	\$349,826.67	\$620,000.00	\$307,383.75	\$307,383.75	13.81%
009	RAINY DAY	\$324,500.00	\$0.00	\$0.00	\$400,000.00	\$0.00	\$207,745.73	-100.00%
010	PAYROLL	\$0.00	\$343,033.05	\$2,221,562.71	\$0.00	\$336,110.45	\$2,153,135.53	3.18%
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	\$14,469.49	\$58,201.76	\$0.00	\$6,719.54	\$44,382.59	31.14%
017	LEVY EXCESS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
018	IN KIND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
019	GIFT-	\$0.00	\$9,048.93	\$62,105.97	\$0.00	\$10,996.53	\$41,208.66	50.71%
020	SPECIAL REVENUE	\$615,509.07	\$41,520.13	\$260,014.68	\$675,103.04	\$37,482.96	\$234,056.21	11.09%
021	CAPITAL PROJECTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
022	GATES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
023	LSTA-CIVIL WAR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
024	FINRA GRANT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$385.94	-100.00%
025	LSTA-SMITHVILLE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
026	G O BOND	\$0.00	\$0.00	\$0.00	\$372,296.00	\$266.98	\$179,685.91	-100.00%
027	COMMUNITY FDTN	\$0.00	\$0.00	\$0.00	\$0.00	\$900.00	\$5,850.00	-100.00%
028	FINRA 2014	\$0.00	\$6,649.39	\$36,036.94	\$0.00	\$2,848.64	\$17,702.18	103.57%
029	GO BOND 2016	\$0.00	\$6,814.91	\$65,732.14	\$0.00	\$0.00	\$0.00	0.00%
		\$10,475,892.96	\$1,402,653.75	\$6,958,786.60	\$11,243,428.96	\$1,864,061.10	\$7,694,219.57	-9.56%

MONROE COUNTY PUBLIC LIBRARY

Revenue Totals Budget Forms (all funds)

Source Descr	2016 YTD Budget	Jan	Feb	Mar	April	May	June	2016 YTD Amt	2016 YTD Balance	2016 % of Budget
Fund 001 OPERATING										
PROPERTY	\$5,598,164.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,139,834.31	\$3,139,834.31	\$2,458,329.69	56.09%
INTANGIBLES TAX	\$17,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,957.16	\$9,957.16	\$7,042.84	58.57%
LICENSE EXCISE TAX	\$300,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$183,356.07	\$183,356.07	\$116,643.93	61.12%
COUNTY OPTION	\$2,026,293.00	\$168,857.75	\$168,857.75	\$168,857.75	\$168,857.75	\$168,857.75	\$168,857.75	\$1,013,146.50	\$1,013,146.50	50.00%
COMMERCIAL	\$44,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$21,262.87	\$0.00	\$21,262.87	\$22,737.13	48.32%
US FORESTRY FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ELL	\$0.00	\$244.20	\$636.20	\$550.30	\$516.83	\$505.90	\$417.00	\$2,870.43	-\$2,870.43	0.00%
LOST/DAMAGED	\$0.00	\$2,041.03	\$1,567.24	\$1,596.40	\$1,532.84	\$1,347.88	\$1,548.20	\$9,633.59	-\$9,633.59	0.00%
FINES	\$150,000.00	\$12,533.38	\$12,431.33	\$13,879.44	\$9,931.93	\$12,286.62	\$11,151.99	\$72,214.69	\$77,785.31	48.04%
COLLECTION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
BLGTN COPIERS &	\$12,500.00	\$1,212.90	\$1,191.43	\$1,270.90	\$1,113.91	\$1,095.32	\$1,198.70	\$7,083.16	\$5,416.84	56.66%
MISCELLANEOUS	\$0.00	-\$0.01	\$33.50	\$63.75	\$4,154.00	\$0.00	\$0.00	\$4,251.24	-\$4,251.24	0.00%
PUBLIC LIBRARY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MEETING ROOM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
GARNISHMENT FEES	\$0.00	\$6.52	\$4.17	\$3.52	\$5.28	\$3.52	\$3.52	\$26.53	-\$26.53	0.00%
E-RATE RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
PLAC DISTRIBUTION	\$12,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$18,305.74	\$18,305.74	-\$5,805.74	146.45%
REALESTATE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
STATE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
READER PRINTER	\$0.00	\$23.80	\$47.20	\$36.55	\$617.16	\$27.20	\$30.15	\$782.06	-\$782.06	0.00%
OBITS	\$0.00	\$102.00	\$105.10	\$123.00	\$136.00	\$90.00	\$105.00	\$661.10	-\$661.10	0.00%
COIN TELEPHONE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTEREST FROM	\$4,000.00	\$2,009.48	\$1,776.30	\$1,924.23	\$1,716.45	\$1,871.94	\$1,977.51	\$11,275.91	-\$7,275.91	281.90%
TEMPORARY LOANS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INVESTMENT	\$0.00	\$213.72	\$220.86	\$220.87	\$206.64	\$928.53	\$214.44	\$2,005.06	-\$2,005.06	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%
CABLE ACCESS FEES	\$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%
RENT INCOME	\$4,000.00	\$0.00	\$1,800.00	\$300.00	\$0.00	\$225.00	\$0.00	\$2,325.00	\$1,675.00	58.13%

Source Descr	2016 YTD Budget	Jan	Feb	Mar	April	May	June	2016 YTD Amt	2016 YTD Balance	2016 % 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%
Fund 001 OPERATING	\$8,168,457.00	\$187,244.77	\$188,671.08	\$188,826.71	\$188,788.79	\$208,502.53	\$3,536,957.54	\$4,498,991.42	\$3,669,465.58	55.08%
Fund 002 JAIL										
RECEIPTS	\$0.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,000.00	-\$6,000.00	0.00%
Fund 002 JAIL	\$0.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,000.00	-\$6,000.00	0.00%
Fund 003 CLEARING										
CONFERENCE/RECEI	\$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%
REALESTATE	\$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%
PHONE	\$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%
MCPLF RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ILL FINES/FEES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
REIMBURSEMENT/CL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INSURANCE/COBRA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	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%
INSURANCE/CLAIMS-	\$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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	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%
INTEREST FROM	\$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%
UNRESTRICTED GIFT	\$0.00	\$219.74	\$154.04	\$79.95	\$230.61	\$698.02	\$169.57	\$1,551.93	-\$1,551.93	0.00%
INTEREST/DIVIDEND	\$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	\$219.74	\$154.04	\$79.95	\$230.61	\$698.02	\$169.57	\$1,551.93	-\$1,551.93	0.00%
Fund 005 PLAC										
PUBLIC LIBRARY	\$0.00	\$1,105.00	\$845.00	\$585.00	\$325.00	\$650.00	\$1,040.00	\$4,550.00	-\$4,550.00	0.00%
Fund 005 PLAC	\$0.00	\$1,105.00	\$845.00	\$585.00	\$325.00	\$650.00	\$1,040.00	\$4,550.00	-\$4,550.00	0.00%
Fund 006 RETIREES										
RETIREES	\$0.00	\$82.25	\$94.25	\$88.25	\$88.25	\$88.25	\$87.55	\$528.80	-\$528.80	0.00%

Source Descr	2016 YTD Budget	Jan	Feb	Mar	April	May	June	2016 YTD Amt	2016 YTD Balance	2016 % of Budget
Fund 006 RETIREES	\$0.00	\$82.25	\$94.25	\$88.25	\$88.25	\$88.25	\$87.55	\$528.80	-\$528.80	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%
LIRF RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$149,000.00	\$149,000.00	-\$149,000.00	0.00%
INTEREST FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TEMPORARY LOANS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TRANSFER FROM	\$298,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$298,000.00	0.00%
RENT INCOME	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 007 LIRF	\$298,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$149,000.00	\$149,000.00	\$149,000.00	50.00%
Fund 008 DEBT SERVICE										
PROPERTY	\$700,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$392,119.89	\$392,119.89	\$307,880.11	56.02%
INTANGIBLES TAX	\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,237.28	\$1,237.28	\$262.72	82.49%
LICENSE EXCISE TAX	\$28,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$22,783.90	\$22,783.90	\$5,216.10	81.37%
COMMERCIAL	\$3,700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,642.13	\$0.00	\$2,642.13	\$1,057.87	71.41%
US FORESTRY FUND	\$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%
INTEREST FROM	\$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%
RECEIPTS	\$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%
Fund 008 DEBT	\$733,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,642.13	\$416,141.07	\$418,783.20	\$314,416.80	57.12%
Fund 009 RAINY DAY										
COUNTY OPTION	\$0.00	\$0.00	\$0.00	\$0.00	\$601,198.19	\$0.00	\$0.00	\$601,198.19	-\$601,198.19	0.00%
INTEREST FROM	\$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%
TRANSFER FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 009 RAINY DAY	\$0.00	\$0.00	\$0.00	\$0.00	\$601,198.19	\$0.00	\$0.00	\$601,198.19	-\$601,198.19	0.00%
Fund 010 PAYROLL										
GROSS PAYROLL	\$0.00	\$361,749.10	\$338,362.00	\$339,442.72	\$505,099.94	\$337,738.68	\$339,306.87	\$2,221,699.31	-\$2,221,699.31	0.00%
Fund 010 PAYROLL	\$0.00	\$361,749.10	\$338,362.00	\$339,442.72	\$505,099.94	\$337,738.68	\$339,306.87	\$2,221,699.31	-\$2,221,699.31	0.00%
Fund 013 PETTY CASH										

Source Descr	2016 YTD Budget	Jan	Feb	Mar	April	May	June	2016 YTD Amt	2016 YTD Balance	2016 % of Budget
RECEIPTS	\$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%
Fund 014 CHANGE										
RECEIPTS	\$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%
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%
INTEREST FROM RECEIPTS	\$0.00	\$0.00	\$11,717.08	\$0.00	\$11,980.81	\$11,905.04	\$0.00	\$35,602.93	-\$35,602.93	0.00%
TRANSFER FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
RESTRICED GIFT	\$0.00	\$850.00	\$1,454.42	\$320.00	\$0.00	\$519.48	\$13,077.74	\$16,221.64	-\$16,221.64	0.00%
INTEREST/DIVIDEND	\$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	\$850.00	\$13,171.50	\$320.00	\$11,980.81	\$12,424.52	\$13,077.74	\$51,824.57	-\$51,824.57	0.00%
Fund 019 GIFT-FOUNDATION										
MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
RESTRICED GIFT	\$0.00	\$15,000.00	\$0.00	\$0.00	\$22,500.00	\$62,081.20	\$0.00	\$99,581.20	-\$99,581.20	0.00%
Fund 019 GIFT-	\$0.00	\$15,000.00	\$0.00	\$0.00	\$22,500.00	\$62,081.20	\$0.00	\$99,581.20	-\$99,581.20	0.00%
Fund 020 SPECIAL REVENUE										
MISCELLANEOUS	\$0.00	\$940.00	\$150.00	\$210.00	\$220.00	\$970.00	\$530.00	\$3,020.00	-\$3,020.00	0.00%
CABLE ACCESS FEES	\$429,391.00	\$0.00	\$107,347.75	\$0.00	\$107,347.75	\$0.00	\$0.00	\$214,695.50	\$214,695.50	50.00%
CABLE ACCESS FEES	\$245,527.00	\$0.00	\$60,381.75	\$0.00	\$60,381.75	\$0.00	\$0.00	\$120,763.50	\$124,763.50	49.19%
CABLE ACCESS FEES	\$14,874.00	\$0.00	\$0.00	\$3,718.50	\$0.00	\$0.00	\$3,718.50	\$7,437.00	\$7,437.00	50.00%
CONTRACT-	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 020 SPECIAL	\$689,792.00	\$940.00	\$167,879.50	\$3,928.50	\$167,949.50	\$970.00	\$4,248.50	\$345,916.00	\$343,876.00	50.15%
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%
INTANGIBLES TAX	\$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%
COMMERCIAL	\$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%
TEMPORARY LOANS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

Source Descr	2016 YTD Budget	Jan	Feb	Mar	April	May	June	2016 YTD Amt	2016 YTD Balance	2016 % 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%
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%
Fund 024 FINRA GRANT	\$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%
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%
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%
Fund 027	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 028 FINRA 2014 RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TRANSFER FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 028 FINRA 2014	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	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	0.00%
Fund 029 GO BOND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	\$9,889,449.00	\$567,190.86	\$715,177.37	\$533,271.13	\$1,498,161.0	\$625,795.33	\$4,460,028.84	\$8,399,624.62	\$1,489,824.38	84.93%

MONROE COUNTY PUBLIC LIBRARY

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Cash Balances by fund

Current Period: June 2016

FUND Descr	06/01/16	MTD Debit	MTD Credit	06/30/16	Bal Sht Descr	Act Status
OPERATING	\$6,679.07	\$6,191.89	\$0.00	\$12,870.96	ONB/MONROE BANK CHECKING	Active
OPERATING	\$6,379.30	\$8,532.42	\$186.43	\$14,725.29	GERMAN AMER./UNITED	Active
OPERATING	\$2,851.80	\$823.09	\$0.00	\$3,674.89	GERMAN AMER./MONEY MKT	Active
OPERATING	-\$432,960.80	\$3,521,305.43	\$3,112,155.08	-\$23,810.45	MAINSOURCE CHECKING	Active
OPERATING	\$994.36	\$2,358,154.42	\$0.00	\$2,359,148.78	MAINSOURCE SAVINGS	Active
OPERATING	\$2,413.88	\$214.44	\$0.00	\$2,628.32	INVESTMENT CD s	Active
Fund 001 OPERATING	-\$413,642.39	\$5,895,221.69	\$3,112,341.51	\$2,369,237.79		
JAIL	\$3,743.97	\$0.00	\$768.35	\$2,975.62	MAINSOURCE CHECKING	Active
Fund 002 JAIL	\$3,743.97	\$0.00	\$768.35	\$2,975.62		
GIFT UNRESTRICTED	\$619.12	\$167.57	\$0.00	\$786.69	ONB/MONROE BANK CHECKING	Active
GIFT UNRESTRICTED	\$1.00	\$2.00	\$0.00	\$3.00	GERMAN AMER./UNITED	Active
GIFT UNRESTRICTED	\$16,475.86	\$0.00	\$140.00	\$16,335.86	MAINSOURCE CHECKING	Active
Fund 004 GIFT UNRESTRICTED	\$17,095.98	\$169.57	\$140.00	\$17,125.55		
PLAC	\$0.00	\$325.00	\$0.00	\$325.00	ONB/MONROE BANK CHECKING	Active
PLAC	\$390.00	\$715.00	\$0.00	\$1,105.00	GERMAN AMER./UNITED	Active
PLAC	\$585.00	\$0.00	\$0.00	\$585.00	MAINSOURCE CHECKING	Active
Fund 005 PLAC	\$975.00	\$1,040.00	\$0.00	\$2,015.00		
LIRF	\$400,000.00	\$0.00	\$0.00	\$400,000.00	GERMAN AMER./MONEY MKT	Active
LIRF	\$245,620.93	\$149,000.00	\$350,383.89	\$44,237.04	MAINSOURCE CHECKING	Active
LIRF	\$550,708.56	\$350,000.00	\$0.00	\$900,708.56	MAINSOURCE SAVINGS	Active
LIRF	\$600,000.00	\$0.00	\$0.00	\$600,000.00	INVESTMENT CD s	Active
Fund 007 LIRF	\$1,796,329.49	\$499,000.00	\$350,383.89	\$1,944,945.60		
DEBT SERVICE	\$0.00	\$92,650.84	\$0.00	\$92,650.84	MAINSOURCE SAVINGS	Active
Fund 008 DEBT SERVICE	\$0.00	\$92,650.84	\$0.00	\$92,650.84		
RAINY DAY	\$600,000.00	\$0.00	\$0.00	\$600,000.00	GERMAN AMER./MONEY MKT	Active
RAINY DAY	\$120,733.34	\$0.00	\$100,349.16	\$20,384.18	MAINSOURCE CHECKING	Active
RAINY DAY	\$915,920.03	\$100,349.16	\$0.00	\$1,016,269.19	MAINSOURCE SAVINGS	Active
Fund 009 RAINY DAY	\$1,636,653.37	\$100,349.16	\$100,349.16	\$1,636,653.37		
PAYROLL	\$12,499.20	\$339,306.87	\$343,033.05	\$8,773.02	MAINSOURCE CHECKING	Active
Fund 010 PAYROLL	\$12,499.20	\$339,306.87	\$343,033.05	\$8,773.02		
GIFT-RESTRICED	\$11,905.04	\$5,474.00	\$0.00	\$17,379.04	ONB/MONROE BANK CHECKING	Active
GIFT-RESTRICED	\$72,895.85	\$7,618.84	\$14,484.59	\$66,030.10	MAINSOURCE CHECKING	Active
Fund 016 GIFT-RESTRICED	\$84,800.89	\$13,092.84	\$14,484.59	\$83,409.14		

