

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

**Wednesday, July 19, 2017  
Meeting Room 1B  
5:45 p.m.**

**AGENDA**

1. Call to Order – Fred Risinger, Secretary
  2. Consent Agenda – action item – Marilyn Wood
    - a. Minutes of June 21, 2017 Board Meeting (page 1-3)
    - b. Monthly Bills for Payment (page 4-9)
    - c. Monthly Financial Report (page 10-36)
    - d. Personnel Report (page 37-50)
    - e. 2017 Board Meetings Calendar (page 51)
  3. Director’s Monthly Report – Marilyn Wood, Director (page 52-72)
  4. Old Business
    - a. Ellettsville Renovation – Jane Cronkhite
    - b. Strategic Direction Planning – Marilyn Wood
  5. New Business
    - a. 2018 Budget (page 73-93)
    - b. Market Adjustment in Salaries – Kyle Wickemeyer-Hardy (page 94-96)
    - c. Employee Manual policy update – Kyle Wickemeyer-Hardy (page 97)
- 
1. Update: Community Engagement, and Volunteers in Tutoring Adult Learners (VITAL) – Josh Wolf, Bethany Turrentine
  2. Public Comment
  3. Adjournment

View the Board Packet on the Library’s website:  
<http://mcpl.info/library-trustees/meetings>

**MONROE COUNTY PUBLIC LIBRARY**  
**BOARD OF TRUSTEES MEETING**  
**June 21, 2017**  
**Ellettsville Branch**  
**5:45 p.m.**

**Present**

**Board members:** Christine Harrison, Kathy Loser, Valerie Merriam, Fred Risinger, John Walsh

**Library staff:** Eric Ayotte, Jane Cronkhite, Michael Hoerger, Stephanie Holman, Chris Hosler, Gary Lettelleir, Ryan Stacy, David Walter, Kyle Wickemeyer-Hardy, Marilyn Wood

**Others:** Tom Bunger, Christine Matheu, Kris Floyd, Jim Keller, one member of the public

**Call to Order**

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

**Consent Agenda**

Kathy Loser moved to approve the consent agenda; Chris Harrison seconded her motion.

Library Director Marilyn Wood reported an in absentia request by Board Treasurer David Ferguson that the notes from the May 17 meeting be amended to identify by member name the split vote regarding the Library's new Security Camera Policy. After a brief discussion including Library legal counsel Tom Bunger, no motion was made by the Board to amend the minutes as requested. Tom recommended for future split votes, a motion for a roll call be made and then the minutes would reflect a list of names along with an opportunity to say why they voted in this way.

After Marilyn clarified specific items in the Board Packet in response to the Board's questions, the consent agenda passed unanimously.

**Director's Monthly Report**

Marilyn presented the Director's monthly report for May with no specific items to discuss. She then clarified specific points of her report in response to the Board's questions.

## **Old Business**

**Strategic Direction Planning Update.** Marilyn related that a team of six Library Staff, facilitated by hired consultants Dan and Sharon Wiseman, has been established. Tasks at the Strategic Direction Planning Team's initial meetings have included identifying various community stakeholders, examining community demographics, and discussing methodologies for gathering data. Marilyn asked the Board if they had any further additions to the stakeholder list provided in the Board packet and also invited the Board to consider ways in which they might join the Team's efforts themselves. Marilyn will forward a more comprehensive copy of the stakeholder list with the suggested additions by the Board. When dates of focus group meetings are known, Marilyn will share this information with the Board so they may attend as well.

**Update on Main Library Second Floor Changes.** Library Associate Director Jane Cronkhite updated the Board on the progress of the planned changes to service on the second floor of the Main Library. Among the items she discussed were:

- Under the new plan, interactions between patrons and Staff will shift from a single "service hub" model to a more decentralized and flexible model. Features of the new second floor service will include additional stationary service points, as well as an emphasis on roving service and streamlined intra-staff communication.
- The second floor's physical space will undergo a number of changes, including the relocating of high-use collections to more accessible areas, the relocating or replacement of certain fixtures and furniture, improved sight lines via modified shelving, and enhanced visual merchandising.
- Library Staff, particularly those working in public-facing areas, will be equipped with iPods to be used for two-way communication. Unlike the radios currently used, the iPods operate on the Library's Wi-Fi signal, allow for communication between the Main Library and the Ellettsville Branch, and offer features that make communication especially effective and efficient.
- New information kiosks will be placed strategically to communicate information to patrons as needed.
- It is estimated that the planned changes and accompanying Staff training will be completed by fall or winter of 2017.

Jane then answered specific questions by the Board regarding the proposed changes to the second floor.

### **Ellettsville Renovation Update and Presentation of Community Feedback.**

Christine Matheu of Matheu Architects introduced herself and her associates to the Board and presented an overview of the progress on the planned renovation at the Ellettsville Branch. Among the items she discussed:

- The objectives of the planned renovation are to meet the Branch's needs as a public facility while observing best library practices.
- To meet these needs, feedback from a number of stakeholders, including Library Staff, Branch patrons, and public officials, will continue to be solicited and studied. Data has been gathered through focus groups, written surveys, and other methods that seek to articulate each group's values, preferences and concerns for the Branch.

Christine then directed the Board's attention to the results of design workshops held earlier in the day, including a number of floor plan mock-ups and group preferences for various library spaces depicted in photographs.

### **New Business**

**Proposed Update to Fee Schedule.** Board member Valerie Merriam moved that the proposed update be approved, with Kathy seconding the motion. Library Financial Officer Gary Lettelleir submitted the Library's proposal that the current policy assessing a fee for replacement Library cards be eliminated. Gary cited the negligible value of the policy versus the labor involved in its enforcement, collection, and accounting, as well as the unnecessary obstacle the fee presents to use of the Library by patrons, as the rationale behind the proposed update.

After Gary answered the Board's questions in the brief discussion that followed, the motion passed unanimously.

### **Public Comment**

None

### **Adjournment**

Fred Risinger moved to adjourn the meeting; Kathy seconded the motion. The meeting adjourned at 6:48 p.m.

**MONROE COUNTY PUBLIC LIBRARY**

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June 8, 2017 to July 7, 2017

| Name                             | Check Date                | Check Amt |   |
|----------------------------------|---------------------------|-----------|---|
| <b>06600 MAINSOURCE CHECKING</b> |                           |           |   |
| Paid Chk# 005585                 | AMERICAN UNITED LIFE INS. | 6/14/2017 | \$1,532.30 403b TSA-AUL W/H                   |
| Paid Chk# 005586                 | AT&T (IL)                 | 6/14/2017 | \$127.82 2 DEDICATED PHONE LINES              |
| Paid Chk# 005587                 | BAKER & TAYLOR BOOKS      | 6/14/2017 | \$17,679.04 BOOKS                             |
| Paid Chk# 005588                 | BANCTEC INC.              | 6/14/2017 | \$31.83 MONTHLY FOLDER MAINT.                 |
| Paid Chk# 005589                 | BLACKSTONE AUDIO, INC.    | 6/14/2017 | \$150.00 NONPRINT                             |
| Paid Chk# 005590                 | BROWNING CHAPMAN, LLC     | 6/14/2017 | \$30,600.00 MAIN BLDG EXTERIOR PROJECT        |
| Paid Chk# 005591                 | B-TECH LLC                | 6/14/2017 | \$369.55 QTRLY ALARM MONITORING SVC           |
| Paid Chk# 005592                 | BUNGER & ROBERTSON, LLP   | 6/14/2017 | \$470.00 LEGAL SERVICES                       |
| Paid Chk# 005593                 | CAROL A. GARDINER         | 6/14/2017 | \$34.99 REFUND ON LOST ITEMS                  |
| Paid Chk# 005594                 | CDW GOVERNMENT, INC.      | 6/14/2017 | \$412.04 IT SPLS                              |
| Paid Chk# 005595                 | CENTER POINT LARGE PRINT  | 6/14/2017 | \$224.10 BOOKS                                |
| Paid Chk# 005596                 | CENTURYLINK               | 6/14/2017 | \$35.89 LONG-DISTANCE CALLS                   |
| Paid Chk# 005597                 | CITY OF BLOOMINGTON       | 6/14/2017 | \$1,702.55 WATER & SEWER                      |
| Paid Chk# 005598                 | DANIELLE V. KRELLER       | 6/14/2017 | \$22.49 REFUND OVER-PAYMENT                   |
| Paid Chk# 005599                 | DELPHI SIGNS & GRAPHICS,  | 6/14/2017 | \$225.00 BOOK BIKE LETTERING                  |
| Paid Chk# 005600                 | DUKE ENERGY               | 6/14/2017 | \$20,566.97 ELECTRICITY                       |
| Paid Chk# 005601                 | DYSLEXIA INSTITUTE OF     | 6/14/2017 | \$950.00 2017 FALL COURSE/BETHANY T. TRAINING |
| Paid Chk# 005602                 | EXACTHIRE                 | 6/14/2017 | \$405.00 QTRLY ACCESS FEES                    |
| Paid Chk# 005603                 | FREEDOM BUSINESS          | 6/14/2017 | \$287.85 INKJET CARTRIDGES                    |
| Paid Chk# 005604                 | GRACE MORGAN              | 6/14/2017 | \$18.88 REFUND ON OVER PAYMENT                |
| Paid Chk# 005605                 | JERALD W. JAMES           | 6/14/2017 | \$300.00 TALK TO AN EXPERT                    |
| Paid Chk# 005606                 | LINKEDIN CORPORATION      | 6/14/2017 | \$15,750.00 DATABASES                         |
| Paid Chk# 005607                 | MALKE J. ROSENFELD        | 6/14/2017 | \$75.00 STEAM PARTY/ELL                       |
| Paid Chk# 005608                 | MENARDS - BLOOMINGTON     | 6/14/2017 | \$8.99 CHILDRENS GREN SPLS                    |
| Paid Chk# 005609                 | METROPOLITAN PRINTING     | 6/14/2017 | \$1,210.00 SUMMER READING BROCHURES           |
| Paid Chk# 005610                 | MIDWEST PRESORT SERVICE   | 6/14/2017 | \$201.22 POSTAGE SERVICES                     |
| Paid Chk# 005611                 | MIDWEST TAPE              | 6/14/2017 | \$16,634.93 E-BOOKS, NONPRINT                 |
| Paid Chk# 005612                 | MONROE COUNTY CLERK       | 6/14/2017 | \$25.00 GARNISHMENT W/H                       |
| Paid Chk# 005613                 | MONROE COUNTY HISTORY     | 6/14/2017 | \$35.00 MEMBERSHIP/PERIODICALS                |
| Paid Chk# 005614                 | MUNICIPAL CODE CORPORATIO | 6/14/2017 | \$98.70 BOOKS                                 |
| Paid Chk# 005615                 | NATIONAL AUDUBON SOCIETY  | 6/14/2017 | \$20.00 PERIODICALS                           |
| Paid Chk# 005616                 | NATURE'S WAY, INC.        | 6/14/2017 | \$85.00 INTERIOR PLANT MAINT.                 |
| Paid Chk# 005617                 | OCLC, INC.                | 6/14/2017 | \$3,571.18 OCLC USAGE                         |
| Paid Chk# 005618                 | OXMOOR HOUSE, INC.        | 6/14/2017 | \$36.91 BOOKS                                 |
| Paid Chk# 005619                 | PENGUIN RANDOM HOUSE, LLC | 6/14/2017 | \$731.85 NONPRINT                             |
| Paid Chk# 005620                 | QUILL CORPORATION         | 6/14/2017 | \$132.69 PAPER                                |
| Paid Chk# 005621                 | RECORDED BOOKS, INC.      | 6/14/2017 | \$115.20 NONPRINT                             |
| Paid Chk# 005622                 | RICOH USA, INC.           | 6/14/2017 | \$67.06 ADD'L IMAGES                          |
| Paid Chk# 005623                 | SMITHVILLE COMMUNICATIONS | 6/14/2017 | \$178.91 TELEPHONE                            |
| Paid Chk# 005624                 | STEPHANIE HOLMAN          | 6/14/2017 | \$240.76 CHILDREN SPLS                        |
| Paid Chk# 005625                 | UNIQUE MANAGEMENT         | 6/14/2017 | \$1,136.65 COLLECTION AGENCY FEES             |
| Paid Chk# 005626                 | VECTREN ENERGY DELIVERY   | 6/14/2017 | \$105.66 NATURAL GAS                          |
| Paid Chk# 005627                 | VIBE HCM, INC.            | 6/14/2017 | \$1,931.55 PAYROLL SERVICES                   |
| Paid Chk# 005628                 | AMBER C. MESTRE           | 6/20/2017 | \$48.85 FUEL/OUTREACH VAN                     |
| Paid Chk# 005629                 | B-TECH LLC                | 6/20/2017 | \$330.00 SEMI-ANNUAL SUPPRESSION INSP.        |
| Paid Chk# 005630                 | CESAR ESCAMILLA           | 6/20/2017 | \$24.99 REFUND ON LOST ITEM                   |
| Paid Chk# 005631                 | COMCAST                   | 6/20/2017 | \$44.41 CABLE EQUIP. RENTAL                   |
| Paid Chk# 005632                 | DUNCAN SUPPLY COMPANY,    | 6/20/2017 | \$573.66 BLDG SPLS                            |
| Paid Chk# 005633                 | FREEDOM BUSINESS          | 6/20/2017 | \$181.99 CARTRIDGE TONERS                     |
| Paid Chk# 005634                 | MIDWEST PRESORT SERVICE   | 6/20/2017 | \$251.80 POSTAGE SERVICES                     |
| Paid Chk# 005635                 | MONSTER TRASH             | 6/20/2017 | \$187.02 TRASH REMOVAL                        |
| Paid Chk# 005636                 | NETWORK SERVICES COMPANY  | 6/20/2017 | \$1,534.49 CLEANING SPLS                      |
| Paid Chk# 005637                 | QUILL CORPORATION         | 6/20/2017 | \$987.00 PAPER                                |
| Paid Chk# 005638                 | WEX BANK                  | 6/20/2017 | \$20.09 FUEL                                  |

**MONROE COUNTY PUBLIC LIBRARY**

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June 8, 2017 to July 7, 2017

| Name   | Check Date | Check Amt    |   |
|--|------------|--------------|---|
| Paid Chk# 005639 DANIEL K. STARR             | 6/22/2017  | \$46.48      | REFUND ON LOST ITEMS                      |
| Paid Chk# 005640 HEIDI BROWN                 | 6/22/2017  | \$130.00     | KID'S YOGA PROGRAMS/ELL & MAIN            |
| Paid Chk# 005641 HFI MECHANICAL CONTRACTOR   | 6/22/2017  | \$1,915.00   | BLDG REPAIR/INSULATE LINES                |
| Paid Chk# 005642 IU HEALTH BLOOMINGTON, INC. | 6/22/2017  | \$75.00      | YOGA W/BABY PROGRAM                       |
| Paid Chk# 005643 JANET A. PIERSON            | 6/22/2017  | \$800.00     | MATH HELP COORDINATOR/MAIN                |
| Paid Chk# 005644 JIM GORDON, INC             | 6/22/2017  | \$22.28      | COPIER OVERAGE FEE                        |
| Paid Chk# 005645 MONROE CTY PUBLIC LIBRARY-  | 6/22/2017  | \$213,498.00 | SEMI-ANNUAL TRANSFER TO LIRF              |
| Paid Chk# 005646 RICOH USA, INC.             | 6/22/2017  | \$45.75      | COPIER/ADD'L IMAGES                       |
| Paid Chk# 005647 THE HUNTINGTON NATIONAL     | 6/22/2017  | \$343,400.00 | GEN OBLIGATION BOND OF 2015 PYMT          |
| Paid Chk# 005648 ADP, INC.                   | 6/29/2017  | \$227.92     | BACKGROUND CHECKS                         |
| Paid Chk# 005649 AFSCME COUNCIL 62           | 6/29/2017  | \$1,111.98   | UNION DUES W/H                            |
| Paid Chk# 005650 ALL-PHASE ELECTRIC SUPPLY   | 6/29/2017  | \$881.90     | LIGHTS (2ND FLOOR PROJECT)                |
| Paid Chk# 005651 AMERICAN UNITED LIFE INS.   | 6/29/2017  | \$1,532.30   | 403b TSA-AUL W/H                          |
| Paid Chk# 005652 ANNALESE POORMAN            | 6/29/2017  | \$650.00     | CATSWEEK NEWS PROGRAMS                    |
| Paid Chk# 005653 AT&T MOBILITY               | 6/29/2017  | \$350.87     | CELL PHONES                               |
| Paid Chk# 005654 BAKER & TAYLOR BOOKS        | 6/29/2017  | \$20,401.29  | BOOKS                                     |
| Paid Chk# 005655 BANCTEC INC.                | 6/29/2017  | \$612.72     | PRESSURE SEALER/PREVENTIVE MAINT          |
| Paid Chk# 005656 BIBLIOTHECA LLC             | 6/29/2017  | \$1,807.38   | E-BOOKS                                   |
| Paid Chk# 005657 BLACKSTONE AUDIO, INC.      | 6/29/2017  | \$153.97     | NONPRINT                                  |
| Paid Chk# 005658 B-TECH LLC                  | 6/29/2017  | \$32,349.35  | CATS FIRE SUPPRESSION & SECURITY CAMERA   |
| Paid Chk# 005659 CARMICHAEL TRUCK &          | 6/29/2017  | \$181.55     | BKM REPAIR                                |
| Paid Chk# 005660 CHRIS HOSLER                | 6/29/2017  | \$585.95     | RENOV DEIGN WORKSHOPS EXPENSE             |
| Paid Chk# 005661 DEMCO, INC.                 | 6/29/2017  | \$245.26     | CATALOGING SPLS                           |
| Paid Chk# 005662 DUKE ENERGY                 | 6/29/2017  | \$1,801.50   | ELECTRICITY                               |
| Paid Chk# 005663 ENGRAVING AND STAMP         | 6/29/2017  | \$113.10     | SELF INKING STAMP                         |
| Paid Chk# 005664 FINDAWAY WORLD, LLC         | 6/29/2017  | \$28.45      | CIRC SPLS                                 |
| Paid Chk# 005665 FREEDOM BUSINESS            | 6/29/2017  | \$135.00     | DRUM                                      |
| Paid Chk# 005666 GALE/CENGAGE LEARNING       | 6/29/2017  | \$1,799.27   | BOOKS                                     |
| Paid Chk# 005667 GIBSON TELDATA, INC.        | 6/29/2017  | (\$9,054.53) | MAINT. AGREEMENT (VOID CK IN JULY)        |
| Paid Chk# 005667 GIBSON TELDATA, INC.        | 6/29/2017  | \$9,054.53   | MAINT. AGREEMENT                          |
| Paid Chk# 005668 HFI MECHANICAL CONTRACTOR   | 6/29/2017  | \$998.70     | BLDG REPAIRS                              |
| Paid Chk# 005669 INDIANA UNIVERSITY          | 6/29/2017  | \$24.00      | PERIODICALS                               |
| Paid Chk# 005670 KLEINDORFER'S HDWE          | 6/29/2017  | \$90.91      | BLDG SPLS                                 |
| Paid Chk# 005671 LEGAL SHIELD                | 6/29/2017  | \$176.70     | IDENTITY THEFT & PREPAID LEGAL            |
| Paid Chk# 005672 MICHAEL HOERGER             | 6/29/2017  | \$20.43      | ALA FOOD EXPENSE                          |
| Paid Chk# 005673 MIDWEST PRESORT SERVICE     | 6/29/2017  | \$228.07     | POSTAGE SERVICES                          |
| Paid Chk# 005674 MIDWEST TAPE                | 6/29/2017  | \$14,844.49  | NONPRINT                                  |
| Paid Chk# 005675 MONROE COUNTY CLERK         | 6/29/2017  | \$25.00      | GARNISHMENT W/H                           |
| Paid Chk# 005676 PENGUIN RANDOM HOUSE, LLC   | 6/29/2017  | \$814.75     | NONPRINT                                  |
| Paid Chk# 005677 B,B & C POW PEST CONTROL,   | 6/29/2017  | \$175.00     | PEST CONTROL SERVICE                      |
| Paid Chk# 005678 RECORDED BOOKS, INC.        | 6/29/2017  | \$318.60     | NONPRINT                                  |
| Paid Chk# 005679 RICOH USA, INC.             | 6/29/2017  | \$112.74     | COPIER RENTAL                             |
| Paid Chk# 005680 RICOH USA, INC.             | 6/29/2017  | \$12.80      | ADD'L IMAGES-COPIER                       |
| Paid Chk# 005681 SCHOLASTIC INC.             | 6/29/2017  | \$5,072.51   | BOOKS FOR SRP & OTHER PROGRAMS            |
| Paid Chk# 005682 THOMSON REUTERS - WEST      | 6/29/2017  | \$1,007.30   | PERIODICALS                               |
| Paid Chk# 005683 UNITED STATES TREASURY      | 6/29/2017  | \$76.00      | GARNISHMENT W/H                           |
| Paid Chk# 005684 UNITED WAY                  | 6/29/2017  | \$54.00      | UNITED WAY W/H                            |
| Paid Chk# 005685 ACTIVATE HEALTHCARE         | 7/3/2017   | \$4,340.60   | AUGUST '17 CLINIC                         |
| Paid Chk# 005686 AMERICAN HERITAGE LIFE INS. | 7/3/2017   | \$318.24     | JUNE '17 OTHER INS. W/H                   |
| Paid Chk# 005687 AT&T (IL)                   | 7/3/2017   | \$1,034.63   | PHONE SERVICE                             |
| Paid Chk# 005688 BROWNING CHAPMAN, LLC       | 7/3/2017   | \$9,450.00   | STONE EXTERIOR                            |
| Paid Chk# 005689 CITY OF BLOOMINGTON--       | 7/3/2017   | \$1,212.00   | JUNE '17 GARAGE PARKING                   |
| Paid Chk# 005690 ELLETTSVILLE UTILITIES      | 7/3/2017   | \$257.27     | WATER & SEWER                             |
| Paid Chk# 005691 FIRST INSURANCE GROUP, INC. | 7/3/2017   | \$91.00      | BOOK BIKE COVERAGE                        |
| Paid Chk# 005692 GUARDIAN LIFE INS. CO.      | 7/3/2017   | \$8,703.18   | JULY '17 DENTAL, VISION, STD, & LIFE INS. |

**MONROE COUNTY PUBLIC LIBRARY**

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**June 8, 2017 to July 7, 2017**

|           | <b>Name</b>                        | <b>Check Date</b> | <b>Check Amt</b>    |                      |
|-----------|------------------------------------|-------------------|---------------------|----------------------|
| Paid Chk# | 005693 HP PRODUCTS                 | 7/3/2017          | \$724.50            | EQUIP. REPAIR MAT'LS |
| Paid Chk# | 005694 IU HEALTH BLOOMINGTON, INC. | 7/3/2017          | \$75.00             | YOGA W/BABY PROGRAM  |
| Paid Chk# | 005695 LOWE'S                      | 7/3/2017          | \$56.98             | BLDG SPLS            |
| Paid Chk# | 005696 MALKE J. ROSENFELD          | 7/3/2017          | \$250.00            | MATH SMASH           |
| Paid Chk# | 005697 MIDWEST PRESORT SERVICE     | 7/3/2017          | \$255.32            | POSTAGE SERVICE      |
| Paid Chk# | 005698 QUILL CORPORATION           | 7/3/2017          | \$1,126.69          | OFFICE SPLS          |
| Paid Chk# | 005699 RAINY DAY DIMES LLC         | 7/3/2017          | \$800.00            | MUSICAL PROGRAM      |
| Paid Chk# | 005700 SIHO INSURANCE SERVICES     | 7/3/2017          | \$43,467.24         | JULY '17 HEALTH INS. |
| Paid Chk# | 005701 SMITHVILLE COMMUNICATIONS   | 7/3/2017          | \$1,776.00          | INTERNET SERVICE     |
| Paid Chk# | 005702 CHASE CARD SERVICES         | 7/7/2017          | \$11,452.22         | VARIOUS              |
| Paid Chk# | 005703 INDIANA STATE LIBRARY       | 7/7/2017          | \$1,820.00          | 2ND QTR' 17 PLAC     |
| Paid Chk# | 005704 SYNCHRONY BANK/AMAZON       | 7/7/2017          | \$3,704.97          | BOOKS                |
| Paid Chk# | 005705 VERIZON WIRELESS            | 7/7/2017          | \$72.40             | BKM DATA LINES       |
|           | <b>Total Checks</b>                |                   | <b>\$862,665.37</b> |                      |

MONROE COUNTY PUBLIC LIBRARY  
CHECKING ACCOUNTS  
06/08/17 - 07/07/17

|   |                              |
|---|------------------------------|
| MainSource Checking Account/Check Register Total            | \$862,665.37                 |
|   |                              |
| Add: Electronic Withdrawals                                 |                              |
| MainSource Checking-Monthly Service Charge (May '17)        | 21.00                        |
| German-American Bank-TSYS Fees/new system (June '17)        | 444.96                       |
| Old National Bank-Deposit Tickets                           | 94.43                        |
|   |                              |
| Add: Payrolls   |                              |
| Vouchers 06/09/17 Payroll (ECI)                             | 132,284.92                   |
| Electronic transfer (ECI) employee/employer taxes           | 51,603.83                    |
| Electronic transfer (ECI) employee "HSA"                    | 2,496.20                     |
| Electronic PERF pymt. 06/12/17                              | 19,878.60                    |
| Electronic transfer 06/13/17 (TASC) employee/employer "FSA" | 249.99                       |
|   |                              |
| Vouchers 06/23/17 Payroll (ECI)                             | 131,119.16                   |
| Electronic transfer (ECI) employee/employer taxes           | 51,567.16                    |
| Electronic transfer (ECI) employee "HSA"                    | 2,496.20                     |
| Electronic PERF pymt. 06/26/17                              | 19,874.11                    |
| Electronic transfer 06/27/17 (TASC) employee/employer "FSA" | 249.99                       |
|   |                              |
| 6/9/17 Payroll  | _____                        |
|   |                              |
| TOTAL OF A/P AND PAYROLL CHECK REGISTERS                    | <u><u>\$1,275,045.92</u></u> |



ck#5702

ACCOUNTS PAYABLE VOUCHER

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

|  |  |
|--|--|
| <p style="text-align: center;">Payee</p> <p>CHASE CARD SERVICES</p> <p>CARDMEMBER SERVICE</p> <p>PALATINE, IL 60094-4014</p> | <p style="text-align: right;">Claim 30427</p> <p>Purchase Order No. 0</p> <p>Terms</p> <p>Date Due</p> |
|--|--|

| Invoice Date | Invoice Number | Description<br>(or note attached Invoice(s) or bill(s)) | Amount     |
|--------------|----------------|---|------------|
| 5/23/2017    |                | E019-007-21350 UPRINTING SVCS/SRP DECORATIONS           | \$57.65    |
| 5/24/2017    |                | E019-001-31500 SQUARESPACE/POWER OF WORDS WEBSITE       | \$96.00    |
| 5/24/2017    |                | E019-001-31700 SQUARESPACE/DOMAIN NAME-BIG READ GRANT   | \$20.00    |
| 5/28/2017    |                | E001-019-31500 WUNDERKINDER/MNTHLY SUBSCRIPTION         | \$24.95    |
| 5/30/2017    |                | E001-007-33200 MAILCHIMP/NEWSLETTER SUBSCRIPTION        | \$45.00    |
| 6/2/2017     |                | E019-001-21350 UPRINTING/BOOKBIKE BROCHURES             | \$613.73   |
| 6/3/2017     |                | E019-001-31700 SQUARESPACE/DOMAIN-POWER OF WORDS        | \$20.00    |
| 6/8/2017     |                | E019-007-22900 DISPLAYS2GO/SIGN HOLDERS                 | \$351.31   |
| 6/11/2017    |                | E001-019-31500 HOOTSUITE/SOCIAL MEDIA SUBSCRIPTION      | \$9.99     |
| 6/13/2017    |                | E001-007-21400 UPRINTING/SRP GUIDES                     | \$1,610.77 |
| 6/14/2017    |                | E019-007-21350 UPRINTING/MCPL STICKERS                  | \$75.99    |
| 6/15/2017    |                | E019-007-21350 UPRINTING/MAKEVENTION PALM CARDS         | \$83.83    |
| 6/22/2017    |                | E001-010-21200 UPRINTING/BUSINESS CARDS-E. GRAY         | \$44.53    |
| 6/22/2017    |                | E019-007-33200 UPRINTING/BOOKBIKE-STORYWALK             | \$22.66    |
| 5/25/2017    |                | E001-018-45100 YESASIA/BOOKS                            | \$185.95   |
| 5/31/2017    |                | E001-018-45100 YESASIA/BOOKS                            | \$116.44   |
| 6/8/2017     |                | E001-018-45100 YESASIA/BOOKS                            | \$427.83   |
| 6/14/2017    |                | E001-018-45100 SHOPFAMILY/BOOKS                         | \$207.68   |
| 6/14/2017    |                | E001-018-45100 SHOPFAMILY/BOOKS                         | \$37.00    |
| 6/22/2017    |                | E001-018-38450 NEW YORK TIMES/DATABASES                 | \$19.97    |
| 6/7/2017     |                | E020-016-21400 BEST BUY/INK CARTRIDGES                  | \$161.94   |
| 5/30/2017    |                | E001-001-32500 CLEAR LAW/TRAINING-KYLE                  | \$199.00   |
| 6/2/2017     |                | E019-010-21350 KROGER/VITAL FOOD                        | \$15.46    |
| 6/8/2017     |                | E001-005-21300 STAPLES/OFFICE SPLS                      | \$115.98   |
| 6/18/2017    |                | E001-006-31500 ADOBE/ANNUAL RENEWAL                     | \$89.99    |
| 6/22/2017    |                | E001-006-33100 BLACK CAUCUS/HELP WANTED AD.             | \$150.00   |
| 5/25/2017    |                | E001-018-45100 MOBILEBEACON RENEWAL                     | \$1,320.00 |
| 5/25/2017    |                | E001-018-45100 MOBILEBEACON/HOTSPOTS                    | \$559.93   |
| 5/31/2017    |                | E001-024-21600 SMITHGEAR/HEADPHONES FOR PATRONS         | \$229.00   |
| 6/7/2017     |                | E001-008-22200 CIRCLE S/FUEL                            | \$63.08    |
| 6/21/2017    |                | E001-019-31500 SURVEYMOKEY/RENEWAL                      | \$239.00   |
| 6/21/2017    |                | E001-024-31500 WHENTOWORK/MNTHLY FEE                    | \$60.00    |
| 6/1/2017     |                | E001-019-23000 AMAZON/TABLETS FOR CUST. SERVICE         | \$59.94    |
| 6/1/2017     |                | E001-019-23000 AMAZON/IT SPLS                           | \$85.58    |
| 6/16/2017    |                | E020-016-31500 DREAMHOST/MONTHLY FEE                    | \$50.00    |
| 6/16/2017    |                | E001-019-23000 EBAY/IT SPLS                             | \$16.99    |
| 6/20/2017    |                | E001-019-31500 TECHSOUP/RENEW SOFTWARE LICENSES         | \$2,000.00 |
| 6/9/2017     |                | E019-026-21350 POTBELLY/REFUND-FOOD                     | (\$8.25)   |
| 5/26/2017    |                | E019-026-21350 AVERS/TEEN-PIZZA                         | \$178.35   |
| 6/1/2017     |                | E001-003-21350 SOMA/GIFTS-PIONEER GRANT                 | \$105.00   |

|           |   |             |
|-----------|---|-------------|
| 6/5/2017  | E019-026-21350 AMAZON/TEEN SPLS             | \$20.58     |
| 6/7/2017  | E019-026-21350 POTBELLY/FOOD                | \$206.25    |
| 6/7/2017  | E019-026-21350 KROGER/FOOD                  | \$64.94     |
| 6/7/2017  | E001-003-21350 AMAZON/GIFTS-PIONEER GRANT   | \$61.11     |
| 6/9/2017  | E001-003-21350 AMAZON/GIFTS-PIONEER GRANT   | \$24.44     |
| 6/7/2017  | E019-026-21350 AMAZON/TEEN SPLS             | \$182.25    |
| 6/9/2017  | E019-026-21350 KROGER/FOOD                  | \$62.43     |
| 6/14/2017 | E019-026-21350 AMAZON/TEEN SPLS             | \$15.90     |
| 6/13/2017 | E019-026-21350 AMAZON/TEEN SPLS             | \$7.48      |
| 6/14/2017 | E019-026-21350 AMAZON/TEEN SPLS             | \$19.98     |
| 6/15/2017 | E019-026-21350 AMAZON/TEEN SPLS             | \$9.00      |
| 6/16/2017 | E019-026-21350 AMAZON/TEEN SPLS             | \$71.29     |
| 6/13/2017 | E001-015-22200 EXXONMOBILE/REFUND           | (\$0.36)    |
| 5/22/2017 | E001-015-22200 CIRCLE S/FUEL                | \$58.68     |
| 5/28/2017 | E001-015-22200 CIRCLE S/FUEL                | \$49.98     |
| 6/4/2017  | E019-001-21350 AMAZON/BOOKBIKE SPLS         | \$44.70     |
| 6/6/2017  | E001-015-22200 CIRCLE S/FUEL                | \$77.70     |
| 6/9/2017  | E001-015-22200 EXXONMOBILE/FUEL             | \$36.46     |
| 6/12/2017 | E001-015-22200 CIRCLE S/FUEL                | \$62.86     |
| 6/16/2017 | E001-015-22200 CIRCLE S/FUEL                | \$36.13     |
| 6/19/2017 | E001-015-22200 CIRCLE S/FUEL                | \$76.17     |
| 6/2/2017  | E019-010-37100 CITY OF BLGTN/REFUND PARKING | (\$19.00)   |
| 6/1/2017  | E019-010-21350 KROGER/BOOKS PLUS            | \$9.73      |
| 6/2/2017  | E019-010-37100 CITY OF BLGTN/PARKING        | \$38.00     |
| 6/10/2017 | E019-010-37100 CITY OF BLGTN/PARKING        | \$6.30      |
| 6/14/2017 | E019-010-21350 SILHOUETTE/ADULT SPLS        | \$27.56     |
| 6/14/2017 | E019-010-21350 KROGER/ELL BOOK CLUB         | \$40.76     |
| 6/20/2017 | E019-010-21350 DOLLARTREE/ADULT SPLS        | \$63.13     |
| 6/21/2017 | E019-010-21350 AMAZON/ADULT SPLS            | \$40.56     |
| 6/22/2017 | E019-010-21350 AMAZON/ADULT SPLS            | \$65.06     |
| 5/23/2017 | E019-011-21350 CVS/CHILD SPLS               | \$4.59      |
| 5/23/2017 | E019-011-21350 MICHAELS/CHILD SPLS          | \$30.95     |
| 5/23/2017 | E019-011-21350 OFFICE DEPOT/CHILD SPLS      | \$19.48     |
| 5/30/2017 | E019-011-21350 COMMON ROOM/GAMES-CHILD SPLS | \$140.00    |
| 6/21/2017 | E019-011-21350 ITUNES/CHILD SPLS            | \$1.06      |
| 6/22/2017 | E019-001-32400 JEWEL/CONF-ALEX/FOOD         | \$5.28      |
| 6/22/2017 | E019-001-32400 POTBELLY/CONF-ALEX/FOOD      | \$7.62      |
| 6/9/2017  | E001-014-23100 IN OXYGEN CO./BLDG SPLS-ELL. | \$20.90     |
| Total     |   | \$11,452.22 |

