

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

**Wednesday, February 15, 2017
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 January 18, 2017 Board Meeting (page 1-2)
 - b. Minutes of January 18, 2017 Board of Finance Meeting (page 3)
 - c. Minutes of February 8, 2017 Work Session Meeting (page 4-5)
 - d. Monthly Bills for Payment (page 6-11)
 - e. Monthly Financial Report (page 12-35)
 - f. Personnel Report (page 36-48)
 - g. 2017 Board Meetings Calendar (page 49)
3. Director’s Monthly Report – Marilyn Wood, Director (page 50-70)
4. Old Business
 - a. Ellettsville Renovation Update – Jane Cronkhite
5. New Business – action items
 - a. Resolution Declaring Property Surplus – Gary Lettelleir (page 71)
 - b. Resolution to Transfer to LIRF – Gary Lettelleir (page 72)
 - c. Approval of Notice for Public Hearing for Additional Appropriation – Gary Lettelleir (page 73-77)
 - d. Conflict of Interest Annual Review – Marilyn Wood (page 78-84)
 - e. Second Floor Design Consulting Contract – Marilyn Wood (page 85-91)
 - f. Strategic Plan Request for Proposals – Marilyn Wood (page 92-94)
 - g. Election of Officers for 2017 – John Walsh (page 95)
6. Update: Communications and Marketing – Michael Hoerger
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
January 18, 2017
Meeting Room 1B
5:45 p.m.**

Present

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

Library staff: Eric Ayotte, Ned Baugh, Jane Cronkhite, Michael Hoerger, Gary Lettelleir, Martin O'Neill, Adam Stillwell, Bara Swinson, Kyle Wickemeyer-Hardy, David Walter, Marilyn Wood

Other: Tom Bunger, Jane Walter

Call to Order

Board President John Walsh called the meeting to order at 5:55 p.m., immediately following the Board of Finance Meeting.

John mentioned that Dave Ferguson brought to the Board's attention this week that Natalie Kunz Christoph passed away at the end of December. Natalie served on the Board twice from 1994 to 1998 appointed by the County Council, and then again from 2000 to 2002 appointed by the County Commissioners. She was a longtime friend of the library, and we want to recognize her service, thank her, and extend our sympathies to her family. We thank Dave for bringing it to our attention.

Consent Agenda

Fred Risinger moved to approve the consent agenda; Donna Atkinson seconded the motion. The consent agenda passed unanimously.

Director's Monthly Report

Library Director Marilyn Wood opened the floor to questions about Automatic Renewals, a new service that automatically renews eligible items for patrons.

Valerie Merriam stated her dislike for the service, explaining that she believes it may negatively impact patrons returning materials in a timely fashion and requested that the Library track statistics before and after Automatic Renewals implementation. Marilyn Wood stated that the Library has been tracking renewals for some time and would continue to do so to identify changes in behavior. Since materials on hold cannot be automatically renewed, this service should not impact availability for popular materials.

Other Board members expressed favorable reaction to having automatic renewal. They also inquired about the specific timing of the Automatic Renewals and whether the Library could change any of those settings. Marilyn Wood expressed that the settings are standard and unchangeable, but the Library will look into it and communicate potential enhancements of the service to the vendor.

Old Business

Associate Director Jane Cronkhite gave an update on the Ellettsville Renovation project, highlighting firms have expressed interest in taking on the project and a time table of next steps. Proposals from firms are due February 21.

New Business

Resolution to Request Advance Tax Draws

Donna Atkinson moved to pass the resolution; Valerie Merriam seconded. Finance Manager Gary Lettelleir presented the annual request to ensure the Library is well positioned to get full funds in a timely fashion. The resolution passed unanimously.

2017 El Centro Comunal Latino Contract

Valerie Merriam moved to approve the contract; Kathy Loser seconded. Marilyn Wood presented the annual contract, highlighting that no changes occurred since the previous year. The contract passed unanimously.

2017 Community Access Television Services Contracts

Valerie Merriam moved to approve the contracts; Kathy Loser seconded. CATS Assistant Manager Martin O'Neill presented the contracts with the City of Bloomington, Monroe County Board of Commissioners, Town of Ellettsville, and Community Radio WFHB. The contracts passed unanimously.

Internet and Computer Use Policy

Kari Eseray moved to approve the policy; Fred Risinger seconded. Marilyn Wood presented the policy, noting that an annual review is required by statute and that no changes were made. The policy was passed unanimously.

2017 Slate of Officers

John Walsh announced that current officers have offered to stay in their positions, but invited other board members to speak up if they would like to challenge for one of the positions.

Update: El Centro

Jane Walters from El Centro Comunal Latino gave an enriching update on all the services El Centro provides from inside the Library. Jane described the Library as the modern day Plaza de Mayo—the center of the community.

Public Comment

None.

Adjournment

Valerie Merriam moved to adjourn; Kathy Loser seconded. After unanimous agreement by the Board, John Walsh adjourned the meeting at 6:45 p.m.

MONROE COUNTY PUBLIC LIBRARY
BOARD OF FINANCE MEETING
January 18, 2017
Meeting Room 1B
5:45 p.m.

Present

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

Library staff: Eric Ayotte, Ned Baugh, Jane Cronkhite, Michael Hoerger, Gary Lettelleir, Martin O'Neill, Adam Stillwell, Bara Swinson, Kyle Wickemeyer-Hardy, David Walter, Marilyn Wood

Other: Tom Bunger, Jane Walter

Call to Order

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

Election of President and Secretary of Board of Finance

Kari Esarey moved to nominate John Walsh as President and Fred Risinger as Secretary; Kathy Loser seconded the nomination. John Walsh and Fred Risinger were elected by unanimous vote.

Review Investment and Report Policy

MCPL Finance Manager Gary Lettelleir reviewed the Investment Policy and gave an overview of the Investment Report, highlighting that no changes were made to the Investment Policy. Lettelleir answered several procedural questions about investments from the Board.

Adjournment

Valerie Merriam moved to adjourn; Donna Atkinson seconded the motion. After unanimous agreement by the Board, John Walsh adjourned the meeting at 5:54 p.m.

**MONROE COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
WORK SESSION
February 8, 2017
Main Library, Meeting Room 1B
5:45 p.m.**

Present

Board members: Kari Esarey, David Ferguson, Chris Harrison, Valerie Merriam, Fred Risinger

Library staff: Jane Cronkhite, Michael Hoerger, Gary Lettelleir, Ryan Stacy, David Walter, Michael White, Marilyn Wood, Nathan Wrigley

Others: Tom Bunger

Call to Order

The work session was called to order at 5:46 p.m. by Kari Esarey, Board Vice President.

New Board Member

Chris Harrison, the most recently appointed Trustee, was introduced and welcomed by the Board and the Library.

Resolution to Transfer to LIRF

Library financial officer Gary Lettelleir submitted for the Board's consideration a resolution by the Library to transfer an unused portion (\$298,000) of the Library's Operating Fund to its Library Improvement Reserve Fund (LIRF). Such a transfer makes this amount available for future Library facilities projects; this transfer happened in 2016 and this documentation satisfies the requirements of the State Board of Accounts. In the brief discussion that followed, Gary answered specific questions by the Board.

Notice for Public Hearing for Additional Appropriation, Resolution for Additional Appropriation, and Overview of Facility Project Finance Plan

In accordance with State law, Gary submitted a proposal to notify the public via newspaper of a hearing to request that an additional sum of \$930,000 be transferred from the Operating Fund to the LIRF. As the accompanying resolution he submitted reflects, this amount would be added to the cash designated for projects like the Ellettsville Branch renovations and the planned new Library branch. The financial details of these projects are outlined in the Facility Project Finance Plan Gary also submitted and explained. Gary answered specific questions by the Board as he presented these items for consideration.

Conflict of Interest Annual Review

Library Director Marilyn Wood submitted a review of the Board's bylaws requiring members to disclose any conflicts of interest that may interfere with their ability to serve the Library impartially. In the brief discussion that followed, Marilyn answered questions by the Board, deferring to Library Counsel Tom Bunger on specific points as needed.

Second Floor Design Consulting Contract

As part of the ongoing effort to address the changing service needs on the Main Library's second floor, Marilyn related, the Library's intention is to hire a consultant to make recommendations as to physical layout, staffing, technology, and other concerns. Jane Cronkhite, Associate Director of the Library, provided the Board with details of the proposed redesign and answered their specific questions.

Strategic Plan Request for Proposals

Marilyn announced that a group of consultants has been identified as potential partners in the Library's development of a new Strategic Plan which would begin in 2018. She submitted a draft of the requests for proposals to be delivered to these consultants, who have experience working with Indiana public libraries similar to MCPL.

Slate of Officers for 2017

Kari reported that the slate of Board of Trustees Officers remains unchanged for 2017: John Walsh, President; Kari Esarey, Vice President; Fred Risinger, Secretary, David Ferguson, Treasurer.

Public Comment

None.

Adjournment

At 6:28 p.m. the meeting was adjourned by Kari.

MONROE COUNTY PUBLIC LIBRARY

***Check Summary Register©**

January 6, 2017 to February 2, 2017

Name	Check Date	Check Amt	
06600 MAINSOURCE CHECKING			
Paid Chk# 004848 AT&T (IL)	1/10/2017	\$127.28	2 DEDICATED LINES
Paid Chk# 004849 BAKER & TAYLOR BOOKS	1/10/2017	\$40,976.01	BOOKS & NONPRINT
Paid Chk# 004850 BANCTEC INC.	1/10/2017	\$31.83	FOLDER MAINT.
Paid Chk# 004851 BIBLIOTHECA LLC	1/10/2017	\$13,972.19	E-BOOKS
Paid Chk# 004852 BLACKMESH	1/10/2017	\$1,006.45	CLOUD HOSTING/1/15/16-1/31/17
Paid Chk# 004853 BLACKSTONE AUDIO, INC.	1/10/2017	\$368.17	NONPRINT
Paid Chk# 004854 BOTTOM LINE BOOKS	1/10/2017	\$39.00	PERIODICALS
Paid Chk# 004855 B-TECH LLC	1/10/2017	\$40.00	WEBSERVICE FEE
Paid Chk# 004856 CENTER POINT LARGE PRINT	1/10/2017	\$224.10	BOOKS
Paid Chk# 004857 CITY DIRECTORIES	1/10/2017	\$580.00	BOOKS
Paid Chk# 004858 DUKE ENERGY	1/10/2017	\$24,837.00	ELECTRICITY
Paid Chk# 004859 EBSCO	1/10/2017	\$22.00	PERIODICALS
Paid Chk# 004860 ELLETTSVILLE TRUE VALUE	1/10/2017	\$828.68	SNOW BLOWER
Paid Chk# 004861 ELLETTSVILLE UTILITIES	1/10/2017	\$263.01	WATER & SEWER
Paid Chk# 004862 FAMILY ROOTS PUBLISHING CO	1/10/2017	\$61.02	BOOKS
Paid Chk# 004863 FINDAWAY WORLD, LLC	1/10/2017	\$3,811.84	NONPRINT
Paid Chk# 004864 GALE/CENGAGE LEARNING	1/10/2017	\$930.36	BOOKS
Paid Chk# 004865 HEIDI BROWN	1/10/2017	\$65.00	KID"S YOGA PROGRAM
Paid Chk# 004866 HFI MECHANICAL CONTRACTOR	1/10/2017	\$1,275.97	BLDG REPAIRS
Paid Chk# 004867 HIGH SPEED TIRE &	1/10/2017	\$346.17	VEHICLE REPAIRS
Paid Chk# 004868 INDIANA STATE LIBRARY	1/10/2017	\$1,300.00	4TH QTR.'16 PLAC
Paid Chk# 004869 INSIDE INDIANA	1/10/2017	\$49.49	1 YEAR SUBSCRIPTION
Paid Chk# 004870 MALKE J. ROSENFELD	1/10/2017	\$75.00	CHILD/MAKE & CREATE PROGRAM
Paid Chk# 004871 MARTINSVILLE REPORTER -	1/10/2017	\$258.96	52 WEEKS RENEWAL
Paid Chk# 004872 MIDWEST PRESORT SERVICE	1/10/2017	\$291.25	POSTAGE SERVICES
Paid Chk# 004873 MIDWEST TAPE	1/10/2017	\$34,105.29	NONPRINT & E-BOOKS
Paid Chk# 004874 MONSTER TRASH	1/10/2017	\$187.02	TRASH SERVICES
Paid Chk# 004875 PENGUIN RANDOM HOUSE, LLC	1/10/2017	\$1,078.67	NONPRINT
Paid Chk# 004876 REGENT BOOK COMPANY	1/10/2017	\$16.93	BOOKS
Paid Chk# 004877 RICOH USA, INC.	1/10/2017	\$16.76	ADD'L IMAGES/VITAL COPIER
Paid Chk# 004878 SEXSON SPRING WATER INC.	1/10/2017	\$489.80	BLDG SERVICES
Paid Chk# 004879 SMITHVILLE COMMUNICATIONS	1/10/2017	\$1,776.00	MONTHLY INTERNET SERVICE
Paid Chk# 004880 THOMSON REUTERS - WEST	1/10/2017	\$442.34	BOOKS
Paid Chk# 004881 UNIQUE MANAGEMENT	1/10/2017	\$1,002.40	COLLECTION AGENCY FEES
Paid Chk# 004882 VERIZON WIRELESS	1/10/2017	\$120.03	BKM DATA LINES
Paid Chk# 004883 WELLS FARGO VENDOR	1/10/2017	\$50.93	VITAL COPIER RENTAL
Paid Chk# 004884 WORLD BOOK, INC.	1/10/2017	\$2,997.00	BOOKS
Paid Chk# 004885 AMERICAN UNITED LIFE INS.	1/11/2017	\$1,557.30	403bTSA-AUL W/H
Paid Chk# 004886 ANDREW M. GEORGE	1/11/2017	\$31.93	REFUND ON LOST ITEM
Paid Chk# 004887 B & H PHOTO-VIDEO	1/11/2017	\$10,785.19	VIDEO MAT'LS & EQUIP./CATS
Paid Chk# 004888 COMCAST	1/11/2017	\$59.36	CABLE EQUIP. RENTAL (2 MOS)
Paid Chk# 004889 ELECTRONIC COMMERCE, INC.	1/11/2017	\$1,974.15	PAYROLL SERVICE
Paid Chk# 004890 EMILY S. DEMOTT	1/11/2017	\$32.99	REFUND ON LOST ITEMS
Paid Chk# 004891 FOUNDATION CENTER	1/11/2017	\$1,995.00	2017 RENEWAL/DATABASES
Paid Chk# 004892 FREEDOM BUSINESS	1/11/2017	\$724.70	TONER CARTRIDGES
Paid Chk# 004893 INTERNET MINDED DESIGN AND	1/11/2017	\$180.00	4TH QTR '16 CONSULTING
Paid Chk# 004894 KAEKO LIFF	1/11/2017	\$45.00	REFUND ON LOST ITEM
Paid Chk# 004895 MALKE J. ROSENFELD	1/11/2017	\$75.00	CHILDREN'S PROGRAM
Paid Chk# 004896 SMITHVILLE COMMUNICATIONS	1/11/2017	\$178.55	TELEPHONE
Paid Chk# 004897 A1 LANDSCAPE & HAULING INC.	1/19/2017	\$275.00	SALT APPLICATION
Paid Chk# 004898 ALLIANCE FOR COMMUNITY	1/19/2017	\$1,200.00	ANNUAL MEMBERSHIP DUES
Paid Chk# 004899 ALYSSA L. MOSKWA	1/19/2017	\$24.99	REFUND ON LOST ITEM
Paid Chk# 004900 AMERICAN HERITAGE LIFE INS.	1/19/2017	\$287.28	13TH PYMT OTHER INS.
Paid Chk# 004901 B & H PHOTO-VIDEO	1/19/2017	\$1,217.00	5 EXTERNAL HARD DRIVES

MONROE COUNTY PUBLIC LIBRARY

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*Check Summary Register©

January 6, 2017 to February 2, 2017

Name	Check Date	Check Amt	
Paid Chk# 004902 CENTURYLINK	1/19/2017	\$21.00	LONG-DISTANCE CALLS
Paid Chk# 004903 CITY OF BLOOMINGTON	1/19/2017	\$920.55	WATER & SEWER
Paid Chk# 004904 DEMCO, INC.	1/19/2017	\$73.75	CUSTOM LABELS/CHILDREN'S BOOKS
Paid Chk# 004905 EVANSVILLE BINDERY, INC.	1/19/2017	\$243.12	BOOK BINDING
Paid Chk# 004906 FREEDOM BUSINESS	1/19/2017	\$678.00	2 LASER PRINTERS
Paid Chk# 004907 HEIDI BROWN	1/19/2017	\$65.00	KID'S YOGA PROGRAM
Paid Chk# 004908 HP PRODUCTS	1/19/2017	\$178.68	BLDG SPLS
Paid Chk# 004909 INDIANA AFTERSCHOOL	1/19/2017	\$80.00	2017 IN SUMMIT/CONF. FEES
Paid Chk# 004910 JAIMIE M. MURDOCK	1/19/2017	\$30.00	REFUND ON LOST ITEM
Paid Chk# 004911 JAMES M. SEIBERT	1/19/2017	\$50.25	CC OVER PYMT
Paid Chk# 004912 JANE CRONKHITE	1/19/2017	\$43.41	FUEL FOR LIBRARY VAN
Paid Chk# 004913 KEVIN LOCKE	1/19/2017	\$1,000.00	HOOP DANCING PERFORMANCE
Paid Chk# 004914 KIMBERLY ALLANSON	1/19/2017	\$9.25	REFUND ON DOUBLE PAYMENT
Paid Chk# 004915 KIMBERLY MASSENGILL	1/19/2017	\$35.75	REFUND ON DOUBLE PAYMENT
Paid Chk# 004916 LEARNING TREASURES	1/19/2017	\$1,076.46	TOYS
Paid Chk# 004917 LISA D. BRUNS	1/19/2017	\$150.00	SIGN W/LITTLE ONES PROGRAM
Paid Chk# 004918 MIDWEST PRESORT SERVICE	1/19/2017	\$239.75	POSTAGE SERVICES
Paid Chk# 004919 NATURE'S WAY, INC.	1/19/2017	\$85.00	MONTHLY PLANT MAINT.
Paid Chk# 004920 NETWORK SERVICES COMPANY	1/19/2017	\$1,587.17	CLEANING SPLS
Paid Chk# 004921 OCLC, INC.	1/19/2017	\$3,571.18	OCLC MNTHLY SUBSCRIPTION
Paid Chk# 004922 QUILL CORPORATION	1/19/2017	\$133.13	OFFICE SPLS
Paid Chk# 004923 RICOH USA, INC.	1/19/2017	\$47.21	ADD'L IMAGES/ADMIN COPIER
Paid Chk# 004924 TODAY'S BUSINESS	1/19/2017	\$1,590.00	ANNUAL SIMPLESCAN RENEWAL
Paid Chk# 004925 TOUCHSTONE MERCHANDISE	1/19/2017	\$174.77	UNIFORMS
Paid Chk# 004926 VECTREN ENERGY DELIVERY	1/19/2017	\$425.15	NATURAL GAS
Paid Chk# 004927 WEX BANK	1/19/2017	\$23.26	FUEL
Paid Chk# 004928 WILDLIFE REMOVAL COMPANY	1/19/2017	\$85.00	BIRD REMOVAL AT MAIN
Paid Chk# 004929 ADP, INC.	1/25/2017	\$32.56	BACKGROUND CHECK
Paid Chk# 004930 AFSCME COUNCIL 62	1/25/2017	\$991.71	UNION DUES W/H
Paid Chk# 004931 AMERICAN UNITED LIFE INS.	1/25/2017	\$1,557.30	403b TSA-AUL W/H
Paid Chk# 004932 AT&T (IL)	1/25/2017	\$1,033.33	TELEPHONE SERVICE
Paid Chk# 004933 B & H PHOTO-VIDEO	1/25/2017	\$1,704.58	LED TV/TEEN
Paid Chk# 004934 BAKER & TAYLOR BOOKS	1/25/2017	\$17,684.45	BOOKS
Paid Chk# 004935 BIBLIOTHECA LLC	1/25/2017	\$3,643.48	E-BOOKS
Paid Chk# 004936 BLACKSTONE AUDIO, INC.	1/25/2017	\$137.17	NONPRINT
Paid Chk# 004937 BLR	1/25/2017	\$497.00	1 YEAR/PERIODICALS
Paid Chk# 004938 B-TECH LLC	1/25/2017	\$962.27	BLDG REPAIR
Paid Chk# 004939 BUNGER & ROBERTSON, LLP	1/25/2017	\$400.00	LEGAL SERVICES
Paid Chk# 004940 CARMICHAEL TRUCK &	1/25/2017	\$619.09	BKM REPAIR
Paid Chk# 004941 CENTER POINT LARGE PRINT	1/25/2017	\$224.10	BOOKS
Paid Chk# 004942 CHARDON LABORATORIES, INC.	1/25/2017	\$662.00	BOILER/COOLING TWR SERVICE
Paid Chk# 004943 CITY OF BLOOMINGTON	1/25/2017	\$1,197.00	PARKING PERMITS
Paid Chk# 004944 CITY OF BLOOMINGTON	1/25/2017	\$10.00	TRANSFER ZONE 4 PARKING PERMIT
Paid Chk# 004945 CYNTHIA A. CREEK	1/25/2017	\$25.95	REFUND ON LOST ITEM
Paid Chk# 004946 DANIEL A. RIDLON	1/25/2017	\$25.32	REFUND ON LOST ITEM
Paid Chk# 004947 DEMCO, INC.	1/25/2017	\$200.26	CATALOGING SPLS
Paid Chk# 004948 EBSCO	1/25/2017	\$218.41	PERIODICALS
Paid Chk# 004949 FINDAWAY WORLD, LLC	1/25/2017	\$79.96	NONPRINT
Paid Chk# 004950 FREEDOM BUSINESS	1/25/2017	\$287.99	PRINT CARTRIDGES
Paid Chk# 004951 FULL COMPASS SYSTEMS, LTD	1/25/2017	\$1,905.73	AUDIO/VIDEO MAT'LS-CATS
Paid Chk# 004952 GALE/CENGAGE LEARNING	1/25/2017	\$1,559.35	BOOKS
Paid Chk# 004953 HEIDI BROWN	1/25/2017	\$65.00	KID'S YOGA PROGRAM
Paid Chk# 004954 INDIANA CHAMBER OF	1/25/2017	\$159.95	BOOKS
Paid Chk# 004955 INDIANA UNIVERSITY	1/25/2017	\$300.00	LUNAR NEW YEAR EVENT/ASIAN CTR.
Paid Chk# 004956 LEGAL SHIELD	1/25/2017	\$141.70	IDENTITY THEFT/LEGAL INS. W/H

MONROE COUNTY PUBLIC LIBRARY

***Check Summary Register©**

January 6, 2017 to February 2, 2017

Name	Check Date	Check Amt	
Paid Chk# 004957	MARILYN WOOD	1/25/2017	\$52.81 ALA CONFERENCE EXPENSES
Paid Chk# 004958	MENARDS - BLOOMINGTON	1/25/2017	\$217.04 BLDG SPLS
Paid Chk# 004959	MIDWEST PRESORT SERVICE	1/25/2017	\$311.06 POSTAGE SERVICES
Paid Chk# 004960	MIDWEST TAPE	1/25/2017	\$11,475.06 NONPRINT
Paid Chk# 004961	MONROE COUNTY CLERK	1/25/2017	\$50.00 GARNISHMENT W/H
Paid Chk# 004962	NETWORK SERVICES COMPANY	1/25/2017	\$79.66 CLEANING SPLS
Paid Chk# 004963	PENGUIN RANDOM HOUSE, LLC	1/25/2017	\$212.00 NONPRINT
Paid Chk# 004964	RECORDED BOOKS, INC.	1/25/2017	\$504.00 NONPRINT
Paid Chk# 004965	RICOH USA, INC.	1/25/2017	\$115.98 COPIERS/ADD'L IMAGES
Paid Chk# 004966	THE MACEXPERIENCE	1/25/2017	\$3,064.99 EQUIP. & IT SPLS-CATS
Paid Chk# 004967	THOMSON REUTERS - WEST	1/25/2017	\$442.34 BOOKS
Paid Chk# 004968	TUMBLEWEED PRESS INC.	1/25/2017	\$1,000.00 E-BOOKS
Paid Chk# 004969	UNITED STATES TREASURY	1/25/2017	\$76.00 GARNISHMENT W/H
Paid Chk# 004970	UNITED WAY	1/25/2017	\$54.00 UNITED WAY W/H
Paid Chk# 004971	ACTIVATE HEALTHCARE	1/31/2017	\$4,537.90 MARCH '17 CLINIC
Paid Chk# 004972	AT&T MOBILITY	1/31/2017	\$345.83 CELL PHONES
Paid Chk# 004973	BAKER & TAYLOR BOOKS	1/31/2017	\$298.36 BOOKS/MLK DAY
Paid Chk# 004974	CIM TECHNOLOGY SOLUTIONS	1/31/2017	\$300.00 EQUIP. REPAIR
Paid Chk# 004975	DUKE ENERGY	1/31/2017	\$2,105.80 ELECTRICITY
Paid Chk# 004976	EMILY BROCKMAN	1/31/2017	\$80.00 MUSICAL STORYTIME PROGRAM
Paid Chk# 004977	GUARDIAN LIFE INS. CO.	1/31/2017	\$8,963.92 FEB. '17 DENTAL, VISION, STD & LIFE INS.
Paid Chk# 004978	JIM GORDON, INC	1/31/2017	\$18.08 COPIERS OVERAGE
Paid Chk# 004979	KLEINDORFER'S HDWE	1/31/2017	\$27.42 BLDG SPLS
Paid Chk# 004980	MICHAEL O'CONNELL	1/31/2017	\$50.00 UNPLUGGED CODING FOR KIDS PROGRAM
Paid Chk# 004981	OLD NATIONAL BANK/SAFE	1/31/2017	\$25.00 SAFE DEPOSIT BOX RENTAL
Paid Chk# 004982	RICOH USA, INC.	1/31/2017	\$66.16 ADMIN COPIER RENTAL
Paid Chk# 004983	RJE	1/31/2017	\$120.00 FURNITURE REPAIR
Paid Chk# 004984	SIHO INSURANCE SERVICES	1/31/2017	\$43,846.92 FEB.'17 HEALTH INS.
Paid Chk# 004985	THE MACEXPERIENCE	1/31/2017	\$3,533.95 CATS EQUIPMENT
Paid Chk# 004986	TRAF-SYS, INC.	1/31/2017	\$800.00 UPGRADE OF SOFTWARE
Paid Chk# 004987	ARTS FOR LEARNING INDIANA	2/2/2017	\$854.00 CHILD/GRIOT DRUM ENSEMBLE
Paid Chk# 004988	CHASE CARD SERVICES	2/2/2017	\$6,499.81 VARIOUS
Paid Chk# 004989	EMILY BROCKMAN	2/2/2017	\$80.00 MUSICAL STORYTIME PROGRAM
Paid Chk# 004990	SHAWN S. HENLINE	2/2/2017	\$60.80 BKM FUEL
Paid Chk# 004991	SYNCHRONY BANK/AMAZON	2/2/2017	\$3,417.27 BOOKS
	Total Checks		\$297,336.05

MONROE COUNTY PUBLIC LIBRARY
CHECKING ACCOUNTS
01/06/17 - 02/02/17

MainSource Checking Account/Check Register Total	\$297,336.05
Add: Electronic Withdrawals	
MainSource Checking-Monthly Service Charge (Feb. '17)	0.00
MainSource Checking-ACH Block Charge (Jan. '17)	21.00
MainSource Checking-Bank cleared ck incorrect amount	-50.00
German-American Bank-TSYS Fees/new system (Feb. '17)	481.67
Add: Payrolls	
Vouchers 01/05/17 Payroll (ECI)	131,235.99
Electronic transfer (ECI) employee/employer taxes	51,994.90
Electronic transfer (ECI) employee "HSA"	2,584.67
Electronic transfer (ECI) employer "HSA"	33,046.00
Electronic PERF pymt. 01/12/17	20,115.11
Electronic transfer 01/10/17 (TASC) employee/employer "FSA"	219.99
Vouchers 01/20/17 Payroll (ECI)	130,196.23
Electronic transfer (ECI) employee/employer taxes	52,122.29
Electronic transfer (ECI) employee "HSA"	2,584.66
Electronic PERF pymt. 01/23/17	20,113.63
Electronic transfer 01/24/17 (TASC) employee/employer "FSA"	219.99
TOTAL OF A/P AND PAYROLL CHECK REGISTERS	\$742,222.18

