

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

**Wednesday, December 14, 2016
Meeting Room 1B
5:45 p.m.**

AGENDA

1. Call to Order –John Walsh, President
2. Consent Agenda – action item – Marilyn Wood
 - a. Minutes of November 16, 2016 Board Meeting (page 1-3)
 - b. Minutes of December 7, 2016 Work Session (page 4)
 - c. Minutes of December 7, 2016 Executive Session (page 5)
 - d. Monthly Bills for Payment (page 6-11)
 - e. Monthly Financial Report (page 12-38)
 - f. Personnel Report (page 39-47)
 - g. 2017 Board Meeting Calendar (page 48)
3. Director’s Monthly Report – Marilyn Wood, Director (page 49-70)
4. Old Business
 - a. Ellettsville Renovation Planning (page 71-84)
5. New Business – action items
 - a. 2017 Holiday Schedule, 2017 Pay Schedule, 2017 Salary and Wage Schedule, Pay Resolution, Resolution to Set Salary of Director – Marilyn Wood (page 85-88)
 - b. 2017 Fines & Fee Schedule – Gary Lettelleir (page 89)
6. Department Update – CATS – Michael White
7. Public Comment
8. Adjournment

View the Board Packet on the Library’s website:

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

**MONROE COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
November 16, 2016
Meeting Room 1B
5:45 p.m.**

Present

Board members: Donna Atkinson, Kari Esarey, David Ferguson, Kathy Loser, Valerie Merriam, Fred Risinger, John Walsh

Library staff: Ned Baugh, Jane Cronkhite, Michael Hoerger, Gary Lettelleir, Ryan Stacy, Rob Stockwell, Bara Swinson, Bethany Terry, Kyle Wickemeyer-Hardy, Marilyn Wood, David Walter

Others: Tom Bunger

Call to Order

The meeting was called to order at 5:45 p.m. by Board President John Walsh.

Consent Agenda

Fred Risinger moved to approve the consent agenda; Valerie Merriam seconded his 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 October. Among the items she discussed were:

- At the Indiana Library Federation's Annual Conference in Indianapolis, Monroe County Public Library received the 2015 Programming Award for its Power of Words program featuring Congressman John Lewis that took place in September 2015.
- The Program Guide for winter has arrived and is now available to the public. Marilyn invited the Board to preview the upcoming events and reminded the audience that everyone is invited to visit and use our safe and welcoming Library.
- At the Board's request, more detailed statistics for the Library's eResources and WiFi use were included in this month's report. Bara Swinson presented the data and answered questions.

Marilyn clarified specific points in response to the Board's questions.

Old Business

Proposed renovation at the Ellettsville Branch. Library Associate Director Jane Cronkhite provided an update on planning for Branch renovations. Among the items she discussed:

- The team of Library staff charged with making recommendations for the planned renovation is currently focused on two areas: service needs and facilities. The team expects to submit its final recommendations to the Leadership Team in December.
- The survey made available to the public received 265 responses. Top reasons survey respondents gave for visiting the Branch were borrowing materials, attend a Library event, and to use public computers. Customer service, the Branch's collection, and children's services at the Branch were ranked highest by respondents for service level satisfaction. Services ranked most important by respondents included the lending of materials, assistance from staff, parking, and children's services.
- Responses to survey questions about the possibility of creating a maker space at the Branch were not specific or complete enough to make an informed recommendation at this time. The team will continue to research this question.

New Business

Resolution to declare as surplus certain Library property. Kari Esarey moved that the Board adopt the resolution, with David Ferguson seconding her motion. After Library Financial Officer Gary Lettelleir presented the resolution and offered to answer any questions, the resolution was adopted unanimously.

Update: VITAL

Bethany Turrentine, Community Engagement and Learning Services Assistant Manager in the Volunteers in Tutoring Adult Learners (VITAL) unit, provided an update to the Board on VITAL's activities.

- VITAL continues to focus on two populations of adult learners: those for whom English is a new language (ENL), and English-speaking adults needing remedial help with basic literacy skills, typically in pursuit of high school equivalency certification.
- ENL learners may take advantage of one-on-one English tutoring as well as group instruction. In response to learners' requests, group meetings have recently become more expanded in scope, with options like arts and crafts, learning English through music, and American history study.
- 89 learners from 35 countries participated in VITAL in the past year. The most

represented countries among learners are currently China, South Korea, Turkey, and Mexico.

- VITAL continues to partner with El Centro and Escuelita at the Library, both of whom serve Spanish-speaking families in Monroe County, as well as Broadview Learning Center, MCCSC's adult education division. VITAL plans to establish a partnership with the local Refugee Network as Bloomington becomes a host city for international refugees.
- Literacy services for native English speakers include support for new readers as well as preparation for high school equivalency examinations. VITAL has recently also seen increased demand for job-hunting and job training resources.
- In collaboration with Broadview, a pilot program provided an onsite teacher to VITAL learners for high school equivalency education during the fall of 2015 and spring of 2016. The program was a success, and funding to offer it again is currently being sought.
- Plans are underway to re-design VITAL's Resource Room at the Main Library. Three public computers will be dedicated to self-paced learning by VITAL participants.

Bethany fielded specific questions from the Board regarding VITAL's services.

Public Comment

None.

Adjournment

Valerie moved to adjourn; Kathy Loser seconded the motion. After unanimous agreement by the Board, John adjourned the meeting at 6:38 p.m.

**MONROE COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
WORK SESSION
December 7, 2016
Meeting Room 1B
5:45 p.m.**

Present

Board members: Donna Atkinson, Kari Esarey, Valerie Merriam, Fred Risinger

Library staff: Eric Ayotte, Michael Hoerger, Gary Lettelleir, Ryan Stacy, Kyle Wickemeyer-Hardy, David Walter, Marilyn Wood

Others: Tom Bunger

Call to Order

The work session was called to order at 5:45 p.m. by Kari Esarey, Board Vice President.

Proposed Resolutions on 2017 Holiday, Pay, and Salary and Wage Schedules

Human Resources Manager Kyle Wickemeyer-Hardy updated the Board on the proposed various schedules for Library staff for the upcoming year. After noting a minor revision to the wage and salary schedule in the packet, Kyle answered specific questions by the Board.

Proposed 2017 Fines & Fees Schedule

Library Financial Officer Gary Lettelleir submitted the Library's proposed schedule concerning the collection of fines and fees. Gary noted that there were no proposed revisions to the current schedule at this time. In the brief discussion that followed, Gary answered specific questions by the Board.

Proposed 2017 Board Meeting Dates

Library Director Marilyn Wood presented a schedule of Board Meeting dates for 2017 to the Board. No vote is needed and the Board expressed general agreement with the dates proposed in Marilyn's schedule.

Public Comment

None.

Adjournment

At 5:56 p.m. the meeting was adjourned by Kari.

MONROE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES EXECUTIVE SESSION

Wednesday, December 7, 2016 Board Room

Present: Valerie Merriam, Fred Risinger, Kari Isaacson Esarey, Donna Atkinson, (John Walsh arrived after agenda was discussed.)

Call to Order Vice-President Kari Esarey called the meeting to order at 6:02 pm in the Board Room.

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

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

The meeting adjourned at 6:25 pm.

Submitted by Fred Risinger, Board Secretary

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***Check Summary Register©**

November 9, 2016 to December 7, 2016

Name	Check Date	Check Amt	
06600 MAINSOURCE CHECKING			
Paid Chk# 004588 ASHA KIRCHHOFF	11/10/2016	\$34.98	REFUND ON LOST ITEMS
Paid Chk# 004589 AT&T (IL)	11/10/2016	\$127.44	2 DEDICATED LINES
Paid Chk# 004590 AUDIO TECH BUSINESS BOOK	11/10/2016	\$199.00	CK#4088 LOST/REISSUE CK
Paid Chk# 004591 BANCTEC INC.	11/10/2016	\$31.83	MONTHLY FOLDER MAINT.
Paid Chk# 004592 BLOOMINGTON PUBLIC	11/10/2016	\$243.75	3RD QTR BUS PASS PROGRAM
Paid Chk# 004593 BRENDA SEIBEL	11/10/2016	\$53.46	WELLNESS DISPLAY & DRAWING
Paid Chk# 004594 B-TECH LLC	11/10/2016	\$40.00	MONTHLY WEBSERVICE
Paid Chk# 004595 BUNGER & ROBERTSON, LLP	11/10/2016	\$240.00	LEGAL SERVICES
Paid Chk# 004596 CARMICHAEL TRUCK &	11/10/2016	\$1,160.18	BKM REPAIR
Paid Chk# 004597 CENTURLINK	11/10/2016	\$21.66	L-D PHONE CALLS
Paid Chk# 004598 DUKE ENERGY	11/10/2016	\$22,672.27	ELECTRICITY
Paid Chk# 004599 ELECTRONIC COMMERCE, INC.	11/10/2016	\$1,813.05	PAYROLL SERVICES
Paid Chk# 004600 ELLETTSVILLE TRUE VALUE	11/10/2016	\$9.46	BLDG SPLS
Paid Chk# 004601 GRETA M. KING	11/10/2016	\$24.95	REFUND ON LOST ITEM
Paid Chk# 004602 HIGH SPEED TIRE &	11/10/2016	\$1,316.05	VEHICLE REPAIR
Paid Chk# 004603 JEANNETTE LEHR	11/10/2016	\$160.83	YLSA CONF/FOOD
Paid Chk# 004604 JENNIFER HOFFMAN	11/10/2016	\$60.49	YALSA CONF./FOOD
Paid Chk# 004605 MIDWEST PRESORT SERVICE	11/10/2016	\$292.58	POSTAGE SERVICES
Paid Chk# 004606 MONROE COUNTY SOLID	11/10/2016	\$1,600.00	YRLY TRASH RENEWAL
Paid Chk# 004607 NETWORK SERVICES COMPANY	11/10/2016	\$1,033.65	CLEANING SPLS
Paid Chk# 004608 OCLC, INC.	11/10/2016	\$3,571.18	MONTHLY OCLC USAGE
Paid Chk# 004609 B,B & C POW PEST CONTROL,	11/10/2016	\$95.00	PEST CONTROL
Paid Chk# 004610 RICOH USA, INC.	11/10/2016	\$18.73	VITAL COPIER/IMAGES
Paid Chk# 004611 SMITHVILLE COMMUNICATIONS	11/10/2016	\$178.79	TELEPHONE
Paid Chk# 004612 UNIQUE MANAGEMENT	11/10/2016	\$1,691.55	COLLECTION AGENCY FEE
Paid Chk# 004613 VECTREN ENERGY DELIVERY	11/10/2016	\$101.78	NATURAL GAS
Paid Chk# 004614 VERIZON WIRELESS	11/10/2016	\$120.03	BKM DATA LINES
Paid Chk# 004615 WELLS FARGO VENDOR	11/10/2016	\$50.93	VITAL COPIER RENTAL
Paid Chk# 004616 ADZOOKS	11/17/2016	\$550.00	CHILDREN'S PROGRAM
Paid Chk# 004617 ALLISON D. HARRIS	11/17/2016	\$165.97	REFUND ON LOST ITEMS
Paid Chk# 004618 AMERICAN HERITAGE LIFE INS.	11/17/2016	\$287.28	NOV.'16 OTHER INS.W/H
Paid Chk# 004619 AMERICAN UNITED LIFE INS.	11/17/2016	\$1,507.30	403b TSA-AUL W/H
Paid Chk# 004620 BAKER & TAYLOR BOOKS	11/17/2016	\$30,892.39	BOOKS
Paid Chk# 004621 BIBLIOTHECA LLC	11/17/2016	\$6,052.00	RFID TAGS
Paid Chk# 004622 BLACKMESH	11/17/2016	\$650.00	MANAGED CLOUD HOSTING
Paid Chk# 004623 A. E. BOYCE CO., INC.	11/17/2016	\$56.57	PAYROLL VOUCHERS
Paid Chk# 004624 CANAL SOCIETY OF INDIANA,	11/17/2016	\$15.00	PERIODICALS/1 YR MEMBERSHIP
Paid Chk# 004625 CENTER POINT LARGE PRINT	11/17/2016	\$224.10	BOOKS
Paid Chk# 004626 CHARDON LABORATORIES, INC.	11/17/2016	\$723.50	BLDG SPLS
Paid Chk# 004627 CITY OF BLOOMINGTON	11/17/2016	\$1,212.00	PARKING GARAGE PERMITS
Paid Chk# 004628 CITY OF BLOOMINGTON	11/17/2016	\$1,666.72	WATER & SEWER
Paid Chk# 004629 COMCAST	11/17/2016	\$29.68	CABLE EQUIP. RENTAL
Paid Chk# 004630 EBSCO	11/17/2016	\$37,151.94	PERIODICALS
Paid Chk# 004631 FEDEX	11/17/2016	\$26.46	SHIPPING
Paid Chk# 004632 FINDAWAY WORLD, LLC	11/17/2016	\$62.89	NONPRINT
Paid Chk# 004633 FREEDOM BUSINESS	11/17/2016	\$408.95	PRINT CARTRIDGES/TONER
Paid Chk# 004634 GALE/CENGAGE LEARNING	11/17/2016	\$829.92	BOOKS
Paid Chk# 004635 HP PRODUCTS	11/17/2016	\$4,431.20	3 DEFIBILLATORS
Paid Chk# 004636 INDIANA CHAMBER OF	11/17/2016	\$106.95	BOOKS
Paid Chk# 004637 J. J. KELLER & ASSOCIATES,	11/17/2016	\$2,795.00	2 YR. PROF LICENSE 2/01/17-1/3
Paid Chk# 004638 JANE CRONKHITE	11/17/2016	\$103.43	ILF CONF. HOTEL
Paid Chk# 004639 YELLOW LOTUS PRODUCTIONS	11/17/2016	\$5,825.00	CONSULTING/CATS
Paid Chk# 004640 LINKEDIN CORPORATION	11/17/2016	\$15,750.00	LYNDA LIBRARY/WAHL GRANT
Paid Chk# 004641 MALKE J. ROSENFELD	11/17/2016	\$75.00	CHILDREN'S PROGRAM

MONROE COUNTY PUBLIC LIBRARY

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November 9, 2016 to December 7, 2016

	Name	Check Date	Check Amt	
Paid Chk#	004642 MARY FRASIER	11/17/2016	\$47.77	PUZZLES
Paid Chk#	004643 MARY LORO	11/17/2016	\$59.88	CUST. SVC UNIT MTGS./COFFEE
Paid Chk#	004644 MCGRAW-HILL EDUCATION, INC.	11/17/2016	\$504.17	BKS/VITAL-BECKER ENDOW.
Paid Chk#	004645 MIDWEST PRESORT SERVICE	11/17/2016	\$276.38	POSTAGE SERVICES
Paid Chk#	004646 MIDWEST TAPE	11/17/2016	\$28,843.33	E-BOOKS & NONPRINT
Paid Chk#	004647 MONSTER TRASH	11/17/2016	\$187.02	TRASH SERVICE
Paid Chk#	004648 NATURE'S WAY, INC.	11/17/2016	\$85.00	INTERIOR PLANT MAINT.
Paid Chk#	004649 OVERDRIVE, INC.	11/17/2016	\$20,000.00	E-BOOKS
Paid Chk#	004650 PENGUIN RANDOM HOUSE, LLC	11/17/2016	\$364.35	NONPRINT
Paid Chk#	004651 PROQUEST LLC	11/17/2016	\$11,880.00	DATABASES
Paid Chk#	004652 QUILL CORPORATION	11/17/2016	\$987.00	PAPER
Paid Chk#	004653 RECORDED BOOKS, INC.	11/17/2016	\$514.79	NONPRINT
Paid Chk#	004654 RICOH USA, INC.	11/17/2016	\$40.62	ADMIN COPIER IMAGES
Paid Chk#	004655 ROCKFORD MAP PUBLISHERS,	11/17/2016	\$1,145.95	BOOKS
Paid Chk#	004656 SAM'S CLUB/SYNCHRONY BANK	11/17/2016	\$65.87	CLEANING SPLS
Paid Chk#	004657 SCHOLASTIC LIBRARY	11/17/2016	\$574.80	BOOKS
Paid Chk#	004658 SHOWCASES	11/17/2016	\$481.68	A-V CATALOGING SPLS
Paid Chk#	004659 THE ELLETTSVILLE JOURNAL	11/17/2016	\$30.00	1 YR. SUBSCRIPTION
Paid Chk#	004660 THE GREAT COURSES	11/17/2016	\$104.95	PATRON REQUEST/ADULT A-V
Paid Chk#	004661 THOMSON REUTERS - WEST	11/17/2016	\$442.34	BOOKS
Paid Chk#	004662 TUMBLEWEED PRESS INC.	11/17/2016	\$6,535.24	E-BOOKS
Paid Chk#	004663 VICTORIA GABHART	11/17/2016	\$33.97	REFUND ON LOST ITEMS
Paid Chk#	004664 4 FUN FOTOS LLC	11/17/2016	\$579.00	PHOTO BOOTH
Paid Chk#	004665 B-TECH LLC	11/23/2016	\$249.00	ANNUAL FIRE EXTNGUISHER MAINT.
Paid Chk#	004666 DALTON DOUDY	11/23/2016	\$50.00	CHILDREN/NUTCRACKER PROGRAM
Paid Chk#	004667 DANIELLE CESANEK	11/23/2016	\$50.00	CHILDREN'S NUTCRACKER PROGRAM
Paid Chk#	004668 DEPARTMENT OF HOMELAND	11/23/2016	\$360.00	ELEVATOR OPERATING CERTICATES
Paid Chk#	004669 EMILY BROCKMAN	11/23/2016	\$80.00	CHILDREN'S MUSICAL PROGRAM
Paid Chk#	004670 HFI MECHANICAL CONTRACTOR	11/23/2016	\$460.00	SERVER COMPUTER UPDATED
Paid Chk#	004671 INTERSTATE ALL BATTERY	11/23/2016	\$52.00	PEOPLE COUNTER BATTERIES
Paid Chk#	004672 JIM GORDON, INC	11/23/2016	\$12.44	COPIER OVERAGES
Paid Chk#	004673 JOSHUA WOLF	11/23/2016	\$12.78	CHILDREN'S PROGRAM SPLS
Paid Chk#	004674 LEARNING TREASURES	11/23/2016	\$83.60	CHILDRENS PROGRAM SPLS
Paid Chk#	004675 MADELINE R. RIVERA	11/23/2016	\$64.99	REFUND ON LOST ITEM
Paid Chk#	004676 MIDWEST PRESORT SERVICE	11/23/2016	\$524.48	POSTAGE SERVICES
Paid Chk#	004677 NETWORK SERVICES COMPANY	11/23/2016	\$977.40	CLEANING SPLS
Paid Chk#	004678 NOLAN'S LAWN CARE SERVICE	11/23/2016	\$254.70	LAWN CARE SERVICES
Paid Chk#	004679 PYGMALION' S ART SUPPLIES	11/23/2016	\$10.80	CHILDRENS PROGRAM SPLS
Paid Chk#	004680 QUILL CORPORATION	11/23/2016	\$452.92	PAPER, CASH REGISTER, OFFICE SPLS
Paid Chk#	004681 RICOH USA, INC.	11/23/2016	\$126.08	VITAL COPIER/ADD'L IMAGES
Paid Chk#	004682 RJE	11/23/2016	\$1,238.90	8 TABLES/50% DEPOSIT
Paid Chk#	004683 SCHINDLER ELEVATOR	11/23/2016	\$2,791.00	ELEVATOR REPAIR
Paid Chk#	004684 TECHNOLOGY RECYCLERS	11/23/2016	\$140.00	CRT TV'S & MONITOR RECYCLING
Paid Chk#	004685 VECTREN ENERGY DELIVERY	11/23/2016	\$46.00	NATURAL GAS
Paid Chk#	004686 VICTORIA GABHART	11/23/2016	\$32.07	REFUND ON LOST ITEMS
Paid Chk#	004687 WFHB	11/23/2016	\$3,000.00	4TH QTR.'16 WFHB/CATS NEWS PROGRAM
Paid Chk#	004688 WOODS ELECTRICAL	11/23/2016	\$1,750.00	LED CANOPY FIXTURES INSTALLATION
Paid Chk#	004689 ACTIVATE HEALTHCARE	12/2/2016	\$4,611.50	JAN.'17 CLINIC
Paid Chk#	004690 ADP, INC.	12/2/2016	\$405.52	BACKGROUND CHECKS
Paid Chk#	004691 AFSCME COUNCIL 62	12/2/2016	\$974.30	UNION DUES W/H
Paid Chk#	004692 AMERICAN UNITED LIFE INS.	12/2/2016	\$1,507.30	403b TSA/AUL W/H
Paid Chk#	004693 AT&T (IL)	12/2/2016	\$1,034.61	TELEPHONE
Paid Chk#	004694 AT&T MOBILITY	12/2/2016	\$1,605.98	CELL PHONES
Paid Chk#	004695 BAKER & TAYLOR BOOKS	12/2/2016	\$16,858.79	BOOKS
Paid Chk#	004696 BIBLIOTHECA LLC	12/2/2016	\$2,499.20	RFID TAGS

MONROE COUNTY PUBLIC LIBRARY

*Check Summary Register©

November 9, 2016 to December 7, 2016

Name	Check Date	Check Amt	
Paid Chk# 004697 CURRICULUM ASSOCIATES, LLC	12/2/2016	\$500.30	BOOKS/VITAL-BECKER ENDOW.
Paid Chk# 004698 DARCI HAWXHURST	12/2/2016	\$199.50	VITAL TUTOR TRAINING
Paid Chk# 004699 DEMCO, INC.	12/2/2016	\$1,022.69	CATALOGING SPLS-BOOKS
Paid Chk# 004700 DUKE ENERGY	12/2/2016	\$1,506.61	ELECTRICITY
Paid Chk# 004701 ENGRAVING AND STAMP	12/2/2016	\$224.01	NAME TAGS FOR LEADERSHIP TEAM
Paid Chk# 004702 GALE/CENGAGE LEARNING	12/2/2016	\$1,928.94	BOOKS
Paid Chk# 004703 GREY HOUSE PUBLISHING, INC.	12/2/2016	\$460.05	PERIODICALS
Paid Chk# 004704 GUARDIAN LIFE INS. CO.	12/2/2016	\$8,188.54	DEC. '16 DENTAL, VISION, STD, & LIFE INS.
Paid Chk# 004705 HEIDI BROWN	12/2/2016	\$65.00	KID'S YOGA PROGRAM
Paid Chk# 004706 JANET A. PIERSON	12/2/2016	\$1,000.00	MATH HOMEWORK HELP/ELL & MAIN
Paid Chk# 004707 LEGAL SHIELD	12/2/2016	\$141.70	LEGAL/IDENTITY THEFT
Paid Chk# 004708 LISA CHAMPELLI	12/2/2016	\$41.88	HALLOWEEN STORYHOUR
Paid Chk# 004709 MIDWEST PRESORT SERVICE	12/2/2016	\$964.86	POSTAGE SERVICES
Paid Chk# 004710 MIDWEST TAPE	12/2/2016	\$18,784.53	NONPRINT & BOOKS
Paid Chk# 004711 NEW READERS PRESS	12/2/2016	\$751.17	BOOKS/VITAL/BECKER ENDOW.
Paid Chk# 004712 NEWSBANK	12/2/2016	\$2,810.00	DATABASES
Paid Chk# 004713 OAKLEY J. P. YODER	12/2/2016	\$59.99	REFUND ON LOST ITEM
Paid Chk# 004714 PENGUIN RANDOM HOUSE, LLC	12/2/2016	\$299.45	NONPRINT
Paid Chk# 004715 QUILL CORPORATION	12/2/2016	\$33.00	GENERAL SPLS
Paid Chk# 004716 RECORDED BOOKS, INC.	12/2/2016	\$306.00	NONPRINT
Paid Chk# 004717 REGENT BOOK COMPANY	12/2/2016	\$29.53	BOOKS
Paid Chk# 004718 RICOH USA, INC.	12/2/2016	\$66.16	ADMIN COPIER RENTAL
Paid Chk# 004719 RICOH USA, INC.	12/2/2016	\$13.18	ADD'L COPIER IMAGES
Paid Chk# 004720 SIHO INSURANCE SERVICES	12/2/2016	\$44,460.63	DEC.'16 HEALTH INS.
Paid Chk# 004721 STEPHANIE HOLMAN	12/2/2016	\$104.36	ELL/CHILD SPLS
Paid Chk# 004722 TASC	12/2/2016	\$899.48	1ST QTR '17 & RENEWAL FEE/COBRA & FSA
Paid Chk# 004723 THE HERALD-TIMES, INC.	12/2/2016	\$2,751.00	YEARLY SUBSCRIPTIONS
Paid Chk# 004724 THE NEW YORK TIMES	12/2/2016	\$2,932.80	PERIODICALS
Paid Chk# 004725 UNITED STATES TREASURY	12/2/2016	\$76.00	GARNISHMENTS W/H
Paid Chk# 004726 UNITED WAY	12/2/2016	\$54.00	UNITED WAY W/H
Paid Chk# 004727 WORLD BOOK DIRECT	12/2/2016	\$41.90	BOOKS
Paid Chk# 004728 BETHANY TERRY	12/6/2016	\$80.02	VITAL FOOD
Paid Chk# 004729 BRENDA SEIBEL	12/6/2016	\$12.26	WELLNESS EVENT/FOOD
Paid Chk# 004730 CHASE CARD SERVICES	12/6/2016	\$13,434.64	VARIOUS
Paid Chk# 004731 ELLETTTSVILLE UTILITIES	12/6/2016	\$251.53	WATER & SEWER
Paid Chk# 004732 EXACTHIRE	12/6/2016	\$405.00	HIRECENTRIC QTRLY MAINT. CONTRACT
Paid Chk# 004733 FREEDOM BUSINESS	12/6/2016	\$1,002.93	PRINT CARTRIDGES
Paid Chk# 004734 GIBSON TELDATA, INC.	12/6/2016	\$3,324.78	SOFTWARE MAINT.
Paid Chk# 004735 JEANNETTE LEHR	12/6/2016	\$7.47	TEEN PROGRAMMING SPLS
Paid Chk# 004736 KLEINDORFER'S HDWE	12/6/2016	\$16.14	BLDG SPLS
Paid Chk# 004737 LISA D. BRUNS	12/6/2016	\$150.00	SIGN W/ LITTLE ONE PROGRAM
Paid Chk# 004738 MALKE J. ROSENFELD	12/6/2016	\$75.00	MAKE & CREATE PROGRAM
Paid Chk# 004739 MICHAEL O'CONNELL	12/6/2016	\$50.00	UNPLUGGED CODING FOR KIDS
Paid Chk# 004740 QUILL CORPORATION	12/6/2016	\$103.39	CLEANING SPLS
Paid Chk# 004741 SARAH E. PIENKOS	12/6/2016	\$19.93	ACCT CREDIT/REFUND CHECK
Paid Chk# 004742 SMITHVILLE COMMUNICATIONS	12/6/2016	\$1,776.00	MONTHLY INTERNET SERVICE
Paid Chk# 004743 STEPHANIE HOLMAN	12/6/2016	\$42.79	ELL CHILD'S ROOM SPLS
Paid Chk# 004744 SYNCHRONY BANK/AMAZON	12/6/2016	\$6,166.10	NONPRINT
Paid Chk# 004745 THE MACEXPERIENCE	12/6/2016	\$1,067.95	IPAD PRO W/ PENCIL & COVER
Paid Chk# 004746 UNIQUE MANAGEMENT	12/6/2016	\$1,154.55	COLLECTION AGENCY
Paid Chk# 004747 VERIZON WIRELESS	12/6/2016	\$120.03	BKM DATA LINES
Paid Chk# 004748 WELLS FARGO VENDOR	12/6/2016	\$50.93	VITAL COPIER RENTAL
Total Checks		\$384,692.04	