VOUCHER NO. 30427

WARRANT NO. 5702

CHASE CARD SERVICES

ALLOWED

IN THE SUM OF \$ \$11,452.22

\$ \$11,452.22

ON ACCOUNT OF APPROPRIATION FOR

## Financial Report Comments

Reports as of 06-30-17

Board Meeting Date 07/19/17

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 50% after six months.

|                              | % Spending Guideline | Actual % Spending |
|------------------------------|----------------------|-------------------|
|                              | June 30, 2017        |                   |
| Wages and Benefits           | 50.0%                | 48.1%             |
| Supplies                     | 50.0%                | 35.5%             |
| Other Services & Charges     | 50.0%                | 44.5%             |
| Capital Outlay               | 50.0%                | 49.1%             |
| Total Operating Expenditures | 50.0%                | 47.2%             |

Last year at the end of May we had used 45.9% of the annual budget. At 47.2% of the annual budget so far this year, there is a 1.3% difference this year vs. last year. Overall spending patterns are close to last year.

MONROE COUNTY PUBLIC LIBRARY  
MONTHLY SUMMARY OF BUDGET CATEGORIES  
AS OF JUNE 30, 2017  
SIX MONTHS = 50.0%

|                                | 2017<br>JUNE      | 2016<br>JUNE      | 2017<br>Y-T-D<br>ACTUAL | 2017<br>BUDGET      | 2016<br>Y-T-D<br>ACTUAL | 2017<br>Y-T-D<br>BUDGET<br>REMAINING | 2017<br>% OF<br>BUDGET<br>USED | 2017<br>% OF<br>BUDGET<br>REMAINING |
|--------------------------------|-------------------|-------------------|-------------------------|---------------------|-------------------------|--------------------------------------|--------------------------------|-------------------------------------|
| PERSONNEL SERVICES             |                   |                   |                         |                     |                         |                                      |                                |                                     |
| SALARIES                       | 325,126.26        | 304,779.52        | 2,109,856.28            | 4,272,462.81        | 1,998,424.26            | 2,162,606.53                         | 49.4%                          | 50.6%                               |
| EMPLOYEE BENEFITS              | 105,302.82        | 117,964.02        | 680,318.64              | 1,513,808.89        | 671,872.88              | 833,490.25                           | 44.9%                          | 55.1%                               |
| OTHER WAGES                    | 0.00              | 0.00              | 0.00                    | 13,300.00           | 0.00                    | 13,300.00                            | 0.0%                           | 100.0%                              |
| TOTAL PERSONNEL SERVICES       | <u>430,429.08</u> | <u>422,743.54</u> | <u>2,790,174.92</u>     | <u>5,799,571.70</u> | <u>2,670,297.14</u>     | <u>3,009,396.78</u>                  | <u>48.1%</u>                   | <u>51.9%</u>                        |
| SUPPLIES                       |                   |                   |                         |                     |                         |                                      |                                |                                     |
| OFFICE SUPPLIES                | 7,128.18          | 6,627.27          | 25,789.27               | 57,550.00           | 24,184.48               | 31,760.73                            | 44.8%                          | 55.2%                               |
| OPERATING SUPPLIES             | 12,260.48         | 5,140.02          | 36,667.82               | 111,400.00          | 40,994.55               | 74,732.18                            | 32.9%                          | 67.1%                               |
| REPAIR & MAINT. SUPPLIES       | 2,606.63          | 3,412.17          | 7,916.56                | 29,400.00           | 11,983.55               | 21,483.44                            | 26.9%                          | 73.1%                               |
| TOTAL SUPPLIES                 | <u>21,995.29</u>  | <u>15,179.46</u>  | <u>70,373.65</u>        | <u>198,350.00</u>   | <u>77,162.58</u>        | <u>127,976.35</u>                    | <u>35.5%</u>                   | <u>64.5%</u>                        |
| OTHER SERVICES & CHARGES       |                   |                   |                         |                     |                         |                                      |                                |                                     |
| PROFESSIONAL SERVICES          | 21,672.24         | 29,022.76         | 115,230.90              | 413,500.00          | 124,688.29              | 298,269.10                           | 27.9%                          | 72.1%                               |
| COMMUNICATION & TRANSPORTATION | 5,725.81          | 4,277.11          | 24,364.65               | 81,300.00           | 18,324.71               | 56,935.35                            | 30.0%                          | 70.0%                               |
| PRINTING & ADVERTISING         | 58.23             | 195.00            | 934.25                  | 7,850.00            | 1,237.94                | 6,915.75                             | 11.9%                          | 88.1%                               |
| INSURANCE                      | 0.00              | 0.00              | 90,675.00               | 81,100.00           | 72,163.00               | -9,575.00                            | 111.8%                         | -11.8%                              |
| UTILITIES                      | 26,060.48         | 22,107.41         | 152,768.93              | 362,750.00          | 141,177.90              | 209,981.07                           | 42.1%                          | 57.9%                               |
| REPAIR & MAINTENANCE           | 3,095.25          | 6,605.34          | 20,381.11               | 59,000.00           | 25,255.03               | 38,618.89                            | 34.5%                          | 65.5%                               |
| RENTALS                        | -678.72           | 452.08            | 2,174.74                | 32,900.00           | 3,886.16                | 30,725.26                            | 6.6%                           | 93.4%                               |
| ELECTRONIC SERVICES            | 33,422.32         | 13,579.44         | 175,625.36              | 350,000.00          | 124,495.30              | 174,374.64                           | 50.2%                          | 49.8%                               |
| OTHER CHARGES                  | 35,583.00         | 24,833.33         | 231,704.83              | 440,978.00          | 154,536.53              | 209,273.17                           | 52.5%                          | 47.5%                               |
| TOTAL OTHER SERVICES & CHARGES | <u>124,938.61</u> | <u>101,072.47</u> | <u>813,859.77</u>       | <u>1,829,378.00</u> | <u>665,764.86</u>       | <u>1,015,518.23</u>                  | <u>44.5%</u>                   | <u>55.5%</u>                        |
| CAPITAL OUTLAY                 |                   |                   |                         |                     |                         |                                      |                                |                                     |
| FURNITURE & EQUIPMENT          | 0.00              | 0.00              | 2,081.79                | 34,000.00           | 3,865.82                | 31,918.21                            | 6.1%                           | 93.9%                               |
| OTHER CAPITAL OUTLAY           | 103,415.35        | 90,915.22         | 493,365.19              | 975,500.00          | 465,618.65              | 482,134.81                           | 50.6%                          | 49.4%                               |
| TOTAL CAPITAL OUTLAY           | <u>103,415.35</u> | <u>90,915.22</u>  | <u>495,446.98</u>       | <u>1,009,500.00</u> | <u>469,484.47</u>       | <u>514,053.02</u>                    | <u>49.1%</u>                   | <u>50.9%</u>                        |
| TOTAL OPERATING EXPENDITURES   | <u>680,778.33</u> | <u>629,910.69</u> | <u>4,169,855.32</u>     | <u>8,836,799.70</u> | <u>3,882,709.05</u>     | <u>4,666,944.38</u>                  | <u>47.2%</u>                   | <u>52.8%</u>                        |

2016 BUDGET 8,455,883.89  
% USED IN 2016 45.9%

MONROE COUNTY PUBLIC LIBRARY  
MONTHLY BUDGET REPORT  
AS OF JUNE 30, 2017

|  | 2017<br>JUNE      | 2016<br>JUNE      | 2017<br>Y-T-D<br>ACTUAL | 2017<br>BUDGET      | 2016<br>Y-T-D<br>ACTUAL | 2017<br>Y-T-D<br>BUDGET<br>REMAINING | 2017<br>% OF<br>BUDGET<br>USED | 2017<br>% OF<br>BUDGET<br>REMAINING |
|--|-------------------|-------------------|-------------------------|---------------------|-------------------------|--------------------------------------|--------------------------------|-------------------------------------|
| <b>PERSONNEL SERVICES (1000'S)</b>     |                   |                   |                         |                     |                         |                                      |                                |                                     |
| <b>SALARIES</b>                        |                   |                   |                         |                     |                         |                                      |                                |                                     |
| 1120 ADMINISTRATION/DIRECTORS          | 14,619.83         | 7,655.54          | 95,028.84               | 187,507.61          | 49,761.01               | 92,478.77                            | 50.7%                          | 49.3%                               |
| 1130 MANAGERS/ASST. MANAGERS           | 81,565.59         | 80,565.97         | 529,301.54              | 1,036,770.16        | 523,634.62              | 507,468.62                           | 51.1%                          | 48.9%                               |
| 1140 LIBRARIANS, EXPERTS               | 74,882.31         | 74,175.65         | 498,799.37              | 1,099,735.35        | 489,067.33              | 600,935.98                           | 45.4%                          | 54.6%                               |
| 1150 SPECIALISTS                       | 16,461.41         | 14,534.62         | 106,927.71              | 217,914.23          | 94,598.75               | 110,986.52                           | 49.1%                          | 50.9%                               |
| 1160 ASSISTANTS/PARAPROFESSIONALS      | 60,758.40         | 55,145.29         | 386,367.84              | 719,284.83          | 352,794.95              | 332,916.99                           | 53.7%                          | 46.3%                               |
| 1170 TECH/OPERATORS/SECRETARIES        | 4,728.87          | 4,500.02          | 30,751.18               | 60,449.80           | 29,283.26               | 29,698.62                            | 50.9%                          | 49.1%                               |
| 1190 BUILDING SERVICES/MAINTENANCE     | 11,286.81         | 11,947.51         | 78,006.66               | 159,100.83          | 78,393.21               | 81,094.17                            | 49.0%                          | 51.0%                               |
| 1200 BUILDING SERVICES/SECURITY        | 8,526.13          | 8,067.76          | 52,479.47               | 107,837.60          | 52,936.65               | 55,358.13                            | 48.7%                          | 51.3%                               |
| 1280 PRODUCTION ASSISTANTS             | 1,509.11          | 1,322.00          | 9,646.27                | 17,836.00           | 8,708.69                | 8,189.73                             | 54.1%                          | 45.9%                               |
| 1290 INFORMATION ASST/MATERIAL/SUPPORT | 31,179.31         | 29,265.38         | 203,856.42              | 428,875.20          | 204,559.20              | 225,018.78                           | 47.5%                          | 52.5%                               |
| 1300 SUPPORT/MATERIAL HANDLERS         | 18,977.29         | 16,389.86         | 118,059.78              | 221,000.00          | 106,829.63              | 102,940.22                           | 53.4%                          | 46.6%                               |
| 1320 TECHNICIANS                       | 631.20            | 1,209.92          | 631.20                  | 16,151.20           | 7,856.96                | 15,520.00                            | 3.9%                           | 96.1%                               |
| <b>TOTAL SALARIES</b>                  | <b>325,126.26</b> | <b>304,779.52</b> | <b>2,109,856.28</b>     | <b>4,272,462.81</b> | <b>1,998,424.26</b>     | <b>2,162,606.53</b>                  | <b>49.4%</b>                   | <b>50.6%</b>                        |
| <b>EMPLOYEE BENEFITS</b>               |                   |                   |                         |                     |                         |                                      |                                |                                     |
| 1210 EMPLOYER CONTRIBUTION/FICA        | 19,469.77         | 18,147.77         | 126,453.08              | 265,942.92          | 119,033.19              | 139,489.84                           | 47.5%                          | 52.5%                               |
| 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        | 28,572.69         | 40,546.64         | 186,357.51              | 377,097.47          | 177,432.45              | 190,739.96                           | 49.4%                          | 50.6%                               |
| 1235 EMPLOYEE/PERF                     | 7,653.39          | 10,860.71         | 49,917.00               | 101,008.27          | 47,856.88               | 51,091.27                            | 49.4%                          | 50.6%                               |
| 1240 EMPLOYER CONT/INSURANCE           | 45,053.52         | 44,164.70         | 288,017.37              | 697,563.86          | 297,263.45              | 409,546.49                           | 41.3%                          | 58.7%                               |
| 1245 EMPLOYER INS/FSA                  | 0.00              | 0.00              | 0.00                    | 0.00                | 2,300.25                | 0.00                                 | #DIV/0!                        | #DIV/0!                             |
| 1250 EMPLOYER CONT/MEDICARE            | 4,553.45          | 4,244.20          | 29,573.68               | 62,196.37           | 27,986.66               | 32,622.69                            | 47.5%                          | 52.5%                               |
| <b>TOTAL EMPLOYEE BENEFITS</b>         | <b>105,302.82</b> | <b>117,964.02</b> | <b>680,318.64</b>       | <b>1,513,808.89</b> | <b>671,872.88</b>       | <b>833,490.25</b>                    | <b>44.9%</b>                   | <b>55.1%</b>                        |
| <b>OTHER WAGES</b>                     |                   |                   |                         |                     |                         |                                      |                                |                                     |
| 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%                              |
| <b>TOTAL OTHER WAGES</b>               | <b>0.00</b>       | <b>0.00</b>       | <b>0.00</b>             | <b>13,300.00</b>    | <b>0.00</b>             | <b>13,300.00</b>                     | <b>0.0%</b>                    | <b>100.0%</b>                       |
| <b>TOTAL PERSONNEL SERVICES</b>        | <b>430,429.08</b> | <b>422,743.54</b> | <b>2,790,174.92</b>     | <b>5,799,571.70</b> | <b>2,670,297.14</b>     | <b>3,009,396.78</b>                  | <b>48.1%</b>                   | <b>51.9%</b>                        |
| <b>SUPPLIES (2000'S)</b>               |                   |                   |                         |                     |                         |                                      |                                |                                     |
| <b>OFFICE SUPPLIES</b>                 |                   |                   |                         |                     |                         |                                      |                                |                                     |
| 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              | 74.81                   | 550.00              | 138.25                  | 475.19                               | 13.6%                          | 86.4%                               |
| 2130 OFFICE SUPPLIES                   | 600.09            | 748.46            | 3,301.53                | 11,500.00           | 3,255.32                | 8,198.47                             | 28.7%                          | 71.3%                               |
| 2135 GENERAL SUPPLIES                  | 0.00              | 20.00             | 42.71                   | 200.00              | 20.00                   | 157.29                               | 21.4%                          | 78.6%                               |
| 2140 DUPLICATING                       | 6,528.09          | 5,858.81          | 22,141.22               | 44,200.00           | 20,411.94               | 22,058.78                            | 50.1%                          | 49.9%                               |
| 21600 PUBLIC USE SUPPLIES              | 0.00              | 0.00              | 229.00                  | 0.00                | 358.97                  | -229.00                              | #DIV/0!                        | #DIV/0!                             |
| 2150 PROMOTIONAL MATERIALS             | 0.00              | 0.00              | 0.00                    | 0.00                | 0.00                    | 0.00                                 | #DIV/0!                        | #DIV/0!                             |
| <b>TOTAL OFFICE SUPPLIES</b>           | <b>7,128.18</b>   | <b>6,627.27</b>   | <b>25,789.27</b>        | <b>57,550.00</b>    | <b>24,184.48</b>        | <b>31,760.73</b>                     | <b>44.8%</b>                   | <b>55.2%</b>                        |

MONROE COUNTY PUBLIC LIBRARY  
MONTHLY BUDGET REPORT  
AS OF JUNE 30, 2017

|   | 2017<br>JUNE     | 2016<br>JUNE     | 2017<br>Y-T-D<br>ACTUAL | 2017<br>BUDGET    | 2016<br>Y-T-D<br>ACTUAL | 2017<br>Y-T-D<br>BUDGET<br>REMAINING | 2017<br>% OF<br>BUDGET<br>USED | 2017<br>% OF<br>BUDGET<br>REMAINING |
|---|------------------|------------------|-------------------------|-------------------|-------------------------|--------------------------------------|--------------------------------|-------------------------------------|
| <b>OPERATING SUPPLIES</b>                       |                  |                  |                         |                   |                         |                                      |                                |                                     |
| 2210 CLEANING SUPPLIES                          | 1,534.49         | 2,839.51         | 10,874.05               | 40,000.00         | 12,955.68               | 29,125.95                            | 27.2%                          | 72.8%                               |
| 2220 FUEL, OIL, & LUBRICANTS                    | 449.85           | 1,557.83         | 3,891.08                | 9,000.00          | 3,010.24                | 5,108.92                             | 43.2%                          | 56.8%                               |
| 2230 CATALOGING SUPPLIES-BOOKS                  | 501.90           | 0.00             | 3,901.40                | 6,000.00          | 1,800.72                | 2,098.60                             | 65.0%                          | 35.0%                               |
| 2240 A/V SUPPLIES-CATALOGING                    | 354.91           | 15.05            | 1,592.25                | 6,000.00          | 2,575.02                | 4,407.75                             | 26.5%                          | 73.5%                               |
| 2250 CIRCULATION SUPPLIES                       | 9,419.33         | 0.00             | 15,909.93               | 32,500.00         | 13,974.39               | 16,590.07                            | 49.0%                          | 51.0%                               |
| 2260 LIGHT BULBS                                | 0.00             | 434.20           | 324.34                  | 12,000.00         | 4,305.97                | 11,675.66                            | 2.7%                           | 97.3%                               |
| 2280 UNIFORMS                                   | 0.00             | 202.75           | 174.77                  | 1,900.00          | 1,849.57                | 1,725.23                             | 9.2%                           | 90.8%                               |
| 2290 DISPLAY/EXHIBIT SUPPLIES                   | 0.00             | 90.68            | 0.00                    | 4,000.00          | 522.96                  | 4,000.00                             | 0.0%                           | 100.0%                              |
| <b>TOTAL OPERATING SUPPLIES</b>                 | <b>12,260.48</b> | <b>5,140.02</b>  | <b>36,667.82</b>        | <b>111,400.00</b> | <b>40,994.55</b>        | <b>74,732.18</b>                     | <b>32.9%</b>                   | <b>67.1%</b>                        |
| <b>REPAIR &amp; MAINTENANCE SUPPLIES</b>        |                  |                  |                         |                   |                         |                                      |                                |                                     |
| 2300 IT SUPPLIES                                | 1,058.78         | 334.20           | 2,431.06                | 6,500.00          | 1,442.31                | 4,068.94                             | 37.4%                          | 62.6%                               |
| 2310 BUILDING MATERIALS & SUPPLIES              | 1,547.85         | 3,077.97         | 5,121.15                | 22,000.00         | 10,277.43               | 16,878.85                            | 23.3%                          | 76.7%                               |
| 2320 PAINT & PAINTING SUPPLIES                  | 0.00             | 0.00             | 364.35                  | 900.00            | 263.81                  | 535.65                               | 40.5%                          | 59.5%                               |
| 2340 OTHER REPAIR & BINDING                     | 0.00             | 0.00             | 0.00                    | 0.00              | 0.00                    | 0.00                                 | #DIV/0!                        | #DIV/0!                             |
| <b>TOTAL REPAIR &amp; MAINTENANCE SUPPLIES</b>  | <b>2,606.63</b>  | <b>3,412.17</b>  | <b>7,916.56</b>         | <b>29,400.00</b>  | <b>11,983.55</b>        | <b>21,483.44</b>                     | <b>26.9%</b>                   | <b>73.1%</b>                        |
| <b>TOTAL SUPPLIES</b>                           | <b>21,995.29</b> | <b>15,179.46</b> | <b>70,373.65</b>        | <b>198,350.00</b> | <b>77,162.58</b>        | <b>127,976.35</b>                    | <b>35.5%</b>                   | <b>64.5%</b>                        |
| <b>OTHER SERVICES/CHARGES (3000'S)</b>          |                  |                  |                         |                   |                         |                                      |                                |                                     |
| <b>PROFESSIONAL SERVICES</b>                    |                  |                  |                         |                   |                         |                                      |                                |                                     |
| 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             | 144.37                  | 39,000.00         | 772.50                  | 38,855.63                            | 0.4%                           | 99.6%                               |
| 3120 ENGINEERING/ARCHITECTURAL                  | 0.00             | 0.00             | 0.00                    | 7,000.00          | 0.00                    | 7,000.00                             | 0.0%                           | 100.0%                              |
| 3130 LEGAL SERVICES                             | 455.83           | 7,568.84         | 4,988.55                | 15,500.00         | 10,333.71               | 10,511.45                            | 32.2%                          | 67.8%                               |
| 3140 BUILDING SERVICES                          | 624.52           | 4,870.00         | 12,086.93               | 40,000.00         | 15,248.10               | 27,913.07                            | 30.2%                          | 69.8%                               |
| 3150 MAINTENANCE CONTRACTS                      | 11,620.85        | 7,085.67         | 40,927.62               | 170,500.00        | 39,016.04               | 129,572.38                           | 24.0%                          | 76.0%                               |
| 3160 COMPUTER SERVICES (OCLC)                   | 5,347.18         | 5,221.60         | 32,082.55               | 72,500.00         | 31,329.09               | 40,417.45                            | 44.3%                          | 55.7%                               |
| 3170 ADMIN/ACCOUNTING SERVICES                  | 2,487.21         | 2,880.45         | 19,263.93               | 51,000.00         | 20,748.30               | 31,736.07                            | 37.8%                          | 62.2%                               |
| 3175 COLLECTION AGENCY SERVICES                 | 1,136.65         | 1,396.20         | 5,736.95                | 18,000.00         | 7,240.55                | 12,263.05                            | 31.9%                          | 68.1%                               |
| <b>TOTAL PROFESSIONAL SERVICES</b>              | <b>21,672.24</b> | <b>29,022.76</b> | <b>115,230.90</b>       | <b>413,500.00</b> | <b>124,688.29</b>       | <b>298,269.10</b>                    | <b>27.9%</b>                   | <b>72.1%</b>                        |
| <b>COMMUNICATION &amp; TRANSPORTATION</b>       |                  |                  |                         |                   |                         |                                      |                                |                                     |
| 3210 TELEPHONE                                  | 1,686.31         | 1,839.46         | 8,200.09                | 31,300.00         | 10,043.23               | 23,099.91                            | 26.2%                          | 73.8%                               |
| 3215 CABLE TV                                   | 13.32            | 8.90             | 79.98                   | 0.00              | 53.40                   | -79.98                               | #DIV/0!                        | #DIV/0!                             |
| 3220 POSTAGE                                    | 2,022.95         | 2,401.20         | 7,234.45                | 19,000.00         | 8,118.27                | 11,765.55                            | 38.1%                          | 61.9%                               |
| 3230 TRAVEL EXPENSE                             | 76.00            | 0.00             | 459.32                  | 10,000.00         | 11.81                   | 9,540.68                             | 4.6%                           | 95.4%                               |
| 3240 PROFESSIONAL MTG.                          | 557.23           | 0.00             | 5,990.33                | 10,000.00         | 0.00                    | 4,009.67                             | 59.9%                          | 40.1%                               |
| 3250 CONTINUING ED.                             | 1,370.00         | 0.00             | 1,370.00                | 10,000.00         | 0.00                    | 8,630.00                             | 13.7%                          | 86.3%                               |
| 3260 FREIGHT & DELIVERY                         | 0.00             | 27.55            | 1,030.48                | 1,000.00          | 98.00                   | -30.48                               | 103.0%                         | -3.0%                               |
| <b>TOTAL COMMUNICATION &amp; TRANSPORTATION</b> | <b>5,725.81</b>  | <b>4,277.11</b>  | <b>24,364.65</b>        | <b>81,300.00</b>  | <b>18,324.71</b>        | <b>56,935.35</b>                     | <b>30.0%</b>                   | <b>70.0%</b>                        |

MONROE COUNTY PUBLIC LIBRARY  
MONTHLY BUDGET REPORT  
AS OF JUNE 30, 2017

|                                    | 2017<br>JUNE     | 2016<br>JUNE     | 2017<br>Y-T-D<br>ACTUAL | 2017<br>BUDGET    | 2016<br>Y-T-D<br>ACTUAL | 2017<br>Y-T-D<br>BUDGET<br>REMAINING | 2017<br>% OF<br>BUDGET<br>USED | 2017<br>% OF<br>BUDGET<br>REMAINING |
|------------------------------------|------------------|------------------|-------------------------|-------------------|-------------------------|--------------------------------------|--------------------------------|-------------------------------------|
| <b>PRINTING &amp; ADVERTISING</b>  |                  |                  |                         |                   |                         |                                      |                                |                                     |
| 3310 ADVERTISING & PUBLICATION     | 13.23            | 150.00           | 709.25                  | 2,850.00          | 599.39                  | 2,140.75                             | 24.9%                          | 75.1%                               |
| 3320 PRINTING                      | <u>45.00</u>     | <u>45.00</u>     | <u>225.00</u>           | <u>5,000.00</u>   | <u>638.55</u>           | <u>4,775.00</u>                      | <u>4.5%</u>                    | <u>95.5%</u>                        |
| TOTAL PRINTING & ADVERTISING       | 58.23            | 195.00           | 934.25                  | 7,850.00          | 1,237.94                | 6,915.75                             | 11.9%                          | 88.1%                               |
| <b>INSURANCE</b>                   |                  |                  |                         |                   |                         |                                      |                                |                                     |
| 3410 OFFICIAL BOND                 | 0.00             | 0.00             | 654.00                  | 600.00            | 586.00                  | -54.00                               | 109.0%                         | -9.0%                               |
| 3420 OTHER INSURANCE               | <u>0.00</u>      | <u>0.00</u>      | <u>90,021.00</u>        | <u>80,500.00</u>  | <u>71,577.00</u>        | <u>-9,521.00</u>                     | <u>111.8%</u>                  | <u>-11.8%</u>                       |
| TOTAL INSURANCE                    | 0.00             | 0.00             | 90,675.00               | 81,100.00         | 72,163.00               | -9,575.00                            | 111.8%                         | -11.8%                              |
| <b>UTILITIES</b>                   |                  |                  |                         |                   |                         |                                      |                                |                                     |
| 3510 GAS                           | 105.66           | 99.11            | 1,530.57                | 4,450.00          | 1,583.54                | 2,919.43                             | 34.4%                          | 65.6%                               |
| 3520 ELECTRICITY                   | 24,004.02        | 20,390.61        | 142,362.89              | 332,000.00        | 131,110.66              | 189,637.11                           | 42.9%                          | 57.1%                               |
| 3530 WATER                         | <u>1,950.80</u>  | <u>1,617.69</u>  | <u>8,875.47</u>         | <u>26,300.00</u>  | <u>8,483.70</u>         | <u>17,424.53</u>                     | <u>33.7%</u>                   | <u>66.3%</u>                        |
| TOTAL UTILITIES                    | 26,060.48        | 22,107.41        | 152,768.93              | 362,750.00        | 141,177.90              | 209,981.07                           | 42.1%                          | 57.9%                               |
| <b>REPAIR &amp; MAINTENANCE</b>    |                  |                  |                         |                   |                         |                                      |                                |                                     |
| 3610 BUILDING REPAIR               | 2,913.70         | 6,361.79         | 10,462.65               | 29,000.00         | 20,084.37               | 18,537.35                            | 36.1%                          | 63.9%                               |
| 3630 OTHER EQUIP/FURNITURE REPAIRS | 0.00             | 0.00             | 3,702.93                | 16,000.00         | 629.14                  | 12,297.07                            | 23.1%                          | 76.9%                               |
| 3640 VEHICLE REPAIR & MAINTENANCE  | 181.55           | 0.00             | 5,779.66                | 12,500.00         | 4,172.80                | 6,720.34                             | 46.2%                          | 53.8%                               |
| 3650 MATERIAL BINDING/REPAIR SERV. | <u>0.00</u>      | <u>243.55</u>    | <u>435.87</u>           | <u>1,500.00</u>   | <u>368.72</u>           | <u>1,064.13</u>                      | <u>29.1%</u>                   | <u>70.9%</u>                        |
| TOTAL REPAIR & MAINTENANCE         | 3,095.25         | 6,605.34         | 20,381.11               | 59,000.00         | 25,255.03               | 38,618.89                            | 34.5%                          | 65.5%                               |
| <b>RENTALS</b>                     |                  |                  |                         |                   |                         |                                      |                                |                                     |
| 3710 REAL ESTATE RENTAL/PARKING    | -678.72          | 452.08           | 2,174.74                | 32,900.00         | 3,811.16                | 30,725.26                            | 6.6%                           | 93.4%                               |
| 3720 EQUIPMENT RENTAL              | 0.00             | 0.00             | 0.00                    | 0.00              | 0.00                    | 0.00                                 | #DIV/0!                        | #DIV/0!                             |
| 3730 EVENTS-BOOTH & EQUIP. RENTAL  | <u>0.00</u>      | <u>0.00</u>      | <u>0.00</u>             | <u>0.00</u>       | <u>75.00</u>            | <u>0.00</u>                          | <u>#DIV/0!</u>                 | <u>#DIV/0!</u>                      |
| TOTAL RENTALS                      | -678.72          | 452.08           | 2,174.74                | 32,900.00         | 3,886.16                | 30,725.26                            | 6.6%                           | 93.4%                               |
| <b>ELECTRONIC SERVICES</b>         |                  |                  |                         |                   |                         |                                      |                                |                                     |
| 38450 DATABASES SERVICES           | 19,151.00        | 3,265.00         | 97,037.69               | 190,000.00        | 72,569.19               | 92,962.31                            | 51.1%                          | 48.9%                               |
| 38460 E-BOOKS SERVICES             | <u>14,271.32</u> | <u>10,314.44</u> | <u>78,587.67</u>        | <u>160,000.00</u> | <u>51,926.11</u>        | <u>81,412.33</u>                     | <u>49.1%</u>                   | <u>50.9%</u>                        |
| TOTAL ELECTRONIC SERVICES          | 33,422.32        | 13,579.44        | 175,625.36              | 350,000.00        | 124,495.30              | 174,374.64                           | 50.2%                          | 49.8%                               |
| <b>OTHER CHARGES</b>               |                  |                  |                         |                   |                         |                                      |                                |                                     |
| 3910 DUES/INSTITUTIONAL            | 0.00             | 0.00             | 6,183.83                | 7,500.00          | 5,536.53                | 1,316.17                             | 82.5%                          | 17.5%                               |
| 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        | 24,833.33        | 213,498.00              | 426,978.00        | 149,000.00              | 213,480.00                           | 50.0%                          | 50.0%                               |
| 3944 TRANSFER TO CATS SUBSIDY      | 0.00             | 0.00             | 12,023.00               | 0.00              | 0.00                    | -12,023.00                           | #DIV/0!                        | #DIV/0!                             |
| 3950 EDUCATIONAL SERV/LICENSING    | <u>0.00</u>      | <u>0.00</u>      | <u>0.00</u>             | <u>4,500.00</u>   | <u>0.00</u>             | <u>4,500.00</u>                      | <u>0.0%</u>                    | <u>100.0%</u>                       |
| TOTAL OTHER CHARGES                | <u>35,583.00</u> | <u>24,833.33</u> | <u>231,704.83</u>       | <u>440,978.00</u> | <u>154,536.53</u>       | <u>209,273.17</u>                    | <u>52.5%</u>                   | <u>47.5%</u>                        |
| TOTAL OTHER SERVICES/CHARGES       | 124,938.61       | 101,072.47       | 813,859.77              | 1,829,378.00      | 665,764.86              | 1,015,518.23                         | 44.5%                          | 55.5%                               |