FUND Descr	06/01/16	MTD Debit	MTD Credit	06/30/16	Bal Sht Descr	Act Status
GIFT-FOUNDATION	\$62,081.20	\$0.00	\$0.00	\$62,081.20	ONB/MONROE BANK CHECKING	Active
GIFT-FOUNDATION	\$10,628.74	\$0.00	\$9,048.93	\$1,579.81	MAINSOURCE CHECKING	Active
Fund 019 GIFT-FOUNDATION	\$72,709.94	\$0.00	\$9,048.93	\$63,661.01		
SPECIAL REVENUE	\$0.00	\$3,718.50	\$0.00	\$3,718.50	ONB/MONROE BANK CHECKING	Active
SPECIAL REVENUE	\$212.42	\$530.00	\$18.53	\$723.89	GERMAN AMER./UNITED	Active
SPECIAL REVENUE	\$163,181.58	\$200,090.64	\$291,592.24	\$71,679.98	MAINSOURCE CHECKING	Active
SPECIAL REVENUE	\$475,000.00	\$250,000.00	\$200,000.00	\$525,000.00	MAINSOURCE SAVINGS	Active
Fund 020 SPECIAL REVENUE	\$638,394.00	\$454,339.14	\$491,610.77	\$601,122.37		
FINRA 2014	\$9,921.21	\$0.00	\$6,649.39	\$3,271.82	MAINSOURCE CHECKING	Active
Fund 028 FINRA 2014	\$9,921.21	\$0.00	\$6,649.39	\$3,271.82		
GO BOND 2016	\$1,000,000.00	\$0.00	\$0.00	\$1,000,000.00	GERMAN AMER./MONEY MKT	Active
GO BOND 2016	\$103,306.00	\$0.00	\$56,814.91	\$46,491.09	MAINSOURCE CHECKING	Active
GO BOND 2016	\$782,105.60	\$50,000.00	\$0.00	\$832,105.60	MAINSOURCE SAVINGS	Active
Fund 029 GO BOND 2016	\$1,885,411.60	\$50,000.00	\$56,814.91	\$1,878,596.69		
	\$5,744,892.26	\$7,445,170.11	\$4,485,624.55	\$8,704,437.82		

MONROE COUNTY PUBLIC LIBRARY

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***Check Reconciliation©**
ONB MONROE CHECKING
06300 ONB/MONROE
June 2016

Account Summary

Beginning Balance on	6/1/2016	\$81,284.43
+		\$15,876.96
-	Payments (Checks and Withdrawals)	\$0.00
Ending Balance as of	6/30/2016	\$97,161.39

Check Book

Active	G 001-06300	OPERATING	\$12,870.96
Active	G 002-06300	JAIL	\$0.00
Active	G 003-06300	CLEARING	\$0.00
Active	G 004-06300	GIFT UNRESTRICTED	\$786.69
Active	G 005-06300	PLAC	\$325.00
Active	G 006-06300	RETIREES	\$0.00
Active	G 007-06300	LIRF	\$0.00
Active	G 008-06300	DEBT SERVICE	\$0.00
Active	G 012-06300	TEEN COUNCIL	\$0.00
Active	G 015-06300	LSTA	\$0.00
Active	G 016-06300	GIFT-RESTRICED	\$17,379.04
Active	G 019-06300	GIFT-FOUNDATION	\$62,081.20
Active	G 020-06300	SPECIAL REVENUE	\$3,718.50
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 Balance **\$97,161.39**

Begining Balance	\$81,284.43
+ Total Deposits	\$15,876.96
- Checks Written	\$0.00

Check Book	\$97,161.39
Difference	\$0.00

MONROE COUNTY PUBLIC LIBRARY

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***Check Reconciliation©**
GERMAN-AMER/UNITED C
06400 GER AME/UC
June 2016

Account Summary

Beginning Balance on	6/1/2016	\$6,982.72
+		\$9,760.89
-	Payments (Checks and Withdrawals)	\$186.43
Ending Balance as of	6/30/2016	\$16,557.18

Check Book

Active	G 001-06400	OPERATING	\$14,725.29
Active	G 003-06400	CLEARING	\$0.00
Active	G 004-06400	GIFT UNRESTRICTED	\$3.00
Active	G 005-06400	PLAC	\$1,105.00
Active	G 016-06400	GIFT-RESTRICED	\$0.00
Active	G 020-06400	SPECIAL REVENUE	\$723.89
		Cash Balance	\$16,557.18
	Beginng Balance	\$6,982.72	
	+ Total Deposits	\$9,760.89	
	- Checks Written	\$186.43	
	Check Book	\$16,557.18	
	Difference	\$0.00	

MONROE COUNTY PUBLIC LIBRARY

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GERMAN AMER./MONEY M

06410 GERMAN/MM

June 2016

Account Summary

Beginning Balance on	6/1/2016	\$2,002,851.80
+		\$823.09
-	Payments (Checks and Withdrawals)	\$0.00
Ending Balance as of	6/30/2016	\$2,003,674.89

Check Book

Active	G 001-06410	OPERATING	\$3,674.89
Active	G 007-06410	LIRF	\$400,000.00
Active	G 009-06410	RAINY DAY	\$600,000.00
Active	G 029-06410	GO BOND 2016	\$1,000,000.00
		Cash Balance	\$2,003,674.89
	Beginng Balance	\$2,002,851.80	
	+ Total Deposits	\$823.09	
	- Checks Written	\$0.00	
	Check Book	\$2,003,674.89	
	Difference	\$0.00	

MONROE COUNTY PUBLIC LIBRARY

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***Check Reconciliation©
MAINSOURCE CHECKING
06600 MAINSO CKG
June 2016**

Account Summary

Beginning Balance on	6/1/2016	\$355,907.06
+		\$4,293,193.22
-	Payments (Checks and Withdrawals)	\$4,324,977.06
Ending Balance as of	6/30/2016	\$324,123.22

Check Book

Active	G 001-06600	OPERATING	-\$23,810.45
Active	G 002-06600	JAIL	\$2,975.62
Active	G 003-06600	CLEARING	\$0.00
Active	G 004-06600	GIFT UNRESTRICTED	\$16,335.86
Active	G 005-06600	PLAC	\$585.00
Active	G 006-06600	RETIREEES	\$0.00
Active	G 007-06600	LIRF	\$44,237.04
Active	G 008-06600	DEBT SERVICE	\$0.00
Active	G 009-06600	RAINY DAY	\$20,384.18
Active	G 010-06600	PAYROLL	\$8,773.02
Active	G 016-06600	GIFT-RESTRICED	\$66,030.10
Active	G 017-06600	LEVY EXCESS	\$0.00
Active	G 019-06600	GIFT-FOUNDATION	\$1,579.81
Active	G 020-06600	SPECIAL REVENUE	\$71,679.98
Active	G 024-06600	FINRA GRANT	\$0.00
Active	G 026-06600	G O BOND	\$0.00
Active	G 027-06600	COMMUNITY FDTN	\$0.00
Active	G 028-06600	FINRA 2014	\$3,271.82
Active	G 029-06600	GO BOND 2016	\$46,491.09

Cash Balance **\$258,533.07**

Beginng Balance	\$355,907.06
+ Total Deposits	\$4,293,193.22
- Checks Written	\$4,390,567.21

Check Book	\$258,533.07
O/S Checks	\$65,590.15

MONROE COUNTY PUBLIC LIBRARY

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***Check Reconciliation©**

MAINSOURCE SAVINGS

06610 MAINSO SAV

June 2016

Account Summary

Beginning Balance on	6/1/2016	\$2,724,728.55
+		\$3,201,154.42
-	Payments (Checks and Withdrawals)	\$200,000.00
Ending Balance as of	6/30/2016	\$5,725,882.97

Check Book

Active	G 001-06610	OPERATING	\$2,359,148.78
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	\$900,708.56
Active	G 008-06610	DEBT SERVICE	\$92,650.84
Active	G 009-06610	RAINY DAY	\$1,016,269.19
Active	G 010-06610	PAYROLL	\$0.00
Active	G 016-06610	GIFT-RESTRICED	\$0.00
Active	G 019-06610	GIFT-FOUNDATION	\$0.00
Active	G 020-06610	SPECIAL REVENUE	\$525,000.00
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	\$832,105.60

Cash Balance **\$5,725,882.97**

Beginng Balance	\$2,724,728.55
+ Total Deposits	\$3,201,154.42
- Checks Written	\$200,000.00

Check Book **\$5,725,882.97**

Difference **\$0.00**

TO: Monroe County Public Library – Board of Trustees
FROM: Kyle Wickemeyer-Hardy, Human Resources Manager
RE: Personnel Report
DATE: July 20, 2016

Beginning Employment

- Katelynn Dockerty, Customer Service, Information Assistant, Pay Grade 3, 20 hours per week, effective June 1, 2016.
- Jennifer “Rocky” Festa, Customer Service, Information Assistant, Pay Grade 3, 20 hours per week, effective June 1, 2016.
- Miriam Boyken, Access & Content Services, Material Handler, Pay Grade 1, 15-18 hours per week, effective June 1, 2016.
- Lindsey “Cat” Catinella, Access & Content Services, Material Handler, Pay Grade 1, 15-18 hours per week, effective June 1, 2016.
- Paul Duszynski, Access & Content Services, Material Handler, Pay Grade 1, 15-18 hours per week, effective June 1, 2016.
- Israel Horton, Access & Content Services, Material Handler, Pay Grade 1, 15-18 hours per week, effective June 1, 2016.
- Debbie Lang, Access & Content Services, Material Handler, Pay Grade 1, 15-18 hours per week, effective June 1, 2016.
- Sarah “Caiti” Long, Access & Content Services, Material Handler, Pay Grade 1, 15-18 hours per week, effective June 1, 2016.
- Kacey Ross, Access & Content Services, Material Handler, Pay Grade 1, 15-18 hours per week, effective June 1, 2016.

Ending Employment

- Edwin (Mike) Czerniakowski, Access & Content Services, Material Handler, Pay Grade 1, 15-18 hours per week, effective May 19, 2016.
- Sarah Feid, Access & Content Services, Material Handler, Pay Grade 1, 15-18 hours per week, effective June 23, 2016.
- Alexander Doane, Access & Content Services, Material Handler, Pay Grade 1, 15-18 hours per week effective June 1, 2016
- Audra Artzberger, Customer Service, Information Assistant, Pay Grade 3, 20 hours per week effective June 12, 2016.
- Rachel Clausman, Customer Service, Information Assistant, Pay Grade 3, 20 hours per week effective June 26, 2016.
- Sara Jennings, Access & Content Services, Material Handler, Pay Grade 1, 15-18 hours per week effective July 21, 2016.
- Alicia “Allyx” Thomas, Access & Content Services, Material Handler, Pay Grade 1, 15-18 hours per week effective July 21, 2016.
- Ashley Barrett, Building Services, Security Technician, Pay Grade 5, 20 hours per week effective July 3, 2016.

Job Changes

- Emily Buis, Customer Service, Information Assistant, Pay Grade 3 from 20 hours per week to 25 hours per week effective June 13, 2016.
- William Ellis, Customer Service, Information Assistant, Pay Grade 3 from 20 hours per week to 25 hours per week effective June 13, 2016.
- Edwin Fallwell, Customer Service, Information Assistant, Pay Grade 3 from 20 hours per week to 25 hours per week effective June 13, 2016.
- Lily Jenness, Customer Service, Information Assistant, Pay Grade 3 from 20 hours per week to 25 hours per week effective June 13, 2016.
- Ryan Stacy, Communication and Marketing, FINRA Grant Project Librarian, Pay Grade 8, 20 hours per week and Writer and Online content specialist, Pay Grade 7, 17.5 hours per week to Writer and Online Content Specialist, Pay Grade 7, 37.5 hours per week effective July 1, 2016.

Active Library Employees
As of 06-10-2016

Operating Funds

	<i>Operating Funds</i>	<i>First Name</i>	<i>Last Name</i>
1	AC Services Operating	Taitum	Caggiano
2	AC Services Operating	Joseph	Camacho-Roy
3	AC Services Operating	Alexander	Doane
4	AC Services Operating	Andrew	Fak
5	AC Services Operating	Logan	Farlee
6	AC Services Operating	Sarah	Feid
7	AC Services Operating	Cynthia	Garrison
8	AC Services Operating	Mary	Heaps
9	AC Services Operating	Logan	Holmes
10	AC Services Operating	Claire	Jenness
11	AC Services Operating	Sara	Jennings
12	AC Services Operating	Michelle	Meyers
13	AC Services Operating	Juliann	Nelson
14	AC Services Operating	Princess	Ostine
15	AC Services Operating	Brigid	Phillips
16	AC Services Operating	Elizabeth	Polley
17	AC Services Operating	Emily	Purcell
18	AC Services Operating	Rebecca	Ray
19	AC Services Operating	Riley	Reynolds
20	AC Services Operating	Brandon	Seals
21	AC Services Operating	Karen	Smith
22	AC Services Operating	Roger	Stremming II
23	AC Services Operating	Alicia	Thomas
24	AC Services Operating	Jonah	Wilson
25	CS Special/Asst/Para Oper	Audra	Artzberger
26	CS Special/Asst/Para Oper	Cynthia	Balzer
27	BS Security/Protect Operating	Ashley	Barrett
28	CS Special/Asst/Para Oper	Emily	Buis
29	CS Special/Asst/Para Oper	Marion	Clark
30	CS Special/Asst/Para Oper	Rachel	Clausman
31	BL Service/Maintenance Oper	Deanna	Crane
32	CS Special/Asst/Para Oper	William	Ellis
33	CS Special/Asst/Para Oper	Edwin	Fallwell
34	BS Security/Protect Operating	Ross	Jackson
35	CS Special/Asst/Para Oper	Lillian	Jenness
36	BL Service/Maintenance Oper	Clare	Miller
37	CS Special/Asst/Para Oper	Daniel	Mounlio
38	IT Technicians Operating	Cody	Mullis
39	CA Technician Oper	Addison	Rogers
40	CS Special/Asst/Para Oper	Ann	Segraves
41	BS Security/Protect Operating	James	Sims
42	CM Support Operating	William	Weaver
43	CS Special/Asst/Para Oper	Jacoba	Wells
44	CS Special/Asst/Para Oper	Kristina	Wiltsee

Active Library Employees
As of 06-10-2016

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

Active Library Employees
As of 06-10-2016

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

Active Library Employees

As of 06-10-2016

	<i>Operating Funds</i>	<i>First Name</i>	<i>Last Name</i>
135	AD Director/Assoc Operating	Marilyn	Wood
136	CS Special/Asst/Para Oper	Leanne	Zdravecky
Sub Total Operating Funds		\$153,150.41	3982.5

Special/GiftFunds

	<i>Special Funds</i>	<i>First Name</i>	<i>Last Name</i>
1	S CA Technician Oper	Joshua	Brewer
2	S CA Technician Oper	Nathan	Kroeger
3	S CA Technician Special Oper	Eric	Ayotte
4	S CA Technician Special Oper	Clinton	Lake
5	S CA Technician Special Oper	Glenn	Myers
6	S CA Technician Special Oper	Jacob	Saffold
7	S CA Technician Special Oper	Nathan	Wrigley
8	S FL Support Operating	Michael	Burns
9	S CA Technician Special Oper	Michael	Adams
10	S CA Manager/Asst/Strat Oper	Martin	O'Neill
11	S FL Office Coordinator, Exper	Mary Jean	Regoli
12	S CA Manager/Asst/Strat Oper	Adam	Stillwell
13	S CA Technician Oper	Robert	Stockwell
14	S CA Technician Special Oper	David	Walter
15	S CA Manager/Asst/Strat Oper	Michael	White
Sub Total Special/Gift Funds		\$16,382.75	457.5
TOTAL All EE's ALL Funds		\$169,533	4440.0

Active Library Employees
As of 06-24-2016

Operating Funds

	<i>Operating Funds</i>	<i>First Name</i>	<i>Last Name</i>
1	AC Services Operating	Miriam	Boyken
2	AC Services Operating	Taitum	Caggiano
3	AC Services Operating	Joseph	Camacho-Roy
4	AC Services Operating	Lindsey	Catinella
5	AC Services Operating	Paul	Duszynski
6	AC Services Operating	Andrew	Fak
7	AC Services Operating	Logan	Farlee
8	AC Services Operating	Sarah	Feid
9	AC Services Operating	Cynthia	Garrison
10	AC Services Operating	Mary	Heaps
11	AC Services Operating	Logan	Holmes
12	AC Services Operating	Israel	Horton
13	AC Services Operating	Claire	Jenness
14	AC Services Operating	Sara	Jennings
15	AC Services Operating	Deborah	Lang
16	AC Services Operating	Sarah	Long
17	AC Services Operating	Michelle	Meyers
18	AC Services Operating	Juliann	Nelson
19	AC Services Operating	Princess	Ostine
20	AC Services Operating	Brigid	Phillips
21	AC Services Operating	Elizabeth	Polley
22	AC Services Operating	Emily	Purcell
23	AC Services Operating	Rebecca	Ray
24	AC Services Operating	Riley	Reynolds
25	AC Services Operating	Kacey	Ross
26	AC Services Operating	Brandon	Seals
27	AC Services Operating	Karen	Smith
28	AC Services Operating	Roger	Stremming II
29	AC Services Operating	Alicia	Thomas
30	AC Services Operating	Jonah	Wilson
31	CS Special/Asst/Para Oper	Audra	Artzberger
32	CS Special/Asst/Para Oper	Cynthia	Balzer
33	BS Security/Protect Operating	Ashley	Barrett
34	CS Special/Asst/Para Oper	Emily	Buis
35	CS Special/Asst/Para Oper	Marion	Clark
36	CS Special/Asst/Para Oper	Rachel	Clausman
37	BL Service/Maintenance Oper	Deanna	Crane
38	CS Special/Asst/Para Oper	Katelynn	Dockerty
39	CS Special/Asst/Para Oper	Jennifer	Festa
40	BS Security/Protect Operating	Ross	Jackson
41	BL Service/Maintenance Oper	Clare	Miller
42	CS Special/Asst/Para Oper	Daniel	Mounlio
43	IT Technicians Operating	Cody	Mullis
44	CA Technician Oper	Addison	Rogers
45	CS Special/Asst/Para Oper	Ann	Segraves