MONROE COUNTY PUBLIC LIBRARY
CHECKING ACCOUNTS
11/09/16 - 12/07/16

MainSource Checking Account/Check Register Total	\$384,692.04
Add: Electronic Withdrawals	
Merchant Services-Monthly Credit Card Fees (Dec. '16)	47.99
MainSource Checking-Monthly Service Charge (Dec. '16)	0.00
MainSource Checking-ACH Block Charge (Nov. '16)	20.00
MainSource Checking-Stop Payment Charge (Nov. '16)	0.00
German-American Bank-TSYS Fees/new system (Dec. '16)	539.45
Add: Payrolls	
Vouchers 11/10/16 Payroll (ECI)	124,247.82
Electronic transfer (ECI) employee/employer taxes	48,882.91
Electronic transfer (ECI) employee "HSA"	2,424.96
Electronic transfer (ECI) employer "HSA"	89.84
Electronic PERF pymt. 11/16/16	19,135.77
Electronic transfer 11/15/16 (TASC) employee/employer "FSA"	248.46
Vouchers 11/25/16 Payroll (ECI)	123,283.44
Electronic transfer (ECI) employee/employer taxes	48,930.85
Electronic transfer (ECI) employee "HSA"	2,758.29
Electronic PERF pymt. 11/30/16	19,446.58
Electronic transfer 11/29/16 (TASC) employee/employer "FSA"	248.46
TOTAL OF A/P AND PAYROLL CHECK REGISTERS	\$774,996.86

ck # 4730

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 29350</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
11/10/2016		E019-026-32300 EXXONMOBIL/REBATE	(\$0.17)
11/6/2016		E019-026-32300 SHEETZ/GAS/YALSA TRAVEL	\$17.06
11/7/2016		E019-026-32300 WESTIN/YALSA TRAVEL	\$406.98
11/7/2016		E019-026-32300 WESTIN/YALSA TRAVEL	\$406.98
11/7/2016		E019-026-32300 EXXONMOBIL/YALSA TRAVEL	\$16.73
10/28/2016		E001-019-31500 WUNDERKINDER/MONTHLY MAINT.	\$24.95
10/30/2016		E001-007-33200 MAILCHIMP/NEWSLETTER SVC.	\$45.00
10/30/2016		E001-019-31500 EVERNOTE/YRLY SOFTWARE MAINT.	\$59.99
11/11/2016		E001-019-31500 HOOTSUITE/MONTHLY SOCIAL MEDIA SVC	\$9.99
11/10/2016		E001-018-45100 YESASIA/BOOK CANCELED	(\$19.99)
10/24/2016		E001-018-45100 YESASIA/BOOKS	\$816.93
11/1/2016		E001-018-45100 HERFF JONES/YEARBOOKS/BHS SOUTH	\$110.00
11/1/2016		E001-018-45100 HERFF JONES/YEARBOOKS/BHS NORTH	\$110.00
11/1/2016		E001-018-45100 JOSTENS/YEARBOOKS/EDGEWOOD HS	\$110.00
10/23/2016		E019-010-21350 KROGERS/ADULT PROGRAM SPLS	\$39.47
10/28/2016		E019-010-21350 ATLAS PEN/ADULT PROGRAM SPLS	\$40.89
10/31/2016		E019-010-21350 AMAZON/ADULT PROGRAM SPLS	\$66.48
11/3/2016		E019-010-21350 KROGER/ADULT PROGRAM SPLS	\$10.76
11/9/2016		E019-010-21350 KROGER/ADULT PROGRAM SPLS	\$101.27
11/8/2016		E019-010-44600 SWEETWATER/PA W/MIC SYSTEM	\$891.75
11/15/2016		E019-010-21350 DEMCO/ADULT PROGRAM SPLS	\$16.45
11/22/2016		E019-010-21350 DOLLAR TREE/ADULT PROGRAM SPLS	\$6.00
11/22/2016		E019-010-21350 AMAZON/ADULT PROGRAM SPLS	\$79.74
10/24/2016		E020-016-21400 BEST BUY/INK CARTRIDGES	\$117.95
10/24/2016		E019-001-21350 MARSH/ALL-STAFF MEAL/CLEANING DAY	\$78.98
10/27/2016		E019-001-32300 EAST END GRILL/ADOLPLI MEAL	\$32.82
10/28/2016		E019-001-32300 HOLIDAY INN/ADOLPLI HOTEL	\$133.28
11/2/2016		E001-007-21400 DRI*PRINTING SVCS/WINTER PROGRAM GUIDES	\$3,735.36
10/25/2016		E019-001-21350 BUCCETO'S/ALL-STAFF MEAL/CLEANING DAY	\$267.00
11/3/2016		E019-011-21350 KROGER/CHILD PROGRAM SPLS	\$13.38
11/3/2016		E019-011-21350 HOBBY-LOBBY/CHILD PROGRAM SPLS	\$93.93
11/16/2016		E019-001-21350 BLU BOY/STAFF RECOG. YRS OF SVC	\$33.83
10/28/2016		E001-008-22200 MARATHON/REBATE	(\$0.68)
11/2/2016		E001-005-31700 PAYPAL/REUND ON CC FEE	(\$59.95)
11/5/2016		E004-001-21350 AMAZON/WELLNESS-CREDIT- SNOWFLAKE	(\$11.98)
10/26/2016		E001-008-22200 MARATHON/FUEL	\$68.00
10/28/2016		E004-001-21350 AMAZON/WELLNESS PROGRAM	\$26.24
10/28/2016		E004-001-21350 AMAZON/WELLNESS PROGRAM	\$16.55
10/28/2016		E004-001-21350 AMAZON/WELLNESS PROGRAM	\$11.98
10/28/2016		E004-001-21350 AMAZON/WELLNESS PROGRAM	\$8.86

10/28/2016	E004-001-21350 OTC/WELLNESS PROGRAM	\$74.70
11/2/2016	E001-005-31700 PAYPAL/CC FEE	\$59.95
11/3/2016	E004-001-21350 AMAZON/WELLNESS PROGRAM	\$29.98
11/8/2019	E016-011-21350 AMAZON/CHILD GARDEN FUND	\$45.70
11/9/2016	E016-011-21350 AMAZON/CHILD GARDNEN FUND	\$12.95
11/9/2016	E016-011-21350 AMAZON/CHILD GARDEN FUND	\$22.95
11/11/2016	E004-001-21350 CAFÉ PIZZARIA/WELLNESS PROGRAM	\$30.00
11/11/2016	E004-001-21350 LAUGHING PLANET/WELLNESS PROGRAM	\$10.00
11/11/2016	E004-001-21350 LAUGHING PLANET/WELLNESS PROGRAM	\$10.00
11/11/2016	E004-001-21350 LAUGHING PLANET/WELLNESS PROGRAM	\$10.00
11/17/2016	E019-001-21350 BAKED/NEW STAFF PROGRAM	\$69.59
11/17/2016	E001-008-22200 CIRCLE S/FUEL	\$50.00
11/17/2016	E019-001-21350 KROGER/NEW STAFF PROGRAM	\$14.07
10/24/2016	E001-015-22200 CIRCLE S/FUEL	\$53.59
10/28/2016	E001-015-22200 KROGER/FUEL	\$32.13
10/31/2016	E001-015-22200 CIRCLE S/FUEL	\$50.45
11/7/2016	E001-015-22200 CIRCLE S/FUEL	\$48.24
11/11/2016	E001-015-22200 CONOCO/FUEL	\$22.23
11/14/2016	E001-015-22200 CIRCLE S/FUEL	\$40.67
11/18/2016	E019-015-32400 PAYBOURN/DISABILITIES CONF.	\$85.00
11/21/2016	E001-015-22200 CIRCLE S/FUEL	\$45.05
10/24/2016	E001-018-45100 MOBLEBEACON/10 HOTSPOTS	\$1,200.00
10/24/2016	R001-024-03500 MCPL/TEST ON CC ON-LINE PYMT	\$2.00
10/26/2016	R001-024-03500 MCPL/TEST ON CC ON-LINE PYMT	\$1.00
10/29/2016	E001-019-23000 AMAZON/IT SPLS	\$18.12
10/31/2016	E001-019-23000 AMAZON/IT SPLS	\$18.12
10/31/2016	E001-019-23000 AMAZON/IT SPLS	\$348.40
11/2/2016	E001-019-23000 AMAZON/IT SPLS	\$99.80
11/3/2016	E001-019-23000 AMAZON/IT SPLS	\$99.90
11/5/2016	E029-019-44600 APPLEONLINE/10 IPODS	\$1,990.00
11/10/2016	E001-019-23000 MONOPRICE/IT SPLS	\$8.85
11/15/2016	E001-019-23000 AMAZON/IT SPLS	\$18.12
11/16/2016	E020-016-31700 DREAMHOST/MONTHLY CATS WEBSITE	\$50.07
11/19/2016	E001-019-23000 AMAZON/IT SPLS	\$18.12
10/23/2016	E019-026-21350 ALA/TEEN SPLS	\$27.00
10/24/2016	E019-026-21350 KROGER/TEEN SPLS	\$40.00
11/2/2016	E019-011-21350 KROGER/CHILD SPLS	\$9.24
11/3/2016	E019-026-32300 MEIJER/YALSA EXPENSE	\$6.90
11/7/2016	E019-026-32300 HERTZ/YALSA/CAR RENTAL	\$228.30
11/6/2016	E019-026-32300 ABM PARKING/YALSA EXPENSE	\$66.00
11/11/2016	E019-026-21350 THE RINGLORD/TEEN SPLS	\$67.70
11/12/2016	E019-026-21350 AMAZON/TEEN SPLS	\$30.20
11/12/2016	E019-026-21350 AMAZON/TEEN SPLS	\$13.00
11/12/2016	E019-026-21350 AMAZON/TEEN SPLS	\$36.18
11/14/2016	E019-026-21350 AMAZON/TEEN SPLS	\$13.50
11/17/2016	E019-026-21350 AMAZON/TEEN SPLS	\$68.07
11/16/2016	E019-026-21350 AMAZON/TEEN SPLS	\$11.99
11/22/2016	E019-026-21350 CHIBITRONICS/TEEN SPLS	\$64.00
11/15/2016	E001-001-32500 AMIGOSLIBRARY/STAFF TRAINING	\$130.00
Total		\$13,434.64

VOUCHER NO. 29350

WARRANT NO.

4730

Financial Report Comments

Reports as of 11-30-16

Board Meeting Date 12/14/16

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 91.7% after eleven months.

	% Spending Guideline	Actual % Spending
	November 30, 2016	
Wages and Benefits	91.7%	88.4%
Supplies	91.7%	68.9%
Other Services & Charges	91.7%	76.3%
Capital Outlay	91.7%	93.3%
Total Operating Expenditures	91.7%	86.1%

It looks like revenue is likely to exceed spending for 2016.

MONROE COUNTY PUBLIC LIBRARY
MONTHLY SUMMARY OF BUDGET CATEGORIES
AS OF NOVEMBER 30, 2016
ELEVEN MONTHS = 91.6%

	2016 NOVEMBER	2015 NOVEMBER	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	306,939.23	301,375.64	3,723,358.45	4,073,258.71	3,599,333.72	349,900.26	91.4%	8.6%
EMPLOYEE BENEFITS	100,758.61	95,983.54	1,233,974.11	1,528,025.18	1,172,624.61	294,051.07	80.8%	19.2%
OTHER WAGES	0.00	0.00	6,396.00	15,000.00	0.00	8,604.00	42.6%	57.4%
TOTAL PERSONNEL SERVICES	<u>407,697.84</u>	<u>397,359.18</u>	<u>4,963,728.56</u>	<u>5,616,283.89</u>	<u>4,771,958.33</u>	<u>652,555.33</u>	<u>88.4%</u>	<u>11.6%</u>
SUPPLIES								
OFFICE SUPPLIES	3,157.14	3,622.96	44,313.65	58,400.00	40,918.30	14,086.35	75.9%	24.1%
OPERATING SUPPLIES	13,150.49	5,882.17	71,445.49	120,300.00	83,747.66	48,854.51	59.4%	40.6%
REPAIR & MAINT. SUPPLIES	1,980.63	4,125.54	25,545.10	26,400.00	24,320.49	854.90	96.8%	3.2%
TOTAL SUPPLIES	<u>18,288.26</u>	<u>13,630.67</u>	<u>141,304.24</u>	<u>205,100.00</u>	<u>148,986.45</u>	<u>63,795.76</u>	<u>68.9%</u>	<u>31.1%</u>
OTHER SERVICES & CHARGES								
PROFESSIONAL SERVICES	19,747.06	21,201.83	248,450.38	370,100.00	291,333.49	121,649.62	67.1%	32.9%
COMMUNICATION & TRANSPORTATION	1,826.33	2,627.86	33,064.64	86,600.00	41,762.72	53,535.36	38.2%	61.8%
PRINTING & ADVERTISING	45.00	470.62	1,885.94	7,350.00	2,808.20	5,464.06	25.7%	74.3%
INSURANCE	0.00	0.00	72,163.00	77,600.00	72,281.00	5,437.00	93.0%	7.0%
UTILITIES	24,751.42	22,983.13	270,855.13	386,050.00	278,676.54	115,194.87	70.2%	29.8%
REPAIR & MAINTENANCE	2,726.23	13,108.39	31,026.27	55,500.00	40,053.23	24,473.73	55.9%	44.1%
RENTALS	791.43	583.25	26,825.31	36,600.00	23,942.27	9,774.69	73.3%	26.7%
ELECTRONIC SERVICES	66,466.16	38,461.29	294,973.93	320,000.00	242,696.48	25,026.07	92.2%	7.8%
OTHER CHARGES	24,833.33	17,083.33	280,294.70	311,000.00	775,990.32	30,705.30	90.1%	9.9%
TOTAL OTHER SERVICES & CHARGES	<u>141,186.96</u>	<u>116,519.70</u>	<u>1,259,539.30</u>	<u>1,650,800.00</u>	<u>1,769,544.25</u>	<u>391,260.70</u>	<u>76.3%</u>	<u>23.7%</u>
CAPITAL OUTLAY								
FURNITURE & EQUIPMENT	4,408.29	4,714.50	18,905.91	35,000.00	31,953.65	16,094.09	54.0%	46.0%
OTHER CAPITAL OUTLAY	130,421.41	109,200.73	898,419.15	948,700.00	912,608.21	50,280.85	94.7%	5.3%
TOTAL CAPITAL OUTLAY	<u>134,829.70</u>	<u>113,915.23</u>	<u>917,325.06</u>	<u>983,700.00</u>	<u>944,561.86</u>	<u>66,374.94</u>	<u>93.3%</u>	<u>6.7%</u>
TOTAL OPERATING EXPENDITURES	<u>702,002.76</u>	<u>641,424.78</u>	<u>7,281,897.16</u>	<u>8,455,883.89</u>	<u>7,635,050.89</u>	<u>1,173,986.73</u>	<u>86.1%</u>	<u>13.9%</u>

2015 BUDGET
% USED IN 2015

8,826,029.92
86.5%

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

	2016 NOVEMBER	2015 NOVEMBER	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	14,193.99	7,461.54	116,385.64	180,540.00	115,800.68	64,154.36	64.5%	35.5%
1130 MANAGERS/ASST. MANAGERS	80,761.31	79,374.88	967,833.85	1,052,556.87	822,786.78	84,723.02	92.0%	8.0%
1140 LIBRARIANS, EXPERTS	76,671.44	74,741.84	908,894.63	1,004,405.22	970,708.33	95,510.59	90.5%	9.5%
1150 SPECIALISTS	15,800.07	14,245.57	184,894.20	205,078.14	354,697.49	20,183.94	90.2%	9.8%
1160 ASSISTANTS/PARAPROFESSIONALS	50,171.14	48,361.67	660,557.95	706,002.18	545,021.89	45,444.23	93.6%	6.4%
1170 TECH/OPERATORS/SECRETARIES	4,500.03	4,278.50	54,033.42	56,686.50	100,739.08	2,653.08	95.3%	4.7%
1190 BUILDING SERVICES/MAINTENANCE	11,761.38	11,434.07	140,386.57	137,100.44	204,915.77	-3,286.13	102.4%	-2.4%
1200 BUILDING SERVICES/SECURITY	6,912.44	7,666.29	94,190.15	113,915.64	63,350.10	19,725.49	82.7%	-17.3%
1280 PRODUCTION ASSISTANTS	1,375.55	1,247.00	16,834.64	32,765.46	10,297.13	15,930.82	51.4%	48.6%
1290 INFORMATION ASST/MATERIAL/SUPPORT	29,523.84	33,604.22	368,991.11	456,228.66	275,969.55	87,237.55	80.9%	19.1%
1300 SUPPORT/MATERIAL HANDLERS	15,268.04	17,817.66	198,272.13	112,831.38	126,443.22	-85,440.75	175.7%	-75.7%
1320 TECHNICIANS	0.00	1,142.40	12,084.16	15,148.22	8,603.70	3,064.06	79.8%	20.2%
TOTAL SALARIES	306,939.23	301,375.64	3,723,358.45	4,073,258.71	3,599,333.72	349,900.26	91.4%	8.6%
EMPLOYEE BENEFITS								
1210 EMPLOYER CONTRIBUTION/FICA	18,308.71	17,949.49	222,044.59	250,062.64	214,744.63	28,018.05	88.8%	11.2%
1220 UNEMPLOYMENT COMPENSATION	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.0%	100.0%
1230 EMPLOYER CONTRIBUTION/PERF	27,698.22	27,151.23	331,499.64	373,925.31	317,174.53	42,425.67	88.7%	11.3%
1235 EMPLOYEE/PERF	7,419.18	7,272.65	89,124.92	100,158.59	85,169.20	11,033.67	89.0%	11.0%
1240 EMPLOYER CONT/INSURANCE	43,050.64	39,412.41	536,926.69	735,396.22	505,313.79	198,469.53	73.0%	27.0%
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	4,281.86	4,197.76	52,078.02	58,482.42	50,222.46	6,404.40	89.0%	11.0%
TOTAL EMPLOYEE BENEFITS	100,758.61	95,983.54	1,233,974.11	1,528,025.18	1,172,624.61	294,051.07	80.8%	19.2%
OTHER WAGES								
1310 WORKSTUDY	0.00	0.00	6,396.00	5,000.00	0.00	-1,396.00	127.9%	-27.9%
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	6,396.00	15,000.00	0.00	8,604.00	42.6%	57.4%
TOTAL PERSONNEL SERVICES	407,697.84	397,359.18	4,963,728.56	5,616,283.89	4,771,958.33	652,555.33	88.4%	11.6%
SUPPLIES (2000'S)								
OFFICE SUPPLIES								
2110 OFFICIAL RECORDS	754.86	0.00	754.86	1,100.00	45.85	345.14	68.6%	31.4%
2120 STATIONERY & PRINTING	0.00	0.00	262.39	900.00	516.89	637.61	29.2%	70.8%
2130 OFFICE SUPPLIES	134.37	751.97	5,681.22	13,200.00	5,604.66	7,518.78	43.0%	57.0%
2135 GENERAL SUPPLIES	0.00	0.00	216.99	0.00	0.00	-216.99	#DIV/0!	#DIV/0!
2140 DUPLICATING	2,267.91	2,870.99	37,039.22	43,200.00	34,750.90	6,160.78	85.7%	14.3%
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	3,157.14	3,622.96	44,313.65	58,400.00	40,918.30	14,086.35	75.9%	24.1%

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

	2016 NOVEMBER	2015 NOVEMBER	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	5,929.73	2,309.35	25,924.08	42,200.00	29,656.82	16,275.92	61.4%	38.6%
2220 FUEL, OIL, & LUBRICANTS	338.22	457.63	5,246.73	10,500.00	4,996.10	5,253.27	50.0%	50.0%
2230 CATALOGING SUPPLIES-BOOKS	0.00	1,214.87	4,097.85	7,000.00	4,322.33	2,902.15	58.5%	41.5%
2240 A/V SUPPLIES-CATALOGING	759.80	1,701.72	4,088.35	9,200.00	3,915.77	5,111.65	44.4%	55.6%
2250 CIRCULATION SUPPLIES	6,122.74	39.62	25,117.16	32,500.00	29,350.78	7,382.84	77.3%	22.7%
2260 LIGHT BULBS	0.00	100.62	4,548.36	10,000.00	8,508.32	5,451.64	45.5%	54.5%
2280 UNIFORMS	0.00	0.00	1,900.00	1,900.00	1,352.01	0.00	100.0%	0.0%
2290 DISPLAY/EXHIBIT SUPPLIES	0.00	58.36	522.96	7,000.00	1,645.53	6,477.04	7.5%	92.5%
TOTAL OPERATING SUPPLIES	13,150.49	5,882.17	71,445.49	120,300.00	83,747.66	48,854.51	59.4%	40.6%
REPAIR & MAINTENANCE SUPPLIES								
2300 IT SUPPLIES	959.61	1,709.99	3,624.77	5,000.00	5,589.04	1,375.23	72.5%	27.5%
2310 BUILDING MATERIALS & SUPPLIES	1,021.02	1,968.69	21,491.34	21,000.00	17,898.23	-491.34	102.3%	-2.3%
2320 PAINT & PAINTING SUPPLIES	0.00	446.86	428.99	400.00	833.22	-28.99	107.2%	-7.2%
2340 OTHER REPAIR & BINDING	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
TOTAL REPAIR & MAINTENANCE SUPPLIES	1,980.63	4,125.54	25,545.10	26,400.00	24,320.49	854.90	96.8%	3.2%
TOTAL SUPPLIES	18,288.26	13,630.67	141,304.24	205,100.00	148,986.45	63,795.76	68.9%	31.1%
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	1,302.50	11,000.00	2,123.75	9,697.50	11.8%	88.2%
3120 ENGINEERING/ARCHITECTURAL	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.0%	100.0%
3130 LEGAL SERVICES	240.00	700.00	20,014.97	15,000.00	12,051.74	-5,014.97	133.4%	-33.4%
3140 BUILDING SERVICES	4,198.28	1,834.42	27,330.19	40,000.00	29,719.76	12,669.81	68.3%	31.7%
3150 MAINTENANCE CONTRACTS	5,672.85	4,293.61	90,328.68	155,600.00	136,927.01	65,271.32	58.1%	41.9%
3160 COMPUTER SERVICES (OCLC)	5,347.18	5,270.60	57,939.41	70,500.00	56,873.43	12,560.59	82.2%	17.8%
3170 ADMIN/ACCOUNTING SERVICES	2,597.20	7,429.55	37,850.08	47,000.00	38,082.70	9,149.92	80.5%	19.5%
3175 COLLECTION AGENCY SERVICES	1,691.55	1,673.65	13,684.55	21,000.00	15,555.10	7,315.45	65.2%	34.8%
TOTAL PROFESSIONAL SERVICES	19,747.06	21,201.83	248,450.38	370,100.00	291,333.49	121,649.62	67.1%	32.9%
COMMUNICATION & TRANSPORTATION								
3210 TELEPHONE	590.70	1,463.76	16,724.93	33,600.00	20,007.88	16,875.07	49.8%	50.2%
3215 CABLE TV	8.90	6.62	97.90	0.00	66.20	-97.90	#DIV/0!	#DIV/0!
3220 POSTAGE	1,096.84	1,132.03	13,779.25	22,000.00	14,412.37	8,220.75	62.6%	37.4%
3230 TRAVEL EXPENSE	0.00	0.00	235.57	10,000.00	2,609.24	9,764.43	2.4%	97.6%
3240 PROFESSIONAL MTG. (OFF-SITE)	103.43	0.00	1,163.43	10,000.00	2,612.34	8,836.57	11.6%	88.4%
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	26.46	25.45	1,063.56	1,000.00	2,054.69	-63.56	106.4%	-6.4%
TOTAL COMMUNICATION & TRANSPORTATION	1,826.33	2,627.86	33,064.64	86,600.00	41,762.72	53,535.36	38.2%	61.8%

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

	2016 NOVEMBER	2015 NOVEMBER	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	0.00	0.00	1,022.39	2,350.00	1,947.82	1,327.61	43.5%	56.5%
3320 PRINTING	45.00	220.00	863.55	5,000.00	609.76	4,136.45	17.3%	82.7%
33201 ENCUMBERED PRINTING	0.00	250.62	0.00	0.00	250.62	0.00	#DIV/0!	#DIV/0!
TOTAL PRINTING & ADVERTISING	45.00	470.62	1,885.94	7,350.00	2,808.20	5,464.06	25.7%	74.3%
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	71,831.00	5,423.00	93.0%	7.0%
TOTAL INSURANCE	0.00	0.00	72,163.00	77,600.00	72,281.00	5,437.00	93.0%	7.0%
UTILITIES								
3510 GAS	147.78	129.46	2,199.77	4,950.00	2,765.31	2,750.23	44.4%	55.6%
3520 ELECTRICITY	22,672.27	21,373.84	249,015.09	354,000.00	256,811.36	104,984.91	70.3%	29.7%
3530 WATER	1,931.37	1,479.83	19,640.27	27,100.00	19,099.87	7,459.73	72.5%	27.5%
TOTAL UTILITIES	24,751.42	22,983.13	270,855.13	386,050.00	278,676.54	115,194.87	70.2%	29.8%
REPAIR & MAINTENANCE								
3610 BUILDING REPAIR	0.00	12,315.43	16,423.11	28,000.00	25,282.41	11,576.89	58.7%	41.3%
3630 OTHER EQUIP/FURNITURE REPAIRS	250.00	60.00	2,230.17	16,000.00	4,840.65	13,769.83	13.9%	86.1%
3640 VEHICLE REPAIR & MAINTENANCE	2,476.23	732.96	12,004.27	10,000.00	9,125.43	-2,004.27	120.0%	-20.0%
3650 MATERIAL BINDING/REPAIR SERV.	0.00	0.00	368.72	1,500.00	804.74	1,131.28	24.6%	75.4%
TOTAL REPAIR & MAINTENANCE	2,726.23	13,108.39	31,026.27	55,500.00	40,053.23	24,473.73	55.9%	44.1%
RENTALS								
3710 REAL ESTATE RENTAL/PARKING	791.43	583.25	26,750.31	36,600.00	23,942.27	9,849.69	73.1%	26.9%
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	791.43	583.25	26,825.31	36,600.00	23,942.27	9,774.69	73.3%	26.7%
ELECTRONIC SERVICES								
38450 DATABASES SERVICES	29,830.00	22,173.86	139,572.29	175,000.00	143,414.10	35,427.71	79.8%	20.2%
38460 E-BOOKS SERVICES	36,636.16	16,287.43	155,401.64	145,000.00	99,282.38	-10,401.64	107.2%	-7.2%
TOTAL ELECTRONIC SERVICES	66,466.16	38,461.29	294,973.93	320,000.00	242,696.48	25,026.07	92.2%	7.8%
OTHER CHARGES								
3910 DUES/INSTITUTIONAL	0.00	0.00	5,684.03	8,000.00	5,546.65	2,315.97	71.1%	28.9%
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	17,083.33	273,166.67	298,000.00	767,916.67	24,833.33	91.7%	8.3%
3945 TRANSFER TO ANOTHER FUND (R.DAY)	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
3950 EDUCATIONAL SERV/LICENSING	0.00	0.00	1,444.00	3,000.00	2,527.00	1,556.00	48.1%	51.9%
TOTAL OTHER CHARGES	24,833.33	17,083.33	280,294.70	311,000.00	775,990.32	30,705.30	90.1%	9.9%
TOTAL OTHER SERVICES/CHARGES	141,186.96	116,519.70	1,259,539.30	1,650,800.00	1,769,544.25	391,260.70	76.3%	23.7%

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

	2016 NOVEMBER	2015 NOVEMBER	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	3,794.93	3,182.45	10,000.00	13,894.16	6,817.55	31.8%	68.2%
4430 OTHER EQUIPMENT	4,408.29	919.57	15,373.46	20,000.00	16,452.54	4,626.54	76.9%	23.1%
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 IT EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
4465 IT 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	4,408.29	4,714.50	18,905.91	35,000.00	31,953.65	16,094.09	54.0%	46.0%
OTHER CAPITAL OUTLAY								
4510 BOOKS	56,369.11	45,207.72	544,378.95	562,700.00	541,899.46	18,321.05	96.7%	3.3%
4520 PERIODICALS & NEWSPAPERS	27,059.04	29,688.59	33,021.14	43,000.00	39,654.98	9,978.86	76.8%	23.2%
4530 NONPRINT MATERIALS	46,993.26	34,304.42	321,019.06	343,000.00	331,053.77	21,980.94	93.6%	6.4%
TOTAL OTHER CAPITAL OUTLAY	130,421.41	109,200.73	898,419.15	948,700.00	912,608.21	50,280.85	94.7%	5.3%
TOTAL CAPITAL OUTLAY	134,829.70	113,915.23	917,325.06	983,700.00	944,561.86	66,374.94	93.3%	6.7%
TOTAL OPERATING EXPENDITURES	702,002.76	641,424.78	7,281,897.16	8,455,883.89	7,635,050.89	1,173,986.73	86.1%	13.9%