MONROE COUNTY PUBLIC LIBRARY  
MONTHLY BUDGET REPORT  
AS OF JUNE 30, 2017

|                               | 2017<br>JUNE | 2016<br>JUNE | 2017<br>Y-T-D<br>ACTUAL | 2017<br>BUDGET | 2016<br>Y-T-D<br>ACTUAL | 2017<br>Y-T-D<br>BUDGET<br>REMAINING | 2017<br>% OF<br>BUDGET<br>USED | 2017<br>% OF<br>BUDGET<br>REMAINING |
|-------------------------------|--------------|--------------|-------------------------|----------------|-------------------------|--------------------------------------|--------------------------------|-------------------------------------|
| CAPITAL OUTLAY (4000'S)       |              |              |                         |                |                         |                                      |                                |                                     |
| FURNITURE & EQUIPMENT         |              |              |                         |                |                         |                                      |                                |                                     |
| 4410 FURNITURE                | 0.00         | 0.00         | 630.17                  | 10,000.00      | 1,412.03                | 9,369.83                             | 6.3%                           | 93.7%                               |
| 4430 OTHER EQUIPMENT          | 0.00         | 0.00         | 1,122.63                | 19,000.00      | 2,103.79                | 17,877.37                            | 5.9%                           | 94.1%                               |
| 4440 LAND & BUILDINGS         | 0.00         | 0.00         | 0.00                    | 0.00           | 0.00                    | 0.00                                 | #DIV/0!                        | #DIV/0!                             |
| 4445 BUILDING RENOVATIONS     | 0.00         | 0.00         | 0.00                    | 5,000.00       | 0.00                    | 5,000.00                             | 0.0%                           | 100.0%                              |
| 4460 IT EQUIPMENT             | 0.00         | 0.00         | 328.99                  | 0.00           | 0.00                    | -328.99                              | #DIV/0!                        | #DIV/0!                             |
| 4465 IT SOFTWARE              | 0.00         | 0.00         | 0.00                    | 0.00           | 350.00                  | 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   | 0.00         | 0.00         | 2,081.79                | 34,000.00      | 3,865.82                | 31,918.21                            | 6.1%                           | 93.9%                               |
| OTHER CAPITAL OUTLAY          |              |              |                         |                |                         |                                      |                                |                                     |
| 4510 BOOKS                    | 61,959.95    | 56,326.02    | 303,113.85              | 582,000.00     | 305,666.13              | 278,886.15                           | 52.1%                          | 47.9%                               |
| 4520 PERIODICALS & NEWSPAPERS | 1,114.92     | 2,805.63     | 4,033.43                | 43,000.00      | 5,086.50                | 38,966.57                            | 9.4%                           | 90.6%                               |
| 4530 NONPRINT MATERIALS       | 40,340.48    | 31,783.57    | 186,217.91              | 350,500.00     | 154,866.02              | 164,282.09                           | 53.1%                          | 46.9%                               |
| TOTAL OTHER CAPITAL OUTLAY    | 103,415.35   | 90,915.22    | 493,365.19              | 975,500.00     | 465,618.65              | 482,134.81                           | 50.6%                          | 49.4%                               |
| TOTAL CAPITAL OUTLAY          | 103,415.35   | 90,915.22    | 495,446.98              | 1,009,500.00   | 469,484.47              | 514,053.02                           | 49.1%                          | 50.9%                               |
| TOTAL OPERATING EXPENDITURES  | 680,778.33   | 629,910.69   | 4,169,855.32            | 8,836,799.70   | 3,882,709.05            | 4,666,944.38                         | 47.2%                          | 52.8%                               |



**MONROE COUNTY PUBLIC LIBRARY**

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**Operating Budget & Expenditure Report**

January 1, 2017 to June 30, 2017

6 months = 50.0%

| Object | Object Descr        | 2017<br>Budget | Jan.         | Feb.        | Mar.         | Apr.        | May         | June        | 2017<br>YTD Amt | 2017 YTD<br>Balance | 2017<br>%YTD<br>Budget |
|--------|---------------------|----------------|--------------|-------------|--------------|-------------|-------------|-------------|-----------------|---------------------|------------------------|
| 11200  | ADMINISTRATION      | \$187,507.61   | \$14,619.82  | \$14,619.82 | \$21,929.73  | \$14,619.82 | \$14,619.82 | \$14,619.83 | \$95,028.84     | \$92,478.77         | 50.68%                 |
| 11300  | MANAGERS/ASST.      | \$1,036,770.16 | \$83,266.45  | \$88,556.82 | \$118,403.83 | \$77,761.46 | \$79,747.39 | \$81,565.59 | \$529,301.54    | \$507,468.62        | 51.05%                 |
| 11400  | LIBRARIANS, EXPERTS | \$1,099,735.35 | \$78,832.85  | \$85,568.79 | \$110,834.07 | \$75,219.28 | \$73,462.07 | \$74,882.31 | \$498,799.37    | \$600,935.98        | 45.36%                 |
| 11500  | SPECIALISTS         | \$217,914.23   | \$16,448.40  | \$16,448.41 | \$24,672.63  | \$16,448.42 | \$16,448.44 | \$16,461.41 | \$106,927.71    | \$110,986.52        | 49.07%                 |
| 11600  | ASSISTANTS/PARAPRO  | \$719,284.83   | \$58,631.62  | \$57,097.66 | \$88,438.30  | \$60,686.64 | \$60,755.22 | \$60,758.40 | \$386,367.84    | \$332,916.99        | 53.72%                 |
| 11700  | TECH/OPERATORS/SEC  | \$60,449.80    | \$4,732.73   | \$4,728.88  | \$7,095.24   | \$4,740.46  | \$4,725.00  | \$4,728.87  | \$30,751.18     | \$29,698.62         | 50.87%                 |
| 11800  | TEMPORAY STAFF      | \$10,000.00    | \$0.00       | \$0.00      | \$0.00       | \$0.00      | \$0.00      | \$0.00      | \$0.00          | \$10,000.00         | 0.00%                  |
| 11900  | BUILDING            | \$159,100.83   | \$12,345.27  | \$12,296.80 | \$18,438.63  | \$11,796.96 | \$11,842.19 | \$11,286.81 | \$78,006.66     | \$81,094.17         | 49.03%                 |
| 12000  | BUILDING            | \$107,837.60   | \$8,458.73   | \$8,480.93  | \$11,266.28  | \$7,319.84  | \$8,427.56  | \$8,526.13  | \$52,479.47     | \$55,358.13         | 48.67%                 |
| 12100  | FICA/EMPLOYER       | \$265,942.92   | \$19,575.08  | \$20,403.20 | \$28,654.31  | \$19,137.18 | \$19,213.54 | \$19,469.77 | \$126,453.08    | \$139,489.84        | 47.55%                 |
| 12200  | UNEMPLOYMENT        | \$10,000.00    | \$0.00       | \$0.00      | \$0.00       | \$0.00      | \$0.00      | \$0.00      | \$0.00          | \$10,000.00         | 0.00%                  |
| 12300  | PERF/EMPLOYER       | \$377,097.47   | \$28,956.89  | \$30,315.03 | \$28,044.81  | \$28,180.61 | \$42,287.48 | \$28,572.69 | \$186,357.51    | \$190,739.96        | 49.42%                 |
| 12350  | PERF/EMPLOYEE       | \$101,008.27   | \$7,756.29   | \$8,120.08  | \$7,511.95   | \$7,548.34  | \$11,326.95 | \$7,653.39  | \$49,917.00     | \$51,091.27         | 49.42%                 |
| 12400  | INS/EMPLOYER        | \$697,563.86   | \$113,964.13 | \$42,642.90 | \$0.00       | \$40,719.84 | \$45,636.98 | \$45,053.52 | \$288,017.37    | \$409,546.49        | 41.29%                 |
| 12500  | MEDICARE/EMPLOYER   | \$62,196.37    | \$4,578.04   | \$4,771.74  | \$6,701.30   | \$4,475.75  | \$4,493.40  | \$4,553.45  | \$29,573.68     | \$32,622.69         | 47.55%                 |
| 12800  | PRODUCTION          | \$17,836.00    | \$1,470.14   | \$1,459.52  | \$2,221.16   | \$1,569.33  | \$1,417.01  | \$1,509.11  | \$9,646.27      | \$8,189.73          | 54.08%                 |
| 12900  | INFORMATION         | \$428,875.20   | \$29,666.42  | \$32,003.33 | \$47,852.80  | \$32,040.96 | \$31,113.60 | \$31,179.31 | \$203,856.42    | \$225,018.78        | 47.53%                 |
| 13000  | SUPPORT/MATERIAL    | \$221,000.00   | \$18,661.99  | \$18,305.97 | \$26,852.70  | \$17,083.64 | \$18,178.19 | \$18,977.29 | \$118,059.78    | \$102,940.22        | 53.42%                 |
| 13100  | WORK STUDY          | \$3,300.00     | \$0.00       | \$0.00      | \$0.00       | \$0.00      | \$0.00      | \$0.00      | \$0.00          | \$3,300.00          | 0.00%                  |
| 13200  | TECHNICIANS         | \$16,151.20    | \$0.00       | \$0.00      | \$0.00       | \$0.00      | \$0.00      | \$631.20    | \$631.20        | \$15,520.00         | 3.91%                  |
| 21100  | OFFICIAL RECORDS    | \$1,100.00     | \$0.00       | \$0.00      | \$0.00       | \$0.00      | \$0.00      | \$0.00      | \$0.00          | \$1,100.00          | 0.00%                  |
| 21200  | STATIONERY/BUS.     | \$550.00       | \$0.00       | \$74.81     | \$0.00       | \$0.00      | \$0.00      | \$0.00      | \$74.81         | \$475.19            | 13.60%                 |
| 21300  | OFFICE SUPPLIES     | \$11,500.00    | \$32.29      | \$974.62    | \$1,030.26   | \$649.62    | \$14.65     | \$600.09    | \$3,301.53      | \$8,198.47          | 28.71%                 |
| 21350  | GENERAL SUPPLIES    | \$200.00       | \$0.00       | \$0.00      | \$0.00       | \$42.71     | \$0.00      | \$0.00      | \$42.71         | \$157.29            | 21.36%                 |
| 21400  | DUPLICATING         | \$44,200.00    | \$1,410.57   | \$3,492.77  | \$4,987.92   | \$3,221.78  | \$2,500.09  | \$6,528.09  | \$22,141.22     | \$22,058.78         | 50.09%                 |
| 21600  | PUBLIC USE SUPPLIES | \$0.00         | \$0.00       | \$0.00      | \$229.00     | \$0.00      | \$0.00      | \$0.00      | \$229.00        | -\$229.00           | 0.00%                  |
| 22100  | CLEANING SUPPLIES   | \$40,000.00    | \$1,666.83   | \$2,471.56  | \$1,904.29   | \$1,363.37  | \$1,933.51  | \$1,534.49  | \$10,874.05     | \$29,125.95         | 27.19%                 |
| 22200  | FUEL/OIL/LUBRICANTS | \$9,000.00     | \$43.41      | \$383.04    | \$459.00     | \$2,157.51  | \$398.27    | \$449.85    | \$3,891.08      | \$5,108.92          | 43.23%                 |
| 22300  | CATALOGING          | \$6,000.00     | \$201.08     | \$1,502.09  | \$0.00       | \$1,696.33  | \$0.00      | \$501.90    | \$3,901.40      | \$2,098.60          | 65.02%                 |
| 22400  | A/V                 | \$6,000.00     | \$72.93      | \$0.00      | \$748.44     | \$147.99    | \$267.98    | \$354.91    | \$1,592.25      | \$4,407.75          | 26.54%                 |
| 22500  | CIRCULATION         | \$32,500.00    | \$6,479.35   | \$0.00      | \$0.00       | \$11.25     | \$0.00      | \$9,419.33  | \$15,909.93     | \$16,590.07         | 48.95%                 |

| Object | Object Descr        | 2017<br>Budget | Jan.        | Feb.        | Mar.        | Apr.        | May         | June        | 2017<br>YTD Amt | 2017 YTD<br>Balance | %YTD<br>Budget |
|--------|---------------------|----------------|-------------|-------------|-------------|-------------|-------------|-------------|-----------------|---------------------|----------------|
| 22600  | LIGHT BULBS         | \$12,000.00    | \$0.00      | \$0.00      | \$272.50    | \$0.00      | \$51.84     | \$0.00      | \$324.34        | \$11,675.66         | 2.70%          |
| 22800  | UNIFORMS            | \$1,900.00     | \$174.77    | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$174.77        | \$1,725.23          | 9.20%          |
| 22900  | DISPLAY/EXHIBITS    | \$4,000.00     | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$0.00          | \$4,000.00          | 0.00%          |
| 23000  | IT SUPPLIES         | \$6,500.00     | \$130.09    | \$169.29    | \$202.13    | \$372.14    | \$498.63    | \$1,058.78  | \$2,431.06      | \$4,068.94          | 37.40%         |
| 23100  | BUILDING MATERIAL   | \$22,000.00    | \$452.82    | \$0.00      | \$981.04    | \$1,002.05  | \$1,137.39  | \$1,547.85  | \$5,121.15      | \$16,878.85         | 23.28%         |
| 23200  | PAINT/PAINTING      | \$900.00       | \$0.00      | \$0.00      | \$85.48     | \$218.27    | \$60.60     | \$0.00      | \$364.35        | \$535.65            | 40.48%         |
| 31100  | CONSULTING SERVICES | \$39,000.00    | \$0.00      | \$0.00      | \$144.37    | \$0.00      | \$0.00      | \$0.00      | \$144.37        | \$38,855.63         | 0.37%          |
| 31200  | ENGINEERING/ARCHITE | \$7,000.00     | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$0.00          | \$7,000.00          | 0.00%          |
| 31300  | LEGAL SERVICES      | \$15,500.00    | \$400.00    | \$0.00      | \$1,662.80  | \$1,129.92  | \$1,340.00  | \$455.83    | \$4,988.55      | \$10,511.45         | 32.18%         |
| 31400  | BUILDING SERVICES   | \$40,000.00    | \$2,555.12  | \$2,716.60  | \$2,125.27  | \$847.02    | \$3,218.40  | \$624.52    | \$12,086.93     | \$27,913.07         | 30.22%         |
| 31500  | MAINTENANCE         | \$170,500.00   | \$2,301.91  | \$9,695.04  | \$2,840.91  | \$6,368.98  | \$8,099.93  | \$11,620.85 | \$40,927.62     | \$129,572.38        | 24.00%         |
| 31600  | COMPUTER SERVICES   | \$72,500.00    | \$5,347.18  | \$5,346.65  | \$5,347.18  | \$5,347.18  | \$5,347.18  | \$5,347.18  | \$32,082.55     | \$40,417.45         | 44.25%         |
| 31700  | ADMIN/ACCOUNTING    | \$51,000.00    | \$2,445.03  | \$4,881.08  | \$2,939.97  | \$2,686.86  | \$3,823.78  | \$2,487.21  | \$19,263.93     | \$31,736.07         | 37.77%         |
| 31750  | COLLECTION AGENCY   | \$18,000.00    | \$1,002.40  | \$1,512.55  | \$912.90    | \$456.45    | \$716.00    | \$1,136.65  | \$5,736.95      | \$12,263.05         | 31.87%         |
| 32100  | TELEPHONE           | \$31,300.00    | \$1,622.93  | \$346.02    | \$2,681.41  | \$1,531.46  | \$331.96    | \$1,686.31  | \$8,200.09      | \$23,099.91         | 26.20%         |
| 32150  | CABLE TV SERVICE    | \$0.00         | \$17.80     | \$8.90      | \$13.32     | \$13.32     | \$13.32     | \$13.32     | \$79.98         | -\$79.98            | 0.00%          |
| 32200  | POSTAGE             | \$19,000.00    | \$1,035.57  | \$1,058.99  | \$1,189.71  | \$946.72    | \$980.51    | \$2,022.95  | \$7,234.45      | \$11,765.55         | 38.08%         |
| 32300  | TRAVEL EXPENSE      | \$10,000.00    | \$0.00      | \$0.00      | \$0.00      | \$383.32    | \$0.00      | \$76.00     | \$459.32        | \$9,540.68          | 4.59%          |
| 32400  | PROFESSIONAL        | \$10,000.00    | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$5,433.10  | \$557.23    | \$5,990.33      | \$4,009.67          | 59.90%         |
| 32500  | CONTINUING          | \$10,000.00    | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$1,370.00  | \$1,370.00      | \$8,630.00          | 13.70%         |
| 32600  | FREIGHT/DELIVERY    | \$1,000.00     | \$0.00      | \$21.90     | \$0.00      | \$83.58     | \$925.00    | \$0.00      | \$1,030.48      | -\$30.48            | 103.05%        |
| 33100  | ADVERTISING/PUBLICA | \$2,850.00     | \$0.00      | \$20.18     | \$539.84    | \$136.00    | \$0.00      | \$13.23     | \$709.25        | \$2,140.75          | 24.89%         |
| 33200  | PRINTING SERVICES   | \$5,000.00     | \$0.00      | \$45.00     | \$45.00     | \$45.00     | \$45.00     | \$45.00     | \$225.00        | \$4,775.00          | 4.50%          |
| 34100  | OFFICIAL BOND INS.  | \$600.00       | \$0.00      | \$654.00    | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$654.00        | -\$54.00            | 109.00%        |
| 34200  | OTHER INSURANCE     | \$80,500.00    | \$0.00      | \$17,357.00 | \$58,431.00 | \$4,928.00  | \$9,305.00  | \$0.00      | \$90,021.00     | -\$9,521.00         | 111.83%        |
| 35100  | GAS                 | \$4,450.00     | \$425.15    | \$394.23    | \$245.96    | \$241.61    | \$117.96    | \$105.66    | \$1,530.57      | \$2,919.43          | 34.39%         |
| 35200  | ELECTRICITY         | \$332,000.00   | \$26,942.80 | \$22,594.56 | \$24,072.75 | \$22,746.53 | \$22,002.23 | \$24,004.02 | \$142,362.89    | \$189,637.11        | 42.88%         |
| 35300  | WATER               | \$26,300.00    | \$1,183.56  | \$996.35    | \$1,280.64  | \$1,676.01  | \$1,788.11  | \$1,950.80  | \$8,875.47      | \$17,424.53         | 33.75%         |
| 36100  | BUILDING REPAIRS    | \$29,000.00    | \$1,698.27  | \$240.00    | \$4,598.26  | \$637.42    | \$375.00    | \$2,913.70  | \$10,462.65     | \$18,537.35         | 36.08%         |
| 36300  | OTHER               | \$16,000.00    | \$420.00    | \$77.95     | \$1,621.06  | \$1,583.92  | \$0.00      | \$0.00      | \$3,702.93      | \$12,297.07         | 23.14%         |
| 36400  | VEHICLE             | \$12,500.00    | \$965.26    | \$153.33    | \$2,696.15  | \$0.00      | \$1,783.37  | \$181.55    | \$5,779.66      | \$6,720.34          | 46.24%         |
| 36500  | MATERIALS           | \$1,500.00     | \$243.12    | \$0.00      | \$0.00      | \$0.00      | \$192.75    | \$0.00      | \$435.87        | \$1,064.13          | 29.06%         |
| 37100  | REAL ESTATE         | \$32,900.00    | \$550.96    | \$717.24    | \$213.48    | \$535.56    | \$836.22    | -\$678.72   | \$2,174.74      | \$30,725.26         | 6.61%          |
| 38450  | DATABASES           | \$190,000.00   | \$995.00    | \$669.47    | \$9,995.00  | \$24,563.22 | \$41,664.00 | \$19,151.00 | \$97,037.69     | \$92,962.31         | 51.07%         |

| Object | Object Descr        | 2017<br>Budget | Jan.         | Feb.         | Mar.         | Apr.         | May          | June         | 2017<br>YTD Amt | 2017 YTD<br>Balance | %YTD<br>Budget |
|--------|---------------------|----------------|--------------|--------------|--------------|--------------|--------------|--------------|-----------------|---------------------|----------------|
| 38460  | E-BOOKS             | \$160,000.00   | \$21,111.96  | \$11,469.36  | \$8,394.57   | \$12,145.74  | \$11,194.72  | \$14,271.32  | \$78,587.67     | \$81,412.33         | 49.12%         |
| 39100  | DUES/INSTITUTIONAL  | \$7,500.00     | \$5,133.83   | \$0.00       | \$780.00     | \$0.00       | \$270.00     | \$0.00       | \$6,183.83      | \$1,316.17          | 82.45%         |
| 39200  | INTEREST/TEMPORARY  | \$2,000.00     | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00          | \$2,000.00          | 0.00%          |
| 39400  | TRANSFER TO LIRF    | \$426,978.00   | \$35,583.00  | \$35,583.00  | \$35,583.00  | \$35,583.00  | \$35,583.00  | \$35,583.00  | \$213,498.00    | \$213,480.00        | 50.00%         |
| 39440  | TRANSFER TO CATS    | \$0.00         | \$12,023.00  | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$12,023.00     | -\$12,023.00        | 0.00%          |
| 39500  | EDUCATIONAL/LICENSI | \$4,500.00     | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00          | \$4,500.00          | 0.00%          |
| 44100  | FURNITURE           | \$10,000.00    | \$0.00       | \$413.99     | \$0.00       | \$216.18     | \$0.00       | \$0.00       | \$630.17        | \$9,369.83          | 6.30%          |
| 44300  | OTHER EQUIPMENT     | \$19,000.00    | \$799.00     | \$323.63     | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$1,122.63      | \$17,877.37         | 5.91%          |
| 44450  | BUILDING RENOVATION | \$5,000.00     | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00          | \$5,000.00          | 0.00%          |
| 44600  | IT EQUIPMENT        | \$0.00         | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$328.99     | \$0.00       | \$328.99        | -\$328.99           | 0.00%          |
| 45100  | BOOKS               | \$582,000.00   | \$66,681.48  | \$34,420.84  | \$47,159.11  | \$42,415.60  | \$50,476.87  | \$61,959.95  | \$303,113.85    | \$278,886.15        | 52.08%         |
| 45200  | PERIODICALS/NEWSPA  | \$43,000.00    | \$1,084.86   | \$0.00       | \$34.98      | \$1,798.67   | \$0.00       | \$1,114.92   | \$4,033.43      | \$38,966.57         | 9.38%          |
| 45300  | NONPRINT MATERIALS  | \$350,500.00   | \$41,808.33  | \$25,621.09  | \$26,015.31  | \$27,571.36  | \$24,861.34  | \$40,340.48  | \$186,217.91    | \$164,282.09        | 53.13%         |
|        |                     | \$8,836,799.70 | \$747,006.51 | \$632,227.01 | \$801,381.75 | \$626,850.18 | \$681,611.54 | \$680,778.33 | \$4,169,855.32  | \$4,666,944.38      | 47.19%         |

**LIRF Budget & Expenditure Report**

January 1, 2017 to June 30, 2017

6 months = 50.0%

| Object | Object Descr     | 2017<br>Budget | Jan.   | Feb.   | Mar.   | Apr.   | May    | June   | YTD<br>Amount | 2017<br>YTD<br>Balance | 2017<br>%YTD<br>Budget |
|--------|------------------|----------------|--------|--------|--------|--------|--------|--------|---------------|------------------------|------------------------|
| 36100  | BUILDING REPAIRS | \$125,000.00   | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00        | \$125,000.00           | 0.00%                  |
| 44100  | FURNITURE        | \$25,000.00    | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00        | \$25,000.00            | 0.00%                  |
| 44300  | OTHER EQUIPMENT  | \$125,000.00   | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00        | \$125,000.00           | 0.00%                  |
| 44450  | BUILDING         | \$250,000.00   | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00        | \$250,000.00           | 0.00%                  |
|        |                  | \$525,000.00   | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00        | \$525,000.00           | 0.00%                  |

**MONROE COUNTY PUBLIC LIBRARY**

**Debt Service Budget & Expenditures Report**

January 1, 2017 to June 30, 2017

6 months = 50.0%

| Object<br>Object Descr | 2017<br>Budget | Jan.   | Feb.   | Mar.   | Apr.   | May    | June         | 2017<br>YTD Amt | 2017<br>YTD<br>Balance | 2017<br>%YTD<br>Budget |
|------------------------|----------------|--------|--------|--------|--------|--------|--------------|-----------------|------------------------|------------------------|
| 37100 REAL ESTATE      | \$688,500.00   | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$343,400.00 | \$343,400.00    | \$345,100.00           | 49.88%                 |
| 39200 INTEREST/TEMPO   | \$0.00         | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00       | \$0.00          | \$0.00                 | 0.00%                  |
| 39250 PAYMENT ON       | \$0.00         | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00       | \$0.00          | \$0.00                 | 0.00%                  |
| 39450 TRANSFER TO      | \$0.00         | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00       | \$0.00          | \$0.00                 | 0.00%                  |
|                        | \$688,500.00   | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$343,400.00 | \$343,400.00    | \$345,100.00           | 49.88%                 |

**MONROE COUNTY PUBLIC LIBRARY**

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**Rainy Day Budget & Expenditures Report**

January 1, 2017 to June 30, 2017

6 months = 50.0%

| Object | Object Descr        | 2017<br>Budget | Jan.   | Feb.   | Mar.   | Apr.   | May    | June   | 2017<br>YTD Amt | 2017<br>YTD<br>Balance | 2017<br>%YTD<br>Budget |
|--------|---------------------|----------------|--------|--------|--------|--------|--------|--------|-----------------|------------------------|------------------------|
| 31100  | CONSULTING SERVICES | \$20,000.00    | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00          | \$20,000.00            | 0.00%                  |
| 31200  | ENGINEERING/ARCHITE | \$20,000.00    | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00          | \$20,000.00            | 0.00%                  |
| 31300  | LEGAL SERVICES      | \$20,000.00    | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00          | \$20,000.00            | 0.00%                  |
| 36100  | BUILDING REPAIRS    | \$25,000.00    | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00          | \$25,000.00            | 0.00%                  |
| 44100  | FURNITURE           | \$25,000.00    | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00          | \$25,000.00            | 0.00%                  |
| 44300  | OTHER EQUIPMENT     | \$25,000.00    | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00          | \$25,000.00            | 0.00%                  |
| 44450  | BUILDING RENOVATION | \$15,000.00    | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00          | \$15,000.00            | 0.00%                  |
|        |                     | \$150,000.00   | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00          | \$150,000.00           | 0.00%                  |

**MONROE COUNTY PUBLIC LIBRARY**

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**Special Revenue Budget & Expenditure Report**