Check # 4988

ACCOUNTS PAYABLE VOUCHER

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

<p>Payee</p> <p>CHASE CARD SERVICES</p> <p>CARDMEMBER SERVICE</p> <p>PALATINE, IL 60094-4014</p>	<p>Claim 29621</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
1/11/2017		E016-011-21350 AMAZON/MLK DAY (TAX REFUND)	(\$2.24)
1/4/2017		E019-011-21350 KROGER/CHILD PROGRAM SPLS	\$12.99
1/9/2017		E019-011-21350 DISCOUNT SCHOOL SPLS/SPLS FOR LAPS	\$115.78
1/9/2017		E019-011-21350 DISCOUNT SCHOOL SPLS/PROGRAM SPLS	\$41.97
1/10/2017		E016-011-21350 AMAZON/MLK DAY SPLS	\$117.51
1/9/2017		E019-011-21350 DISCOUNT SCHOOL SPLS/PROGRAM SPLS	\$25.98
1/11/2017		E016-011-21350 AMAZON/MLK DAY SPLS	\$15.50
1/10/2017		E019-011-21350 TARGET/CHILD PROGRAM SPLS	\$18.12
1/12/2017		E019-011-21350 MICHAELS/CHILD PROGRAM SPLS	\$30.44
1/16/2017		E016-011-21350 KROGER/MLD DAY SPLS	\$41.35
1/24/2017		E019-011-44100 COMMUNITY PLAYTHINGS/KITCHEN SET	\$1,165.00
12/28/2016		E001-019-31500 WUNDERKINER/MONTHLY SUBSCRIPTION	\$24.95
12/30/2016		E001-007-33200 MAILCHIP/ENEWSLETTER	\$45.00
1/4/2017		E001-024-21300 GEORGE PATTON ASS./PENS CUST. SVC.	\$56.02
1/3/2017		E019-007-21350 PRINTING SVCS/GENERAL SPLS	\$37.03
1/11/2017		E001-019-31500 HOOTSUITE/MONTHLY SOCIAL MEDIA	\$9.99
1/18/2017		E001-024-21200 OVERNIGHTPRINTS/BUS. CARDS	\$30.64
1/18/2017		E001-025-21200 OVERNIGHTPRINTS/BUS. CARDS	\$44.17
1/5/2017		E019-002-32500 ALA/WEBINAR	\$80.00
1/11/2017		E001-018-22300 DURAREADY/CATALOGING SPLS/BOOKS	\$1,502.09
1/19/2017		E020-016-21400 BEST BUY/INK CARTRIDGES	\$66.26
1/19/2017		E020-016-23000 BEST BUY/USB ADAPTORS	\$21.98
1/19/2017		E029-016-44700 BEST BUY/HARD DRIVES	\$282.97
1/12/2017		E019-001-32300 SUPERSHUTTLE/ALA TRAVEL EXP.	\$29.50
12/24/2016		E001-024-31500 WHENTOWORK/SUBSCRIPT/MAINT.	\$160.00
12/29/2016		E001-006-21300 4IMPRINT/PENS FOR HR	\$128.01
1/11/2017		E001-019-23000 SWEETWATER/PODIUM CABLES/MTG RM	\$33.98
1/18/2017		E001-008-22200 SPEEDWAY/FUEL	\$31.17
1/19/2017		E019-001-21350 MARSH/PARTY FOOD/BACK'S	\$149.97
1/5/2017		E001-008-21400 FEDEX/COPIES	\$31.41
1/6/2017		E001-008-22200 CIRCLE S/FUEL	\$69.24
12/26/2016		E001-015-22200 CIRCLE S/FUEL	\$40.14
1/2/2017		E001-015-22200 CIRCLE S/FUEL	\$53.48
1/9/2017		E001-015-22200 CIRCLE S/FUEL	\$60.72
1/16/2017		E001-015-22200 CIRCLE S/FUEL	\$45.00
1/20/2017		E001-015-22200 EXXON/MOBILE/FUEL	\$22.49
1/11/2017		E001-019-23000 MONOPRICE/IT SPLS	\$21.57
1/16/2017		E020-016-31500 DREAMHOST/MONTHLY WEBSITE	\$50.00
1/18/2017		E001-019-31500 GODADDY/YEARLY MAINT. SOFTWARE	\$709.99
1/20/2017		E001-019-31500 GODADDY/YEARLY MAINT./SOFTWARE	\$809.97
12/31/2016		E019-026-21350 AVERS PIZZA/TEEN FOOD	\$35.00

1/9/2017	E029-026-44650 PODBEAN/SOFTWARE	\$96.00
1/12/2017	E019-026-21350 LITTLE CAESARS/TEEN FOOD	\$95.79
1/17/2017	E001-026-32600 USPS/SHIPPING	\$21.90
1/21/2017	E019-026-21350 CVS/TEEN SPLS	\$20.98
Total		\$6,499.81

VOUCHER NO. 29621 WARRANT NO. 4988

CHASE CARD SERVICES

ALLOWED

IN THE SUM OF \$ \$6,499.81

\$ \$6,499.81

ON ACCOUNT OF APPROPRIATION FOR

COST DITRIBUTION LEDGER CLASSIFICATION
IF CLAIM PAID MOTOR VEHICLE HIGHWAY FUND

Board/Council Member

Acct. No.	Account Title	Amount
	E016-011-21350	(\$2.24)
	E019-011-21350	\$12.99
	E019-011-21350	\$115.78
	E019-011-21350	\$41.97
	E016-011-21350	\$117.51
	E019-011-21350	\$25.98
	E016-011-21350	\$15.50
	E019-011-21350	\$18.12
	E019-011-21350	\$30.44
	E016-011-21350	\$41.35
	E019-011-44100	\$1,165.00
	E001-019-31500	\$24.95
	E001-007-33200	\$45.00
	E001-024-21300	\$56.02
	E019-007-21350	\$37.03
	E001-019-31500	\$9.99
	E001-024-21200	\$30.64
	E001-025-21200	\$44.17
	E019-002-32500	\$80.00
	E001-018-22300	\$1,502.09
	E020-016-21400	\$66.26
	E020-016-23000	\$21.98
	E029-016-44700	\$282.97
	E019-001-32300	\$29.50
	E001-024-31500	\$160.00
	E001-006-21300	\$128.01
	E001-019-23000	\$33.98
	E001-008-22200	\$31.17
	E019-001-21350	\$149.97
	E001-008-21400	\$31.41
	E001-008-22200	\$69.24

Financial Report Comments

Reports as of 01-31-17

Board Meeting Date 02/15/17

Monthly Budget Report:

The following table compares the actual percentage of the budget used so far in the major expense categories this year compared to the guideline which is 8.3% after one month.

	% Spending Guideline	Actual % Spending
	January 31, 2017	
Wages and Benefits	8.3%	8.7%
Supplies	8.3%	5.4%
Other Services & Charges	8.3%	6.8%
Capital Outlay	8.3%	10.9%
Total Operating Expenditures	8.3%	8.5%

The wages and benefits category is over the guideline because we paid January health insurance premiums and we also paid the February premiums in January.

The Capital Outlay line is over the guideline mainly due to our timing of book and nonprint purchases. I do not foresee a problem here because we can control our spending for collections.

MONROE COUNTY PUBLIC LIBRARY
MONTHLY SUMMARY OF BUDGET CATEGORIES
AS OF JANUARY 31, 2017
ONE MONTH = 8.3%

	2017 JANUARY	2016 JANUARY	2017 Y-T-D ACTUAL	2017 BUDGET	2016 Y-T-D ACTUAL	2017 Y-T-D BUDGET REMAINING	2017 % OF BUDGET USED	2017 % OF BUDGET REMAINING
PERSONNEL SERVICES								
SALARIES	327,134.42	327,463.06	327,134.42	4,272,462.81	327,463.06	3,945,328.39	7.7%	92.3%
EMPLOYEE BENEFITS	174,830.43	179,106.26	174,830.43	1,513,808.89	179,106.26	1,338,978.46	11.5%	88.5%
OTHER WAGES	0.00	0.00	0.00	13,300.00	0.00	13,300.00	0.0%	100.0%
TOTAL PERSONNEL SERVICES	<u>501,964.85</u>	<u>506,569.32</u>	<u>501,964.85</u>	<u>5,799,571.70</u>	<u>506,569.32</u>	<u>5,297,606.85</u>	<u>8.7%</u>	<u>91.3%</u>
SUPPLIES								
OFFICE SUPPLIES	1,442.86	2,272.05	1,442.86	57,550.00	2,272.05	56,107.14	2.5%	97.5%
OPERATING SUPPLIES	8,638.37	6,869.43	8,638.37	111,400.00	6,869.43	102,761.63	7.8%	92.2%
REPAIR & MAINT. SUPPLIES	582.91	2,465.84	582.91	29,400.00	2,465.84	28,817.09	2.0%	98.0%
TOTAL SUPPLIES	<u>10,664.14</u>	<u>11,607.32</u>	<u>10,664.14</u>	<u>198,350.00</u>	<u>11,607.32</u>	<u>187,685.86</u>	<u>5.4%</u>	<u>94.6%</u>
OTHER SERVICES & CHARGES								
PROFESSIONAL SERVICES	14,051.64	14,633.05	14,051.64	413,500.00	14,633.05	399,448.36	3.4%	96.6%
COMMUNICATION & TRANSPORTATION	2,676.30	2,691.35	2,676.30	81,300.00	2,691.35	78,623.70	3.3%	96.7%
PRINTING & ADVERTISING	0.00	45.00	0.00	7,850.00	45.00	7,850.00	0.0%	100.0%
INSURANCE	0.00	0.00	0.00	81,100.00	0.00	81,100.00	0.0%	100.0%
UTILITIES	28,551.51	23,489.52	28,551.51	362,750.00	23,489.52	334,198.49	7.9%	92.1%
REPAIR & MAINTENANCE	3,326.65	1,148.61	3,326.65	59,000.00	1,148.61	55,673.35	5.6%	94.4%
RENTALS	550.96	1,451.06	550.96	32,900.00	1,451.06	32,349.04	1.7%	98.3%
ELECTRONIC SERVICES	22,106.96	15,885.98	22,106.96	350,000.00	15,885.98	327,893.04	6.3%	93.7%
OTHER CHARGES	52,739.83	29,339.88	52,739.83	440,978.00	29,339.88	388,238.17	12.0%	88.0%
TOTAL OTHER SERVICES & CHARGES	<u>124,003.85</u>	<u>88,684.45</u>	<u>124,003.85</u>	<u>1,829,378.00</u>	<u>88,684.45</u>	<u>1,705,374.15</u>	<u>6.8%</u>	<u>93.2%</u>
CAPITAL OUTLAY								
FURNITURE & EQUIPMENT	799.00	1,802.00	799.00	34,000.00	1,802.00	33,201.00	2.4%	97.7%
OTHER CAPITAL OUTLAY	109,574.67	112,766.13	109,574.67	975,500.00	112,766.13	865,925.33	11.2%	88.8%
TOTAL CAPITAL OUTLAY	<u>110,373.67</u>	<u>114,568.13</u>	<u>110,373.67</u>	<u>1,009,500.00</u>	<u>114,568.13</u>	<u>899,126.33</u>	<u>10.9%</u>	<u>89.1%</u>
TOTAL OPERATING EXPENDITURES	<u><u>747,006.51</u></u>	<u><u>721,429.22</u></u>	<u><u>747,006.51</u></u>	<u><u>8,836,799.70</u></u>	<u><u>721,429.22</u></u>	<u><u>8,089,793.19</u></u>	<u><u>8.5%</u></u>	<u><u>91.5%</u></u>

2016 BUDGET 8,455,883.89
% USED IN 2016 8.5%

MONROE COUNTY PUBLIC LIBRARY
MONTHLY BUDGET REPORT
AS OF JANUARY 31, 2017

	2017 JANUARY	2016 JANUARY	2017 Y-T-D ACTUAL	2017 BUDGET	2016 Y-T-D ACTUAL	2017 Y-T-D BUDGET REMAINING	2017 % OF BUDGET USED	2017 % OF BUDGET REMAINING
PERSONNEL SERVICES (1000'S)								
SALARIES								
1120 ADMINISTRATION/DIRECTORS	14,619.82	7,655.55	14,619.82	187,507.61	7,655.55	172,887.79	7.8%	92.2%
1130 MANAGERS/ASST. MANAGERS	83,266.45	95,390.01	83,266.45	1,036,770.16	95,390.01	953,503.71	8.0%	92.0%
1140 LIBRARIANS, EXPERTS	78,832.85	81,017.15	78,832.85	1,099,735.35	81,017.15	1,020,902.50	7.2%	92.8%
1150 SPECIALISTS	16,448.40	14,465.46	16,448.40	217,914.23	14,465.46	201,465.83	7.5%	92.5%
1160 ASSISTANTS/PARAPROFESSIONALS	58,631.62	53,622.40	58,631.62	719,284.83	53,622.40	660,653.21	8.2%	91.8%
1170 TECH/OPERATORS/SECRETARIES	4,732.73	4,507.42	4,732.73	60,449.80	4,507.42	55,717.07	7.8%	92.2%
1190 BUILDING SERVICES/MAINTENANCE	12,345.27	12,420.02	12,345.27	159,100.83	12,420.02	146,755.56	7.8%	92.2%
1200 BUILDING SERVICES/SECURITY	8,458.73	8,025.24	8,458.73	107,837.60	8,025.24	99,378.87	7.8%	92.2%
1280 PRODUCTION ASSISTANTS	1,470.14	1,322.01	1,470.14	17,836.00	1,322.01	16,365.86	8.2%	91.8%
1290 INFORMATION ASST/MATERIAL/SUPPORT	29,666.42	31,842.21	29,666.42	428,875.20	31,842.21	399,208.78	6.9%	93.1%
1300 SUPPORT/MATERIAL HANDLERS	18,661.99	15,978.15	18,661.99	221,000.00	15,978.15	202,338.01	8.4%	91.6%
1320 TECHNICIANS	0.00	1,217.44	0.00	16,151.20	1,217.44	16,151.20	0.0%	100.0%
TOTAL SALARIES	327,134.42	327,463.06	327,134.42	4,272,462.81	327,463.06	3,945,328.39	7.7%	92.3%
EMPLOYEE BENEFITS								
1210 EMPLOYER CONTRIBUTION/FICA	19,575.08	19,563.93	19,575.08	265,942.92	19,563.93	246,367.84	7.4%	92.6%
1220 UNEMPLOYMENT COMPENSATION	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.0%	100.0%
1230 EMPLOYER CONTRIBUTION/PERF	28,956.89	29,722.11	28,956.89	377,097.47	29,722.11	348,140.58	7.7%	92.3%
1235 EMPLOYEE/PERF	7,756.29	7,961.30	7,756.29	101,008.27	7,961.30	93,251.98	7.7%	92.3%
1240 EMPLOYER CONT/INSURANCE	113,964.13	117,283.58	113,964.13	697,563.86	117,283.58	583,599.73	16.3%	83.7%
1245 EMPLOYER INS/FSA	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
1250 EMPLOYER CONT/MEDICARE	4,578.04	4,575.34	4,578.04	62,196.37	4,575.34	57,618.33	7.4%	92.6%
TOTAL EMPLOYEE BENEFITS	174,830.43	179,106.26	174,830.43	1,513,808.89	179,106.26	1,338,978.46	11.5%	88.5%
OTHER WAGES								
1310 WORKSTUDY	0.00	0.00	0.00	3,300.00	0.00	3,300.00	0.0%	100.0%
1180 TEMPORARY STAFF	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.0%	100.0%
TOTAL OTHER WAGES	0.00	0.00	0.00	13,300.00	0.00	13,300.00	0.0%	100.0%
TOTAL PERSONNEL SERVICES	501,964.85	506,569.32	501,964.85	5,799,571.70	506,569.32	5,297,606.85	8.7%	91.3%
SUPPLIES (2000'S)								
OFFICE SUPPLIES								
2110 OFFICIAL RECORDS	0.00	0.00	0.00	1,100.00	0.00	1,100.00	0.0%	100.0%
2120 STATIONERY & PRINTING	0.00	0.00	0.00	550.00	0.00	550.00	0.0%	100.0%
2130 OFFICE SUPPLIES	32.29	578.50	32.29	11,500.00	578.50	11,467.71	0.3%	99.7%
2135 GENERAL SUPPLIES	0.00	0.00	0.00	200.00	0.00	200.00	0.0%	100.0%
2140 DUPLICATING	1,410.57	1,573.58	1,410.57	44,200.00	1,573.58	42,789.43	3.2%	96.8%
21600 PUBLIC USE SUPPLIES	0.00	119.97	0.00	0.00	119.97	0.00	#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	1,442.86	2,272.05	1,442.86	57,550.00	2,272.05	56,107.14	2.5%	97.5%

MONROE COUNTY PUBLIC LIBRARY
MONTHLY BUDGET REPORT
AS OF JANUARY 31, 2017

	2017 JANUARY	2016 JANUARY	2017 Y-T-D ACTUAL	2017 BUDGET	2016 Y-T-D ACTUAL	2017 Y-T-D BUDGET REMAINING	2017 % OF BUDGET USED	2017 % OF BUDGET REMAINING
OPERATING SUPPLIES								
2210 CLEANING SUPPLIES	1,666.83	2,894.43	1,666.83	40,000.00	2,894.43	38,333.17	4.2%	95.8%
2220 FUEL, OIL, & LUBRICANTS	43.41	305.67	43.41	9,000.00	305.67	8,956.59	0.5%	99.5%
2230 CATALOGING SUPPLIES-BOOKS	201.08	206.75	201.08	6,000.00	206.75	5,798.92	3.4%	96.6%
2240 A/V SUPPLIES-CATALOGING	72.93	0.00	72.93	6,000.00	0.00	5,927.07	1.2%	98.8%
2250 CIRCULATION SUPPLIES	6,479.35	3,249.00	6,479.35	32,500.00	3,249.00	26,020.65	19.9%	80.1%
2260 LIGHT BULBS	0.00	213.58	0.00	12,000.00	213.58	12,000.00	0.0%	100.0%
2280 UNIFORMS	174.77	0.00	174.77	1,900.00	0.00	1,725.23	9.2%	90.8%
2290 DISPLAY/EXHIBIT SUPPLIES	0.00	0.00	0.00	4,000.00	0.00	4,000.00	0.0%	100.0%
TOTAL OPERATING SUPPLIES	8,638.37	6,869.43	8,638.37	111,400.00	6,869.43	102,761.63	7.8%	92.2%
REPAIR & MAINTENANCE SUPPLIES								
2300 IT SUPPLIES	130.09	0.00	130.09	6,500.00	0.00	6,369.91	2.0%	98.0%
2310 BUILDING MATERIALS & SUPPLIES	452.82	2,465.84	452.82	22,000.00	2,465.84	21,547.18	2.1%	97.9%
2320 PAINT & PAINTING SUPPLIES	0.00	0.00	0.00	900.00	0.00	900.00	0.0%	100.0%
2340 OTHER REPAIR & BINDING	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
TOTAL REPAIR & MAINTENANCE SUPPLIES	582.91	2,465.84	582.91	29,400.00	2,465.84	28,817.09	2.0%	98.0%
TOTAL SUPPLIES	10,664.14	11,607.32	10,664.14	198,350.00	11,607.32	187,685.86	5.4%	94.6%
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	0.00	39,000.00	0.00	39,000.00	0.0%	100.0%
3120 ENGINEERING/ARCHITECTURAL	0.00	0.00	0.00	7,000.00	0.00	7,000.00	0.0%	100.0%
3130 LEGAL SERVICES	400.00	622.98	400.00	15,500.00	622.98	15,100.00	2.6%	97.4%
3140 BUILDING SERVICES	2,555.12	2,229.42	2,555.12	40,000.00	2,229.42	37,444.88	6.4%	93.6%
3150 MAINTENANCE CONTRACTS	2,301.91	2,091.55	2,301.91	170,500.00	2,091.55	168,198.09	1.4%	98.6%
3160 COMPUTER SERVICES (OCLC)	5,347.18	5,221.60	5,347.18	72,500.00	5,221.60	67,152.82	7.4%	92.6%
3170 ADMIN/ACCOUNTING SERVICES	2,445.03	3,357.70	2,445.03	51,000.00	3,357.70	48,554.97	4.8%	95.2%
3175 COLLECTION AGENCY SERVICES	1,002.40	1,109.80	1,002.40	18,000.00	1,109.80	16,997.60	5.6%	94.4%
TOTAL PROFESSIONAL SERVICES	14,051.64	14,633.05	14,051.64	413,500.00	14,633.05	399,448.36	3.4%	96.6%
COMMUNICATION & TRANSPORTATION								
3210 TELEPHONE	1,622.93	1,467.41	1,622.93	31,300.00	1,467.41	29,677.07	5.2%	94.8%
3215 CABLE TV	17.80	8.90	17.80	0.00	8.90	-17.80	#DIV/0!	#DIV/0!
3220 POSTAGE	1,035.57	1,215.04	1,035.57	19,000.00	1,215.04	17,964.43	5.5%	94.5%
3230 TRAVEL EXPENSE	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.0%	100.0%
3240 PROFESSIONAL MTG. (OFF-SITE)	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.0%	100.0%
3250 CONTINUING ED. (ON-SITE)	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.0%	100.0%
3260 FREIGHT & DELIVERY	0.00	0.00	0.00	1,000.00	0.00	1,000.00	0.0%	100.0%
TOTAL COMMUNICATION & TRANSPORTATION	2,676.30	2,691.35	2,676.30	81,300.00	2,691.35	78,623.70	3.3%	96.7%

MONROE COUNTY PUBLIC LIBRARY
MONTHLY BUDGET REPORT
AS OF JANUARY 31, 2017

	2017 JANUARY	2016 JANUARY	2017 Y-T-D ACTUAL	2017 BUDGET	2016 Y-T-D ACTUAL	2017 Y-T-D BUDGET REMAINING	2017 % OF BUDGET USED	2017 % OF BUDGET REMAINING
PRINTING & ADVERTISING								
3310 ADVERTISING & PUBLICATION	0.00	0.00	0.00	2,850.00	0.00	2,850.00	0.0%	100.0%
3320 PRINTING	0.00	45.00	0.00	5,000.00	45.00	5,000.00	0.0%	100.0%
TOTAL PRINTING & ADVERTISING	0.00	45.00	0.00	7,850.00	45.00	7,850.00	0.0%	100.0%
INSURANCE								
3410 OFFICIAL BOND	0.00	0.00	0.00	600.00	0.00	600.00	0.0%	100.0%
3420 OTHER INSURANCE	0.00	0.00	0.00	80,500.00	0.00	80,500.00	0.0%	100.0%
TOTAL INSURANCE	0.00	0.00	0.00	81,100.00	0.00	81,100.00	0.0%	100.0%
UTILITIES								
3510 GAS	425.15	301.44	425.15	4,450.00	301.44	4,024.85	9.6%	90.4%
3520 ELECTRICITY	26,942.80	21,834.03	26,942.80	332,000.00	21,834.03	305,057.20	8.1%	91.9%
3530 WATER	1,183.56	1,354.05	1,183.56	26,300.00	1,354.05	25,116.44	4.5%	95.5%
TOTAL UTILITIES	28,551.51	23,489.52	28,551.51	362,750.00	23,489.52	334,198.49	7.9%	92.1%
REPAIR & MAINTENANCE								
3610 BUILDING REPAIR	1,698.27	150.00	1,698.27	29,000.00	150.00	27,301.73	5.9%	94.1%
3630 OTHER EQUIP/FURNITURE REPAIRS	420.00	104.90	420.00	16,000.00	104.90	15,580.00	2.6%	97.4%
3640 VEHICLE REPAIR & MAINTENANCE	965.26	893.71	965.26	12,500.00	893.71	11,534.74	7.7%	92.3%
3650 MATERIAL BINDING/REPAIR SERV.	243.12	0.00	243.12	1,500.00	0.00	1,256.88	16.2%	83.8%
TOTAL REPAIR & MAINTENANCE	3,326.65	1,148.61	3,326.65	59,000.00	1,148.61	55,673.35	5.6%	94.4%
RENTALS								
3710 REAL ESTATE RENTAL/PARKING	550.96	1,451.06	550.96	32,900.00	1,451.06	32,349.04	1.7%	98.3%
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	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
TOTAL RENTALS	550.96	1,451.06	550.96	32,900.00	1,451.06	32,349.04	1.7%	98.3%
ELECTRONIC SERVICES								
38450 DATABASES SERVICES	995.00	2,700.00	995.00	190,000.00	2,700.00	189,005.00	0.5%	99.5%
38460 E-BOOKS SERVICES	21,111.96	13,185.98	21,111.96	160,000.00	13,185.98	138,888.04	13.2%	86.8%
TOTAL ELECTRONIC SERVICES	22,106.96	15,885.98	22,106.96	350,000.00	15,885.98	327,893.04	6.3%	93.7%
OTHER CHARGES								
3910 DUES/INSTITUTIONAL	5,133.83	4,506.53	5,133.83	7,500.00	4,506.53	2,366.17	68.5%	31.5%
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	35,583.00	24,833.35	35,583.00	426,978.00	24,833.35	391,395.00	8.3%	91.7%
3944 TRANSFER TO CATS SUBSIDY	12,023.00	0.00	12,023.00	0.00	0.00	-12,023.00	#DIV/0!	#DIV/0!
3950 EDUCATIONAL SERV/LICENSING	0.00	0.00	0.00	4,500.00	0.00	4,500.00	0.0%	100.0%
TOTAL OTHER CHARGES	52,739.83	29,339.88	52,739.83	440,978.00	29,339.88	388,238.17	12.0%	88.0%
TOTAL OTHER SERVICES/CHARGES	124,003.85	88,684.45	124,003.85	1,829,378.00	88,684.45	1,705,374.15	6.8%	93.2%

MONROE COUNTY PUBLIC LIBRARY
MONTHLY BUDGET REPORT
AS OF JANUARY 31, 2017

	2017 JANUARY	2016 JANUARY	2017 Y-T-D ACTUAL	2017 BUDGET	2016 Y-T-D ACTUAL	2017 Y-T-D BUDGET REMAINING	2017 % OF BUDGET USED	2017 % OF BUDGET REMAINING
CAPITAL OUTLAY (4000'S)								
FURNITURE & EQUIPMENT								
4410 FURNITURE	0.00	1,412.03	0.00	10,000.00	1,412.03	10,000.00	0.0%	100.0%
4430 OTHER EQUIPMENT	799.00	389.97	799.00	19,000.00	389.97	18,201.00	4.2%	95.8%
4440 LAND & BUILDINGS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
4445 BUILDING RENOVATIONS	0.00	0.00	0.00	5,000.00	0.00	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	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
4470 EQUIPMENT - CATS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
4475 SOFTWARE - CATS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
TOTAL FURNITURE & EQUIPMENT	799.00	1,802.00	799.00	34,000.00	1,802.00	33,201.00	2.4%	97.7%
OTHER CAPITAL OUTLAY								
4510 BOOKS	66,681.48	69,429.78	66,681.48	582,000.00	69,429.78	515,318.52	11.5%	88.5%
4520 PERIODICALS & NEWSPAPERS	1,084.86	1,241.24	1,084.86	43,000.00	1,241.24	41,915.14	2.5%	97.5%
4530 NONPRINT MATERIALS	41,808.33	42,095.11	41,808.33	350,500.00	42,095.11	308,691.67	11.9%	88.1%
TOTAL OTHER CAPITAL OUTLAY	109,574.67	112,766.13	109,574.67	975,500.00	112,766.13	865,925.33	11.2%	88.8%
TOTAL CAPITAL OUTLAY	110,373.67	114,568.13	110,373.67	1,009,500.00	114,568.13	899,126.33	10.9%	89.1%
TOTAL OPERATING EXPENDITURES	747,006.51	721,429.22	747,006.51	8,836,799.70	721,429.22	8,089,793.19	8.5%	91.5%