Active Library Employees
As of 06-24-2016

	<i>Operating Funds</i>	<i>First Name</i>	<i>Last Name</i>
46	BS Security/Protect Operating	James	Sims
47	CM Support Operating	William	Weaver
48	CS Special/Asst/Para Oper	Kristina	Wiltsee
49	AC Services Operating	Trae	Carroll
50	AC Services Operating	Kenneth	Carter
51	AC Services Operating	Craig	Clark
52	CS Special/Asst/Para Oper	William	Ellis
53	CS Special/Asst/Para Oper	Edwin	Fallwell
54	CS Special/Asst/Para Oper	Elizabeth	French
55	CA Technician Special Oper	Andrew	Funkhouser
56	AC Services Operating	Evan	Gornik
57	AC Services Operating	Arielle	Hacker
58	CS Special/Asst/Para Oper	Amy	Hamilton
59	CS Special/Asst/Para Oper	Ian	Hoagland
60	CS Special/Asst/Para Oper	Daniel	Hosler
61	CS Special/Asst/Para Oper	Lillian	Jeness
62	CS Special/Asst/Para Oper	Amanda	Johnson
63	EG Librarians, Experts Oper	Christina	Jones
64	CS Special/Asst/Para Oper	Jack	Kovaleski
65	CS Special/Asst/Para Oper	Audra	Loudenbarger
66	EG Librarians, Experts Oper	Doris	Lynch
67	BL Service/Maintenance Oper	David	Simpson
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	AC Librarians, Experts Oper	Melissa	Bruecks
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

Active Library Employees
As of 06-24-2016

<i>Operating Funds</i>	<i>First Name</i>	<i>Last Name</i>
92 EG Librarians, Experts Oper	James	Gossman
93 AD Specialist/Asst/Para Oper	Marla	Gray
94 EG Librarians, Experts Oper	Elizabeth	Gray
95 CM Librarians, Experts Oper	Paula	Gray-Overtoom
96 AC Librarians, Experts Oper	Cheryl	Green
97 BL Service/Maintenance Oper	Ronald	Greene
98 CS Special/Asst/Para Oper	Shawn	Henline
99 CM Manager/Asst/Strat Oper	Michael	Hoerger
100 EG Librarians, Experts Oper	Jennifer	Hoffman
101 EG Librarians, Experts Oper	Stephanie	Holman
102 SP 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 BL Manager/Asst/Strat Oper	Jason	Matney
117 CS Special/Asst/Para Oper	John	Meador
118 CS Special/Asst/Para Oper	Amber	Mestre
119 BL Service/Maintenance Oper	John	Mosora
120 CS Manager/Asst/Strat Oper	Michele	Needham
121 AC Librarians, Experts Oper	Martha	Ody
122 EG Librarians, Experts Oper	Polly	OShea
123 CS Special/Asst/Para Oper	Samuel	Ott
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 AC Specialist/Asst/Para Oper	Christine	Sneed
133 CM Special/Asst/Para Oper	Ryan	Stacy
134 CS Special/Asst/Para Oper	Kathleen	Starks-Dyer
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

Active Library Employees
As of 06-24-2016

	Operating Funds	First Name	Last Name
139	AC Manager/Asst/Strat Oper	Pamela	Wasmer
140	AC Specialist/Asst/Para Oper	Pamela	White
141	AD Manager/Asst/Strat Oper	Kyle	Wickemeyer-Hardy
142	EG Manager/Asst/Strat Oper	Joshua	Wolf
143	AD Director/Assoc Operating	Marilyn	Wood
144	CS Special/Asst/Para Oper	Leanne	Zdravecky
Sub Total Operating Funds		\$154,583.30	4145.0

Special/Gift Funds

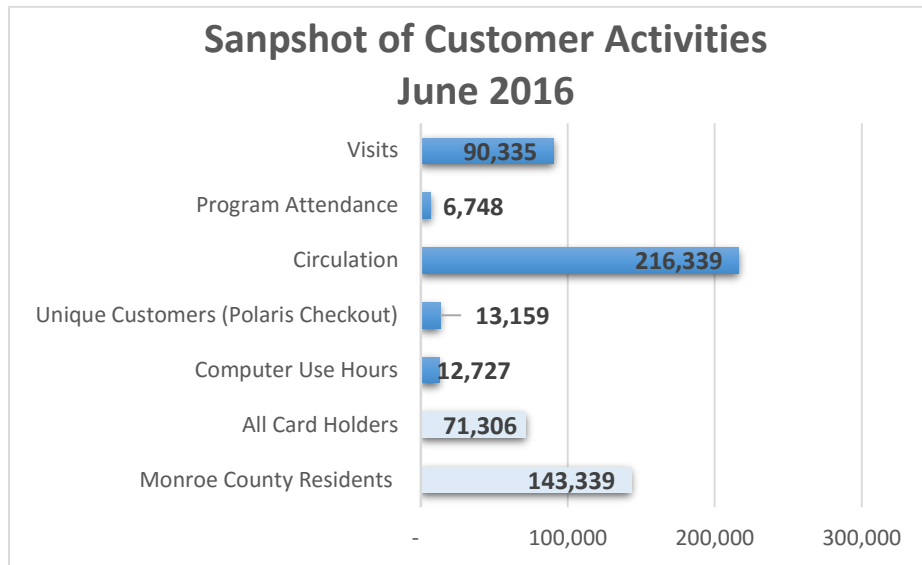
	Special Funds	First Name	Last Name
1	S CA Technician Oper	Joshua	Brewer
2	S CA Technician Oper	Nathan	Kroeger
3	S CA Technician Special Oper	Eric	Ayotte
4	S CA Technician Special Oper	Clinton	Lake
5	S CA Technician Special Oper	Glenn	Myers
6	S CA Technician Special Oper	Jacob	Saffold
7	S CA Technician Special Oper	Nathan	Wrigley
8	S FL Support Operating	Michael	Burns
9	S CA Technician Special Oper	Michael	Adams
10	S CA Manager/Asst/Strat Oper	Martin	O'Neill
11	S FL Office Coordinator, Exper	Mary Jean	Regoli
12	S CA Manager/Asst/Strat Oper	Adam	Stillwell
13	S CA Technician Oper	Robert	Stockwell
14	S CA Technician Special Oper	David	Walter
15	S CA Manager/Asst/Strat Oper	Michael	White
Sub Total Special/Gift Funds		\$16,165.35	457.5
TOTAL All EE's ALL Funds		\$170,749	4602.5

2016 BOARD OF TRUSTEE'S CALENDER

All meetings in Room 1B unless otherwise noted

Month	Date	Meeting Type	Potential Topics
January	13	Work Session	
January	20	Board Meeting	Budget line-item transfers; officer slate approved; Conflict of Interest forms; Annual Report; El Centro Contract; Update: Friends of the Library
January	20	Board of Finance	Review Investment Report and Policy
February	10	Work Session in Rm 2A	
February	17	Board Meeting in Rm 2A	Election of Board Officers; review Internet and Computer Use Policy, Update: Customer Service
March	9	Work Session in Rm 2A	
March	23	Board Meeting in Rm 2A	Review Long Range Strategic Plan; Update: Teen Services
April	13	Work Session	
April	20	Board Meeting	Update:
May	11	Work Session	
May	18	Board Meeting	Update: Children's Services
June	8	Work Session	
June	15	Board Meeting at Ellettsville	Update: Programming and Branch Services
July	13	Work Session	
July	20	Board Meeting	Draft 2017 Budget; Update: Non-profit Central and Indiana Room Program, Collection Development Policy
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: Building Services
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: VITAL
December	7	Work Session	
December	14	Board Meeting	Approve 2017 salary schedule, Holiday & Closing Schedule, Pay Schedule(dates), director's salary; CATS contracts, Fines and Fees schedule; Update: Communications & Marketing
Revised June 15, 2016			

GOAL 1: Strengthen 21st century literacy skills



1A. Strengthen early literacy skills

- An enthusiastic audience of preschool age children and their parents/caregivers enjoyed the “Bedtime Storytime” programs Mary Frasier provided on Tuesday evenings. Mary reports: “A mom stopped by the desk after the program to thank me for my singing during the program. She said it had inspired her to adapt the book *Brown Bear, Brown Bear* as sung call and response with her children. This is an example of how modeling ways to share books with parents can impact their book sharing behaviors at home. One dad from Taiwan learned about the program from a friend and he loved it. He said many great things about this library and about the contribution to literacy we make through programs like “Bedtime Storytime.”
- Attendance at Main Library preschool storytimes and the creative art program that follows on Tuesday mornings remains high. SIA Kelly Jordan notes: “We had a full house of “little makers”! We had a large number of regular attendees as well as many, many new faces - lots of families bringing friends for the first time! With ocean as the theme, participants made coral reefs out of egg cartons and pipe cleaners. As usual, the kids were very inventive and individual in their approach to the project!”
- Children attending the “Beginner Reader Book Club” conducted by Librarian Christina Jones learned about letters and the sounds they make. Christina reports: “We sang a funny mash-up of *The Alphabet Song*, *Twinkle Twinkle Little Star*, and *Baa Baa Black Sheep*. This was by far the biggest hit of the evening, as children played around with the verses to make new songs. We read most of the title, *Q is for Duck: An Alphabet Guessing Game*. Then participants contributed to an original book, based on the shared title. One child wrote *B is for Minions. Why? Because Minions love Bananas!* At the close of the program, each child was awarded a book for their home library, *Mr. Putter and Tabby Turn the Page*.

This book was purchased with funding made available by the Friends of the Library.

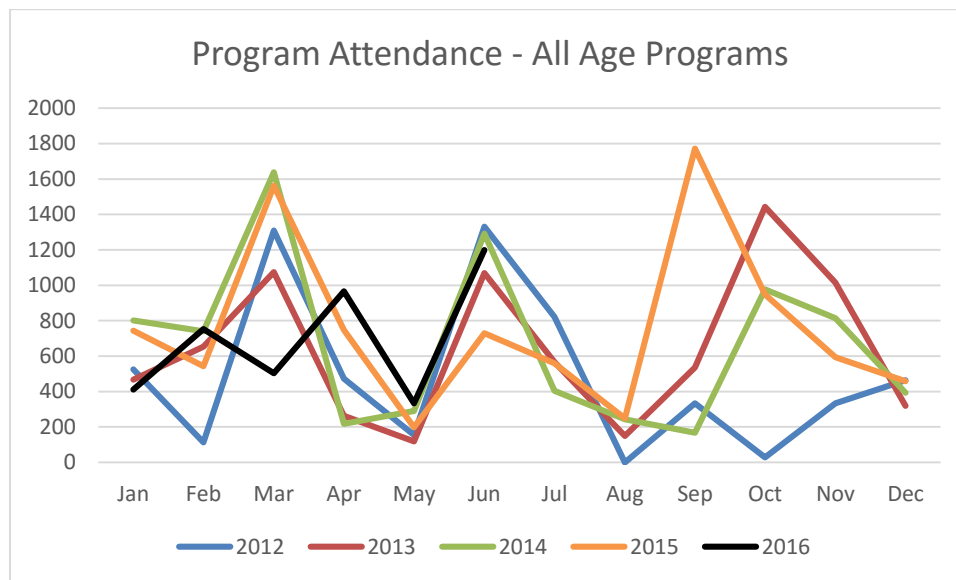
1B. Support basic literacy skills

- Summer Reading participation peaks in June as children are both enrolling and completing the program. More than 1,600 children received a Summer Reading Gameboard in June at the Main Library, Ellettsville branch and Bookmobile locations. More than 900 children – some of whom started the Summer Reading Program in May – received their final book prize. Feedback about the program has been overwhelmingly positive with parents reporting that the program helps motivate their children to read. Parents of avid readers expressed a desire for a longer program with more challenges to further engage their children.
- A number of different daycares and summer camp groups brought children to the Library to enroll their campers in the Summer Reading Program. Both the Lincoln Street Boys and Girls Club and Kid City campers visit on a weekly basis. Some camps also requested special visits. When a counselor from the Crestmont BGC Club contacted Children's Audience Strategist Lisa Champelli on a Monday afternoon to inquire about bringing a group of 30 in the following Tuesday morning to do a Treasure Hunt in the Library, we were able to accommodate this request with the Library Treasure Hunt activities already prepared as an in-room activity.
- Girls Inc counselors requested a couple of different prepared programs for their campers between the ages of 6-11. In the "Lego Build" and "Design a Wacky Roller Coaster" programs developed by Librarians Alex G and Christina J, girls between the ages of 6-11 used their imagination, creativity, critical thinking and social skills while creating Lego structures and designing a roller coaster with recyclables. Lisa shared the *Amusement Park Physics* website from Annenberg Learner (<http://www.learner.org/interactives/parkphysics/coaster.html>) with the 9-11 year olds and some of the girls used this site to test out an online roller coaster design template and discover its safety and thrill factors.
- To help support their "Drop Everything and Read" time, Lisa Champelli brought summer reading gameboards and books to children in grades K-6 attending summer camp at the Banneker Center. More than 60 children chose a paperback book to bring home and have as their own. The selection of books was purchased with the "Rock to Read" gift donation the Library received to support Summer Reading initiatives. Additional books were added to the Banneker Library maintained by uber volunteer Librarian Jennifer Perry.
- Children attending the Reading Camp at Fairview and their teachers have enjoyed stories told aloud by Librarians Christina Jones and Mary Frasier. Approximately 200 children in grades K-3 attend this MCCSC summer camp designed to support development of reading skills and improve reading ability. Before telling some traditional folktales, Christina spoke with children about narrative elements found in stories and the use of repetition and cues to participate in the storytelling. Mary taught children some call and response songs during her June visit. Teachers have provided feedback indicating that the storytelling and booktalking MCPL Librarians do generates enjoyment of stories and interest in reading!
- The Library continues to examine how to best support needs of camp groups during

the summer. Lisa plans to contact different camp group coordinators in August to get feedback about their experiences before their camp concludes for the summer.

- This month, VITAL celebrates the accomplishments of one of our dedicated English Language learners. She has worked with VITAL tutors off and on for nearly 20 years, improving her language and cultural skills, achieving citizenship, and finally reaching her goal of studying at Ivy Tech! She has agreed to share her story, with the hope that it will encourage others to pursue their literacy goal and dreams:
 "I am writing an email to let you know that I have decided to take some classes

at the Ivy Tech in coming fall semester. I have lots of words to be thankful for. First, the vital program is a wonderful way to let a learner study English with a tutor. Thanks for the vital program to provide an opportunity for me to learn English. Secondly, Chris is an excellent tutor. He taught me how to read books and to write sentences. My English has dramatically improved. Thanks for Chris to guide me. I still want to read books with Chris in my spare time. Finally, thanks for all of the staff members. Without your help, I am still an illiterate in English. Wish you all the best!"

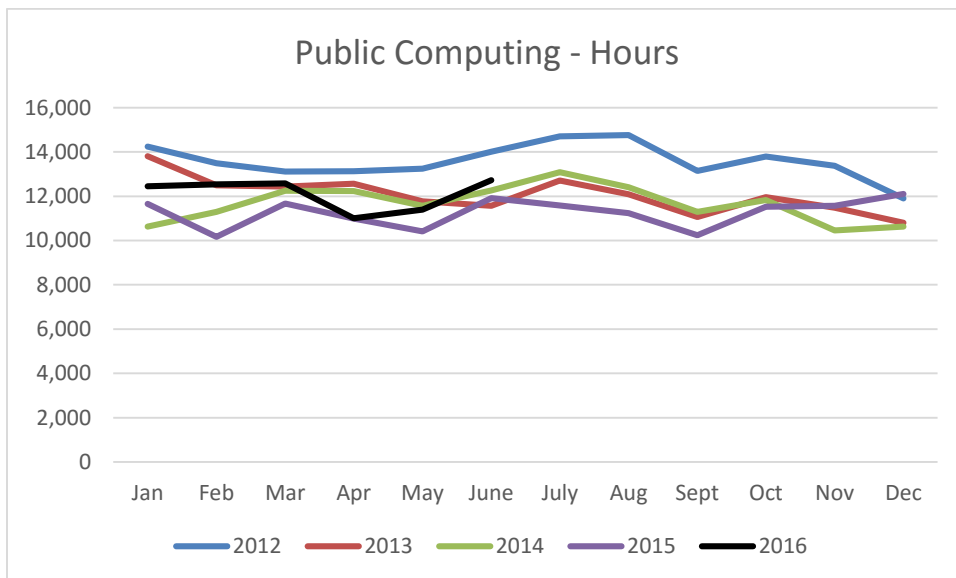
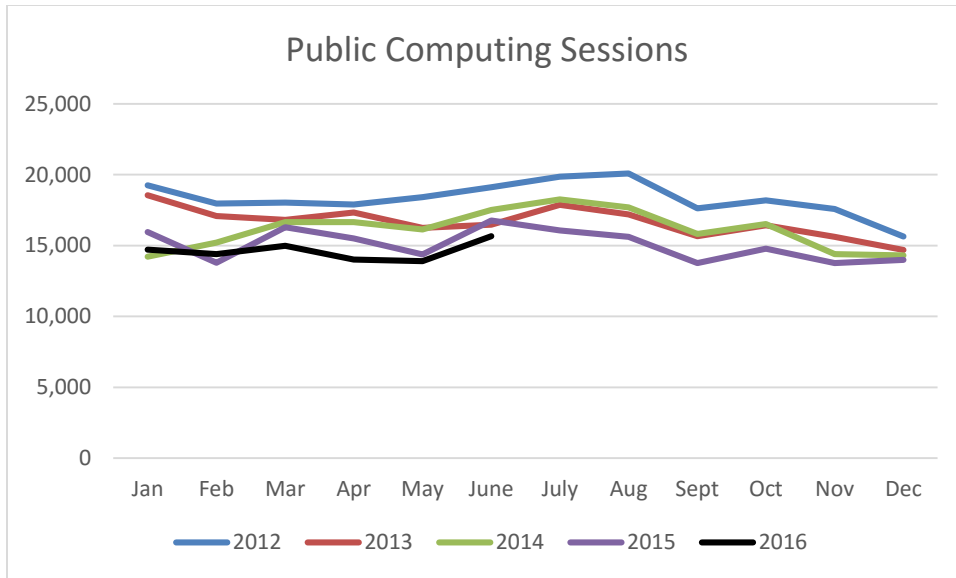


1C. Serve as a community resource for digital literacy

- Parents and caregivers of preschoolers learned some best practices for using iPad apps with young children when Librarian Alex Galarza featured the iPad app "Peek-a-Zoo Underwater" in one of the "Tuesday Tales" preschool storytimes in June. This app helps children make predictions by using clues they see in the featured image to guess which animal is hiding. While demonstrating the app, Alex discussed the

importance of interacting with children and asking them questions about the activity they are doing. Alex modeled this behavior by talking with the preschoolers about what they were seeing on the projected screen and asking them questions: "What kind of animal do you think is hiding here?" "How do you know that?" "What color is the animal?"