MONROE COUNTY PUBLIC LIBRARY

Operating Budget & Expenditure Report

January 1, 2016 to November 30, 2016

11 months = 91.6%

Object	Object Descr	2016 Budget	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	2016 YTD Amt	2016 YTD Balance	2016 %YTD Budget
11200	ADMINISTRATION	\$180,540.00	\$11,483.30	\$7,655.54	\$7,655.54	\$7,655.53	\$9,290.14	\$21,290.99	\$14,193.98	\$14,193.99	\$116,385.64	\$64,154.36	64.47%
11300	MANAGERS/ASST.	\$1,052,556.87	\$115,620.57	\$77,897.38	\$80,565.97	\$80,767.51	\$80,756.78	\$121,153.86	\$80,759.77	\$80,761.31	\$967,833.85	\$84,723.02	91.95%
11400	LIBRARIANS, EXPERTS	\$1,004,405.22	\$111,548.36	\$75,525.82	\$74,175.65	\$76,237.64	\$76,262.09	\$114,361.36	\$76,294.77	\$76,671.44	\$908,894.63	\$95,510.59	90.49%
11500	SPECIALISTS	\$205,078.14	\$21,865.61	\$14,439.32	\$14,534.62	\$15,377.19	\$16,274.44	\$27,043.30	\$15,800.45	\$15,800.07	\$184,894.20	\$20,183.94	90.16%
11600	ASSISTANTS/PARAPRO	\$706,002.18	\$82,419.55	\$52,912.13	\$55,145.29	\$52,997.24	\$54,829.37	\$82,918.26	\$66,846.99	\$50,171.14	\$660,557.95	\$45,444.23	93.56%
11700	TECH/OPERATORS/SEC	\$56,686.50	\$6,761.05	\$4,500.02	\$4,500.02	\$4,500.03	\$4,500.03	\$6,750.04	\$4,500.03	\$4,500.03	\$54,033.42	\$2,653.08	95.32%
11800	TEMPORAY STAFF	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%
11900	BUILDING	\$137,100.44	\$17,957.94	\$11,933.22	\$11,947.51	\$11,430.45	\$10,797.41	\$16,271.06	\$11,733.06	\$11,761.38	\$140,386.57	-\$3,286.13	102.40%
12000	BUILDING	\$113,915.64	\$12,244.61	\$8,218.82	\$8,067.76	\$7,973.97	\$7,396.53	\$11,971.29	\$6,999.27	\$6,912.44	\$94,190.15	\$19,725.49	82.68%
12100	FICA/EMPLOYER	\$250,062.64	\$26,898.81	\$18,036.23	\$18,147.77	\$18,332.43	\$18,433.46	\$28,527.71	\$19,409.09	\$18,308.71	\$222,044.59	\$28,018.05	88.80%
12200	UNEMPLOYMENT	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%
12300	PERF/EMPLOYER	\$373,925.31	\$26,430.68	\$27,256.88	\$40,546.64	\$13,670.64	\$40,875.86	\$42,513.28	\$29,309.19	\$27,698.22	\$331,499.64	\$42,425.67	88.65%
12350	PERF/EMPLOYEE	\$100,158.59	\$7,409.98	\$7,300.92	\$10,860.71	\$3,661.76	\$10,948.88	\$11,387.50	\$7,850.72	\$7,419.18	\$89,124.92	\$11,033.67	88.98%
12400	INS/EMPLOYER	\$735,396.22	\$4,041.78	\$41,160.26	\$44,164.70	\$65,648.08	\$45,288.55	\$45,842.17	\$39,833.80	\$43,050.64	\$536,926.69	\$198,469.53	73.01%
12450	EMPLOYER INS./FSA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,300.25	-\$2,300.25	0.00%
12500	MEDICARE/EMPLOYER	\$58,482.42	\$6,439.09	\$4,218.17	\$4,244.20	\$4,287.45	\$4,311.05	\$6,671.78	\$4,539.22	\$4,281.86	\$52,078.02	\$6,404.40	89.05%
12800	PRODUCTION	\$32,765.46	\$2,049.10	\$1,335.22	\$1,322.00	\$1,322.01	\$1,747.95	\$2,090.17	\$1,590.27	\$1,375.55	\$16,834.64	\$15,930.82	51.38%
12900	INFORMATION	\$456,228.66	\$45,339.55	\$32,371.66	\$29,265.38	\$32,147.89	\$29,406.10	\$43,117.80	\$30,236.28	\$29,523.84	\$368,991.11	\$87,237.55	80.88%
13000	SUPPORT/MATERIAL	\$112,831.38	\$24,237.22	\$14,928.24	\$16,389.86	\$15,686.67	\$16,638.99	\$28,282.85	\$15,565.95	\$15,268.04	\$198,272.13	-\$85,440.75	175.72%
13100	WORK STUDY	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,396.00	\$0.00	\$6,396.00	-\$1,396.00	127.92%
13200	TECHNICIANS	\$15,148.22	\$1,807.36	\$1,206.16	\$1,209.92	\$1,206.16	\$1,209.92	\$1,811.12	\$0.00	\$0.00	\$12,084.16	\$3,064.06	79.77%
21100	OFFICIAL RECORDS	\$1,100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$754.86	\$754.86	\$345.14	68.62%
21200	STATIONERY/BUS.	\$900.00	\$0.00	\$0.00	\$0.00	\$24.50	\$0.00	\$73.93	\$25.71	\$0.00	\$262.39	\$637.61	29.15%
21300	OFFICE SUPPLIES	\$13,200.00	\$292.99	\$105.22	\$748.46	\$406.73	\$954.45	\$562.36	\$367.99	\$134.37	\$5,681.22	\$7,518.78	43.04%
21350	GENERAL SUPPLIES	\$0.00	\$0.00	\$0.00	\$20.00	\$25.00	\$29.88	\$0.00	\$142.11	\$0.00	\$216.99	-\$216.99	0.00%
21400	DUPLICATING	\$43,200.00	\$3,917.59	\$1,805.90	\$5,858.81	\$998.38	\$2,893.83	\$5,690.40	\$4,776.76	\$2,267.91	\$37,039.22	\$6,160.78	85.74%
21600	PUBLIC USE SUPPLIES	\$0.00	\$0.00	\$239.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$358.97	-\$358.97	0.00%
22100	CLEANING SUPPLIES	\$42,200.00	\$1,512.76	\$0.00	\$2,839.51	\$1,522.13	\$1,725.13	\$1,524.60	\$2,266.81	\$5,929.73	\$25,924.08	\$16,275.92	61.43%

Object	Object Descr	2016 Budget	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	2016 YTD Amt	2016 YTD Balance	%YTD Budget
22200	FUEL/OIL/LUBRICANTS	\$10,500.00	\$331.81	\$290.44	\$1,557.83	\$495.25	\$419.32	\$435.73	\$547.97	\$338.22	\$5,246.73	\$5,253.27	49.97%
22300	CATALOGING	\$7,000.00	\$823.17	\$177.08	\$0.00	\$1,438.17	\$191.84	\$0.00	\$667.12	\$0.00	\$4,097.85	\$2,902.15	58.54%
22400	A/V	\$9,200.00	\$883.24	\$1,090.01	\$15.05	\$142.49	\$191.05	\$0.00	\$419.99	\$759.80	\$4,088.35	\$5,111.65	44.44%
22500	CIRCULATION	\$32,500.00	\$0.00	\$9,720.00	\$0.00	\$2,133.07	\$0.00	\$2,719.64	\$167.32	\$6,122.74	\$25,117.16	\$7,382.84	77.28%
22600	LIGHT BULBS	\$10,000.00	\$0.00	\$0.00	\$434.20	\$0.00	\$217.28	\$0.00	\$25.11	\$0.00	\$4,548.36	\$5,451.64	45.48%
22800	UNIFORMS	\$1,900.00	\$1,391.32	\$0.00	\$202.75	\$0.00	\$0.00	\$50.43	\$0.00	\$0.00	\$1,900.00	\$0.00	100.00%
22900	DISPLAY/EXHIBITS	\$7,000.00	\$0.00	\$0.00	\$90.68	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$522.96	\$6,477.04	7.47%
23000	IT SUPPLIES	\$5,000.00	\$388.22	\$449.66	\$334.20	\$219.85	\$276.07	\$281.95	\$444.98	\$959.61	\$3,624.77	\$1,375.23	72.50%
23100	BUILDING MATERIAL	\$21,000.00	\$1,996.82	\$594.73	\$3,077.97	\$700.57	\$1,685.01	\$738.58	\$7,068.73	\$1,021.02	\$21,491.34	-\$491.34	102.34%
23200	PAINT/PAINTING	\$400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$33.79	\$57.81	\$73.58	\$0.00	\$428.99	-\$28.99	107.25%
31100	CONSULTING SERVICES	\$11,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$530.00	\$0.00	\$0.00	\$1,302.50	\$9,697.50	11.84%
31200	ENGINEERING/ARCHITE	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%
31300	LEGAL SERVICES	\$15,000.00	\$1,038.80	\$540.00	\$7,568.84	\$5,680.40	\$2,244.50	\$1,016.36	\$500.00	\$240.00	\$20,014.97	-\$5,014.97	133.43%
31400	BUILDING SERVICES	\$40,000.00	\$422.02	\$366.02	\$4,870.00	\$987.52	\$1,131.42	\$3,747.85	\$2,017.02	\$4,198.28	\$27,330.19	\$12,669.81	68.33%
31500	MAINTENANCE	\$155,600.00	\$872.31	\$4,912.53	\$7,085.67	\$1,003.77	\$37,805.32	\$1,897.43	\$4,933.27	\$5,672.85	\$90,328.68	\$65,271.32	58.05%
31600	COMPUTER SERVICES	\$70,500.00	\$5,221.60	\$5,221.60	\$5,221.60	\$5,221.60	\$5,347.18	\$5,347.18	\$5,347.18	\$5,347.18	\$57,939.41	\$12,560.59	82.18%
31700	ADMIN/ACCOUNTING	\$47,000.00	\$3,987.02	\$1,673.93	\$2,880.45	\$2,854.56	\$4,519.00	\$3,427.50	\$3,703.52	\$2,597.20	\$37,850.08	\$9,149.92	80.53%
31750	COLLECTION AGENCY	\$21,000.00	\$1,047.15	\$1,065.05	\$1,396.20	\$1,109.80	\$1,074.00	\$1,467.80	\$1,100.85	\$1,691.55	\$13,684.55	\$7,315.45	65.16%
32100	TELEPHONE	\$33,600.00	\$1,664.45	\$1,467.43	\$1,839.46	\$1,376.07	\$477.15	\$2,753.02	\$1,484.76	\$590.70	\$16,724.93	\$16,875.07	49.78%
32150	CABLE TV SERVICE	\$0.00	\$8.90	\$8.90	\$8.90	\$8.90	\$8.90	\$8.90	\$8.90	\$8.90	\$97.90	-\$97.90	0.00%
32200	POSTAGE	\$22,000.00	\$1,202.19	\$798.40	\$2,401.20	\$1,064.11	\$1,099.56	\$1,224.70	\$1,175.77	\$1,096.84	\$13,779.25	\$8,220.75	62.63%
32300	TRAVEL EXPENSE	\$10,000.00	\$11.81	\$0.00	\$0.00	\$72.72	\$0.00	\$0.00	\$151.04	\$0.00	\$235.57	\$9,764.43	2.36%
32400	PROFESSIONAL	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,060.00	\$103.43	\$1,163.43	\$8,836.57	11.63%
32500	CONTINUING	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%
32600	FREIGHT/DELIVERY	\$1,000.00	\$0.00	\$0.00	\$27.55	\$0.00	\$925.00	\$14.10	\$0.00	\$26.46	\$1,063.56	-\$63.56	106.36%
33100	ADVERTISING/PUBLICA	\$2,350.00	\$0.00	\$0.00	\$150.00	\$0.00	\$0.00	\$57.48	\$365.52	\$0.00	\$1,022.39	\$1,327.61	43.51%
33200	PRINTING SERVICES	\$5,000.00	\$45.00	\$413.55	\$45.00	\$45.00	\$45.00	\$45.00	\$45.00	\$45.00	\$863.55	\$4,136.45	17.27%
34100	OFFICIAL BOND INS.	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$586.00	\$14.00	97.67%
34200	OTHER INSURANCE	\$77,000.00	\$2,372.00	-\$2,373.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$71,577.00	\$5,423.00	92.96%
35100	GAS	\$4,950.00	\$214.93	\$165.56	\$99.11	\$152.02	\$96.20	\$99.48	\$120.75	\$147.78	\$2,199.77	\$2,750.23	44.44%
35200	ELECTRICITY	\$354,000.00	\$22,446.50	\$21,033.91	\$20,390.61	\$19,692.22	\$23,810.03	\$27,122.68	\$24,607.23	\$22,672.27	\$249,015.09	\$104,984.91	70.34%
35300	WATER	\$27,100.00	\$1,479.88	\$1,628.95	\$1,617.69	\$2,056.01	\$2,328.27	\$2,549.16	\$2,291.76	\$1,931.37	\$19,640.27	\$7,459.73	72.47%

Object	Object Descr	2016 Budget	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	2016 YTD Amt	2016 YTD Balance	2016 %YTD Budget
36100	BUILDING REPAIRS	\$28,000.00	\$7,597.72	\$1,772.83	\$6,361.79	\$1,699.74	-\$5,443.00	\$82.00	\$0.00	\$0.00	\$16,423.11	\$11,576.89	58.65%
36300	OTHER	\$16,000.00	\$0.00	\$0.00	\$0.00	\$454.64	\$450.00	\$266.39	\$180.00	\$250.00	\$2,230.17	\$13,769.83	13.94%
36400	VEHICLE	\$10,000.00	\$1,299.50	\$1,450.19	\$0.00	\$1,703.65	\$637.71	\$1,267.10	\$1,746.78	\$2,476.23	\$12,004.27	-\$2,004.27	120.04%
36500	MATERIALS	\$1,500.00	\$125.17	\$0.00	\$243.55	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$368.72	\$1,131.28	24.58%
37100	REAL ESTATE	\$36,600.00	\$100.75	\$763.26	\$452.08	-\$642.80	\$22,056.60	\$196.80	\$537.12	\$791.43	\$26,750.31	\$9,849.69	73.09%
37300	EVENTS-BOOTH	\$0.00	\$75.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$75.00	-\$75.00	0.00%
38450	DATABASES	\$175,000.00	\$33,471.01	\$31,876.00	\$3,265.00	\$0.00	\$6,775.00	\$15,600.53	\$14,797.57	\$29,830.00	\$139,572.29	\$35,427.71	79.76%
38460	E-BOOKS	\$145,000.00	\$8,635.21	\$9,844.51	\$10,314.44	\$20,701.22	\$25,176.12	\$12,015.48	\$8,946.55	\$36,636.16	\$155,401.64	-\$10,401.64	107.17%
39100	DUES/INSTITUTIONAL	\$8,000.00	\$250.00	\$0.00	\$0.00	\$0.00	\$47.50	\$0.00	\$100.00	\$0.00	\$5,684.03	\$2,315.97	71.05%
39200	INTEREST/TEMPORARY	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0.00%
39400	TRANSFER TO LIRF	\$298,000.00	\$24,833.33	\$24,833.33	\$24,833.33	\$24,833.35	\$24,833.33	\$24,833.33	\$24,833.33	\$24,833.33	\$273,166.67	\$24,833.33	91.67%
39500	EDUCATIONAL/LICENSI	\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,444.00	\$0.00	\$1,444.00	\$1,556.00	48.13%
44100	FURNITURE	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$81.42	\$1,689.00	\$0.00	\$0.00	\$3,182.45	\$6,817.55	31.82%
44300	OTHER EQUIPMENT	\$20,000.00	\$0.00	\$0.00	\$0.00	\$354.83	\$0.00	\$0.00	\$8,506.55	\$4,408.29	\$15,373.46	\$4,626.54	76.87%
44450	BUILDING RENOVATION	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
44650	IT SOFTWARE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$350.00	-\$350.00	0.00%
45100	BOOKS	\$562,700.00	\$41,439.98	\$45,438.75	\$56,326.02	\$44,418.14	\$35,631.66	\$50,978.70	\$51,315.21	\$56,369.11	\$544,378.95	\$18,321.05	96.74%
45200	PERIODICALS/NEWSPA	\$43,000.00	\$427.78	-\$420.00	\$2,805.63	\$19.97	\$709.30	\$90.33	\$56.00	\$27,059.04	\$33,021.14	\$9,978.86	76.79%
45300	NONPRINT MATERIALS	\$343,000.00	\$17,247.91	\$24,241.29	\$31,783.57	\$27,955.28	\$24,356.38	\$26,347.97	\$40,500.15	\$46,993.26	\$321,019.06	\$21,980.94	93.59%
		\$8,455,883.89	\$713,630.40	\$592,091.02	\$629,910.69	\$583,831.51	\$653,808.75	\$808,816.24	\$650,728.85	\$702,002.76	\$7,281,897.16	\$1,173,986.73	86.12%

MONROE COUNTY PUBLIC LIBRARY

LIRF Budget & Expenditure Report

January 1, 2016 to November 30, 2016

11 months = 91.6%

Object	Object Descr	2016 Budget	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	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	\$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	\$458.85	\$0.00	\$45.43	\$0.00	\$0.00	\$888.17	-\$888.17	0.00%
44300	OTHER EQUIPMENT	\$100,000.00	\$0.00	\$825.59	\$0.00	\$32.74	\$0.00	\$0.00	\$208.95	\$119.98	\$0.00	\$0.00	\$0.00	\$1,187.26	\$98,812.74	1.19%
44450	BUILDING	\$150,000.00	\$0.00	\$7,662.20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,662.20	\$142,337.80	5.11%
44600	IT EQUIPMENT	\$0.00	\$15.45	\$99.96	\$498.95	\$893.52	\$108.99	\$0.00	\$245.66	\$83.37	\$0.00	\$0.00	\$0.00	\$1,945.90	-\$1,945.90	0.00%
44650	IT SOFTWARE	\$0.00	\$0.00	\$0.00	\$3,333.37	\$0.00	\$0.00	\$0.00	\$39.99	\$735.21	\$0.00	\$0.00	\$0.00	\$4,108.57	-\$4,108.57	0.00%
		\$350,000.00	\$15.45	\$8,587.75	\$3,832.32	\$926.26	\$108.99	\$383.89	\$953.45	\$938.56	\$45.43	\$0.00	\$0.00	\$15,792.10	\$334,207.90	4.51%

MONROE COUNTY PUBLIC LIBRARY

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Debt Service Budget & Expenditures Report

January 1, 2016 to November 30, 2016

11 months = 91.6%

Object Object Descr	2016 Budget	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$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	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39250 PAYMENT ON	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39450 TRANSFER TO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	\$730,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$349,826.67	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$349,826.67	\$380,173.33	47.92%

MONROE COUNTY PUBLIC LIBRARY

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Rainy Day Budget & Expenditures Report

January 1, 2016 to November 30, 2016

11 months = 91.6%

Object	Object Descr	2016 Budget	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	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	\$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	\$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	\$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	\$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	\$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	\$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	\$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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$324,500.00	0.00%

MONROE COUNTY PUBLIC LIBRARY

Special Revenue Budget & Expenditure Report

January 1, 2016 to November 30, 2016

11 months = 91.6%

Object	Object Descr	2016 Budget	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	YTD Amount	2016 YTD Balance	2016 %YTD Budget
11300	MANAGERS/ASST.	\$155,480.13	\$12,077.87	\$18,116.79	\$12,077.87	\$12,077.87	\$12,077.85	\$12,077.86	\$18,116.80	\$12,204.33	\$12,708.85	\$145,691.81	\$9,788.32	93.70%
11700	TECH/OPERATORS/SECRE	\$59,733.65	\$0.00	\$0.00	\$0.00	\$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	\$0.00	\$0.00	\$0.00	\$11,000.00	0.00%
12100	FICA/EMPLOYER	\$22,962.91	\$1,630.75	\$2,483.48	\$1,669.09	\$1,658.79	\$1,666.95	\$1,703.33	\$2,362.31	\$1,571.81	\$1,662.70	\$19,653.51	\$3,309.40	85.59%
12300	PERF/EMPLOYER	\$27,436.13	\$2,099.01	\$2,155.97	\$2,163.32	\$3,234.11	\$1,076.85	\$3,235.16	\$3,243.82	\$2,171.98	\$2,226.14	\$25,857.13	\$1,579.00	94.24%
12350	PERF/EMPLOYEE CONTRIB.	\$7,348.97	\$562.23	\$577.48	\$579.46	\$866.26	\$288.44	\$866.55	\$868.87	\$581.77	\$596.27	\$6,925.92	\$423.05	94.24%
12400	INS/EMPLOYER	\$52,691.51	\$3,798.06	\$381.30	\$3,162.93	\$3,206.69	\$6,856.55	\$3,380.95	\$3,266.56	\$2,994.63	\$3,052.50	\$42,848.94	\$9,842.57	81.32%
12500	MEDICARE/EMPLOYER	\$5,000.00	\$381.38	\$580.82	\$390.36	\$387.94	\$389.85	\$398.35	\$552.48	\$367.60	\$388.86	\$4,596.39	\$403.61	91.93%
12800	PRODUCTION ASSISTANTS	\$0.00	\$8,973.24	\$14,412.67	\$10,813.33	\$10,628.09	\$10,637.18	\$10,726.14	\$12,335.35	\$8,207.10	\$9,076.16	\$114,035.48	-\$114,035.48	0.00%
12900	INFORMATION	\$0.00	\$3,351.86	\$4,726.24	\$2,154.96	\$2,216.28	\$2,292.20	\$2,823.64	\$4,552.28	\$2,905.40	\$3,153.60	\$34,262.25	-\$34,262.25	0.00%
13100	WORK STUDY	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
13200	TECHNICIANS	\$155,155.77	\$2,935.50	\$4,413.04	\$2,986.87	\$2,935.52	\$2,935.52	\$2,935.50	\$4,501.11	\$2,964.86	\$2,935.51	\$35,414.46	\$119,741.31	22.83%
21200	STATIONERY/BUS. CARDS	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
21300	OFFICE SUPPLIES	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$600.00	0.00%
21400	DUPLICATING	\$700.00	\$53.53	\$0.00	\$0.00	\$0.00	\$0.00	\$132.94	\$0.00	\$0.00	\$0.00	\$186.47	\$513.53	26.64%
22200	FUEL/OIL/LUBRICANTS	\$1,000.00	\$0.00	\$34.94	\$0.00	\$17.55	\$28.31	\$21.97	\$0.00	\$21.94	\$0.00	\$160.25	\$839.75	16.03%
22700	VIDEO TAPE/MEDIA	\$5,000.00	\$5,261.17	\$0.00	\$0.00	\$0.00	\$0.00	\$1,240.00	\$0.00	\$0.00	\$0.00	\$6,501.17	-\$1,501.17	130.02%
23000	IT SUPPLIES	\$1,200.00	\$92.56	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$92.56	\$1,107.44	7.71%
23500	VIDEO MATERIALS/CATS	\$10,000.00	\$380.92	\$0.00	\$0.00	\$0.00	\$0.00	\$149.76	\$0.00	\$0.00	\$0.00	\$1,800.11	\$8,199.89	18.00%
31100	CONSULTING SERVICES	\$10,000.00	\$0.00	\$1,092.00	\$0.00	\$3,850.00	\$1,434.00	\$0.00	\$0.00	\$966.00	\$5,825.00	\$14,451.00	-\$4,451.00	144.51%
31300	LEGAL SERVICES	\$500.00	\$0.00	\$0.00	\$0.00	\$62.98	\$0.00	\$0.00	\$251.66	\$0.00	\$0.00	\$314.64	\$185.36	62.93%
31500	MAINTENANCE	\$500.00	\$50.00	\$3,108.85	\$50.00	\$50.00	\$50.00	\$169.40	\$278.00	\$50.00	\$50.00	\$3,956.25	-\$3,456.25	791.25%
31600	COMPUTER SERVICES	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
31650	DIGITIZATION SERVICES	\$11,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11,000.00	0.00%
31700	ADMIN/ACCOUNTING	\$100.00	\$8.34	\$8.01	\$32.36	\$18.53	\$5.23	\$4.35	\$0.28	\$1.67	\$3.00	\$115.63	-\$15.63	115.63%
32100	TELEPHONE	\$3,000.00	\$159.06	\$204.02	\$0.00	\$372.66	\$0.00	\$161.61	\$322.83	\$0.00	\$338.23	\$1,874.53	\$1,125.47	62.48%
32150	CABLE TV SERVICE	\$200.00	\$20.78	\$20.78	\$20.78	\$20.78	\$20.78	\$20.78	\$20.78	\$20.78	\$20.78	\$228.58	-\$28.58	114.29%
32200	POSTAGE	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$135.87	\$0.00	\$0.00	\$135.87	\$864.13	13.59%

Object	Object Descr	2016 Budget	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	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	\$0.00	\$0.00	\$0.00	\$1,500.00	0.00%
32400	PROFESSIONAL MTG/OFF	\$800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$800.00	0.00%
32600	FREIGHT/DELIVERY	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
36300	OTHER EQUIP/FURNITURE	\$6,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$136.00	\$0.00	\$0.00	\$1,686.00	\$4,314.00	28.10%
37100	REAL ESTATE	\$4,000.00	-\$78.16	-\$104.36	-\$81.04	-\$83.92	-\$76.80	\$2,888.20	-\$117.24	-\$78.16	-\$68.16	\$2,044.04	\$1,955.96	51.10%
39100	DUES/INSTITUTIONAL	\$2,000.00	\$0.00	\$0.00	\$350.00	\$0.00	\$0.00	\$150.00	\$0.00	\$0.00	\$638.48	\$2,338.48	-\$338.48	116.92%
39500	EDUCATIONAL/LICENSIN	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
39600	COMMUNITY NEWS	\$12,000.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	\$12,000.00	\$0.00	100.00%
44100	FURNITURE	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
44700	EQUIPMENT - CATS	\$45,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$77,206.79	\$0.00	\$0.00	\$0.00	\$0.00	\$77,206.79	-\$32,206.79	171.57%
		\$615,509.07	\$41,758.10	\$52,212.03	\$39,370.29	\$41,520.13	\$116,889.70	\$43,086.49	\$53,827.76	\$34,951.71	\$45,607.92	\$554,378.26	\$61,130.81	90.07%

MONROE COUNTY PUBLIC LIBRARY

Gen. Obligation Bond Budget & Expenditure 2016

January 1, 2016 to November 30, 2016

11 months = 91.6%

Object	Object Descr	2016 Budget	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	YTD Amount	2016 YTD Balance	2016 %YTD Budget
31400	BUILDING SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,800.00	-\$1,800.00	0.00%
31500	MAINTENANCE	\$0.00	\$1,300.00	\$650.00	\$0.00	\$1,300.00	\$0.00	\$1,300.00	\$650.00	\$650.00	\$0.00	\$1,300.00	\$7,150.00	-\$7,150.00	0.00%
31700	ADMIN/ACCOUNTING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$419.00	\$0.00	\$0.00	\$0.00	\$669.00	-\$669.00	0.00%
36100	BUILDING REPAIRS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,078.30	\$968.68	\$0.00	\$0.00	\$8,046.98	-\$8,046.98	0.00%
36300	OTHER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,039.00	-\$2,039.00	0.00%
44300	OTHER EQUIPMENT	\$0.00	\$501.94	\$0.00	\$8,147.44	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$624.93	\$9,274.31	-\$9,274.31	0.00%
44452	BLDG LONG-TERM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,770.92	\$0.00	\$1,125.00	\$4,800.00	\$14,562.58	\$9,278.84	\$33,537.34	-\$33,537.34	0.00%
44600	IT EQUIPMENT	\$0.00	\$945.00	\$551.90	\$366.57	\$10,461.15	\$0.00	\$1,040.00	\$149.00	\$19,484.84	\$859.00	\$4,478.86	\$38,336.32	-\$38,336.32	0.00%
44602	IT EQUIP. LONG-	\$0.00	\$0.00	\$0.00	\$11,011.00	\$4,002.50	\$1,224.00	\$0.00	\$0.00	\$5,964.00	\$0.00	\$0.00	\$22,201.50	-\$22,201.50	0.00%
44650	IT SOFTWARE	\$0.00	\$415.00	\$36.39	\$0.00	\$123.95	\$19.99	\$0.00	\$0.00	\$0.00	\$119.98	\$2,086.12	\$2,801.43	-\$2,801.43	0.00%
44700	EQUIPMENT - CATS	\$0.00	\$2,403.39	\$11,730.00	\$2,682.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$16,815.39	-\$16,815.39	0.00%
		\$0.00	\$5,565.33	\$12,968.29	\$22,207.01	\$15,887.60	\$6,814.91	\$2,340.00	\$9,421.30	\$31,867.52	\$15,541.56	\$17,768.75	\$142,671.27	-\$142,671.27	0.00%

MONROE COUNTY PUBLIC LIBRARY

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Expenditure Summary compared to last year