January 1, 2017 to June 30, 2017

6 months = 50.0%

| Object | Object Descr           | 2017         |             |             |             |             |             |             | YTD         | 2017        | 2017        |
|--------|------------------------|--------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
|        |                        | Budget       | Jan.        | Feb.        | Mar.        | Apr.        | May         | June        | Amount      | YTD Balance | %YTD Budget |
| 11300  | MANAGERS/ASST.         | \$161,722.61 | \$12,538.59 | \$13,047.48 | \$19,714.87 | \$13,019.96 | \$13,502.20 | \$12,540.37 | \$84,363.47 | \$77,359.14 | 52.17%      |
| 11800  | TEMPORARY STAFF        | \$11,000.00  | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$11,000.00 | 0.00%       |
| 12100  | FICA/EMPLOYER          | \$22,670.58  | \$1,584.87  | \$1,640.64  | \$2,512.18  | \$1,762.58  | \$1,791.15  | \$1,730.70  | \$11,022.12 | \$11,648.46 | 48.62%      |
| 12300  | PERF/EMPLOYER          | \$28,776.77  | \$2,247.78  | \$2,308.18  | \$2,340.92  | \$2,345.43  | \$3,520.13  | \$2,256.50  | \$15,018.94 | \$13,757.83 | 52.19%      |
| 12350  | PERF/EMPLOYEE CONTRIB. | \$7,708.06   | \$602.08    | \$618.27    | \$627.05    | \$628.24    | \$942.90    | \$604.43    | \$4,022.97  | \$3,685.09  | 52.19%      |
| 12400  | INS/EMPLOYER           | \$44,475.30  | \$10,396.65 | \$2,942.08  | \$0.00      | \$2,790.90  | \$585.21    | \$2,975.68  | \$19,690.52 | \$24,784.78 | 44.27%      |
| 12500  | MEDICARE/EMPLOYER      | \$5,301.99   | \$370.65    | \$383.70    | \$587.52    | \$412.23    | \$418.90    | \$404.77    | \$2,577.77  | \$2,724.22  | 48.62%      |
| 12800  | PRODUCTION ASSISTANTS  | \$125,833.50 | \$8,454.80  | \$8,437.77  | \$12,856.55 | \$9,930.78  | \$9,986.72  | \$10,248.78 | \$59,915.40 | \$65,918.10 | 47.61%      |
| 12900  | INFORMATION            | \$38,792.00  | \$2,439.40  | \$2,765.69  | \$4,723.42  | \$3,166.56  | \$3,210.06  | \$3,008.07  | \$19,313.20 | \$19,478.80 | 49.79%      |
| 13100  | WORK STUDY             | \$100.00     | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$100.00    | 0.00%       |
| 13200  | TECHNICIANS            | \$39,306.35  | \$3,053.08  | \$3,058.16  | \$4,612.64  | \$3,291.84  | \$3,200.40  | \$3,103.88  | \$20,320.00 | \$18,986.35 | 51.70%      |
| 21200  | STATIONERY/BUS. CARDS  | \$100.00     | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$100.00    | 0.00%       |
| 21300  | OFFICE SUPPLIES        | \$600.00     | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$20.23     | \$0.00      | \$20.23     | \$579.77    | 3.37%       |
| 21400  | DUPLICATING            | \$700.00     | \$0.00      | \$66.26     | \$0.00      | \$0.00      | \$2,132.91  | \$0.00      | \$2,199.17  | -\$1,499.17 | 314.17%     |
| 22200  | FUEL/OIL/LUBRICANTS    | \$1,000.00   | \$23.26     | \$20.06     | \$0.00      | \$21.30     | \$24.14     | \$20.09     | \$108.85    | \$891.15    | 10.89%      |
| 22700  | VIDEO TAPE/MEDIA       | \$6,000.00   | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$6,000.00  | 0.00%       |
| 23000  | IT SUPPLIES            | \$1,200.00   | \$310.08    | \$21.98     | \$0.00      | \$65.00     | \$397.95    | \$0.00      | \$795.01    | \$404.99    | 66.25%      |
| 23500  | AUDIO/VIDEO            | \$8,000.00   | \$2,844.88  | \$0.00      | \$1,271.63  | \$599.58    | \$434.41    | \$0.00      | \$5,150.50  | \$2,849.50  | 64.38%      |
| 31100  | CONSULTING SERVICES    | \$8,000.00   | \$180.00    | \$0.00      | \$500.00    | \$0.00      | \$0.00      | \$650.00    | \$1,330.00  | \$6,670.00  | 16.63%      |
| 31300  | LEGAL SERVICES         | \$500.00     | \$32.56     | \$0.00      | \$0.00      | \$200.37    | \$0.00      | \$0.00      | \$232.93    | \$267.07    | 46.59%      |
| 31500  | MAINTENANCE            | \$1,000.00   | \$0.00      | \$50.00     | \$50.00     | \$49.93     | \$3,108.92  | \$50.00     | \$3,308.85  | -\$2,308.85 | 330.89%     |
| 31600  | COMPUTER SERVICES      | \$1,000.00   | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$1,000.00  | 0.00%       |
| 31650  | DIGITIZATION SERVICES  | \$11,000.00  | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$11,000.00 | 0.00%       |
| 31700  | ADMIN/ACCOUNTING       | \$400.00     | \$5.99      | \$4.15      | \$7.08      | \$2.31      | \$13.94     | \$4.34      | \$37.81     | \$362.19    | 9.45%       |
| 32100  | TELEPHONE              | \$3,000.00   | \$203.09    | \$0.00      | \$407.08    | \$188.73    | \$0.00      | \$392.68    | \$1,191.58  | \$1,808.42  | 39.72%      |
| 32150  | CABLE TV SERVICE       | \$300.00     | \$41.56     | \$20.78     | \$31.09     | \$31.09     | \$31.09     | \$31.09     | \$186.70    | \$113.30    | 62.23%      |
| 32200  | POSTAGE                | \$700.00     | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$700.00    | 0.00%       |
| 32300  | TRAVEL EXPENSE         | \$1,500.00   | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$1,500.00  | 0.00%       |

| Object Object Descr         | 2017<br>Budget | Jan.        | Feb.        | Mar.        | Apr.        | May         | June        | YTD<br>Amount | 2017<br>YTD<br>Balance | 2017<br>%YTD<br>Budget |
|-----------------------------|----------------|-------------|-------------|-------------|-------------|-------------|-------------|---------------|------------------------|------------------------|
| 32400 PROFESSIONAL DEVELOP. | \$800.00       | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$0.00        | \$800.00               | 0.00%                  |
| 32600 FREIGHT/DELIVERY      | \$100.00       | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$0.00        | \$100.00               | 0.00%                  |
| 36300 OTHER EQUIP/FURNITURE | \$6,000.00     | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$0.00        | \$6,000.00             | 0.00%                  |
| 37100 REAL ESTATE           | \$3,000.00     | \$1.08      | -\$86.80    | -\$124.52   | -\$95.44    | -\$95.44    | -\$95.44    | -\$496.56     | \$3,496.56             | -16.55%                |
| 39100 DUES/INSTITUTIONAL    | \$3,000.00     | \$1,200.00  | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$1,200.00    | \$1,800.00             | 40.00%                 |
| 39500 EDUCATIONAL/LICENSIN  | \$200.00       | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$0.00        | \$200.00               | 0.00%                  |
| 39600 COMMUNITY NEWS        | \$12,000.00    | \$0.00      | \$3,000.00  | \$0.00      | \$0.00      | \$3,000.00  | \$0.00      | \$6,000.00    | \$6,000.00             | 50.00%                 |
| 44100 FURNITURE             | \$1,000.00     | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$164.97    | \$0.00      | \$164.97      | \$835.03               | 16.50%                 |
| 44450 BUILDING RENOVATION   | \$0.00         | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$14,000.00 | \$14,000.00   | -\$14,000.00           | 0.00%                  |
| 44700 EQUIPMENT - CATS      | \$147,000.00   | \$0.00      | \$0.00      | \$369.70    | \$0.00      | \$0.00      | \$0.00      | \$369.70      | \$146,630.30           | 0.25%                  |
|                             | \$703,787.16   | \$46,530.40 | \$38,298.40 | \$50,487.21 | \$38,411.39 | \$46,390.79 | \$51,925.94 | \$272,044.13  | \$431,743.03           | 38.65%                 |



**MONROE COUNTY PUBLIC LIBRARY**

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**Gen. Obligation Bond Budget & Expenditure 2016**

January 1, 2017 to June 30, 2017

6 months = 50.0%

| Object | Object Descr      | 2017<br>Budget | Jan.        | Feb.       | Mar.        | Apr.        | May        | June        | YTD<br>Amount | 2017<br>YTD<br>Balance | 2017<br>%YTD<br>Budget |
|--------|-------------------|----------------|-------------|------------|-------------|-------------|------------|-------------|---------------|------------------------|------------------------|
| 31100  | CONSULTING        | \$0.00         | \$0.00      | \$0.00     | \$2,200.00  | \$0.00      | \$0.00     | \$0.00      | \$2,200.00    | -\$2,200.00            | 0.00%                  |
| 31200  | ENGINEERING/ARCHI | \$0.00         | \$0.00      | \$0.00     | \$7,350.00  | \$2,500.00  | \$0.00     | \$2,750.00  | \$12,600.00   | -\$12,600.00           | 0.00%                  |
| 31500  | MAINTENANCE       | \$0.00         | \$1,006.45  | \$650.00   | \$0.00      | \$1,300.00  | \$0.00     | \$1,300.00  | \$4,256.45    | -\$4,256.45            | 0.00%                  |
| 44452  | BLDG LONG-TERM    | \$0.00         | \$539.97    | \$1,238.89 | \$5,422.57  | \$7,105.66  | \$0.00     | \$49,831.25 | \$64,138.34   | -\$64,138.34           | 0.00%                  |
| 44600  | IT EQUIPMENT      | \$0.00         | \$1,848.49  | \$2,687.00 | \$12,372.98 | \$1,768.00  | \$2,574.00 | \$14,340.93 | \$35,591.40   | -\$35,591.40           | 0.00%                  |
| 44650  | IT SOFTWARE       | \$0.00         | \$800.00    | \$96.00    | \$1,572.00  | \$614.18    | \$119.98   | \$120.00    | \$3,322.16    | -\$3,322.16            | 0.00%                  |
| 44700  | EQUIPMENT - CATS  | \$0.00         | \$17,755.90 | \$282.97   | \$19,279.77 | \$0.00      | \$1,136.23 | \$0.00      | \$38,454.87   | -\$38,454.87           | 0.00%                  |
|        |                   | \$0.00         | \$21,950.81 | \$4,954.86 | \$48,197.32 | \$13,287.84 | \$3,830.21 | \$68,342.18 | \$160,563.22  | -\$160,563.22          | 0.00%                  |

**MONROE COUNTY PUBLIC LIBRARY**

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**Expenditure Summary compared to last year**

**2017 compared to 2016: Period Ending June**

| Fund | Fund Descr       | 2017 Budget     | June 2017<br>2017 Amt | June 2017<br>YTD Amt | 2016 Budget     | June 2016<br>2016 Amt | June 2016<br>YTD Amt | %Last YR<br>YTD Diff |
|------|------------------|-----------------|-----------------------|----------------------|-----------------|-----------------------|----------------------|----------------------|
| 001  | OPERATING        | \$8,836,799.70  | \$680,778.33          | \$4,169,855.32       | \$8,455,883.89  | \$629,910.69          | \$3,882,709.05       | 7.40%                |
| 002  | JAIL             | \$0.00          | \$944.67              | \$2,829.70           | \$0.00          | \$768.35              | \$3,024.38           | -6.44%               |
| 003  | CLEARING         | \$0.00          | \$0.00                | \$0.00               | \$0.00          | \$0.00                | \$0.00               | 0.00%                |
| 004  | GIFT             | \$0.00          | \$0.00                | \$419.21             | \$0.00          | \$140.00              | \$573.14             | -26.86%              |
| 005  | PLAC             | \$0.00          | \$0.00                | \$3,315.00           | \$0.00          | \$0.00                | \$4,615.00           | -28.17%              |
| 006  | RETIREEES        | \$0.00          | \$0.00                | \$0.00               | \$0.00          | \$88.25               | \$529.50             | -100.00%             |
| 007  | LIRF             | \$525,000.00    | \$0.00                | \$0.00               | \$350,000.00    | \$383.89              | \$13,854.66          | -100.00%             |
| 008  | DEBT SERVICE     | \$688,500.00    | \$343,400.00          | \$343,400.00         | \$730,000.00    | \$349,826.67          | \$349,826.67         | -1.84%               |
| 009  | RAINY DAY        | \$150,000.00    | \$0.00                | \$0.00               | \$324,500.00    | \$0.00                | \$0.00               | 0.00%                |
| 010  | PAYROLL          | \$0.00          | \$361,989.44          | \$2,325,617.70       | \$0.00          | \$343,033.05          | \$2,221,562.71       | 4.68%                |
| 011  | INVESTMENT-GIFT  | \$0.00          | \$0.00                | \$0.00               | \$0.00          | \$0.00                | \$0.00               | 0.00%                |
| 012  | TEEN COUNCIL     | \$0.00          | \$0.00                | \$0.00               | \$0.00          | \$0.00                | \$0.00               | 0.00%                |
| 015  | LSTA             | \$0.00          | \$0.00                | \$0.00               | \$0.00          | \$0.00                | \$0.00               | 0.00%                |
| 016  | GIFT-RESTRICED   | \$0.00          | \$15,412.19           | \$61,459.77          | \$0.00          | \$14,469.49           | \$58,201.76          | 5.60%                |
| 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          | \$13,147.66           | \$67,611.44          | \$0.00          | \$9,048.93            | \$62,105.97          | 8.86%                |
| 020  | SPECIAL REVENUE  | \$703,787.16    | \$51,925.94           | \$272,044.13         | \$615,509.07    | \$41,520.13           | \$260,014.68         | 4.63%                |
| 021  | CAPITAL PROJECTS | \$0.00          | \$0.00                | \$0.00               | \$0.00          | \$0.00                | \$0.00               | 0.00%                |
| 022  | GATES            | \$0.00          | \$0.00                | \$0.00               | \$0.00          | \$0.00                | \$0.00               | 0.00%                |
| 023  | LSTA-CIVIL WAR   | \$0.00          | \$0.00                | \$0.00               | \$0.00          | \$0.00                | \$0.00               | 0.00%                |
| 024  | FINRA GRANT      | \$0.00          | \$0.00                | \$0.00               | \$0.00          | \$0.00                | \$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          | \$6,649.39            | \$36,036.94          | -100.00%             |
| 029  | GO BOND 2016     | \$0.00          | \$68,342.18           | \$160,563.22         | \$0.00          | \$6,814.91            | \$65,732.14          | 144.27%              |
|      |                  | \$10,904,086.86 | \$1,535,940.41        | \$7,407,115.49       | \$10,475,892.96 | \$1,402,653.75        | \$6,958,786.60       | 6.44%                |

**MONROE COUNTY PUBLIC LIBRARY**

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

| Source Descr       | 2017 YTD Budget | Jan        | Feb          | Mar          | April        | May          | June           | 2017 YTD Amt   | 2017 YTD Balance | 2017 % of Budget |
|--------------------|-----------------|------------|--------------|--------------|--------------|--------------|----------------|----------------|------------------|------------------|
| Fund 001 OPERATING |                 |            |              |              |              |              |                |                |                  |                  |
| PROPERTY           | \$5,799,004.00  | \$0.00     | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$3,206,773.74 | \$3,206,773.74 | \$2,592,230.26   | 55.30%           |
| INTANGIBLES TAX    | \$18,023.00     | \$0.00     | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$9,575.68     | \$9,575.68     | \$8,447.32       | 53.13%           |
| LICENSE EXCISE TAX | \$323,852.00    | \$0.00     | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$192,353.40   | \$192,353.40   | \$131,498.60     | 59.40%           |
| LOCAL/COUNTY       | \$2,198,787.00  | \$0.00     | \$366,464.50 | \$183,232.25 | \$183,232.25 | \$183,232.25 | \$183,232.25   | \$1,099,393.50 | \$1,099,393.50   | 50.00%           |
| COMMERCIAL         | \$42,510.00     | \$0.00     | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$20,749.60    | \$20,749.60    | \$21,760.40      | 48.81%           |
| US FORESTRY FUND   | \$0.00          | \$0.00     | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00         | \$0.00           | 0.00%            |
| ELL                | \$0.00          | \$525.25   | \$513.30     | \$709.94     | \$594.40     | \$478.30     | \$478.00       | \$3,299.19     | -\$3,299.19      | 0.00%            |
| LOST/DAMAGED       | \$0.00          | \$1,306.22 | \$1,323.78   | \$1,808.55   | \$1,421.25   | \$1,114.29   | \$1,208.37     | \$8,182.46     | -\$8,182.46      | 0.00%            |
| FINES              | \$150,000.00    | \$9,032.48 | \$7,593.29   | \$7,554.26   | \$6,367.87   | \$7,075.57   | \$7,002.71     | \$44,626.18    | \$105,373.82     | 30.81%           |
| COLLECTION         | \$0.00          | \$0.00     | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00         | \$0.00           | 0.00%            |
| BLGTN COPIERS &    | \$12,500.00     | \$929.25   | \$1,304.75   | \$2,005.79   | \$1,389.72   | \$1,567.86   | \$1,570.16     | \$8,767.53     | \$3,732.47       | 70.59%           |
| MISCELLANEOUS      | \$0.00          | \$50.90    | -\$50.00     | \$2.40       | \$49.95      | \$90.09      | \$0.00         | \$143.34       | -\$143.34        | 0.00%            |
| PUBLIC LIBRARY     | \$0.00          | \$0.00     | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00         | \$0.00           | 0.00%            |
| MEETING ROOM       | \$0.00          | \$0.00     | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00         | \$0.00           | 0.00%            |
| GARNISHMENT FEES   | \$0.00          | \$7.74     | \$7.74       | \$3.78       | \$2.52       | \$2.52       | \$2.52         | \$26.82        | -\$26.82         | 0.00%            |
| E-RATE RECEIPTS    | \$0.00          | \$7,155.84 | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$7,155.84     | -\$7,155.84      | 0.00%            |
| PLAC DISTRIBUTION  | \$12,500.00     | \$0.00     | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$15,123.22    | \$15,123.22    | -\$2,623.22      | 120.99%          |
| REALESTATE         | \$0.00          | \$0.00     | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00         | \$0.00           | 0.00%            |
| STATE              | \$0.00          | \$0.00     | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00         | \$0.00           | 0.00%            |
| READER PRINTER     | \$0.00          | \$7.25     | \$17.90      | \$25.86      | \$9.80       | \$14.95      | \$0.00         | \$75.76        | -\$75.76         | 0.00%            |
| OBITS              | \$0.00          | \$107.00   | \$50.00      | \$126.00     | \$36.00      | \$66.00      | \$62.45        | \$447.45       | -\$447.45        | 0.00%            |
| COIN TELEPHONE     | \$0.00          | \$0.00     | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00         | \$0.00           | 0.00%            |
| INTEREST FROM      | \$0.00          | \$3,362.36 | \$2,816.55   | \$3,607.75   | \$3,289.38   | \$3,155.64   | \$3,384.14     | \$19,615.82    | -\$19,615.82     | 0.00%            |
| TEMPORARY LOANS    | \$0.00          | \$0.00     | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00         | \$0.00           | 0.00%            |
| INVESTMENT         | \$4,000.00      | \$1,007.93 | \$1,034.45   | \$881.88     | \$1,064.55   | \$1,377.51   | \$1,357.34     | \$6,723.66     | -\$2,723.66      | 168.09%          |
| CABLE ACCESS FEES  | \$0.00          | \$0.00     | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00         | \$0.00           | 0.00%            |
| CABLE ACCESS FEES  | \$0.00          | \$0.00     | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00         | \$0.00           | 0.00%            |
| CABLE ACCESS FEES  | \$0.00          | \$0.00     | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00         | \$0.00           | 0.00%            |
| MCPL OPERATING     | \$0.00          | \$0.00     | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00         | \$0.00           | 0.00%            |

| Source Descr               | 2017 YTD Budget | Jan         | Feb          | Mar          | April        | May          | June           | 2017 YTD Amt   | 2017 YTD Balance | 2017 % of Budget |
|----------------------------|-----------------|-------------|--------------|--------------|--------------|--------------|----------------|----------------|------------------|------------------|
| RENT INCOME                | \$4,000.00      | \$1,800.00  | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$1,800.00     | \$3,600.00     | \$400.00         | 90.00%           |
| LSTA INKIND GRANT          | \$0.00          | \$0.00      | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00         | \$0.00           | 0.00%            |
| Fund 001 OPERATING         | \$8,565,176.00  | \$25,292.22 | \$381,076.26 | \$199,958.46 | \$197,457.69 | \$198,174.98 | \$3,644,673.58 | \$4,646,633.19 | \$3,918,542.81   | 54.27%           |
| Fund 002 JAIL              |                 |             |              |              |              |              |                |                |                  |                  |
| RECEIPTS                   | \$0.00          | \$0.00      | \$6,000.00   | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$6,000.00     | -\$6,000.00      | 0.00%            |
| Fund 002 JAIL              | \$0.00          | \$0.00      | \$6,000.00   | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$6,000.00     | -\$6,000.00      | 0.00%            |
| Fund 003 CLEARING          |                 |             |              |              |              |              |                |                |                  |                  |
| CONFERENCE/RECEI           | \$0.00          | \$0.00      | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00         | \$0.00           | 0.00%            |
| MISCELLANEOUS              | \$0.00          | \$0.00      | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00         | \$0.00           | 0.00%            |
| REALESTATE                 | \$0.00          | \$0.00      | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00         | \$0.00           | 0.00%            |
| YMCA RECEIPTS              | \$0.00          | \$0.00      | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00         | \$0.00           | 0.00%            |
| PHONE                      | \$0.00          | \$0.00      | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00         | \$0.00           | 0.00%            |
| MCPLF CC RECEIPTS          | \$0.00          | \$0.00      | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00         | \$0.00           | 0.00%            |
| MCPLF RECEIPTS             | \$0.00          | \$0.00      | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00         | \$0.00           | 0.00%            |
| ILL FINES/FEES             | \$0.00          | \$0.00      | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00         | \$0.00           | 0.00%            |
| REIMBURSEMENT/CL           | \$0.00          | \$0.00      | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00         | \$0.00           | 0.00%            |
| INSURANCE/COBRA            | \$0.00          | \$0.00      | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00         | \$0.00           | 0.00%            |
| FEMA/CLEARING FUND         | \$0.00          | \$0.00      | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00         | \$0.00           | 0.00%            |
| INSURANCE/CLAIMS-          | \$0.00          | \$0.00      | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00         | \$0.00           | 0.00%            |
| Fund 003 CLEARING          | \$0.00          | \$0.00      | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00         | \$0.00           | 0.00%            |
| Fund 004 GIFT UNRESTRICTED |                 |             |              |              |              |              |                |                |                  |                  |
| MISCELLANEOUS              | \$0.00          | \$0.00      | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00         | \$0.00           | 0.00%            |
| INTEREST FROM              | \$0.00          | \$0.00      | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00         | \$0.00           | 0.00%            |
| TRANSFER FROM              | \$0.00          | \$0.00      | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00         | \$0.00           | 0.00%            |
| UNRESTRICTED GIFT          | \$0.00          | \$115.75    | \$160.26     | \$472.96     | \$668.16     | \$144.76     | \$5,093.39     | \$6,655.28     | -\$6,655.28      | 0.00%            |
| INTEREST/DIVIDEND          | \$0.00          | \$0.00      | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00         | \$0.00           | 0.00%            |
| Fund 004 GIFT              | \$0.00          | \$115.75    | \$160.26     | \$472.96     | \$668.16     | \$144.76     | \$5,093.39     | \$6,655.28     | -\$6,655.28      | 0.00%            |
| Fund 005 PLAC              |                 |             |              |              |              |              |                |                |                  |                  |
| PUBLIC LIBRARY             | \$0.00          | \$650.00    | \$715.00     | \$650.00     | \$520.00     | \$455.00     | \$845.00       | \$3,835.00     | -\$3,835.00      | 0.00%            |
| Fund 005 PLAC              | \$0.00          | \$650.00    | \$715.00     | \$650.00     | \$520.00     | \$455.00     | \$845.00       | \$3,835.00     | -\$3,835.00      | 0.00%            |
| Fund 006 RETIREES          |                 |             |              |              |              |              |                |                |                  |                  |

| Source Descr          | 2017 YTD Budget | Jan          | Feb          | Mar          | April        | May          | June         | 2017 YTD Amt   | 2017 YTD Balance | 2017 % of Budget |
|-----------------------|-----------------|--------------|--------------|--------------|--------------|--------------|--------------|----------------|------------------|------------------|
| RETIREES              | \$0.00          | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00           | 0.00%            |
| Fund 006 RETIREES     | \$0.00          | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00           | 0.00%            |
| Fund 007 LIRF         |                 |              |              |              |              |              |              |                |                  |                  |
| MISCELLANEOUS         | \$0.00          | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00           | 0.00%            |
| LIRF RECEIPTS         | \$426,978.00    | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$213,498.00 | \$213,498.00   | \$213,480.00     | 50.00%           |
| INTEREST FROM         | \$0.00          | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00           | 0.00%            |
| TEMPORARY LOANS       | \$0.00          | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00           | 0.00%            |
| TRANSFER FROM         | \$0.00          | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00           | 0.00%            |
| RENT INCOME           | \$0.00          | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00           | 0.00%            |
| Fund 007 LIRF         | \$426,978.00    | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$213,498.00 | \$213,498.00   | \$213,480.00     | 50.00%           |
| Fund 008 DEBT SERVICE |                 |              |              |              |              |              |              |                |                  |                  |
| PROPERTY              | \$688,500.00    | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$377,670.13 | \$377,670.13   | \$310,829.87     | 54.85%           |
| INTANGIBLES TAX       | \$2,300.00      | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$1,120.68   | \$1,120.68     | \$1,179.32       | 48.73%           |
| LICENSE EXCISE TAX    | \$36,000.00     | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$22,511.80  | \$22,511.80    | \$13,488.20      | 62.53%           |
| COMMERCIAL            | \$5,300.00      | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$2,428.40   | \$2,428.40     | \$2,871.60       | 45.82%           |
| US FORESTRY FUND      | \$0.00          | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00           | 0.00%            |
| MISCELLANEOUS         | \$0.00          | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00           | 0.00%            |
| INTEREST FROM         | \$0.00          | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00           | 0.00%            |
| TEMPORARY LOANS       | \$0.00          | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00           | 0.00%            |
| RECEIPTS              | \$0.00          | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00           | 0.00%            |
| TRANSFER FROM         | \$0.00          | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00           | 0.00%            |
| Fund 008 DEBT         | \$732,100.00    | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$403,731.01 | \$403,731.01   | \$328,368.99     | 55.15%           |
| Fund 009 RAINY DAY    |                 |              |              |              |              |              |              |                |                  |                  |
| LOCAL/COUNTY          | \$0.00          | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00           | 0.00%            |
| INTEREST FROM         | \$0.00          | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00           | 0.00%            |
| MCPL OPERATING        | \$0.00          | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00           | 0.00%            |
| TRANSFER FROM         | \$0.00          | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00           | 0.00%            |
| Fund 009 RAINY DAY    | \$0.00          | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00           | 0.00%            |
| Fund 010 PAYROLL      |                 |              |              |              |              |              |              |                |                  |                  |
| GROSS PAYROLL         | \$0.00          | \$358,504.53 | \$371,775.27 | \$527,242.95 | \$353,651.50 | \$355,448.91 | \$358,964.07 | \$2,325,587.23 | -\$2,325,587.23  | 0.00%            |
| Fund 010 PAYROLL      | \$0.00          | \$358,504.53 | \$371,775.27 | \$527,242.95 | \$353,651.50 | \$355,448.91 | \$358,964.07 | \$2,325,587.23 | -\$2,325,587.23  | 0.00%            |

| Source Descr              | 2017 YTD Budget | Jan         | Feb          | Mar         | April       | May          | June        | 2017 YTD Amt | 2017 YTD Balance | 2017 % of Budget |
|---------------------------|-----------------|-------------|--------------|-------------|-------------|--------------|-------------|--------------|------------------|------------------|
| Fund 013 PETTY CASH       |                 |             |              |             |             |              |             |              |                  |                  |
| RECEIPTS                  | \$0.00          | \$0.00      | \$0.00       | \$0.00      | \$0.00      | \$0.00       | \$0.00      | \$0.00       | \$0.00           | 0.00%            |
| Fund 013 PETTY CASH       | \$0.00          | \$0.00      | \$0.00       | \$0.00      | \$0.00      | \$0.00       | \$0.00      | \$0.00       | \$0.00           | 0.00%            |
| Fund 014 CHANGE           |                 |             |              |             |             |              |             |              |                  |                  |
| RECEIPTS                  | \$0.00          | \$0.00      | \$0.00       | \$0.00      | \$0.00      | \$0.00       | \$0.00      | \$0.00       | \$0.00           | 0.00%            |
| Fund 014 CHANGE           | \$0.00          | \$0.00      | \$0.00       | \$0.00      | \$0.00      | \$0.00       | \$0.00      | \$0.00       | \$0.00           | 0.00%            |
| Fund 016 GIFT-RESTRICED   |                 |             |              |             |             |              |             |              |                  |                  |
| MISCELLANEOUS             | \$0.00          | \$0.00      | \$0.00       | \$0.00      | \$0.00      | \$0.00       | \$0.00      | \$0.00       | \$0.00           | 0.00%            |
| INTEREST FROM             | \$0.00          | \$0.00      | \$0.00       | \$0.00      | \$0.00      | \$0.00       | \$0.00      | \$0.00       | \$0.00           | 0.00%            |
| RECEIPTS                  | \$0.00          | \$0.00      | \$0.00       | \$14,416.71 | \$0.00      | \$0.00       | \$22,982.21 | \$37,398.92  | -\$37,398.92     | 0.00%            |
| TRANSFER FROM             | \$0.00          | \$0.00      | \$0.00       | \$0.00      | \$0.00      | \$0.00       | \$0.00      | \$0.00       | \$0.00           | 0.00%            |
| RESTRICED GIFT            | \$0.00          | \$500.00    | \$1,500.00   | \$0.00      | \$4,626.00  | \$13,948.00  | \$30.00     | \$20,604.00  | -\$20,604.00     | 0.00%            |
| INTEREST/DIVIDEND         | \$0.00          | \$0.00      | \$0.00       | \$0.00      | \$0.00      | \$0.00       | \$0.00      | \$0.00       | \$0.00           | 0.00%            |
| Fund 016 GIFT-            | \$0.00          | \$500.00    | \$1,500.00   | \$14,416.71 | \$4,626.00  | \$13,948.00  | \$23,012.21 | \$58,002.92  | -\$58,002.92     | 0.00%            |
| Fund 019 GIFT-FOUNDATION  |                 |             |              |             |             |              |             |              |                  |                  |
| MISCELLANEOUS             | \$0.00          | \$0.00      | \$0.00       | \$0.00      | \$0.00      | \$0.00       | \$0.00      | \$0.00       | \$0.00           | 0.00%            |
| RESTRICED GIFT            | \$0.00          | \$0.00      | \$0.00       | \$0.00      | \$10,750.00 | \$60,750.00  | \$0.00      | \$71,500.00  | -\$71,500.00     | 0.00%            |
| Fund 019 GIFT-            | \$0.00          | \$0.00      | \$0.00       | \$0.00      | \$10,750.00 | \$60,750.00  | \$0.00      | \$71,500.00  | -\$71,500.00     | 0.00%            |
| Fund 020 SPECIAL REVENUE  |                 |             |              |             |             |              |             |              |                  |                  |
| MISCELLANEOUS             | \$12,022.96     | \$190.00    | \$130.00     | \$240.00    | \$70.00     | \$410.00     | \$140.00    | \$1,180.00   | \$10,842.96      | 10.23%           |
| CABLE ACCESS FEES         | \$433,685.17    | \$0.00      | \$108,421.25 | \$0.00      | \$0.00      | \$108,421.25 | \$0.00      | \$216,842.50 | \$216,842.67     | 50.00%           |
| CABLE ACCESS FEES         | \$254,856.78    | \$63,714.25 | \$0.00       | \$0.00      | \$63,714.25 | \$0.00       | \$0.00      | \$127,428.50 | \$127,428.28     | 50.00%           |
| CABLE ACCESS FEES         | \$15,439.61     | \$0.00      | \$0.00       | \$3,859.75  | \$0.00      | \$0.00       | \$3,859.75  | \$7,719.50   | \$7,720.11       | 50.00%           |
| CONTRACT-                 | \$0.00          | \$0.00      | \$0.00       | \$0.00      | \$0.00      | \$0.00       | \$0.00      | \$0.00       | \$0.00           | 0.00%            |
| MCPL OPERATING            | \$0.00          | \$12,023.00 | \$0.00       | \$0.00      | \$0.00      | \$0.00       | \$0.00      | \$12,023.00  | -\$12,023.00     | 0.00%            |
| Fund 020 SPECIAL          | \$716,004.52    | \$75,927.25 | \$108,551.25 | \$4,099.75  | \$63,784.25 | \$108,831.25 | \$3,999.75  | \$365,193.50 | \$350,811.02     | 51.01%           |
| Fund 021 CAPITAL PROJECTS |                 |             |              |             |             |              |             |              |                  |                  |
| PROPERTY                  | \$0.00          | \$0.00      | \$0.00       | \$0.00      | \$0.00      | \$0.00       | \$0.00      | \$0.00       | \$0.00           | 0.00%            |
| INTANGIBLES TAX           | \$0.00          | \$0.00      | \$0.00       | \$0.00      | \$0.00      | \$0.00       | \$0.00      | \$0.00       | \$0.00           | 0.00%            |
| LICENSE EXCISE TAX        | \$0.00          | \$0.00      | \$0.00       | \$0.00      | \$0.00      | \$0.00       | \$0.00      | \$0.00       | \$0.00           | 0.00%            |

| Source Descr                  | 2017 YTD Budget | Jan          | Feb          | Mar          | April        | May          | June           | 2017 YTD Amt   | 2017 YTD Balance | 2017 % of Budget |
|-------------------------------|-----------------|--------------|--------------|--------------|--------------|--------------|----------------|----------------|------------------|------------------|
| COMMERCIAL                    | \$0.00          | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00         | \$0.00           | 0.00%            |
| INTEREST FROM                 | \$0.00          | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00         | \$0.00           | 0.00%            |
| TEMPORARY LOANS               | \$0.00          | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00         | \$0.00           | 0.00%            |
| Fund 021 CAPITAL              | \$0.00          | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00         | \$0.00           | 0.00%            |
| Fund 024 FINRA GRANT          |                 |              |              |              |              |              |                |                |                  |                  |
| RECEIPTS                      | \$0.00          | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00         | \$0.00           | 0.00%            |
| Fund 024 FINRA GRANT          | \$0.00          | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00         | \$0.00           | 0.00%            |
| Fund 026 G O BOND             |                 |              |              |              |              |              |                |                |                  |                  |
| BOND SALE                     | \$0.00          | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00         | \$0.00           | 0.00%            |
| Fund 026 G O BOND             | \$0.00          | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00         | \$0.00           | 0.00%            |
| Fund 027 COMMUNITY FDTN GRANT |                 |              |              |              |              |              |                |                |                  |                  |
| RECEIPTS                      | \$0.00          | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00         | \$0.00           | 0.00%            |
| Fund 027                      | \$0.00          | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00         | \$0.00           | 0.00%            |
| Fund 028 FINRA 2014           |                 |              |              |              |              |              |                |                |                  |                  |
| RECEIPTS                      | \$0.00          | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00         | \$0.00           | 0.00%            |
| TRANSFER FROM                 | \$0.00          | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00         | \$0.00           | 0.00%            |
| Fund 028 FINRA 2014           | \$0.00          | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00         | \$0.00           | 0.00%            |
| Fund 029 GO BOND 2016         |                 |              |              |              |              |              |                |                |                  |                  |
| RECEIPTS                      | \$0.00          | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00         | \$0.00           | 0.00%            |
| Fund 029 GO BOND              | \$0.00          | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00       | \$0.00         | \$0.00         | \$0.00           | 0.00%            |
|                               | \$10,440,258.52 | \$460,989.75 | \$869,778.04 | \$746,840.83 | \$631,457.60 | \$737,752.90 | \$4,653,817.01 | \$8,100,636.13 | \$2,339,622.39   | 77.61%           |