MONROE COUNTY PUBLIC LIBRARY

Operating Budget & Expenditure Report

January 1, 2017 to January 31, 2017

1 month = 8.3%

Object	Object Descr	2017 Budget	Jan.	2017 YTD Amt	2017 YTD Balance	2017 %YTD Budget
11200	ADMINISTRATION	\$187,507.61	\$14,619.82	\$14,619.82	\$172,887.79	7.80%
11300	MANAGERS/ASST.	\$1,036,770.16	\$83,266.45	\$83,266.45	\$953,503.71	8.03%
11400	LIBRARIANS, EXPERTS	\$1,099,735.35	\$78,832.85	\$78,832.85	\$1,020,902.50	7.17%
11500	SPECIALISTS	\$217,914.23	\$16,448.40	\$16,448.40	\$201,465.83	7.55%
11600	ASSISTANTS/PARAPRO	\$719,284.83	\$58,631.62	\$58,631.62	\$660,653.21	8.15%
11700	TECH/OPERATORS/SEC	\$60,449.80	\$4,732.73	\$4,732.73	\$55,717.07	7.83%
11800	TEMPORAY STAFF	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.00%
11900	BUILDING	\$159,100.83	\$12,345.27	\$12,345.27	\$146,755.56	7.76%
12000	BUILDING	\$107,837.60	\$8,458.73	\$8,458.73	\$99,378.87	7.84%
12100	FICA/EMPLOYER	\$265,942.92	\$19,575.08	\$19,575.08	\$246,367.84	7.36%
12200	UNEMPLOYMENT	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.00%
12300	PERF/EMPLOYER	\$377,097.47	\$28,956.89	\$28,956.89	\$348,140.58	7.68%
12350	PERF/EMPLOYEE	\$101,008.27	\$7,756.29	\$7,756.29	\$93,251.98	7.68%
12400	INS/EMPLOYER	\$697,563.86	\$113,964.13	\$113,964.13	\$583,599.73	16.34%
12500	MEDICARE/EMPLOYER	\$62,196.37	\$4,578.04	\$4,578.04	\$57,618.33	7.36%
12800	PRODUCTION	\$17,836.00	\$1,470.14	\$1,470.14	\$16,365.86	8.24%
12900	INFORMATION	\$428,875.20	\$29,666.42	\$29,666.42	\$399,208.78	6.92%
13000	SUPPORT/MATERIAL	\$221,000.00	\$18,661.99	\$18,661.99	\$202,338.01	8.44%
13100	WORK STUDY	\$3,300.00	\$0.00	\$0.00	\$3,300.00	0.00%
13200	TECHNICIANS	\$16,151.20	\$0.00	\$0.00	\$16,151.20	0.00%
21100	OFFICIAL RECORDS	\$1,100.00	\$0.00	\$0.00	\$1,100.00	0.00%
21200	STATIONERY/BUS.	\$550.00	\$0.00	\$0.00	\$550.00	0.00%
21300	OFFICE SUPPLIES	\$11,500.00	\$32.29	\$32.29	\$11,467.71	0.28%
21350	GENERAL SUPPLIES	\$200.00	\$0.00	\$0.00	\$200.00	0.00%
21400	DUPLICATING	\$44,200.00	\$1,410.57	\$1,410.57	\$42,789.43	3.19%
22100	CLEANING SUPPLIES	\$40,000.00	\$1,666.83	\$1,666.83	\$38,333.17	4.17%
22200	FUEL/OIL/LUBRICANTS	\$9,000.00	\$43.41	\$43.41	\$8,956.59	0.48%
22300	CATALOGING	\$6,000.00	\$201.08	\$201.08	\$5,798.92	3.35%
22400	A/V	\$6,000.00	\$72.93	\$72.93	\$5,927.07	1.22%
22500	CIRCULATION	\$32,500.00	\$6,479.35	\$6,479.35	\$26,020.65	19.94%
22600	LIGHT BULBS	\$12,000.00	\$0.00	\$0.00	\$12,000.00	0.00%
22800	UNIFORMS	\$1,900.00	\$174.77	\$174.77	\$1,725.23	9.20%
22900	DISPLAY/EXHIBITS	\$4,000.00	\$0.00	\$0.00	\$4,000.00	0.00%
23000	IT SUPPLIES	\$6,500.00	\$130.09	\$130.09	\$6,369.91	2.00%
23100	BUILDING MATERIAL	\$22,000.00	\$452.82	\$452.82	\$21,547.18	2.06%
23200	PAINT/PAINTING	\$900.00	\$0.00	\$0.00	\$900.00	0.00%
31100	CONSULTING SERVICES	\$39,000.00	\$0.00	\$0.00	\$39,000.00	0.00%
31200	ENGINEERING/ARCHITE	\$7,000.00	\$0.00	\$0.00	\$7,000.00	0.00%
31300	LEGAL SERVICES	\$15,500.00	\$400.00	\$400.00	\$15,100.00	2.58%
31400	BUILDING SERVICES	\$40,000.00	\$2,555.12	\$2,555.12	\$37,444.88	6.39%
31500	MAINTENANCE	\$170,500.00	\$2,301.91	\$2,301.91	\$168,198.09	1.35%
31600	COMPUTER SERVICES	\$72,500.00	\$5,347.18	\$5,347.18	\$67,152.82	7.38%
31700	ADMIN/ACCOUNTING	\$51,000.00	\$2,445.03	\$2,445.03	\$48,554.97	4.79%

Object	Object Descr	2017 Budget	Jan.	2017 YTD Amt	2017 YTD Balance	2017 %YTD Budget
31750	COLLECTION AGENCY	\$18,000.00	\$1,002.40	\$1,002.40	\$16,997.60	5.57%
32100	TELEPHONE	\$31,300.00	\$1,622.93	\$1,622.93	\$29,677.07	5.19%
32150	CABLE TV SERVICE	\$0.00	\$17.80	\$17.80	-\$17.80	0.00%
32200	POSTAGE	\$19,000.00	\$1,035.57	\$1,035.57	\$17,964.43	5.45%
32300	TRAVEL EXPENSE	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.00%
32400	PROFESSIONAL	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.00%
32500	CONTINUING	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.00%
32600	FREIGHT/DELIVERY	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
33100	ADVERTISING/PUBLICA	\$2,850.00	\$0.00	\$0.00	\$2,850.00	0.00%
33200	PRINTING SERVICES	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
34100	OFFICIAL BOND INS.	\$600.00	\$0.00	\$0.00	\$600.00	0.00%
34200	OTHER INSURANCE	\$80,500.00	\$0.00	\$0.00	\$80,500.00	0.00%
35100	GAS	\$4,450.00	\$425.15	\$425.15	\$4,024.85	9.55%
35200	ELECTRICITY	\$332,000.00	\$26,942.80	\$26,942.80	\$305,057.20	8.12%
35300	WATER	\$26,300.00	\$1,183.56	\$1,183.56	\$25,116.44	4.50%
36100	BUILDING REPAIRS	\$29,000.00	\$1,698.27	\$1,698.27	\$27,301.73	5.86%
36300	OTHER	\$16,000.00	\$420.00	\$420.00	\$15,580.00	2.63%
36400	VEHICLE	\$12,500.00	\$965.26	\$965.26	\$11,534.74	7.72%
36500	MATERIALS	\$1,500.00	\$243.12	\$243.12	\$1,256.88	16.21%
37100	REAL ESTATE	\$32,900.00	\$550.96	\$550.96	\$32,349.04	1.67%
38450	DATABASES	\$190,000.00	\$995.00	\$995.00	\$189,005.00	0.52%
38460	E-BOOKS	\$160,000.00	\$21,111.96	\$21,111.96	\$138,888.04	13.19%
39100	DUES/INSTITUTIONAL	\$7,500.00	\$5,133.83	\$5,133.83	\$2,366.17	68.45%
39200	INTEREST/TEMPORARY	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
39400	TRANSFER TO LIRF	\$426,978.00	\$35,583.00	\$35,583.00	\$391,395.00	8.33%
39440	TRANSFER TO CATS	\$0.00	\$12,023.00	\$12,023.00	-\$12,023.00	0.00%
39500	EDUCATIONAL/LICENSI	\$4,500.00	\$0.00	\$0.00	\$4,500.00	0.00%
44100	FURNITURE	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.00%
44300	OTHER EQUIPMENT	\$19,000.00	\$799.00	\$799.00	\$18,201.00	4.21%
44450	BUILDING RENOVATION	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
45100	BOOKS	\$582,000.00	\$66,681.48	\$66,681.48	\$515,318.52	11.46%
45200	PERIODICALS/NEWSPA	\$43,000.00	\$1,084.86	\$1,084.86	\$41,915.14	2.52%
45300	NONPRINT MATERIALS	\$350,500.00	\$41,808.33	\$41,808.33	\$308,691.67	11.93%
		\$8,836,799.70	\$747,006.51	\$747,006.51	\$8,089,793.19	8.45%

LIRF Budget & Expenditure Report

January 1, 2017 to January 31, 2017

1 month = 8.3%

Object	Object Descr	2017 Budget	Jan.	YTD Amount	2017 YTD Balance	2017 %YTD Budget
36100	BUILDING REPAIRS	\$125,000.00	\$0.00	\$0.00	\$125,000.00	0.00%
44100	FURNITURE	\$25,000.00	\$0.00	\$0.00	\$25,000.00	0.00%
44300	OTHER EQUIPMENT	\$125,000.00	\$0.00	\$0.00	\$125,000.00	0.00%
44450	BUILDING	\$250,000.00	\$0.00	\$0.00	\$250,000.00	0.00%
		\$525,000.00	\$0.00	\$0.00	\$525,000.00	0.00%

MONROE COUNTY PUBLIC LIBRARY

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Debt Service Budget & Expenditures Report

January 1, 2017 to January 31, 2017

1 month = 8.3%

Object Object Descr	2017 Budget	Jan.	2017 YTD Amt	2017 YTD Balance	2017 %YTD Budget
37100 REAL ESTATE	\$688,500.00	\$0.00	\$0.00	\$688,500.00	0.00%
39200 INTEREST/TEMPO	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39250 PAYMENT ON	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39450 TRANSFER TO	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	\$688,500.00	\$0.00	\$0.00	\$688,500.00	0.00%

MONROE COUNTY PUBLIC LIBRARY

Rainy Day Budget & Expenditures Report

January 1, 2017 to January 31, 2017

1 month = 8.3%

Object	Object Descr	2017 Budget	Jan.	2017 YTD Amt	2017 YTD Balance	2017 %YTD Budget
31100	CONSULTING SERVICES	\$20,000.00	\$0.00	\$0.00	\$20,000.00	0.00%
31200	ENGINEERING/ARCHITE	\$20,000.00	\$0.00	\$0.00	\$20,000.00	0.00%
31300	LEGAL SERVICES	\$20,000.00	\$0.00	\$0.00	\$20,000.00	0.00%
36100	BUILDING REPAIRS	\$25,000.00	\$0.00	\$0.00	\$25,000.00	0.00%
44100	FURNITURE	\$25,000.00	\$0.00	\$0.00	\$25,000.00	0.00%
44300	OTHER EQUIPMENT	\$25,000.00	\$0.00	\$0.00	\$25,000.00	0.00%
44450	BUILDING RENOVATION	\$15,000.00	\$0.00	\$0.00	\$15,000.00	0.00%
		\$150,000.00	\$0.00	\$0.00	\$150,000.00	0.00%

MONROE COUNTY PUBLIC LIBRARY

Special Revenue Budget & Expenditure Report

January 1, 2017 to January 31, 2017

1 month = 8.3%

Object Object Descr	2017	Jan.	YTD	2017	2017
	Budget		Amount	YTD	%YTD
				Balance	Budget
11300 MANAGERS/ASST.	\$161,722.61	\$12,538.59	\$12,538.59	\$149,184.02	7.75%
11800 TEMPORAY STAFF	\$11,000.00	\$0.00	\$0.00	\$11,000.00	0.00%
12100 FICA/EMPLOYER	\$22,670.58	\$1,584.87	\$1,584.87	\$21,085.71	6.99%
12300 PERF/EMPLOYER	\$28,776.77	\$2,247.78	\$2,247.78	\$26,528.99	7.81%
12350 PERF/EMPLOYEE CONTRIB.	\$7,708.06	\$602.08	\$602.08	\$7,105.98	7.81%
12400 INS/EMPLOYER	\$44,475.30	\$10,396.65	\$10,396.65	\$34,078.65	23.38%
12500 MEDICARE/EMPLOYER	\$5,301.99	\$370.65	\$370.65	\$4,931.34	6.99%
12800 PRODUCTION ASSISTANTS	\$125,833.50	\$8,454.80	\$8,454.80	\$117,378.70	6.72%
12900 INFORMATION	\$38,792.00	\$2,439.40	\$2,439.40	\$36,352.60	6.29%
13100 WORK STUDY	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
13200 TECHNICIANS	\$39,306.35	\$3,053.08	\$3,053.08	\$36,253.27	7.77%
21200 STATIONERY/BUS. CARDS	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
21300 OFFICE SUPPLIES	\$600.00	\$0.00	\$0.00	\$600.00	0.00%
21400 DUPLICATING	\$700.00	\$0.00	\$0.00	\$700.00	0.00%
22200 FUEL/OIL/LUBRICANTS	\$1,000.00	\$23.26	\$23.26	\$976.74	2.33%
22700 VIDEO TAPE/MEDIA	\$6,000.00	\$0.00	\$0.00	\$6,000.00	0.00%
23000 IT SUPPLIES	\$1,200.00	\$310.08	\$310.08	\$889.92	25.84%
23500 AUDIO/VIDEO	\$8,000.00	\$2,844.88	\$2,844.88	\$5,155.12	35.56%
31100 CONSULTING SERVICES	\$8,000.00	\$180.00	\$180.00	\$7,820.00	2.25%
31300 LEGAL SERVICES	\$500.00	\$32.56	\$32.56	\$467.44	6.51%
31500 MAINTENANCE	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
31600 COMPUTER SERVICES	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
31650 DIGITIZATION SERVICES	\$11,000.00	\$0.00	\$0.00	\$11,000.00	0.00%
31700 ADMIN/ACCOUNTING	\$400.00	\$5.99	\$5.99	\$394.01	1.50%
32100 TELEPHONE	\$3,000.00	\$203.09	\$203.09	\$2,796.91	6.77%
32150 CABLE TV SERVICE	\$300.00	\$41.56	\$41.56	\$258.44	13.85%
32200 POSTAGE	\$700.00	\$0.00	\$0.00	\$700.00	0.00%
32300 TRAVEL EXPENSE	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
32400 PROFESSIONAL MTG/OFF	\$800.00	\$0.00	\$0.00	\$800.00	0.00%
32600 FREIGHT/DELIVERY	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
36300 OTHER EQUIP/FURNITURE	\$6,000.00	\$0.00	\$0.00	\$6,000.00	0.00%
37100 REAL ESTATE	\$3,000.00	\$1.08	\$1.08	\$2,998.92	0.04%
39100 DUES/INSTITUTIONAL	\$3,000.00	\$1,200.00	\$1,200.00	\$1,800.00	40.00%
39500 EDUCATIONAL/LICENSIN	\$200.00	\$0.00	\$0.00	\$200.00	0.00%
39600 COMMUNITY NEWS	\$12,000.00	\$0.00	\$0.00	\$12,000.00	0.00%
44100 FURNITURE	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
44700 EQUIPMENT - CATS	\$147,000.00	\$0.00	\$0.00	\$147,000.00	0.00%
	\$703,787.16	\$46,530.40	\$46,530.40	\$657,256.76	6.61%

MONROE COUNTY PUBLIC LIBRARY

Gen. Obligation Bond Budget & Expenditure 2016

January 1, 2017 to January 31, 2017

1 month = 8.3%

Object	Object Descr	2017 Budget	Jan.	YTD Amount	2017 YTD Balance	2017 %YTD Budget
31500	MAINTENANCE	\$0.00	\$1,006.45	\$1,006.45	-\$1,006.45	0.00%
44452	BLDG LONG-TERM	\$0.00	\$539.97	\$539.97	-\$539.97	0.00%
44600	IT EQUIPMENT	\$0.00	\$1,848.49	\$1,848.49	-\$1,848.49	0.00%
44650	IT SOFTWARE	\$0.00	\$800.00	\$800.00	-\$800.00	0.00%
44700	EQUIPMENT - CATS	\$0.00	\$17,755.90	\$17,755.90	-\$17,755.90	0.00%
		\$0.00	\$21,950.81	\$21,950.81	-\$21,950.81	0.00%

MONROE COUNTY PUBLIC LIBRARY

Expenditure Summary compared to last year

2017 compared to 2016: Period Ending January

Fund	Fund Descr	2017 Budget	January 2017 Amt	2017 YTD Amt	2016 Budget	January 2016 Amt	2016 YTD Amt	%Last YR YTD Diff
001	OPERATING	\$8,836,799.70	\$747,006.51	\$747,006.51	\$8,455,883.89	\$721,429.22	\$721,429.22	3.55%
002	JAIL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
003	CLEARING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
004	GIFT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
005	PLAC	\$0.00	\$1,300.00	\$1,300.00	\$0.00	\$2,080.00	\$2,080.00	-37.50%
006	RETIREEES	\$0.00	\$0.00	\$0.00	\$0.00	\$184.46	\$184.46	-100.00%
007	LIRF	\$525,000.00	\$0.00	\$0.00	\$350,000.00	\$15.45	\$15.45	-100.00%
008	DEBT SERVICE	\$688,500.00	\$0.00	\$0.00	\$730,000.00	\$0.00	\$0.00	0.00%
009	RAINY DAY	\$150,000.00	\$0.00	\$0.00	\$324,500.00	\$0.00	\$0.00	0.00%
010	PAYROLL	\$0.00	\$365,896.04	\$365,896.04	\$0.00	\$369,464.44	\$369,464.44	-0.97%
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	\$10,585.41	\$10,585.41	\$0.00	\$7,111.91	\$7,111.91	48.84%
017	LEVY EXCESS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
018	IN KIND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
019	GIFT-	\$0.00	\$5,725.82	\$5,725.82	\$0.00	\$14,039.63	\$14,039.63	-59.22%
020	SPECIAL REVENUE	\$703,787.16	\$46,530.40	\$46,530.40	\$615,509.07	\$45,382.15	\$45,382.15	2.53%
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	\$0.00	0.00%
025	LSTA-SMITHVILLE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
026	G O BOND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
027	COMMUNITY FDTN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
028	FINRA 2014	\$0.00	\$0.00	\$0.00	\$0.00	\$4,755.82	\$4,755.82	-100.00%
029	GO BOND 2016	\$0.00	\$21,950.81	\$21,950.81	\$0.00	\$2,289.00	\$2,289.00	858.97%
		\$10,904,086.86	\$1,198,994.99	\$1,198,994.99	\$10,475,892.96	\$1,166,752.08	\$1,166,752.08	2.76%

MONROE COUNTY PUBLIC LIBRARY

Revenue Totals Budget Forms (all funds)

Source Descr	2017 YTD Budget	Jan	2017 YTD Amt	2017 YTD Balance	2017 % of Budget
Fund 001 OPERATING					
PROPERTY	\$5,799,004.00	\$0.00	\$0.00	\$5,799,004.00	0.00%
INTANGIBLES TAX	\$18,023.00	\$0.00	\$0.00	\$18,023.00	0.00%
LICENSE EXCISE TAX	\$323,852.00	\$0.00	\$0.00	\$323,852.00	0.00%
LOCAL/COUNTY	\$2,198,787.00	\$0.00	\$0.00	\$2,198,787.00	0.00%
COMMERCIAL	\$42,510.00	\$0.00	\$0.00	\$42,510.00	0.00%
US FORESTRY FUND	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ELL	\$0.00	\$525.25	\$525.25	-\$525.25	0.00%
LOST/DAMAGED	\$0.00	\$1,306.22	\$1,306.22	-\$1,306.22	0.00%
FINES	\$150,000.00	\$9,032.48	\$9,032.48	\$140,967.52	6.02%
COLLECTION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
BLGTN COPIERS &	\$12,500.00	\$929.25	\$929.25	\$11,570.75	7.43%
MISCELLANEOUS	\$0.00	\$50.90	\$50.90	-\$50.90	0.00%
PUBLIC LIBRARY	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MEETING ROOM	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
GARNISHMENT FEES	\$0.00	\$7.74	\$7.74	-\$7.74	0.00%
E-RATE RECEIPTS	\$0.00	\$7,155.84	\$7,155.84	-\$7,155.84	0.00%
PLAC DISTRIBUTION	\$12,500.00	\$0.00	\$0.00	\$12,500.00	0.00%
REALESTATE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
STATE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
READER PRINTER	\$0.00	\$7.25	\$7.25	-\$7.25	0.00%
OBITS	\$0.00	\$107.00	\$107.00	-\$107.00	0.00%
COIN TELEPHONE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTEREST FROM	\$0.00	\$3,362.36	\$3,362.36	-\$3,362.36	0.00%
TEMPORARY LOANS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INVESTMENT	\$4,000.00	\$1,007.93	\$1,007.93	\$2,992.07	25.20%
CABLE ACCESS FEES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CABLE ACCESS FEES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CABLE ACCESS FEES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MCPL OPERATING	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
RENT INCOME	\$4,000.00	\$1,800.00	\$1,800.00	\$2,200.00	45.00%
LSTA INKIND GRANT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 001 OPERATING	\$8,565,176.00	\$25,292.22	\$25,292.22	\$8,539,883.78	0.30%
Fund 002 JAIL					
RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 002 JAIL	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 003 CLEARING					
CONFERENCE/RECEI	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
REALESTATE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
YMCA RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
PHONE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

Source Descr	2017 YTD Budget	Jan	2017 YTD Amt	2017 YTD Balance	2017 % of Budget
MCPLF CC RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MCPLF RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ILL FINES/FEES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
REIMBURSEMENT/CL	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INSURANCE/COBRA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FEMA/CLEARING FUND	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INSURANCE/CLAIMS-	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 003 CLEARING	\$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%
INTEREST FROM	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TRANSFER FROM	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
UNRESTRICTED GIFT	\$0.00	\$115.75	\$115.75	-\$115.75	0.00%
INTEREST/DIVIDEND	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 004 GIFT	\$0.00	\$115.75	\$115.75	-\$115.75	0.00%
Fund 005 PLAC					
PUBLIC LIBRARY	\$0.00	\$650.00	\$650.00	-\$650.00	0.00%
Fund 005 PLAC	\$0.00	\$650.00	\$650.00	-\$650.00	0.00%
Fund 006 RETIREES					
RETIREES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 006 RETIREES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 007 LIRF					
MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
LIRF RECEIPTS	\$426,978.00	\$0.00	\$0.00	\$426,978.00	0.00%
INTEREST FROM	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TEMPORARY LOANS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TRANSFER FROM	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
RENT INCOME	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 007 LIRF	\$426,978.00	\$0.00	\$0.00	\$426,978.00	0.00%
Fund 008 DEBT SERVICE					
PROPERTY	\$688,500.00	\$0.00	\$0.00	\$688,500.00	0.00%
INTANGIBLES TAX	\$2,300.00	\$0.00	\$0.00	\$2,300.00	0.00%
LICENSE EXCISE TAX	\$36,000.00	\$0.00	\$0.00	\$36,000.00	0.00%
COMMERCIAL	\$5,300.00	\$0.00	\$0.00	\$5,300.00	0.00%
US FORESTRY FUND	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTEREST FROM	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TEMPORARY LOANS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TRANSFER FROM	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 008 DEBT	\$732,100.00	\$0.00	\$0.00	\$732,100.00	0.00%
Fund 009 RAINY DAY					

Source Descr	2017 YTD Budget	Jan	2017 YTD Amt	2017 YTD Balance	2017 % of Budget
LOCAL/COUNTY	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTEREST FROM	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MCPL OPERATING	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TRANSFER FROM	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 009 RAINY DAY	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 010 PAYROLL					
GROSS PAYROLL	\$0.00	\$358,504.53	\$358,504.53	-\$358,504.53	0.00%
Fund 010 PAYROLL	\$0.00	\$358,504.53	\$358,504.53	-\$358,504.53	0.00%
Fund 013 PETTY CASH					
RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 013 PETTY CASH	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 014 CHANGE					
RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 014 CHANGE	\$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%
INTEREST FROM	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TRANSFER FROM	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
RESTRICED GIFT	\$0.00	\$500.00	\$500.00	-\$500.00	0.00%
INTEREST/DIVIDEND	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 016 GIFT-	\$0.00	\$500.00	\$500.00	-\$500.00	0.00%
Fund 019 GIFT-FOUNDATION					
MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
RESTRICED GIFT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 019 GIFT-	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 020 SPECIAL REVENUE					
MISCELLANEOUS	\$12,022.96	\$190.00	\$190.00	\$11,832.96	1.58%
CABLE ACCESS FEES	\$433,685.17	\$0.00	\$0.00	\$433,685.17	0.00%
CABLE ACCESS FEES	\$254,856.78	\$63,714.25	\$63,714.25	\$191,142.53	25.00%
CABLE ACCESS FEES	\$15,439.61	\$0.00	\$0.00	\$15,439.61	0.00%
CONTRACT-	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MCPL OPERATING	\$0.00	\$12,023.00	\$12,023.00	-\$12,023.00	0.00%
Fund 020 SPECIAL	\$716,004.52	\$75,927.25	\$75,927.25	\$640,077.27	10.60%
Fund 021 CAPITAL PROJECTS					
PROPERTY	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTANGIBLES TAX	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
LICENSE EXCISE TAX	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
COMMERCIAL	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTEREST FROM	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TEMPORARY LOANS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 021 CAPITAL	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

Source Descr	2017 YTD Budget	Jan	2017 YTD Amt	2017 YTD Balance	2017 % of Budget
Fund 024 FINRA GRANT					
RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 024 FINRA GRANT	\$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%
Fund 026 G O BOND	\$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%
Fund 027	\$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%
TRANSFER FROM	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 028 FINRA 2014	\$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%
Fund 029 GO BOND	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	\$10,440,258.52	\$460,989.75	\$460,989.75	\$9,979,268.77	4.42%

MONROE COUNTY PUBLIC LIBRARY

Cash Balances by fund

Current Period: January 2017

FUND Descr	1/01/17	MTD Debit	MTD Credit	1/31/17	Bal Sht Descr	Act Status
OPERATING	\$10,875.16	\$7,188.14	\$0.00	\$18,063.30	OLD NATIONAL BANK CHECKING	Active
OPERATING	\$10,945.82	\$6,777.64	\$445.61	\$17,277.85	GERMAN AMER./CHECKING	Active
OPERATING	\$194,669.42	\$707,956.39	\$711,978.14	\$190,647.67	MAINSOURCE CHECKING	Active
OPERATING	\$1,926,360.19	\$3,362.36	\$700,000.00	\$1,229,722.55	MAINSOURCE SAVINGS	Active
OPERATING	\$1,143.44	\$381.15	\$0.00	\$1,524.59	ONB CD INVESTMENT	Active
OPERATING	\$4,156.13	\$626.78	\$0.00	\$4,782.91	INVEST. CD/MAINSOURCE	Active
Fund 001 OPERATING	\$2,148,150.16	\$726,292.46	\$1,412,423.75	\$1,462,018.87		
GIFT UNRESTRICTED	\$311.00	\$105.75	\$0.00	\$416.75	OLD NATIONAL BANK CHECKING	Active
GIFT UNRESTRICTED	\$20.50	\$10.00	\$0.00	\$30.50	GERMAN AMER./CHECKING	Active
GIFT UNRESTRICTED	\$6,558.03	\$0.00	\$0.00	\$6,558.03	MAINSOURCE CHECKING	Active
Fund 004 GIFT UNRESTRICTED	\$6,889.53	\$115.75	\$0.00	\$7,005.28		
PLAC	\$260.00	\$195.00	\$0.00	\$455.00	OLD NATIONAL BANK CHECKING	Active
PLAC	\$455.00	\$455.00	\$0.00	\$910.00	GERMAN AMER./CHECKING	Active
PLAC	\$585.00	\$0.00	\$1,300.00	-\$715.00	MAINSOURCE CHECKING	Active
Fund 005 PLAC	\$1,300.00	\$650.00	\$1,300.00	\$650.00		
LIRF	\$41,299.60	\$0.00	\$0.00	\$41,299.60	MAINSOURCE CHECKING	Active
LIRF	\$1,150,708.56	\$0.00	\$0.00	\$1,150,708.56	MAINSOURCE SAVINGS	Active
LIRF	\$900,000.00	\$0.00	\$0.00	\$900,000.00	INVEST. CD/MAINSOURCE	Active
Fund 007 LIRF	\$2,092,008.16	\$0.00	\$0.00	\$2,092,008.16		
DEBT SERVICE	\$263.58	\$0.00	\$0.00	\$263.58	MAINSOURCE CHECKING	Active
DEBT SERVICE	\$76,000.00	\$0.00	\$0.00	\$76,000.00	MAINSOURCE SAVINGS	Active
Fund 008 DEBT SERVICE	\$76,263.58	\$0.00	\$0.00	\$76,263.58		
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	\$8,266.82	\$358,504.53	\$365,896.04	\$875.31	MAINSOURCE CHECKING	Active
Fund 010 PAYROLL	\$8,266.82	\$358,504.53	\$365,896.04	\$875.31		
GIFT-RESTRICED	\$18,827.54	\$500.00	\$0.00	\$19,327.54	OLD NATIONAL BANK CHECKING	Active
GIFT-RESTRICED	\$52,397.75	\$9.50	\$10,594.91	\$41,812.34	MAINSOURCE CHECKING	Active
Fund 016 GIFT-RESTRICED	\$71,225.29	\$509.50	\$10,594.91	\$61,139.88		
GIFT-FOUNDATION	\$11,250.00	\$300.00	\$0.00	\$11,550.00	OLD NATIONAL BANK CHECKING	Active
GIFT-FOUNDATION	\$30,193.99	\$0.00	\$6,025.82	\$24,168.17	MAINSOURCE CHECKING	Active
Fund 019 GIFT-FOUNDATION	\$41,443.99	\$300.00	\$6,025.82	\$35,718.17		
SPECIAL REVENUE	\$241.79	\$190.00	\$5.99	\$425.80	GERMAN AMER./CHECKING	Active
SPECIAL REVENUE	\$42,785.59	\$75,831.57	\$46,618.73	\$71,998.43	MAINSOURCE CHECKING	Active