- Children between ages 8-12 had a blast learning about green screen technology in the "Radical Fun" program featuring the Green Screen by Do Ink app. Librarian Alex reports: "The kids had fun inserting themselves into their favorite movies and games and, although we put up large green fabric for the kids use as green screens, they also liked testing out the app on other 'green' things in the room (posters, carpeting) and giggled when they saw that the app would replace the 'green' in different objects with whatever image they selected. I also had parents interested in the app and how it works." These programs provide great opportunity for parents, also, to learn about recommended technology and apps for children.
- To help make it as easy as possible for students and teachers to access and use the Library's collection of electronic resources, library staff are working on plans for issuing eAccess cards to area schools, beginning with MCCSC and RBB in September. These cards will enable students and teachers to log in to databases such as CultureGrams, download items through Overdrive and 3M, and create accounts with Hoopla and Freegal. Each school will receive a box of eAccess cards with distinct barcodes - enough for every student and certified teacher at the school. The school will determine how best to distribute the cards - whether they should remain in classrooms for use with classroom instruction, or given to individual students to use at school and take home as they wish. These cards will have a different color and design than MCPL's traditional Library Cards to help distinguish them as a card to use exclusively to access electronic resources, but which is not enabled for checkout of print materials. Audience Strategists are working with Communications and Marketing staff on development of a new landing page on the website to serve as a gateway entry point to help students and teachers find resources of interest to them. The Library is also developing a short informational video about the eAccess card and its uses.
- Kevin MacDowell was contacted by a Camp Eduventure (MCCSC summer day camp) teacher to ask if the Library could show the 5th grade campers what they can do in Level Up and make some type of finished product. The campers came with a song prepared to record in the video production studio and shot several takes and then edited and replaced the green screen with different images based on the thematic material of each verse of the song they sang. With SIA Andrew Slater's help, they left with a finished product saved to the teacher's flashdrive. The work will be shared with the camper's parents via email and/or the MCCSC web site for Eduventure.
- The Nonprofit Alliance of Monroe County recently took part in a short training at the Library in Level Up. Following the training they posted on their Blog about the resources available in Level Up to create media. They also shared how using these free tools could advance important work in the community. Jeannette Lehr, provided additional information about the resources and services in the posting.



1D. Support digital creativity

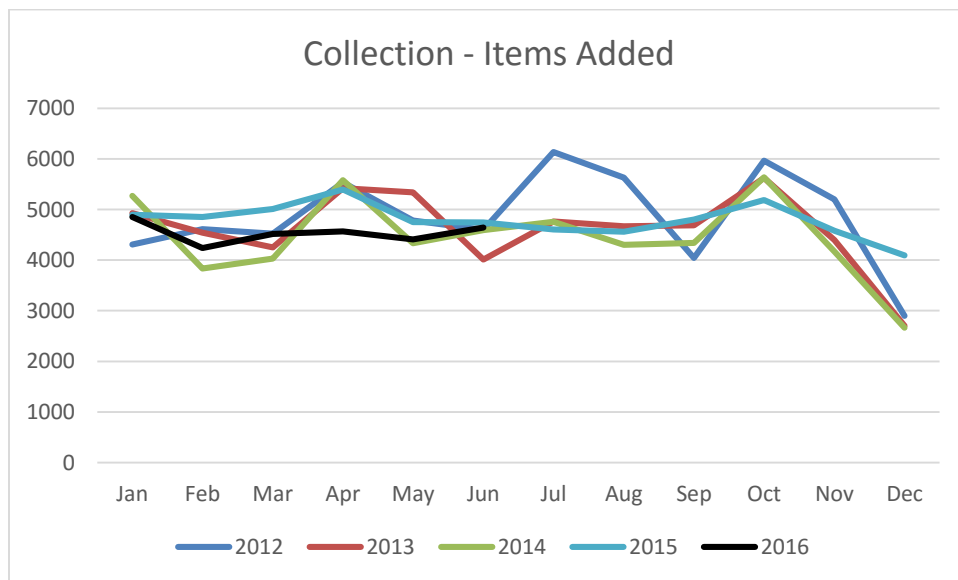
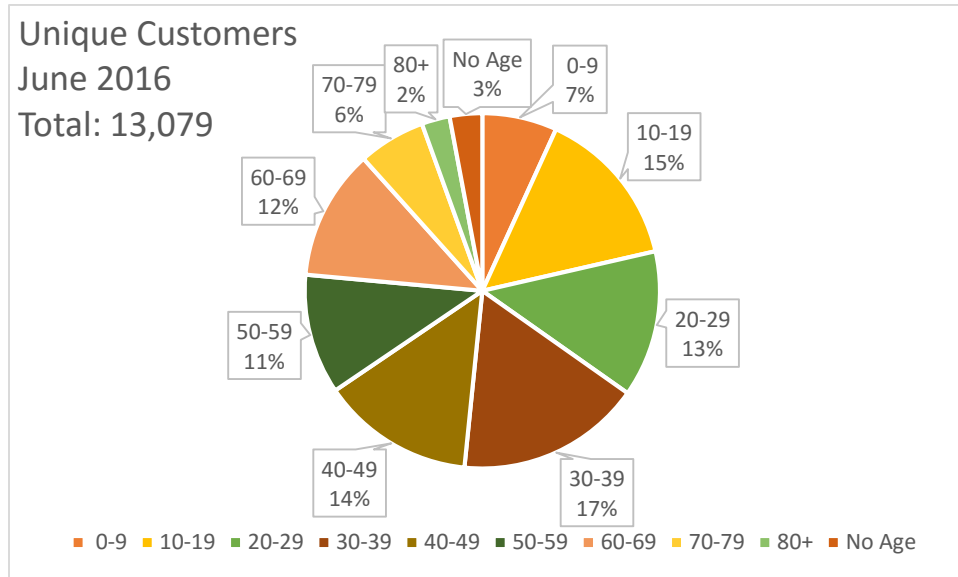
- This year, the Library partnered with the National STEM Video Game Challenge to create programming to encourage youth grades 5-12 to create their own video games. A programmer from the STEM Challenge flew in to visit MCPL for two workshops. These two initial workshops served as an introduction to the STEM challenge and to the art of game design.

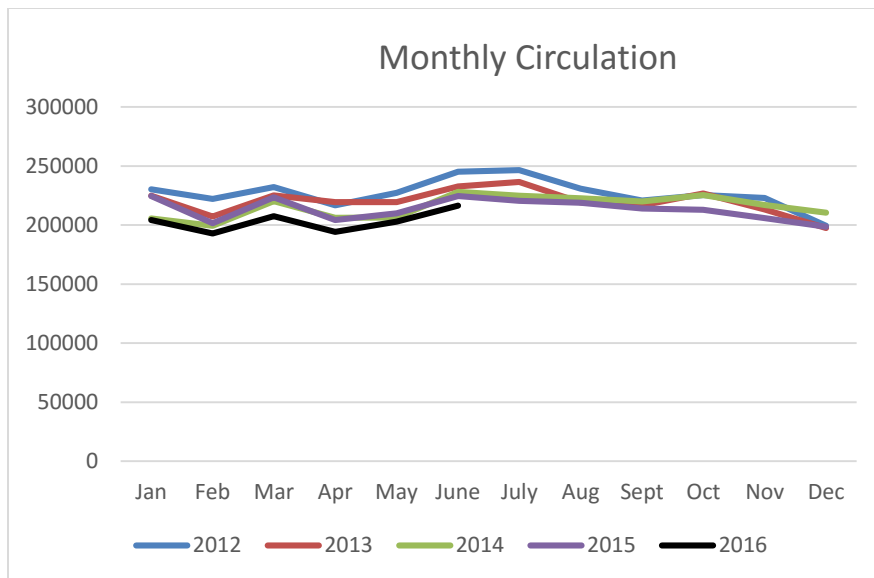
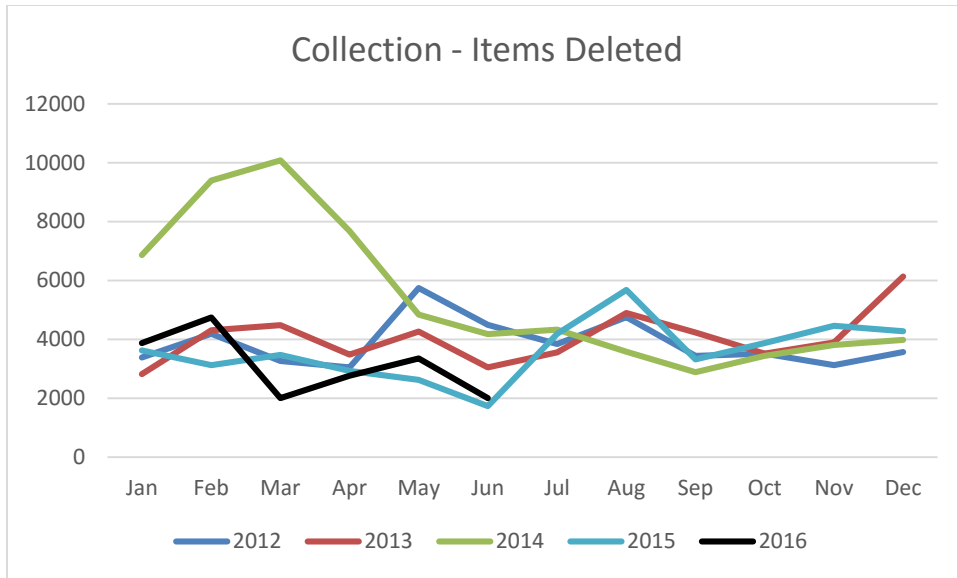
Youth video games will be due on August 15th and participants are encouraged to attend the Library's numerous STEM Challenge Help Sessions throughout the summer. Winners in different categories could receive prizes such as \$1,000 cash, a meeting with a professional game developer, a video game studio tour, and much more.

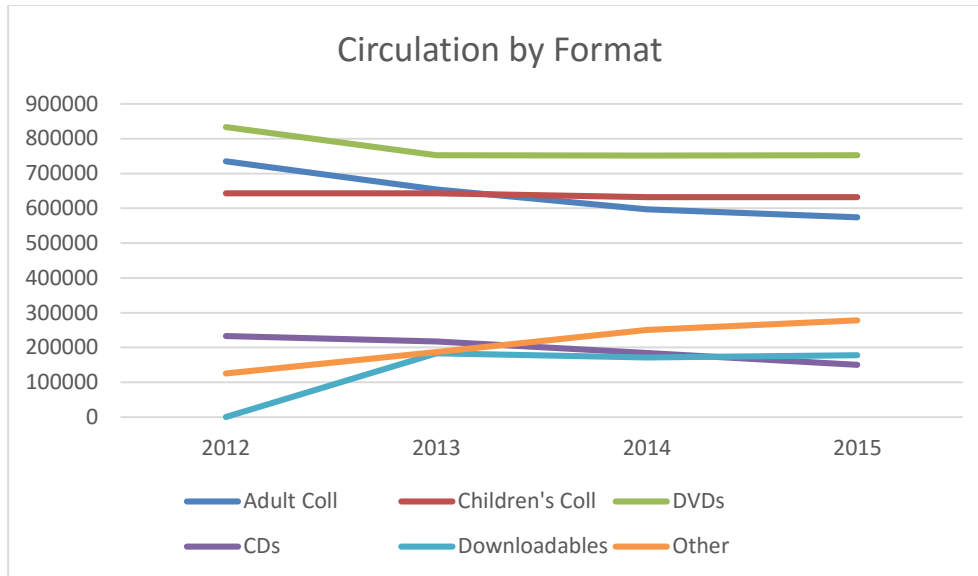
1E. Maintain collections to meet current needs, adding new formats and removing obsolete formats

- More unique customers checked out material in June (13,159) than any other month of the year so far. Over the course of the year to date, nearly 23,000 different

individuals have checked out items. *The chart below excludes those unique customers whose records were deleted during the month.





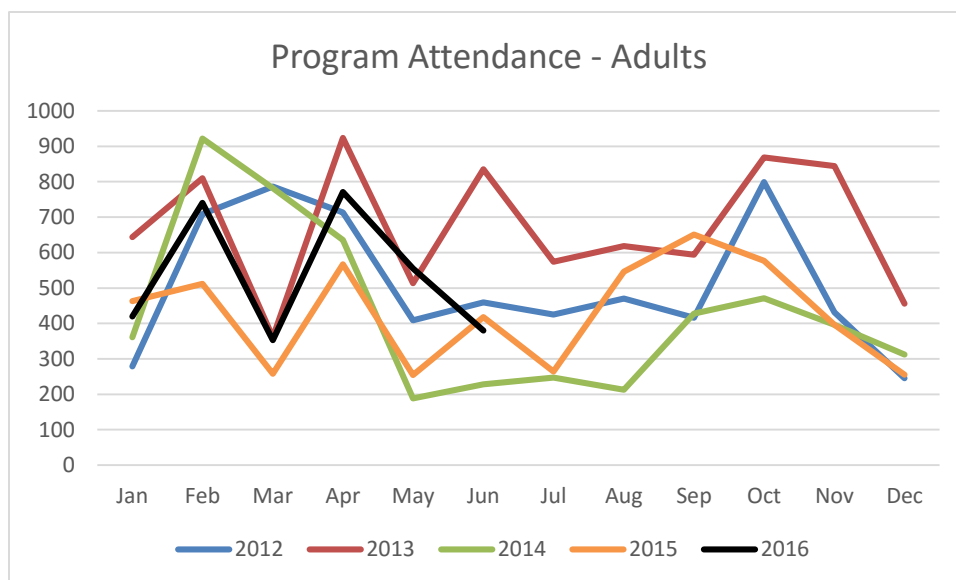
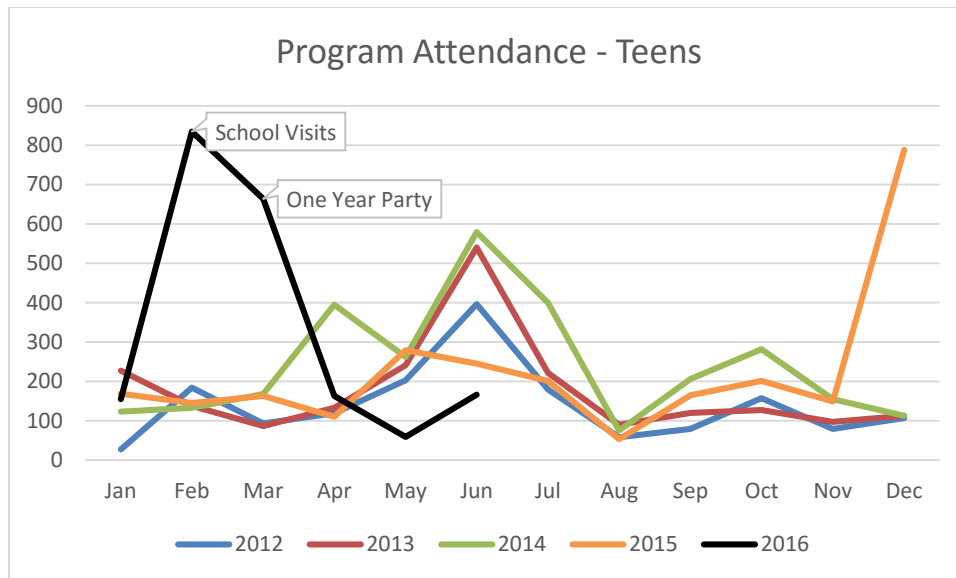


GOAL 2: Provide shared access to the world's information for free

2A. Provide programs for teens and adults

- The Ground floor had three record breaking days in June. On Wednesday, June 8th, there were 53 teens using the space simultaneously. On June 14th, there were 64, and the very next day on June 15th there were 68 teens making use of the space with staff and mentors engaging them in random pop up programs or board games, crafts, and digital literacy activities.
- A parent of a teen contacted the Library to find out if there were any programs or services for high school students that taught studying and organization skills. To find out if this was a program that others in

the community would benefit from, a posting to Facebook asked if other parents felt this was a need for their teen. The response was huge, with one parent suggesting a library partnership with Sylvan Learning Center. Kevin MacDowell met with the Bloomington and Regional Directors of Sylvan LC and determined the Library's needs and Sylvan's skills and capacity lined up very nicely. Teen Librarian, Becky Fyolek has since made arrangements for a three-part series of programs covering studying and organization skills as well as online research in Credo Reference which Becky will teach.



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

- Children and families had a number of opportunities to participate in fun and free community events and engage with a community of readers at both the Main Library and the Ellettsville Branch. Special events for all ages included a visit from CR Ryan Magician, Wildcare, and WonderLab. While these programs are designed for a school-age audience, the presenters were skilled in adapting to an audience that included many preschoolers. These programs have been well attended and received positive feedback.
- Despite the intermittent rain, more than 190 people enjoyed activities provided by 13 different community partners at the 9th Annual Picnic at Flatwoods Park in Ellettsville. Librarian Stephanie Holman provided materials for children to make and paint a golden sun flower in honor of the "Read for the Gold" Summer Reading theme. Children gained some personal

insights into the life of an Olympic athlete during the "Road to Rio – Read for the Gold" program at the Ellettsville branch where school age children tried out different Summer Olympics-related activities at various stations. This program opened with 2012 Bronze Medal Olympic diver Nick McCrory reading aloud a short poem and sharing information about the Olympics. Nick was in town for the diving team trials. Kudos go to SIA Leanne Stacy for helping to arrange his participation in this program.