**MONROE COUNTY PUBLIC LIBRARY**

**Cash Balances by fund**

Current Period: June 2017

| FUND Descr                 | 06/01/17       | MTD<br>Debit   | MTD<br>Credit  | 06/30/17       | Bal Sht Descr              | Act Status |
|----------------------------|----------------|----------------|----------------|----------------|----------------------------|------------|
| OPERATING                  | \$11,598.46    | \$7,046.49     | \$94.43        | \$18,550.52    | OLD NATIONAL BANK CHECKING | Active     |
| OPERATING                  | \$11,603.90    | \$5,335.39     | \$436.94       | \$16,502.35    | GERMAN AMER./CHECKING      | Active     |
| OPERATING                  | -\$237,512.34  | \$3,671,115.12 | \$3,312,540.40 | \$121,062.38   | MAINSOURCE CHECKING        | Active     |
| OPERATING                  | \$42,591.87    | \$2,456,789.55 | \$42,591.87    | \$2,456,789.55 | MAINSOURCE SAVINGS         | Active     |
| OPERATING                  | \$3,000.00     | \$381.15       | \$0.00         | \$3,381.15     | ONB CD INVESTMENT          | Active     |
| OPERATING                  | \$7,665.89     | \$976.19       | \$0.00         | \$8,642.08     | INVEST. CD/MAINSOURCE      | Active     |
| Fund 001 OPERATING         | -\$161,052.22  | \$6,141,643.89 | \$3,355,663.64 | \$2,624,928.03 |                            |            |
| JAIL                       | \$4,114.97     | \$0.00         | \$944.67       | \$3,170.30     | MAINSOURCE CHECKING        | Active     |
| Fund 002 JAIL              | \$4,114.97     | \$0.00         | \$944.67       | \$3,170.30     |                            |            |
| GIFT UNRESTRICTED          | \$858.17       | \$5,089.89     | \$0.00         | \$5,948.06     | OLD NATIONAL BANK CHECKING | Active     |
| GIFT UNRESTRICTED          | \$11.00        | \$3.50         | \$0.00         | \$14.50        | GERMAN AMER./CHECKING      | Active     |
| GIFT UNRESTRICTED          | \$7,163.04     | \$0.00         | \$0.00         | \$7,163.04     | MAINSOURCE CHECKING        | Active     |
| Fund 004 GIFT UNRESTRICTED | \$8,032.21     | \$5,093.39     | \$0.00         | \$13,125.60    |                            |            |
| PLAC                       | \$390.00       | \$260.00       | \$0.00         | \$650.00       | OLD NATIONAL BANK CHECKING | Active     |
| PLAC                       | \$715.00       | \$585.00       | \$0.00         | \$1,300.00     | GERMAN AMER./CHECKING      | Active     |
| PLAC                       | -\$130.00      | \$0.00         | \$0.00         | -\$130.00      | MAINSOURCE CHECKING        | Active     |
| Fund 005 PLAC              | \$975.00       | \$845.00       | \$0.00         | \$1,820.00     |                            |            |
| LIRF                       | \$43,564.03    | \$213,498.00   | \$230,000.00   | \$27,062.03    | MAINSOURCE CHECKING        | Active     |
| LIRF                       | \$850,708.56   | \$230,000.00   | \$0.00         | \$1,080,708.56 | MAINSOURCE SAVINGS         | Active     |
| LIRF                       | \$1,197,735.57 | \$0.00         | \$0.00         | \$1,197,735.57 | INVEST. CD/MAINSOURCE      | Active     |
| Fund 007 LIRF              | \$2,092,008.16 | \$443,498.00   | \$230,000.00   | \$2,305,506.16 |                            |            |
| DEBT SERVICE               | \$76,000.00    | \$136,594.59   | \$76,000.00    | \$136,594.59   | MAINSOURCE SAVINGS         | Active     |
| Fund 008 DEBT SERVICE      | \$76,000.00    | \$136,594.59   | \$76,000.00    | \$136,594.59   |                            |            |
| RAINY DAY                  | \$20,384.18    | \$0.00         | \$0.00         | \$20,384.18    | MAINSOURCE CHECKING        | Active     |
| RAINY DAY                  | \$1,116,269.19 | \$0.00         | \$0.00         | \$1,116,269.19 | MAINSOURCE SAVINGS         | Active     |
| RAINY DAY                  | \$500,000.00   | \$0.00         | \$0.00         | \$500,000.00   | ONB CD INVESTMENT          | Active     |
| Fund 009 RAINY DAY         | \$1,636,653.37 | \$0.00         | \$0.00         | \$1,636,653.37 |                            |            |
| PAYROLL                    | \$11,261.72    | \$358,964.07   | \$361,989.44   | \$8,236.35     | MAINSOURCE CHECKING        | Active     |
| Fund 010 PAYROLL           | \$11,261.72    | \$358,964.07   | \$361,989.44   | \$8,236.35     |                            |            |
| GIFT-RESTRICED             | \$9,337.00     | \$22,982.21    | \$0.00         | \$32,319.21    | OLD NATIONAL BANK CHECKING | Active     |
| GIFT-RESTRICED             | \$50,831.42    | \$30.00        | \$15,412.19    | \$35,449.23    | MAINSOURCE CHECKING        | Active     |
| Fund 016 GIFT-RESTRICED    | \$60,168.42    | \$23,012.21    | \$15,412.19    | \$67,768.44    |                            |            |
| GIFT-FOUNDATION            | \$10,750.00    | \$220.00       | \$0.00         | \$10,970.00    | OLD NATIONAL BANK CHECKING | Active     |
| GIFT-FOUNDATION            | \$47,730.21    | \$449.38       | \$13,817.04    | \$34,362.55    | MAINSOURCE CHECKING        | Active     |
| Fund 019 GIFT-FOUNDATION   | \$58,480.21    | \$669.38       | \$13,817.04    | \$45,332.55    |                            |            |
| SPECIAL REVENUE            | \$0.00         | \$3,859.75     | \$0.00         | \$3,859.75     | OLD NATIONAL BANK CHECKING | Active     |



| FUND Descr               | 06/01/17       | MTD<br>Debit   | MTD<br>Credit  | 06/30/17       | Bal Sht Descr         | Act Status |
|--------------------------|----------------|----------------|----------------|----------------|-----------------------|------------|
| SPECIAL REVENUE          | \$541.54       | \$140.00       | \$4.34         | \$677.20       | GERMAN AMER./CHECKING | Active     |
| SPECIAL REVENUE          | \$183,561.40   | \$95.44        | \$132,017.04   | \$51,639.80    | MAINSOURCE CHECKING   | Active     |
| SPECIAL REVENUE          | \$575,000.00   | \$80,000.00    | \$0.00         | \$655,000.00   | MAINSOURCE SAVINGS    | Active     |
| Fund 020 SPECIAL REVENUE | \$759,102.94   | \$84,095.19    | \$132,021.38   | \$711,176.75   |                       |            |
| GO BOND 2016             | \$137,538.92   | \$181,408.13   | \$168,342.18   | \$150,604.87   | MAINSOURCE CHECKING   | Active     |
| GO BOND 2016             | \$1,500,886.39 | \$100,000.00   | \$181,408.13   | \$1,419,478.26 | MAINSOURCE SAVINGS    | Active     |
| Fund 029 GO BOND 2016    | \$1,638,425.31 | \$281,408.13   | \$349,750.31   | \$1,570,083.13 |                       |            |
|                          | \$6,184,170.09 | \$7,475,823.85 | \$4,535,598.67 | \$9,124,395.27 |                       |            |

**MONROE COUNTY PUBLIC LIBRARY**

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**ONB CHECKING**

**06300 ONB/MONROE**

**June 2017**

**Account Summary**

|                      |                                   |             |
|----------------------|-----------------------------------|-------------|
| Beginning Balance on | 6/1/2017                          | \$32,933.63 |
| +                    |                                   | \$39,458.34 |
| -                    | Payments (Checks and Withdrawals) | \$94.43     |
| Ending Balance as of | 6/30/2017                         | \$72,297.54 |

**Check Book**

|        |             |                   |             |
|--------|-------------|-------------------|-------------|
| Active | G 001-06300 | OPERATING         | \$18,550.52 |
| Active | G 002-06300 | JAIL              | \$0.00      |
| Active | G 003-06300 | CLEARING          | \$0.00      |
| Active | G 004-06300 | GIFT UNRESTRICTED | \$5,948.06  |
| Active | G 005-06300 | PLAC              | \$650.00    |
| 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    | \$32,319.21 |
| Active | G 019-06300 | GIFT-FOUNDATION   | \$10,970.00 |
| Active | G 020-06300 | SPECIAL REVENUE   | \$3,859.75  |
| 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 **\$72,297.54**

|                  |             |
|------------------|-------------|
| Beginng Balance  | \$32,933.63 |
| + Total Deposits | \$39,458.34 |
| - Checks Written | \$94.43     |

Check Book **\$72,297.54**

Difference **\$0.00**

MONROE COUNTY PUBLIC LIBRARY

\*Check Reconciliation©

GERMAN-AMER/CHECKING

06400 GER AME/UC

June 2017

Account Summary

|                      |                                   |             |
|----------------------|-----------------------------------|-------------|
| Beginning Balance on | 6/1/2017                          | \$12,871.44 |
| +                    |                                   | \$6,059.55  |
| -                    | Payments (Checks and Withdrawals) | \$436.94    |
| Ending Balance as of | 6/30/2017                         | \$18,494.05 |

Check Book

|        |             |                   |             |
|--------|-------------|-------------------|-------------|
| Active | G 001-06400 | OPERATING         | \$16,502.35 |
| Active | G 003-06400 | CLEARING          | \$0.00      |
| Active | G 004-06400 | GIFT UNRESTRICTED | \$14.50     |
| Active | G 005-06400 | PLAC              | \$1,300.00  |
| Active | G 007-06400 | LIRF              | \$0.00      |
| Active | G 009-06400 | RAINY DAY         | \$0.00      |
| Active | G 016-06400 | GIFT-RESTRICED    | \$0.00      |
| Active | G 020-06400 | SPECIAL REVENUE   | \$677.20    |
| Active | G 029-06400 | GO BOND 2016      | \$0.00      |
|        |             | Cash Balance      | \$18,494.05 |

|                  |             |
|------------------|-------------|
| Beginng Balance  | \$12,871.44 |
| + Total Deposits | \$6,059.55  |
| - Checks Written | \$436.94    |

|            |             |
|------------|-------------|
| Check Book | \$18,494.05 |
| Difference | \$0.00      |

**MONROE COUNTY PUBLIC LIBRARY**

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**\*Check Reconciliation©  
MAINSOURCE CHECKING  
06600 MAINSO CKG  
June 2017**

**Account Summary**

|                      |                                   |                |
|----------------------|-----------------------------------|----------------|
| Beginning Balance on | 6/1/2017                          | \$281,508.80   |
| +                    |                                   | \$4,545,092.44 |
| -                    | Payments (Checks and Withdrawals) | \$4,265,463.12 |
| Ending Balance as of | 6/30/2017                         | \$561,138.12   |

**Check Book**

|        |             |                   |              |
|--------|-------------|-------------------|--------------|
| Active | G 001-06600 | OPERATING         | \$121,062.38 |
| Active | G 002-06600 | JAIL              | \$3,170.30   |
| Active | G 003-06600 | CLEARING          | \$0.00       |
| Active | G 004-06600 | GIFT UNRESTRICTED | \$7,163.04   |
| Active | G 005-06600 | PLAC              | -\$130.00    |
| Active | G 006-06600 | RETIREEES         | \$0.00       |
| Active | G 007-06600 | LIRF              | \$27,062.03  |
| Active | G 008-06600 | DEBT SERVICE      | \$0.00       |
| Active | G 009-06600 | RAINY DAY         | \$20,384.18  |
| Active | G 010-06600 | PAYROLL           | \$8,236.35   |
| Active | G 016-06600 | GIFT-RESTRICED    | \$35,449.23  |
| Active | G 017-06600 | LEVY EXCESS       | \$0.00       |
| Active | G 019-06600 | GIFT-FOUNDATION   | \$34,362.55  |
| Active | G 020-06600 | SPECIAL REVENUE   | \$51,639.80  |
| 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      | \$150,604.87 |

Cash Balance **\$459,004.73**

|                  |                |
|------------------|----------------|
| Beginng Balance  | \$281,508.80   |
| + Total Deposits | \$4,545,092.44 |
| - Checks Written | \$4,367,596.51 |

|            |              |
|------------|--------------|
| Check Book | \$459,004.73 |
| O/S Checks | \$102,133.39 |

**MONROE COUNTY PUBLIC LIBRARY**

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**MAINSOURCE SAVINGS**  
**06610 MAINSO SAV**  
**June 2017**

**Account Summary**

|                      |                                   |                |
|----------------------|-----------------------------------|----------------|
| Beginning Balance on | 6/1/2017                          | \$4,161,456.01 |
| +                    |                                   | \$3,003,384.14 |
| -                    | Payments (Checks and Withdrawals) | \$300,000.00   |
| Ending Balance as of | 6/30/2017                         | \$6,864,840.15 |

**Check Book**

|        |             |                   |                |
|--------|-------------|-------------------|----------------|
| Active | G 001-06610 | OPERATING         | \$2,456,789.55 |
| 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 | RETIREEES         | \$0.00         |
| Active | G 007-06610 | LIRF              | \$1,080,708.56 |
| Active | G 008-06610 | DEBT SERVICE      | \$136,594.59   |
| 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   | \$655,000.00   |
| 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      | \$1,419,478.26 |

Cash Balance **\$6,864,840.15**

|                  |                |
|------------------|----------------|
| Beginng Balance  | \$4,161,456.01 |
| + Total Deposits | \$3,003,384.14 |
| - Checks Written | \$300,000.00   |

|            |                |
|------------|----------------|
| Check Book | \$6,864,840.15 |
| Difference | \$0.00         |

TO: Monroe County Public Library – Board of Trustees  
FROM: Kyle Wickemeyer-Hardy, Human Resources Manager  
RE: Personnel Report  
DATE July 19, 2017

### Beginning Employment

- Shelby Mass, Customer Service, Information Assistant, Pay Grade 3, 20 hours per week effective June 26, 2017.
- Rachel Icenogle, Building Services, Custodian, Pay Grade 3, 20 hours per week effective June 26, 2017.
- Michael Turpin, Access & Content Services, Material Handler, Pay Grade 1, 15 hours per week effective June 26, 2017.
- Rachel Valliere, Access & Content Services, Material Handler, Pay Grade 1, 15 hours per week effective June 26, 2017.
- Will Meulbrock, Access & Content Services, Material Handler, Pay Grade 1, 15 hours per week effective June 26, 2017.
- Katelynn Hughes, Access & Content Services, Material Handler, Pay Grade 1, 15 hours per week effective June 26, 2017.
- Courtney Holschuh, Access & Content Services, Material Handler, Pay Grade 1, 15 hours per week effective June 29, 2017.

### Ending Employment

- Amber McGarr, Access & Content Services, Material Handler, Pay Grade 1, 15 hours per week effective June 10, 2017.
- Jennifer Speer, Access & Content Services, Material Handler, Pay Grade 1, 15 hours per week effective June 14, 2017.
- Debbie Lang, Access & Content Services, Material Handler, Pay Grade 1, 15 hours per week effective June 13, 2017.
- Becky Fyolek, Community Engagement, Subject Expert, Pay Grade 8, 37.5 hours per week effective June 23, 2017.
- Polly O'Shea, Community Engagement, Librarian, Pay Grade 8, 37.5 hours per week effective June 29, 2017.
- Ross Jackson, Building Services, Security Technician, Pay Grade 5, 20 hours per week effective July 5, 2017.

### Job Changes

- Charles Gillespie, from Access & Content Services, Material Handler, Pay Grade 1, 15 hours per week to Customer Service, Information Assistant, Pay Grade 3, 20 hours per week effective June 26, 2017.
- Jack Kovaleski, Customer Service, Senior Information Assistant, Pay Grade 6, from 25 hours per week to 20 hours per week effective August 7, 2017.

- Daniel Mounlio, Customer Service, Senior Information Assistant, Pay Grade 6, from 20 hours per week to 25 hours per week effective August 7, 2017.
- Ben Smith, Building Services/Security, Security Technician, Pay Grade 5, from 20 hours per week to 37.5 hours per week effective June 26, 2017.

Pay Date: 06-09-2017

Pay Period: 05-15-2017 to 05-28-2017

### Operating Funds

|    | <i>Operating Fund</i>         | <i>First Name</i> | <i>Last Name</i> |
|----|-------------------------------|-------------------|------------------|
| 1  | AC Services Operating         | Calan             | Blevins          |
| 2  | AC Services Operating         | Joseph            | Camacho-Roy      |
| 3  | AC Services Operating         | Vincent           | Desjardins       |
| 4  | AC Services Operating         | Adam              | Diersing         |
| 5  | AC Services Operating         | Victoria          | Englert          |
| 6  | AC Services Operating         | Andrew            | Fak              |
| 7  | AC Services Operating         | Logan             | Farlee           |
| 8  | AC Services Operating         | Cynthia           | Garrison         |
| 9  | AC Services Operating         | Charles           | Gillespie        |
| 10 | AC Services Operating         | Jennifer          | Gliessman        |
| 11 | AC Services Operating         | Kelsey            | Grimm            |
| 12 | AC Services Operating         | Elizabeth         | Hagan            |
| 13 | AC Services Operating         | Sarah             | Harrison         |
| 14 | AC Services Operating         | Logan             | Holmes           |
| 15 | AC Services Operating         | Chelsea           | Hoover           |
| 16 | AC Services Operating         | Claire            | Jenness          |
| 17 | AC Services Operating         | William           | Koester          |
| 18 | AC Services Operating         | Deborah           | Lang             |
| 19 | AC Services Operating         | Micah             | Littlefield      |
| 20 | AC Services Operating         | Elias             | McDermott-Sipe   |
| 21 | AC Services Operating         | Amber             | McGarr           |
| 22 | AC Services Operating         | Michelle          | Meyers           |
| 23 | AC Services Operating         | Sydney            | Overtoom         |
| 24 | AC Services Operating         | Brigid            | Phillips         |
| 25 | AC Services Operating         | Elizabeth         | Polley           |
| 26 | AC Services Operating         | Daniel            | Price            |
| 27 | AC Services Operating         | Rebecca           | Ray              |
| 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 | AC Services Operating         | Felicity          | Young            |
| 33 | CS Special/Asst/Para Oper     | Cynthia           | Balzer           |
| 34 | CS Special/Asst/Para Oper     | Michael           | Champion         |
| 35 | CS Special/Asst/Para Oper     | Marion            | Clark            |
| 36 | CS Special/Asst/Para Oper     | Katelynn          | Dockerty         |
| 37 | CS Special/Asst/Para Oper     | Paul              | Duszynski        |
| 38 | CS Special/Asst/Para Oper     | Rebekah           | Edelman          |
| 39 | CS Special/Asst/Para Oper     | Jennifer          | Festa            |
| 40 | CS Special/Asst/Para Oper     | Daniel            | Hosler           |
| 41 | BS Security/Protect Operating | Ross              | Jackson          |
| 42 | CS Special/Asst/Para Oper     | Seth              | James            |
| 43 | CS Special/Asst/Para Oper     | Clinton           | Lake             |
| 44 | BL Service/Maintenance Oper   | Clare             | Miller           |
| 45 | CS Special/Asst/Para Oper     | Emily             | Purcell          |
| 46 | CA Technician Oper            | Addison           | Rogers           |



Pay Date: 06-09-2017

Pay Period: 05-15-2017 to 05-28-2017

|    | <b><i>Operating Fund</i></b>  | <b><i>First Name</i></b> | <b><i>Last Name</i></b> |
|----|-------------------------------|--------------------------|-------------------------|
| 47 | CS Special/Asst/Para Oper     | Ann                      | Segraves                |
| 48 | BS Security/Protect Operating | James                    | Sims                    |
| 49 | BS Security/Protect Operating | Benjamin                 | Smith                   |
| 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 | 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     | Israel                   | Horton                  |
| 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 | CS Special/Asst/Para Oper     | Elizabeth                | Salvaggio               |
| 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 | AC Specialist/Asst/Para Oper  | Meghan                   | Adams                   |
| 73 | EG Librarians, Experts Oper   | Ellen                    | Arnholter               |
| 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 | 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: 06-09-2017

Pay Period: 05-15-2017 to 05-28-2017

| <i>Operating Fund</i>             | <i>First Name</i> | <i>Last Name</i> |
|-----------------------------------|-------------------|------------------|
| 94 AD Specialist/Asst/Para Oper   | Marla             | Gray             |
| 95 SA Manager/Asst/Strat 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 EG Librarians, Experts Oper   | Virginia          | Hosler           |
| 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 AC Services Operating         | Timothy           | Thompson         |
| 139 EG Manager/Asst/Strat Oper    | Bethany           | Turrentine       |
| 140 AD Tech/Oper/Secretaries Oper | Pamela            | Wallace          |

Pay Date: 06-09-2017  
 Pay Period: 05-15-2017 to 05-28-2017

| <b>Operating Fund</b>            | <b>First Name</b> | <b>Last Name</b> |
|----------------------------------|-------------------|------------------|
| 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        |

|                                  | <b>Gross Paid</b>   | <b>Hours Paid</b> |
|----------------------------------|---------------------|-------------------|
| <b>Sub-Total Operating Funds</b> | <b>\$163,305.87</b> | <b>8,467.12</b>   |

### Special Funds

| <b>Special Fund</b>               | <b>First Name</b> | <b>Last Name</b> |
|-----------------------------------|-------------------|------------------|
| 1 S CA Technician Oper            | Nile              | Arena            |
| 2 S CA Technician Oper            | Nathan            | Kroeger          |
| 3 S CA Technician Oper            | Casey             | Muyskens-Toth    |
| 4 S CA Technician Special Oper    | Eric              | Ayotte           |
| 5 S CA Technician Special Oper    | Mark              | Bookwalter       |
| 6 S CA Technician Special Oper    | Wesley            | Martin           |
| 7 S CA Technician Special Oper    | Glenn             | Myers            |
| 8 S FL Support Operating          | Michael           | Burns            |
| 9 S CA Technician Special Oper    | Michael           | Adams            |
| 10 S CA Manager/Asst/Strat Oper   | Martin            | ONeill           |
| 11 S FL Office Coordinator, Exper | Mary Jean         | Regoli           |
| 12 S CA Manager/Asst/Strat Oper   | Adam              | Stillwell        |
| 13 S CA Technician Oper           | Robert            | Stockwell        |
| 14 S CA Technician Special Oper   | David             | Walter           |
| 15 S CA Manager/Asst/Strat Oper   | Michael           | White            |

|                                | <b>Gross Paid</b>  | <b>Hours Paid</b> |
|--------------------------------|--------------------|-------------------|
| <b>Sub-Total Special Funds</b> | <b>\$16,697.55</b> | <b>909.75</b>     |

|                                  |                     |                 |
|----------------------------------|---------------------|-----------------|
| <b>TOTAL Employees/All Funds</b> | <b>\$180,003.42</b> | <b>9,376.87</b> |
|----------------------------------|---------------------|-----------------|

Pay Date: 06-23-2017

Pay Period: 05-29-2017 to 06-11-2017

### Operating Funds

|    | <i>Operating Fund</i>         | <i>First Name</i> | <i>Last Name</i> |
|----|-------------------------------|-------------------|------------------|
| 1  | AC Services Operating         | Calan             | Blevins          |
| 2  | AC Services Operating         | Joseph            | Camacho-Roy      |
| 3  | AC Services Operating         | Vincent           | Desjardins       |
| 4  | AC Services Operating         | Adam              | Diersing         |
| 5  | AC Services Operating         | Victoria          | Englert          |
| 6  | AC Services Operating         | Andrew            | Fak              |
| 7  | AC Services Operating         | Logan             | Farlee           |
| 8  | AC Services Operating         | Cynthia           | Garrison         |
| 9  | AC Services Operating         | Charles           | Gillespie        |
| 10 | AC Services Operating         | Jennifer          | Gliessman        |
| 11 | AC Services Operating         | Kelsey            | Grimm            |
| 12 | AC Services Operating         | Elizabeth         | Hagan            |
| 13 | AC Services Operating         | Sarah             | Harrison         |
| 14 | AC Services Operating         | Logan             | Holmes           |
| 15 | AC Services Operating         | Chelsea           | Hoover           |
| 16 | AC Services Operating         | Claire            | Jeness           |
| 17 | AC Services Operating         | William           | Koester          |
| 18 | AC Services Operating         | Deborah           | Lang             |
| 19 | AC Services Operating         | Micah             | Littlefield      |
| 20 | AC Services Operating         | Elias             | McDermott-Sipe   |
| 21 | AC Services Operating         | Amber             | McGarr           |
| 22 | AC Services Operating         | Michelle          | Meyers           |
| 23 | AC Services Operating         | Sydney            | Overtoom         |
| 24 | AC Services Operating         | Brigid            | Phillips         |
| 25 | AC Services Operating         | Elizabeth         | Polley           |
| 26 | AC Services Operating         | Daniel            | Price            |
| 27 | AC Services Operating         | Rebecca           | Ray              |
| 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 | AC Services Operating         | Felicity          | Young            |
| 33 | CS Special/Asst/Para Oper     | Cynthia           | Balzer           |
| 34 | CS Special/Asst/Para Oper     | Michael           | Champion         |
| 35 | CS Special/Asst/Para Oper     | Marion            | Clark            |
| 36 | CS Special/Asst/Para Oper     | Paul              | Duszynski        |
| 37 | CS Special/Asst/Para Oper     | Rebekah           | Edelman          |
| 38 | CS Special/Asst/Para Oper     | Daniel            | Hosler           |
| 39 | BS Security/Protect Operating | Ross              | Jackson          |
| 40 | CS Special/Asst/Para Oper     | Seth              | James            |
| 41 | CS Special/Asst/Para Oper     | Clinton           | Lake             |
| 42 | BL Service/Maintenance Oper   | Clare             | Miller           |
| 43 | CS Special/Asst/Para Oper     | Daniel            | Mounlio          |
| 44 | IT Technicians Operating      | Kelly             | Prill            |
| 45 | CS Special/Asst/Para Oper     | Emily             | Purcell          |
| 46 | CA Technician Oper            | Addison           | Rogers           |

Pay Date: 06-23-2017

Pay Period: 05-29-2017 to 06-11-2017

| <b>Operating Fund</b>            | <b>First Name</b> | <b>Last Name</b> |
|----------------------------------|-------------------|------------------|
| 47 CS Special/Asst/Para Oper     | Ann               | Segraves         |
| 48 BS Security/Protect Operating | James             | Sims             |
| 49 BS Security/Protect Operating | Benjamin          | Smith            |
| 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 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     | Israel            | Horton           |
| 60 CS Special/Asst/Para Oper     | Lillian           | Jeness           |
| 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 CS Special/Asst/Para Oper     | Elizabeth         | Salvaggio        |
| 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 AC Specialist/Asst/Para Oper  | Meghan            | Adams            |
| 73 EG Librarians, Experts Oper   | Ellen             | Arnholter        |
| 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 EG Librarians, Experts Oper   | Luann             | Dillon           |
| 84 CS Special/Asst/Para Oper     | Katelynn          | Dockerty         |
| 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: 06-23-2017