FUND Descr	1/01/17	MTD Debit	MTD Credit	1/31/17	Bal Sht Descr	Act Status
SPECIAL REVENUE	\$575,000.00	\$0.00	\$0.00	\$575,000.00	MAINSOURCE SAVINGS	Active
Fund 020 SPECIAL REVENUE	\$618,027.38	\$76,021.57	\$46,624.72	\$647,424.23		
GO BOND 2016	\$29,759.96	\$0.00	\$21,950.81	\$7,809.15	MAINSOURCE CHECKING	Active
GO BOND 2016	\$1,700,886.39	\$0.00	\$0.00	\$1,700,886.39	MAINSOURCE SAVINGS	Active
Fund 029 GO BOND 2016	\$1,730,646.35	\$0.00	\$21,950.81	\$1,708,695.54		
	\$8,430,874.63	\$1,162,393.81	\$1,864,816.05	\$7,728,452.39		

MONROE COUNTY PUBLIC LIBRARY

02/07/17 4:25 PM
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***Check Reconciliation©**

ONB CHECKING

06300 ONB/MONROE

January 2017

Account Summary

Beginning Balance on	1/1/2017	\$41,523.70
+		\$8,288.89
-	Payments (Checks and Withdrawals)	\$0.00
Ending Balance as of	1/31/2017	\$49,812.59

Check Book

Active	G 001-06300	OPERATING	\$18,063.30
Active	G 002-06300	JAIL	\$0.00
Active	G 003-06300	CLEARING	\$0.00
Active	G 004-06300	GIFT UNRESTRICTED	\$416.75
Active	G 005-06300	PLAC	\$455.00
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	\$19,327.54
Active	G 019-06300	GIFT-FOUNDATION	\$11,550.00
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 **\$49,812.59**

Beginng Balance	\$41,523.70
+ Total Deposits	\$8,288.89
- Checks Written	\$0.00

Check Book	\$49,812.59
Difference	\$0.00

MONROE COUNTY PUBLIC LIBRARY

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***Check Reconciliation©
GERMAN-AMER/CHECKING
06400 GER AME/UC
January 2017**

Account Summary

Beginning Balance on	1/1/2017	\$11,663.11
+		\$7,426.65
-	Payments (Checks and Withdrawals)	\$445.61
Ending Balance as of	1/31/2017	\$18,644.15

Check Book

Active	G 001-06400	<i>OPERATING</i>	\$17,277.85
Active	G 003-06400	<i>CLEARING</i>	\$0.00
Active	G 004-06400	<i>GIFT UNRESTRICTED</i>	\$30.50
Active	G 005-06400	<i>PLAC</i>	\$910.00
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>	\$425.80
Active	G 029-06400	<i>GO BOND 2016</i>	\$0.00
		Cash Balance	\$18,644.15
	Beginng Balance	\$11,663.11	
	+ Total Deposits	\$7,426.65	
	- Checks Written	\$445.61	
	Check Book	\$18,644.15	
	Difference	\$0.00	

MONROE COUNTY PUBLIC LIBRARY

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***Check Reconciliation©**
MAINSOURCE CHECKING
06600 MAINSO CKG
January 2017

Account Summary

Beginning Balance on	1/1/2017	\$510,668.42
+		\$770,919.82
-	Payments (Checks and Withdrawals)	\$781,884.35
Ending Balance as of	1/31/2017	\$499,703.89

Check Book

Active	G 001-06600	OPERATING	\$190,647.67
Active	G 002-06600	JAIL	\$0.00
Active	G 003-06600	CLEARING	\$0.00
Active	G 004-06600	GIFT UNRESTRICTED	\$6,558.03
Active	G 005-06600	PLAC	-\$715.00
Active	G 006-06600	RETIREES	\$0.00
Active	G 007-06600	LIRF	\$41,299.60
Active	G 008-06600	DEBT SERVICE	\$263.58
Active	G 009-06600	RAINY DAY	\$20,384.18
Active	G 010-06600	PAYROLL	\$875.31
Active	G 016-06600	GIFT-RESTRICED	\$41,812.34
Active	G 017-06600	LEVY EXCESS	\$0.00
Active	G 019-06600	GIFT-FOUNDATION	\$24,168.17
Active	G 020-06600	SPECIAL REVENUE	\$71,998.43
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	\$7,809.15

Cash Balance **\$405,101.46**

Beginng Balance	\$510,668.42
+ Total Deposits	\$770,919.82
- Checks Written	\$876,486.78

Check Book	\$405,101.46
O/S Checks	\$94,602.43

MONROE COUNTY PUBLIC LIBRARY

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***Check Reconciliation©**

MAINSOURCE SAVINGS

06610 MAINSO SAV

January 2017

Account Summary

Beginning Balance on	1/1/2017	\$6,545,224.33
+		\$3,362.36
-	Payments (Checks and Withdrawals)	\$700,000.00
Ending Balance as of	1/31/2017	\$5,848,586.69

Check Book

Active	G 001-06610	OPERATING	\$1,229,722.55
Active	G 002-06610	JAIL	\$0.00
Active	G 003-06610	CLEARING	\$0.00
Active	G 004-06610	GIFT UNRESTRICTED	\$0.00
Active	G 005-06610	PLAC	\$0.00
Active	G 006-06610	RETIREES	\$0.00
Active	G 007-06610	LIRF	\$1,150,708.56
Active	G 008-06610	DEBT SERVICE	\$76,000.00
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	\$575,000.00
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	\$1,700,886.39

Cash Balance **\$5,848,586.69**

Beginng Balance	\$6,545,224.33
+ Total Deposits	\$3,362.36
- Checks Written	\$700,000.00

Check Book \$5,848,586.69

Difference \$0.00

TO: Monroe County Public Library – Board of Trustees
FROM: Kyle Wickemeyer-Hardy, Human Resources Manager
RE: Personnel Report
DATE February 15, 2017

Beginning Employment

- Nile Arena, CATS, Master Control Operator, Pay Grade 3, 20 hours per week effective January 23, 2017.

Ending Employment

- Riley Reynolds, Access & Content Services, Material Handler, Pay Grade 1, 15-18 hours per week effective January 6, 2017.
- Sydney Bohuk, Access & Content Services, Material Handler, Pay Grade 1, 15-18 hours per week effective December 20, 2016.
- Steve Backs, Strategist, Adult Audiences, Pay Grade 10, 37.5 hours per week effective January 21, 2017.

Job Changes

- None

Pay Date: 01-06-2017

Pay Period: 12-12-2016 to 12-25-2016

Operating Funds

	<i>Operating Fund</i>	<i>First Name</i>	<i>Last Name</i>
1	AC Services Operating	Calan	Blevins
2	AC Services Operating	Sydney	Bohuk
3	AC Services Operating	Miriam	Boyken
4	AC Services Operating	Joseph	Camacho-Roy
5	AC Services Operating	Vincent	Desjardins
6	AC Services Operating	Victoria	Englert
7	AC Services Operating	Andrew	Fak
8	AC Services Operating	Logan	Farlee
9	AC Services Operating	Madison	Funk
10	AC Services Operating	Cynthia	Garrison
11	AC Services Operating	Charles	Gillespie
12	AC Services Operating	Sarah	Harrison
13	AC Services Operating	Ashley	Hinshaw
14	AC Services Operating	Logan	Holmes
15	AC Services Operating	Chelsea	Hoover
16	AC Services Operating	Claire	Jenness
17	AC Services Operating	Deborah	Lang
18	AC Services Operating	Elias	McDermott-Sipe
19	AC Services Operating	Amber	McGarr
20	AC Services Operating	Michelle	Meyers
21	AC Services Operating	Sydney	Overtoom
22	AC Services Operating	Brigid	Phillips
23	AC Services Operating	Brooke	Plummer
24	AC Services Operating	Elizabeth	Polley
25	AC Services Operating	Daniel	Price
26	AC Services Operating	Rebecca	Ray
27	AC Services Operating	Riley	Reynolds
28	AC Services Operating	Karen	Smith
29	AC Services Operating	Kimberly	Smith
30	AC Services Operating	Benjamin	Snider
31	AC Services Operating	Jennifer	Speer
32	CS Special/Asst/Para Oper	Cynthia	Balzer
33	CS Special/Asst/Para Oper	Michael	Champion
34	CS Special/Asst/Para Oper	Marion	Clark
35	CS Special/Asst/Para Oper	Katelynn	Dockerty
36	CS Special/Asst/Para Oper	Paul	Duszynski
37	CS Special/Asst/Para Oper	Jennifer	Festa
38	CS Special/Asst/Para Oper	Israel	Horton
39	BS Security/Protect Operating	Ross	Jackson
40	CS Special/Asst/Para Oper	Seth	James
41	BS Security/Protect Operating	William	Kessler
42	CS Special/Asst/Para Oper	Clinton	Lake
43	BL Service/Maintenance Oper	Clare	Miller
44	CS Special/Asst/Para Oper	Emily	Purcell
45	BL Service/Maintenance Oper	Marjorie	Robinson
46	CA Technician Oper	Addison	Rogers

Pay Date: 01-06-2017

Pay Period: 12-12-2016 to 12-25-2016

	<i>Operating Fund</i>	<i>First Name</i>	<i>Last Name</i>
47	CS Special/Asst/Para Oper	Elizabeth	Salvaggio
48	CS Special/Asst/Para Oper	Ann	Segraves
49	BS Security/Protect Operating	James	Sims
50	CM Support Operating	William	Weaver
51	AC Services Operating	Kenneth	Carter
52	AC Services Operating	Craig	Clark
53	BL Service/Maintenance Oper	Deanna	Crane
54	CS Special/Asst/Para Oper	William	Ellis
55	CS Special/Asst/Para Oper	Edwin	Fallwell
56	CS Special/Asst/Para Oper	Melissa	Fielman
57	AC Services Operating	Evan	Gornik
58	AC Services Operating	Arielle	Hacker
59	CS Special/Asst/Para Oper	Ian	Hoagland
60	CS Special/Asst/Para Oper	Daniel	Hosler
61	CS Special/Asst/Para Oper	Lillian	Jenness
62	EG Librarians, Experts Oper	Christina	Jones
63	CS Special/Asst/Para Oper	Kelly	Jordan
64	CS Special/Asst/Para Oper	Jack	Kovaleski
65	CS Special/Asst/Para Oper	Audra	Loudenbarger
66	EG Librarians, Experts Oper	Doris	Lynch
67	AC Services Operating	Juliann	Nelson
68	BL Service/Maintenance Oper	Cherryl	Tincher
69	CA Technician Special Oper	Nathan	Wrigley
70	CS Special/Asst/Para Oper	Tracy	Lenn
71	CM Special/Asst/Para Oper	Erin	Tobey
72	EG Librarians, Experts Oper	Ellen	Arnholter
73	SA Manager/Asst/Strat Oper	Steven	Backs
74	IT Manager/Asst/Strat Oper	Ned	Baugh
75	BL Service/Maintenance Oper	Terri	Bell
76	AC Librarians, Experts Oper	Melissa	Bruecks
77	CS Special/Asst/Para Oper	Michael	Campbell
78	SC Manager/Asst/Strat Oper	Lisa	Champelli
79	BL Manager/Asst/Strat Oper	Jeremiah	Chandler
80	CS Special/Asst/Para Oper	Jared	Cheek
81	CS Special/Asst/Para Oper	Burl	Cooper
82	AD Director/Assoc Operating	Jane	Cronkhite
83	AC Librarians, Experts Oper	D'Arcy	Danielson
84	EG Librarians, Experts Oper	Luann	Dillon
85	CS Special/Asst/Para Oper	Aubrey	Dunnuck
86	AC Specialist/Asst/Para Oper	Susan	Fallwell
87	EG Librarians, Experts Oper	Mary	Frasier
88	CS Special/Asst/Para Oper	Elizabeth	French
89	EG Librarians, Experts Oper	Christine	Friesel
90	EG Librarians, Experts Oper	Rebecca	Fyolek
91	EG Librarians, Experts Oper	Alejandria	Galarza
92	BS Security/Protect Operating	Dana	Geldhof
93	CS Special/Asst/Para Oper	Joshua	Gesten

Pay Date: 01-06-2017

Pay Period: 12-12-2016 to 12-25-2016

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

Pay Date: 01-06-2017

Pay Period: 12-12-2016 to 12-25-2016

<i>Operating Fund</i>	<i>First Name</i>	<i>Last Name</i>
141 AC Manager/Asst/Strat Oper	Pamela	Wasmer
142 AC Specialist/Asst/Para Oper	Pamela	White
143 AD Manager/Asst/Strat Oper	Kyle	Wickemeyer-Hardy
144 EG Manager/Asst/Strat Oper	Joshua	Wolf
145 AD Director/Assoc Operating	Marilyn	Wood
146 CS Special/Asst/Para Oper	Leanne	Zdravecky
	Gross Pay	Hours Paid
Sub-Total Operating Funds	\$163,920.78	8,373.50

Special Funds

<i>Special Fund</i>	<i>First Name</i>	<i>Last Name</i>
1 S CA Technician Oper	Nathan	Kroeger
2 S CA Technician Oper	Casey	Muyskens-Toth
3 S CA Technician Special Oper	Eric	Ayotte
4 S CA Technician Special Oper	Mark	Bookwalter
5 S CA Technician Special Oper	Glenn	Myers
6 S FL Support Operating	Michael	Burns
7 S CA Technician Special Oper	Michael	Adams
8 S CA Manager/Asst/Strat Oper	Martin	ONeill
9 S FL Office Coordinator, Exper	Mary Jean	Regoli
10 S CA Manager/Asst/Strat Oper	Adam	Stillwell
11 S CA Technician Oper	Robert	Stockwell
12 S CA Technician Special Oper	David	Walter
13 S CA Manager/Asst/Strat Oper	Michael	White
	Gross Pay	Hours Paid
Sub-Total Special Funds	\$15,669.41	833.00
TOTAL Employees/All Funds	\$179,590.19	9,206.50

Pay Date: 01-20-2017

Pay Period: 12-26-2016 to 01-08-2017

Operating Funds

	<i>Operating Fund</i>	<i>First Name</i>	<i>Last Name</i>
1	AC Services Operating	Calan	Blevins
2	AC Services Operating	Miriam	Boyken
3	AC Services Operating	Joseph	Camacho-Roy
4	AC Services Operating	Vincent	Desjardins
5	AC Services Operating	Victoria	Englert
6	AC Services Operating	Andrew	Fak
7	AC Services Operating	Logan	Farlee
8	AC Services Operating	Madison	Funk
9	AC Services Operating	Cynthia	Garrison
10	AC Services Operating	Charles	Gillespie
11	AC Services Operating	Sarah	Harrison
12	AC Services Operating	Ashley	Hinshaw
13	AC Services Operating	Logan	Holmes
14	AC Services Operating	Chelsea	Hoover
15	AC Services Operating	Claire	Jenness
16	AC Services Operating	Deborah	Lang
17	AC Services Operating	Elias	McDermott-Sipe
18	AC Services Operating	Amber	McGarr
19	AC Services Operating	Michelle	Meyers
20	AC Services Operating	Sydney	Overtoom
21	AC Services Operating	Brigid	Phillips
22	AC Services Operating	Brooke	Plummer
23	AC Services Operating	Elizabeth	Polley
24	AC Services Operating	Daniel	Price
25	AC Services Operating	Rebecca	Ray
26	AC Services Operating	Riley	Reynolds
27	AC Services Operating	Karen	Smith
28	AC Services Operating	Kimberly	Smith
29	AC Services Operating	Benjamin	Snider
30	AC Services Operating	Jennifer	Speer
31	CS Special/Asst/Para Oper	Cynthia	Balzer
32	CS Special/Asst/Para Oper	Michael	Champion
33	CS Special/Asst/Para Oper	Marion	Clark
34	CS Special/Asst/Para Oper	Katelynn	Dockerty
35	CS Special/Asst/Para Oper	Paul	Duszynski
36	CS Special/Asst/Para Oper	Jennifer	Festa
37	CS Special/Asst/Para Oper	Israel	Horton
38	BS Security/Protect Operating	Ross	Jackson
39	CS Special/Asst/Para Oper	Seth	James
40	BS Security/Protect Operating	William	Kessler
41	CS Special/Asst/Para Oper	Clinton	Lake
42	BL Service/Maintenance Oper	Clare	Miller
43	CS Special/Asst/Para Oper	Emily	Purcell
44	BL Service/Maintenance Oper	Marjorie	Robinson
45	CA Technician Oper	Addison	Rogers
46	CS Special/Asst/Para Oper	Elizabeth	Salvaggio

Pay Date: 01-20-2017

Pay Period: 12-26-2016 to 01-08-2017

	<i>Operating Fund</i>	<i>First Name</i>	<i>Last Name</i>
47	CS Special/Asst/Para Oper	Ann	Segraves
48	BS Security/Protect Operating	James	Sims
49	CM Support Operating	William	Weaver
50	AC Services Operating	Kenneth	Carter
51	AC Services Operating	Craig	Clark
52	BL Service/Maintenance Oper	Deanna	Crane
53	CS Special/Asst/Para Oper	William	Ellis
54	CS Special/Asst/Para Oper	Edwin	Fallwell
55	CS Special/Asst/Para Oper	Melissa	Fielman
56	AC Services Operating	Evan	Gornik
57	AC Services Operating	Arielle	Hacker
58	CS Special/Asst/Para Oper	Ian	Hoagland
59	CS Special/Asst/Para Oper	Daniel	Hosler
60	CS Special/Asst/Para Oper	Lillian	Jenness
61	EG Librarians, Experts Oper	Christina	Jones
62	CS Special/Asst/Para Oper	Kelly	Jordan
63	CS Special/Asst/Para Oper	Jack	Kovaleski
64	CS Special/Asst/Para Oper	Audra	Loudenbarger
65	EG Librarians, Experts Oper	Doris	Lynch
66	AC Services Operating	Juliann	Nelson
67	BL Service/Maintenance Oper	Cherryl	Tincher
68	CA Technician Special Oper	Nathan	Wrigley
69	CS Special/Asst/Para Oper	Tracy	Lenn
70	CM Special/Asst/Para Oper	Erin	Tobey
71	EG Librarians, Experts Oper	Ellen	Arnholter
72	SA Manager/Asst/Strat Oper	Steven	Backs
73	IT Manager/Asst/Strat Oper	Ned	Baugh
74	BL Service/Maintenance Oper	Terri	Bell
75	AC Librarians, Experts Oper	Melissa	Bruecks
76	CS Special/Asst/Para Oper	Michael	Campbell
77	SC Manager/Asst/Strat Oper	Lisa	Champelli
78	BL Manager/Asst/Strat Oper	Jeremiah	Chandler
79	CS Special/Asst/Para Oper	Jared	Cheek
80	CS Special/Asst/Para Oper	Burl	Cooper
81	AD Director/Assoc Operating	Jane	Cronkhite
82	AC Librarians, Experts Oper	D'Arcy	Danielson
83	EG Librarians, Experts Oper	Luann	Dillon
84	CS Special/Asst/Para Oper	Aubrey	Dunnuck
85	AC Specialist/Asst/Para Oper	Susan	Fallwell
86	EG Librarians, Experts Oper	Mary	Frasier
87	CS Special/Asst/Para Oper	Elizabeth	French
88	EG Librarians, Experts Oper	Christine	Friesel
89	EG Librarians, Experts Oper	Rebecca	Fyolek
90	EG Librarians, Experts Oper	Alejandria	Galarza
91	BS Security/Protect Operating	Dana	Geldhof
92	CS Special/Asst/Para Oper	Joshua	Gesten
93	EG Librarians, Experts Oper	James	Gossman

Pay Date: 01-20-2017

Pay Period: 12-26-2016 to 01-08-2017

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

Pay Date: 01-20-2017

Pay Period: 12-26-2016 to 01-08-2017

<i>Operating Fund</i>	<i>First Name</i>	<i>Last Name</i>
141 AC Specialist/Asst/Para Oper	Pamela	White
142 AD Manager/Asst/Strat Oper	Kyle	Wickemeyer-Hardy
143 EG Manager/Asst/Strat Oper	Joshua	Wolf
144 AD Director/Assoc Operating	Marilyn	Wood
145 CS Special/Asst/Para Oper	Leanne	Zdravecky
<i>Sub-Total Operating Funds</i>	Gross Pay \$164,158.37	Hours Paid 8,386.79

Special Funds

<i>Special Fund</i>	<i>First Name</i>	<i>Last Name</i>
1 S CA Technician Oper	Nathan	Kroeger
2 S CA Technician Oper	Casey	Muyskens-Toth
3 S CA Technician Special Oper	Eric	Ayotte
4 S CA Technician Special Oper	Mark	Bookwalter
5 S CA Technician Special Oper	Glenn	Myers
6 S FL Support Operating	Michael	Burns
7 S CA Technician Special Oper	Michael	Adams
8 S CA Manager/Asst/Strat Oper	Martin	ONeill
9 S FL Office Coordinator, Exper	Mary Jean	Regoli
10 S CA Manager/Asst/Strat Oper	Adam	Stillwell
11 S CA Technician Oper	Robert	Stockwell
12 S CA Technician Special Oper	David	Walter
13 S CA Manager/Asst/Strat Oper	Michael	White
<i>Sub-Total Special Funds</i>	Gross Pay \$15,861.48	Hours Paid 840.50
TOTAL Employees/All Funds	\$180,019.85	9,227.29

Pay Date: **02-03-2017**

Pay Period: **01-09-2017 to 01-22-2017**

Operating Funds

	<i>Operating Fund</i>	<i>First Name</i>	<i>Last Name</i>
1	AC Services Operating	Calan	Blevins
2	AC Services Operating	Miriam	Boyken
3	AC Services Operating	Joseph	Camacho-Roy
4	AC Services Operating	Vincent	Desjardins
5	AC Services Operating	Victoria	Englert
6	AC Services Operating	Andrew	Fak
7	AC Services Operating	Logan	Farlee
8	AC Services Operating	Madison	Funk
9	AC Services Operating	Cynthia	Garrison
10	AC Services Operating	Charles	Gillespie
11	AC Services Operating	Sarah	Harrison
12	AC Services Operating	Ashley	Hinshaw
13	AC Services Operating	Logan	Holmes
14	AC Services Operating	Chelsea	Hoover
15	AC Services Operating	Claire	Jenness
16	AC Services Operating	Elias	McDermott-Sipe
17	AC Services Operating	Amber	McGarr
18	AC Services Operating	Michelle	Meyers
19	AC Services Operating	Sydney	Overtoom
20	AC Services Operating	Brigid	Phillips
21	AC Services Operating	Brooke	Plummer
22	AC Services Operating	Elizabeth	Polley
23	AC Services Operating	Daniel	Price
24	AC Services Operating	Rebecca	Ray
25	AC Services Operating	Karen	Smith
26	AC Services Operating	Kimberly	Smith
27	AC Services Operating	Benjamin	Snider
28	AC Services Operating	Jennifer	Speer
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	Paul	Duszynski
34	CS Special/Asst/Para Oper	Rebekah	Edelman
35	CS Special/Asst/Para Oper	Jennifer	Festa
36	CS Special/Asst/Para Oper	Israel	Horton
37	BS Security/Protect Operating	Ross	Jackson
38	CS Special/Asst/Para Oper	Seth	James
39	BS Security/Protect Operating	William	Kessler
40	CS Special/Asst/Para Oper	Clinton	Lake
41	BL Service/Maintenance Oper	Clare	Miller
42	CS Special/Asst/Para Oper	Emily	Purcell
43	BL Service/Maintenance Oper	Marjorie	Robinson
44	CA Technician Oper	Addison	Rogers
45	CS Special/Asst/Para Oper	Elizabeth	Salvaggio
46	CS Special/Asst/Para Oper	Ann	Segraves

Pay Date: **02-03-2017**

Pay Period: **01-09-2017 to 01-22-2017**

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

Pay Date: **02-03-2017**

Pay Period: **01-09-2017 to 01-22-2017**

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

Pay Date: **02-03-2017**

Pay Period: **01-09-2017 to 01-22-2017**

<i>Operating Fund</i>	<i>First Name</i>	<i>Last Name</i>		
141 EG Manager/Asst/Strat Oper	Joshua	Wolf		
142 AD Director/Assoc Operating	Marilyn	Wood		
143 CS Special/Asst/Para Oper	Leanne	Zdravecky		
			Gross Pay	Hours Paid
Sub-Total Operating Funds			\$181,158.26	8,972.75

Special Funds

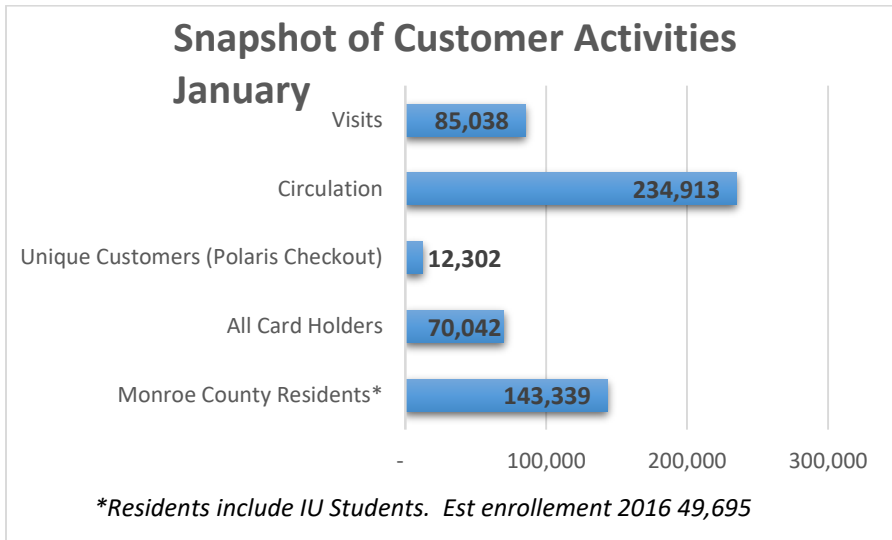
<i>Special Fund</i>	<i>First Name</i>	<i>Last Name</i>		
1 S CA Technician Oper	Nathan	Kroeger		
2 S CA Technician Oper	Casey	Muyskens-Toth		
3 S CA Technician Special Oper	Eric	Ayotte		
4 S CA Technician Special Oper	Mark	Bookwalter		
5 S CA Technician Special Oper	Glenn	Myers		
6 S FL Support Operating	Michael	Burns		
7 S CA Technician Special Oper	Michael	Adams		
8 S CA Manager/Asst/Strat Oper	Martin	ONeill		
9 S FL Office Coordinator, Exper	Mary Jean	Regoli		
10 S CA Manager/Asst/Strat Oper	Adam	Stillwell		
11 S CA Technician Oper	Robert	Stockwell		
12 S CA Technician Special Oper	David	Walter		
13 S CA Manager/Asst/Strat Oper	Michael	White		
			Gross Pay	Hours Paid
Sub-Total Special Funds			\$15,861.48	840.50
TOTAL Employees/All Funds			\$197,019.74	9,813.25

2017 BOARD OF TRUSTEE'S CALENDER

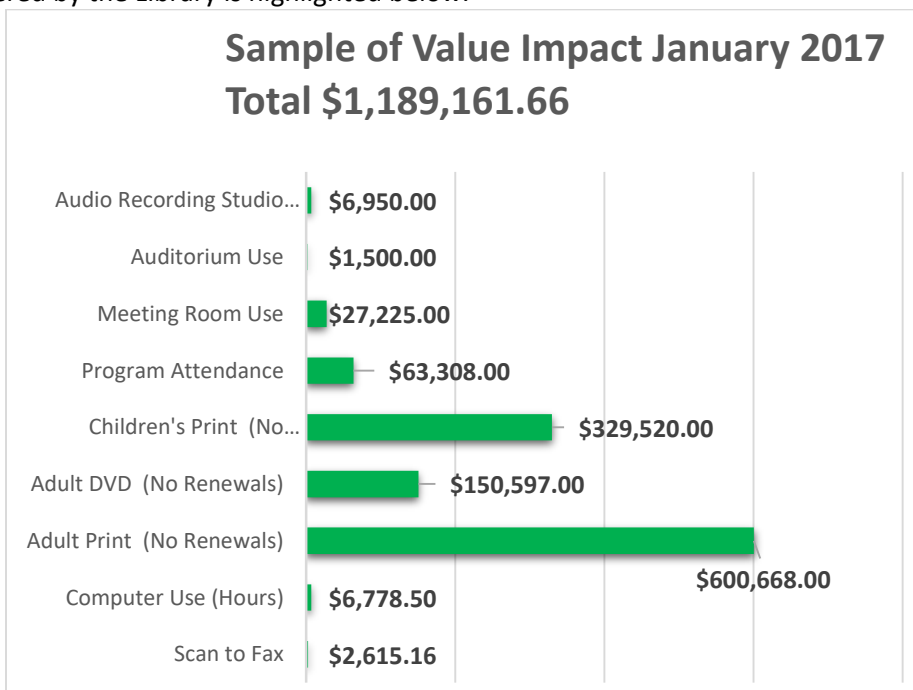
All meetings in Room 1B unless otherwise noted

Month	Date	Meeting Type	Potential Topics
January	11	Work Session*	
January	18	Board Meeting	Budget line-item transfers; officer slate approved; El Centro Contract; review Internet and Computer Use Policy; 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; Conflict of Interest forms; Update: Communications and Marketing
March	8	Work Session*	
March	22	Board Meeting	2016 Annual Report review; 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			

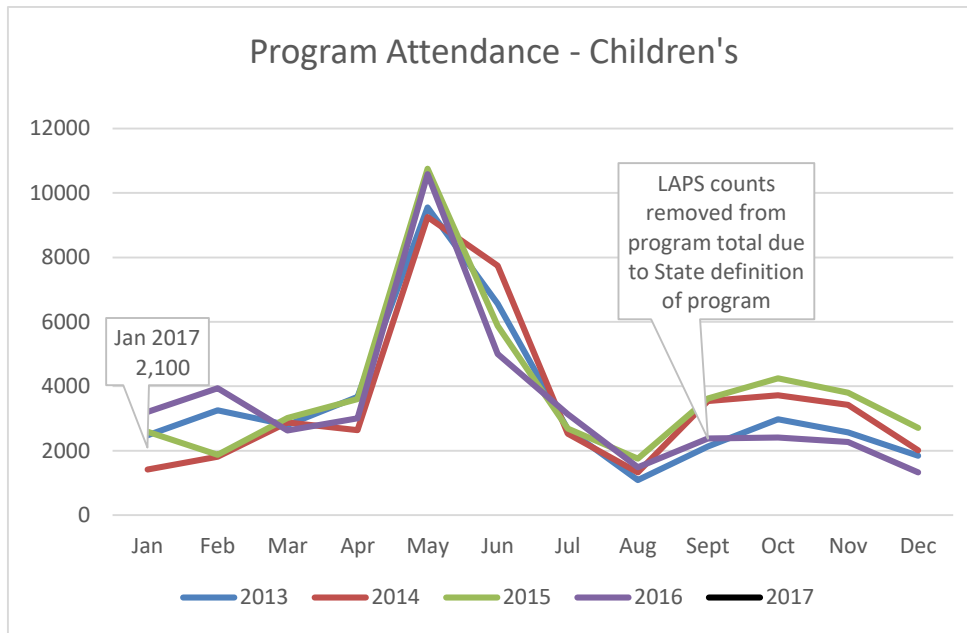
The Library averaged 2,835 visits per day and an overall visitor count of more than 85,000, the highest visitor count in January since 2013. 7,830 items were checked out or renewed daily in **January**. More than 29,000 hold requests were satisfied, an average of 970 fulfilments per day. 12,301 unique individuals checked out an item, 18% of the Library's total card holder population. A snapshot of customer activity for January is highlighted below:



In addition to borrowing books, DVD's, or downloading electronic resources for circulation, 3,724 attendees enjoyed one of 168 different Library sponsored programs. Customers used the Library's computers more than 13,500 hours and 974 uses of the scanner helped customers fax or scan 3,528 pages of information. The Library served as a community resource for civic engagement or learning to 97 different nonprofit groups and dozens of individuals who made use of the meeting rooms, audio or video studios, or auditorium 708 times or an average of 23 times per day. The value of a few services offered by the Library is highlighted below.