2016 compared to 2015: Period Ending November

Fund	Fund Descr	2016 Budget	November 2016 Amt	2016 YTD Amt	2015 Budget	November 2015 Amt	2015 YTD Amt	%Last YR YTD Diff
001	OPERATING	\$8,455,883.89	\$702,002.76	\$7,281,897.16	\$8,826,029.92	\$641,424.78	\$7,635,050.89	-4.63%
002	JAIL	\$0.00	\$1,148.29	\$5,983.65	\$0.00	\$1,694.86	\$5,985.57	-0.03%
003	CLEARING	\$0.00	\$0.00	\$0.00	\$0.00	\$70.24	\$16,338.04	-100.00%
004	GIFT	\$0.00	\$10,853.46	\$12,476.70	\$0.00	\$59.99	\$6,770.22	84.29%
005	PLAC	\$0.00	\$0.00	\$9,165.00	\$0.00	\$0.00	\$10,145.00	-9.66%
006	RETIREEES	\$0.00	\$0.00	\$529.50	\$0.00	\$305.02	\$3,392.54	-84.39%
007	LIRF	\$350,000.00	\$0.00	\$15,792.10	\$350,000.00	\$293.81	\$202,901.56	-92.22%
008	DEBT SERVICE	\$730,000.00	\$0.00	\$349,826.67	\$620,000.00	\$0.00	\$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	\$339,796.80	\$4,120,267.39	\$0.00	\$338,892.37	\$3,993,872.10	3.16%
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	\$15,789.20	\$113,089.69	\$0.00	\$6,007.34	\$81,345.16	39.02%
017	LEVY EXCESS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,168.74	-100.00%
018	IN KIND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
019	GIFT-	\$0.00	\$5,326.87	\$99,738.06	\$0.00	\$7,916.58	\$81,539.48	22.32%
020	SPECIAL REVENUE	\$615,509.07	\$45,607.92	\$554,378.26	\$675,103.04	\$35,423.60	\$448,427.11	23.63%
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	\$24,684.10	\$310,235.53	-100.00%
027	COMMUNITY FDTN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,708.95	-100.00%
028	FINRA 2014	\$0.00	\$0.00	\$39,308.76	\$0.00	\$2,715.48	\$33,347.55	17.88%
029	GO BOND 2016	\$0.00	\$17,768.75	\$142,671.27	\$0.00	\$544.99	\$544.99	26078.70%
		\$10,475,892.96	\$1,138,294.05	\$12,745,124.21	\$11,243,428.96	\$1,060,033.16	\$13,354,288.85	-4.56%

MONROE COUNTY PUBLIC LIBRARY

Revenue Totals Budget Forms (all funds)

Source Descr	2016 YTD Budget	Mar	April	May	June	July	Aug	Sept	Oct	Nov	2016 YTD Amt	2016 YTD Balance	2016 % of Budget
Fund 001 OPERATING													
PROPERTY	\$5,598,164.00	\$0.00	\$0.00	\$0.00	\$3,139,834.31	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,139,834.31	\$2,458,329.69	56.09%
INTANGIBLES TAX	\$17,000.00	\$0.00	\$0.00	\$0.00	\$9,957.16	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,957.16	\$7,042.84	58.57%
LICENSE EXCISE TAX	\$300,000.00	\$0.00	\$0.00	\$0.00	\$183,356.07	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$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	\$168,857.75	\$168,857.75	\$168,857.75	\$1,857,435.25	\$168,857.75	91.67%
COMMERCIAL	\$44,000.00	\$0.00	\$0.00	\$21,262.87	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$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	\$0.00	\$0.00	0.00%
ELL	\$0.00	\$550.30	\$516.83	\$505.90	\$417.00	\$306.10	\$567.55	\$593.20	\$527.55	\$551.55	\$5,416.38	-\$5,416.38	0.00%
LOST/DAMAGED	\$0.00	\$1,596.40	\$1,532.84	\$1,347.88	\$1,548.20	\$1,620.58	\$1,767.98	\$1,307.03	\$1,099.65	\$1,389.06	\$16,817.89	-\$16,817.89	0.00%
FINES	\$150,000.00	\$13,879.44	\$9,931.93	\$12,286.62	\$11,151.99	\$9,186.56	\$11,191.06	\$10,155.09	\$9,145.81	\$10,059.94	\$121,953.15	\$28,046.85	81.30%
COLLECTION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
BLGTN COPIERS &	\$12,500.00	\$1,270.90	\$1,113.91	\$1,095.32	\$1,198.70	\$1,496.75	\$1,433.31	\$1,497.49	\$1,381.11	\$800.95	\$13,692.77	-\$1,192.77	109.54%
MISCELLANEOUS	\$0.00	\$63.75	\$4,154.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$81.52	\$213.00	\$4,545.76	-\$4,545.76	0.00%
PUBLIC LIBRARY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MEETING ROOM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
GARNISHMENT FEES	\$0.00	\$3.52	\$5.28	\$3.52	\$3.52	\$8.74	\$8.74	\$2.28	\$1.52	\$1.52	\$49.33	-\$49.33	0.00%
E-RATE RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,258.96	\$0.00	\$0.00	\$10,258.96	-\$10,258.96	0.00%
PLAC DISTRIBUTION	\$12,500.00	\$0.00	\$0.00	\$0.00	\$18,305.74	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$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	\$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	\$0.00	\$0.00	0.00%
READER PRINTER	\$0.00	\$36.55	\$617.16	\$27.20	\$30.15	\$27.90	\$19.26	\$37.00	\$13.10	\$0.00	\$879.32	-\$879.32	0.00%
OBITS	\$0.00	\$123.00	\$136.00	\$90.00	\$105.00	\$142.00	\$117.00	\$112.00	\$42.00	\$24.80	\$1,098.90	-\$1,098.90	0.00%
COIN TELEPHONE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTEREST FROM	\$4,000.00	\$1,924.23	\$1,716.45	\$1,871.94	\$1,977.51	\$2,668.86	\$2,804.74	\$2,826.58	\$2,653.53	\$2,352.57	\$24,582.19	-\$20,582.19	614.55%
TEMPORARY LOANS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INVESTMENT	\$0.00	\$220.87	\$206.64	\$928.53	\$214.44	\$390.73	\$378.13	\$482.80	\$1,040.60	\$1,007.91	\$5,305.23	-\$5,305.23	0.00%
CABLE ACCESS FEES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CABLE ACCESS FEES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CABLE ACCESS FEES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
RENT INCOME	\$4,000.00	\$300.00	\$0.00	\$225.00	\$0.00	\$1,800.00	\$0.00	\$0.00	\$112.50	\$0.00	\$4,237.50	-\$237.50	105.94%

Source Descr	2016 YTD Budget	Mar	April	May	June	July	Aug	Sept	Oct	Nov	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	\$0.00	\$0.00	0.00%
Fund 001 OPERATING	\$8,168,457.00	\$188,826.71	\$188,788.79	\$208,502.53	\$3,536,957.54	\$186,505.97	\$187,145.52	\$196,130.18	\$184,956.64	\$185,259.05	\$5,438,988.78	\$2,729,468.22	66.58%
Fund 002 JAIL													
RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,000.00	-\$6,000.00	0.00%
Fund 002 JAIL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,000.00	-\$6,000.00	0.00%
Fund 003 CLEARING													
CONFERENCE/RECEI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
REALESTATE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
YMCA RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
PHONE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MCPLF CC RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MCPLF RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$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	\$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	\$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	\$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	\$0.00	\$0.00	0.00%
INSURANCE/CLAIMS-	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 003 CLEARING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 004 GIFT UNRESTRICTED													
MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTEREST FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TRANSFER FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
UNRESTRICTED GIFT	\$0.00	\$79.95	\$230.61	\$698.02	\$169.57	\$688.82	\$175.66	\$109.89	\$554.52	\$96.72	\$3,177.54	-\$3,177.54	0.00%
INTEREST/DIVIDEND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 004 GIFT	\$0.00	\$79.95	\$230.61	\$698.02	\$169.57	\$688.82	\$175.66	\$109.89	\$554.52	\$96.72	\$3,177.54	-\$3,177.54	0.00%
Fund 005 PLAC													
PUBLIC LIBRARY	\$0.00	\$585.00	\$325.00	\$650.00	\$1,040.00	\$910.00	\$715.00	\$910.00	\$585.00	\$0.00	\$7,670.00	-\$7,670.00	0.00%
Fund 005 PLAC	\$0.00	\$585.00	\$325.00	\$650.00	\$1,040.00	\$910.00	\$715.00	\$910.00	\$585.00	\$0.00	\$7,670.00	-\$7,670.00	0.00%
Fund 006 RETIREES													
RETIREES	\$0.00	\$88.25	\$88.25	\$88.25	\$87.55	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$528.80	-\$528.80	0.00%

Source Descr	2016 YTD Budget	Mar	April	May	June	July	Aug	Sept	Oct	Nov	2016 YTD Amt	2016 YTD Balance	2016 % of Budget
Fund 006 RETIREES	\$0.00	\$88.25	\$88.25	\$88.25	\$87.55	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$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	\$0.00	\$0.00	0.00%
LIRF RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$149,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$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	\$0.00	\$0.00	0.00%
TEMPORARY LOANS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TRANSFER FROM	\$298,000.00	\$0.00	\$0.00	\$0.00	\$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	\$0.00	\$0.00	0.00%
Fund 007 LIRF	\$298,000.00	\$0.00	\$0.00	\$0.00	\$149,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$149,000.00	\$149,000.00	50.00%
Fund 008 DEBT SERVICE													
PROPERTY	\$700,000.00	\$0.00	\$0.00	\$0.00	\$392,119.89	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$392,119.89	\$307,880.11	56.02%
INTANGIBLES TAX	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,237.28	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,237.28	\$262.72	82.49%
LICENSE EXCISE TAX	\$28,000.00	\$0.00	\$0.00	\$0.00	\$22,783.90	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$22,783.90	\$5,216.10	81.37%
COMMERCIAL	\$3,700.00	\$0.00	\$0.00	\$2,642.13	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$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	\$0.00	\$0.00	0.00%
MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTEREST FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TEMPORARY LOANS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TRANSFER FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 008 DEBT	\$733,200.00	\$0.00	\$0.00	\$2,642.13	\$416,141.07	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$418,783.20	\$314,416.80	57.12%
Fund 009 RAINY DAY													
COUNTY OPTION	\$0.00	\$0.00	\$601,198.19	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$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	\$0.00	\$0.00	0.00%
MCPL OPERATING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TRANSFER FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 009 RAINY DAY	\$0.00	\$0.00	\$601,198.19	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$601,198.19	-\$601,198.19	0.00%
Fund 010 PAYROLL													
GROSS PAYROLL	\$0.00	\$339,442.72	\$505,099.94	\$337,738.68	\$339,306.87	\$339,902.50	\$342,287.63	\$523,712.25	\$355,503.91	\$339,472.03	\$4,122,577.63	-\$4,122,577.63	0.00%
Fund 010 PAYROLL	\$0.00	\$339,442.72	\$505,099.94	\$337,738.68	\$339,306.87	\$339,902.50	\$342,287.63	\$523,712.25	\$355,503.91	\$339,472.03	\$4,122,577.63	-\$4,122,577.63	0.00%
Fund 013 PETTY CASH													

Source Descr	2016 YTD Budget	Mar	April	May	June	July	Aug	Sept	Oct	Nov	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	\$0.00	\$0.00	0.00%
Fund 013 PETTY CASH	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 014 CHANGE													
RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 014 CHANGE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 016 GIFT-RESTRICED													
MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTEREST FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
RECEIPTS	\$0.00	\$0.00	\$11,980.81	\$11,905.04	\$0.00	\$0.00	\$0.00	\$12,095.52	\$13,659.20	\$0.00	\$61,357.65	-\$61,357.65	0.00%
TRANSFER FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
RESTRICED GIFT	\$0.00	\$320.00	\$0.00	\$519.48	\$13,077.74	\$3,990.00	\$0.00	\$0.00	\$0.00	\$2,000.00	\$22,211.64	-\$22,211.64	0.00%
INTEREST/DIVIDEND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 016 GIFT-	\$0.00	\$320.00	\$11,980.81	\$12,424.52	\$13,077.74	\$3,990.00	\$0.00	\$12,095.52	\$13,659.20	\$2,000.00	\$83,569.29	-\$83,569.29	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	\$0.00	\$0.00	0.00%
RESTRICED GIFT	\$0.00	\$0.00	\$22,500.00	\$62,081.20	\$0.00	\$0.00	\$11,250.00	\$0.00	\$0.00	\$11,250.00	\$122,081.20	-\$122,081.20	0.00%
Fund 019 GIFT-	\$0.00	\$0.00	\$22,500.00	\$62,081.20	\$0.00	\$0.00	\$11,250.00	\$0.00	\$0.00	\$11,250.00	\$122,081.20	-\$122,081.20	0.00%
Fund 020 SPECIAL REVENUE													
MISCELLANEOUS	\$0.00	\$210.00	\$220.00	\$970.00	\$530.00	\$140.00	\$130.00	\$10.00	\$60.00	\$100.00	\$3,460.00	-\$3,460.00	0.00%
CABLE ACCESS FEES	\$429,391.00	\$0.00	\$107,347.75	\$0.00	\$0.00	\$0.00	\$107,347.75	\$0.00	\$0.00	\$107,347.75	\$429,391.00	\$0.00	100.00%
CABLE ACCESS FEES	\$245,527.00	\$0.00	\$60,381.75	\$0.00	\$0.00	\$0.00	\$60,381.75	\$0.00	\$60,381.75	\$0.00	\$241,527.00	\$4,000.00	98.37%
CABLE ACCESS FEES	\$14,874.00	\$3,718.50	\$0.00	\$0.00	\$3,718.50	\$0.00	\$0.00	\$3,718.50	\$0.00	\$0.00	\$11,155.50	\$3,718.50	75.00%
CONTRACT-	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 020 SPECIAL	\$689,792.00	\$3,928.50	\$167,949.50	\$970.00	\$4,248.50	\$140.00	\$167,859.50	\$3,728.50	\$60,441.75	\$107,447.75	\$685,533.50	\$4,258.50	99.38%
Fund 021 CAPITAL PROJECTS													
PROPERTY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTANGIBLES TAX	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
LICENSE EXCISE TAX	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
COMMERCIAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTEREST FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TEMPORARY LOANS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

Source Descr	2016 YTD Budget	Mar	April	May	June	July	Aug	Sept	Oct	Nov	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	\$0.00	\$0.00	0.00%
Fund 024 FINRA GRANT RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 024 FINRA GRANT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 026 G O BOND BOND SALE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 026 G O BOND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 027 COMMUNITY FDTN GRANT RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 027	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 028 FINRA 2014 RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TRANSFER FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 028 FINRA 2014	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 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	\$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	\$0.00	\$0.00	0.00%
	\$9,889,449.00	\$533,271.13	\$1,498,161.0	\$625,795.33	\$4,460,028.84	\$532,137.29	\$709,433.31	\$736,686.34	\$615,701.02	\$645,525.55	\$11,639,108.13	-\$1,749,659.13	117.69%

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Cash Balances by fund

Current Period: November 2016

FUND Descr	11/01/16	MTD Debit	MTD Credit	11/30/16	Bal Sht Descr	Act Status
OPERATING	\$25,334.24	\$5,723.64	\$26,581.53	\$4,476.35	OLD NATIONAL BANK CHECKING	Active
OPERATING	\$24,085.02	\$7,781.50	\$26,260.69	\$5,605.83	GERMAN AMER./CHECKING	Active
OPERATING	-\$350,347.70	\$522,725.25	\$678,659.03	-\$506,281.48	MAINSOURCE CHECKING	Active
OPERATING	\$823,777.38	\$2,352.57	\$300,000.00	\$526,129.95	MAINSOURCE SAVINGS	Active
OPERATING	\$393.44	\$381.15	\$0.00	\$774.59	ONB CD INVESTMENT	Active
OPERATING	\$2,881.71	\$626.76	\$0.00	\$3,508.47	INVEST. CD/MAINSOURCE	Active
Fund 001 OPERATING	\$526,124.09	\$539,590.87	\$1,031,501.25	\$34,213.71		
JAIL	\$1,164.64	\$0.00	\$1,148.29	\$16.35	MAINSOURCE CHECKING	Active
Fund 002 JAIL	\$1,164.64	\$0.00	\$1,148.29	\$16.35		
GIFT UNRESTRICTED	\$886.45	\$91.22	\$922.19	\$55.48	OLD NATIONAL BANK CHECKING	Active
GIFT UNRESTRICTED	\$10.60	\$5.50	\$10.60	\$5.50	GERMAN AMER./CHECKING	Active
GIFT UNRESTRICTED	\$16,707.29	\$932.79	\$10,853.46	\$6,786.62	MAINSOURCE CHECKING	Active
Fund 004 GIFT UNRESTRICTED	\$17,604.34	\$1,029.51	\$11,786.25	\$6,847.60		
PLAC	-\$2,080.00	\$2,665.00	\$0.00	\$585.00	MAINSOURCE CHECKING	Active
Fund 005 PLAC	-\$2,080.00	\$2,665.00	\$0.00	\$585.00		
LIRF	\$242,299.60	\$0.00	\$0.00	\$242,299.60	MAINSOURCE CHECKING	Active
LIRF	\$800,708.56	\$0.00	\$0.00	\$800,708.56	MAINSOURCE SAVINGS	Active
LIRF	\$900,000.00	\$0.00	\$0.00	\$900,000.00	INVEST. CD/MAINSOURCE	Active
Fund 007 LIRF	\$1,943,008.16	\$0.00	\$0.00	\$1,943,008.16		
DEBT SERVICE	\$92,650.84	\$0.00	\$0.00	\$92,650.84	MAINSOURCE SAVINGS	Active
Fund 008 DEBT SERVICE	\$92,650.84	\$0.00	\$0.00	\$92,650.84		
RAINY DAY	\$20,384.18	\$0.00	\$0.00	\$20,384.18	MAINSOURCE CHECKING	Active
RAINY DAY	\$1,116,269.19	\$0.00	\$0.00	\$1,116,269.19	MAINSOURCE SAVINGS	Active
RAINY DAY	\$500,000.00	\$0.00	\$0.00	\$500,000.00	ONB CD INVESTMENT	Active
Fund 009 RAINY DAY	\$1,636,653.37	\$0.00	\$0.00	\$1,636,653.37		
PAYROLL	\$11,271.43	\$339,472.03	\$339,796.80	\$10,946.66	MAINSOURCE CHECKING	Active
Fund 010 PAYROLL	\$11,271.43	\$339,472.03	\$339,796.80	\$10,946.66		
GIFT-RESTRICED	\$44,310.41	\$31,744.72	\$15,789.20	\$60,265.93	MAINSOURCE CHECKING	Active
Fund 016 GIFT-RESTRICED	\$44,310.41	\$31,744.72	\$15,789.20	\$60,265.93		
GIFT-FOUNDATION	\$11,383.06	\$11,250.00	\$11,383.06	\$11,250.00	OLD NATIONAL BANK CHECKING	Active
GIFT-FOUNDATION	\$31,222.73	\$11,383.06	\$5,326.87	\$37,278.92	MAINSOURCE CHECKING	Active
Fund 019 GIFT-FOUNDATION	\$42,605.79	\$22,633.06	\$16,709.93	\$48,528.92		

FUND Descr	11/01/16	MTD Debit	MTD Credit	11/30/16	Bal Sht Descr	Act Status
SPECIAL REVENUE	\$280.75	\$100.00	\$312.92	\$67.83	GERMAN AMER./CHECKING	Active
SPECIAL REVENUE	\$155,537.21	\$111,454.33	\$45,683.08	\$221,308.46	MAINSOURCE CHECKING	Active
SPECIAL REVENUE	\$425,000.00	\$0.00	\$0.00	\$425,000.00	MAINSOURCE SAVINGS	Active
Fund 020 SPECIAL REVENUE	\$580,817.96	\$111,554.33	\$45,996.00	\$646,376.29		
GO BOND 2016	\$87,320.71	\$0.00	\$17,768.75	\$69,551.96	MAINSOURCE CHECKING	Active
GO BOND 2016	\$1,732,105.60	\$0.00	\$0.00	\$1,732,105.60	MAINSOURCE SAVINGS	Active
Fund 029 GO BOND 2016	\$1,819,426.31	\$0.00	\$17,768.75	\$1,801,657.56		
	\$6,713,557.34	\$1,048,689.52	\$1,480,496.47	\$6,281,750.39		

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**ONB CHECKING
06300 ONB/MONROE
November 2016**

Account Summary

Beginning Balance on	11/1/2016	\$71,716.97
+		\$19,064.86
-	Payments (Checks and Withdrawals)	\$75,000.00
Ending Balance as of	11/30/2016	\$15,781.83

Check Book

Active	G 001-06300	OPERATING	\$4,476.35
Active	G 002-06300	JAIL	\$0.00
Active	G 003-06300	CLEARING	\$0.00
Active	G 004-06300	GIFT UNRESTRICTED	\$55.48
Active	G 005-06300	PLAC	\$0.00
Active	G 006-06300	RETIREES	\$0.00
Active	G 007-06300	LIRF	\$0.00
Active	G 008-06300	DEBT SERVICE	\$0.00
Active	G 009-06300	RAINY DAY	\$0.00
Active	G 012-06300	TEEN COUNCIL	\$0.00
Active	G 015-06300	LSTA	\$0.00
Active	G 016-06300	GIFT-RESTRICED	\$0.00
Active	G 019-06300	GIFT-FOUNDATION	\$11,250.00
Active	G 020-06300	SPECIAL REVENUE	\$0.00
Active	G 024-06300	FINRA GRANT	\$0.00
Active	G 027-06300	COMMUNITY FDTN	\$0.00
Active	G 028-06300	FINRA 2014	\$0.00
Active	G 029-06300	GO BOND 2016	\$0.00

Cash Balance **\$15,781.83**

Beginng Balance	\$71,716.97
+ Total Deposits	\$19,064.86
- Checks Written	\$75,000.00

Check Book	\$15,781.83
Difference	\$0.00

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GERMAN-AMER/CHECKING

06400 GER AME/UC

November 2016

Account Summary

Beginning Balance on	11/1/2016	\$26,391.37
+		\$7,884.00
-	Payments (Checks and Withdrawals)	\$28,596.21
Ending Balance as of	11/30/2016	\$5,679.16

Check Book

Active	G 001-06400	<i>OPERATING</i>	\$5,605.83
Active	G 003-06400	<i>CLEARING</i>	\$0.00
Active	G 004-06400	<i>GIFT UNRESTRICTED</i>	\$5.50
Active	G 005-06400	<i>PLAC</i>	\$0.00
Active	G 007-06400	<i>LIRF</i>	\$0.00
Active	G 009-06400	<i>RAINY DAY</i>	\$0.00
Active	G 016-06400	<i>GIFT-RESTRICED</i>	\$0.00
Active	G 020-06400	<i>SPECIAL REVENUE</i>	\$67.83
Active	G 029-06400	<i>GO BOND 2016</i>	\$0.00

Cash Balance **\$5,679.16**

Beginng Balance	\$26,391.37
+ Total Deposits	\$7,884.00
- Checks Written	\$28,596.21

Check Book \$5,679.16

Difference \$0.00

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MAINSOURCE CHECKING
06600 MAINSO CKG
November 2016**

Account Summary

Beginning Balance on	11/1/2016	\$291,300.53
+		\$679,205.50
-	Payments (Checks and Withdrawals)	\$802,978.72
Ending Balance as of	11/30/2016	\$167,527.31

Check Book

Active	G 001-06600	OPERATING	-\$506,281.48
Active	G 002-06600	JAIL	\$16.35
Active	G 003-06600	CLEARING	\$0.00
Active	G 004-06600	GIFT UNRESTRICTED	\$6,786.62
Active	G 005-06600	PLAC	\$585.00
Active	G 006-06600	RETIREES	\$0.00
Active	G 007-06600	LIRF	\$242,299.60
Active	G 008-06600	DEBT SERVICE	\$0.00
Active	G 009-06600	RAINY DAY	\$20,384.18
Active	G 010-06600	PAYROLL	\$10,946.66
Active	G 016-06600	GIFT-RESTRICED	\$60,265.93
Active	G 017-06600	LEVY EXCESS	\$0.00
Active	G 019-06600	GIFT-FOUNDATION	\$37,278.92
Active	G 020-06600	SPECIAL REVENUE	\$221,308.46
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	\$0.00
Active	G 029-06600	GO BOND 2016	\$69,551.96

Cash Balance **\$163,142.20**

Beginng Balance	\$291,300.53
+ Total Deposits	\$679,205.50
- Checks Written	\$807,363.83

Check Book	\$163,142.20
O/S Checks	\$4,385.11

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MAINSOURCE SAVINGS

06610 MAINSO SAV

November 2016

Account Summary

Beginning Balance on	11/1/2016	\$4,990,511.57
+		\$2,352.57
-	Payments (Checks and Withdrawals)	\$300,000.00
Ending Balance as of	11/30/2016	\$4,692,864.14

Check Book

Active	G 001-06610	OPERATING	\$526,129.95
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	\$800,708.56
Active	G 008-06610	DEBT SERVICE	\$92,650.84
Active	G 009-06610	RAINY DAY	\$1,116,269.19
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	\$425,000.00
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	\$1,732,105.60

Cash Balance **\$4,692,864.14**

Beginng Balance	\$4,990,511.57
+ Total Deposits	\$2,352.57
- Checks Written	\$300,000.00

Check Book \$4,692,864.14

Difference \$0.00

TO: Monroe County Public Library – Board of Trustees
FROM: Kyle Wickemeyer-Hardy, Human Resources Manager
RE: Personnel Report
DATE December 14, 2016

Beginning Employment

- Sarah Harrison, Access & Content Services, Material Handler, Pay Grade 1, 15-18 hours per week effective November 28, 2016.
- Amber McGarr, Access & Content Services, Material Handler, Pay Grade 1, 15-18 hours per week effective November 28, 2016.
- Brooke Plummer, Access & Content Services, Material Handler, Pay Grade 1, 15-18 hours per week effective November 28, 2016.
- Madison Funk, Access & Content Services, Material Handler, Pay Grade 1, 15-18 hours per week effective November 29, 2016.
- Elias McDermott-Sipe, Access & Content Services, Material Handler, Pay Grade 1, 15-18 hours per week effective November 29, 2016.
- Sydney Overtoom, Access & Content Services, Material Handler, Pay Grade 1, 15-18 hours per week effective November 30, 2016.
- Daniel Price, Access & Content Services, Material Handler, Pay Grade 1, 15-18 hours per week effective November 30, 2016.
- Charles Gillespie, Access & Content Services, Material Handler, Pay Grade 1, 15-18 hours per week effective November 30, 2016.

Ending Employment

- Josh Brewer, CATS, Master Control Operator, Pay Grade 3, 20 hours per week effective November 18, 2016.
- Brandon Seals, Access & Content Services, Material Handler, Pay Grade 1, 15-18 hours per week effective November 18, 2016.
- Roger Stremming, Access & Content Services, Material Handler, Pay Grade 1, 15-18 hours per week effective December 11, 2016.