Pay Period: 05-29-2017 to 06-11-2017

| <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 SA Manager/Asst/Strat 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 EG Librarians, Experts Oper   | Virginia          | Hosler           |
| 105 SP Manager/Asst/Strat Oper    | Christopher       | Hosler           |
| 106 SS Manager/Asst/Strat Oper    | Christopher       | Jackson          |
| 107 BS Security/Protect Operating | Michael           | Johnson          |
| 108 AC Manager/Asst/Strat Oper    | Jennifer          | Kellams          |
| 109 BL Service/Maintenance Oper   | Bruce             | Kelly            |
| 110 AD Specialist/Asst/Para Oper  | Merriel           | Kern             |
| 111 CS Special/Asst/Para Oper     | Julia             | Kinser           |
| 112 EG Librarians, Experts Oper   | Jeannette         | Lehr             |
| 113 AD Manager/Asst/Strat Oper    | Gary              | Lettelleir       |
| 114 CS Manager/Asst/Strat Oper    | Mary              | Loro             |
| 115 CS Special/Asst/Para Oper     | Jacqueline        | Lovings          |
| 116 ST Manager/Asst/Strat Oper    | Kevin             | MacDowell        |
| 117 BL Manager/Asst/Strat Oper    | Jason             | Matney           |
| 118 CS Special/Asst/Para Oper     | John              | Meador           |
| 119 CS Special/Asst/Para Oper     | Amber             | Mestre           |
| 120 BL Service/Maintenance Oper   | John              | Mosora           |
| 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 AC Services Operating         | Timothy           | Thompson         |
| 139 EG Manager/Asst/Strat Oper    | Bethany           | Turrentine       |
| 140 AD Tech/Oper/Secretaries Oper | Pamela            | Wallace          |

Pay Date: 06-23-2017  
 Pay Period: 05-29-2017 to 06-11-2017

| <b>Operating Fund</b>            | <b>First Name</b>   | <b>Last Name</b> |
|----------------------------------|---------------------|------------------|
| 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        |
| <b>Sub-Total Operating Funds</b> | <b>\$162,645.98</b> | <b>8,399.50</b>  |

### Special Funds

| <b>Special Fund</b>               | <b>First Name</b>   | <b>Last Name</b> |
|-----------------------------------|---------------------|------------------|
| 1 S CA Technician Oper            | Nile                | Arena            |
| 2 S CA Technician Oper            | Nathan              | Kroeger          |
| 3 S CA Technician Oper            | Casey               | Muyskens-Toth    |
| 4 S CA Technician Special Oper    | Eric                | Ayotte           |
| 5 S CA Technician Special Oper    | Mark                | Bookwalter       |
| 6 S CA Technician Special Oper    | Wesley              | Martin           |
| 7 S CA Technician Special Oper    | Glenn               | Myers            |
| 8 S CA Technician Special Oper    | Steven              | Schuster         |
| 9 S FL Support Operating          | Michael             | Burns            |
| 10 S CA Technician Special Oper   | Michael             | Adams            |
| 11 S CA Manager/Asst/Strat Oper   | Martin              | ONeill           |
| 12 S FL Office Coordinator, Exper | Mary Jean           | Regoli           |
| 13 S CA Manager/Asst/Strat Oper   | Adam                | Stillwell        |
| 14 S CA Technician Oper           | Robert              | Stockwell        |
| 15 S CA Technician Special Oper   | David               | Walter           |
| 16 S CA Manager/Asst/Strat Oper   | Michael             | White            |
| <b>Sub-Total Special Funds</b>    | <b>\$17,278.98</b>  | <b>955.75</b>    |
| <b>TOTAL Employees/All Funds</b>  | <b>\$179,924.96</b> | <b>9,355.25</b>  |

Pay Date: 07-07-2017

Pay Period: 06-12-2017 to 06-25-2017

### Operating Funds

|    | <i>Operating Fund</i>         | <i>First Name</i> | <i>Last Name</i> |
|----|-------------------------------|-------------------|------------------|
| 1  | AC Services Operating         | Calan             | Blevins          |
| 2  | AC Services Operating         | Joseph            | Camacho-Roy      |
| 3  | AC Services Operating         | Vincent           | Desjardins       |
| 4  | AC Services Operating         | Adam              | Diersing         |
| 5  | AC Services Operating         | Victoria          | Englert          |
| 6  | AC Services Operating         | Andrew            | Fak              |
| 7  | AC Services Operating         | Logan             | Farlee           |
| 8  | AC Services Operating         | Cynthia           | Garrison         |
| 9  | AC Services Operating         | Charles           | Gillespie        |
| 10 | AC Services Operating         | Jennifer          | Gliessman        |
| 11 | AC Services Operating         | Kelsey            | Grimm            |
| 12 | AC Services Operating         | Elizabeth         | Hagan            |
| 13 | AC Services Operating         | Sarah             | Harrison         |
| 14 | AC Services Operating         | Logan             | Holmes           |
| 15 | AC Services Operating         | Claire            | Jenness          |
| 16 | AC Services Operating         | William           | Koester          |
| 17 | AC Services Operating         | Deborah           | Lang             |
| 18 | AC Services Operating         | Micah             | Littlefield      |
| 19 | AC Services Operating         | Elias             | McDermott-Sipe   |
| 20 | AC Services Operating         | Michelle          | Meyers           |
| 21 | AC Services Operating         | Sydney            | Overtoom         |
| 22 | AC Services Operating         | Brigid            | Phillips         |
| 23 | AC Services Operating         | Elizabeth         | Polley           |
| 24 | AC Services Operating         | Daniel            | Price            |
| 25 | AC Services Operating         | Rebecca           | Ray              |
| 26 | AC Services Operating         | Karen             | Smith            |
| 27 | AC Services Operating         | Kimberly          | Smith            |
| 28 | AC Services Operating         | Benjamin          | Snider           |
| 29 | AC Services Operating         | Jennifer          | Speer            |
| 30 | AC Services Operating         | Felicity          | Young            |
| 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     | Paul              | Duszynski        |
| 35 | CS Special/Asst/Para Oper     | Rebekah           | Edelman          |
| 36 | CS Special/Asst/Para Oper     | Daniel            | Hosler           |
| 37 | BS Security/Protect Operating | Ross              | Jackson          |
| 38 | CS Special/Asst/Para Oper     | Seth              | James            |
| 39 | CS Special/Asst/Para Oper     | Clinton           | Lake             |
| 40 | BL Service/Maintenance Oper   | Clare             | Miller           |
| 41 | CS Special/Asst/Para Oper     | Daniel            | Mounlio          |
| 42 | IT Technicians Operating      | Kelly             | Prill            |
| 43 | CS Special/Asst/Para Oper     | Emily             | Purcell          |
| 44 | CA Technician Oper            | Addison           | Rogers           |
| 45 | CS Special/Asst/Para Oper     | Ann               | Segraves         |
| 46 | BS Security/Protect Operating | James             | Sims             |



Pay Date: 07-07-2017

Pay Period: 06-12-2017 to 06-25-2017

|    | <b><i>Operating Fund</i></b>  | <b><i>First Name</i></b> | <b><i>Last Name</i></b> |
|----|-------------------------------|--------------------------|-------------------------|
| 47 | BS Security/Protect Operating | Benjamin                 | Smith                   |
| 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     | Israel                   | Horton                  |
| 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 | CS Special/Asst/Para Oper     | Elizabeth                | Salvaggio               |
| 66 | BL Service/Maintenance Oper   | Cherryl                  | Tincher                 |
| 67 | CA Technician Special Oper    | Nathan                   | Wrigley                 |
| 68 | CS Special/Asst/Para Oper     | Tracy                    | Lenn                    |
| 69 | CM Special/Asst/Para Oper     | Erin                     | Tobey                   |
| 70 | AC Specialist/Asst/Para Oper  | Meghan                   | Adams                   |
| 71 | EG Librarians, Experts Oper   | Ellen                    | Arnholter               |
| 72 | IT Manager/Asst/Strat Oper    | Ned                      | Baugh                   |
| 73 | BL Service/Maintenance Oper   | Terri                    | Bell                    |
| 74 | AC Librarians, Experts Oper   | Melissa                  | Bruecks                 |
| 75 | CS Special/Asst/Para Oper     | Michael                  | Campbell                |
| 76 | SC Manager/Asst/Strat Oper    | Lisa                     | Champelli               |
| 77 | BL Manager/Asst/Strat Oper    | Jeremiah                 | Chandler                |
| 78 | CS Special/Asst/Para Oper     | Jared                    | Cheek                   |
| 79 | CS Special/Asst/Para Oper     | Burl                     | Cooper                  |
| 80 | AD Director/Assoc Operating   | Jane                     | Cronkhite               |
| 81 | EG Librarians, Experts Oper   | Luann                    | Dillon                  |
| 82 | CS Special/Asst/Para Oper     | Katelynn                 | Dockerty                |
| 83 | CS Special/Asst/Para Oper     | Aubrey                   | Dunnuck                 |
| 84 | AC Specialist/Asst/Para Oper  | Susan                    | Fallwell                |
| 85 | EG Librarians, Experts Oper   | Mary                     | Frasier                 |
| 86 | CS Special/Asst/Para Oper     | Elizabeth                | French                  |
| 87 | EG Librarians, Experts Oper   | Christine                | Friesel                 |
| 88 | EG Librarians, Experts Oper   | Rebecca                  | Fyolek                  |
| 89 | EG Librarians, Experts Oper   | Alejandria               | Galarza                 |
| 90 | BS Security/Protect Operating | Dana                     | Geldhof                 |
| 91 | CS Special/Asst/Para Oper     | Joshua                   | Gesten                  |
| 92 | EG Librarians, Experts Oper   | James                    | Gossman                 |
| 93 | AD Specialist/Asst/Para Oper  | Marla                    | Gray                    |

Pay Date: 07-07-2017

Pay Period: 06-12-2017 to 06-25-2017

| <b>Operating Fund</b>             | <b>First Name</b> | <b>Last Name</b> |
|-----------------------------------|-------------------|------------------|
| 94 SA Manager/Asst/Strat Oper     | Elizabeth         | Gray             |
| 95 CM Librarians, Experts Oper    | Paula             | Gray-Overtoom    |
| 96 AC Librarians, Experts Oper    | Cheryl            | Green            |
| 97 BL Service/Maintenance Oper    | Ronald            | Greene           |
| 98 CS Special/Asst/Para Oper      | Shawn             | Henline          |
| 99 CM Manager/Asst/Strat Oper     | Michael           | Hoerger          |
| 100 EG Librarians, Experts Oper   | Jennifer          | Hoffman          |
| 101 EG Librarians, Experts Oper   | Stephanie         | Holman           |
| 102 EG Librarians, Experts Oper   | Virginia          | Hosler           |
| 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 IT Specialist/Asst/Para Oper  | Cody              | Mullis           |
| 120 CS Manager/Asst/Strat Oper    | Michele           | Needham          |
| 121 AC Librarians, Experts Oper   | Martha            | Ody              |
| 122 EG Librarians, Experts Oper   | Polly             | OShea            |
| 123 CS Special/Asst/Para Oper     | Samuel            | Ott              |
| 124 EG Librarians, Experts Oper   | Roberta           | Overman          |
| 125 CS Special/Asst/Para Oper     | Jonathon          | Paull            |
| 126 CS Special/Asst/Para Oper     | M Brandon         | Rome             |
| 127 AC Librarians, Experts Oper   | Jane              | Ruddick          |
| 128 AD Manager/Asst/Strat Oper    | Susan             | Sater            |
| 129 IT Librarians Experts Oper    | Vanessa           | Schwegman        |
| 130 AD Support Operating          | Brenda            | Seibel           |
| 131 CS Special/Asst/Para Oper     | Andrew            | Slater           |
| 132 AC Specialist/Asst/Para Oper  | Christine         | Sneed            |
| 133 CM Special/Asst/Para Oper     | Ryan              | Stacy            |
| 134 CS Special/Asst/Para Oper     | Kathleen          | Starks-Dyer      |
| 135 SD Manager/Asst/Strat Oper    | Barbara           | Swinson          |
| 136 AC Services Operating         | Timothy           | Thompson         |
| 137 EG Manager/Asst/Strat Oper    | Bethany           | Turrentine       |
| 138 AD Tech/Oper/Secretaries Oper | Pamela            | Wallace          |
| 139 AC Manager/Asst/Strat Oper    | Pamela            | Wasmer           |
| 140 AC Specialist/Asst/Para Oper  | Pamela            | White            |

Pay Date: 07-07-2017  
 Pay Period: 06-12-2017 to 06-25-2017

| <b>Operating Fund</b>            | <b>First Name</b>   | <b>Last Name</b> |
|----------------------------------|---------------------|------------------|
| 141 AD Manager/Asst/Strat Oper   | Kyle                | Wickemeyer-Hardy |
| 142 EG Manager/Asst/Strat Oper   | Joshua              | Wolf             |
| 143 AD Director/Assoc Operating  | Marilyn             | Wood             |
| 144 CS Special/Asst/Para Oper    | Leanne              | Zdravecky        |
| <b>Sub-Total Operating Funds</b> | <b>\$163,707.74</b> | <b>8,421.75</b>  |

### Special Funds

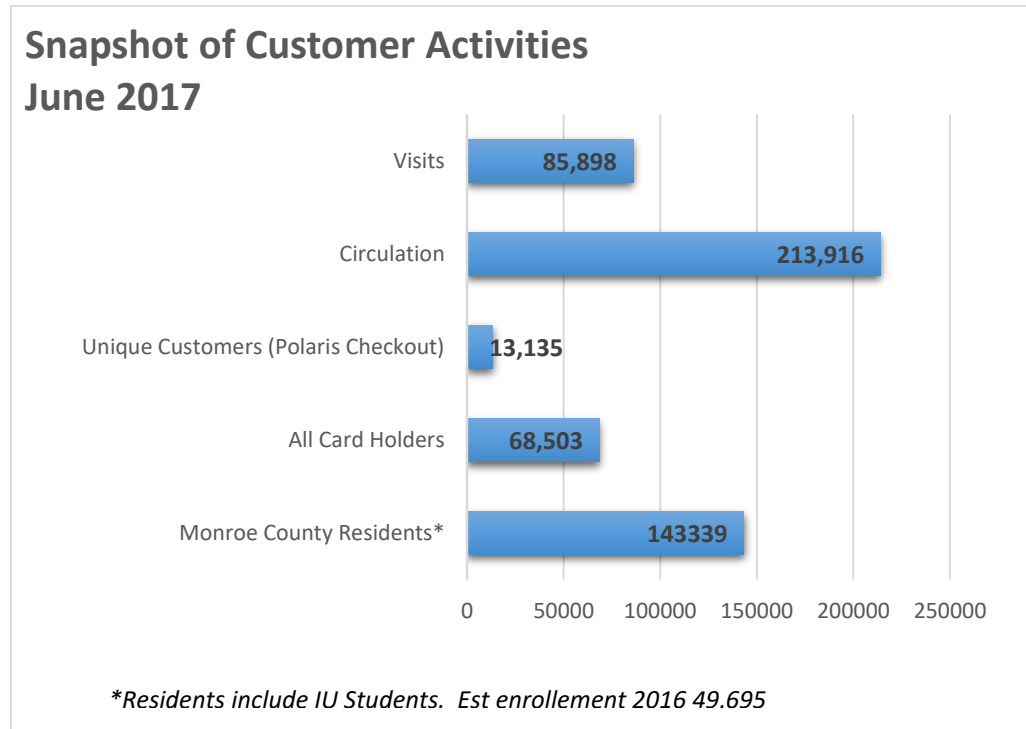
| <b>Special Fund</b>               | <b>First Name</b>   | <b>Last Name</b> |
|-----------------------------------|---------------------|------------------|
| 1 S CA Technician Oper            | Nile                | Arena            |
| 2 S CA Technician Oper            | Nathan              | Kroeger          |
| 3 S CA Technician Oper            | Casey               | Muyskens-Toth    |
| 4 S CA Technician Special Oper    | Eric                | Ayotte           |
| 5 S CA Technician Special Oper    | Mark                | Bookwalter       |
| 6 S CA Technician Special Oper    | Wesley              | Martin           |
| 7 S CA Technician Special Oper    | Glenn               | Myers            |
| 8 S CA Technician Special Oper    | Steven              | Schuster         |
| 9 S FL Support Operating          | Michael             | Burns            |
| 10 S CA Technician Special Oper   | Michael             | Adams            |
| 11 S CA Manager/Asst/Strat Oper   | Martin              | ONeill           |
| 12 S FL Office Coordinator, Exper | Mary Jean           | Regoli           |
| 13 S CA Manager/Asst/Strat Oper   | Adam                | Stillwell        |
| 14 S CA Technician Oper           | Robert              | Stockwell        |
| 15 S CA Technician Special Oper   | David               | Walter           |
| 16 S CA Manager/Asst/Strat Oper   | Michael             | White            |
| <b>Sub-Total Special Funds</b>    | <b>\$17,063.15</b>  | <b>938.75</b>    |
| <b>TOTAL Employees/All Funds</b>  | <b>\$180,770.89</b> | <b>9,360.50</b>  |

## 2017 BOARD OF TRUSTEE'S CALENDER

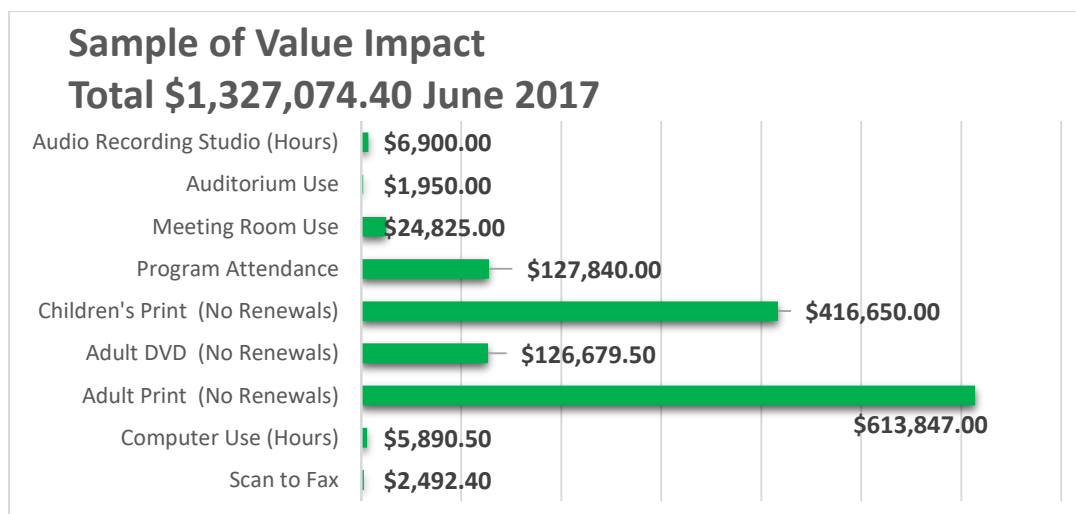
All meetings in Room 1B unless otherwise noted

| 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 |   |
| 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: Pioneer Grant  |
| 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; Long Range Plan Update: CATS |
| *Work session dates are placeholders. Meetings are held only as needed. |      |                               |   |
| July 11, 2017   |      |                               |   |

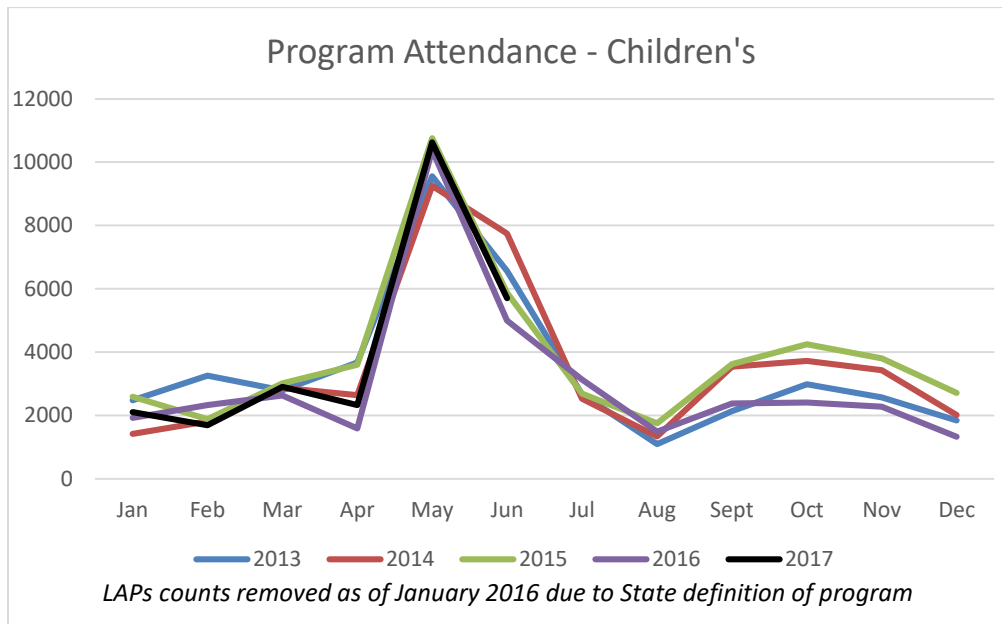
The Library averaged 2,863 visits per day and an overall visitor count of nearly 86,000. 7,131 items were checked out or renewed daily in **June**. 13,135 unique individuals checked out an item and 22,029 unique users have checked out an item so far in 2017 or 32% of the Library's total card holder population. A snapshot of customer activity for June is highlighted below:



7,520 attendees enjoyed one of 339 Library sponsored programs. Customers used the Library's computers for 14,912 sessions, nearly 500 per day, for a total of 11,781 hours. 966 uses of the scanner helped customers fax or scan 3,854 pages. The Library served as a community resource as the meeting rooms, audio or video studios, or auditorium spaces were used 680 times or an average of 23 times per day. Overall, the meeting rooms have been used 32% more than the same time period last year. 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**

- Librarian Christina Jones attended the Indiana Summit for Economic Development via Early Learning Coalitions on Monday, June 5 at the Monroe County Convention Center. Participants in the conference included members of the business community, philanthropic organizations, early childhood educators, social workers, public school leaders and more. Attendees were presented with powerful research, which indicates that investment in quality early childhood programs reaps immediate and long term benefits to the economic health of the community. Benefits include increased productivity of parents, greater school success for children, better quality jobs opportunities, and reduction in crime and time spent in the justice system. Christina attended break-out sessions, particularly those dealing with outreach to incarcerated individuals and families affected by mental illness. She hopes to find ways of working with MCPL staff already working with justice system to see how she might help meet early childhood education needs of children and families not fulfilled by existing Library services.
- Monroe County was recently named as one of 15 counties to receive funding to help more children participate in the state of Indiana’s On My Way Pre-K program which provides vouchers for 4-year-olds from low income families to attend a daycare recognized as a level 3 or 4 on the Paths to Quality rating system. One of the ways daycares achieve a level 3 or 4 is by having many opportunities throughout the day for reading and rich language and literacy interactions with books, songs, puppet play, and writing/drawing opportunities. The Library supports these needs via its ongoing delivery of books and other materials to select daycares, as well as by providing storytimes at the Head Start daycares. Daycares often also choose to visit the Library to borrow materials and attend storytimes provided at both Main and Ellettsville at various times during the week. Supporting early literacy needs of children in daycare environment is identified as increasingly important community need and Librarians are discussing how the Library can best collaborate with

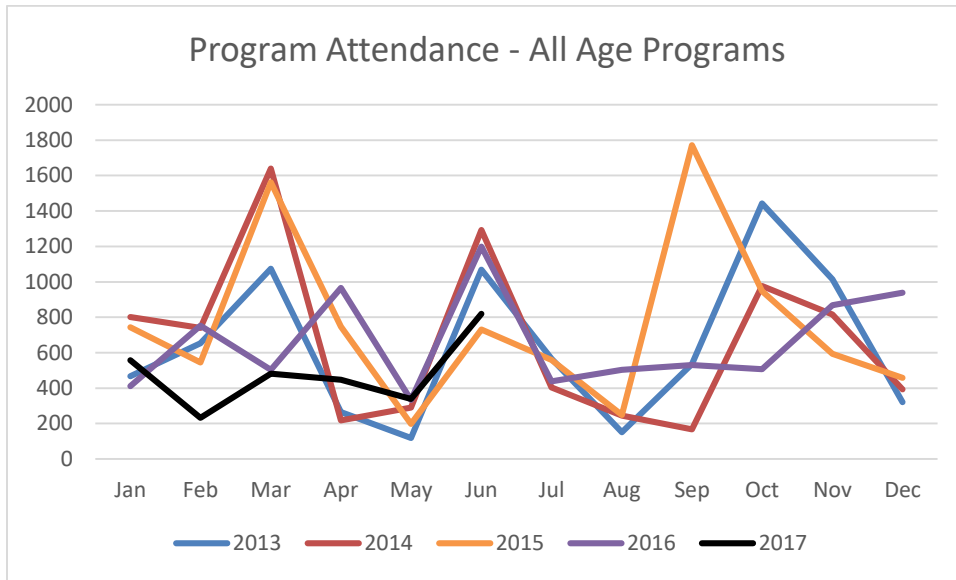
other community organizations and build on existing services to help ensure that every child starts kindergarten ready to read.

## 1B. Support basic literacy skills

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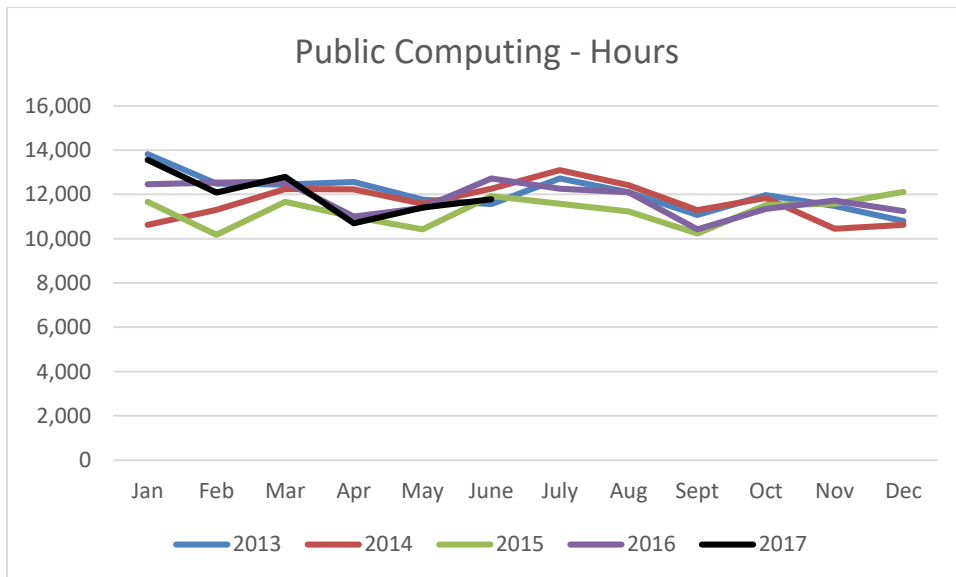
- Enrollment in the Children's "Summer Reading Program" continued at a steady pace in June. 1849 children received a summer reading game board and 387 claimed their book prize. The Weekly Challenge component of the Summer Reading game encourages children and families to visit the Library on a weekly basis to solve that week's coded question, and Treasure Hunt sheets provide activities for children to do on a drop-in basis, whenever they happen to be visiting. Librarian Stephanie Holman noticed a child attending the "Read to a Dog" program at Ellettsville with a three ring binder she and her mother had made for her summer learning. The binder included her Build a Better World: Summer Reading game board and a print out of the Library Activities on a monthly calendar so they would not miss any events. Attendance at special events, such as the "LEGGO My Magic Show" have been at room capacity at both Main and Ellettsville (shown here).
- 
- With funding provided by WTTS' Rock to Read grant program, Children's Strategist Lisa Champelli selected books to donate to local organizations serving school-age children in full day summer camp. 10 agencies, including all Boys and Girls Clubs, Girls Inc., MCCSC Adventure Camp, Karst Farm Day Camp, and City of Bloomington's Kid City summer camp received a crate of 55 books to support recreational reading opportunities at the camp site. A counselor at the Kid City camp location was delighted to receive the crate, explaining they try to spend time reading aloud every day and they had read almost all the books they had at their site.
  - Children from multiple summer camps visit the children's area on a weekly basis – sometimes multiple times in a week - to read, play games on the computers, and play with toys and other games in the children's area. Campers with the Boys and Girls Clubs from Crestmont and Lincoln street locations enjoyed special behind the scenes tours of the Library and storytelling programs.
  - Hundreds of children attending the reading camps at Fairview Elementary school have been enthralled with the stories told by Librarians Mary Frasier and Christina Jones. The grandmother of a boy who heard the stories reported that he came home excited about the stories and enthusiastically retold the stories to her – something he had never done before. (Dexter just happens to be wearing his Friends of the Library tie-dye shirt as he retells stories to his grandmother!)
- 
- A mother of tweens expressed her appreciation for the variety of programs available for children between the ages of 8-12 this summer such as role playing board games, book clubs, digital creativity using stop motion animation and other activities that provide opportunity to practice STEAM skills.
  - As part of summer reading activities, children can write a letter in response to a question prompt and leave it in an envelope on the back wall of the children's area. One child wrote to express appreciation for having a quiet and peaceful place to read at the Library and how this has helped her grow.

- “First Friday” at VITAL is a monthly event for tutors, learners, and VITAL supporters. The Summer Reading Kick-Off, was held at the June event and explored new Library resources to meet each “Build a Better World” challenge. Participants toured the 3<sup>rd</sup> floor and enjoyed seeing the history of the Bookmobile, saw the new Book Bike and finished their tour in Level Up, where Edwin Fallwell gave an intro to the Video Production Studio. Tutors and learners took to the stage for the first time, sharing their experiences at VITAL. After the event, one of the learners talked with Bethany Turrentine of VITAL about using the space to work on her public speaking skills so she can share her story with others.