GOAL 1: Strengthen 21st century literacy skills



1A. Strengthen early literacy skills

- Parents and preschoolers explored science and math topics in an interactive “Every Child Ready to Read Workshop”, presented by Librarian Christina Jones. After listening to the story of *The Three Little Pigs*, participants investigated which building material would make the strongest house. They also measured each other, and learned about collecting and analyzing data. Families were enthusiastic about all the activities and very grateful for the gift book and goodie-bag they received from the Friends of the Library.
- Preschoolers and their families enjoyed stories and songs about Love and Friendship in Storyhour Extravaganza. Kevin MacDowell played an abridged versions of *Lean on Me* and *We Are Family* on his ukulele. These and other songs, and the stories Librarian Mary

Frasier told, encouraged a lot of enthusiastic audience participation. The afternoon session of Storyhour Extravaganza receives a much smaller audience. Mary plans to survey the daycares that attend regularly to see if they can bring all of their students to the morning session. Some families recommend repeating this Storyhour on a Thursday morning instead of Wednesday afternoon so that children who attend preschool MWF might come on Thursday.

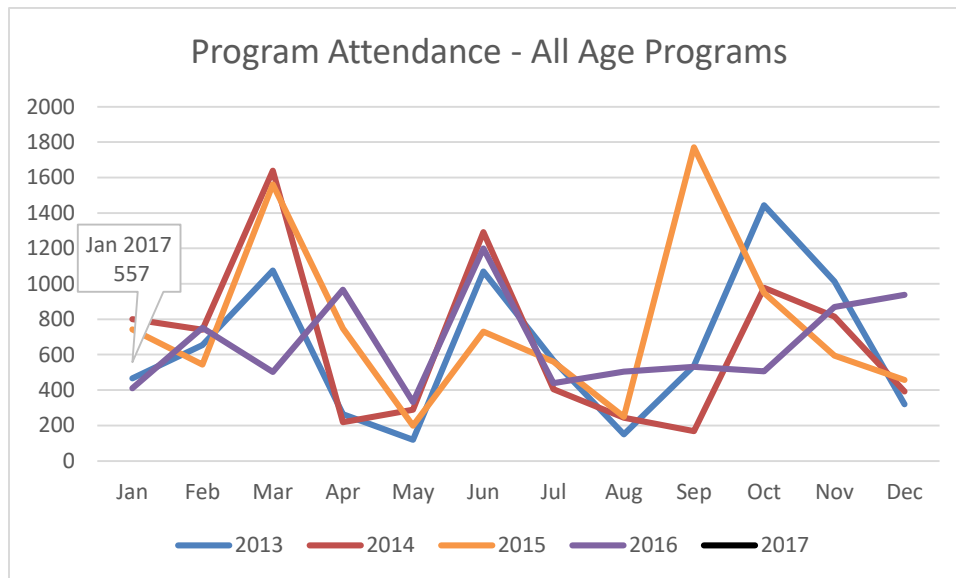
- Attendance has been growing at the preschool storytimes held at the Ellettsville Library. In response to requests for additional infant and toddler programs, Librarian Stephanie Holman plans to add another session on Friday mornings, beginning in March.

1B. Support basic literacy skills

- IU Education Pre-Service students conducted the first “Saturday Stories and Science Fun” program for more than 35 children ages 3-8 and their caregivers. The IU students shared stories about winter animals and ice. Children explored science concepts with hands-on activities, including discovering how a layer of insulation can help keep you warm in cold temperatures. The IU students provided each participant with a baggy filled with ingredients and instructions for making ice cream at home. One parent reported afterward: “Science time on Sat. was wonderful!! We made the ice cream at home with the kit they gave us. It turned out very good. My daughter was thrilled.”
- Children and families enjoyed a series of “Kids’ Yoga” sessions on Friday afternoons in January led by musician and certified yoga

instructor Heidi Brown. Heidi incorporated music and stories and hands-on experiences with gentle yoga stretches, sharing songs and stories about Martin Luther King, Jr. at one session. For another session, she borrowed animal pelts from the Monroe County History Center to let children touch and feel. To allow for more people to participate comfortably, we plan to move the “Kids’ Yoga” sessions to room 1B for the March, April and May sessions, scheduled for Sunday afternoons.

- The “Harry Potter” program conducted during Winter Break at the Ellettsville Library proved to be very popular with 52 children participating. They enjoyed playing trivia games and indoor Quidditch, creating wands and puppets, and other fun activities!



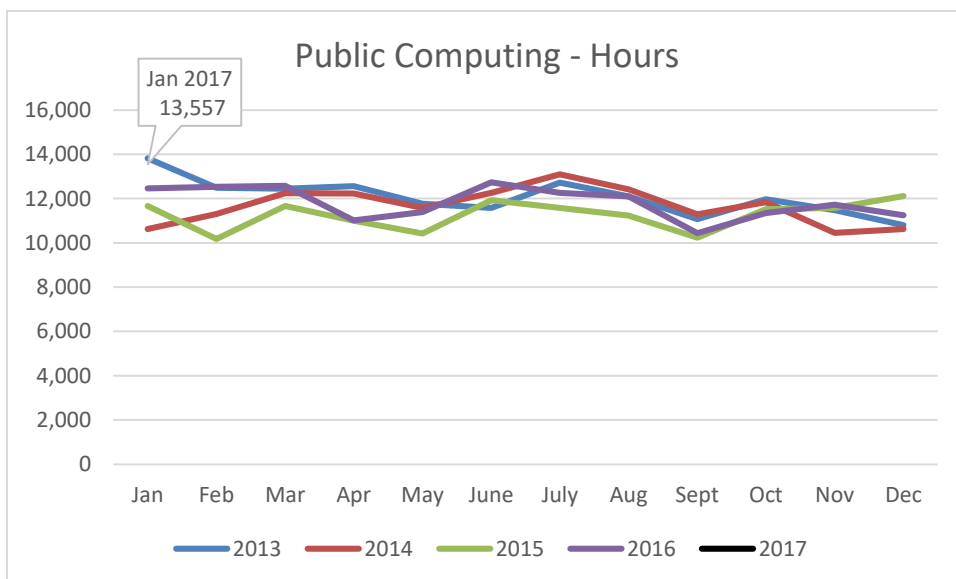
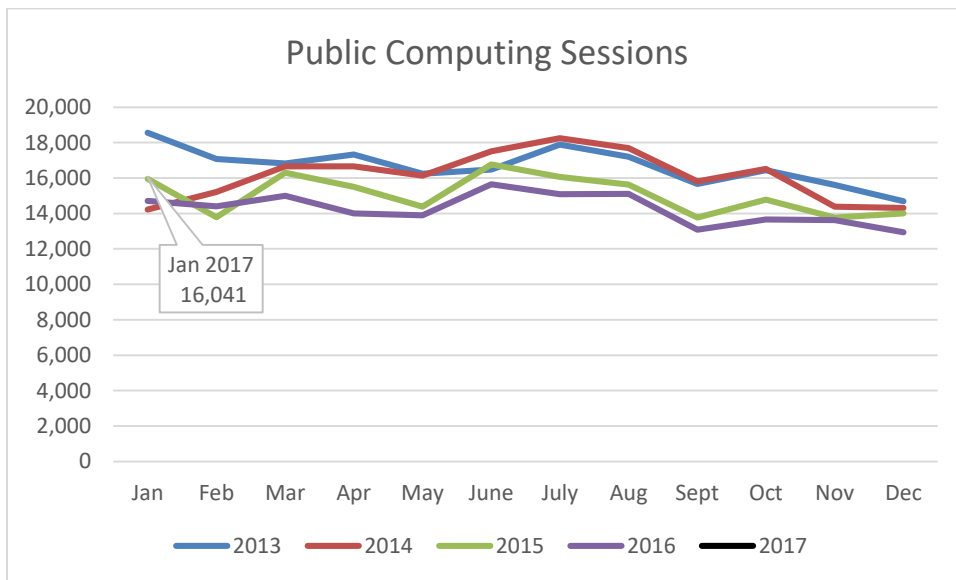
1C. Serve as a community resource for digital literacy

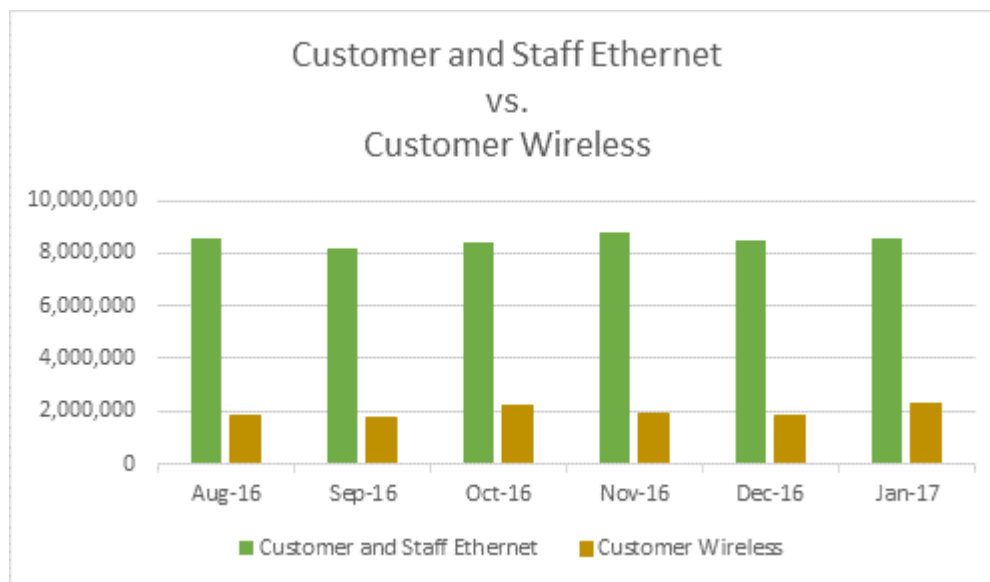
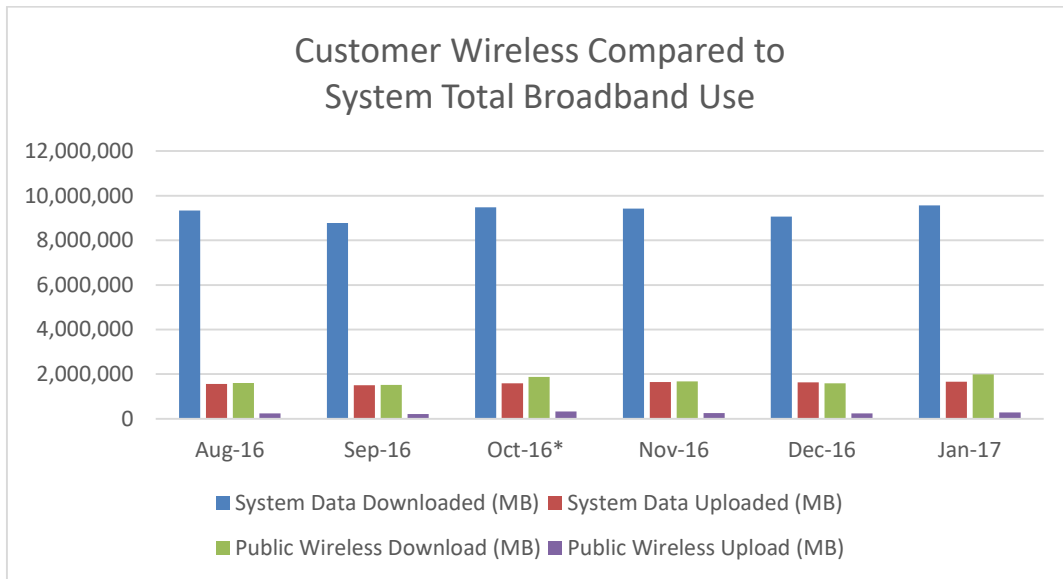
- Librarian Stephanie Holman visited 8th grade students at Edgewood Junior High during their Social Studies class to inform them about Library resources available with their eAccess cards – and how these

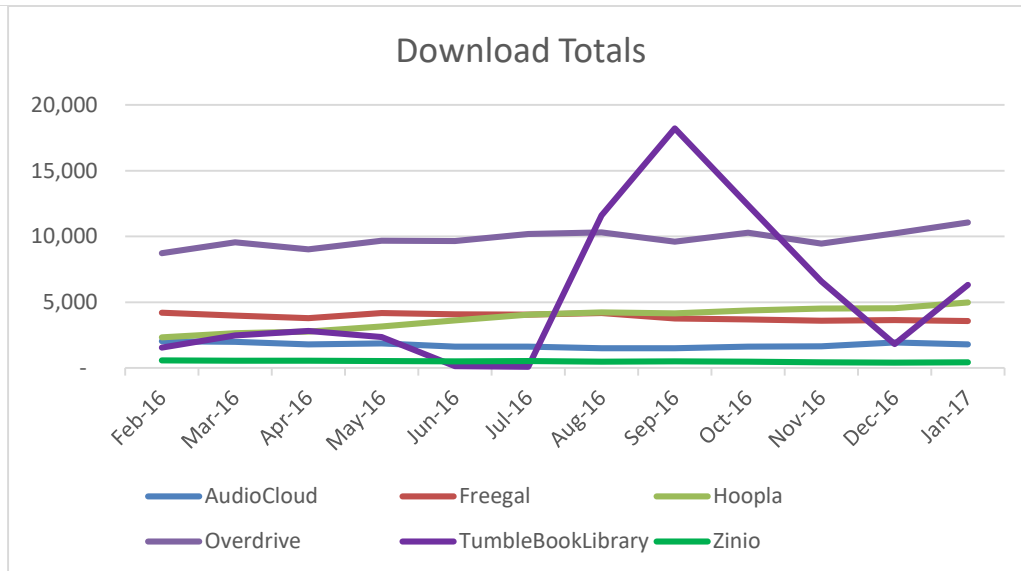
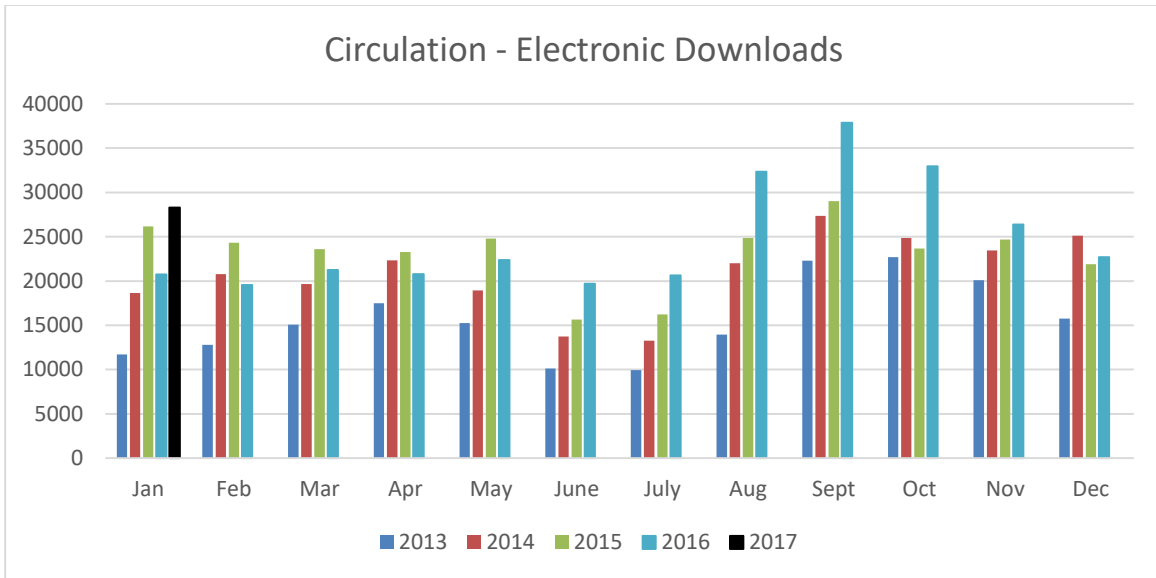
resources could help them with their National History Day Project. (At least one student reported finding information via Credo after learning about it from Stephanie.)

- Teachers at Harmony School met with Children's Strategist Lisa Champelli to learn more about eAccess Cards. They expressed interest in Lynda.com, especially. Teachers of younger students asked about possibility of obtaining a "teacher" or "school" card to help with borrowing print materials from the Library to support student learning.
- The Library has been discussing the potential need to revive entry level computer classes for adults. In the

meantime, Jim Gossman and Bethany Terry have been working together to start identifying customers for one-on-one tech tutoring with ServeIT volunteers. VITAL identifies potential learners and conducts the intake assessments and Jim helps match them with experienced volunteers who are ready for a larger commitment than helping out during Tech Days programs. So far, it has been a successful partnership which we hope will help us assess the need for expanded classes.





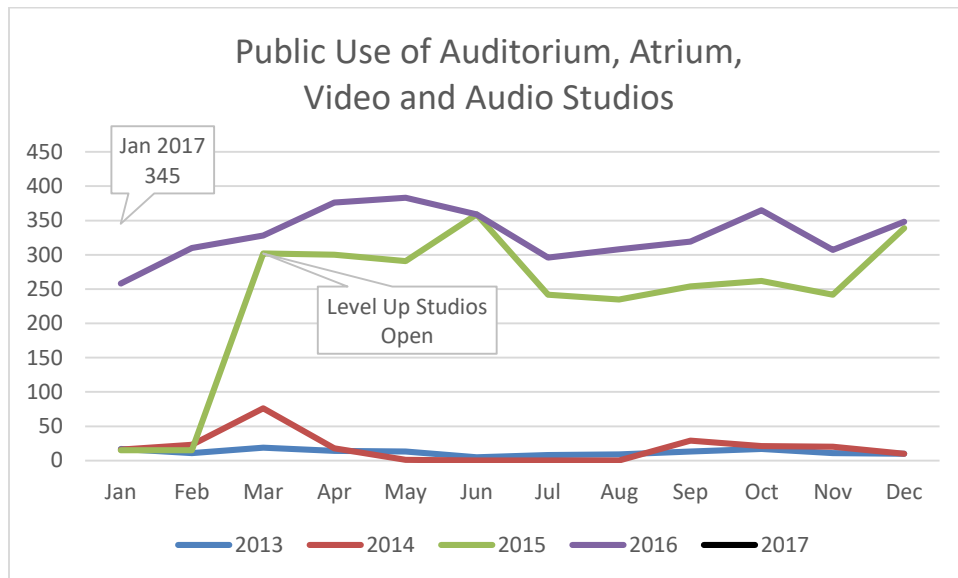


1D. Support digital creativity

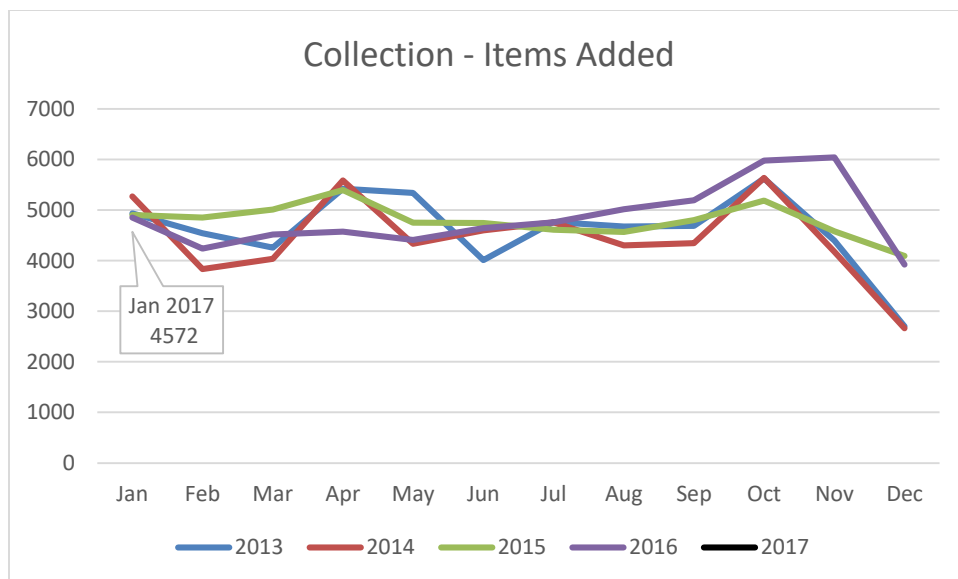
- Children ages 8-12 created Stop Motion Animation videos with Librarian Alex Galarza in the “Radical Fun” program. Using the Stop Motion Studio app, paper and markers to construct backgrounds, LEGOs to use as 'actors' and iPads to use as cameras, the participants took a series of pictures of their actors and moved the actors just a little bit in each snapshot. When they put all the shots together and hit play, it appeared as if the actors were

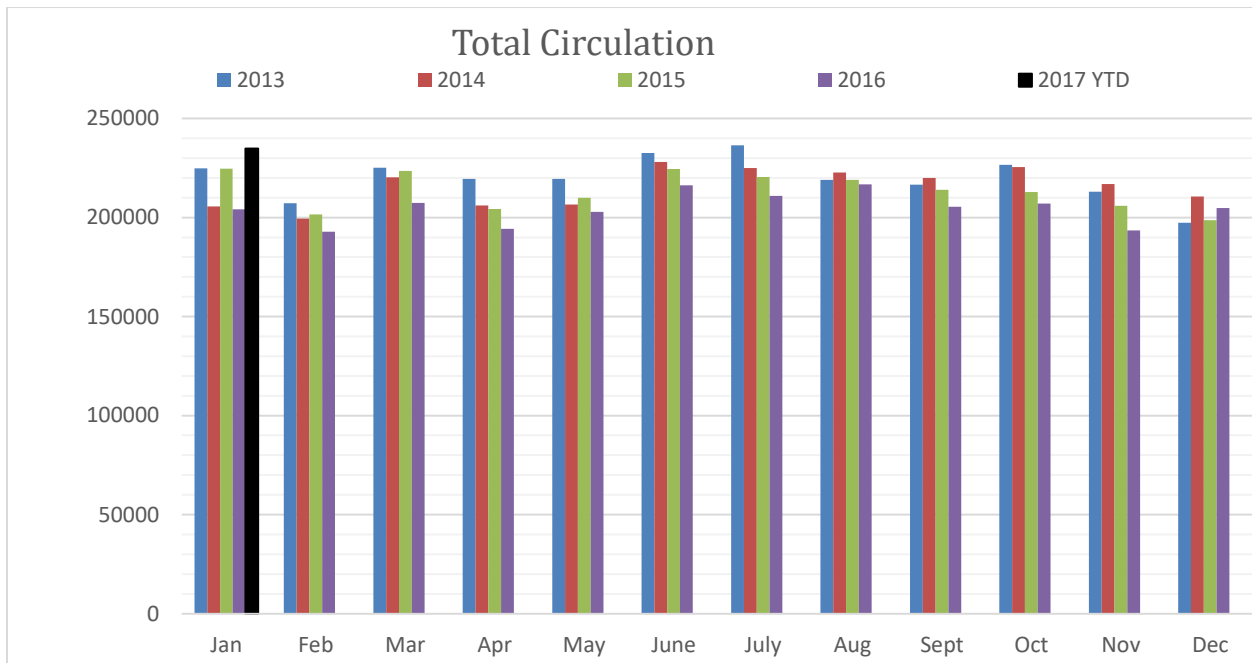
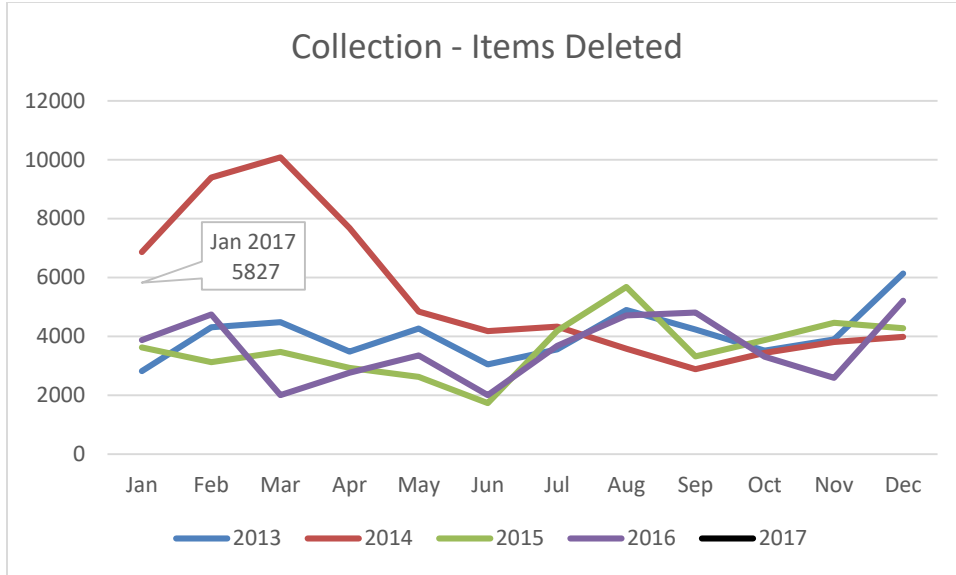
making seamless movements all by themselves. One parent told Alex their family had just watched *Kubo and the Two Strings* [a stop-motion film by Laika] and they were hoping that would help get their child interested in Stop Motion. Alex told the parent of behind-the-scenes time-lapse videos available online featuring the animators of the *Kubo* film and the work that went into making this stop-motion