- The Ground Floor/teen space was a Poetry Slam venue for IU's Slam Camp on Tuesday, June 21, and Thursday, June 23, from 7-9pm. Teen poets registered in the Slam Camp were the featured performers. The Ground Floor was open to all ages for these two programs. During the day, teen registrants from around the country worked with nationally celebrated Slam Poet's on IU's campus, and then at night they have the opportunity to perform at local public venues. The Library's Ground Floor is honored to be such a venue! These programs are possible through a partnership with IU's Slam Camp (A Poetry Performance Intensive) and its director: Adam "Henzbo" Henze (Indy 500 Poet Laureate 2016), and the Bloomington Writer's Guild. There were local media in attendance, and Mayor Hamilton served as judge one evening.
- Marilyn Wood spoke at the Friends of the Library annual meeting on June 23.
- Chris Jackson took the Bookmobile to Bloomington Parks and Recreation's Touch-A-Truck event, where over 1,400 kids and caregivers toured the vehicle and learned about our services. A library on wheels is a fascinating place for many children (and parents!), and quite a number of attendees find our truck to be even cooler than the cement mixers, cranes, and dump trucks that also appear.
- A man in his early 20s stopped by the Info Desk on the 2nd floor and asked about the

children's garden. He wanted to know who planted it, what we did with items grown there, etc. Elizabeth Gray explained the children's gardening program and told him we frequently reap the benefits of the garden, explaining that the children could see the garden's progress as summer goes by. He was very impressed with the program and how great the garden looked. He said he really enjoys walking past and looking at it.

- In June, WFHB Assistant Director Sarah Vaughn interviewed a VITAL pair who have been working together for nearly 15 years. You can listen to "We Clicked," the story of their friendship, by visiting the WFHB website or following this link <http://wfhb.org/news/mcpl-promotes-adult-literacy-through-programming/>
- VITAL tutor trainings are offered throughout the year to prepare volunteers for working with adults who struggle with literacy and language. In 2016 the Library has trained 44 new volunteers, including 4 participants from El Centro, Bloomington's Latino resource center. This partnership helps increase awareness of VITAL services, and creates opportunities for English language support that is culturally sensitive to the Spanish speaking population.
- Teen and Digital Creativity Strategist, Kevin MacDowell, met with IU Adjunct Professors, Shannan Stryjewski and Angie Wong, from the School of Public Health, to finalize an agreement for five students from each of their classes to offer a semester of volunteer mentor services in the Ground Floor. These students are studying Human Development and Family Studies, and Youth Development. These professors/students were identified as being able to provide strong candidates for the Ground Floor's Volunteer Mentor Program due to their knowledge of adolescent development and their appreciation for the power of positive, appropriate relationships between adults and adolescents as promoted in their class work.

- On June 29 the Library hosted the 25 Mandela Washington Fellows visiting Bloomington from Africa, as part of President Barack Obama's Young African Leaders Initiative. The fellows are from 18 countries in Sub-Saharan Africa who have established records of accomplishment in promoting innovation and positive change

in their organizations, institutions, communities, and countries. The fellows met with Chris Jackson, Special Audiences Strategist, and Michael Hoerger, Communications and Marketing Manager, for a tour of the Library and a Q & A session on how the Library operates and the Library's many connections with the community.

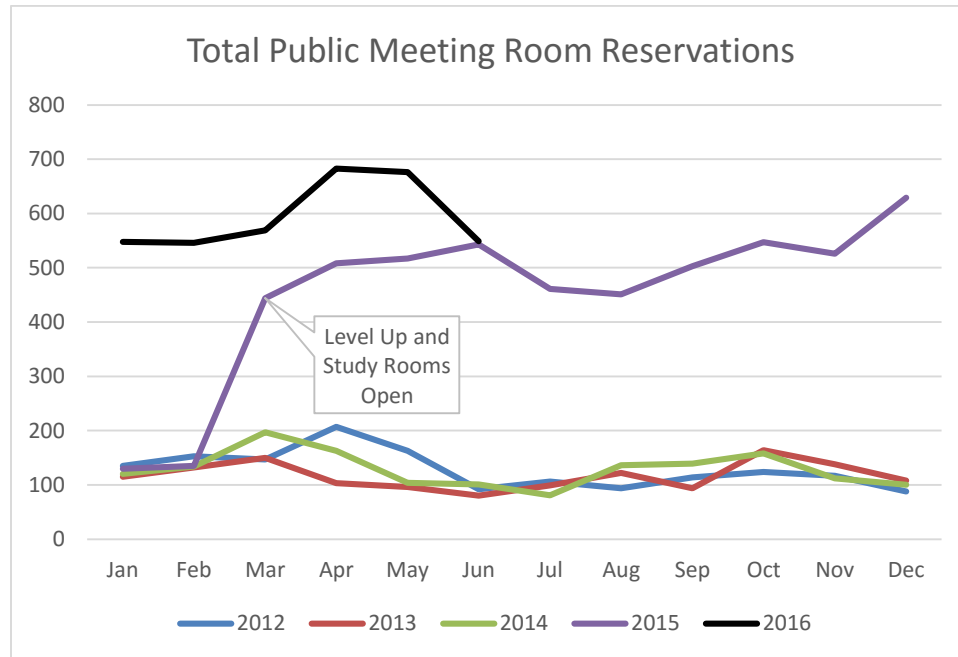
2C. Strengthen services for nonprofit organizations

- The Library wrapped up the FINRA/ALA grant (28 months, \$87,230), which funded the "It's Your Money" set of programs and projects, as well as Project Coordinator Ryan Stacy's salary from May, 2014 through June, 2016. Ryan is moving on to become the library's full time content strategist in Communications and Marketing and we know he will be as successful in his new position as he was with It's Your Money. Below are few of the major accomplishments of It's Your Money, made possible by this grant.
- During the 2014–16 FINRA Grant period, the It's Your Money Project hosted, presented, or assisted in 61 programs and events for nearly 650 consumers, agency staff, and Library staff. The Project's target audience was people age 20–39 living and working in Monroe County. The overwhelming majority of participants surveyed indicated they were "very likely" to put what they learned at IYM events to practical use, with many people providing specific examples. One program attendee told us, "Every library in every town should have programs like these, all the time—it would change our country!"
- Consistent with the New Service Model's emphasis on increased community engagement, the grant allowed IYM to experiment with offsite programming and promotion in addition to traditional events held at the Library. The offsite efforts

- included guest presentations at various points in the community (IU campus, Shalom House), and tabling at high-traffic community events (Spanish-language services at St. Paul Catholic Center, Food Truck Friday). Each offsite event presented an opportunity to promote financial literacy in general, as well as to cross-promote all of IYM's programs and resources. Cardboard display containers loaded with unbiased personal finance literature were also purchased, branded with the IYM logo, and distributed to numerous commercial establishments in Bloomington for their employees and customers to browse.
- Throughout the grant period, relationships with partner agencies were established and strengthened. In addition to representing the Library on the Financial Stability Alliance for South Central Indiana's Steering Committee, the Project collaborated with nonprofit partners on a number of programs. IYM also hosted a Digital Media for Nonprofits Seminar in Level Up, and created the It's Your Money Toolkit, a web portal especially for agencies to use in developing their own personal finance education offerings.
 - A Money Team, made up of Community Engagement Librarians and Senior Information Assistants, has been established to sustain the It's Your Money Project beyond the grant period. Among the Team's responsibilities are continuing with

financial literacy programming, maintaining partnerships with area nonprofits, administering the Toolkit, and

recommending high-quality personal finance materials for the Library’s collection.



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

- As work on updating our website and its management tools proceeds, Paula Gray-Overtom, in consultation with Chris Jackson, has identified and installed new accessibility verification software. This will ensure that all staff who edit web pages can avoid creating content that does not meet accessibility standards.

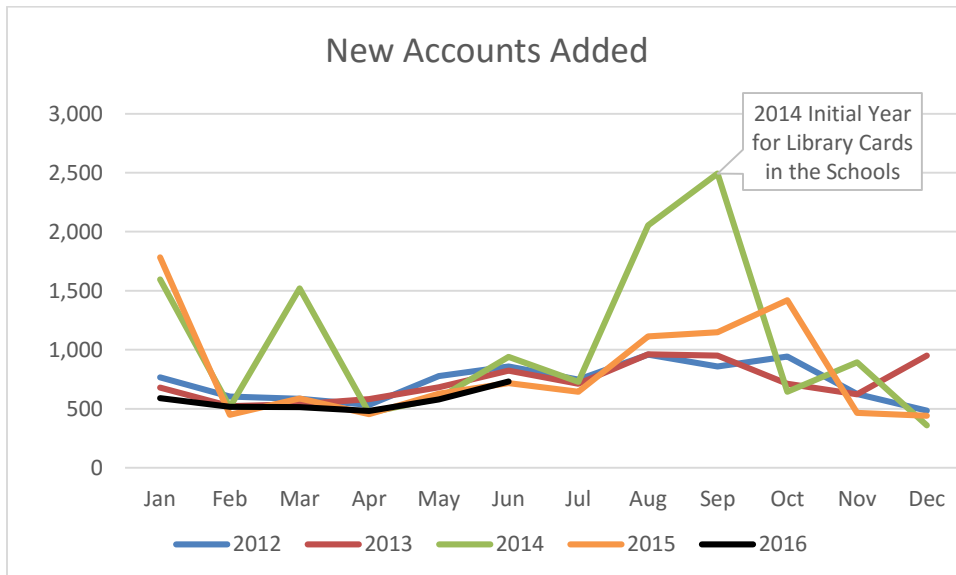
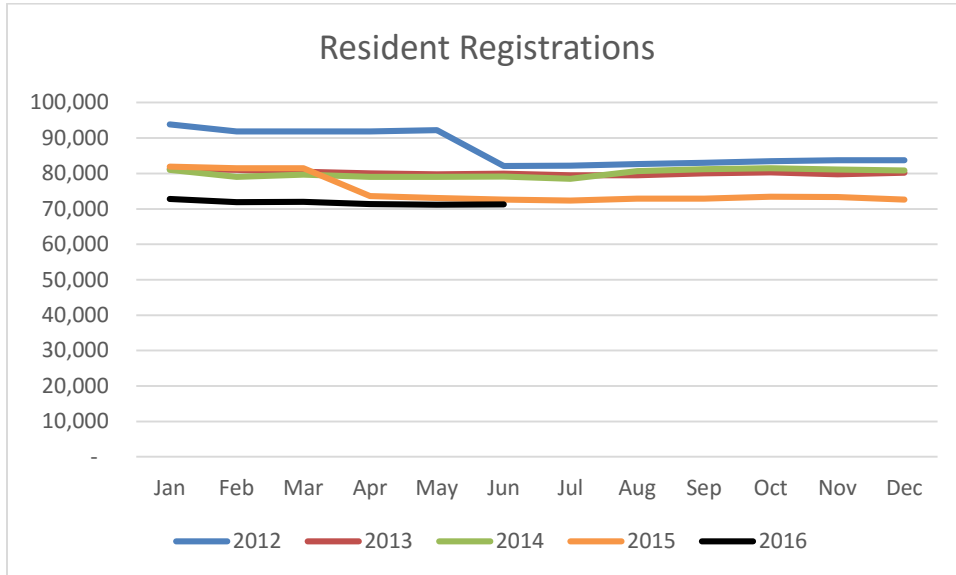
2E. Increase technological infrastructure capacity to support increased digital focus

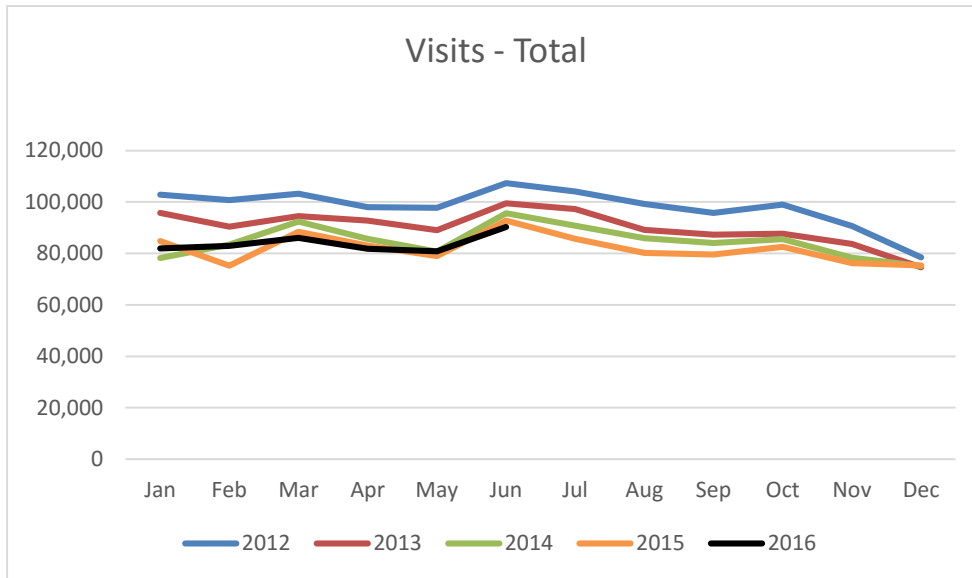
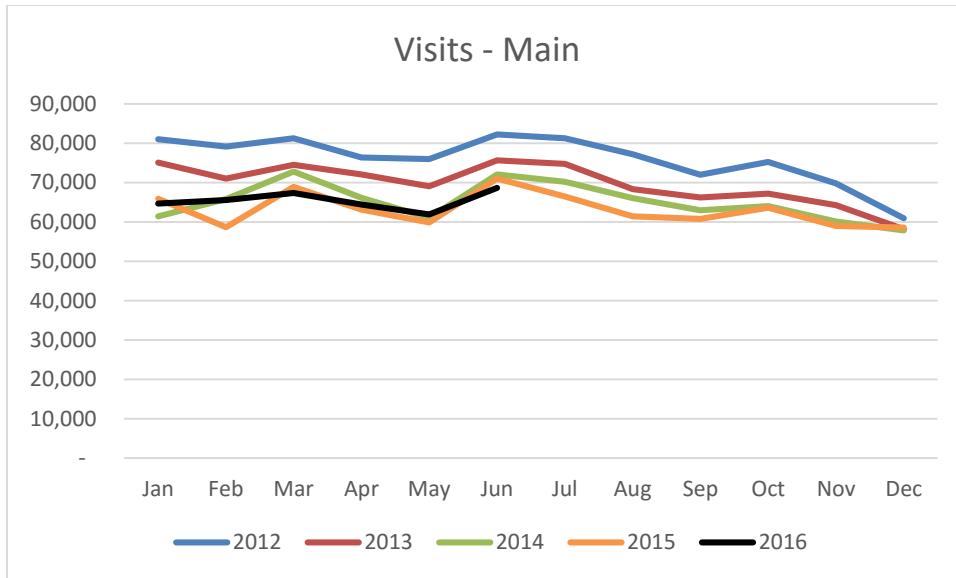
- In October 2015 the Library upgraded its internet access from 50 Mbits to 200 Mbits. To take full advantage of this increased bandwidth, firewall equipment was also updated and completed in April of 2016. Since that time customers and staff have enjoyed much better internet speeds. Prior to this upgrade patron traffic was throttled to accommodate staff work and use of the internet during busy times. That is no longer necessary.
- On June 30th, the CATS servers replaying governmental meetings for both city and county experienced a non-recoverable failure. Though the vendor (Leighronix) was contacted, in consideration of our planned upgrades to master control, staff determined that repairing the unit could be costly, as well as having no place in the new

system. Instead, CATS staff replaced the unit with two, older laptops, which were then paired with distribution amplifiers, such that they could integrate with our existing system in main engineering.

Though the current system is working well, it remains only a manual system, and will be replaced as soon as all components of our new server system have arrived.

GOAL 3: Provide high quality, personalized customer service.