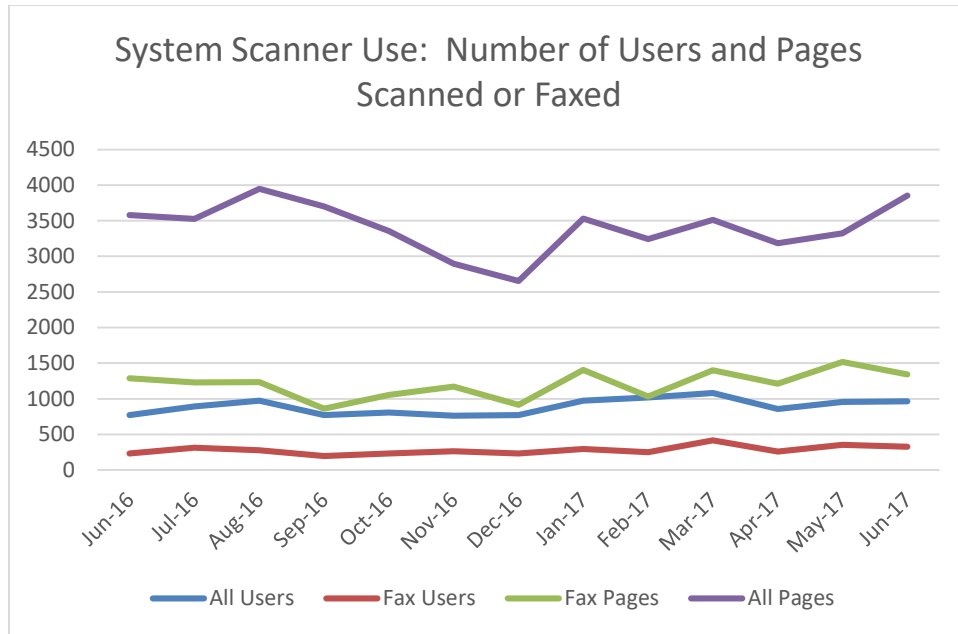


**1C. Serve as a community resource for digital literacy**

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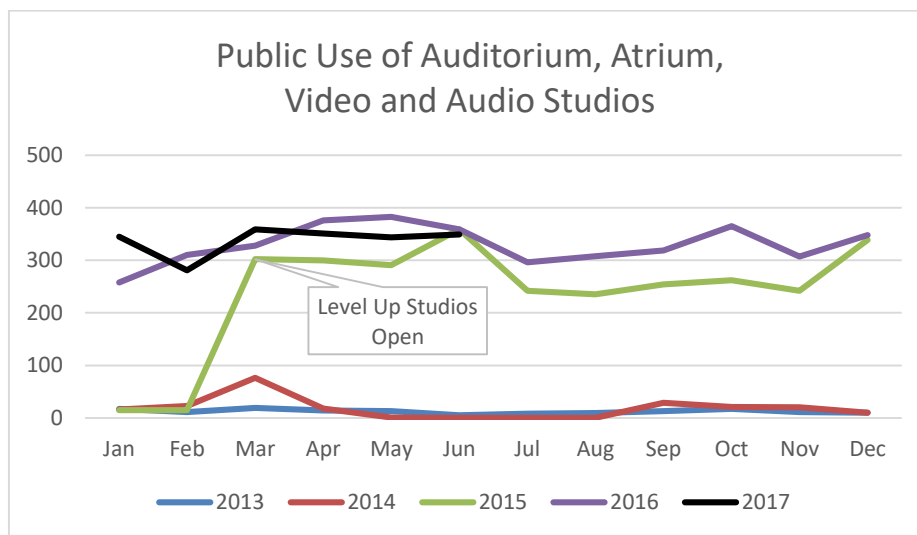




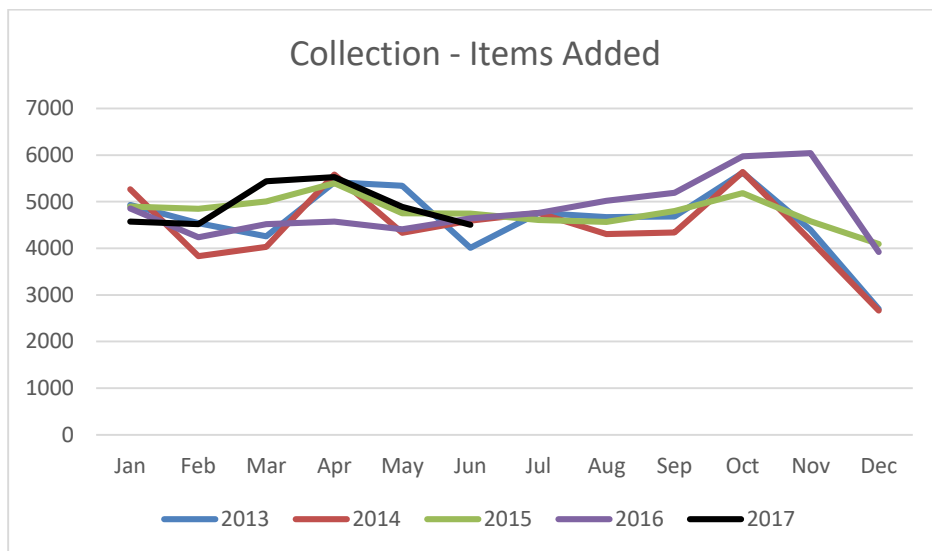
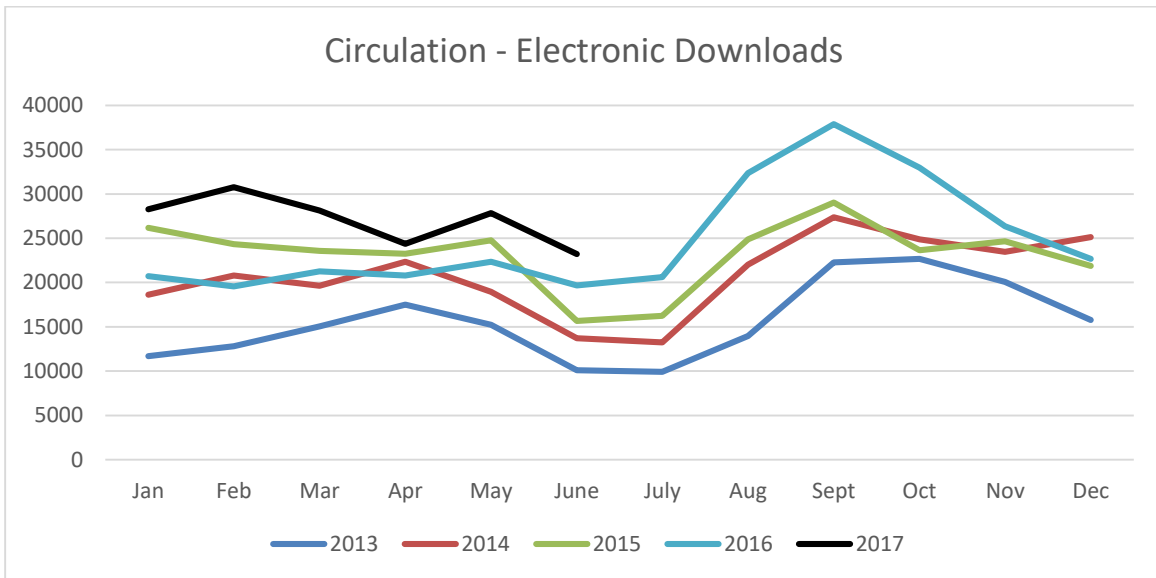


**1D. Support digital creativity**

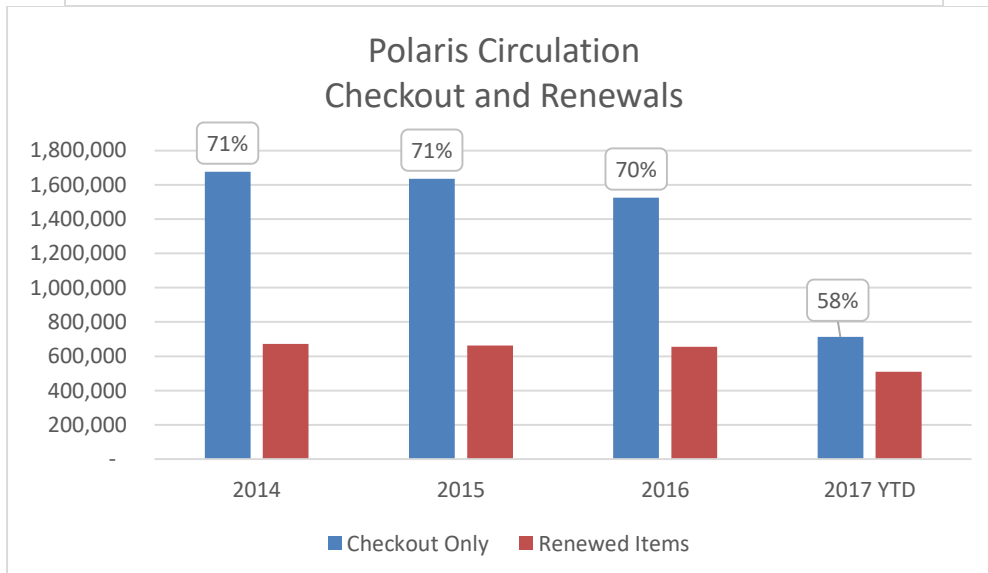
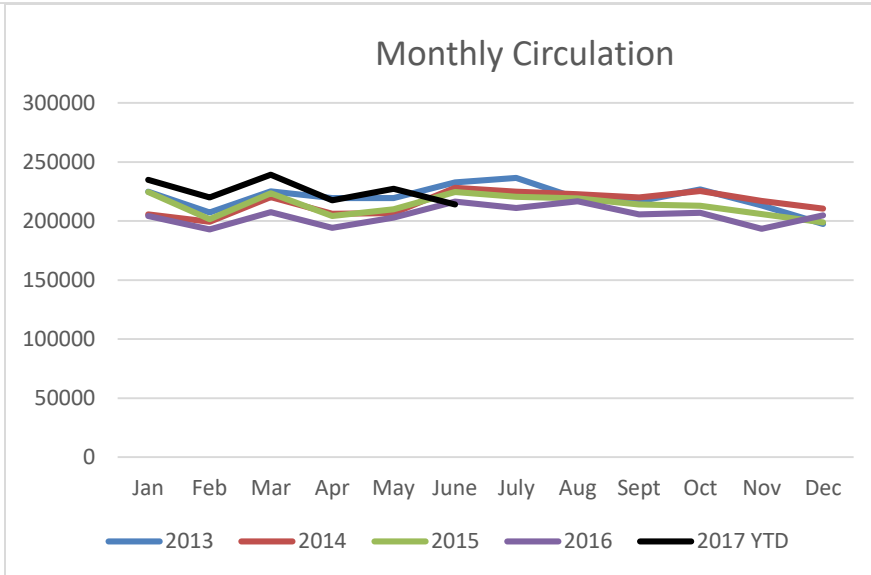
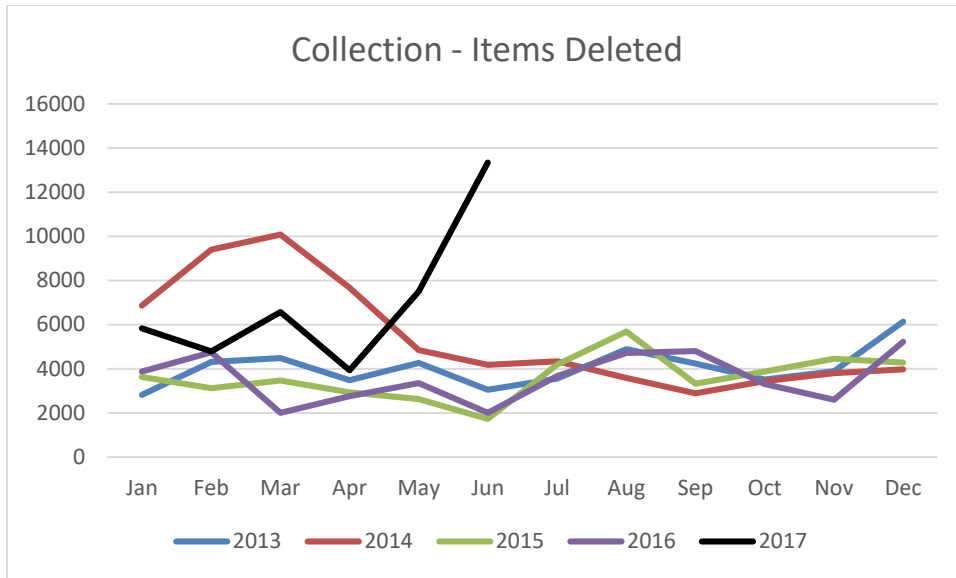
- With funding provided by the Wahl Family Grant, the Library purchased additional iPads for use in programming with children. An equally generous grant from Tri Kappa – Bloomington Alpha Chapter funded the purchase of a charging cart, making it easier to keep more than a dozen iPads charged and ready to accommodate increased participation in programs such as “Stop Motion Animation”, conducted by Librarian Alex Galarza. At the June session of this program, children used LEGOs and other toys as actors in their stop motion videos. To see what the children created visit the MCPLkids YouTube channel: <https://www.youtube.com/user/MCPLkids/> Librarians are in the process of planning additional programs for fall that will feature new digital creativity and robotics toys for children provided by these community philanthropic grants.

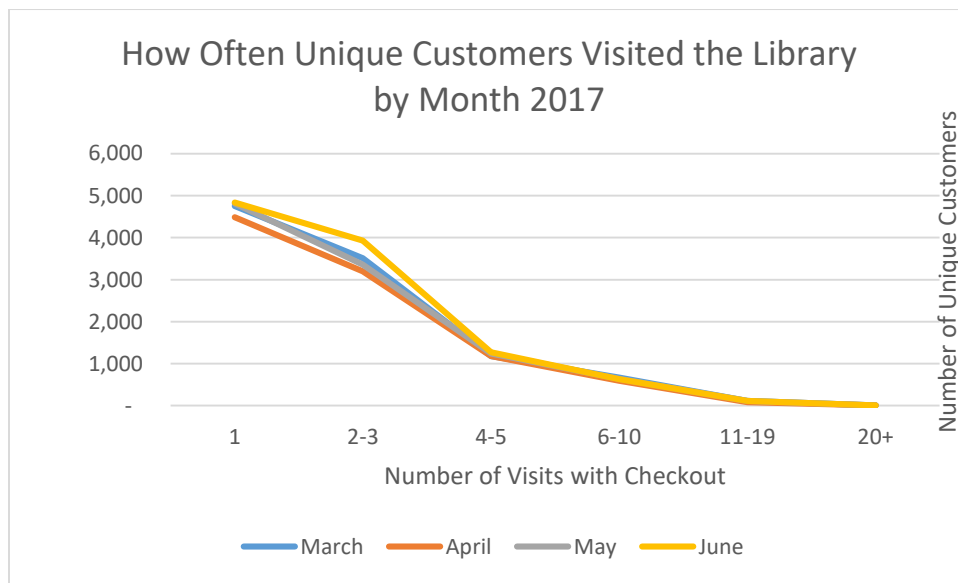
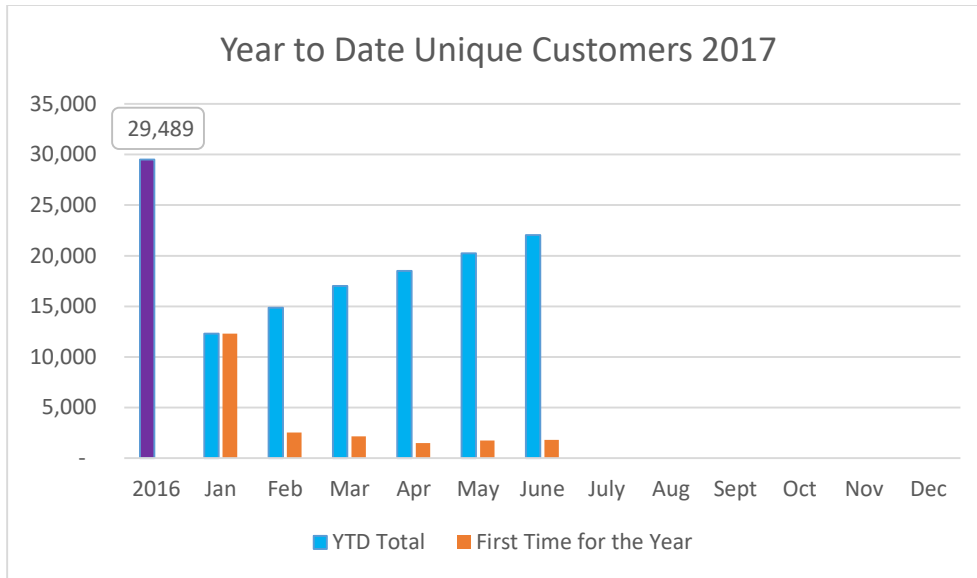


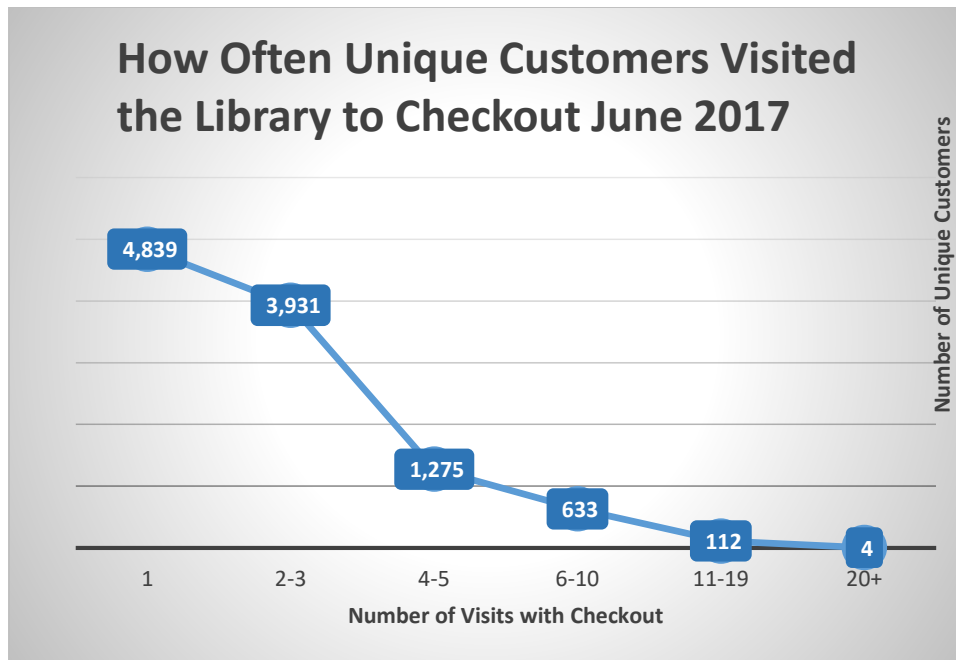
**1E. Maintain collections to meet current needs, adding new formats and removing obsolete formats**



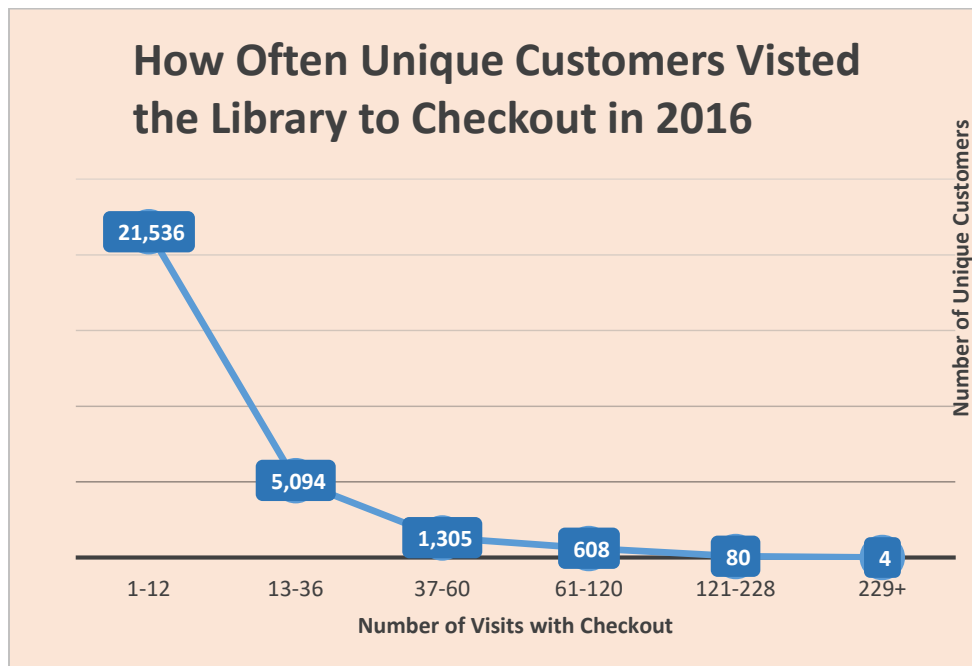
- Review and weeding of the second floor collection is in full gear as the Library prepares for changes on the second floor. Staff are following CREW guidelines which recommend weeding based on a number of criteria – lack of circulation, obsolete information, duplication of materials, and physical condition. Weeding normally conducted throughout the year will be completed in a shortened time period this summer.







- Customer visits with checkout remain consistent. The pattern for 2017 compares very closely to overall 2016 totals.

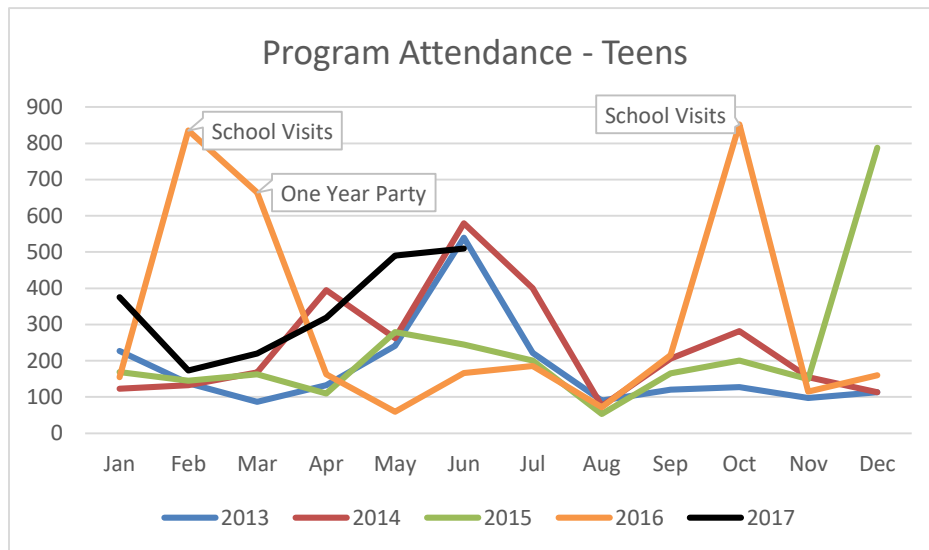


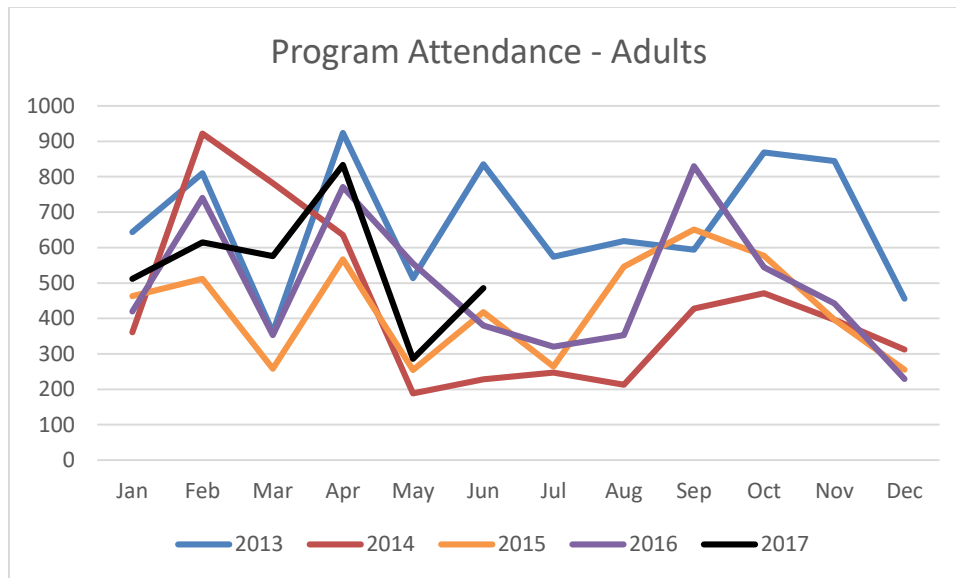
**GOAL 2: Provide shared access to the world’s information for free**

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

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- Through an ongoing partnership with Indiana University’s Center for Research on Learning and Technology, IU graduate students Sophia Bender and Anna Keune, who are also volunteer mentors, presented a three day program for youth at the Library. “Crafty Fiber Arts Camp” was a successful program proving the popularity of hands on crafts (sewing, knitting, crocheting), and its ability to teach mathematical concepts, while maintaining an important partnership.
- In partnership with Indiana University’s Pervasive Technology Institute and Advanced Visualization Lab, Digital Creativity Specialist, Jeannette Lehr organized a five day Virtual Reality Development Camp from June 6-10, held at MCPL. The camp was divided into two tracks: the 3D Photogrammetry Safari, and Build Downtown Bloomington in VR. With great leadership and skill from our IU partners, the two tracks focused on different aspects of creating a virtual map of downtown Bloomington. On the final day, the two camps came together for an exhibit and final project of a unique virtual reality version of downtown Bloomington. The camp had 24 participants and 60 people came to experience the final day’s exhibit of the virtual reality environment on the Library’s HTC Vive Virtual Reality headset. See more [here](#).





- The June installment in the Library’s “Caregiver University” series featured Amanda Mosier of I.U. Community Health presenting a program entitled, “Choosing the Care That’s Right for You.” She explained the options available for home care, assisted care, and nursing home services, addressing financing and legal matters. The July session, “Making the Most of Your Visits,” will be a follow up for caregivers who have a loved one residing at a long term care facility.
- Patrons created mixed media collage art to take home at the Ellettsville Branch. Dixie Ferrer, former Artist in Residence, T.C. Steele State Historic Site, along with Librarian Luann Dillon led the group in using various materials, textures, and surfaces to reflect their inner artists. Participants enjoyed the creative process and appreciated their finished works of art.
- Librarian Luann Dillon led a lively discussion with 16 readers at the Ellettsville Branch. The group read *The Story People* and experienced a wide range of reactions to the book and its themes. The Ellettsville Book Club continues to draw good numbers.

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

- Marilyn Wood spoke to the Bloomington North Rotary and described Library services and programs and options for accessing electronic resources.
- Marilyn Wood spoke at the Friends of the Library Annual Meeting and highlighted 2016 accomplishments and 2017 initiatives for the Library.
- Senior Information Assistant Foster Gesten and Special Audience Strategist Chris Jackson took both the Bookmobile and Book Bike to Bloomington Parks and Recreation’s “Touch a Truck” event. Over two thousand children and caregivers attended, with most of them getting a turn behind the handlebars on the Book Bike, and the opportunity to sign up for the Summer Reading Program on the Bookmobile, as well as check out a few great books. Although cement mixers, fire trucks, and emergency vehicles all have their appeal, the “library on wheels” is a huge hit every year, and quite a number of kids tell us that the Bookmobile is their favorite truck ever.
- Nearly 200 people attended the Picnic at Flatwoods Park at Ellettsville, a community event featuring a dozen different non-profit partners providing information and activities that encourage healthy

food choices and active learning. Children and families enjoyed making pinwheels with Librarian Stephanie Holman and four teen volunteers.

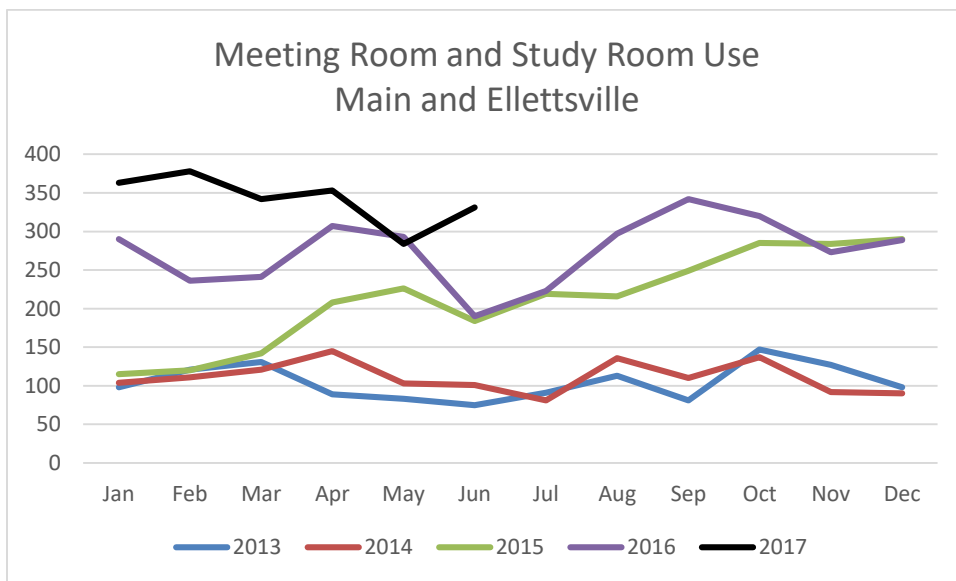
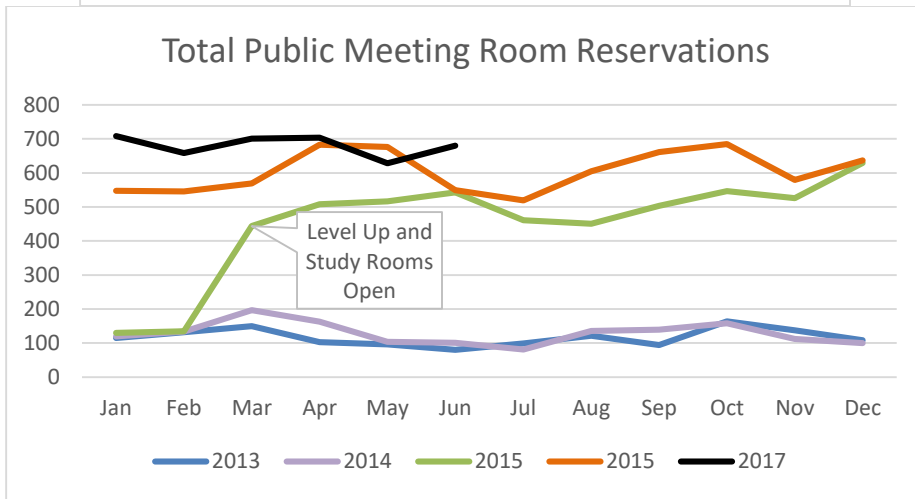
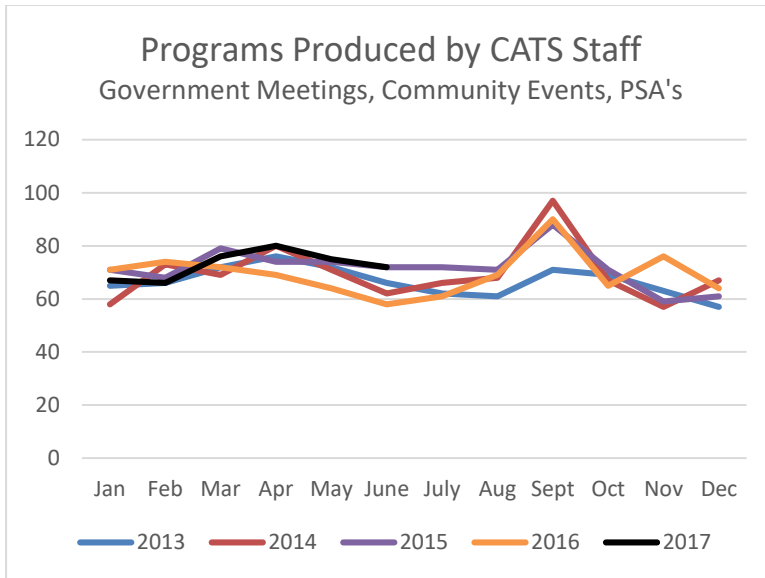
- Community Engagement Librarian Polly O'Shea took the Bookmobile to Gan Shalom preschool for a book themed storytime with songs, action rhymes and puppets. For the 4 through 6 year olds, she did a career day talk about what it means to be a librarian, followed by a Bookmobile tour and Q & A session. The children were very happy to discover which Bookmobile stop was nearest to their home and they also loved their "fold your own bookmobile" souvenirs.
- As part of the Friends of the Library's Strategic Initiative Program plan, Children's Strategist Lisa Champelli visited 11 different Community Kitchen lunch sites serving children from low income families to invite children to take part in the Summer Reading Game, and to give books to children along with a blue cinch bag featuring the Friends of the Library logo. Lisa also met with children in grades K-6 attending summer camp at the Banneker Community Center, which provides free lunch to participating children. At all of these locations, children get to choose a book from the wide variety of titles offered and take home a bag containing brochures about VITAL and Bookmobile services. Lisa distributed 133 blue bags and 248 books to 160 different children. (Children at the Community Kitchen lunch sites typically choose 2 books each, but not every child wants a blue bag.) One of the mothers at the lunch site in the Trail View neighborhood near Reverend Butler Park thanked Lisa for visiting, adding that her son had been asking to visit the Library to start the Summer Reading game, but she hadn't been able to take him yet. Another boy said he chose a copy of the Westing Game as his gift book because he had been reading it at school but hadn't finished before school let out for summer.
- Strategists Lisa Champelli and Chris Jackson rode the Book Bike to the Fair of the Arts celebration held in conjunction with the June 10th Farmer's Market. In addition to promoting the Library's summer events and signing kids and teens up for the Summer Reading Program, they gave away copies of David Shannon's "Duck on a Bike."