Job Changes

None

Active Library Employees
As of 11-10-2016

Operating Funds			
	Operating Funds	First Name	Last Name
1	AC Services Operating	Sydney	Bohuk
2	AC Services Operating	Miriam	Boyken
3	AC Services Operating	Joseph	Camacho-Roy
4	AC Services Operating	Lindsey	Catinella
5	AC Services Operating	Paul	Duszynski
6	AC Services Operating	Victoria	Englert
7	AC Services Operating	Andrew	Fak
8	AC Services Operating	Logan	Farlee
9	AC Services Operating	Cynthia	Garrison
10	AC Services Operating	Ashley	Hinshaw
11	AC Services Operating	Logan	Holmes
12	AC Services Operating	Chelsea	Hoover
13	AC Services Operating	Israel	Horton
14	AC Services Operating	Claire	Jenness
15	AC Services Operating	Deborah	Lang
16	AC Services Operating	Michelle	Meyers
17	AC Services Operating	Juliann	Nelson
18	AC Services Operating	Brigid	Phillips
19	AC Services Operating	Elizabeth	Polley
20	AC Services Operating	Emily	Purcell
21	AC Services Operating	Rebecca	Ray
22	AC Services Operating	Riley	Reynolds
23	AC Services Operating	Brandon	Seals
24	AC Services Operating	Karen	Smith
25	AC Services Operating	Kimberly	Smith
26	AC Services Operating	Benjamin	Snider
27	AC Services Operating	Jennifer	Speer
28	AC Services Operating	Roger	Stremming II
29	CS Special/Asst/Para Oper	Cynthia	Balzer
30	CS Special/Asst/Para Oper	Michael	Champion
31	CS Special/Asst/Para Oper	Marion	Clark
32	CS Special/Asst/Para Oper	Katelynn	Dockerty
33	CS Special/Asst/Para Oper	Jennifer	Festa
34	CS Special/Asst/Para Oper	Melissa	Fielman
35	BS Security/Protect Operating	Ross	Jackson
36	CS Special/Asst/Para Oper	Seth	James
37	BL Service/Maintenance Oper	Clare	Miller
38	BL Service/Maintenance Oper	Marjorie	Robinson
39	CA Technician Oper	Addison	Rogers
40	CS Special/Asst/Para Oper	Elizabeth	Salvaggio
41	CS Special/Asst/Para Oper	Ann	Segraves
42	BS Security/Protect Operating	James	Sims
43	CM Support Operating	William	Weaver
44	AC Services Operating	Laura	Capshaw
45	AC Services Operating	Kenneth	Carter

Active Library Employees
As of 11-10-2016

	Operating Funds	First Name	Last Name
46	AC Services Operating	Craig	Clark
47	BL Service/Maintenance Oper	Deanna	Crane
48	CS Special/Asst/Para Oper	William	Ellis
49	CS Special/Asst/Para Oper	Edwin	Fallwell
50	CS Special/Asst/Para Oper	Elizabeth	French
51	AC Services Operating	Evan	Gornik
52	AC Services Operating	Arielle	Hacker
53	CS Special/Asst/Para Oper	Ian	Hoagland
54	CS Special/Asst/Para Oper	Daniel	Hosler
55	CS Special/Asst/Para Oper	Lillian	Jenness
56	EG Librarians, Experts Oper	Christina	Jones
57	CS Special/Asst/Para Oper	Kelly	Jordan
58	CS Special/Asst/Para Oper	Jack	Kovaleski
59	CS Special/Asst/Para Oper	Audra	Loudenbarger
60	EG Librarians, Experts Oper	Doris	Lynch
61	BL Service/Maintenance Oper	Cherryl	Tincher
62	CA Technician Special Oper	Nathan	Wrigley
63	CS Special/Asst/Para Oper	Tracy	Lenn
64	CM Special/Asst/Para Oper	Erin	Tobey
65	EG Librarians, Experts Oper	Ellen	Arnholter
66	SA Manager/Asst/Strat Oper	Steven	Backs
67	IT Manager/Asst/Strat Oper	Ned	Baugh
68	BL Service/Maintenance Oper	Terri	Bell
69	AC Librarians, Experts Oper	Melissa	Bruecks
70	SC Manager/Asst/Strat Oper	Lisa	Champelli
71	BL Manager/Asst/Strat Oper	Jeremiah	Chandler
72	CS Special/Asst/Para Oper	Jared	Cheek
73	CS Special/Asst/Para Oper	Burl	Cooper
74	AD Director/Assoc Operating	Jane	Cronkhite
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	Rebecca	Fyolek
82	EG Librarians, Experts Oper	Alejandria	Galarza
83	BS Security/Protect Operating	Dana	Geldhof
84	CS Special/Asst/Para Oper	Joshua	Gesten
85	EG Librarians, Experts Oper	James	Gossman
86	AD Specialist/Asst/Para Oper	Marla	Gray
87	EG Librarians, Experts Oper	Elizabeth	Gray
88	CM Librarians, Experts Oper	Paula	Gray-Overtoom
89	AC Librarians, Experts Oper	Cheryl	Green
90	BL Service/Maintenance Oper	Ronald	Greene
91	CS Special/Asst/Para Oper	Shawn	Henline

Active Library Employees
As of 11-10-2016

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

Active Library Employees
As of 11-10-2016

	Operating Funds	First Name	Last Name
135	EG Manager/Asst/Strat Oper	Joshua	Wolf
136	AD Director/Assoc Operating	Marilyn	Wood
137	CS Special/Asst/Para Oper	Leanne	Zdravecky
	Sub Total Operating Funds	153,517.27	3992.50

Special/GiftFunds

	Special Funds	First Name	Last Name
1	S CA Technician Oper	Joshua	Brewer
2	S CA Technician Oper	Nathan	Kroeger
3	S CA Technician Oper	Casey	Muyskens-Toth
4	S CA Technician Special Oper	Eric	Ayotte
5	S CA Technician Special Oper	Mark	Bookwalter
6	S CA Technician Special Oper	Clinton	Lake
7	S CA Technician Special Oper	Glenn	Myers
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	\$16,399.58	452.50
	TOTAL All EE's ALL Funds	\$169,917	4445.00

Active Library Employees
As of 11-25-2016

Operating Funds			
	Operating Funds	First Name	Last Name
1	AC Services Operating	Sydney	Bohuk
2	AC Services Operating	Miriam	Boyken
3	AC Services Operating	Joseph	Camacho-Roy
4	AC Services Operating	Lindsey	Catinella
5	AC Services Operating	Paul	Duszynski
6	AC Services Operating	Victoria	Englert
7	AC Services Operating	Andrew	Fak
8	AC Services Operating	Logan	Farlee
9	AC Services Operating	Cynthia	Garrison
10	AC Services Operating	Ashley	Hinshaw
11	AC Services Operating	Logan	Holmes
12	AC Services Operating	Chelsea	Hoover
13	AC Services Operating	Claire	Jenness
14	AC Services Operating	Deborah	Lang
15	AC Services Operating	Michelle	Meyers
16	AC Services Operating	Brigid	Phillips
17	AC Services Operating	Elizabeth	Polley
18	AC Services Operating	Emily	Purcell
19	AC Services Operating	Rebecca	Ray
20	AC Services Operating	Riley	Reynolds
21	AC Services Operating	Brandon	Seals
22	AC Services Operating	Karen	Smith
23	AC Services Operating	Kimberly	Smith
24	AC Services Operating	Benjamin	Snider
25	AC Services Operating	Jennifer	Speer
26	AC Services Operating	Roger	Stremming II
27	CS Special/Asst/Para Oper	Cynthia	Balzer
28	CS Special/Asst/Para Oper	Michael	Champion
29	CS Special/Asst/Para Oper	Marion	Clark
30	CS Special/Asst/Para Oper	Katelynn	Dockerty
31	CS Special/Asst/Para Oper	Jennifer	Festa
32	CS Special/Asst/Para Oper	Israel	Horton
33	BS Security/Protect Operating	Ross	Jackson
34	CS Special/Asst/Para Oper	Seth	James
35	CS Special/Asst/Para Oper	Clinton	Lake
36	BL Service/Maintenance Oper	Clare	Miller
37	BL Service/Maintenance Oper	Marjorie	Robinson
38	CA Technician Oper	Addison	Rogers
39	CS Special/Asst/Para Oper	Elizabeth	Salvaggio
40	CS Special/Asst/Para Oper	Ann	Segraves
41	BS Security/Protect Operating	James	Sims
42	CM Support Operating	William	Weaver
43	AC Services Operating	Laura	Capshaw
44	AC Services Operating	Kenneth	Carter
45	AC Services Operating	Craig	Clark

Active Library Employees
As of 11-25-2016

	Operating Funds	First Name	Last Name
46	BL Service/Maintenance Oper	Deanna	Crane
47	CS Special/Asst/Para Oper	William	Ellis
48	CS Special/Asst/Para Oper	Edwin	Fallwell
49	CS Special/Asst/Para Oper	Melissa	Fielman
50	AC Services Operating	Evan	Gornik
51	AC Services Operating	Arielle	Hacker
52	CS Special/Asst/Para Oper	Ian	Hoagland
53	CS Special/Asst/Para Oper	Daniel	Hosler
54	CS Special/Asst/Para Oper	Lillian	Jenness
55	EG Librarians, Experts Oper	Christina	Jones
56	CS Special/Asst/Para Oper	Kelly	Jordan
57	CS Special/Asst/Para Oper	Jack	Kovaleski
58	CS Special/Asst/Para Oper	Audra	Loudenbarger
59	EG Librarians, Experts Oper	Doris	Lynch
60	AC Services Operating	Juliann	Nelson
61	BL Service/Maintenance Oper	Cherryl	Tincher
62	CA Technician Special Oper	Nathan	Wrigley
63	CS Special/Asst/Para Oper	Tracy	Lenn
64	CM Special/Asst/Para Oper	Erin	Tobey
65	EG Librarians, Experts Oper	Ellen	Arnholter
66	SA Manager/Asst/Strat Oper	Steven	Backs
67	IT Manager/Asst/Strat Oper	Ned	Baugh
68	BL Service/Maintenance Oper	Terri	Bell
69	AC Librarians, Experts Oper	Melissa	Bruecks
70	CS Special/Asst/Para Oper	Michael	Campbell
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	AD Director/Assoc Operating	Jane	Cronkhite
76	AC Librarians, Experts Oper	D'Arcy	Danielson
77	EG Librarians, Experts Oper	Luann	Dillon
78	CS Special/Asst/Para Oper	Aubrey	Dunnuck
79	AC Specialist/Asst/Para Oper	Susan	Fallwell
80	EG Librarians, Experts Oper	Mary	Frasier
81	CS Special/Asst/Para Oper	Elizabeth	French
82	EG Librarians, Experts Oper	Christine	Friesel
83	EG Librarians, Experts Oper	Rebecca	Fyolek
84	EG Librarians, Experts Oper	Alejandria	Galarza
85	BS Security/Protect Operating	Dana	Geldhof
86	CS Special/Asst/Para Oper	Joshua	Gesten
87	EG Librarians, Experts Oper	James	Gossman
88	AD Specialist/Asst/Para Oper	Marla	Gray
89	EG Librarians, Experts Oper	Elizabeth	Gray
90	CM Librarians, Experts Oper	Paula	Gray-Overtoom
91	AC Librarians, Experts Oper	Cheryl	Green

Active Library Employees
As of 11-25-2016

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

Active Library Employees
As of 11-25-2016

Operating Funds		First Name	Last Name
135	AC Specialist/Asst/Para Oper	Pamela	White
136	AD Manager/Asst/Strat Oper	Kyle	Wickemeyer-Hardy
137	EG Manager/Asst/Strat Oper	Joshua	Wolf
138	AD Director/Assoc Operating	Marilyn	Wood
139	CS Special/Asst/Para Oper	Leanne	Zdravecky
Sub Total Special/Gift Funds		\$154,685.66	4083

Special/GiftFunds

Special Funds		First Name	Last Name
1	S CA Technician Oper	Joshua	Brewer
2	S CA Technician Oper	Nathan	Kroeger
3	S CA Technician Oper	Casey	Muyskens-Toth
4	S CA Technician Special Oper	Eric	Ayotte
5	S CA Technician Special Oper	Mark	Bookwalter
6	S CA Technician Special Oper	Glenn	Myers
7	S FL Support Operating	Michael	Burns
8	S CA Technician Special Oper	Michael	Adams
9	S CA Manager/Asst/Strat Oper	Martin	O'Neill
10	S FL Office Coordinator, Exper	Mary Jean	Regoli
11	S CA Manager/Asst/Strat Oper	Adam	Stillwell
12	S CA Technician Oper	Robert	Stockwell
13	S CA Technician Special Oper	David	Walter
14	S CA Manager/Asst/Strat Oper	Michael	White
Sub Total Special/Gift Funds		\$15,790.09	427.50
TOTAL All EE's ALL Funds		\$170,476	4510.00

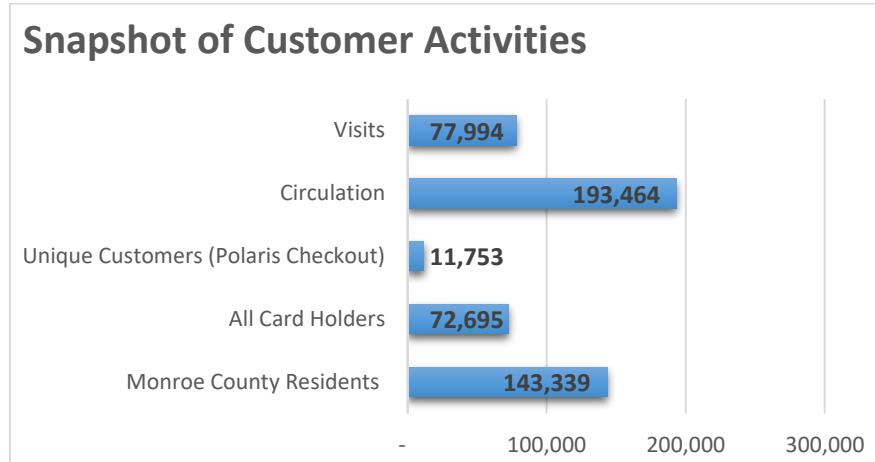
2017 BOARD OF TRUSTEE'S CALENDER

All meetings in Room 1B unless otherwise noted

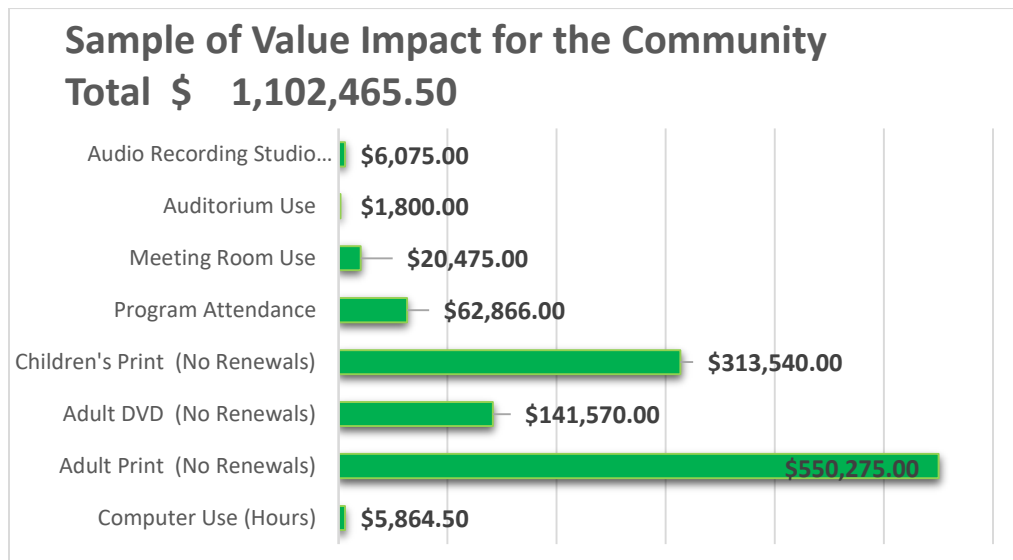
Month	Date	Meeting Type	Potential Topics
January	11	Work Session*	
January	18	Board Meeting	Budget line-item transfers; officer slate approved; Conflict of Interest forms; El Centro Contract; Update: El-Centro
January	18	Board of Finance	Review Investment Report and Policy
February	8	Work Session*	
February	15	Board Meeting	Election of Board Officers; Annual report; review Internet and Computer Use Policy, Update: Communications and Marketing
March	8	Work Session*	
March	22	Board Meeting	Review Long Range Strategic Plan; Update: Teen Services
April	12	Work Session*	
April	19	Board Meeting	Update: Customer Service
May	10	Work Session*	
May	17	Board Meeting	Update: Children's Services
June	14	Work Session*	
June	21	Board Meeting at Ellettsville	Update: Programming and Branch Services
July	12	Work Session*	
July	19	Board Meeting	Draft 2018 Budget; Update: Community Engagement & VITAL
August	9	Work Session*	
August	16	Board Meeting	Review any revisions to 2018 Budget, Approve 2018 Budget for advertising; Update: Special Audience Services
September	13	Work Session*	
September	20	Board Meeting	2018 Budget; Update: Building Services
September	20	Public Hearing	Public Hearing on 2018 Budget
October	11	Work Session*	
October	18	Board Meeting	Adopt 2018 Budget; approve 2018 employee insurance package; Update: Adult Services
November	8	Work Session*	
November	15	Board Meeting	Update: Staff Development
December	6	Work Session*	
December	13	Board Meeting	Approve 2018 salary schedule, Pay Schedule(dates), director's salary; 2018 Holiday & Closing Schedule;CATS contracts, Fines and Fees schedule; Update: CATS
*Work session dates are placeholders. Meetings are held only as needed.			
December 7, 2016			

Month at a Glance

The Library averaged 2,786 visits per day and 6,909 items were checked out or renewed daily in **November**. 11,753 unique individuals checked out an item, and 934 individuals checked out their first item of the year in November. 28,764 unique individuals have checked out an item so far in 2016, which is 38% of our registered card holders. 1,755 customers checked out a single item during the month, 2,614 checked out between 10-24 items, and 691 checked out more than 50 items. A snapshot of customer activity for November is highlighted below:

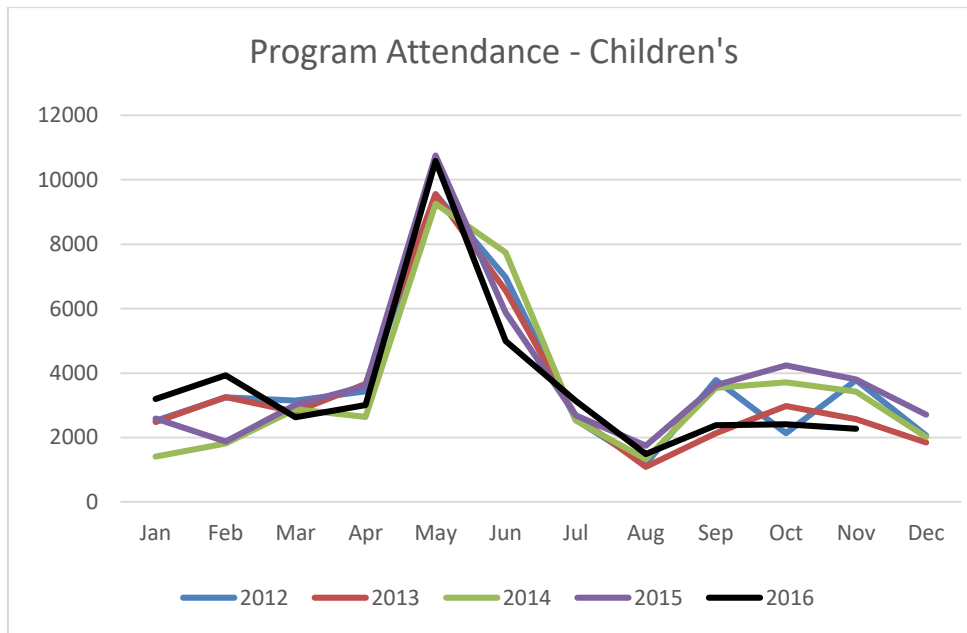


In addition to borrowing books, DVD's, or downloading electronic resources for circulation, 3,698 attendees enjoyed one of 152 different Library sponsored programs in the library or in the community. Customers used the Library's computers more than 11,700 hours, and made use of the meeting rooms, audio or video studios, or auditorium 580 times or an average of 21 times per day. The value of a few services offered by the Library is highlighted below.



¹ Value calculator and description can be found at end of report

GOAL 1: Strengthen 21st century literacy skills



1A. Strengthen early literacy skills

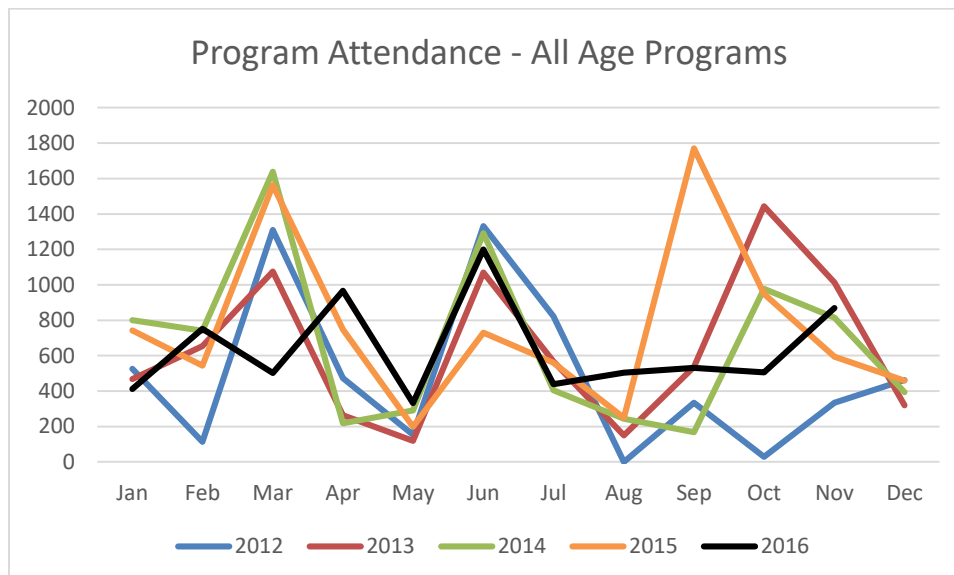
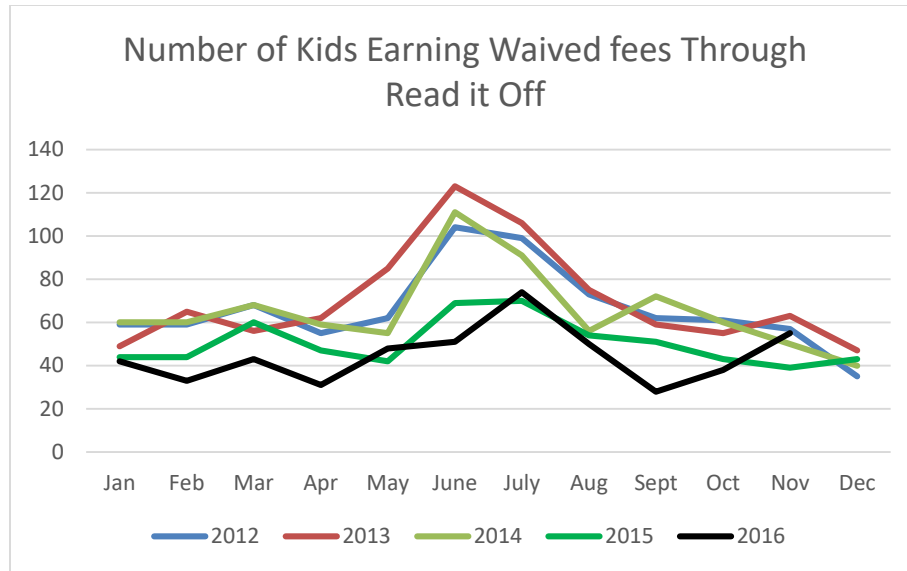
- On a monthly basis, hundreds of children and dozens of early childhood educators receive high-quality materials for children from the Library. In November, Librarian Polly O’Shea, Children’s Materials Selector Martha Ody, and several Senior Information Assistants, selected, prepared and delivered these materials to 36 different preschool classrooms in the county. Polly also presented 20 preschool programs throughout the county and set the 2017 schedule for another year of customized, monthly book deliveries to area preschools and Head Start classrooms.
- Preschoolers and their families investigated nutrition and physiology in this month’s “Preschool Science and Math” program. They worked together to trace the child’s body and label the parts, squished bananas and crackers to replicate how the stomach works, and pulled out a hidden string to reveal and compare the length of the large

and small intestine. These and other activities offered in the program encourage quality, cognitively challenging interactions between preschoolers and their adult caregivers.

- Themes of food and home and family, and getting ready for winter, appeared in the variety of infant and toddler and preschool storytimes available in mornings and evening times at both the Main and Ellettsville Libraries. Opportunities to make something sometimes follow preschool storytimes. Families also can choose to continue their learning with materials available on our website. For example, after explaining how cumulative tales help children build reading skills, Librarian Stephanie Holman gave examples of cumulative tales and referred parents to the booklist of *Predictable: Cumulative tales*, available on our website.

1B. Support basic literacy skills

- 150 people filled the Main Library Auditorium for a special appearance by Curious George who turned 75 this year and remains very popular with young children. As part of the introduction to the program, Children's Strategist Lisa Champelli asked children what it means to be curious and explained how the Library can help you learn about things you are curious about. This special event in honor of National Picturebook Month was repeated at the Ellettsville Library where Librarian Stephanie Holman also observed children present George with a picture they had drawn in the craft area, and welcomed families new to the Library.
- Children who had visited the library with their class on a first grade tour, returned to the Library for a special opportunity to visit with Stripes the Tiger puppet again and show their families around the Children's area. While more than 20 different families with first graders attended this special event, we did not have as many first grade students attend as we had hoped might take advantage of this fun opportunity to visit the Library and use their new Library card.
- Tween fans of the Harry Potter stories gathered for a special "Harry Potter" program on a recent no-school day. After being sorted into "houses," the 75 young wizard participants enjoyed a variety of activities, including making wands and paper bag Potter puppets, and playing Muggle Quidditch. A version of this popular program will be repeated at Ellettsville during Winter Break.
- An annual tradition at the Ellettsville Branch, much like First Grade tours at the Main library, eight kindergarten classes/tours were presented for 248 children (and many parents) from Edgewood Primary School. Prior to the tours MCPL staff worked with the school system to obtain new cards/reminder cards for each student. While the main goal of the tour is to instill a feeling that "Libraries are fun!" the 90 minute program began with talking about libraries, a storytelling about a book that got damaged, a read-aloud, a puppet show, and a film. Children received a short tour of fiction and non-fiction and non-print areas for Kindergarteners. The tour concluded in the sorter room and then the kids selected one book for checkout. After Kindergarten tours there is always a sense of ownership from the children; they take their families on a tour when they return their book, say hello to "Miss Stephanie" and generally feel they know the library and the librarian after a tour. The philosophy is that even if a child never gets to come back to the library, they will grow up with a sense that libraries are fun and someday bring themselves and their own families to the library.

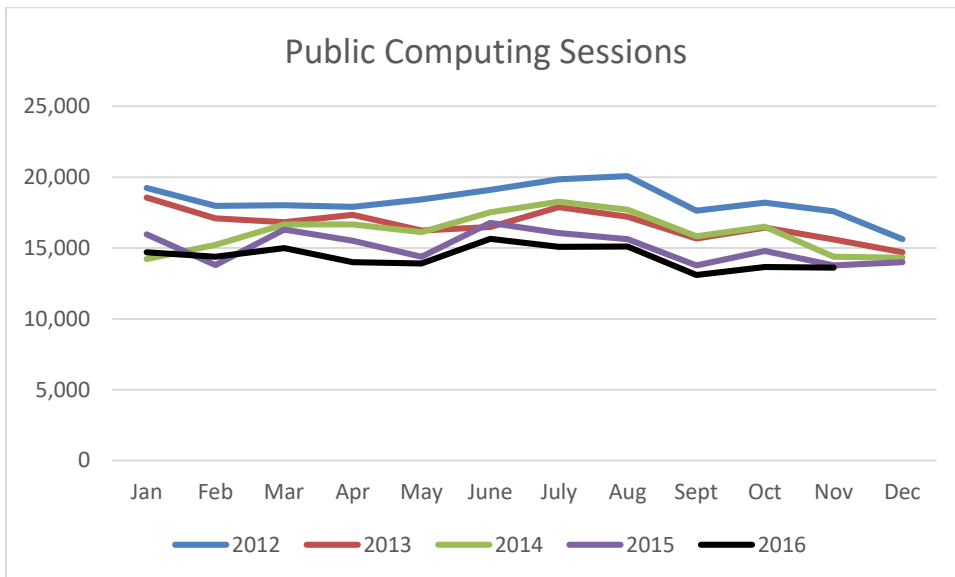
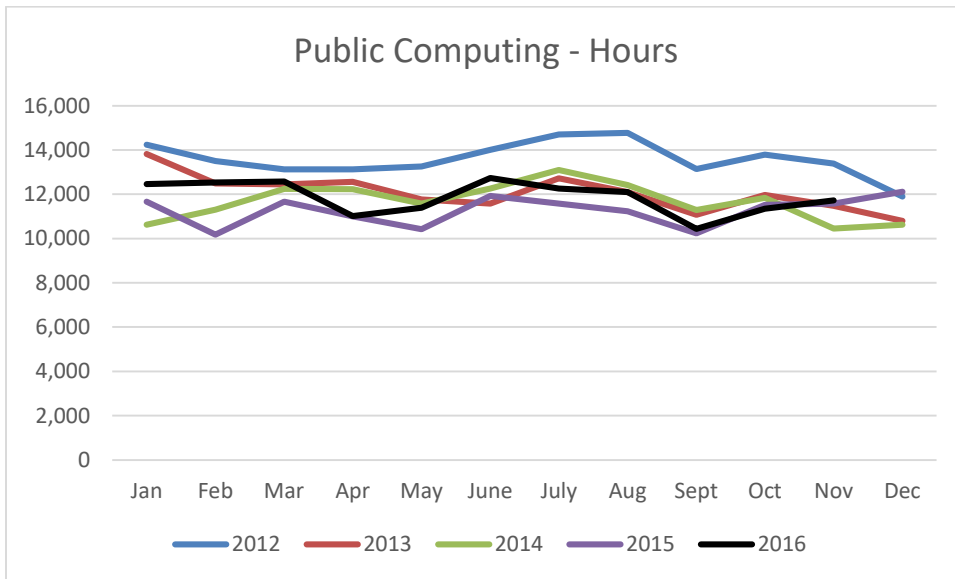


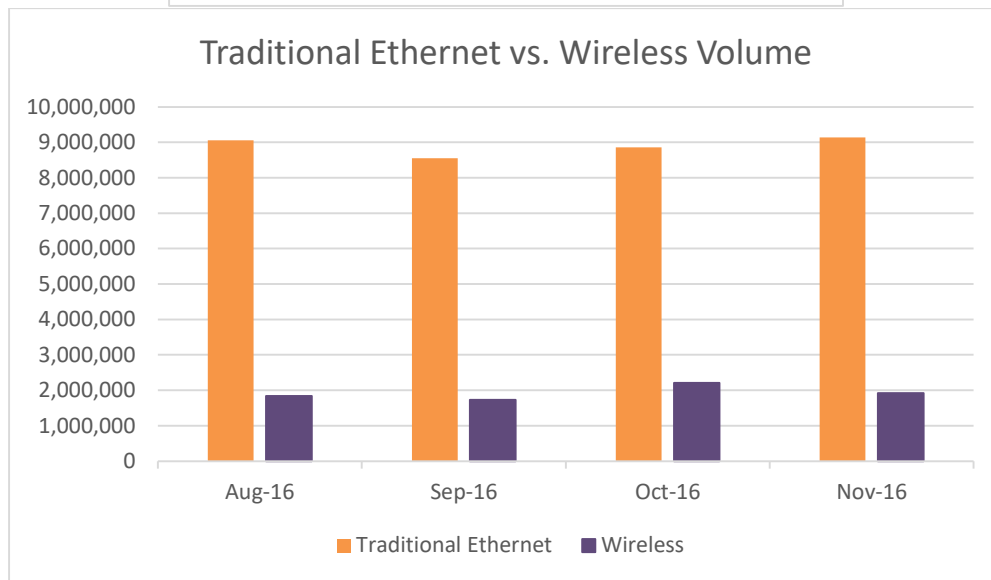
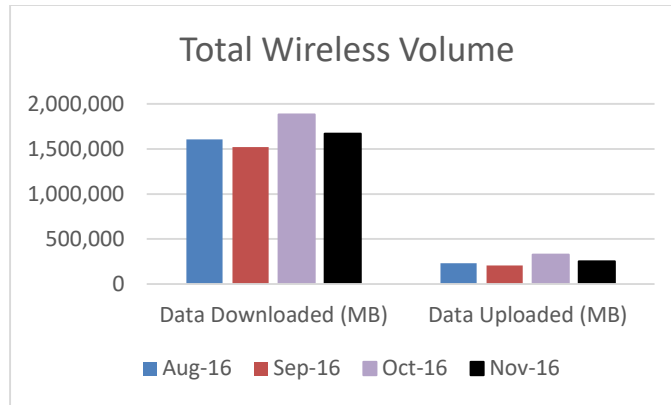
1C. Serve as a community resource for digital literacy

- Children’s Strategist Lisa Champelli informed principals of private and public charter schools in the county about the Library’s eAccess card program and delivered these cards to the schools, along with a copy of the book *“So You Think You Know Indiana? Celebrating 200 Years of the Hoosier State”* which the Indiana State Library purchased for Monroe County schools and sent to MCPL to distribute.
- As part of Lakeview Elementary’s STEM week, Kevin MacDowell and librarian Alex Galarza tabled at their STEM night demonstrating the STEM activities and programs available at the Library. Demonstrating the portable audio production rig and Squishy Circuits and Sphero Balls, they engaged about 100 students and parents. Kevin also presented to another group of about 100 4th, 5th, and

6th graders on how they can explore STEM activities in the Library.