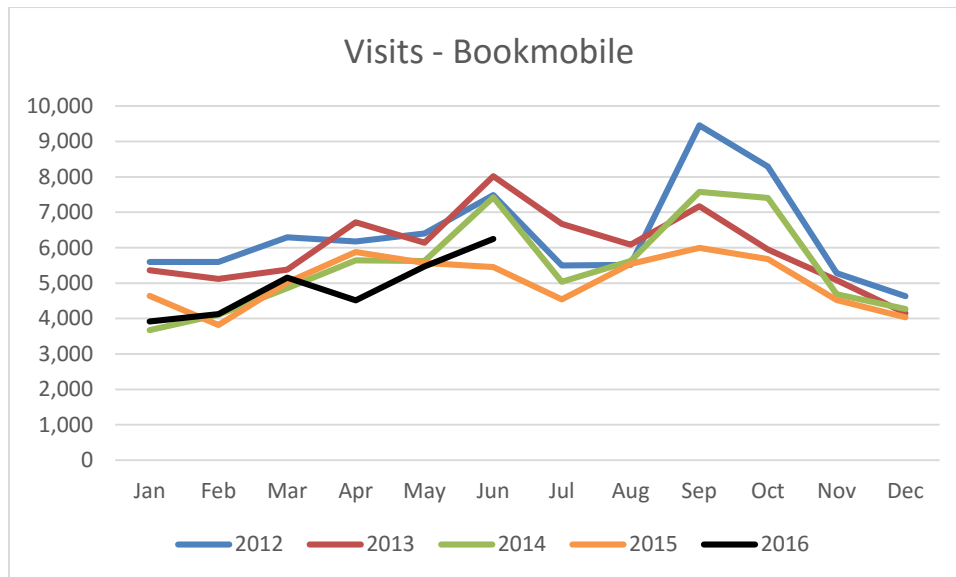




3A. Provide quality customer service to increasingly diverse audiences

- In partnership with I.U. Health's Alzheimer's Educator Dayna Thompson, Special Audiences Strategist Chris Jackson has begun a series of programs focused on individuals with Alzheimer's and related dementia, and their caregivers. Our first event was a remembrance of Hoagy Carmichael's music and his personal history

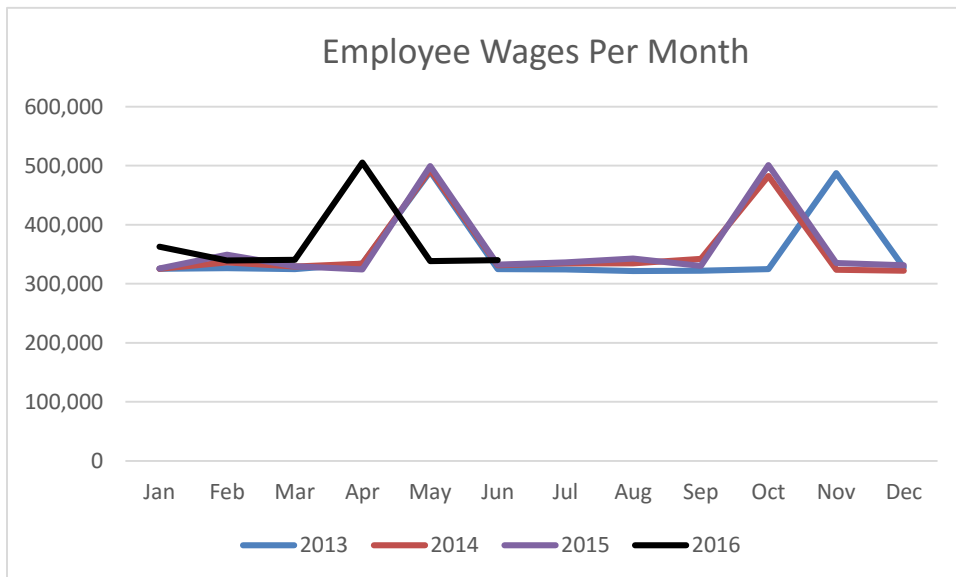
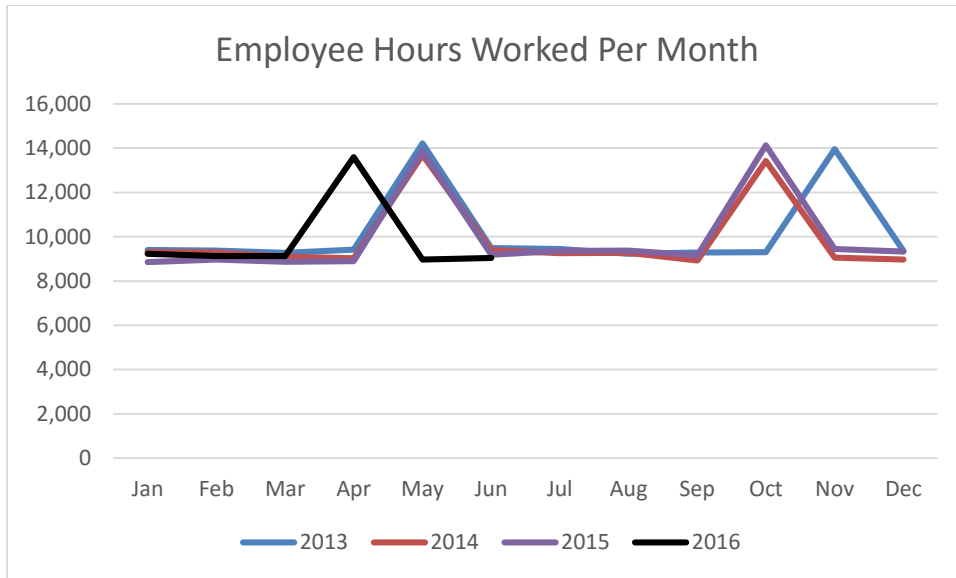
in Bloomington, led by Kevin MacDowell who performed live on the library's piano. In the fall the Library will present programs from the Alzheimer's Association on recognizing early symptoms, as well as a journal workshop for caregivers, memory screening, and a documentary movie presentation.



GOAL 4: Optimize stewardship of library resources

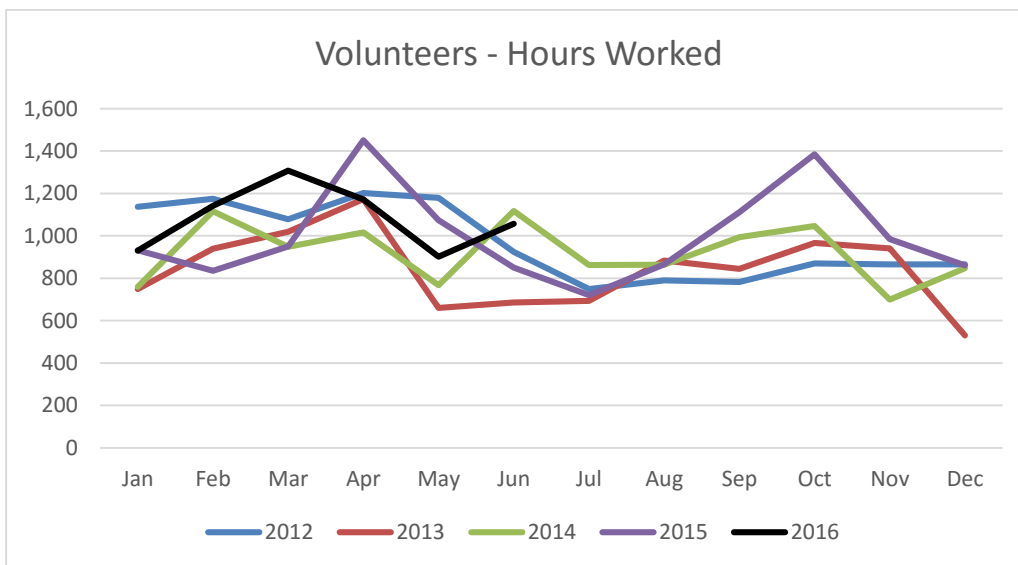
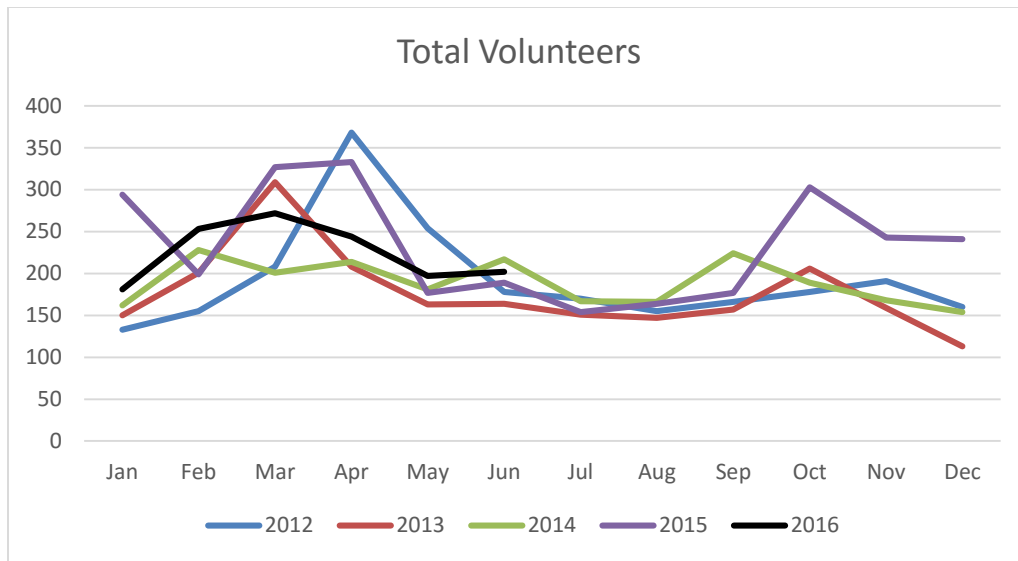
4A. Recruit and retain quality employees

- Jane Cronkhite accepted the position of Associate Director and will begin work on August 1. Jane is currently a Community Librarian at the Santa Clara County Library District in Campbell California, where she directs the activities of the Campbell Library.
- Joshua Wolf and Marilyn Wood attended the American Library Association Conference. Both reported attending many diverse and engaging programs.
- Mickey Needham attended a MCLS community engagement roundtable discussion where the group learned from one another about Harwood based initiatives their libraries have established or Harwood techniques they have used. These sessions allow participants to share advice and ideas and use each other as a sounding board about barriers or challenges experienced.
- Joshua Wolf and Michael Hoerger wrote and submitted a successful grant application to the Midwest Collaborative for Library Services, for Alejandria Galarza, and Jennifer Hoffman to attend the Harwood/ALA Public Innovators Lab in Atlanta this fall.
- In May/June many staff participated in eight mini-lessons, all-staff meetings and blog post discussions about Credo Reference to prepare for the June launch. The small lessons drew attention to the new service and created a buzz of discussion and questions particularly with Customer Service staff. Three people participated in the Credo webinar “The Best of Credo Reference for Public Libraries.” One staff responded “This [webinar] solidified my skills in using Credo Reference. By doing so I will be better able to explain and walk patrons through using this new resource.”



4B. Assure adequate, stable funding for library operations

- A youth group from the Islamic Center volunteered their time on June 25. Volunteers helped with a big cleaning sweep, which included baby books, cleaning toys, and DVD cases. The Library reserved the Children's Program Room for the volunteers, so that they would have access to tables and the sink. There were 9 volunteers involved. It was a very helpful work session for the Library.
- Volunteer hours in the Ground Floor and Level Up remain high. There were 10 mentors and 10 teens who contributed more than 88.5 hours in June.

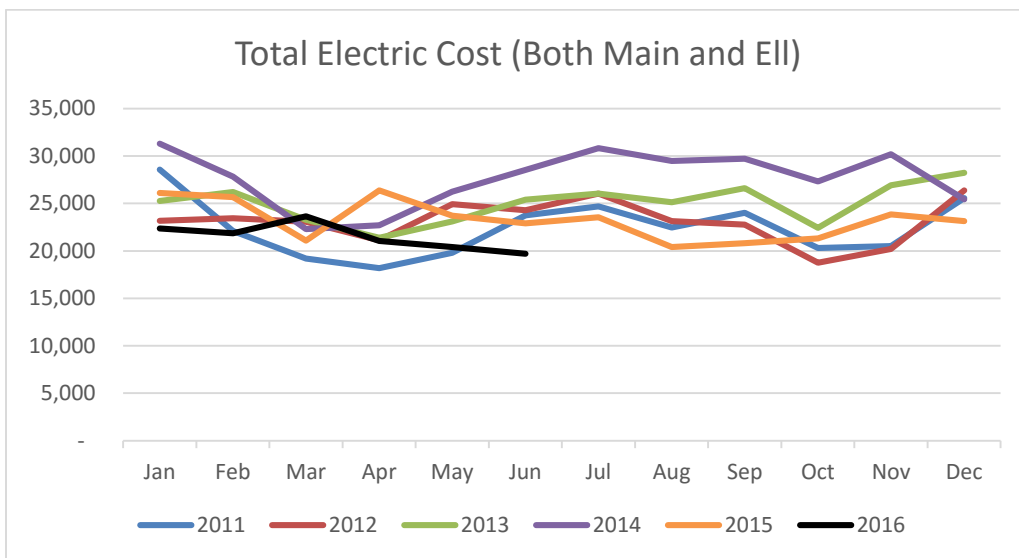
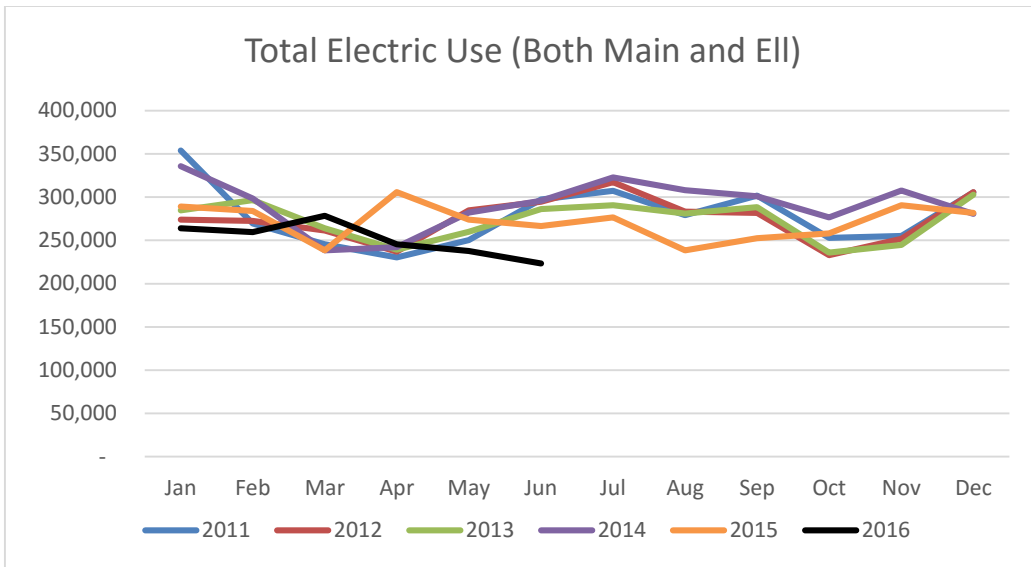


4C. Maintain library facilities

- Beautiful perennials were added to complete the landscaping along Lincoln street.
- Building Services staff completed work to add a nursing room in Children's.
- A vacant office space in CATS was renovated by Building Services.

4D. Improve stewardship of library assets and records

- Electricity use and cost at the Main Library continues to show positive decreases.



To: MCPL Board of Trustees
From: Pam Wasmer

Please find below a proposed new collection development policy for MCPL. For several years those of us charged with the annual review of the policy have struggled with the increasing length of the policy, the inclusion of many procedural details, and the multiple changes of style and voice in the document.

The new document is an attempt to address these issues and, I hope, create a more flexible document that will not need to go to the Board every time we want to add a new format to the collection or begin consulting a new review source.

Sections highlighted in yellow are taken verbatim from the current policy. The current collection development policy is also included in the packet for your information.

Proposed Collection Development – July 2016

I. The Policy

The Monroe County Public Library Collection Development Policy provides a framework for the growth and development of collections in support of the Library’s mission to “enrich lives and strengthen our community by providing equitable access to information and opportunities to read, learn, discover and create.”

The Library’s goal is to provide a diverse Monroe County community with materials that reflect a wide range of views, expressions, opinions and interests. Specific acquisitions may include items that are considered controversial and may offend some users. Inclusion of questionable language or attitudes in materials is not in itself a reason to exclude them from the collection. The Library’s acquisition of these items does not constitute endorsement of their content but rather makes available its expression and supports the principle of intellectual freedom.

The Library provides free access to materials in a number of formats (print, non-print and electronic) to all customers. Library users make their own choices as to what they will use based on individual interests and concerns. MCPL supports the right of each family to decide which items are appropriate for use by their children. Responsibility for a child’s use of library materials lies with his or her parent or guardian. The Library adheres to the principles of intellectual freedom, adopted by the American Library Association.

II. About the Library and Its Community

MCPL serves the 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 and van delivery, and jail service. The library also hosts homework help, an active adult literacy program, and a community access television station with five channels.

The Library’s collection provides a wide range of literary, cultural, educational, informational and recreational materials for people of all ages. Collections may include popular and in-demand materials as well as special

formats, such as large print books; foreign language materials; test and study guides; financial, tax and business information; school and career information; consumer, health and medical information, and others. The Indiana Room Collection documents the history of Bloomington and Monroe County and provides a broad scope of information about local news, people, events, and businesses.

III. Scope of Collection

The scope of the collection refers to the range and type of materials selected including the formats offered and the level of difficulty. The scope is as broad as possible to allow for free expression and free access to ideas. MCPL collections will focus on the general patron rather than the researcher. Materials of local significance or value may be digitized to expand access. The collection is not archival. No extraordinary efforts are made to retain or preserve last copies or out of print titles.

IV. Criteria for Selection

General criteria for selecting library materials are listed below. An item need not meet all of the criteria in order to be acceptable.

- public demand, interest or need,
- contemporary significance, popular interest or permanent value
- attention of critics and reviewers
- prominence, authority and/or competence of author, creator or publisher
- timeliness of material
- relation to existing collections
- statement of challenging, original, or alternative point of view
- accessibility for multiple users of electronic formats

V. Responsibility for Selection

The Board of Trustees delegates the development of the collection to the Director. The overall collection development process for MCPL involves a wide variety of individuals including librarian selectors, strategists, unit managers and the Director.

VI. Budget

The materials budget is recommended by the Director and approved by the Board of Trustees annually.

VII. Suggestions for Additions to the Collection

To assure the acquisition of resources desired by Library users, customer suggestions are always considered for addition to the collection. A request can be made by filling out a Recommendation for Purchase form online or at any library location.

VIII. Interlibrary Loan

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

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

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

IX. Collection Maintenance, Replacement and Weeding

Professional library staff regularly review items in the collection to ensure that they continue to meet customers' needs. Materials that are worn, obsolete, unused, old editions or unnecessarily duplicated are removed. It is the responsibility of professional staff to assess the need for replacing materials that are damaged, destroyed or lost. Items are not automatically replaced. Decisions are based on need, demand and budget.

X. Gifts

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

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

XI. Request for Reconsideration of Materials

The selection and de-selection of materials is an on-going process, involving many different staff and many interactions with the community. Anyone who wishes to request that a specific item be reconsidered for inclusion in the collection of materials is asked to complete and sign the Request for Reconsideration Form, available online or at any library location. The form will be forwarded to the Director and once a decision has

been made regarding the retention or removal of the material, a letter will be sent to the person, explaining the decision. If the person indicates dissatisfaction with the resolution, he/she may appeal to the Library Board.