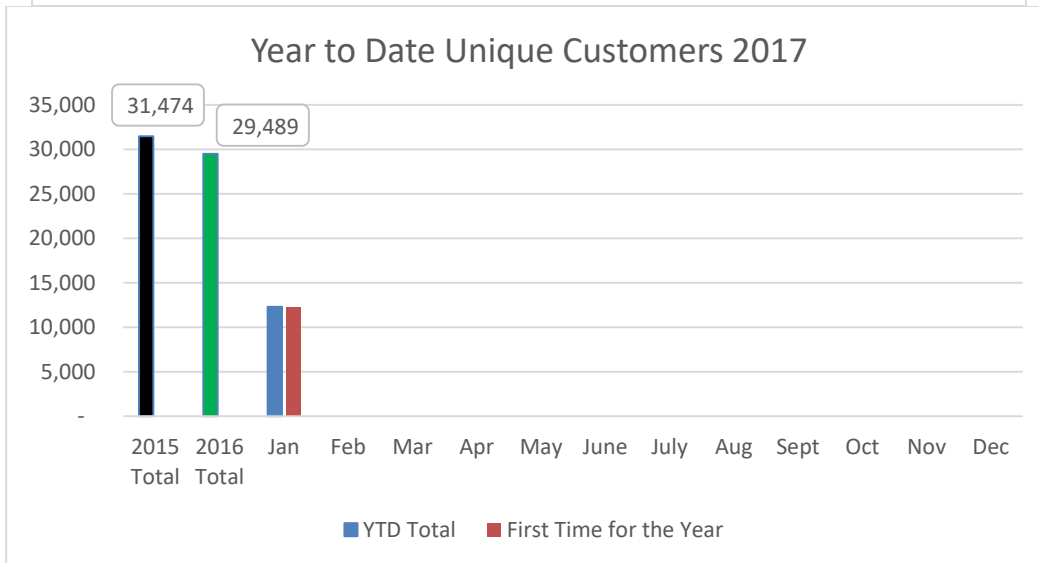
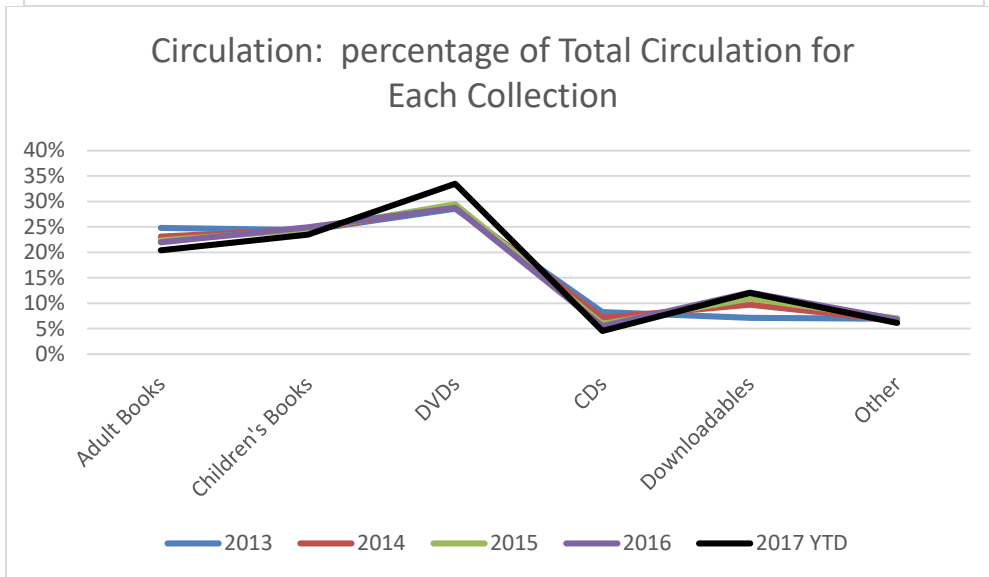
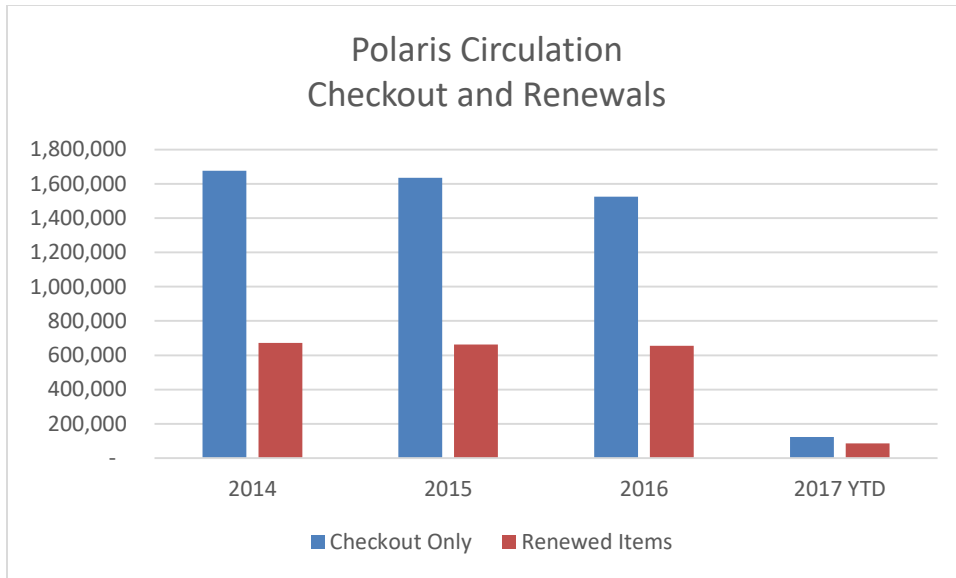
movie. ILS intern, Darcy Stricker, assisted Alex with this program.



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



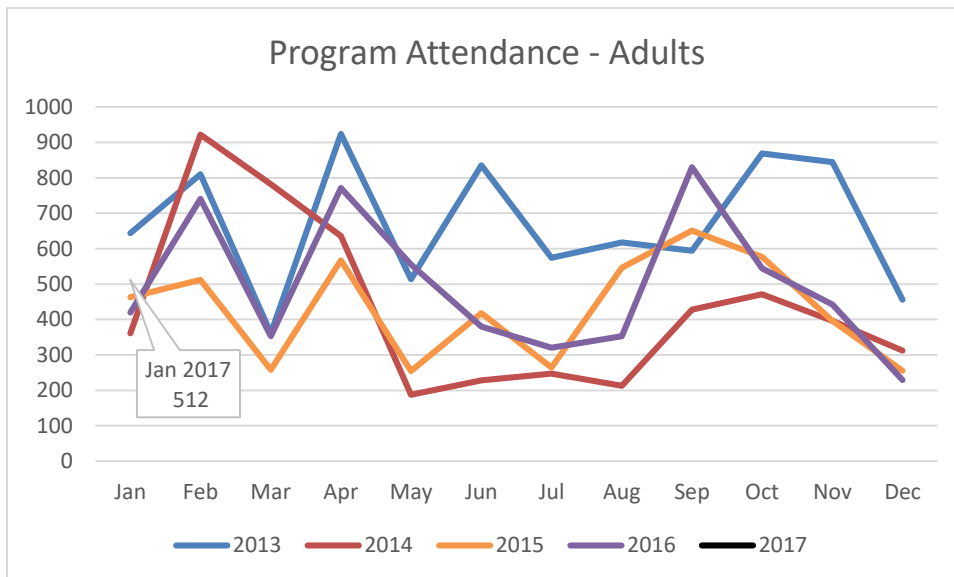
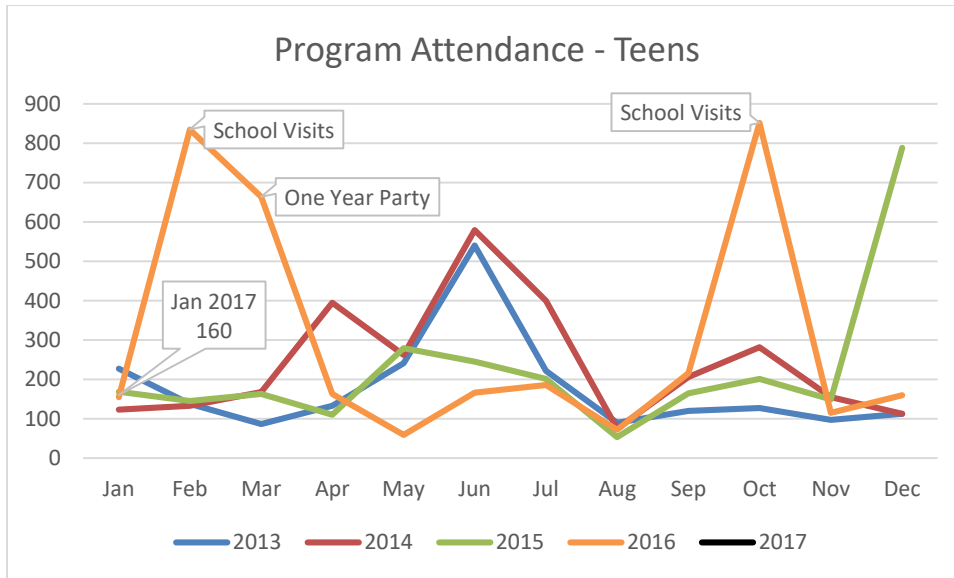




GOAL 2: Provide shared access to the world's information for free

2A. Provide programs for teens and adults

- Dr. Denise Lessow, Director of Pinnacle Learning Center, shared information about dyslexia during the "Helping Your Child Succeed in School" program. Parents who attended had either a child who had recently been identified as having dyslexia, or suspected their child might be dyslexic. After discussing some of the signs that a child may have dyslexia, Dr. Lessow shared tips for communicating with a child's school about the child's needs and other resources for learning more about dyslexia. Participants, as well as the presenter, thanked the Library for sponsoring the program and making available books and other materials to help increase understanding of dyslexia.
- Elizabeth Gray hosted the New Movie Monday program in January with 49 attendees, some who requested closed captioning, which Elizabeth could easily accommodate. This recreational program series continues to be very popular.
- Teen and Digital Creativity Strategist, Kevin MacDowell, met with the Youth Development Extension Coordinator at Purdue Extension/4H, Katie Richard, to discuss volunteer training opportunities. 4H trains their volunteers using "The Eight Essential Elements of Positive Youth Development", which overlap well with the "40 Developmental Assets", which are a guiding principal for the Ground Floor program. This meeting was helpful as MacDowell continues to research ways to develop the Volunteer Mentor Program, particularly the training and orientation of these volunteers.
- Kevin MacDowell met with Centerstone's outreach specialist, Olivia Humphrey, and their program manager, Matthew Clay about their "Say It Straight" program offered to various local youth serving agencies. They discussed having four weekly hour long discussion based programs with teens in the Ground Floor on "disempowering communication behaviors" that make peer pressure harder to resist.
- Senior Information Assistant Burl Cooper noted that one of the Library's regular teen patrons has exhibited more and more refinement in their social interactions. This teen had long kept to themselves and seems to be stepping outside their comfort zone to have more pro-social interactions. This can be said of many of the regulars; social emotional learning is clearly one of the positive impacts the Ground Floor is making on regular visitors.



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

- More than 100 people attended the performance and educational presentation by Lakota Native American Kevin Locke, a member of the Standing Rock Sioux Tribe. Kevin provided a mix of educational information about the Lakota while sharing Lakota traditional arts, including flute music and hoop dancing. More adults than children attended this evening program.

Many stayed after the main program to learn more about the impact of the Dakota Access Pipeline on the Standing Rock Sioux Tribe and Kevin's work with preserving the Lakota language. One attendee stopped at the Children's Info. Desk the following day to thank the Library for offering the program, and several people expressed interest in having more programs at the

Library about Native Americans. This program is available to view on CATS via

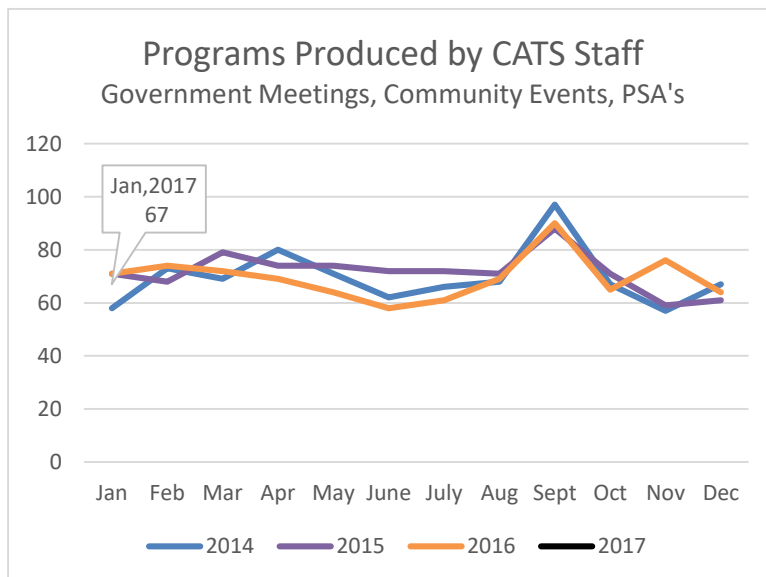
- More than 200 people attended the program celebrating Martin Luther King, Jr., part of the City of Bloomington's "A Day On, Not a Day Off" events. The program at the Library included making crafts with volunteers from the Bloomington High School South Diversity Club, readings and reader's theater activities led by volunteers from the IU Black Graduate Student Association and a special concert presented by the Bloomington Peace Choir. Participants also received a free book about Martin Luther King, Jr. and bookmarks with information about Black History.
- Children's Strategist Lisa Champelli met with program directors at both WonderLab and Banneker Community Center to share information about each agencies' services and needs, and discuss summer programming for school-age children. Lisa also met with MCCSC School Librarians to receive feedback about eAccess cards and use of Library resources, and exchange

their website:

<http://catstv.net/m.php?q=3898>

information about author visits to the schools and upcoming Library programs.

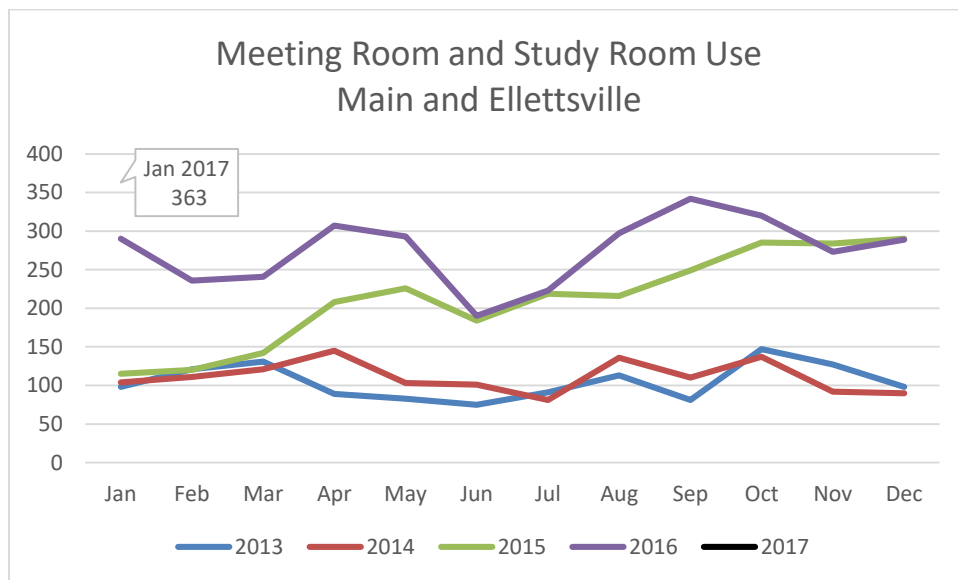
- Marilyn Wood welcomed new members of the Friends of the Library Board on a tour of the Library and overview of services. She provided an overview of Library projects and plans for 2017 to the entire FOL Board.
- On January 23rd, CATS completed installation of a multi-format ingest station. Utilizing an *Atomos Shogun Studio*, this 4K/HD recording solution incorporates DVCAM and S-VHS players alongside a MAC workstation to allow for the digitization of multiple files in real-time without the need for an attendant. Once drives are filled with ProRes files, the programs are cleaned up for optimal audio and video quality. These master files are then stored for future use, and smaller proxy files are created for use on the web or for public consumption on flash drives. The workflow for file ingestion will ultimately dovetail with the new CATS payout infrastructure in 2017.



2C. Strengthen services for nonprofit organizations

- The Library’s meeting rooms were scheduled by 97 different community organizations during the month of January.
- Bobby Overman hosted 13 teaching sessions for nonprofits on how to find resources.
- Bobby led a SPEA class in learning how to use the Foundation Center database.
- Kevin MacDowell facilitated the Bloomington Afterschool Network meeting

where they agreed to offer a training on “Social Emotional Learning” of youth, and how to work with those who have suffered trauma. The Library was identified as a perfect location for this free training offered to youth workers throughout the community. The training is scheduled for May 13, 2017.

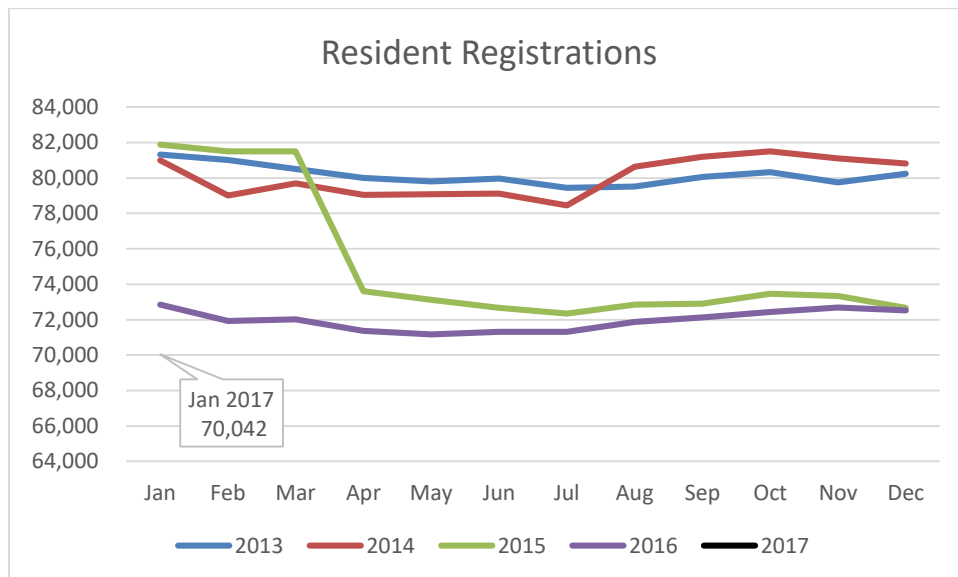
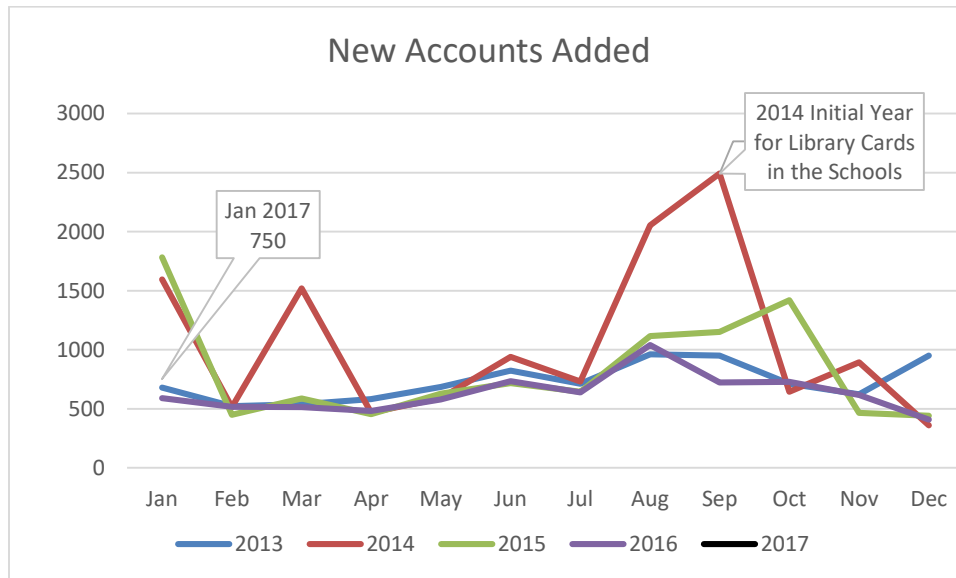


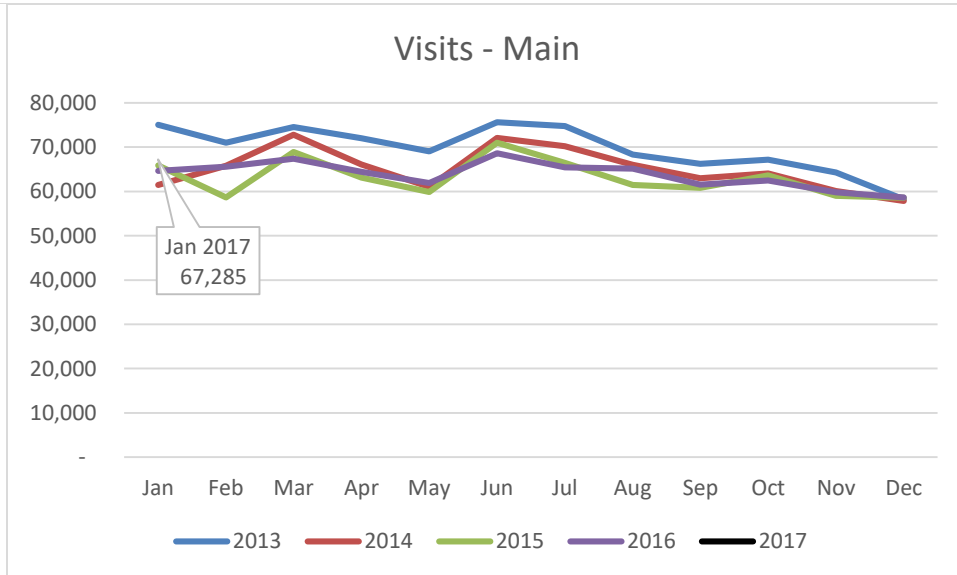
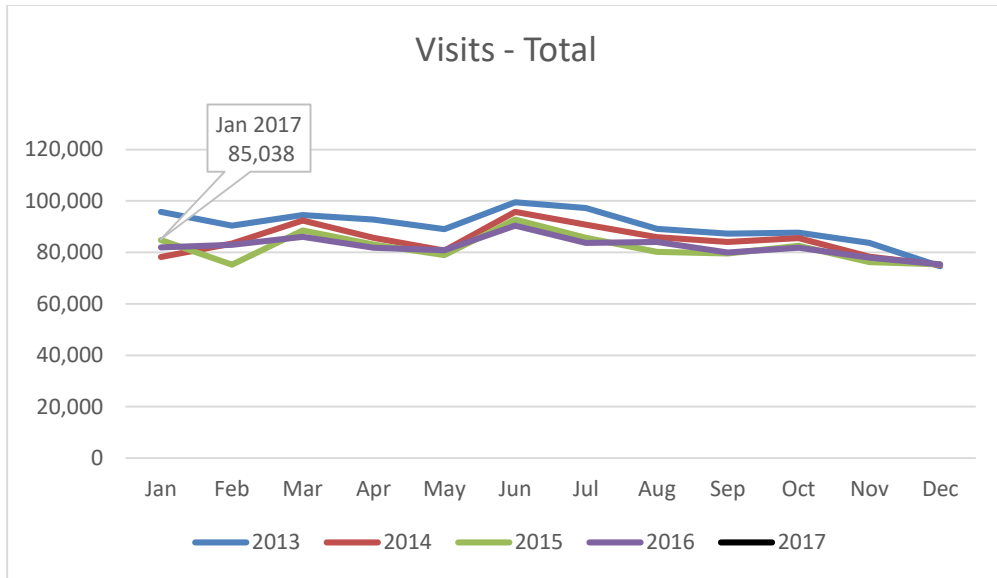
2D. Continually refresh web content and improve usability based on principles of user-centered design

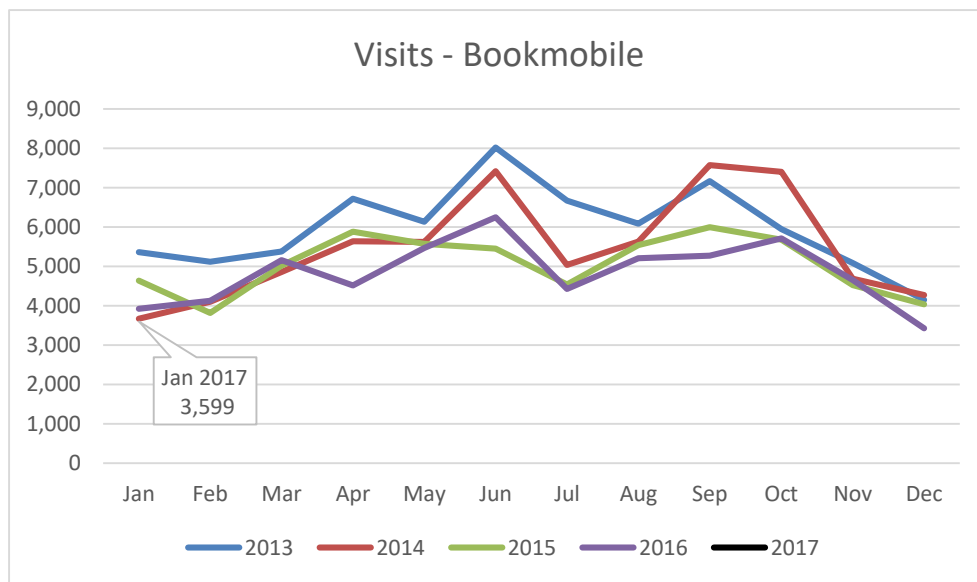
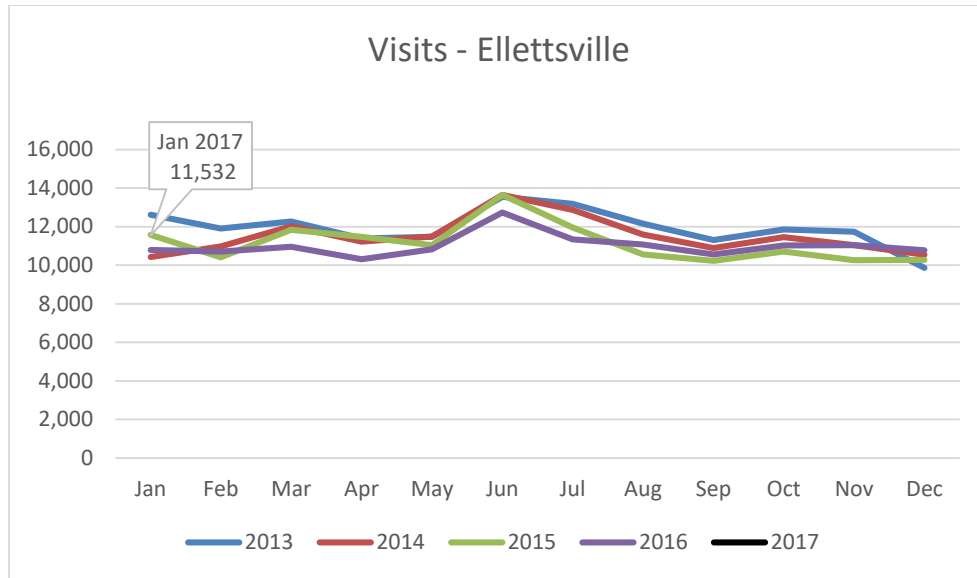
- In response to patron feedback, the Book Club Resources page on the Library’s website was revamped featuring updated content and more features. Paula Gray-Overtom and Ryan Stacy from the Communications & Marketing Unit worked with staff to make a central hub of book club information online. Users will now find

an attractive slider highlighting the Library’s Book Club Kits to Go, as well as links to Novelist and other resources. Find the revamped page through the “Books, Movies, & Music” menu on the front page, or by visiting this link: <https://mcpl.info/stacks/book-club-resources>.

GOAL 3: Provide high quality, personalized customer service.