- Use of public computer hours increased in November over each of the previous three years total.

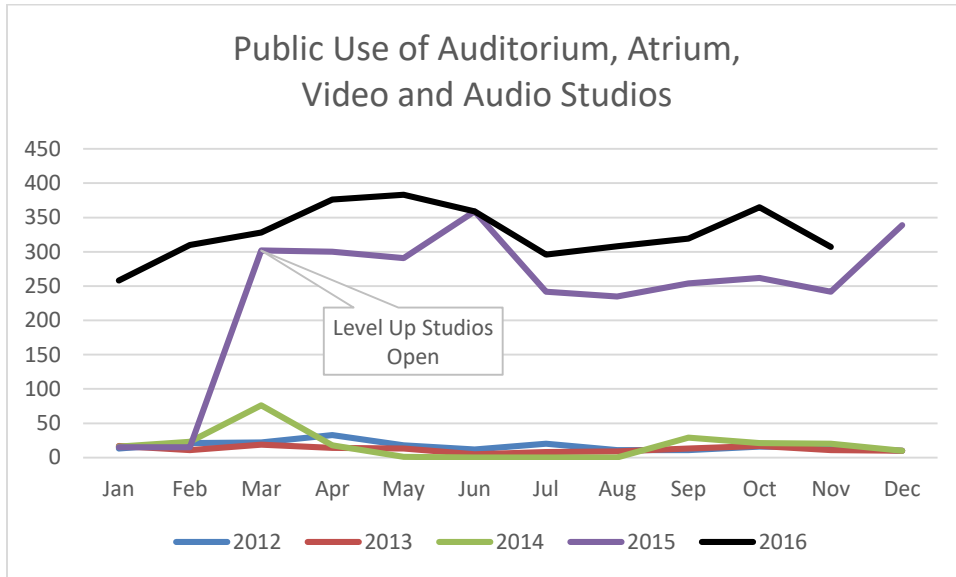




1D. Support digital creativity

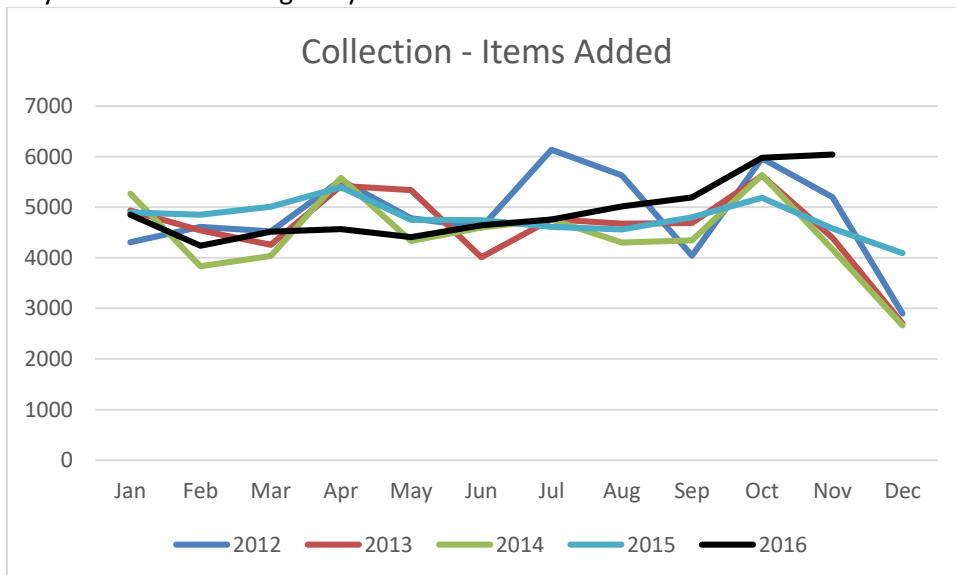
- Children between the ages of 8-12 experimented with game design and other digital creativity projects during a November Radical Fun program. After trying their hand at game design some kids moved on to working with Squishy Circuits or Makey Makeys. Some even used Squishy Circuits as part of their stop motion animation and blended the two projects. View some of the Stop Motion movies children made in the program that Librarian Alex Galarza posted to the Children's blog page: <http://mcpl.info/blogs/oh-thinks-you-can-think/radical-fun-project-more-stop-motion-animation>
- Children between the ages of six and 12 attended a Minecraft Party on November 23 at the Ellettsville Branch. This usually solitary game when played in a program setting increases the social aspect of play and lends to sharing digital literacy knowledge with others. Using the ten Mac laptops at the Ellettsville Branch, assistance from a Senior Information Assistant and two friendly teen volunteers, this was a very noisy program. Behavior of the group was generally joyful and lent itself to a positive attitude about the Library. Children are encouraged to call out questions and discoveries to the group at large.

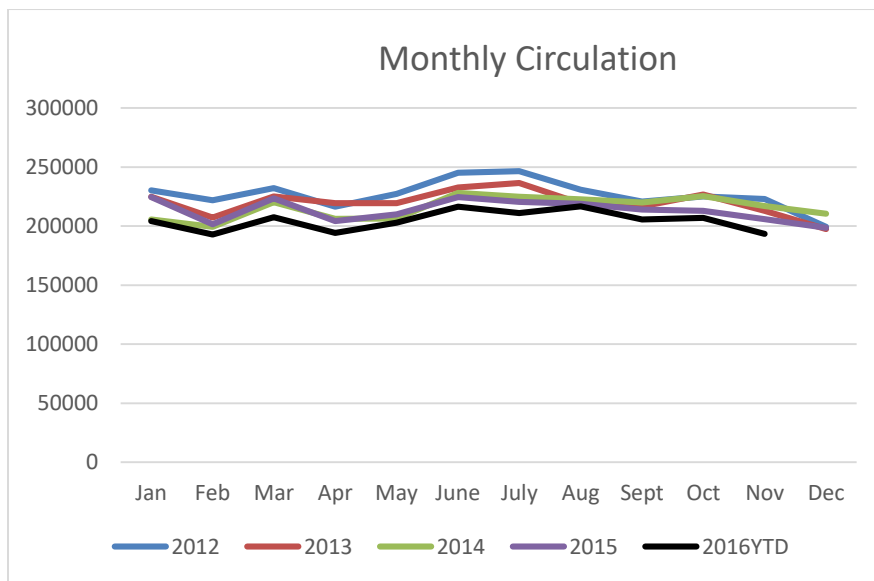
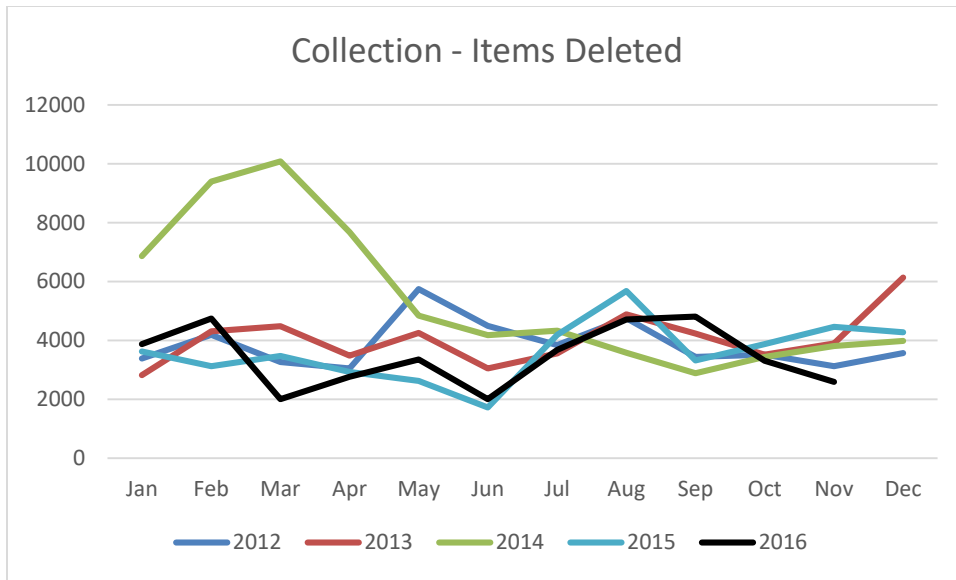
- Use of the audio and video production studios remains high. The audio studios alone were reserved 243 times during November.

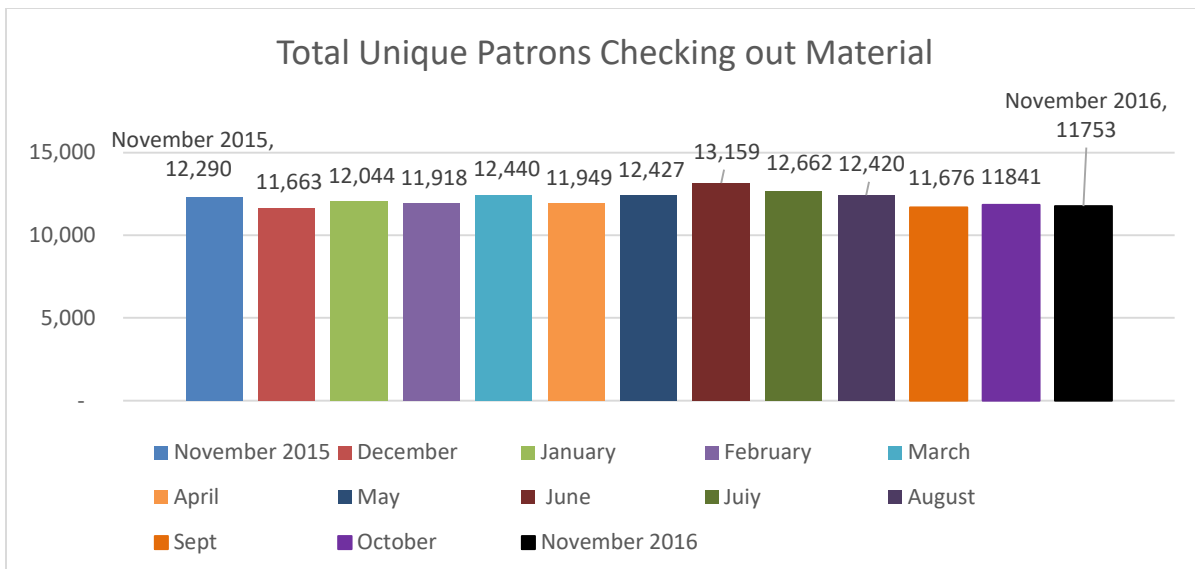
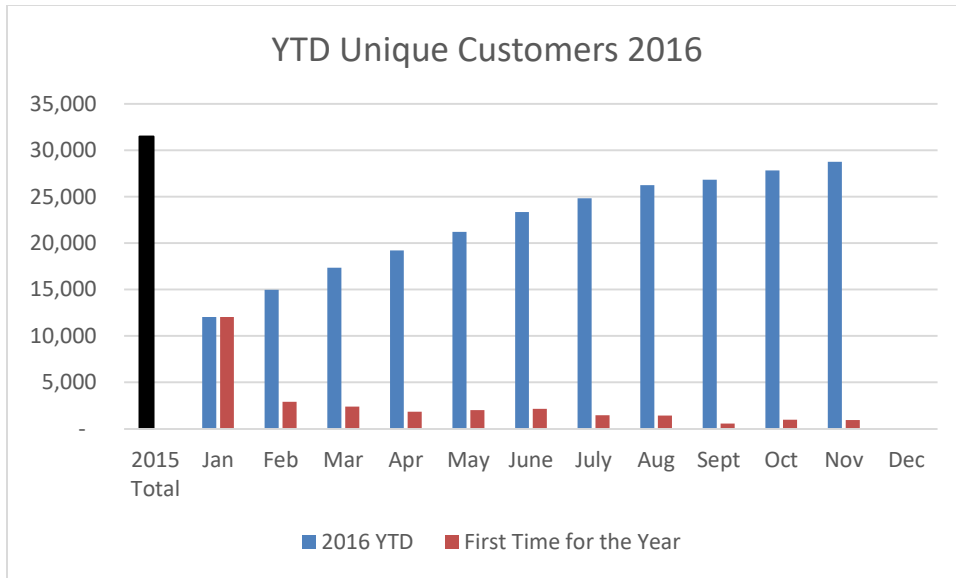


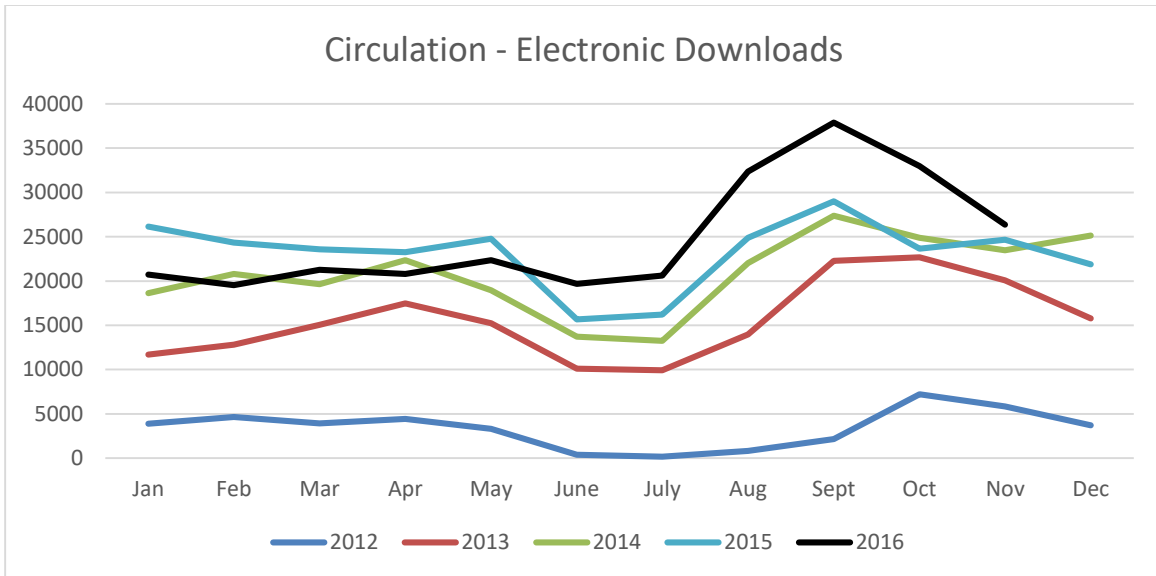
1E. Maintain collections to meet current needs, adding new formats and removing obsolete formats

- Families with young children have many expenses. The Library's circulating toy collection, selected and purchased by Librarian Mary Frasier, helps meet a family's need for developmentally appropriate toys for infants and toddlers. Parents occasionally mention borrowing a toy to see how their child likes it before deciding whether to spend money on purchasing the toy. Mary purchased a variety of new toys and instruments for the circulating toy collection.







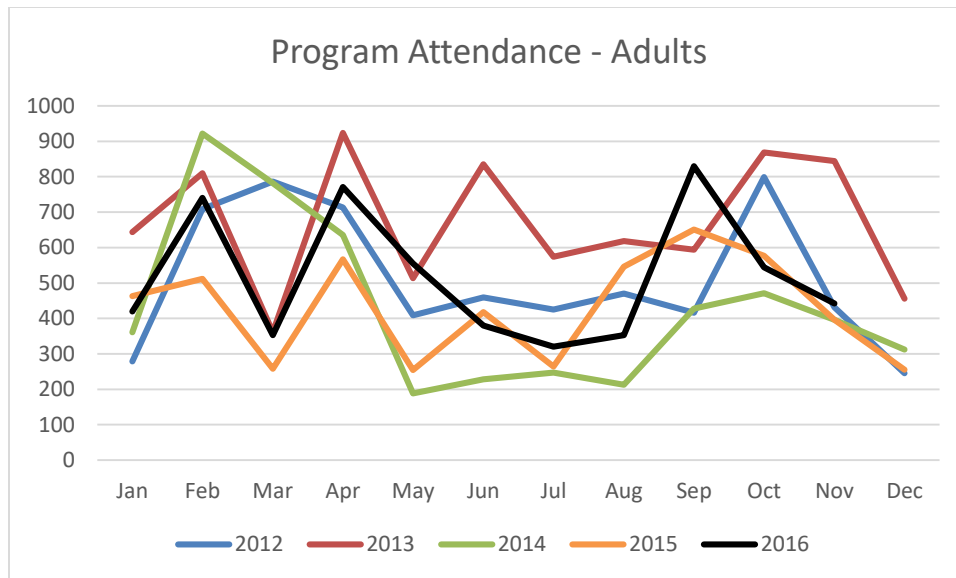


GOAL 2: Provide shared access to the world’s information for free

2A. Provide programs for teens and adults

- Strategist Kevin MacDowell met with Girls Inc. outreach coordinator, Meghan Meyerson, to discuss the offering of Girls Inc. programming at the Library. As a result, the Library will offer a six week program, created on the national level for Girls Inc, “Redefining Beauty”, in the spring quarter of 2017.
- A young customer and her mother worked for hours in Level Up editing a video for Project Green Challenge, a global competition. The video was shot outside

the library, but editing and audio narration were recorded in Level Up. On the last day they had to work on the project, they were disconnected from their computer at 8:50 pm and lost the last couple hours of their work. Their project was due the following morning. Senior Information Assistant Andrew Slater came to the rescue and located their file and sent it to them through Google Drive. This rescue was very fortuitous: Tamsin Stringer is the winner of the PGP global competition in 2016!



- The “Understanding Alzheimer’s” series of programs concluded with memory screenings conducted by I.U. Health at both the Main Library and the Ellettsville Branch, and a presentation by the Alzheimer’s Association entitled *Know the 10 signs*. The series was very well received. We will be expanding the focus this coming spring with additional programs that address the needs and concerns of caretakers--individuals and families who are responsible for the care of a loved one with a chronic illness or disability.
- Genealogist and researcher Steven Frank, using a PowerPoint, began the “Introduction to Genetic Genealogy” presentation with an overview of the different DNA tests, including legal ramifications. He then explained the difference between the big three companies offering personal DNA tests. He then moved on to which type of test and company are best to use for genealogical research and reviewed a few tests that participants had brought with them for analysis. Mr. Frank advised them what to do next. This was another large program, requiring us to open the partition between rooms 2B and 2C, with 47 attendees at this afternoon program.
- Tech Days – This program continues to bring in some of our most positive and appreciative participant evaluations. With an average of 6-7 attendees, MCPL staff members and student volunteers from Serve-IT are helping this primarily senior group over technical humps encountered with all sorts of consumer electronics, from learning how to set up email on an iPhone to downloading and reading eBooks from Overdrive. We see repeat visitors on occasion as well.
- The “Books Plus” discussion was on Louise Erdrich's *LaRose*. Its main story is the accidental killing of one child by a man who is the brother-in-law of the mother of the dead child. After the hunting accident, this man offers to give the bereaved parents his own son, who was a friend of the child, and also only five years old. Auxiliary stories tell about early Native Americans in the same family bearing the same name, LaRose. One section vividly describes life in a native boarding school. Mickey Needham led the discussion. Many people felt strongly about the book. They found the story compelling but having too many intertwined threads. The book sparked a discussion on how the dominant culture forces Native Americans to fit into our world-view and also our

beliefs about how local communities should be run, and who should have the ultimate say about children's lives: the families or the government. A very interesting discussion occurred, and everyone left even more intrigued by the book. There were twenty participants.

- "Talk to an Expert" had seven registrations. This is a very well received program and the

Library is thrilled that our resident expert has made a commitment to it through 2017. All attendees indicated they learned something new and in conversations afterward, most of them commented about how personable and knowledgeable the expert, Jerry James, is.

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

- Librarian Mary Frasier met with Leah Roy-Ehri, a registered nurse and Education Coordinator with IU Health Bloomington Hospital, Women and Children's Services, to discuss hosting in the Library's Baby Space a series of programs especially for new mothers. We expect these new programs to start in January and take place on Monday mornings. Mary and Leah also made arrangements to establish a "literacy spot" in the Women's Services Lobby at IU Health Bloomington Hospital.
- More than 150 people enjoyed the Library's annual Scenes from the Nutcracker program, presented in partnership with ballet dancers from the IU Jacobs School of Music. Families in attendance that are new to the community, and many new to the United States, expressed their gratitude at having the opportunity to engage in a high-quality cultural event, in a free and family-friendly environment.
- The Library has been screening an "Autism Friendly Movie" monthly for several years. In order to provide a comfortable, accommodating setting, we keep the lights a little brighter, the sound a little lower, and maintain a "no shushing" atmosphere where participants may get up, sing, and dance during the film. We typically show the movies on a Wednesday evening, but in response to requests, we presented "Finding Dory" on a Sunday afternoon, November 20th, and had an especially strong turnout with 52 attendees. Winter

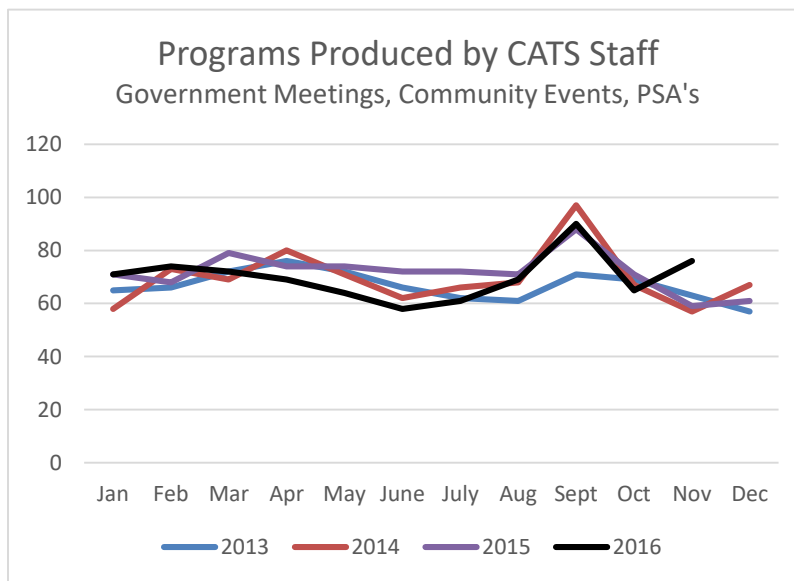
Autism Friendly Movies are scheduled for December 28th, January 22nd, and February 22nd.

- Families attending the delightful performance of Mr. Punch and the Babysitter – expertly presented by Adzooks Puppeteers at both the Main and Ellettsville Libraries - learned about the types of puppets featured and some basics on how to give them voices and personalities. Everything about this theater experience, from the staging, lighting and sound effects to the performers' interactions with the audience is impressive. Notes Librarian Stephanie Holman: "I saw more than one parent consumed by giggles by the show!"
- Teachers from local schools and parents of homeschool students attending matinee performances of Cardinal Stage Company's production of *Oliver!* received a special "Cardinal for Kids" Study Guide, featuring content developed and compiled by Children's Strategist Lisa Champelli in collaboration with other members of Cardinal Stage's Educational Committee, and graphics and layout designed by MCPL's Graphic Artist Erin Toby, whose work continually earns high praise from committee members and teachers! The Study Guide is available on the Library's website: <http://mcpl.info/childrens/first-theater-experiences>
- Bethany Terry attended the Department of Workforce Development town hall meeting about adult education funding

opportunities for 2017. The RFP will be released in January, and has an increased emphasis on collaboration between Workforce Development, Adult Education, and Literacy programs. Local representatives for Monroe County will include VITAL, MCCSC Adult Education and Work One. The team will meet again in January to complete the RFP, we anticipate funds will be awarded in May or June 2017.

- Chris Hosler and Stephanie Holman met with the Friends of the Library about a Book Sale at the Ellettsville Branch in 2017. A tentative plan to hold a sale was made for early May.
- Stephanie Holman attended meetings of both the Edgewood Intermediate School and the Edgewood Early Childhood Center Partners in Education teams.
- Marilyn Wood represented the library at the second phase of the Bloomington Safety and Civility group meeting.

- Marilyn spoke with two IU classes about library space design and utilization. These classes are proposing design solutions to the Library as part of their class project.
- Bethany Terry participated in a "Local to Global" panel at IU's School of Global and International Studies. The program provided a forum for undergraduates to learn about local organizations that support international populations, potential career paths, and opportunities to get involved.
- November was another exciting month for the cast and crew of CATS. In addition to making progress toward the installation of HD infrastructure, CATS completed another successful election season and celebrated veterans in the community. Annalease Poorman, whose background includes time with the IU News Bureau, as well as work in film and television, took over hosting duties for the weekly news round-up show, *CATS Week*.