XII. Annual Review

This policy will be reviewed by staff annually. Recommended changes will be sent to the Director for review. Changes recommended by the Director will be sent to the Board of Trustees for further action.

Current Collection Development Policy

Statement of Purpose

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

Statements of Mission, Vision and Goals

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

Mission:

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

Vision:

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

Goals:

The goals that drive Collection Development are:

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

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

Introduction

The library collection provides equitable access to information and materials for lifelong learning, enrichment and enjoyment.

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

viewpoint in the collection is not an endorsement of that particular point of view, but an expression of the library's adherence to the principles of intellectual freedom.

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

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

Scope of Collection

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

Selection Guidelines

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

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

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

Standard Selection Sources

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

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

Formats

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

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

Access to the Collection

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

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

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

Preservation

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

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

Annual Materials Allocation

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

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

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

General Collection Statements

Print Collection

Adult Collection

Fiction

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

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

Graphic Novels

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

The Graphic Novel collection includes both fiction and nonfiction and is designed for young adult and adult audiences.

Indiana Room

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

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

Non-English

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

Resources include both print and non-print circulating materials. The collection also includes materials which aid English Language Learners (ELL). These are written in the native language of the learner.

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

Nonfiction

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

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

VITAL (Volunteers in Tutoring Adult Learners)

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

Young Adult Collection

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

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

Ground Floor Collection

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

Children's Collection

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

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

Periodicals and Newspapers

The periodical and newspaper collections supplement the adult and children's book and nonprint collections by providing up-to-date information, covering current topics not yet available in other print media, and presenting a more concise treatment of a subject than is usually found in books. Emphasis for magazines is placed on

popular titles, business needs and a representative sampling of other topics. The collection is also used by the staff for selection and professional development.

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

Reference

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

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

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

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

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

Nonprint

Audiobooks (Books on CD and Playaways)

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

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

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

CD-ROMS and DVD-ROMS

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

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

Compact Discs (CDs)

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

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

Downloadable Audiobooks, Videos, Music, Magazines, and Ebooks

The library provides patrons access to audio and electronic books (e-books) through multiple sources. The items are accessible through the Library's online catalog

Materials are available for both children and adults.

DVDS

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

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

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

Toys

This collection is housed in children's area and provides recommended learning materials appropriate for children from birth through age 4.

Other Departmental Collections

CATS (Community Access Television Services)

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

While CATS cannot cover all events, it does loan equipment to individuals and groups who want their event added to the CATS collection. Individuals and groups may also donate programming to the CATS collection. There are a number of ways that the public can access the CATS collection. See the CATS website listed above.

Related Services

Interlibrary Loan

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

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

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

Jail Library

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

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

Gifts and Donations

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

Upon request the library will provide a receipt as to the number and format of items donated. The library can not determine the value of donations.

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

De-selection of Materials

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

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

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

Withdrawn materials may be given to the Library Foundation for its Bookstore. Reference materials retaining informational value may be transferred to the circulating collection.

Reconsideration of Materials

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

1. Questions concerning the process or a specific item in the collection can be answered by a librarian. The professional staff can clarify scope and depth of the collection, the role of individual and parental responsibility, and the use of selection guides. Many inquires can be answered without pursuing the

reconsideration process. The principles governing selection can be found in the Collection Development Statement.

2. Patrons may wish to suggest alternative materials and can make a [Suggestions for Purchase](#).
3. Patrons may choose to ask for a formal review of specific materials. To do so, the patron must fill out a [Request for Reconsideration of Library Material](#) form (Appendix G).
4. Procedures for Requests for Reconsideration:
 - a. When the form is returned to the library, it should be forwarded to the Library Director.
 - b. The Library Director will notify the patron that the Request has been received and that a Reconsideration Committee will review the material and make a recommendation for action.
 - c. The Access and Content Services Manager may form a Reconsideration Committee in consultation with the Director. This committee will consist of:
 1. the selector for that budget area, who will chair the committee;
 2. the Audience Strategist (or designated representative) of the area in which the item is held; and
 3. a staff member who does not work in the area in which the item under review is held, and, in some cases,
 4. a representative from the community.
 - d. All members of the Reconsideration Committee will read, view, or listen to the material within 45 days of receiving the request form. Original reviews and other pertinent information will be researched.
 - e. The committee will meet to discuss and evaluate the material, and a response will be determined. The committee's response and a recommendation for action will be sent to the Library Director within 60 days after receiving the request.
 - f. The Library Director, or designee, will respond to the individual who submitted the "Request for Reconsideration", the members of the Reconsideration Committee and the Board of Trustees.
 - g. The individual who submitted the Request for Reconsideration may appeal in writing the Director's response to the Library Board within 10 days after receiving the Director's response.

Policy Review and Revision Statement

Library staff will review the Collection Development Policy annually. Any recommended change(s) will be sent to the Director for review. Changes recommended by the Leadership Team will be sent to the Library Board of Trustees for consideration and/or further action.

List of Appendices:

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

Appendix B: [Freedom to Read](#)

- Appendix C: [Freedom to View](#)
- Appendix D: [Interpretations of the Library Bill of Rights](#)
- Appendix E: [Formats Currently Purchased by MCPL](#)
- Appendix F: [Purchase Suggestion Form](#)
- Appendix G: [Request for Reconsideration of Library Material](#)

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

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

Revised April 16, 2009

Revised January 19, 2011

Revised March 21, 2012

Revised February 20, 2013

Revised November 18, 2015

**Monroe County Public Library
2017 Budget**

Following our current strategic initiatives, the financial plan for 2017 considers both the community's needs for library services now and into the future. The 2017 budget plan has the following primary areas of focus:

- Maintaining current operational levels at all facilities while encouraging growth of audiences served.
- Facilities management through life cycle replacement planning.
- Providing for new services to meet needs of our growing community through planning for a new branch.
- Ellettsville renovation, seeking architect proposals and beginning construction in 2017.

Here is a comparison of the Operating Fund projected 2017 spending budget vs. the 2016 spending budget:

	2016	2017	%
	Operating Fund Spending Budget		increase
Wages and Benefits	5,616,284	5,799,572	3.26%
Supplies	205,100	198,350	-3.29%
Other Services & Charges	1,337,800	1,392,400	4.08%
LIRF Transfer	298,000	376,000	26.17%
Capital Outlay	998,700	1,010,500	1.18%
Total Operating Expenditures	8,455,884	8,776,822	3.80%

Wage and Benefit Assumptions

Wages and benefits account for 66% of the 2017 budget. We have estimated a raise increase of about 3% for this first draft of the budget. We have estimated a 15% increase for the employer contribution to health insurance. The final decision about the wage increase percent will be made in December 2016, after we confirm health insurance costs for 2017.

2017 Revenue Summary

The total Operating Fund revenue projection for 2017 is about \$8,346,000, an increase of about 3% compared to 2016 revenue projections. The property tax revenue projection is based on an increase of 3.8% - the 2017 AVGQ. The COIT estimate is based on the 2016 COIT plus a \$30,000 increase. We should receive the final 2017 COIT figure soon. The other revenue lines which include fines, fees, and miscellaneous state tax revenue make up about 6% of the annual total operating fund revenue and they are based on the 2016 projections. (See Worksheet A.)

Budgeted Deficit – Expected Surplus

Each year the Library maximizes budgeted revenue and spending authority by making annual increases in the operating fund as high as the AVGQ will allow. Budgeting at this level helps reduce the possibility of going back to the County Council for an additional appropriation should there be a spending need. We have been fortunate in the past few years and these higher than needed budgeted spending amounts have allowed the Library to accumulate funds for goals outside our normal operating expenses.

Over the past three budget years the budgeted spending has been higher than the budgeted revenue resulting in a **projected** deficit in each of those overall budgets. The budgeted deficit for 2015 was projected at about \$244,000. The actual results for 2015 were much better though and we ended with a **surplus** of about \$535,000 which has been earmarked mostly for spending for the new branch and the Ellettsville renovation. The budgeted deficit for 2016 is about \$350,000 but I am projecting that we will end up with a surplus of at least \$200,000. For 2017 the budgeted spending is about \$430,000 higher than budgeted revenue. We anticipate 2017 surpluses will follow previous years.

Revenue in other Funds

The Library received a surprise windfall amounting to about \$600,000 in additional COIT revenue for 2016. We were directed to account for the unplanned revenue in the Rainy Day Fund. The windfall will be part of the reserve balance we are building for facility projects.

Minimum Cash Reserve Balance

The library’s minimum cash reserves are at about \$3 million which is about 30% of the total spending budget. We are using a guideline of one million dollars as the minimum cash reserves in each of these three funds - Operating, Rainy Day, and LIRF funds.

New Branch Allocation – projected balance

Projected 12-31-16 balance - \$2,118,000
Plus - 2017 LIRF transfer - \$376,000
Plus - Estimated 2016 surplus - \$200,000
Plus estimated 2019 bond allocation - \$1,245,000 (board approval request in January 2018 – bond sale December 2018)
Total estimated funds for New Branch end of 2017 plus the next bond allocation - \$3,939,000

Accompanying Documents

Worksheet A shows estimated revenue, expense, and cash balances, by fund.
Worksheet B includes line item expenditures for all four funds.
Worksheet C shows line item expenditures in the Operating Fund budget, compared to previous years.
Worksheet D provides narrative information about each fund and items that changed significantly.

2017 Budget - estimated revenue, expense, and cash balances

Worksheet A	2016 Budget after 1782	2017 Estimates
Operating Fund		
Asses. Val.	6,605,505,317	6,605,505,317
INCOME		
<i>Property Tax 2017 - growth quotient = 1.038</i>		
Property Tax	\$ 5,581,652	5,793,755
Circuit Breaker	\$ (38,461)	(40,162)
County Option Income Tax	\$ 2,026,293	\$ 2,056,687
Commercial Vehicle Excise Tax	\$ 42,508	\$ 42,000
Financial Institutions Tax	\$ 18,918	\$ 20,000
License Excise	\$ 291,702	\$ 291,000
Fines/Fees	\$ 150,000	\$ 150,000
Other - meeting rooms/interest	\$ 8,000	\$ 8,000
Copier fees	\$ 12,500	\$ 12,500
Other - PLAC	\$ 12,500	\$ 12,500
	TOTAL \$ 8,105,612	\$ 8,346,280
EXPENSES		
Personnel Services	\$ 5,616,284	\$ 5,799,572
Supplies	\$ 205,100	\$ 198,350
Other Services/Charges	\$ 1,635,800	\$ 1,768,400
Capital	\$ 998,700	\$ 1,010,500
	TOTAL before encumbrance \$8,455,884	\$8,776,822
Encumbrance		\$ (430,542)
	\$8,455,884	
FUND BALANCE		
Beginning	\$ 1,752,955	\$ 1,752,955
Income less exp.		\$ (430,542)
Ending balance	\$ 1,752,955	\$ 1,322,413

Worksheet A	2016 Budget after 1782	2017 Estimates
Debt Service Fund		
INCOME		
Property Tax	\$ 693,578	\$ 700,000
Circuit Breaker	\$ (718)	\$ (1,028)
Commercial Vehicle Excise Tax	5,282	5,300
Financial Institutions Tax	2,351	2,300
License Excise	36,247	36,000
TOTAL	\$ 736,740	\$ 742,572
EXPENSES		
Bond Payment	\$ 696,527	\$ 720,000
FUND BALANCE		
Beginning	\$ 23,694	\$ 23,694
Income less exp.		\$ 22,572
Ending balance	\$ 23,694	\$ 46,266
Library Improvement Reserve Fund		
INCOME		
Transfer	\$ 298,000	\$ 376,000
EXPENSES		
Other Services/Charges	\$ 100,000	\$ 125,000
Capital	\$ 250,000	\$ 400,000
TOTAL	\$350,000	\$525,000
FUND BALANCE		
Beginning	\$ 1,809,800	\$ 2,107,800
xfer -	\$ 298,000	
Renov/eq		
Total	\$ 2,107,800	\$ 2,107,800

		Rainy Day Fund	
INCOME	Transfer - repay		
EXPENSES			
	Other Services/Charges	\$ 109,500	\$ 85,000
	Additional Appropriation		
	Capital	\$ 215,000	\$ 65,000
	TOTAL	\$324,500	\$150,000
FUND BALANCE			
	Beginning	\$ 1,035,455	\$ 1,635,455
	COIT distribution	\$ 600,000	
	Renov		
	Total	\$ 1,635,455	\$ 1,635,455

		2017	2017	2017	2017	2017
2017 BUDGET		OPERATING	LIRF	RAINY DAY	DEBT SERVICE	TOTAL FUNDS
PERSONNEL SERVICES						
SALARIES						
	1120 ADMINISTRATION	187,508				
	1130 MANAGERS	1,036,770				
	1140 LIBRARIANS, EXPERTS	1,099,735				
	1150 SPECIALISTS	217,914				
	1160 ASSISTANTS-PARAPROFESSIONALS	719,285				
	1170 TECH / SECRETARIES	60,450				
	1180 -see "Other Wages" below					
	1190 BUILDING SERVICES-MAINT.	159,101				
	1200 BUILDING SERVICES-SECURITY	107,838				
	1280 PRODUCTION ASSISTANTS	17,836				
	1290 INFO ASST. / MATERIAL SUPPORT	428,875				
	1300 MATERIAL HANDLER	221,000				
	1320 TECHNICIANS	16,151				
	TOTAL SALARIES	4,272,463		-	-	4,272,463
EMPLOYEE BENEFITS						
	1210 EMPLOYER CONTRIBUTION/FICA	265,943				
	1220 UNEMPLOYMENT COMPENSATION	10,000				
	1230 EMPLOYER CONTRIBUTION/PERF	377,098				
	1235 EMPLOYEE CONTRIBUTION/PERF	101,008				
	1240 EMPLOYER CONT/INSURANCE	697,564				
	1250 EMPLOYER CONT/MEDICARE	62,196				
	TOTAL EMPLOYEE BENEFITS	1,513,809		-		1,513,809
OTHER WAGES						
	1310 WORKSTUDY	3,300				
	1180 TEMPORARY STAFF	10,000				
	1350 STIPEND	-				
	TOTAL OTHER WAGES	13,300				13,300
TOTAL PERSONNEL SERVICES (1000s)		5,799,572		-		5,799,572

		2017	2017	2017	2017	2017
2017 BUDGET		OPERATING	LIRF	RAINY DAY	DEBT SERVICE	TOTAL FUNDS
SUPPLIES (2000s)						
OFFICE SUPPLIES						
	2110 OFFICIAL RECORDS	1,100				
	2120 STATIONERY & PRINTING	550				
	2130 OFFICE SUPPLIES	11,500				
	2140 DUPLICATING	44,400				
	2150 PROMOTIONAL MATERIALS	-				
TOTAL OFFICE SUPPLIES		57,550		-		57,550
OPERATING SUPPLIES						
	2210 CLEANING SUPPLIES	40,000				
	2220 FUEL, OIL, & LUBRICANTS	9,000				
	2230 CATALOGING SUPPLIES	6,000				
	2240 AUDIO VISUAL SUPPLIES	6,000				
	2250 CIRCULATION SUPPLIES	32,500				
	2260 LIGHT BULBS	12,000				
	2270 RECORDING MATERIALS - CATS	-				
	2280 UNIFORMS	1,900				
	2290 DISPLAY/EXHIBIT SUPPLIES	4,000				
TOTAL OPERATING SUPPLIES		111,400		-		111,400
REPAIR & MAINTENANCE SUPPLIES						
	2300 IS SUPPLIES	6,500				
	2310 BUILDING MATERIALS & SUPPLIES	22,000				
	2315 ENERGY AUDIT SUPPLIES	-				
	2320 PAINT & PAINTING SUPPLIES	900				
	2340 OTHER REPAIR & BINDING	-				
	2350 RECORDING EQUIP SUPPLIES - CATS	-				
TOTAL REPAIR & MAINTENANCE SUPPLIES		29,400				29,400
TOTAL SUPPLIES (2000s)		198,350		-		198,350
OTHER SERVICES/CHARGES (3000s)						
PROFESSIONAL SERVICES						
	3110 CONSULTING SERVICES	39,000		20,000		

		2017	2017	2017	2017	2017
2017 BUDGET		OPERATING	LIRF	RAINY DAY	DEBT SERVICE	TOTAL FUNDS
	3120 ENGINEERING/ARCHITECTURAL	7,000		20,000		
	3130 LEGAL SERVICES	15,500		20,000		
	3140 BUILDING SERVICES	40,000				
	3150 MAINTENANCE CONTRACTS	170,500				
	3160 OCLC & COMPUTER SERVICES	72,500				
	3170 ADMIN/ACCOUNTING SERVICES	51,000				
	3175 COLLECTION AGENCY SERVICE	18,000				
	TOTAL PROFESSIONAL SERVICES	413,500	-	60,000		473,500
	COMMUNICATION & TRANSPORTATION					
	3210 TELEPHONE	31,300				
	3220 POSTAGE	19,000				
	3230 TRAVEL EXPENSE	10,000				
	3240 PROFESSIONAL MEETINGS	10,000				
	3250 CONTINUING EDUCATION	10,000				
	3260 FREIGHT & DELIVERY	1,000				
	TOTAL COMMUNICATION & TRANSPORTATION	81,300				81,300
	PRINTING & ADVERTISING					
	3310 ADVERTISING & PUBLICATION	2,850				
	3320 PRINTING	5,000				
	TOTAL PRINTING & ADVERTISING	7,850				7,850
	INSURANCE					
	3410 OFFICIAL BOND	600				
	3420 OTHER INSURANCE	80,500				
	TOTAL INSURANCE	81,100				81,100
	UTILITIES					
	3510 GAS	4,450				
	3520 ELECTRICITY	332,000				
	3530 WATER	26,300				
	TOTAL UTILITIES	362,750				362,750
	REPAIR & MAINTENANCE					
	3610 BUILDING REPAIR	29,000	125,000	25,000		