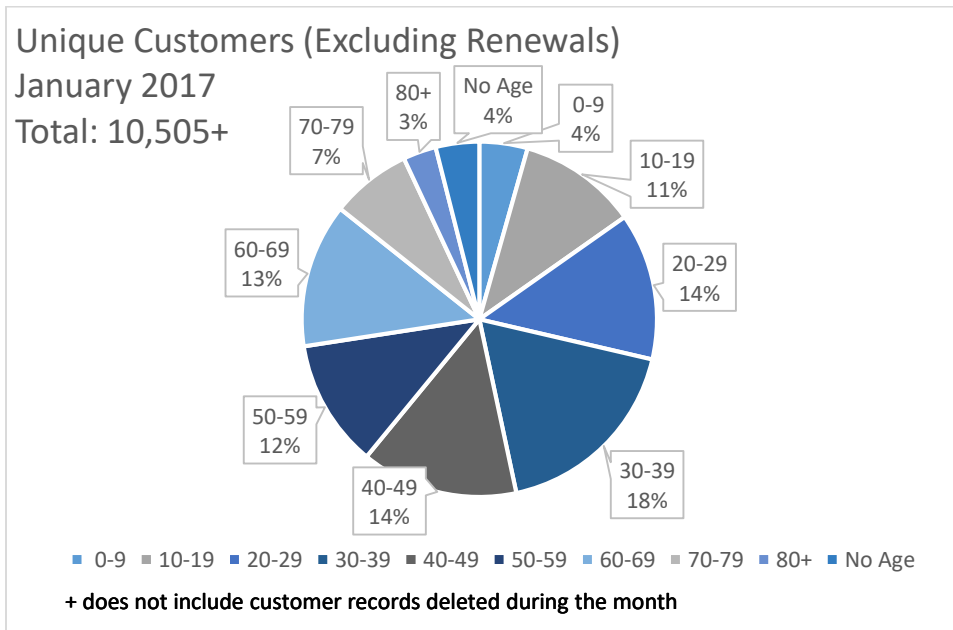
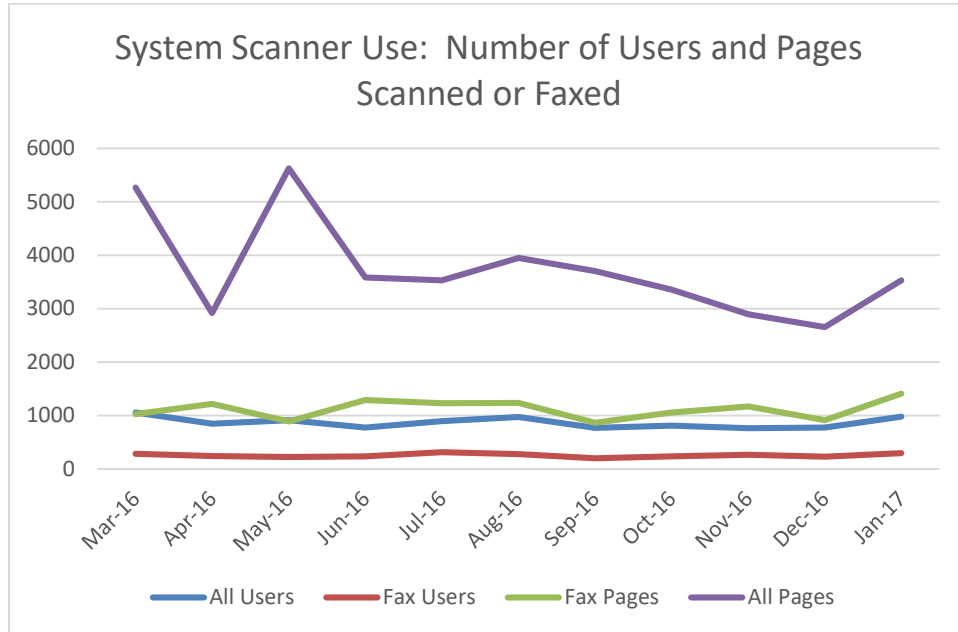


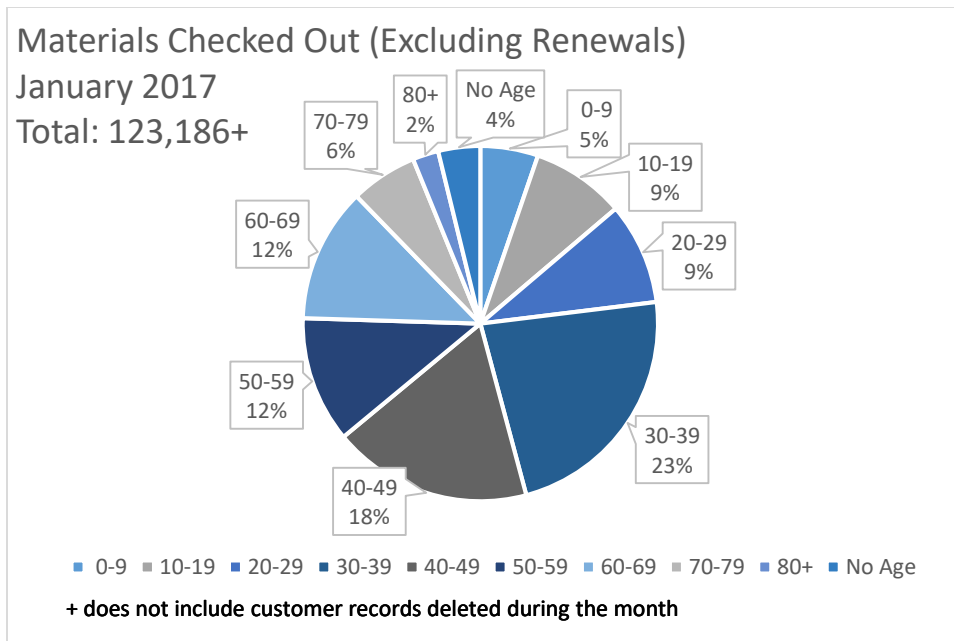
3A. Provide quality customer service to increasingly diverse audiences

- January registration data reflects a large purge of inactive accounts. This included accounts inactive for 6 years (but maintained due to money owed) as well as a batch of Youth Starter Cards which were issued 3 years ago but never used. Records are purged automatically if they remain inactive for three years and have no money owed.
- The Library has entered into a partnership with Centerstone to support their Neighborhood Grant this year. The grant provides access to therapists, coaches and peer support specialists for underserved

populations in our community who have a substance abuse or mental health disorder. The Library is providing Room 214 to Centerstone staff who will be available for free, one on one confidential

appointments on Tuesdays 9 am -3 pm and Fridays, 10 am – 2 pm, in English or Spanish. El Centro Comunal Latino is also a partner.





- We are making significant changes to the Bookmobile schedule effective the week of February 20th, with new stops at the Northwest YMCA, Knightridge Apartments, La Bonita/N. College Avenue, Walnut Woods Apartments, and Stinesville. These locations will give us a better geographical distribution of stops, bringing the Library to new, often underserved audiences, with emphasis on low income, rural, and Spanish speaking patrons. In order to get to these new locations we are discontinuing stops at Chandler's Glen, Arlington Heights Elementary, Meadows Hospital, St. Paul Catholic Center, and Heatherwood, and adjusting the times for the Crestmont, Orchard Glen, and the College Mall Area stops.
- The library is a partner in Blooming Memories thru Music, an intergenerational program that will bring curated recordings into homes where a resident has Alzheimer's or other dementia. On Sunday, February 19th we are screening *Alive Inside*

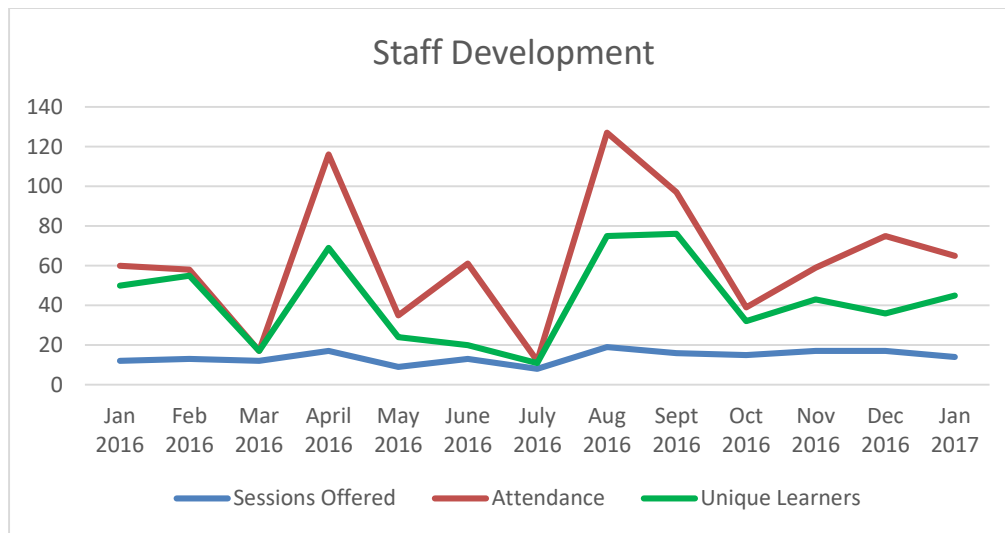
in the Main Library Auditorium. The film documents the extraordinary therapeutic power of music, and we will follow it with a presentation on the Blooming Memories initiative.

- Customer comments overheard in the Children's area in January:
 - A grandmother leaving the LAPS with an infant and a 3 year old said, "What a wonderful area to bring grandchildren to. It is just great."
 - One adult woman to another adult acquaintance. "This is a wonderful library. It is the best I have ever seen. They have so much in the collection."
 - A three-year-old boy to his parents coming into the department. "I love this library. It is the best place. It is better than, better than, better than..." He just couldn't think of anything else approaching the library's greatness!

GOAL 4: Optimize stewardship of library resources

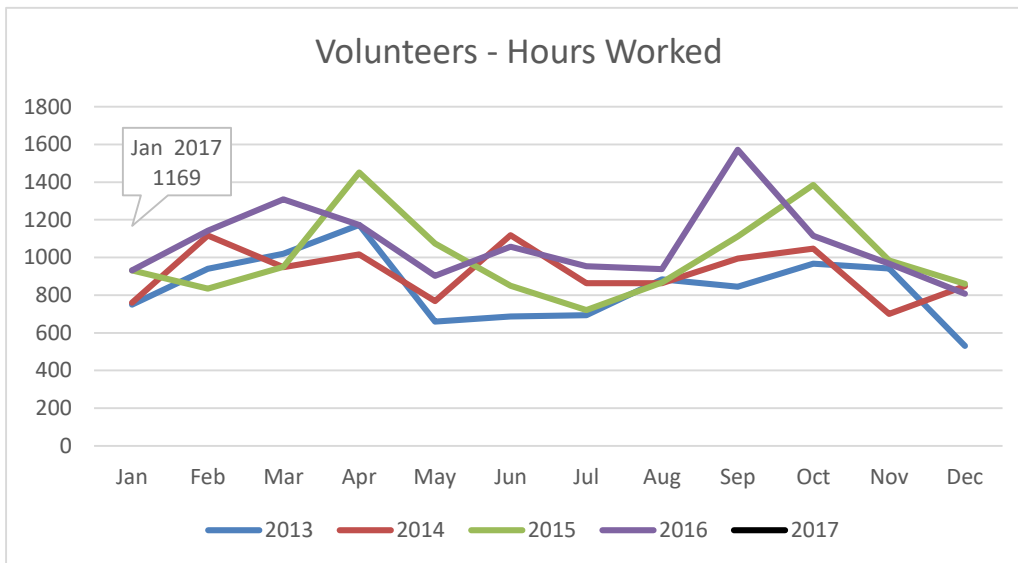
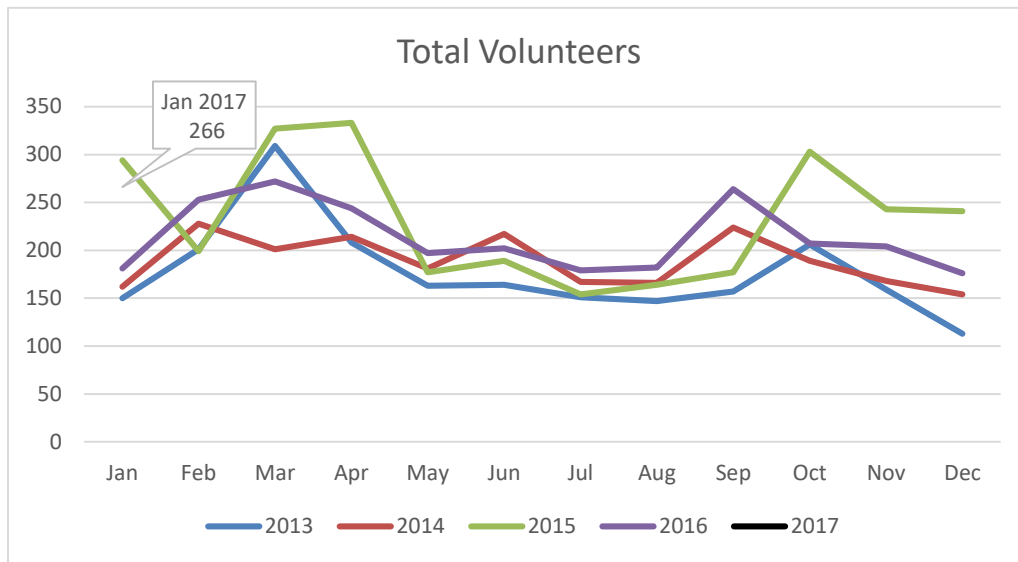
4A. Recruit and retain quality employees

- Becky Fyolek met with Allison Zimpfer-Hoerr to plan upcoming training on dealing with tough teen issues as requested by the Teen and Digital Creativity staff.
- Marilyn Wood attended the American Library Association conference where she viewed sessions on outcome based assessment, heard from various institutions on their new initiatives and approaches to changing services, and visited vendors to learn of new technologies among other things.
- The Second Floor Services Team visited the Public Library of Cincinnati and Hamilton County to learn how they successfully manage a roving reference model in their 435,000 square foot Main Library. They toured the facility, learned new communication strategies, and saw two different kinds of tablets being used. They also witnessed the roving model in action at a branch designed specifically for that service approach. The experience led the team to rethink some approaches and they are now testing Surface tablets as roving reference tools on the second floor.
- The Service Point Redesign Team began meeting with the goal of tracking traffic among the Library’s many service points. With this quantitative data and input from staff the Library hopes to better allocate staffing levels among the various service points.
- The Adult Strategist position, and a new Adult Librarian position were posted. The Library hopes these positions are filled and in place by late spring.



4B. Assure adequate, stable funding for library operations

- Marilyn Wood attended the Chamber of Commerce’s Legislative Preview where all state representatives for Monroe County participated in a panel discussion.



4C. Maintain library facilities

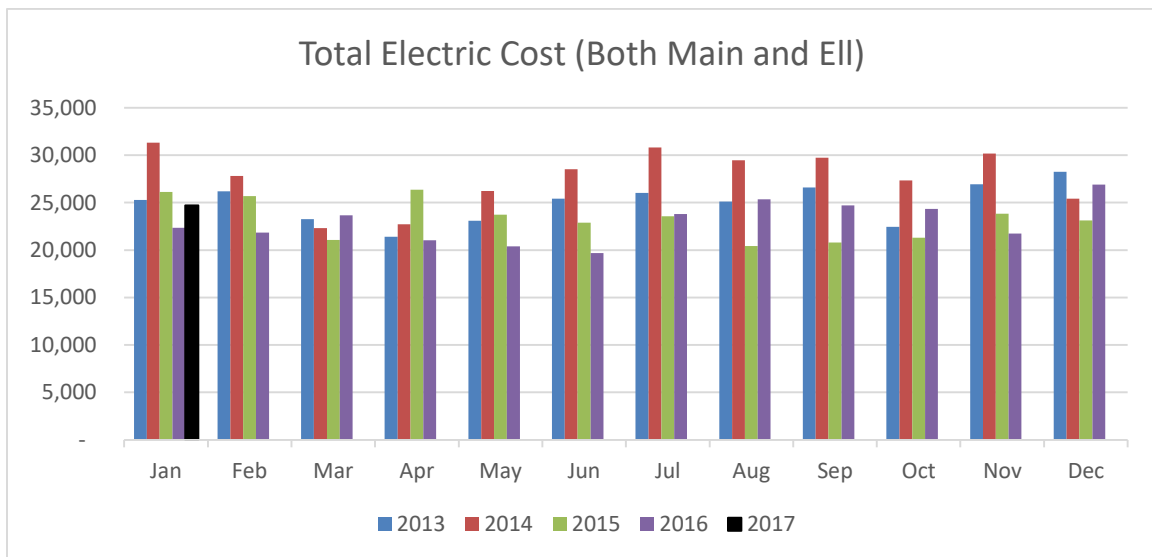
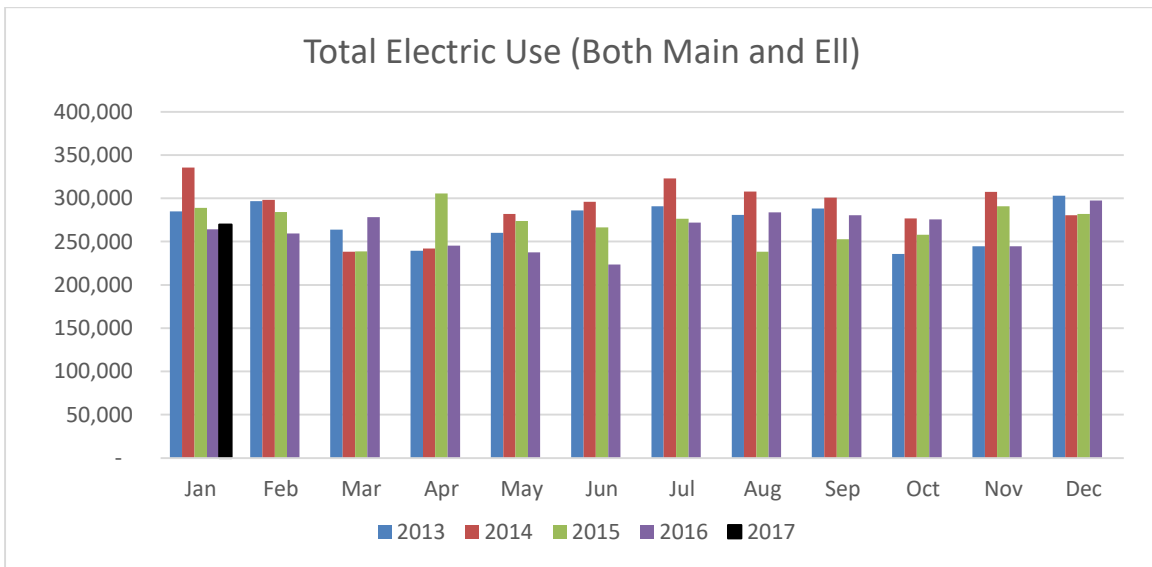
- A Request for Proposal went to 12 firms for a proposal for architectural services for the renovation of the Ellettsville Branch. Seven firms attended a tour of the space.
- Library shelving units are laid out to provide 36 inch wide aisles, following the ADA

specifications for accessible routes. However, oversized books in the Children's area sometimes protrude into the aisles, limiting patrons using wheelchairs or other mobility aids. We are thus widening these aisles to promote better accessibility.

4D. Improve stewardship of library assets and records

- Gary Lettelleir and Kyle Wickemeyer-Hardy met with representatives of our insurance company to review insurance policies for 2017 including a review of Workers

Compensation coverage and Cyber Security coverage. The Library is reviewing its current protection against hackers and will get a quote on this new coverage protecting against Cyber-attacks.



**MONROE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES
RESOLUTION DECLARING CERTAIN PROPERTY SURPLUS**

WHEREAS, the equipment listed below is no longer needed by the library, and

WHEREAS, the estimated value of the item(s) listed below is less than \$1,000 and the library has the authority to sell, transfer, demolish, or junk the items under IC 5-22-22-6 Public or private sale or transfer without advertising or IC 5-22-22-8 Worthless property,

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Monroe County Public Library declares the following item(s) surplus and authorizes disposition of the items.

Description	Serial #
TV - Proscan PS32108	#706261742
TV - Proscan PS27108	#737412333
TV - Proscan PS27108	#737412533
VCR - Hitachi VT-FX 665A	#10651988
VCR - RCA VR615HF	#709720830
DVD - Hitachi DVP543U	# 41065158
DVD - Sony DVP NS45P	# 2068446

ADOPTED THIS 15th DAY OF FEBRUARY, 2017

AYE

NAY

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Resolution to Transfer Funds to the Library Improvement Reserve Fund

WHEREAS, the Board of Trustees of the Monroe County Public Library finds that the purposes of the Operating Fund have been fulfilled; and,

WHEREAS, there is remaining in the Operating Fund an unused and unencumbered balance;

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees of the Monroe County Public Library do hereby transfer **\$298,000** from the Operating Fund to the Library Improvement Fund in 2016.

DULY ADOPTED by the Board of Trustees of the Monroe County Public Library at its regular meeting held on the 15th day of February, 2017, at which meeting a quorum was present.

AYE

NAY

ATTEST:

Secretary

Monroe County Public Library Additional Appropriation 2017

We are requesting an additional appropriation of \$930,000 from the 2017 Operating Fund. The additional appropriation process is used to appropriate money in excess of the Department's certified appropriations for the current budget year.

Our proposal is to **increase the 2017 transfer from our operating fund to the LIRF fund by \$930,000**. In 2015 MCPL transferred an additional \$580,000 from the Operating fund to LIRF which was the sum of the 2013 and 2014 operating surplus. The current \$930,000 additional appropriation request is based on the operating surplus from 2015 and 2016. The plan to finance a new branch and renovate the Ellettsville Branch is being funded in part by surplus cash from our operating fund. The complete Facility Project Finance Plan is attached.

Why do we have operating surplus cash?

Our General Obligation Bonds, which have a debt payment of about \$700,000 per year began in 2013 and the 2017 tax rate is 9.7 cents per \$100 of assessed value. The current tax rate with annual growth quotient increases is providing enough cash to fund current operations as well as contributing to future facility growth plans and will provide funding for ongoing branch operations when a new branch is built. Local income tax revenue increases are also contributing to the surplus and our future projections. By way of comparison, the library paid off a 15 year bond in 2012. At that time bond payments were about 2 million per year (a 1.3 million higher debt levy) and the tax rate was about 11 cents.

According to state law, the additional appropriation process follows the same steps as approval of the regular budget, with public notice, public hearing, Board adoption, and approval by the County Council.

February 15	Board Meeting: approve public notice for March 22 public hearing; review additional appropriation resolution
February 16	Send notice to newspaper for publication March 8
March 22	Board Meeting: Public Hearing; approve additional appropriation resolution
March 23	Submit agenda request to County Council for their April or May meeting.
May 30	Submit certified copy and approval documents to DLGF
June 15	DLGF responds within 15 days

NOTICE TO TAXPAYERS OF ADDITIONAL APPROPRIATIONS

Notice is hereby given the taxpayers of Monroe County Public Library, Monroe County, Indiana that the Monroe County Board of Trustees will consider the following additional appropriation in excess of the budget for the current year at their regular meeting place at 303 E. Kirkwood Avenue - Room 1B, Bloomington, IN, at 5:45 pm, on the 22nd day of March, 2017.

Fund Name: 0101 Operating Fund	Amount
Major Budget Classifications:	
Other Services and Charges	\$930,000
TOTAL for 0101 Operating Fund	\$930,000

Taxpayers appearing at the meeting shall have a right to be heard. The additional appropriation as finally made will be referred to the Department of Local Government Finance (Department). The Department will make a written determination as to the sufficiency of funds to support the appropriation within fifteen (15) days of receipt of a Certified Copy of the action taken.

Dated: February 15, 2017.

Board of Trustees Secretary – Fred Risinger



CERTIFIED COPY OF ADDITIONAL APPROPRIATION

State Form 55819 (R2 / 12-15)
 PRESCRIBED BY THE DEPARTMENT OF LOCAL GOVERNMENT FINANCE

NOTE: If reporting an additional appropriation of bond proceeds, complete only Sections I and III; and A, B, and C of Section II.

Section I

UNIT NAME: Monroe County Public Library Unit Number: _____

COUNTY NAME: Monroe County County Number: _____

Date of Publication (month, day, year): 3-1-2017 Newspaper Name: Herald Times

Date of Publication (month, day, year): 3-1-2017 Newspaper Name: Ellettsville Journal Date Received (month, day, year): _____

Date of Public Hearing (month, day, year): 3-22-2017

Date of Resolution/Ordinance (month, day, year): 3-22-2017 Order Number: _____

Section II

Complete for each fund from which the additional appropriations are made. Use a separate column for each fund.
Lines referred to below are on the Fund Report issued by the Department.

A. DLGF Fund Number	0101			
B. Fund Name	Operating			
C. Appropriation Amount Requested	\$930,000.00			
D. Amount by Reduction (Enter as a positive number.)				
E. Net Amount of Increase (C minus D)	\$930,000.00	\$0.00	\$0.00	\$0.00
1. Property Tax Levy (Line 16)	\$5,798,147.00			
2. Levy Excess (Line 15)				
3. PTRC from CAGIT (Line 13A)				
4. LOIT Levy Freeze Amount (Line 13B)				
5. Misc. Revenue (Line 8B) (If higher than 8B amount, a revised Budget Form 2 must be attached.)	\$2,734,767.00			
6. January 1 Cash Balance (Include investments.)	\$2,148,150.00			
7. Subtotal of Funds (Add 1 thru 6.)	\$10,681,064.00	\$0.00	\$0.00	\$0.00
8. Less Circuit Breaker	\$49,555.00			
9. Total Funds (7 minus 8.)	\$10,631,509.00	\$0.00	\$0.00	\$0.00
10. DLGF Approved Budget (Line 1)	\$8,884,822.00			
11. Encumbered Appropriations Carried Forward From Previous Year				
12. Temporary Loans Outstanding as of January 1				
13. Beginning Obligations (Add 10 thru 12.)	\$8,884,822.00	\$0.00	\$0.00	\$0.00
14. Surplus Funds (9 minus 13.)	\$1,746,687.00	\$0.00	\$0.00	\$0.00
15. Previous additional appropriation(s) approved since January 1, less any reductions in appropriations.				
16. Amount transferred to the Rainy Day Fund (Note #1)				
17. Surplus Funds Remaining (14 minus 15 minus 16.)	\$1,746,687.00	\$0.00	\$0.00	\$0.00

Note #1: Do not use this line for additional appropriations for the rainy day fund. Transfers to the rainy day fund are miscellaneous revenues in the rainy day fund.

Section III

I, _____ fiscal officer of _____, do hereby certify that the above information is true and correct.

Dated this _____ day of _____, 20_____.

Signature _____ Title _____

Unit Mailing Address (number and street) _____ Telephone Number _____

City, State and ZIP _____ Email Address _____

ADDITIONAL APPROPRIATION FOR MONROE COUNTY PUBLIC LIBRARY

WHEREAS, it has been determined that it is now necessary to appropriate more money than was originally appropriated in the annual budget; now, therefore:

Sec. 1. Be it resolved by the Monroe County Public Library Board of Trustees of Monroe County Public Library, Monroe County, that for the expenses of the taxing unit the following additional sums of money are hereby appropriated out of the funds named and for the purposes specified, subject to laws governing the same:

Fund Name - Operating	AMOUNT REQUESTED	AMOUNT APPROVED BY FISCAL BODY
Major Budget Classifications:		
Personal Services	\$ _____	\$ _____
Supplies	\$ _____	\$ _____
Other Services & Charges	\$ _____ 930,000	\$ _____
Capital Outlays	\$ _____	\$ _____
 Total for Operating Fund	 \$ _____ 930,000	 \$ _____

ADOPTED THIS 22th DAY OF MARCH, 2017

AYE

NAY

MCPL Facility Project Finance Plan February, 2017 Source of Funds	Cash Funds					Facility Projects			
	LIRF	Rainy Day	Operating	Bond		Ellettsville Construction	New Branch Construction	Construction Related	Long Term Maintenance
Cash from Oper. Fund 2013-2014	435,000				12-31-16	145,000	290,000		
Cash from Oper. Fund 2015	205,000		535,000			100,000	405,000	135,000	100,000
Long Term Maint. Carryover 2015	79,582				Cash				79,582
Bond 2016-2018				1,361,000		615,000	525,000		221,000
L I T windfall 2016		600,000				600,000			
Cash from Oper. Fund 2016	298,000		395,000		Balance	150,000	298,000	200,000	45,000
Beginning 2016 unallocated	74,426	36,653	218,150					329,229	
sub total	1,092,008	636,653	1,148,150	1,361,000		1,010,000	2,118,000	664,229	445,582
Reserve Balance	1,000,000	1,000,000	1,000,000						
Fund balance 12-31-16	2,092,008	1,636,653	2,148,150						
Cash from Oper. Fund 2017			800,000		Future		500,000	300,000	
Cash from Oper. Fund 2018			800,000				500,000	300,000	
Cash from Oper. Fund 2019			800,000		Revenue		500,000	300,000	
Cash from Oper. Fund 2020			800,000				500,000	300,000	
L I T windfall 2020		600,000			Streams			600,000	
Bond 2019-2021				1,245,000			1,245,000		
Bond 2022-2024				1,245,000		1,245,000			
sub total		600,000	3,200,000	2,490,000			4,490,000	1,800,000	
Combined Total	1,092,008	1,236,653	4,348,150	3,851,000	10,527,811	1,010,000	6,608,000	2,464,229	445,582

Conflict of Interest

The Board of Trustee bylaws contain the following language regarding conflict of interest:

ARTICLE VIII CONFLICT OF INTEREST

SECTION 1. Board members, in the capacity of trust imposed upon them, shall observe high ethical standards and abide by the library's Values as adopted by the Board.