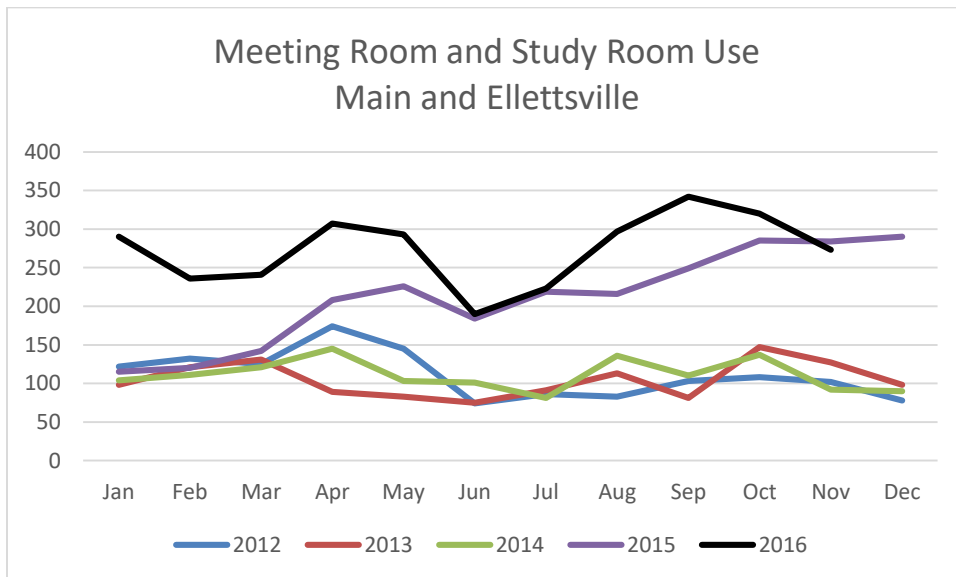
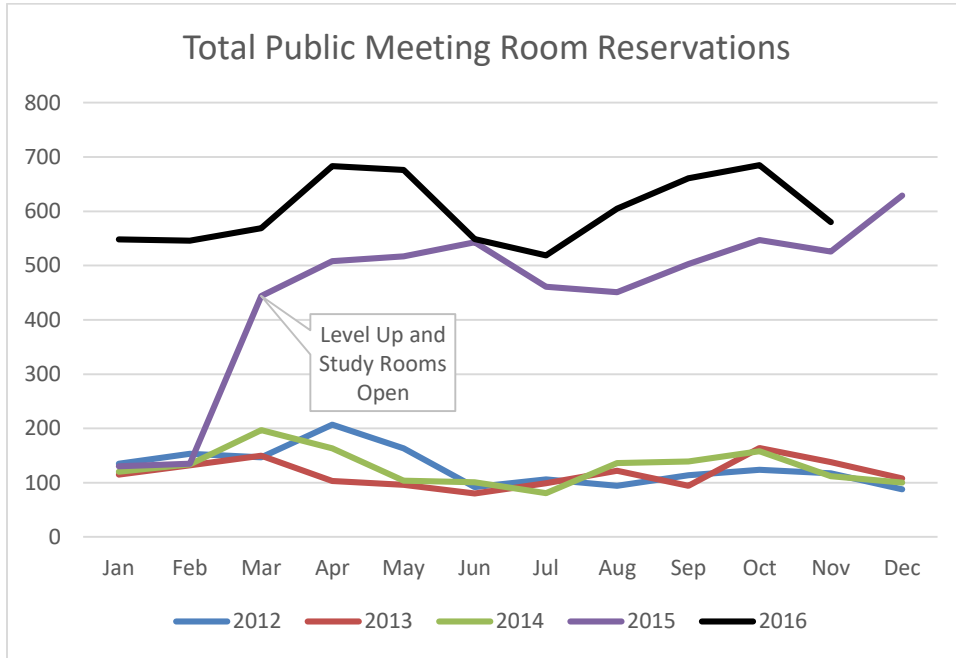
2C. Strengthen services for nonprofit organizations

- Chris Hosler and Steve Backs attended the initial meeting of Site Coordinators and Site

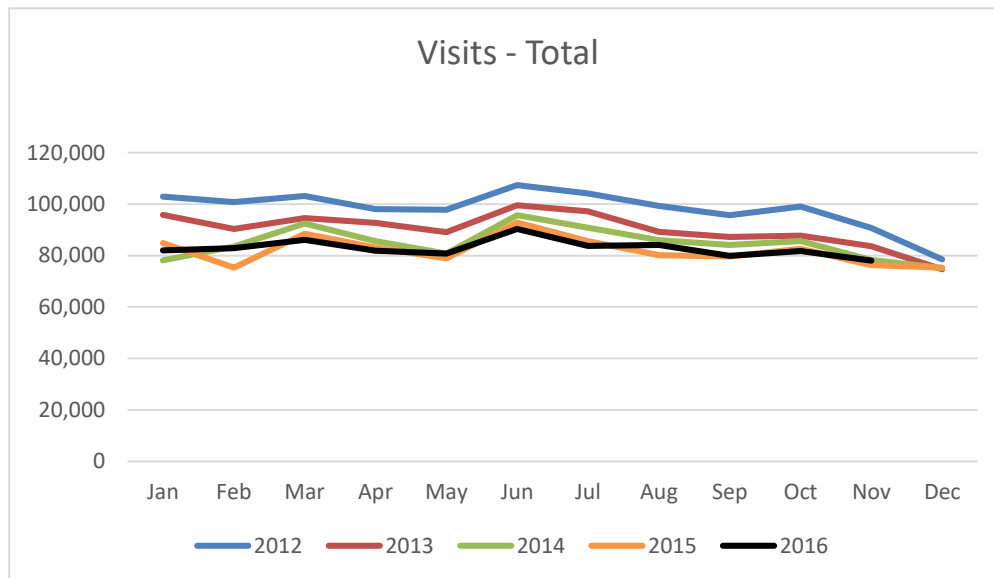
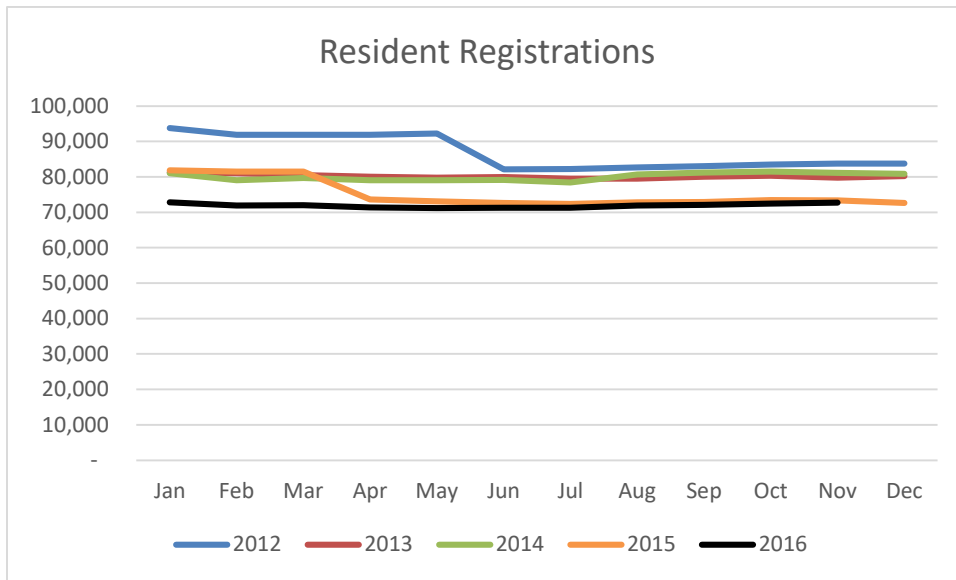
Liaisons at United Way for Tax Assistance this winter. Chris will serve as the liaison for

the Ellettsville Branch VITA Tax Assistance appointments, and Steve will serve as the

liaison for the AARP-run walk-in Tax Assistance at the Main Library.



GOAL 3: Provide high quality, personalized customer service.



3A. Provide quality customer service to increasingly diverse audiences

- Librarian Mary Frasier organized several boxes of materials used for teaching Arabic in a former program and arranged to donate them to the Islamic Center of Bloomington.
- We had an especially strong month of service at the Jail in November, circulating over 1,200 items during the course of 251 patron visits. Sheriff Brad Swain and Jail Commander Sam Crowe have been very supportive of the program, indicating its

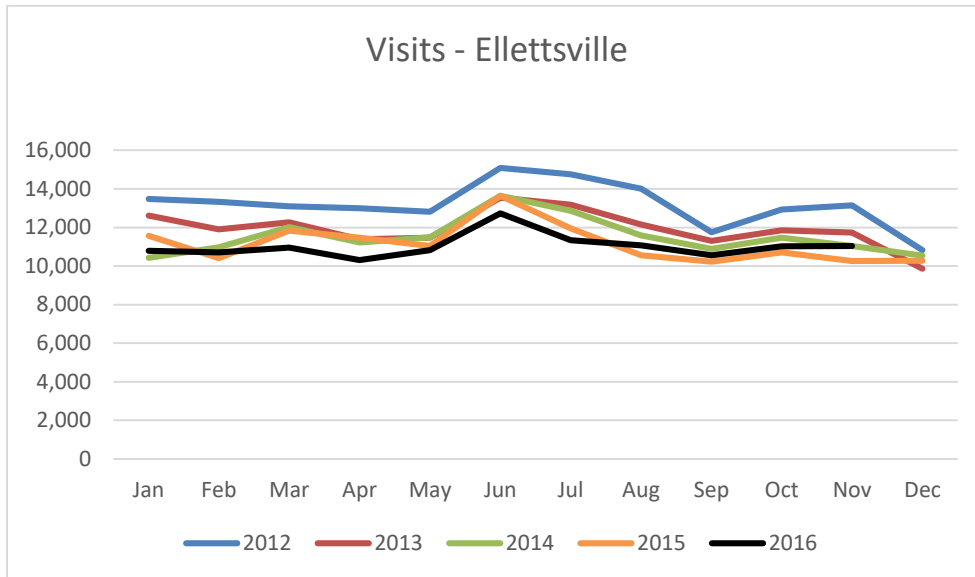
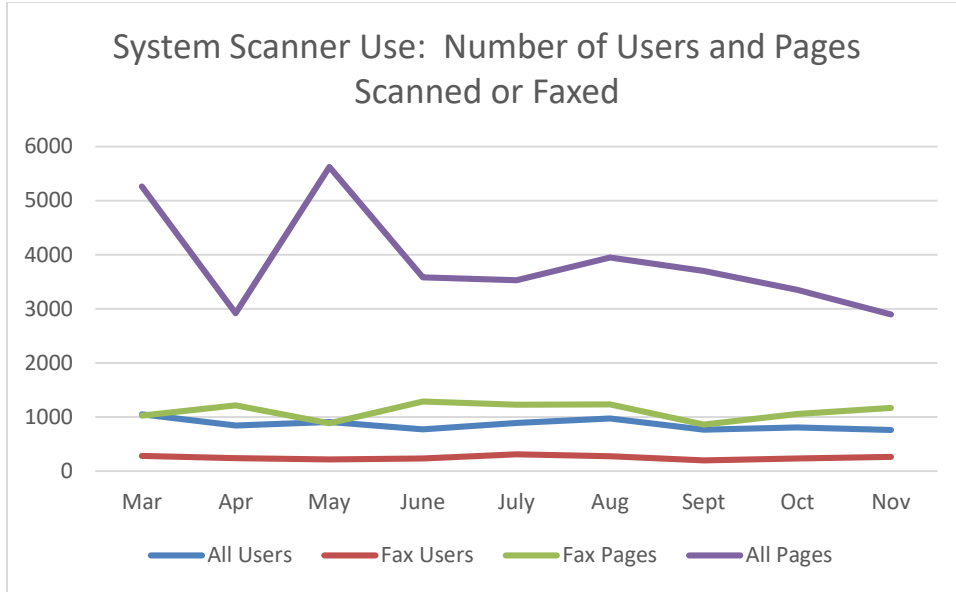
tremendous popularity and the ensuring high participation rates and positive behaviors.

- The Second Floor Implementation Team has been working since August to implement recommendations of two previous committees to improve ways of delivering customer service on the Second Floor. The Team presented an implementation plan which includes project leaders, a timeline and addresses the following service initiatives or changes:
 - Move the Information Center (phones) off of the public floor to a vacant office near the self-check out equipment.
 - The Indiana Room will primarily be a self-service collection with staff trained on high use features.
 - Provide services on the Second Floor through roving customer service and reference.
 - With the help of a consultant, reconfigure the information desk to support roving, visual merchandising, and spatial considerations to ensure appropriate traffic patterns, paths, and wayfinding.

- Replace radios with wireless devices (e.g. iPods) to support staff communication and customer assistance while roving.
- Provide staff training on roving, visual merchandising, and new Indiana Room and Information Center features.

The changes to the Second Floor will be finalized by May 2017. Next steps in December include testing iPod Touches as a wireless communication device, reconfiguring Indiana Room collections, and begin working with a consultant.

- The Library completed a tally of reference questions received for one week to report to the State Library. Staff at information desks around the library answered 1,991 reference or information questions during this week.
- The Library has offered free and easy to use scanning services for some time. Additionally, customers may scan and fax documents at no cost. The chart below highlights the use of this popular service since March 2016. An average of 864 customers make use of the scanner each month and 250 use it for faxing. An average of more than 3850 pages are scanned each month.



3C. Position auditorium as a valued local performance venue

- To better accommodate customers with limited mobility, we have added signage in the auditorium indicating that accessible seating is available. Visitors may of course

bring their own wheelchairs; we can also provide library wheelchairs and other portable seating to ensure that a patron with a disability may sit with a companion.

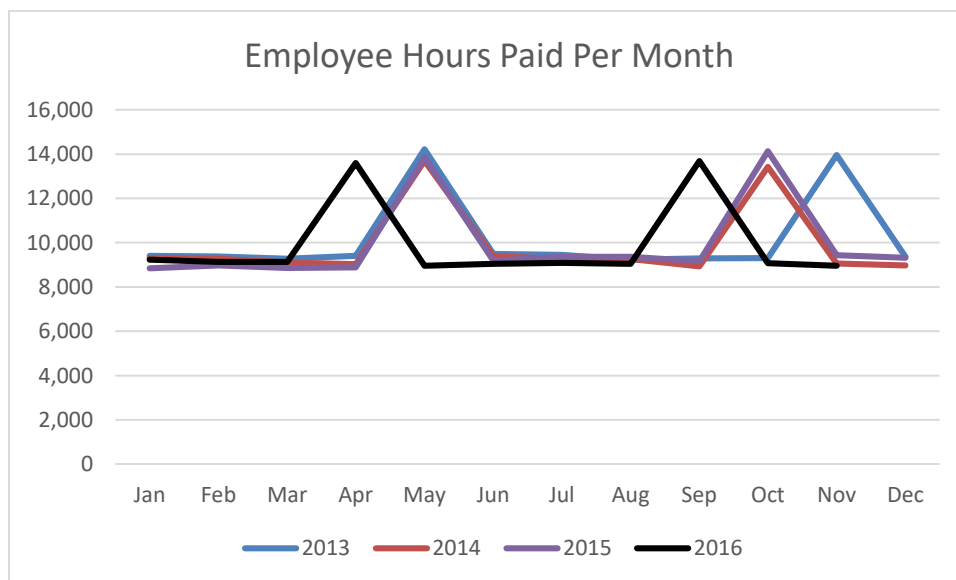
GOAL 4: Optimize stewardship of library resources

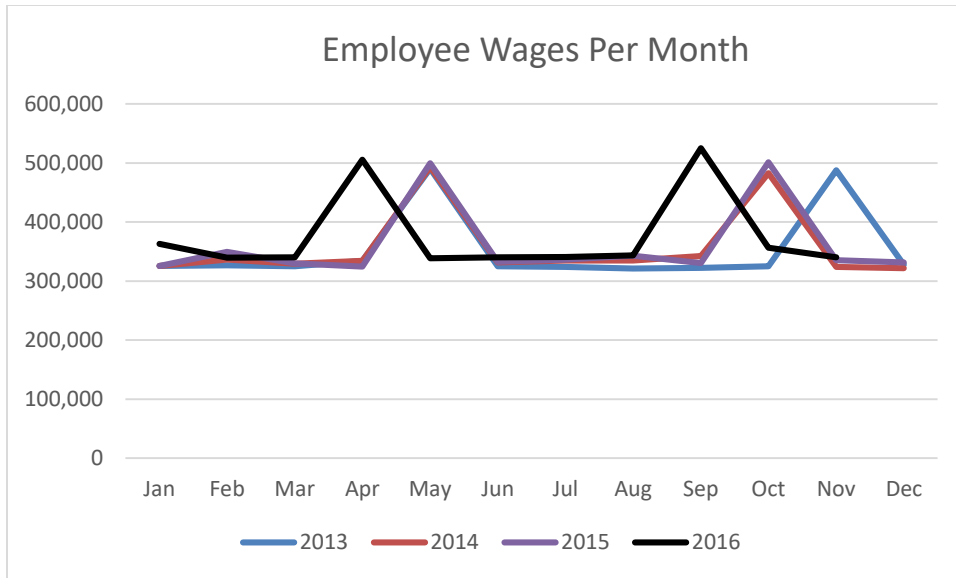
4A. Recruit and retain quality employees

- The Ellettsville Branch welcomed two new Senior Information Assistants to regular shifts: Jon Paull and Katelynn Dockerty. Jon has an abundance of previous experience in Level Up and with digital creativity tools, and will help strengthen our digital literacy initiatives at the Ellettsville Branch, especially to teen and adult populations. Katelynn has experience working with school-age children and will add to the Ellettsville Branch’s already-strong children’s services.
- Lisa Champelli and Jane Cronkhite met with Allison Zimpfer-Hoerr and staff regarding the Building a Thriving Compassionate Community project. MCPL is a stakeholder in creating a safer, more stable and nurturing community and will provide prevention training for staff and actionable change in 2017.
- Jen Hoffman and Jeannette Lehr attended the YALSA (Young Adult Library Services Association) Conference in Pittsburgh. The

main focus was empowering teens. Topics of workshops and sessions ranged from partnering with teens to design library services, to designing for equity, to working with justice (Juvenile Detention Alternative programs). They returned inspired with great ideas about empowering MCPL teens to take on stronger leadership and partnership roles in the library as well as new programming ideas.

- Jane Cronkhite was accepted to participate in this year’s Leadership Bloomington class and began meeting in November.
- Marilyn Wood, Jane Cronkhite, Melissa Bruecks, Michael Hoerger, Kathy Loser, Steve Backs, and Jennifer Kellams attended the Indiana Library Federation Conference. In addition to attending workshops ranging from volunteer coordination to library budgeting, the group was the proud recipient of the 2016 Programming Award during the awards luncheon.

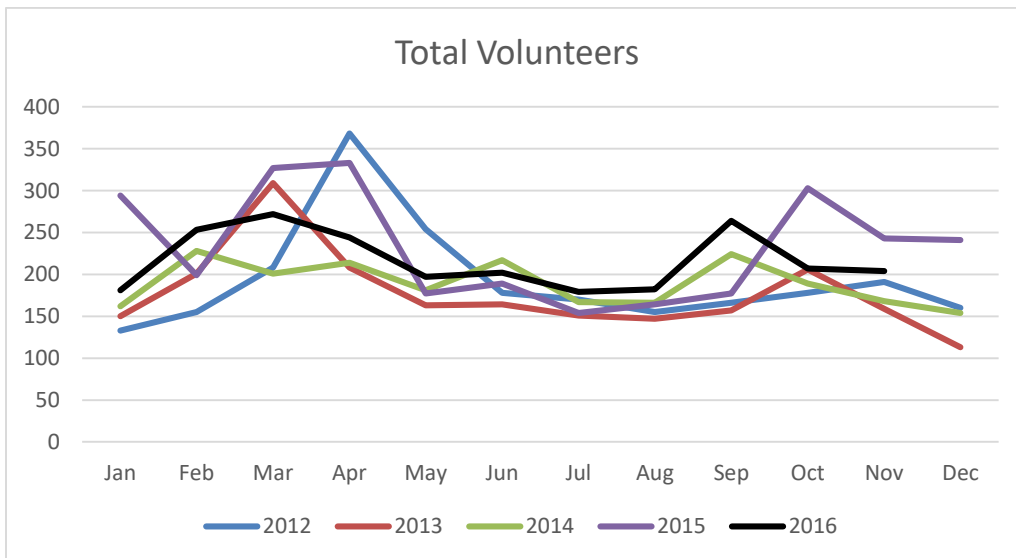


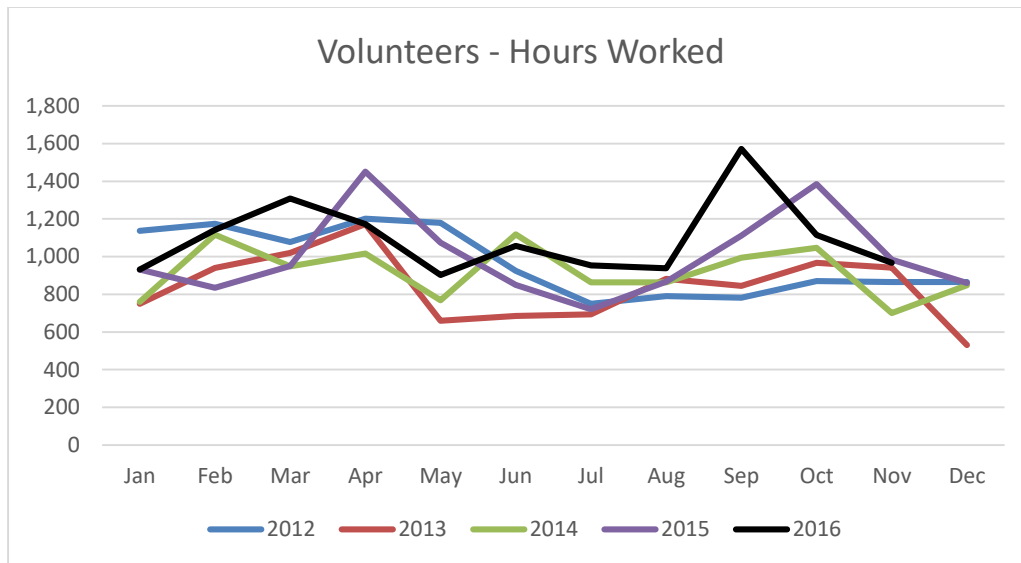


4B. Assure adequate, stable funding for library operations

- With the input and help of many MCPL staff, Marilyn Wood presented a proposal to the Friends of the Library for additional funding for a community outreach initiative. The successful proposal will provide up to \$70,000 for the library to purchase a solar

powered bicycle, a trailer, and support purchase and installation of several storywalks along trails in Bloomington as well as books or supplies for programming at locations the bicycle will visit at lunch places for at risk children or other community locations.





4C. Maintain library facilities

- The Ellettsville Branch Renovation Team wrapped up two months of initial weekly meetings. Charged with considering improvements to Ellettsville Branch facilities and services now and with a view of the next 15-20 years, the team also considered results from a community survey. Kevin MacDowell solicited input from teens at Edgewood Junior and High Schools. The team took into account this input, along with usage statistics and library

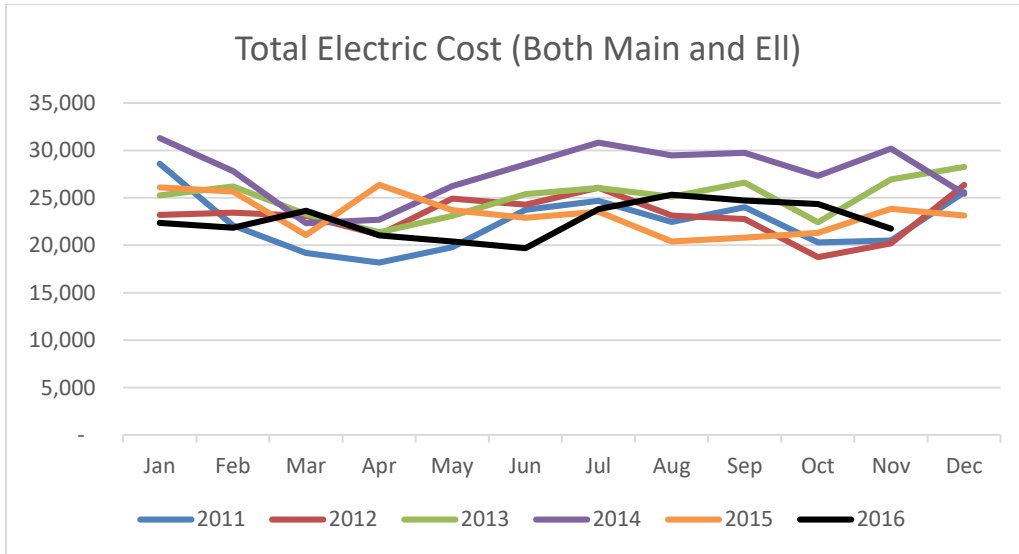
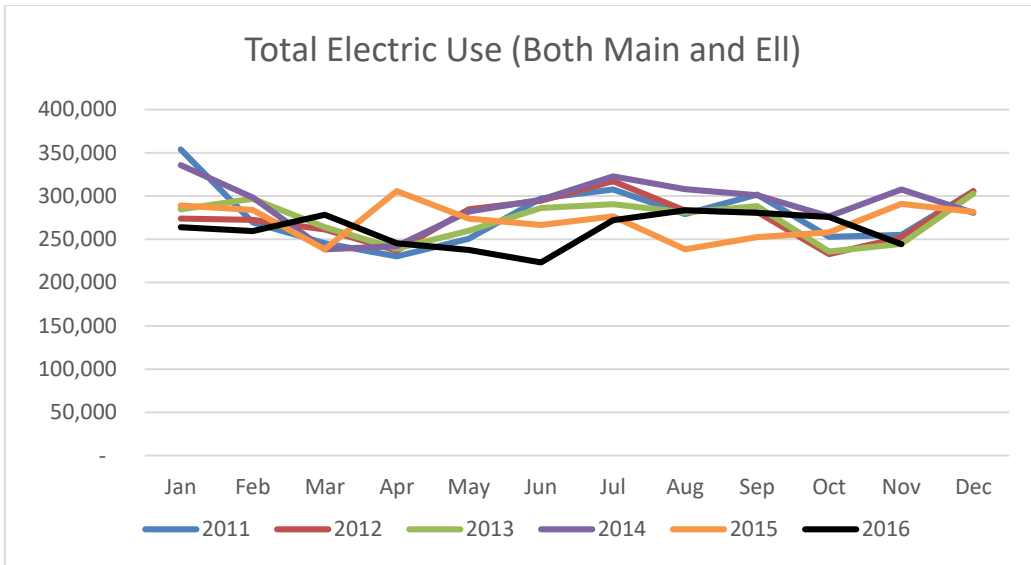
trends, to write a report recommending changes based on three tiers: Essential, Preferred, and Ideal. The report will be submitted to the Leadership Team for its December 8 meeting and will provide information to be included in an RFP for an architect.

- Exterior lights at the Main Library parking lot entrance were upgraded including adding additional lighting to the stairwell area.

4D. Improve stewardship of library assets and records

- Electric usage and costs for the year are both on target to be less than last year.
- Building Services has made use of a new supply vendor and has achieved cost savings due to their reduced pricing

structure available to us as a government agency. Expenses for paper products and hand soap are significantly less and the Library anticipates saving several thousand dollars this year alone.



Monroe County Public Library's Value Calculator

Explanations of Values

Library Service	Value of Service	Based On
Adult Books Borrowed (Excluding Renewals)	\$ 23.00	School Library Journal: Average of 2015/2016 price
Children Books Borrowed (Excluding Renewals)	\$ 10.00	School Library Journal: Average of 2015/2016 price
Adult DVD's Borrowed (Excluding Renewals)	\$ 4.50	Redbox 3 Day Rental price
Meeting Room Use (Per Reservation)	\$ 75.00	MCPL Fee Schedule
Auditorium Use (Per Reservation)	\$ 150.00	MCPL Fee Schedule
Program Attendance	\$ 17.00	Average of programs offered by Community Agencies ¹
Computer Use (Per Hour)	\$ 0.50	Economic Impact of Libraries 2007 Indiana Business Research Center
Audio Recording Studio (Per Hour)	\$ 25.00	Estimate adjusted for no engineer. Average of Community Studios ²

¹Including: WonderLab, Ivy Tech: Life Long Learning/Kid City, Parks and Rec, Older American Center

January 9, 2017

(contact)
(firm)
(address)
(city state zip)

The Monroe County Public Library wishes to engage an architectural firm with strong experience and aptitude in interior design, and development of spaces to meet current and future Library uses, and the capability to assist with renovation of the Ellettsville Branch Library.

The attached Program Statement and Request for Proposal gives some background about the Library and outlines the scope of the project and the proposal process.

We hope that you will consider submitting a proposal before the February 21, 2017 deadline. We hope to present a recommendation to the Board for discussion at their work session on March 8 and for approval at their meeting on March 22.

In order to make the selection process fair and open, we invite you to attend a pre-proposal meeting at 10:30 a.m. on January 18, 2017 at the Ellettsville Branch. Our plan for this meeting includes a tour of the building and to answer questions for the group. Please let us know if you will be attending this meeting by sending an email to: pwallace@mcpl.info by January 17.

We look forward to meeting you on January 18.

Marilyn Wood
Monroe County Public Library, Director

Attachment: program statement and team report

Monroe County Public Library – Ellettsville Branch Renovation Program Statement and Request for Proposal

Summary of the Library's community

The Ellettsville Branch of the Monroe County Public Library is a 12,000 square foot building located in the western section of Monroe County Indiana. Situated only 7 miles from Bloomington, the seat for Monroe County, Ellettsville is an incorporated town with a population of 6,378 residents. It is close to Indiana University, Ivy Tech State College, and Lake Monroe, the largest lake in Indiana. The Library's mission, vision and values as well as the current strategic plan can be viewed here:

<http://mcpl.info/about/about-library> <http://mcpl.info/about/plans-and-reports>

Built in 1990, the building was renovated in 2005 to increase circulation workspace, modify collection areas and to update the public space as a result of continued growth. In 2009, a 2,000 square foot room was added as the Children's Room.

The branch has holdings of over 70,000 items and in 2015, library circulation exceeded 284,000. The Library is strongly supported by the community and in 2015 it was visited 133,926 times, programming attracted 4,062 participants, and the community made use of meeting room spaces 154 times.