		2017	2017	2017	2017	2017
2017 BUDGET		OPERATING	LIRF	RAINY DAY	DEBT SERVICE	TOTAL FUNDS
	3630 OTHER REPAIR	16,000				
	3640 VEHICLE REPAIR & MAINTENANCE	12,500				
	3650 MATERIALS BINDING/REPAIR	1,500				
	TOTAL REPAIR & MAINTENANCE	59,000	125,000	25,000		209,000
	RENTALS					
	3710 REAL ESTATE RENTAL/BOND PMT.	32,900			720,000	
	3720 EQUIPMENT RENTAL	-				
	TOTAL RENTALS	32,900			720,000	752,900
	OTHER CHARGES					
	3845 ELEC. RECOURCES-DATABASES	190,000				
	3846 E-BOOKS	150,000				
	3910 DUES/INSTITUTIONAL	7,500				
	3920 INTEREST/TEMPORARY LOAN	2,000				
	3930 TAXES & ASSESSMENTS	-				
	3940 TRANSFER TO LIRF	376,000				
	3945 TRANSFER TO RAINY DAY	-				
	3950 EDUCATIONAL LICENSING/SERVICES	4,500				
	TOTAL OTHER CHARGES	730,000				730,000
	TOTAL OTHER SERVICES/CHARGES (3000s)	1,768,400	125,000	85,000	720,000	2,698,400
	CAPITAL OUTLAY (4000s)					
	FURNITURE & EQUIPMENT					
	4410 FURNITURE	10,000	25,000	25,000		
	4420 AUDIO VISUAL EQUIPMENT	-				
	4430 OTHER EQUIPMENT	20,000	125,000	25,000		
	4440 LAND & BUILDINGS	-				
	4450 BUILDING RENOVATION -	5,000	250,000	15,000		
	4460 IS EQUIPMENT	-				
	4465 IS SOFTWARE	-				
	4470 EQUIPMENT - CATS	-				
	4475 SOFTWARE - CATS	-				
	TOTAL FURNITURE & EQUIPMENT	35,000	400,000	65,000		500,000

		2017	2017	2017	2017	2017
	2017 BUDGET	OPERATING	LIRF	RAINY DAY	DEBT SERVICE	TOTAL FUNDS
	OTHER CAPITAL OUTLAY					
	4510 BOOKS	582,000				
	4520 PERIODICALS & NEWSPAPERS	43,000				
	4530 NONPRINT MATERIALS	340,000				
	to get to 15%	10,500				
	4540 ELECTRONIC RESOURCES	-				
	TOTAL OTHER CAPITAL OUTLAY	975,500				975,500
		14.99%				
	TOTAL CAPITAL OUTLAY	1,010,500	400,000	65,000		1,475,500
	TOTAL EXPENDITURES 2017	8,776,822	525,000	150,000	720,000	10,171,822
	TOTAL BUDGET 2016	8,455,884	350,000	324,500	730,000	9,860,384
	Increase from 2015	3.80%	50.00%	-53.78%	-1.37%	3.16%

2017 BUDGET COMPARISON

Worksheet C	2017 BUDGET	2016 BUDGET	2015 ACTUAL	2014 ACTUAL
PERSONNEL SERVICES (1000'S)				
SALARIES				
1120 ADMINISTRATION	187,508	180,540	123,262	187,268
1130 MANAGERS	1,036,770	1,052,557	902,239	616,208
1140 LIBRARIANS, EXPERTS	1,099,735	1,004,405	1,043,051	1,191,262
1150 SPECIALISTS	217,914	205,078	369,085	780,042
1160 ASSISTANTS-PARAPROFESSIONALS	719,285	706,002	596,084	468,598
1170 TECH / SECRETARIES	60,450	56,687	105,021	229,230
1180 -see "Other Wages" below				
1190 BUILDING SERVICES-MAINT.	159,101	137,100	216,767	376,170
1200 BUILDING SERVICES-SECURITY	107,838	113,916	71,000	
1280 PRODUCTION ASSISTANTS	17,836	32,765	11,557	
1290 INFO ASST. / MATERIAL SUPPORT	428,875	456,229	306,637	
1300 MATERIAL HANDLER	221,000	112,831	142,310	
1320 TECHNICIANS	16,151	15,148	9,753	
TOTAL SALARIES	4,272,463	4,073,259	3,896,766	3,848,778
EMPLOYEE BENEFITS				
1210 EMPLOYER CONTRIBUTION/FICA	265,943	250,063	232,449	228,078
1220 UNEMPLOYMENT COMPENSATION	10,000	10,000		
1230 EMPLOYER CONTRIBUTION/PERF	377,098	373,925	357,313	355,157
1235 EMPLOYEE CONTRIBUTION/PERF	101,008	100,159	95,921	95,407
1240 EMPLOYER CONT/INSURANCE	697,564	735,396	551,867	692,328
1250 EMPLOYER CONT/MEDICARE	62,196	58,482	54,363	53,341
TOTAL EMPLOYEE BENEFITS	1,513,809	1,528,025	1,291,913	1,424,309
OTHER WAGES				
1310 WORKSTUDY	3,300	5,000	1,994	2,555
1180 TEMPORARY STAFF	10,000	10,000	-	1,359
1350 STIPEND/RECLASSIFICATION				
TOTAL OTHER WAGES	13,300	15,000	1,994	3,913
TOTAL PERSONNEL SERVICES	5,799,572	5,616,284	5,190,673	5,277,001

Worksheet C

	2017 BUDGET 66.08%	2016 BUDGET 66.42%	2015 ACTUAL 63.12%	2014 ACTUAL 70.26%
SUPPLIES (2000'S)				
OFFICE SUPPLIES				
2110 OFFICIAL RECORDS	1,100	1,100	46	908
2120 STATIONERY & PRINTING	550	900	517	73
2130 OFFICE SUPPLIES	11,500	12,200	6,633	6,602
2140 DUPLICATING	44,400	44,200	42,493	30,218
2150 PROMOTIONAL MATERIALS				200
TOTAL OFFICE SUPPLIES	57,550	58,400	49,688	38,001
OPERATING SUPPLIES				
2210 CLEANING SUPPLIES	40,000	42,200	31,808	38,429
2220 FUEL, OIL, & LUBRICANTS	9,000	10,500	5,358	8,077
2230 CATALOGING SUPPLIES-BOOKS	6,000	7,000	4,510	4,346
2240 A/V SUPPLIES-CATALOGING	6,000	9,200	4,602	3,966
2250 CIRCULATION SUPPLIES	32,500	32,500	29,351	27,131
2260 LIGHT BULBS	12,000	10,000	8,508	10,573
2270 VIDEOTAPE - CATS				
2280 UNIFORMS	1,900	1,900	1,352	1,838
2290 DISPLAY/EXHIBIT SUPPLIES	4,000	7,000	1,646	2,230
TOTAL OPERATING SUPPLIES	111,400	120,300	87,134	96,590
REPAIR & MAINTENANCE SUPPLIES				
2300 IS SUPPLIES	6,500	5,000	5,647	2,415
2310 BUILDING MATERIALS & SUPPLIES	22,000	21,000	19,059	15,247
2315 ENERGY AUDIT MATERIALS				
2320 PAINT & PAINTING SUPPLIES	900	400	898	287
2340 OTHER REPAIR & BINDING				
2350 VIDEO MATERIALS - CATS				
TOTAL REPAIR & MAINTENANCE SUPPLIES	29,400	26,400	25,604	17,949
TOTAL SUPPLIES	198,350	205,100	162,426	152,540

Worksheet C	2017 BUDGET	2016 BUDGET	2015 ACTUAL	2014 ACTUAL
OTHER SERVICES/CHARGES (3000'S)				
PROFESSIONAL SERVICES				
3110 CONSULTING SERVICES	39,000	11,000	2,308	12,763
3120 ENGINEERING/ARCHITECTURAL	7,000	10,000	-	10,000
3130 LEGAL SERVICES	15,500	15,000	12,912	7,851
3140 BUILDING SERVICES	40,000	40,000	30,660	33,283
3150 MAINTENANCE CONTRACTS	170,500	155,600	138,169	116,985
3160 COMPUTER SERVICES (OCLC)	72,500	70,500	62,047	60,247
3170 ADMIN/ACCOUNTING SERVICES	51,000	47,000	41,865	39,289
3175 COLLECTION AGENCY SERVICES	18,000	21,000	17,112	15,822
TOTAL PROFESSIONAL SERVICES	413,500	370,100	305,073	296,240
COMMUNICATION & TRANSPORTATION				
3210 TELEPHONE	31,300	33,600	21,981	28,302
3220 POSTAGE	19,000	22,000	15,945	16,652
3230 TRAVEL EXPENSE	10,000	10,000	2,719	3,406
3240 PROFESSIONAL MTG. (OFF-SITE)	10,000	10,000	2,612	1,423
3250 CONTINUING ED. (ON-SITE)	10,000	10,000		1,246
3260 FREIGHT & DELIVERY	1,000	1,000	2,064	17
TOTAL COMMUNICATION & TRANSPORTATION	81,300	86,600	45,322	51,046
PRINTING & ADVERTISING				
3310 ADVERTISING & PUBLICATION	2,850	2,350	1,948	3,400
3320 PRINTING	5,000	5,000	860	1,331
TOTAL PRINTING & ADVERTISING	7,850	7,350	2,808	4,731
INSURANCE				
3410 OFFICIAL BOND	600	600	450	450
3420 OTHER INSURANCE	80,500	77,000	71,831	71,658
TOTAL INSURANCE	81,100	77,600	72,281	72,108
UTILITIES				
3510 GAS	4,450	4,950	2,916	2,624
3520 ELECTRICITY	332,000	354,000	280,803	334,672

Worksheet C		2017	2016	2015	2014
		BUDGET	BUDGET	ACTUAL	ACTUAL
	3530 WATER	26,300	27,100	21,582	20,904
TOTAL UTILITIES		362,750	386,050	305,300	358,200
REPAIR & MAINTENANCE					
	3610 BUILDING REPAIR	29,000	28,000	32,752	22,433
	3630 OTHER EQUIP/FURNITURE REPAIRS	16,000	16,000	5,635	4,168
	3640 VEHICLE REPAIR & MAINTENANCE	12,500	10,000	11,455	5,187
	3650 MATERIAL BINDING/REPAIR SERV.	1,500	1,500	932	739
TOTAL REPAIR & MAINTENANCE		59,000	55,500	50,774	32,527
RENTALS					
	3710 REAL ESTATE RENTAL/BOND PMT.	32,900	35,600	23,290	31,438
	3720 EQUIPMENT RENTAL				
TOTAL RENTALS		32,900	35,600	23,290	31,438
OTHER CHARGES					
	3845 ELEC. REOURCES-DATABASES	190,000	175,000	143,414	146,331
	3846 E-BOOKS	150,000	145,000	131,298	118,738
	3910 DUES/INSTITUTIONAL	7,500	8,000	5,617	7,671
	1004 MISCELLANEOUS				
	3920 INTEREST/TEMPORARY LOAN	2,000	2,000	-	-
	3930 TAXES & ASSESSMENTS				
	3940 TRANSFER TO LIRF	376,000	298,000	785,000	-
	3945 TRANSFER TO RAINY DAY				
	3950 EDUCATIONAL SERV/LICENSING	4,500	4,000	3,688	3,155
TOTAL OTHER CHARGES		730,000	632,000	1,069,017	275,896
TOTAL OTHER SERVICES/CHARGES		1,768,400	1,650,800	1,873,866	1,122,186
CAPITAL OUTLAY (4000'S)					
FURNITURE & EQUIPMENT					
	4410 FURNITURE	10,000	10,000	16,574	1,788
	44105 ENCUMBERED FURNITURE				
	4420 AUDIO VISUAL EQUIPMENT				

Worksheet C	2017 BUDGET	2016 BUDGET	2015 ACTUAL	2014 ACTUAL
4430 OTHER EQUIPMENT	20,000	20,000	16,453	17,279
4440 LAND & BUILDINGS				
4450 BUILDING RENOVATIONS	5,000	5,000	1,607	4,529
4460 IS EQUIPMENT				
4465 IS SOFTWARE				
4470 EQUIPMENT - CATS				
4475 SOFTWARE - CATS				
TOTAL FURNITURE & EQUIPMENT	35,000	35,000	34,634	23,596
OTHER CAPITAL OUTLAY				
4510 BOOKS	582,000	562,700	570,167	549,042
4520 PERIODICALS & NEWSPAPERS	43,000	43,000	42,548	38,856
4530 NONPRINT MATERIALS	340,000	343,000	348,739	347,662
to get to 15%	10,500		-	-
4540 ELECTRONIC RESOURCES	-	-	-	-
TOTAL OTHER CAPITAL OUTLAY	975,500	948,700	961,455	935,560
	14.99%	15.00%	15.03%	15.99%
TOTAL CAPITAL OUTLAY	1,010,500	983,700	996,088	959,155
TOTAL OPERATING EXPENDITURES	8,776,822	8,455,884	8,223,054	7,510,882

Monroe County Public Library
2017 Budget: Line Item Detail Narrative
Updated June 29, 2016

OPERATING FUND

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

<u>Line</u>	<u>Comment</u>
1120-1320	The 2017 wage projection is based on an estimated 3% wage increase for employees. This could change depending on health insurance cost (1240).
1180	Small reserve fund set aside in order to address temporary staffing shortages.
1210	FICA = 6.2% of total wages
1220	The library is self-insuring for unemployment insurance. This amount is appropriated to cover any claims during 2017.
1230	The rate that the library contributes for full-time employees to the Indiana Public Employees Retirement System for the employer contribution is 11.2% in 2017.
1235	The library contributes 3% of wages for full-time employees to the Indiana Public Employees Retirement System for the employee contribution.
1240	Employer contribution to health insurance is estimated at a 15% increase.
1310	Wages for temporary staff, including work-study students.
3110-3120	Consulting and engineering fees are in the budget as a placeholder. The increase in consulting is for strategic plan assistance.
3630	Funds allocated for equipment repair and for repair and replacement of chairs for patrons and staff.
3940	Transfer to LIRF for future facility needs.
4510-4540	Collection materials expenditures equal 15% of Operating Fund budget (including 3845 and 3846) to continue to meet State Standards for materials expenditures at the enhanced level.

LIBRARY IMPROVEMENT RESERVE FUND (LIRF)

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

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

RAINY DAY FUND

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

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

DEBT SERVICE FUND

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

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

2017 Operating Fund Revenue Estimate

<i>Revenue Source</i>	<i>2016</i>	<i>2017</i>	<i>% Change</i>	<i>\$ Change</i>
Property Tax	\$5,543,191	\$5,753,593	3.80%	\$210,402
COIT	\$2,026,293	\$2,056,687	1.50%	\$30,394
Commercial Vehicle Excise Tax	\$42,508	\$42,000	-1.20%	(\$508)
Financial Institutions Tax	\$18,918	\$20,000	5.72%	\$1,082
License Excise Tax	\$291,702	\$291,000	-0.24%	(\$702)
Fines and Fees	\$150,000	\$150,000	0.00%	\$0
Other Fees (Copier/PLAC)	\$25,000	\$25,000	0.00%	\$0
Interest / meeting rooms	\$8,000	\$8,000	0.00%	\$0
TOTAL REVENUE	\$8,105,612	\$8,346,280	2.97%	\$240,668

2017 Spending Estimates

	<i>2016</i>	<i>2017</i>	<i>% Change</i>	<i>\$ Change</i>
Operating Fund				
Personnel Services	5,616,284	5,799,572		
Supplies	205,100	198,350		
Other Services/Charges	1,337,800	1,392,400		
LIRF transfer	298,000	376,000		
Capital	998,700	1,010,500		
	8,455,884	8,776,822	3.8%	320,938
Debt Fund				
Debt Service - G.O. Bond Payment	696,527	720,000	3.4%	23,473
Library Improvement Reserve Fund				
Contingency Appropriations	350,000	525,000	50.0%	175,000
Rainy Day Fund				
Contingency Appropriations	324,500	150,000	-53.8%	(174,500)
Total Budget	9,826,911	10,171,822	3.5%	344,911

MCPL Maintenance and Project List 2017

2017 Building Services Project List

DRAFT -- will be updated with in-house items in Oct-Dec, 2016

	Project Name	Bldg	Incl in life-cycle list Y/N	Project Scheduled Date	Building Services Lead or Assignment	Cost	Anticipated Source of Funding
1	Resealing/tucking at Main	Main	y	Spring 2017	Jason/STR/contractor	\$ 150,000	GOB
2	FOB installation staff areas and Stairwells	Main	n	December	Jason	\$ 15,000	GOB
3	Landscaping Main	Main	y	May-June	Jason	\$ 4,000	GOB
4	Relocate & upgrade pump control panel for sewer pumps	Main	y	August/September	Jason/contractor	\$ 5,500	GOB
5	Strip/wax hard floors	Main	n	July/August	Custodial staff	\$ 300	Building Serv
6	Carpet deep cleaning/Ch	Main	n	September/October	Custodial staff	\$ 500	Building Serv
7	Carpet deep cleaning/2nd fl	Main	n	September/October	Custodial staff	\$ 240	Building Serv
8	Carpet deep cleaning/1st fl	Main	n	September/October	Custodial staff	\$ 240	Building Serv
	flooring replacement - 3rd floor staff stairs, hallway, lobby	Main	Y	Fall	Jason/contractor	\$ 30,000	GOB
	Storm ejector pumps	Main	Y	July/August	Jason/contractor	\$ 12,000	GOB
	Ellettsville renovation and landscaping, including parking lot repairs	EII	Y	2017		TBD	TBD
	TOTAL					\$ 217,780	Plus renovation

GOB	\$	216,500
Building Serv	\$	1,280
Reno	?	
TOTAL	\$	217,780