SECTION 2. Board members shall avoid situations in which personal interests might be served or financial benefits gained at the expense of library users, colleagues, or the institution.

SECTION 3. Board members shall complete the Uniform Conflict of Interest Disclosure Form annually and declare any conflict of interest between their personal or business interests and their position on the Board. Board members will recuse themselves from voting immediately whenever the appearance of a conflict of interest exists.

The statute related to conflict of interest, and the **UNIFORM CONFLICT OF INTEREST DISCLOSURE STATEMENT** are attached.

Please complete the form only if you have a conflict of interest.

CHAPTER 7
CONFLICT OF INTEREST

PUBLIC SERVANTS - STATUTORY CONFLICT OF INTEREST [IC 35-44.1-1-4]

Conflict of Interest

A public servant who knowingly or intentionally; (1) has a pecuniary interest in; (2) or derives a profit from, a contract or purchase connected with an action by the government entity served by the public servant, commits conflict of interest, a Level 6 felony. [IC 35-44.1-1-4(b)]

Exception for Compensation and Expenses

A public servant is not prohibited from receiving compensation for services provided as a public servant or for expenses incurred by the public servant as provided by law. [IC 35-44.1-1-4(c)]

Other Exceptions

IC 35-44.1-1-4 does not prohibit a public servant from having a pecuniary interest in or deriving a profit from a contract or purchase connected with the governmental entity served under any of the following conditions:

1. If the public servant is not a member or on the staff of the governing body empowered to contract or purchase on behalf of the governmental entity; the functions and duties the public servant performs for the governmental entity are unrelated to the contract or purchase; and the public servant makes a disclosure as provided in IC 35-44.1-1-4(d). [IC 35-44.1-14(c)(6)]
2. If the contract or purchase involves utility services from a utility whose rate structure is regulated by the state or federal government. [IC 35-44.1-1-4(c)(3)]

Definition of Pecuniary Interest

A public servant has a pecuniary interest in a contract or purchase if the contract or purchase will result or is intended to result in an ascertainable increase in the income or net worth of:

1. The public servant; or
2. A dependent of the public servant who:
 - a. is under the direct or indirect administrative control of the public servant; or
 - b. receives a contract or purchase order that is reviewed, approved, or directly or indirectly administered by the public servant. [IC 35-44.1-1-4(a)(3)]

Definition of Dependent

A dependent means any of the following:

1. The spouse of a public servant.
2. A child, stepchild, or adoptee of a public servant who is:
 - a. unemancipated, and
 - b. less than 18 years of age.
3. An individual more than one-half of whose support is provided during a year by the public servant. [IC 35-44.1-1-4(a)]

Disclosure Requirements

A disclosure as required above must:

1. Be in writing.
2. Describe the contract or purchase to be made by the governmental entity.
3. Describe the pecuniary interest that the public servant has in the contract or purchase.
4. Be affirmed under penalty of perjury.
5. Be submitted to the governmental entity and be accepted by the governmental entity in a public meeting of the governmental entity before final action on the contract or purchase.
6. Be filed within fifteen days after final action on the contract or purchase with; (a) the state board of accounts; and (b) the clerk of the circuit court in the county where the governmental entity takes final action on the contract or purchase.
7. Contain, if the public servant is appointed, the written approval of the elected public servant (if any) that appointed the public servant.

Defense

It is not an offense in a prosecution under this section that the public servant's interest in the contract or purchase and all other contracts and purchases made by the governmental entity during the twelve (12) months before the date of the contract or purchase was two hundred fifty dollars (\$250) or less. [IC 35-44.1-1-4(c)(2)]

Form

A suggested format for the disclosure of conflict of interest for board members and employees is located at the end of this section. The attorney for the governmental entity or a private attorney should be consulted in regard to whether a conflict of interest statement should be filed and whether the format of the disclosure is sufficient.

CONSULTANTS - STATUTORY CONFLICT OF INTEREST [IC 5-16-11]

Conflict of Interest

Pursuant to IC 5-16-11-5.5, a consultant has a conflict of interest if any of the following apply:

1. The entity has given a gift or gifts:
 - a. to the consultant, the consultant's spouse, or the consultant's unemancipated children;
 - b. that have a total fair market value of more than one hundred dollars (\$100); and
 - c. within the preceding year.
2. The consultant, the consultant's spouse, or the consultant's unemancipated children have an equitable or a legal interest in real property the value of which:
 - a. either is at least \$5,000 or comprises at least ten percent (10%) of the net worth of the consultant, the consultant's spouse, or the consultant's unemancipated children; and
 - b. has been or would be increased or decreased if a contract were awarded to the entity.
3. The consultant or the consultant's spouse is employed by the entity.
4. The entity is the sole proprietorship or professional practice of the consultant or the consultant's spouse.
5. The consultant or the consultant's spouse is a partner in the entity.
6. The consultant or the consultant's spouse is an officer or a director of the entity.
7. The consultant, the consultant's spouse, or the consultant's unemancipated children own stock or options to purchase stock in the entity and the stock or the options to purchase stock have a fair market value of more than ten thousand dollars (\$10,000). This subdivision does not apply to the following:
 - a. Time deposits or demand deposits in a financial institution.
 - b. An insurance policy.

Definition of Consultant

"Consultant" means an individual who, under a contract with the state or a political subdivision, does either of the following for the state or the political subdivision:

1. Evaluates bids for contracts.
2. Awards contracts.

The term does not include a public employee (as defined in IC 34-6-2-38).

An individual is not required to be a party to the contract with the state or the political subdivision to be a consultant under this section. [IC 5-16-11-2]

Definition of Entity

As used in this chapter, "**entity**" refers to a person that:

1. has submitted a bid to be evaluated by a consultant; or
2. was awarded a contract by a consultant. (IC 5-16-11-3.5)

Disclosure Requirements

A conflict of interest must be disclosed as follows:

1. A consultant shall file a conflict of interest disclosure if the consultant has a conflict of interest under IC 5-16-11-5.5.
2. The disclosure must describe the conflict of interest.
3. The consultant shall file the disclosure within ten (10) days of the earlier of the following events:
 - a. The closing day for receipt of bids.
 - b. The award of the contract.
4. The consultant shall file the disclosure required by IC 5-16-11-6 with the governing board, if the consultant contracts with the political subdivision. [IC 5-16-11-7]
5. The consultant shall make the disclosure required by IC 5-16-11-6 under affirmation. [IC 5-16-11-6,7,8]

Penalties

A consultant who fails to file a disclosure required by this chapter commits a Class A infraction. [IC 5-15-11-11]

A consultant who files a false disclosure under this chapter is subject to the penalties for perjury under IC 35-44-2-1. [IC 5-16-11-12]

LUCRATIVE OFFICE

Article 2, Section 9 of the Constitution of Indiana, states in part: ". . . no person may hold more than one lucrative office at the same time, except as expressly permitted in this Constitution." Any person holding two offices which have been or may be deemed lucrative should obtain the written opinion of the attorney for the unit or units served to determine compliance with Article 2, Section 9 of the Constitution of Indiana.



UNIFORM CONFLICT OF INTEREST DISCLOSURE STATEMENT

State Form 54266 (R / 6-12) / Form 236
STATE BOARD OF ACCOUNTS

Indiana Code 35-44.1-1-4

A public servant who knowingly or intentionally has a pecuniary interest in or derives a profit from a contract or purchase connected with an action by the governmental entity served by the public servant commits conflict of interest, a Class D Felony. A public servant has a pecuniary interest in a contract or purchase if the contract or purchase will result or is intended to result in an ascertainable increase in the income or net worth of the public servant or a dependent of the public servant. "Dependent" means any of the following: the spouse of a public servant; a child, stepchild, or adoptee (as defined in IC 31-9-2-2) of a public servant who is unemancipated and less than eighteen (18) years of age; and any individual more than one-half (1/2) of whose support is provided during a year by the public servant.

The foregoing consists only of excerpts from IC 35-44.1-1-4. Care should be taken to review IC 35-44.1-1-4 in its entirety.

1. **Name and Address of Public Servant Submitting Statement:** _____

2. **Title or Position With Governmental Entity:** _____

3. a. **Governmental Entity:** _____

b. **County:** _____

4. **This statement is submitted (check one):**

a. as a "single transaction" disclosure statement, as to my financial interest in a specific contract or purchase connected with the governmental entity which I serve, proposed to be made by the governmental entity with or from a particular contractor or vendor; or

b. as an "annual" disclosure statement, as to my financial interest connected with any contracts or purchases of the governmental entity which I serve, which are made on an ongoing basis with or from particular contractors or vendors.

5. **Name(s) of Contractor(s) or Vendor(s):** _____

6. **Description(s) of Contract(s) or Purchase(s)** *(Describe the kind of contract involved, and the effective date and term of the contract or purchase if reasonably determinable. Dates required if 4(a) is selected above. If "dependent" is involved, provide dependent's name and relationship.):*

- 7. **Description of My Financial Interest** *(Describe in what manner the public servant or "dependent" expects to derive a profit or financial benefit from, or otherwise has a pecuniary interest in, the above contract(s) or purchase(s); if reasonably determinable, state the approximate dollar value of such profit or benefit.):*

(Attach extra pages if additional space is needed.)

- 8. **Approval of Appointing Officer or Body** *(To be completed if the public servant was appointed by an elected public servant or the board of trustees of a state-supported college or university.):*

I (We) being the _____ of
(Title of Officer or Name of Governing Body)

_____ and having the power to appoint
(Name of Governmental Entity)

the above named public servant to the public position to which he or she holds, hereby approve the participation to the appointed disclosing public servant in the above described contract(s) or purchase(s) in which said public servant has a conflict of interest as defined in Indiana Code 35-44.1-1-4; however, this approval does not waive any objection to any conflict prohibited by statute, rule, or regulation and is not to be construed as a consent to any illegal act.

_____	_____
_____	_____
_____	_____
Elected Official	Office

- 9. **Effective Dates** *(Conflict of interest statements must be submitted to the governmental entity prior to final action on the contract or purchase.):*

_____	_____
Date Submitted <i>(month, day, year)</i>	Date of Action on Contract or Purchase <i>(month, day, year)</i>

- 10. **Affirmation of Public Servant:** This disclosure was submitted to the governmental entity and accepted by the governmental entity in a public meeting of the governmental entity prior to final action on the contract or purchase. I affirm, under penalty of perjury, the truth and completeness of the statements made above, and that I am the above named public servant.

Signed: _____
(Signature of Public Servant)

Date: _____
(month, day, year)

Within fifteen (15) days after final action on the contract or purchase, copies of this statement must be filed with the State Board of Accounts, Indiana Government Center South, 302 West Washington Street, Room E418, Indianapolis, Indiana, 46204 and the Clerk of the Circuit Court of the county where the governmental entity took final action on the contract or purchase.

Planning for Second Floor Improvements

As part of our overall continuous review of services, the Library has identified the need to make significant changes to the second floor. These changes will improve overall space use to focus better on the customer, reduce barriers to service by proactively creating a more welcoming environment that is easier to use, and provide an improved and fresher appearance overall.

A Team has been working since August 2016 to implement recommendations of two previous committees to improve ways of delivering customer service on the Second Floor. The Team developed an implementation plan which addressed 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.
- Ensure the Indiana Room operates effectively as primarily a self-service collection with staff trained on high use features and to address the information needs in that space.
- Provide reference and information delivery on the Second Floor through roving customer service.
- With the help of a consultant, reconfigure the information desk to support roving, visual merchandising, and consider spatial relationships 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.

We are in the midst of developing training, reviewing and moving collections, and testing technology to improve communication among staff and with customers. The Leadership Team has approved a recommendation to remove our large information desk and replace it with flexible and mobile stations located throughout the second floor to proactively meet customers wherever they are in a large service area. We also hope any change will update and reinvigorate our space to make it more welcoming, intuitive and efficient, while making it simply fresher and more inviting to all customers.

The Library is seeking professional advice on the best overall physical layout of the second floor space. We're eager to make sure we understand the implications of any change. We need advice on how we can most effectively place staff, self-service equipment, furniture, signage, and displays in a way to leverage our most attractive spaces for optimal experience and ensure the purpose and uses of our space are understandable to visitors without undue staff mediation. We also wish to consider how our staff can most effectively communicate with one another in any layout.

Our desired outcomes for this project include a specific plan, for the second floor of the Main Library, which includes:

- A prioritized list of changes and improvements to the overall second floor layout.
- Recommendations for overall improved self-service and proactive customer service by staff, supported by spatial reconfigurations, visual merchandising, and roving training which will include teaching & guiding customers to use our services (e.g. express check-out machines).
- Recommendations for mobile desk placement for the most efficient and satisfying customer experience.

- Recommendations for placement of furniture, computers, and some collections to facilitate navigation, ease of use and improved access to staff and resources.
- Observations on the optimal traffic paths in our space to encourage use of materials, easy navigation, access to staff, and general intuitive and dynamic space use.
- Suggestions for visual merchandising that promotes browsing and encourages use of the collection.
- Signage and wayfinding suggestions to facilitate easy, self-directed use of the library.
- Furniture and fixture recommendations, including upholstery options for repurposing current chairs.

This will not be a full scale layout of the second floor stacks space. Although we are very interested in ways the stacks might be better aligned with the service area, we do not plan to make major changes to the stacks space. We will also exclude all meeting rooms on the second floor from this plan.

We have a contract proposal from Kimberly Bolan and Associates, LLC of Rethinking Libraries. This is the same firm we worked with for design elements and space layout for the Ground Floor Teen space. We would like to hire them for our second floor work to begin right away.

KIMBERLY BOLAN AND ASSOCIATES, LLC
CONSULTANT CONTRACT

This Contract, made and entered into on this ____ day of _____ 2017, by and between the Monroe County Public Library located at 303 E Kirkwood Ave, Bloomington, IN 47408 hereinafter called the "CLIENT," and Kimberly Bolan and Associates, LLC located at 650 Spring Hills Drive, Zionsville, IN 46077 hereinafter called the "CONSULTANT."

I. Services

The CLIENT and the CONSULTANT agree as set forth below:

- A. CONSULTANT is in the business of providing space planning and consulting services. Kimberly Bolan Cullin shall serve as the principal CONSULTANT for the CLIENT on this project.
- B. CONSULTANT shall provide services in accordance with Proposal dated December 26, 2017, but with the Indiana Room added into the space scope (it was originally excluded in the proposal). Costs differences below reflect that change.

II. Contract Costs

Contract costs are set as follows:

- Service 1: Fixed Price \$2,200 (includes travel expenses for one onsite visit)
- Service 2: Fixed Price: \$5,250 (includes travel expenses for one onsite visit and one revision each to the floor plan and the furnishing and finishes schedule)
 - Additional Onsite Meetings: Time and Material plus Travel Expenses
 - Additional Floorplan or FF&E Schedule revisions: Time and Material
- Service 3: Time and Material plus travel expenses. After Service 2 completion and before any work on Service 3 begins, CLIENT and CONSULTANT will agree upon a "Not to Exceed" amount. The range of this amount is expected to be in the \$2,000 to \$4,000. There will be an addendum to this contract outlining that not to exceed amount and the related scope for those services.

Time and Material Rates:

Kimberly Bolan Cullin	\$135
Robert Cullin	\$135
Jessica Edwards	\$100
Other Associate Consultants:	\$100
Mileage:	\$0.54/mile

All payments for Contract costs are due in accordance with Section IV below.

III. Timetable

The project is expected to begin after approval by the Library Board of Trustees, which is expected at the February 2017 board meeting. Completion timeline for Service 1 and 2 is two to three months. Completion of Service 3 will depend on the library's desired timing for project implementation.

IV. Payment Schedule

The CONSULTANT will bill the CLIENT based on the following schedule:

1. Service 1 will be billed at 100% (\$2,200) once the onsite meeting has been completed and the summary of patron traffic observations has been submitted.
2. Service 2: will be billed in two parts
 - a. \$2,500 will be billed upon delivery of the first revised Floor Plan or 10 business days after the original draft is provided if changes have not been requested by then.
 - b. The balance or \$2,750 will be billed upon the submission of the first revision of the Furniture and Finishes Schedule or 10 business days after the original draft is provided if changes have not been requested by then.
 - c. Any time and materials services provided beyond the scope of Service 2, and agreed to in writing by CLIENT, will be billed monthly and include a detailed invoice of time and expenses.
3. Service 3 will be billed monthly as time and expenses are spent. A detailed invoice of time and expenses will be provided each month as part of the invoice.

Payment to the CONSULTANT by CLIENT shall be made within thirty (30) days of receipt of CONSULTANT'S invoices.

V. Additional Services and the use of Subcontractors

Additional services provided by CONSULTANT will be compensated as described in any subsequent attachment to this contract. Any additional services beyond those described in an attachment to this contract will be at the rate of \$135 per hour for Kim and Rob Cullin's time and \$100 per hour for Jessica Edwards or any other CONSULTANT associate's time, plus reimbursable expenses at cost. CONSULTANT reserves the right to engage subcontractors for the purposes of providing services herein. All additional services shall be approved in writing by the CLIENT prior to performance of same.

VI. Ownership of Intellectual Property

To the extent that CONSULTANT has received payment of compensation as provided in this Contract, CONSULTANT hereby assigns to CLIENT all right, title, and interest in any intellectual property created or developed by CONSULTANT for CLIENT under this Contract including any reports generated herein. Notwithstanding the preceding sentence, it is understood and agreed that CONSULTANT may incorporate proprietary routines, sub routines, libraries, tools, interfaces, methodologies, procedures, templates or controls that CONSULTANT has developed, refined or licensed over time (and apart from the work done for CLIENT by CONSULTANT) for the efficient execution of common functions (collectively "CONSULTANT Proprietary Works".) With respect to these CONSULTANT Proprietary Works, all right, title and interest remain with CONSULTANT. Further, CONSULTANT and its personnel shall be free to use and employ its and their general skills, know-how, and expertise, and to use, disclose, and employ any generalized ideas, concepts, know-how, methods, techniques, or skills gained or learned during the course of any assignment, so long as it or they acquire and apply such information without disclosure of any confidential or proprietary information of CLIENT and without any unauthorized disclosure of work product.

VII. Responsibilities of CONSULTANT and CLIENT

CONSULTANT is responsible for completing the project described in this Contract in a timely fashion. CLIENT and CLIENT'S representatives are responsible for cooperating with CONSULTANT by, among other things, furnishing the required information, services, and decisions relating to this Contract as expeditiously as necessary for the orderly progress of the project.

VIII. Limitation of Liability

The liability of the CLIENT and the CONSULTANT shall be limited to the total amount of compensation included in this Contract. In no event, shall CONSULTANT be liable for any loss of profit or revenue by CLIENT, or for any other consequential, incidental, indirect or economic damages incurred or suffered by CLIENT arising as a result of or related to CONSULTANT's work whether in contract, tort, or otherwise, even if CLIENT has advised of the possibility of such loss or damages.

IX. Termination of Contract

Either party may terminate this Contract as a result of a material breach by the other party of any of its obligations. The termination will be effective upon the breaching party's receipt of notice of the breach, subject to a thirty (30) business day cure period. If the breaching party fails to cure or to initiate a plan to cure the breach within thirty (30) business days after its receipt of the notice, the non-breaching party may terminate the contract.

X. Indemnification

Each party hereby agrees to indemnify and hold harmless the other from and against all loss, liability, damage, and claims which a party may suffer or incur, arising out of (a) the failure of the indemnifying party to fully perform any of its material obligations set forth in this Contract, (b) any representation or warranty by the indemnifying party which is untrue and incorrect as of the date hereof, or (c) any claim made as a result of the negligent or wrongful actions of employees or agents of the indemnifying party.

XI. Law, Venue, and Mediation

In the event of a dispute regarding the meaning or performance of this Contract, the Parties shall first attempt in good faith to resolve the dispute, without formal legal proceedings, via a telephone conference or other meeting.

If a resolution or settlement cannot be reached through such informal means, the Parties agree to submit such dispute to mediation, with each Party responsible for its own respective attorney fees and costs. The Parties shall each be responsible for paying fifty percent (50%) of the cost of the mediator's fee. Any mediation proceeding will be held in Indianapolis, Indiana and Indiana law will control the interpretation of this contract as well as the parties' rights and liabilities pursuant to the terms of this contract.

If mediation fails to bring a resolution to enforce this agreement the prevailing parties will be entitled to costs, litigation expenses, and reasonable attorneys' fees. The parties agree that any legal proceeding or action arising out of this agreement shall be governed and construed in accordance with the laws of the state of Indiana, with the venue for any proceedings being located in Indianapolis, IN.

XII. Relation of the Parties

The performance by CONSULTANT of its duties and obligations under this Contract shall be that of an independent contractor, and nothing herein shall create or imply an agency relationship between CONSULTANT and CLIENT, nor shall this Contract be deemed to constitute a joint venture or partnership between the parties. CONSULTANT shall retain the right to perform work for others during the term of this Contract. CLIENT shall retain the right to cause work of the same kind or a different kind to be performed by its own personnel or other consultants during the term of this Agreement.

XIII. Employee Solicitation/Hiring

During the period of this Contract and for twelve (12) months thereafter, neither party shall directly or indirectly solicit or offer employment to or hire any employee, former employee, subcontractor, or former subcontractor of the other. The terms "former employee" and "former subcontractor" shall include only those employees or subcontractors of either party who were employed or utilized by that party on date this Contract is last executed.

XIV. Miscellaneous Provisions

A. Except as provided herein, neither party may assign this Contract, in whole or in part, without the prior written consent of the other party. This Contract shall inure to the benefit of, and be binding upon, the parties hereto, together with their respective legal representatives, successors, and assigns, as permitted herein.

B. If any term of this Contract is found to be unenforceable or contrary to law, it shall be modified to the least extent necessary to make it enforceable, and the remaining portions of this Contract will remain in full force and effect.

C. Neither party shall be held responsible for any delay or failure in performance of any part of this Contract to the extent such delay is caused by events or circumstances beyond the delayed party's reasonable control.

D. The waiver by any party of any breach of covenant shall not be construed to be a waiver of any succeeding breach or any other covenant. No custom or practice of the parties that varies from this Contract shall constitute a waiver of the right of a party to demand exact compliance. All waivers must be in writing, and signed by the party waiving its rights. This Contract may be modified only by a written instrument executed by authorized representatives of the parties hereto.

E. This Contract constitutes the entire agreement between the parties with respect to the subject matter hereof, and supersedes all prior agreements, proposals, negotiations, representations or communications relating to the subject matter.

F. This Contract, including any attachment embody the entire agreement of the parties and supersede any and all prior discussions, proposals, representations, negotiations, correspondence, and other agreements with respect to the matters contained herein and may be modified only in a writing signed by both parties.

G. All notices shall be sent in the most expeditious way possible including but not limited to facsimile, overnight courier or certified or registered mail to the addresses set forth above. Any such notice shall be deemed delivered when received.

H. The headings contained in this Contract have been inserted solely for the convenience of the parties and shall be of no force or effect in the interpretation of the provisions in this Contract.

XV. Signatures

This Contract is effective when it is signed in “pen and ink” by authorized representatives of each party. The contract may be executed in one or more counterparts, each of which will constitute an original agreement, but is not enforceable until delivery and exchange of the executed counterparts. Copies of this Contract (including facsimiles) have the same force and effect as a signed original document.

CLIENT:

By: _____
Signature

Director

Title or Office

Date Signed

CONSULTANT:

Kimberly Bolan Cullin

By: _____
Signature

Principal Consultant and President

Title or Office

Date Signed

Request for Proposals to Facilitate Strategic Planning Process

Monroe County Public Library

Description of Work

The Monroe County Public Library is seeking a consultant to facilitate the preparation of the Library's next strategic plan. The Library's current strategic plan, and former planning process, is available at <https://mcpl.info/about/plans-and-reports>.

Background

The library serves approximately 143,000 residents of Monroe County, Indiana, home of Indiana University. The Library provides service through a Main Library in downtown Bloomington, a branch in Ellettsville, and a variety of outreach services including a bookmobile, homebound, van delivery and jail services. In addition to comprehensive library services, the Library also has a dynamic and active adult literacy program (VITAL) and a community access television station (CATS).

The Library enjoys strong community support and in 2016 circulation exceeded 2.4 million items and customers made nearly 1 million visits to our locations, slightly more than the previous year. Nearly 59,000 customers participated in more than 2,200 programs and our meeting rooms, audio and video studios and auditorium were used by the public more than 7,000 times. Public computers were utilized more than 140,000 hours.

The Library's projected 2017 Operating Fund Revenue is just over 8.5 million dollars. In addition, the Library has a General Obligation Bond of 2 million which is contributing to the accumulation of funds for capital investments in current and future facilities.

The Library has undergone several significant improvements in services and facilities in the past few years:

- Opened a teen center at the Main Library.
- Opened a digital creativity lab with audio and video studios and high end editing equipment at the Main Library.
- Opened a baby learn and play space at the Main Library.
- Added or increased WiFi capacity at all locations.
- Improved overall Information Technology infrastructure to facilitate increased uses of technology by staff and customers.
- Implemented changes in service model to improve opportunities for staff growth, sharing of expertise, community engagement, and proactive customer service.
- Currently seeking proposals from architects for a 1 million dollar renovation at the Ellettsville branch.

During the next few years, the library anticipates continued evolution in publishing patterns and access to electronic content, and changes in technology and the Library's provision of programming and equipment to satisfy community need. We also recognize the need for flexible service approaches from

our staff to meet customers where they are in the community and in the library, and further planning for a new branch library, among other things.

Scope of Work

The Library seeks a consultant to facilitate the strategic planning process. The following activities are envisioned as part of this process:

1. Coordinate and facilitate a community listening process to identify the aspirations the entire community has for our Library in the future.
2. Coordinate and facilitate an engaging staff participation process to identify the Library's capacity to be successful in strategic directions.
3. Facilitate a Strategic Planning Team, including board, community, friends of the Library, and staff representatives which results in consensus on priority community needs. This process would include review, and revision if needed, of the Library's mission and vision, and development of our key aspirations and keys to success.
4. Communicate regularly with the director and staff via phone or email and support their work between meetings of the Strategic Planning Team.
5. Draft the strategic plan document for review by staff and then the Strategic Planning Team to meet State Library requirements including working with staff to identify the strategies and activities to achieve success. Deliverables must include:
 - a. A report from the community listening process.
 - b. Draft mission, vision, key success factors/impacts and outcomes, actions, timelines, responsibility, and measures for success.
 - c. The Final strategic plan document, for submission to the Board.

Suggested Timeline

1. Select Consultant – March - April 2017
2. Assemble staff Team May 1
3. Community and staff listening process and development of aspiration goals and Library capacity May – July 2017
4. First Draft of plan --- August 2017
5. Review and Revise – September 2017
6. Final plan – October 2017
7. Director presents to Board for approval – November 2017

Elements of the Proposal

1. Project/work plan, including proposed methods and timelines. We are interested in understanding the consultant's strategy and methods for identifying and facilitating discussion of our community's needs. Please also address how you would facilitate the work of the strategic planning committee.

2. Description of your firm and its work in strategic planning. Please include descriptions of at least three recent projects similar in size and scope to ours and provide names and contact information for reference.
3. Resumes of the individuals who will work on this project. Please identify which individuals will be involved in each step of the project.
4. Budget, with fees and all other charges itemized for each portion of the work described above.

Proposal Timeline and Submission

Deadline for receipt of the proposal is 5 p.m. on Friday, March 17.

Please submit responses to Marilyn Wood via e-mail at mwood@mcpl.info.

The Board plans to make a selection at its meeting on April 19th, 2017. The Board reserves the right to select an entire or partial proposal or none of the proposals.

Selection

Criteria for selection will include:

1. Prior experience in conducting reliable, credible, and useful community conversations.
2. Overall quality and engaging design of community listening strategies.
3. Demonstrated excellence in facilitating group planning processes that focus and articulate, orally and in writing, organizational priorities, for libraries or other organizations.
4. Available for onsite and remote support, and ability to meet deadlines as identified in the timeline outlined.
5. Cost.

Monroe County Public Library
2017 Slate of Officers

President: John Walsh

Vice President: Kari Esarey

Secretary: Fred Risinger

Treasurer: David Ferguson