Since the Library was last renovated, customers and staff are making use of the library in many new ways:

- Formats for reading, watching and listening are changing. The addition of play-away materials, electronic access and downloadable content affect shelving and physical space needs.
- Many customers take advantage of the Library's WiFi environment. The Library offers computers and mobile equipment and technology along with training and assistance. We anticipate this to be a growing area.
- Self-service is more prevalent. We offer self-check out machines, scanning, and electronic devices in greater number than the past.
- Automated material handling systems (check in and sorting material) require a large footprint and was added to a repurposed and small space.
- The Library is experiencing declining use of traditional reference desk requests or questions, but customers appreciate and continue to seek staff interaction.
- Teens have an increasing interest in hanging out and messing around in the library and with library resources.
- Creativity, both in an analog and digital world is a growing area of focus for our customers and a space need for the library.
- Customers are seeking quality experiences. Comfortable spaces. Meeting and community spaces. Spaces for various purposes and needs. We want to continue to enhance the customer experience.
- Demand for children's and baby programs are strong and growing.

As a result of these changes and our service needs and to address wear and tear issues, the Library seeks to engage an architect to create a design for renovation including: estimating costs, creating construction drawings, managing bid processes, and overseeing construction. A detailed list of priority areas to be addressed is attached.

The estimated budget for the project is approximately \$850,000.

Process for Selecting an Architect

1. Attend a pre-proposal meeting at the Ellettsville branch on January 18, at 10:30 am, if desired. A tour of the facility will be conducted at this time.
2. Following the pre-proposal meeting, you may submit questions by e-mail only to Gary Lettelleir, Financial Officer (glettell@mcpl.info). Questions and responses will be distributed to all proposers. Questions will not be answered in any other format. We will respond within two business days to questions submitted between January 19 and 5:00 PM on Monday, February 13.
3. **Submit proposal to demonstrate the firm’s capabilities, as outlined in the criteria below, before 4 p.m. on Tuesday February 21. The selection committee will need 6 hard copies.**
4. Be available for an interview at the Library or via phone. Interviews will be scheduled between Monday, February 27, and Friday, March 3.

Library staff will make a recommendation at the Library Board of Trustees work session on March 8 and the Board will vote on the recommendation at their meeting on March 22.

Proposals should include the following information:

1. Architectural and interior design capability available to the firm.
2. Demonstrated experience with library or other public facility (hospital, school, etc.) construction or renovation, especially with facilities receiving usage comparable to that of the Library.
3. Location of the firm in or within easy driving distance of Monroe County.
4. Detailed description of recent similar projects, with contact information for clients familiar with the firm’s work on these projects
5. Anticipated scope of work.
6. Estimated construction cost.
7. Fee structure and estimated total architectural and design costs with a “not-to-exceed” contract fee to complete the following tasks:
 - Architectural, engineering, and design services for design development and construction documents
 - Cost estimate verification
 - Bidding services
 - Construction administration

Monroe County Public Library: Ellettsville Branch Library Renovation

Summary of Planning to Date

The Library appointed a Renovation Planning Team charged with delivering a written report outlining their desired outcomes of the renovation project. Their report is appended to this document.

The Team was asked to consider and address the following:

- Desired outcomes for the renovation. Thinking about the next 15-20 years, identify space needs that will be:
 - Ideal, if you could have everything you dreamed of
 - Essential
 - Not essential but preferred
- Describe every function the space needs to support now and for the next 15-20 years. What kinds of public services do you envision occurring in the space? How many individuals need work space? What kinds of work space? What kinds of equipment/furnishings will be needed?
- Ideal adjacencies needed for work space, equipment, or service areas.
- Seek input from others in the library and gather ideas from other places – libraries and other public spaces.
- What quality service means/definition.
- Technology requirements.
- Changing trends in use.
- Opportunities to attract new audiences.
- Potential impact to delivery of other services if changes are made to current facility.
- The condition and adequacy of the present facility to meet current and future needs.
- Optimal space needs for customers, collection, programming or services, equipment, staff, and processing needs.
- Questions you have that architects might help answer.

The Team made use of the following data and resources:

- Current use statistics
- Other Libraries, Library literature or public spaces which most effectively make use of public space
- The Library's mission and strategic objectives
- Results of a community survey completed by 265 respondents during the fall 2016

Ellettsville Branch Renovation Planning Team Report

Team Charge: Develop top priorities and outcomes for the Ellettsville renovation project. Address wear and tear issues, and consider areas of concern in the current building (e.g. A/C or HVAC). Consider the incorporation of new formats and services offered since the building was designed and renovated, and how customer and staff needs or expectations have changed patterns (or will change) use of the building. Consider services to our babies and teens, configuration of the circulation and reference area, the materials handling area and address the parking lot and ADA issues.

The Team is Jason Chandler, Jane Cronkhite, Stephanie Holman, Chris Hosler, Julie Kinser, Kevin MacDowell and Leanne Zdravecky.

Team Recommendations

Essential Renovations and Service Enhancements

1. Facility upgrades the team considers essential are:
 - a. Replace the HVAC system with a commercial unit.
 - b. Repair accessible parking spaces to address slope and meet the sidewalk grade.
 - c. Upgrade the emergency light system.
 - d. Upgrade the security camera system.
 - e. Update public restrooms to meet accessibility standards.
 - f. Replace the program room floor, fix the light panel, and add HDMI to the A/V panel.
 - g. Paint and replace the floor in the lobby.
 - h. Replace windows with broken seals.
2. Service improvements that the team considers essential are:
 - a. Create a teen room within the existing library space by expanding towards the express computer stations, which we recommend removing in favor of laptops & tablets. Include space for study and collaboration. The space should include a mix of study furniture and soft seating, as well as easy to clean floors (e.g. vinyl). The Team recommends enclosing the teen room with glass walls for sound-proofing and visibility from the desk.
 - b. Add a Learn and Play space to the children's wing. The team recommends building an addition to the wing towards the main parking lot. The existing space is insufficient in size to support a Learn and Play space.
 - c. Move children's non-fiction into the children's wing or adjacent to it to better serve customers. Staff have identified some collections and materials to weed (reference, atlases, remove a bulletin board) to improve adjacencies.
 - d. Combine the two service desks into a single service desk. The desk, accommodating three staff members, will be located approximately where the existing reference desk is. The centrally located single service point will be visible from the entry and staff will have lines of sight to the children's wing and teen room.
 - e. Install taller holds shelves where the current customer service desk is. On the back side of

the holds shelves (facing the staff area), the team recommends staff storage for the in-house circulation of laptops and tablets, charging stations, and maker kits and storage.

f. Expand the sorter room by moving the non-load bearing wall in the lobby out several feet. Increasing the space in the sorter room resolves sorter malfunctions due to the tight angle of the machine belt and allows staff more space while using the sorter, both of which will result in improved access to materials. The team recommends wall mounting the server, located in the sorter room, to increase space, as well as adding a glass half-wall in the lobby so customers can watch their materials be returned.

g. Purchase 20 laptops and tablets for in-house use. Include Apple and PCs, some with the Adobe Creative Suite to support digital creativity.

h. Replace the computer and express check furniture. The team recommends furniture with a smaller footprint.

i. Expand a study room to accommodate 4-6 people, and add technology that supports collaborative work.

j. Replace the library sign located on the highway with an MCPL branded, modern look.

k. Add visual merchandising furniture to promote new materials, programs, and services.

l. Add Wi-Fi hubs to eliminate dead zones.

Not Essential, but preferred renovations and service enhancements

In addition to all of the essential items listed above, the team prefers the following be added:

1. Facilities upgrades:
 - a. Install an emergency backup generator.
 - b. Restripe the parking lot to add parking spaces
 - c. Re-landscape the dead plants; native plants preferred.
2. Service enhancements:
 - a. Under essential (service improvement) item b to add a Learn and Play space, also add a restroom.
 - b. Add a third study room to accommodate 2-3 people.
 - c. Add a quiet area with a combination of soft and study seating.

Ideal Renovations and Service Enhancements

In an ideal situation, the Team suggests the following renovations:

1. Facility upgrades:
 - a. **All essential and preferred items, but eliminate item F (in Facilities upgrade) to *replace program room floor etc. Replace with service enhancement noted below.***
2. Service enhancements:
 - a. **All essential and preferred items, but eliminate items b&c to *add learn and play space, and to move children's non-fiction* and replace with service enhancements noted below.**
 - b. Expand the children's wing by converting the current program room into part of the children's wing. Incorporate all children's collections in this space, add a Learn and Play

space and family restroom.

c. Add a program room that holds 125 people. The room should have current A/V technology, external pedestrian access, an adjacent restroom, small storage and a kitchen.

Justification

The team considered many options for the renovation. Other spaces and services that were considered included additional storage, a Friends space, adding desktop computers, a self-registration computer, and another express check machine. The team focused on existing facility and service barriers, the survey responses, demographic and usage data, and cost. Final recommendations prioritized enhancements beneficial to existing customers, forecasting services for the next 15-20 years, and improving services to underserved populations.

Questions & Suggestions for the Architect

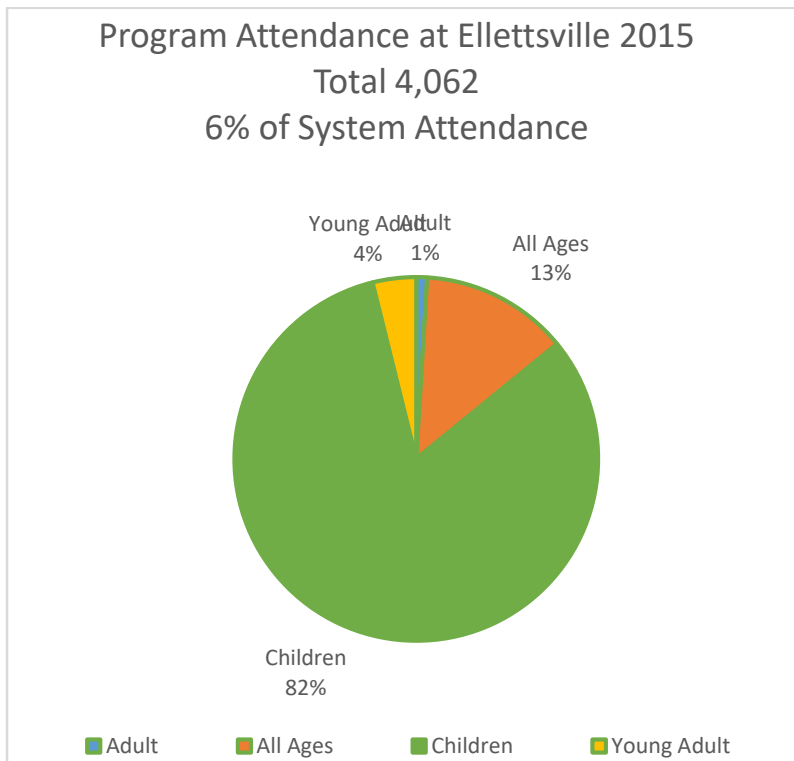
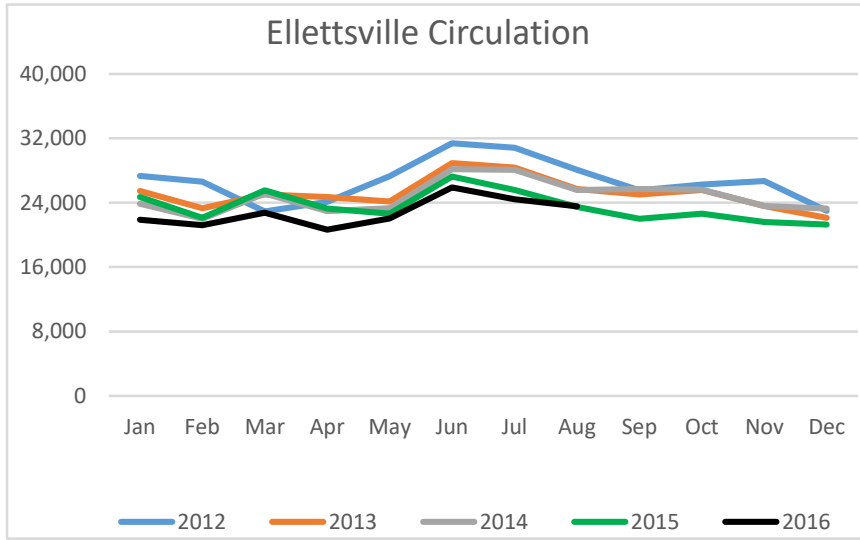
The team is interested in the possibility of expanding the Library into the northwest vacant property owned by the Library. Chris Hosler and Jane Cronhite met with Kevin Tolloty, Planning Director for the Town of Ellettsville. Kevin informed staff that a sewer line runs through the alley between the Library and the vacant property.

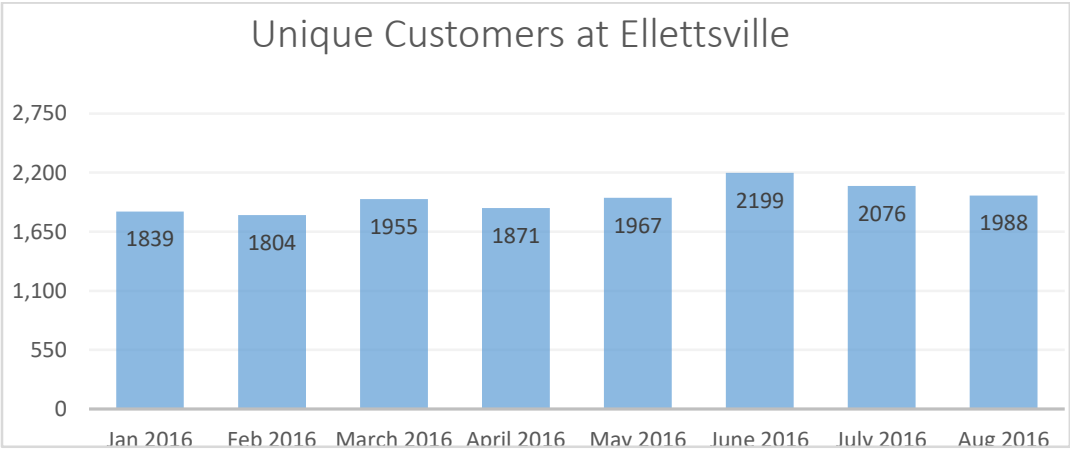
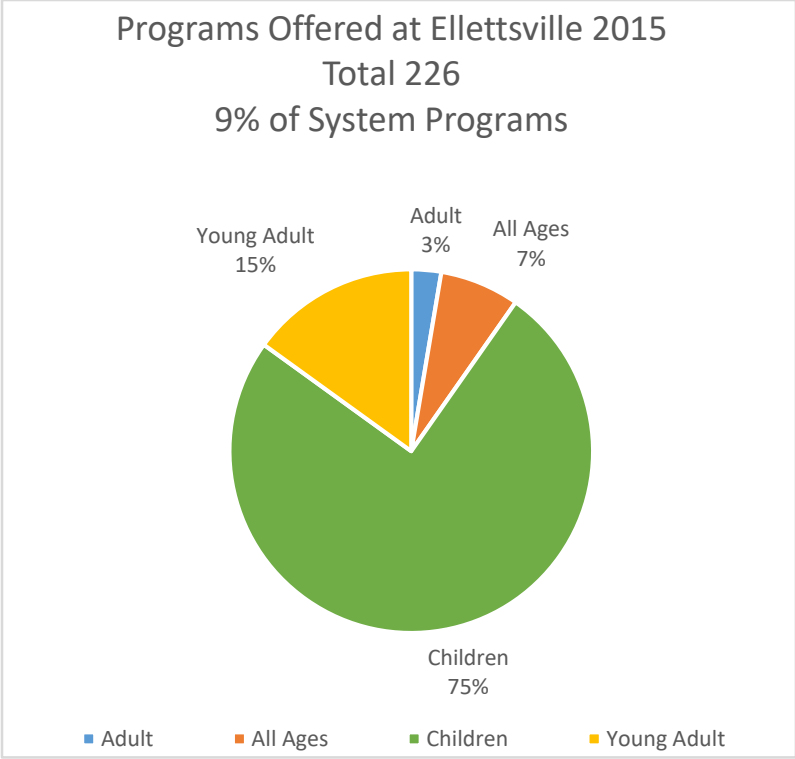
1. Is it cost prohibitive to expand into the lot?
2. Are there options to expand into the property and avoid digging up utilities?

We recommend that the architect seeks input from Ellettsville teens in the look and feel of the teen room, and seeks input from local families for the look and feel of the learn and play space.

We would also like the architect to look at the attic stairs to see if access can be improved. This is not a high priority consideration, but if a low-cost, low impact solution is possible, it is preferred.

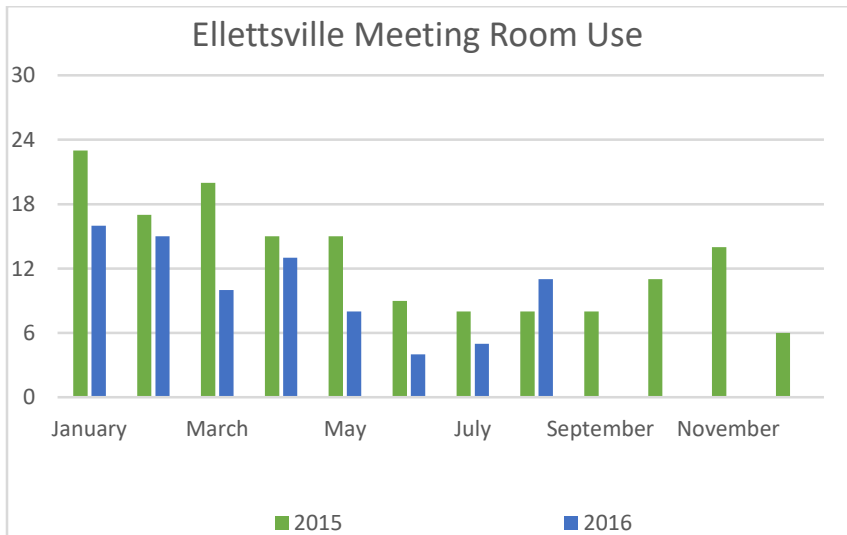
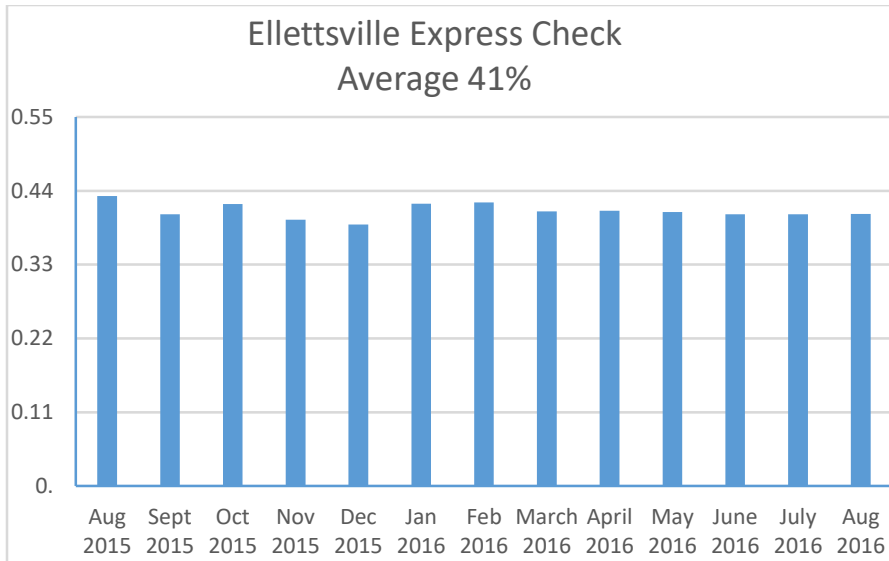
Ellettsville Library Use:





Does not include customer records deleted during the time period

2015 Total 6,116



Public Survey: The Team conducted a public survey from October 14-November 5, 2016. The survey was shared on receipts, on computers, the web site, and with local stakeholders and media. 265 people responded. Summary detail is included in **Appendix A**

A summary of findings from the survey revealed:

1. 80% of respondents said the main reason they visit the Ellettsville Library is to borrow materials or pick up holds. 14% visit mainly to work on a school assignment or attend a library event, and 12% visit mainly to use a computer or access the internet.
2. 93% of respondents rate customer service as excellent or good. 84% rate collections as excellent/good, and 80% rate children’s space and events as excellent/good. Lowest

satisfaction rates were with the facility, internet access or computers, and adult space and events. Overall satisfaction with the Ellettsville Library is 95% excellent/good.

3. Respondents rated borrowing materials as the most **important** service at 85%. Also rated very important: spaces & events for children, staff assistance, and spaces & events for teens.
4. Respondents place **value** on the Library's collections and holds, convenience (including parking and location), free access, and children's programs. They reported **benefitting** from the Library as a free reading and learning resource, a children's and family resource, a safe and quiet place to study, and access to computers and programs.
5. Respondents reported that the Library can be **improved** by increasing space, especially a larger teen space, more new materials, additional study space, brightening the library, adding adult programs and children's programming in the evenings/on weekends, improving parking, offering snacks or coffee, and increasing computer access.
6. Interest in makerspaces or programs was varied. Some respondents were uninterested. Others reported their children would use it or would like digital resources like 3D printing or robotics. Some said they preferred arts, crafts or Legos.

Teen Input: Kevin MacDowell interviewed local teens about their likes and feedback on improvements to the branch library. Several responses include appreciation for the collections and places to sit. Several requests for improvement include a "teen hangout." Interest in makerspace offerings includes both analog and digital creativity. Summary detail is included in **Appendix B**

Appendix A: Ellettsville Renovation Survey Responses

1. What do you like about your Ellettsville library branch?
 - a. The different kinds of books
 - b. Comfortable seats
 - c. Sitting places
 - d. Open daily
 - e. The clean friendly environment that promotes imagination and creativity
 - f. The sections of books make a huge help for finding the books
 - g. I like how they have a kids section for where the kids could play and how they have different books for every age
 - h. They care about the kids and let them do what they want
2. What do you wish for your Ellettsville library branch?
 - a. I would add a sleeping area and talk room
 - b. I would add a game room and a DIY room
 - c. More board games
 - d. A teen hang out (7 mentions)
 - e. Virtual reality
 - f. Heat
 - g. Snacks
 - h. TV
3. If your ELL library branch had a makerspace, what would you want to make?
 - a. Record music
 - b. Music (2 mentions)
 - c. Crafts
 - d. Puzzles
 - e. Posters
 - f. Videos
 - g. Graphic designs
 - h. Magazines
 - i. Anything requiring imagination
4. What tools/materials would you like to use to make this stuff?
 - a. Clays, markers, etc...
 - b. Different puzzles
 - c. Masking tape, glue, crayons, colored pencils, etc...
 - d. Art supplies (paint, brushes, frames, etc...)
 - i. Get with Ellen Bergan and the Van-Go!
 - e. Card stock, color printer
 - f. Big printer
 - g. Adobe creative suite (3 mentions)
 - h. 3D printer
 - i. cameras
 - j. keyboard
 - k. mics and drum kits
 - l. electric organ

Appendix B: Edgewood High School teen input, collected 10/19/16 by Kevin McDowell

1. What do you like about your Ellettsville library branch?
 - a. Spaces to learn
 - b. Books, movies, and CDs
 - c. Tutoring rooms
 - d. Spaciousness
 - e. Private rooms
 - f. The resources
 - g. Little cushioned corners to read!!!
 - h. Computers
 - i. WiFi
 - j. I like the quiet (3)
 - k. I make it entertaining
 - l. Books (12 mentions)
 - m. The comic books
 - n. The young adult section
 - o. The kids place
 - p. Book cozies
 - q. Everyone is friendly and kind, and they have all books
 - r. It has many options
2. What do you wish for your Ellettsville library branch?
 - a. Hover boards
 - b. More food (2 mentions)
 - c. Elevator
 - d. Cat
 - e. Animals
 - f. More bathrooms (3 mentions)
 - g. Teen space (14 mentions)
 - h. Maker space (6 mentions)
 - i. 3D printer (2 mentions)
 - j. video games
 - k. green screen room
 - l. iPad
 - m. computers
 - n. more room for music instruments
 - o. drums
 - p. Starbucks
 - q. more toys and books
 - r. more books (8 mentions)
 - s. more comic books (2 mentions)
 - t. more warrior cat books
 - u. more items for pre-teens
 - v. more cushioned corners
 - w. comfy chairs
 - x. safer
3. If your ELL library branch had a makerspace, what would you want to make?
 - a. Record music (9 mentions)

- b. Record videos (7 mentions)
 - c. Video Games (3 mentions)
 - d. Games (2 mentions)
 - e. Crafts (3 mentions)
 - f. Art
 - g. Robot
 - h. Clothes
 - i. Pencil bags
 - j. Theatre
 - k. Dance (2 mentions)
 - l. Short story
 - m. Food
 - n. Metal work
 - o. Goled book (?)
4. What tools/materials would you like to use to make this stuff?
- a. Computers (8 mentions)
 - b. Editing equipment
 - c. Cameras (6 mentions)
 - d. Microphone (3 mentions)
 - e. Instruments (5 mentions)
 - f. Sewing machines (4 mentions)
 - g. Craft Supplies (4 mentions)
 - h. Hot glue gun
 - i. jewels
 - j. Scissors
 - k. Paint
 - l. Felt (2 mentions)
 - m. Legos (3 mentions)
 - n. Head sets
 - o. Video gaming equipment
 - p. IPad
 - q. Props (7 mentions)
 - r. Dress up clothes (2 mentions)
 - s. socks
 - t. Mirror wall/dance studio (4 mentions)
 - u. Stereo system (2 mentions)
 - v. Starbucks (2 mentions)
 - w. More books
 - x. Food
 - y. Just stuff
 - z. everything
 - aa. hover boards

MONROE COUNTY PUBLIC LIBRARY 2017 HOLIDAY CLOSING SCHEDULE

January 1 (Sunday)	New Year's Day
March 28 (Tuesday)	Staff Day
April 16 (Sunday)	Spring Holiday
May 29 (Monday)	Memorial Day
July 4 (Tuesday)	Independence Day
September 4 (Monday)	Labor Day
November 23 (Thursday) November 24 (Friday)	Thanksgiving
December 24 (Sunday) December 25 (Monday)	Winter Holiday
December 31 (Sunday) (close at 5pm)	New Year's Eve

2018

January 1, 2018 (Monday)	New Year's Day
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**MONROE COUNTY PUBLIC LIBRARY
PAY SCHEDULE
2017**

PAY PERIOD	PAY DATE
December 12 – December 25, 2016	January 6
December 26 – January 8	January 20
January 9– January 22	February 3
January 23 – February 5	February 17
February 6 – February 19	March 3
February 20 – March 5	March 17
March 6 – March 19	March 31
March 20 – April 2	April 14
April 3 – April 16	April 28
April 17 – April 30	May 12
May 1 – May 14	May 26
May 15 – May 28	June 9
May 29 – June 11	June 23
June 12– June 25	July 7
June 26 – July 9	July 21
July 10 – July 23	August 4
July 24 – August 6	August 18
August 7 – August 20	September 1
August 21 – September 3	September 15
September 4 – September 17	September 29
September 18 – October 1	October 13
October 2 – October 15	October 27
October 16 – October 29	November 10
October 30 – November 12	November 24
November 13 – November 26	December 8
November 27 – December 10	December 22

2018

December 11 – December 24, 2017	January 5, 2018
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MONROE COUNTY PUBLIC LIBRARY
Wage and Salary Schedule
2017

Pay Grade	Market Minimum	Market Maximum
Non-Exempt / Hourly		
1	\$9.75	\$14.63
2	\$10.72	\$16.08
3	\$12.43	\$18.65
4	\$13.44	\$20.16
5	\$14.66	\$21.99
6	\$15.78	\$23.67
7	\$17.32	\$25.98
8	\$19.86	\$29.79
9	\$22.10	\$33.16
Exempt / Bi-Weekly Salary		
10	\$1,910.34	\$2,865.51
11	\$2,723.25	\$3,404.06

RESOLUTION TO ADOPT 2017 PAY SCHEDULE, WAGE and SALARY SCHEDULE, PAY INCREMENT, AND HOLIDAY CLOSING SCHEDULE

WHEREAS it has been determined that it is now necessary to adopt a Salary Schedule, Pay Schedule, and Holiday Closing Schedule for the 2017 fiscal year, and

WHEREAS the Board desires to adjust the Wage and Salary schedule in order to continue to attract and maintain the Library’s talent in a competitive market and to provide a cost of living increase to our valued staff who are employed at the Library as of December 31, 2016 and,

WHEREAS the board wishes to adjust the current minimums and maximums within the Wage and Salary Schedule based upon local market research, and provide a cost of living increase which falls within the amount budgeted for 2017,

NOW THEREFORE the Board adopts the 2017 Wage and Salary Schedule and approves a .75 cent or a 3% incremental increase per hour – whichever is higher – for all who are employed at the Library as of December 31, 2016 (effective for the first pay date of 2017 on January 06, 2017, which includes the pay period beginning December 12, 2016 and ending December 25, 2016); Pay Schedule, and Holiday Closing Schedule.

Presented to the Monroe County Public Library Board, read in full and adopted this 14th day of December, 2016, by the following aye and nay votes.

AYE

NAY

Monroe County Public Library 2017 Fee Schedule

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

Proposed December 14, 2016