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

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- Librarian Bobby Overman taught patrons involved with non-profit groups to use the Foundation Center Database to find funding. This class focuses on ensuring participants have the most up-to-date, complete information about grantmakers and what they offer.





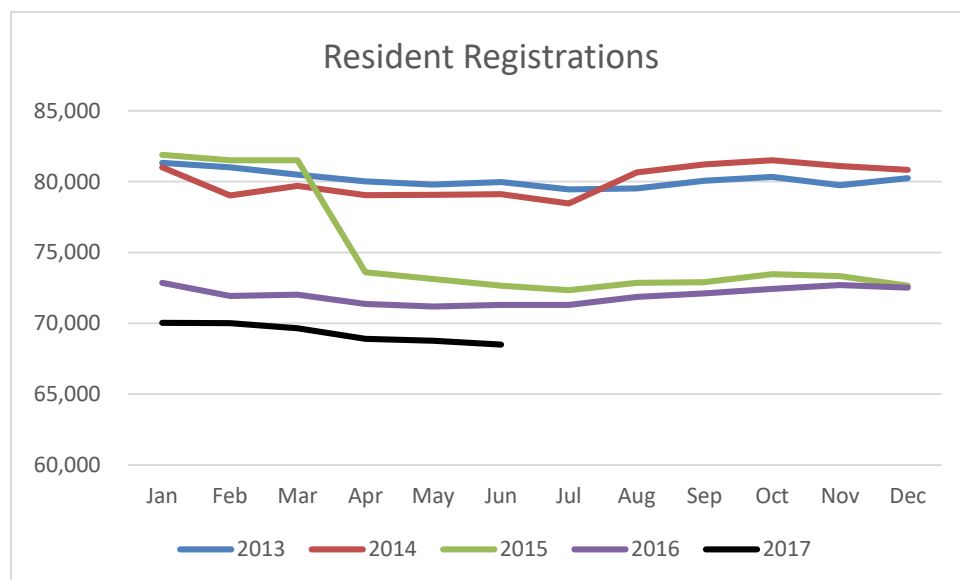
**2D. Continually refresh web content and improve usability based on principles of user-centered design**

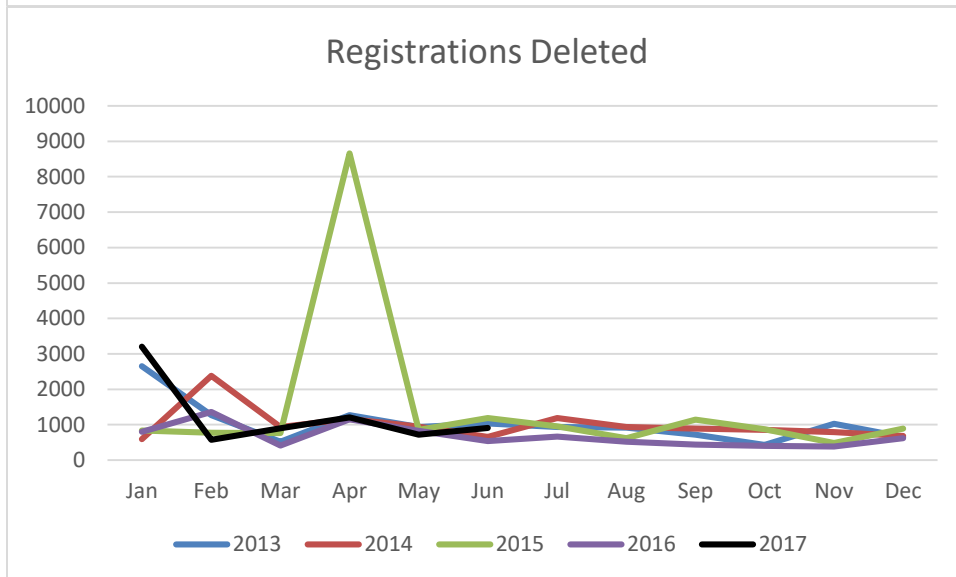
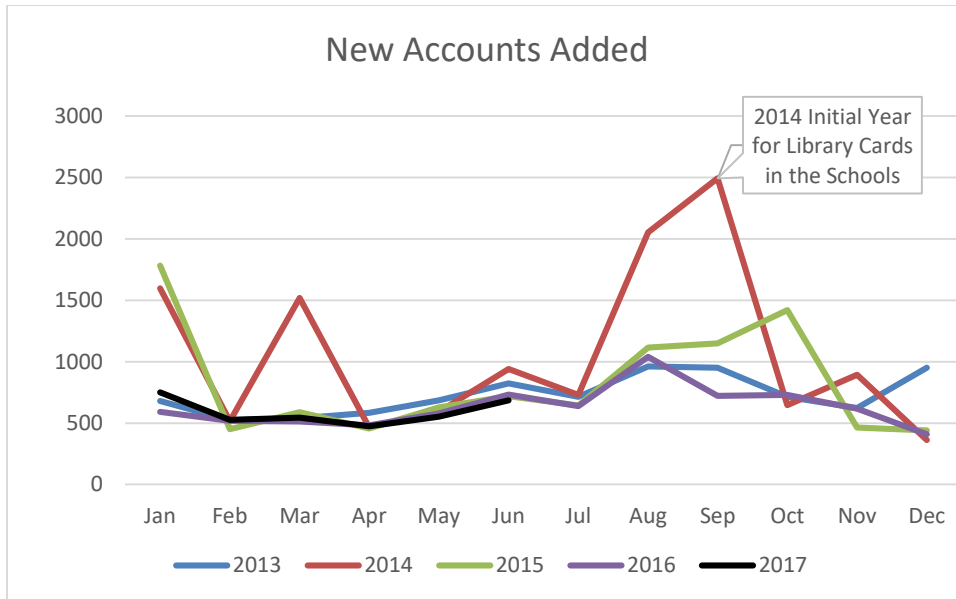
- The new VITAL Facebook Group is an online space to ask questions, share ideas, meet new people and learn about community resources for learning. The group currently has 50 members including tutors, learners, MCPL staff and interested community members. More are welcome! Visit [www.facebook.com/groups/vitalmcpl](http://www.facebook.com/groups/vitalmcpl) to join.

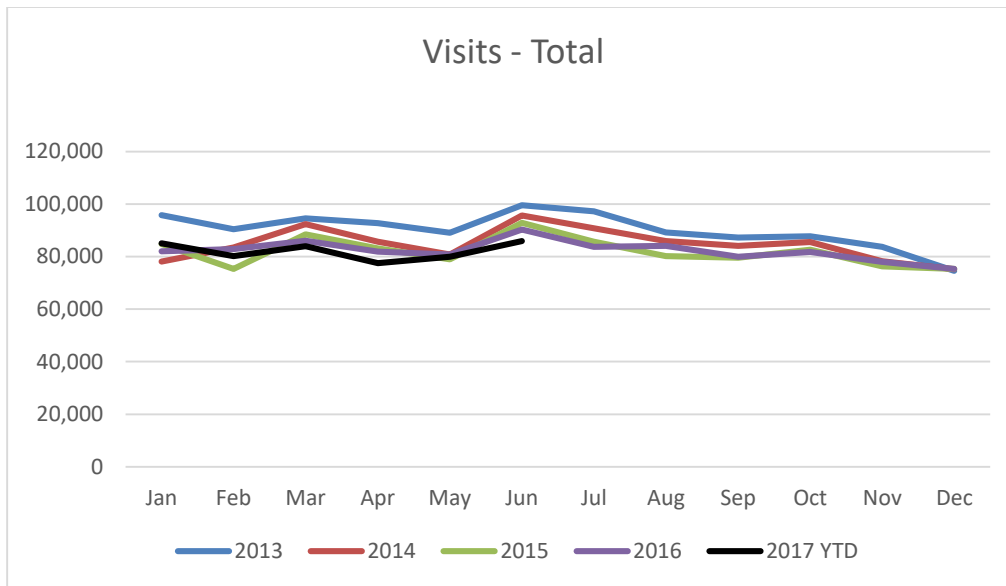
**2E. Increase technological infrastructure capacity to support increased digital focus**

- Led by Jane Cronkhite, staff continue to investigate replacement of the automated materials handling system at the Ellettsville Library. New systems are capable of sorting items nearly three times faster than our current system, increasing the time materials are available to the public and freeing up staff time, as well as being more ergo-friendly for staff and eliminating the need to renovate the current space housing the sorter.
- The Library is nearing a decision on replacement of the self-check out machines. New technology offers payment options, improved RFID (radio frequency identification) readers, and features such as promotion of library events and reading recommendations and easier e-book downloading options.

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



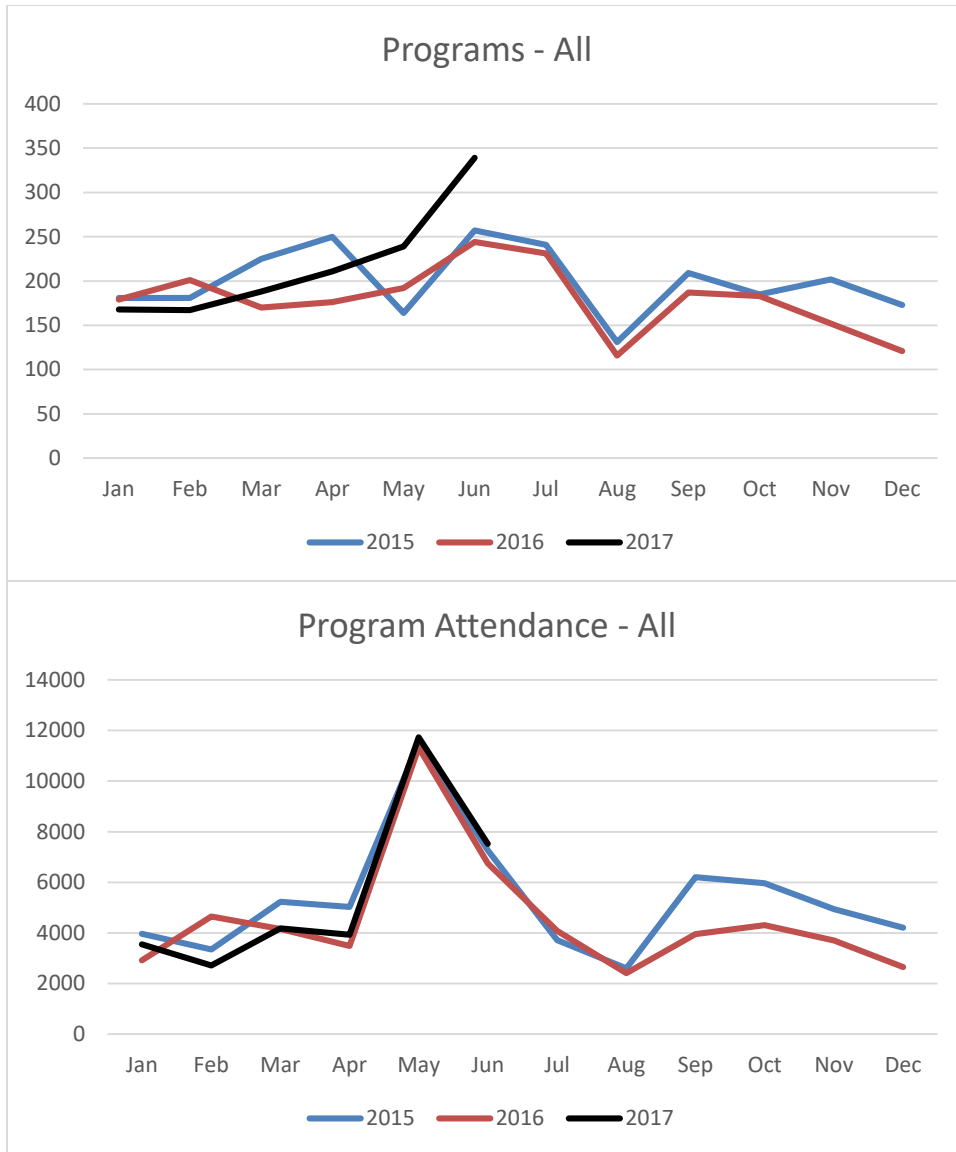


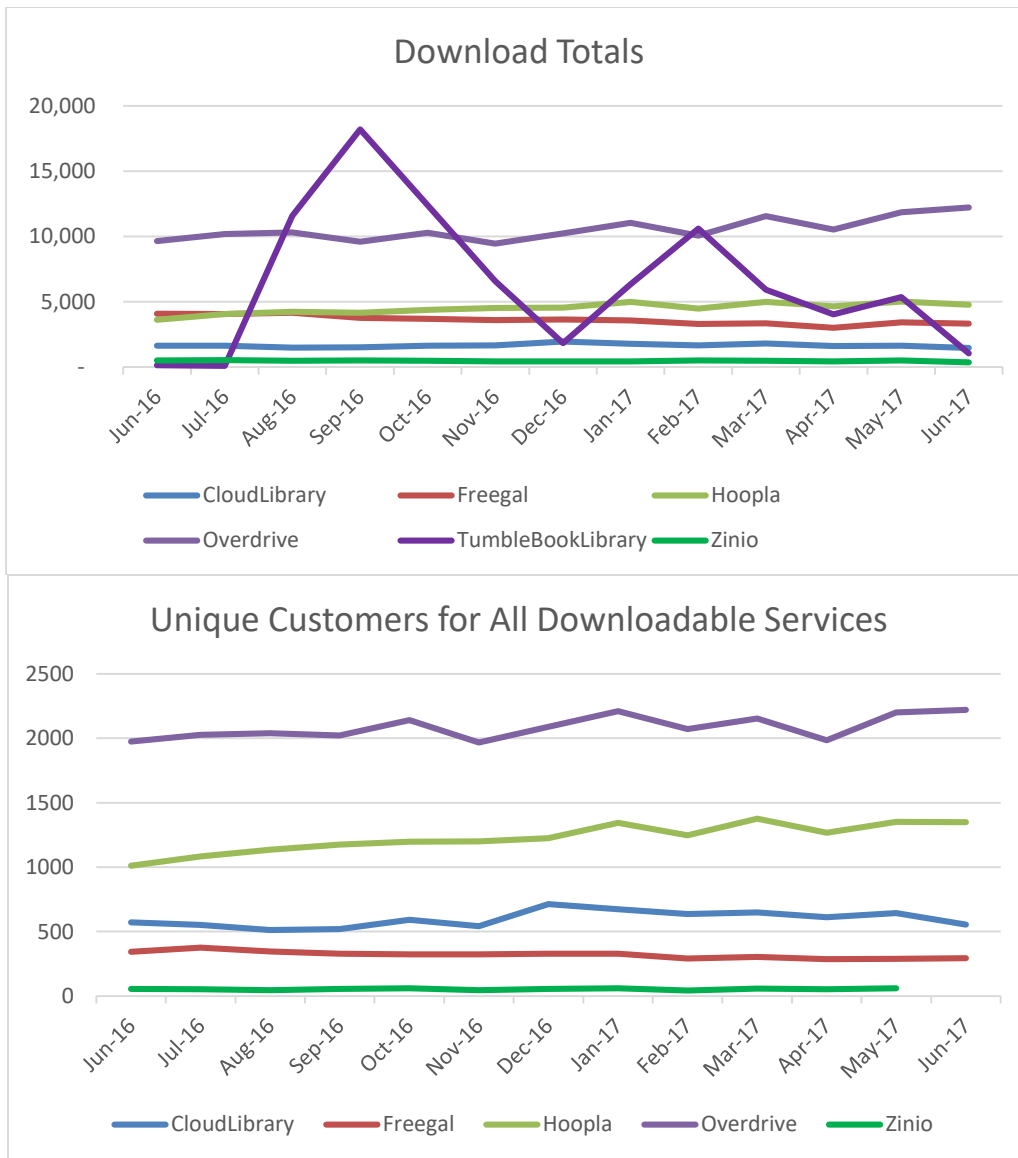


**3A. Provide quality customer service to increasingly diverse audiences**

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- Kevin MacDowell visited Wonderlab’s Wondercamp, at University Elementary School, with the Book Bike. Their weeklong camp, The Science of Books, was an excellent opportunity to talk about solar energy and how it was responsible for the delivery of library services via the solar powered Book Bike.
- The Library as a third place was evidenced brilliantly in the Ground floor when two teens were playing video games together. Neither teen had previously spent much time in the Ground Floor and both were excited about the materials and services available. They were enjoying getting to know one another as they talked and played games when they realized they were cousins who had not seen each other in about 10 years.
- Marilyn Wood, Sue Sater and Michael Hoerger met with a team of IU researchers who are working on a book. Their research and data will highlight the services of Monroe County Public Library and they hope the book (and MCPL) will be used as a model for public libraries in Turkey.



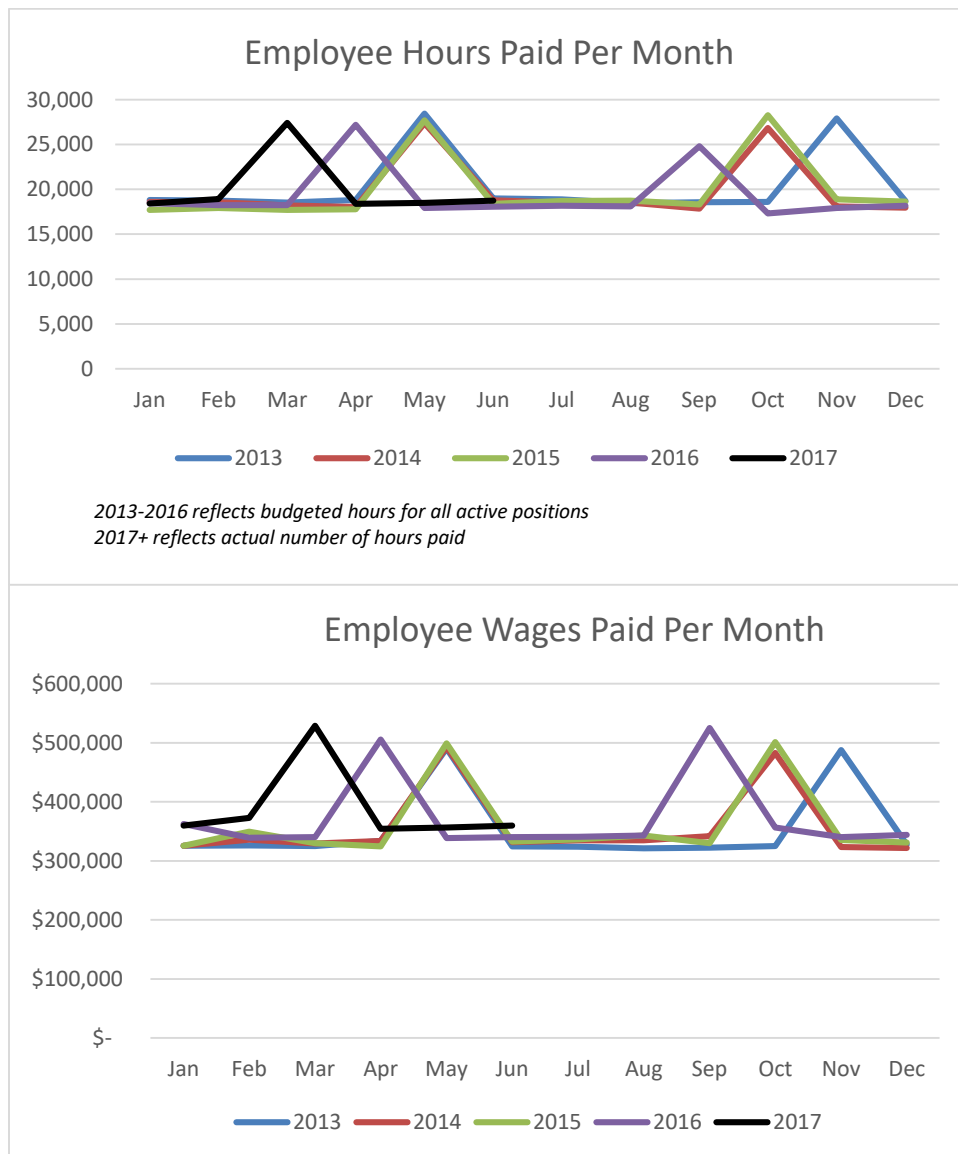


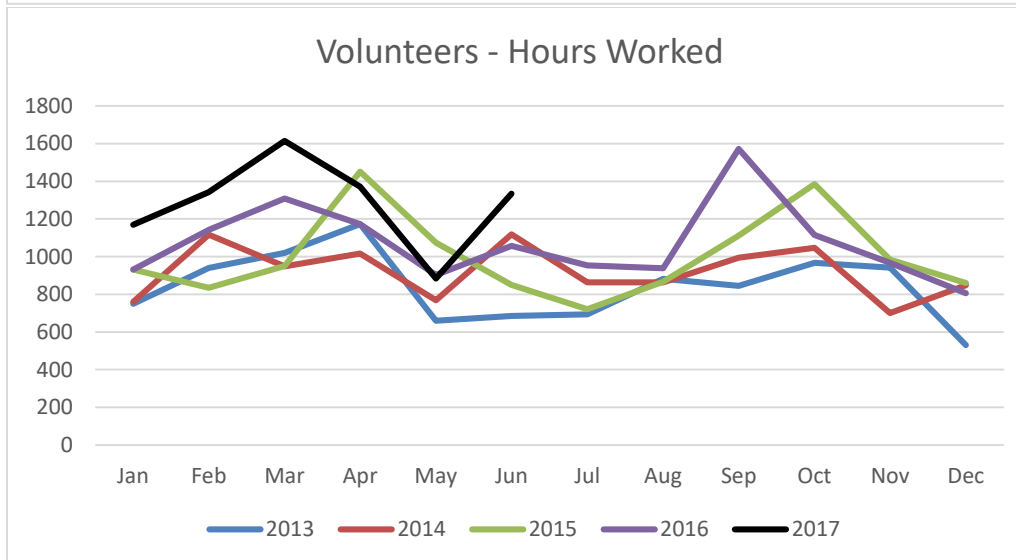
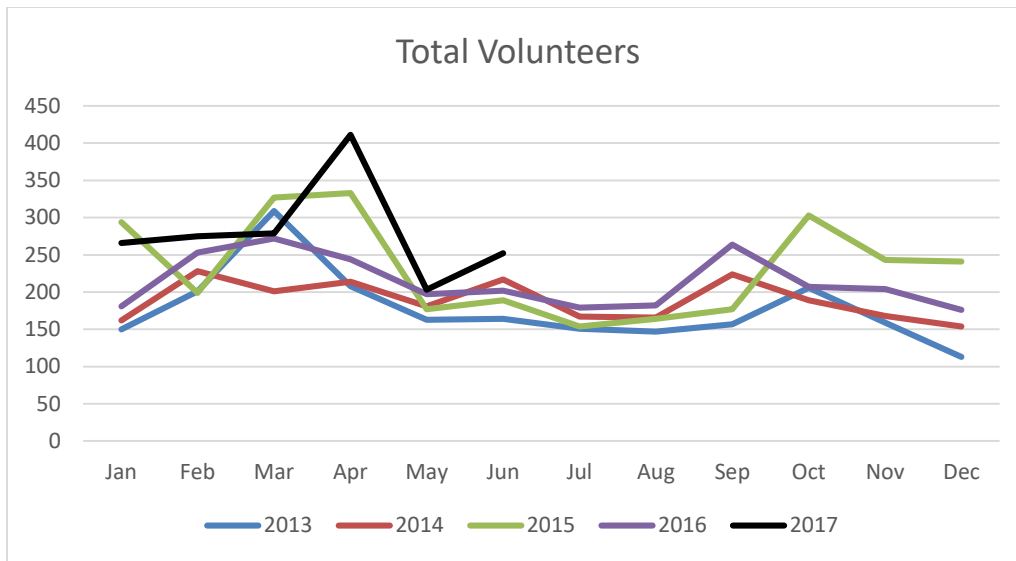
**GOAL 4: Optimize stewardship of library resources**

- The Strategic Direction Team (Marilyn Wood, Jane Cronkhite, Kevin MacDowell, Sam Ott, Paula Gray-Overtoom, and Josh Wolf) held its kickoff meeting with facilitators, Dan and Sharon Wiseman on June 2. With input from the Leadership Team and staff, the Team developed a list of stakeholders to begin conversations. The Team developed questions to use in the conversations, examined Monroe County demographics and other data, and established an intranet presence to compile notes, timelines, questions, comments, and reports, to keep staff informed. Cronkhite and Wolf trained staff on facilitating and recording community conversations based on ALA’s Harwood Institute training. Facilitators are currently working with their stakeholder groups to set up meeting times and/or identify the best way to gather their input.

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

- Jane Cronkhite, Chris Hosler, Alex Galarza, and Michael Hoerger attended the American Library Association Conference in Chicago. Highlights of the event included the ALA Awards Ceremony, program attendance, the Exhibits Hall and review of new technologies and services. Jane and Chris also visited the Cary Area Library, a newly renovated library in the northwest suburbs.
- Staff across the library continue training on use of iPods to replace radios as communication and customer service tools.



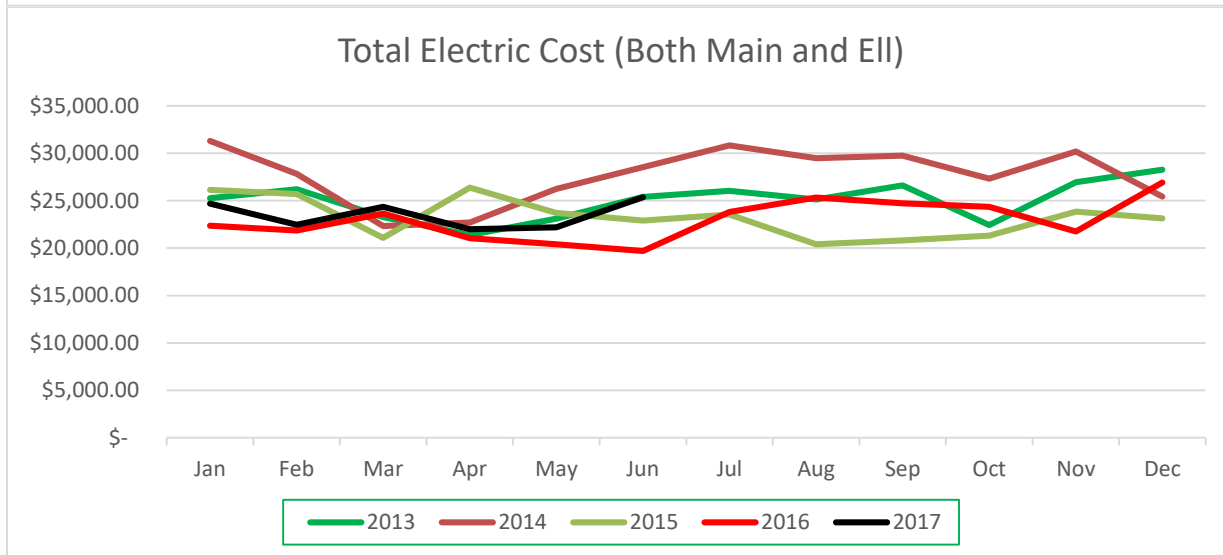
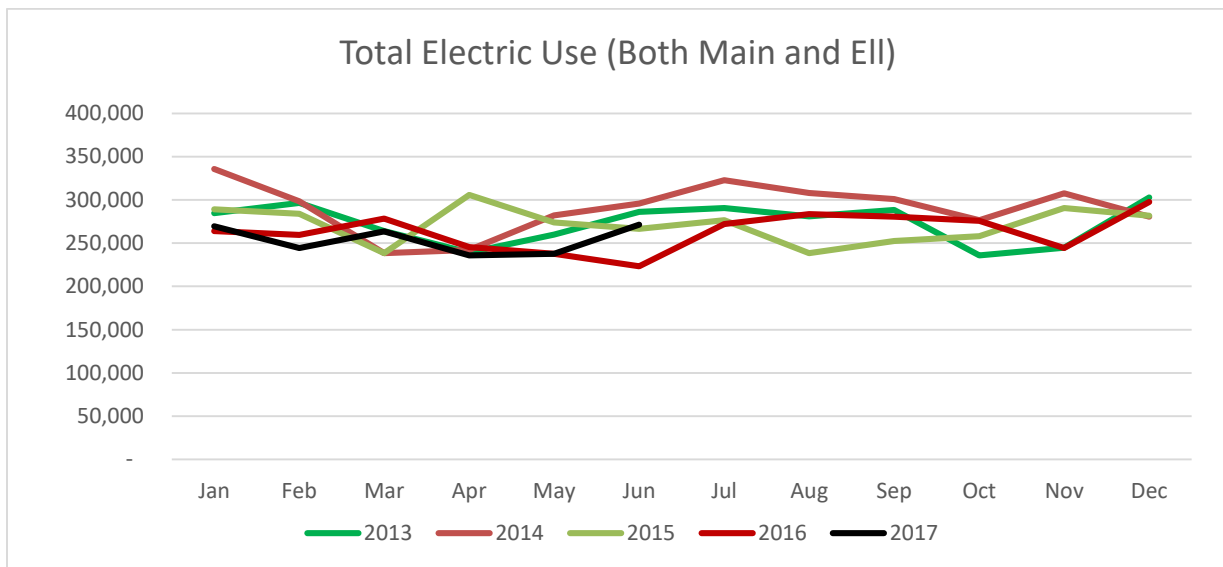


**4C. Maintain library facilities**

- Ellettsville renovation planning continued with staff and community focus groups and design workshops, led by architect Christine Matheu. This input will inform the design process. Ground Floor regulars also joined the conversation via FaceTime and provided valuable insight into what works best for Teens in the Ground Floor.
- As part of the second floor improvements at the Main Library, lighting in the current new arrivals area was converted to LED.
- Several facilities projects at the Main Library were completed including the installation of a new security camera system, a new HVAC and fire suppression system in CATS, exterior pressure washing cleaning completed, and all building joints and window seals were completed.



4D. Improve stewardship of library assets and records



**Monroe County Public Library  
2018 Budget**

The financial plan for 2018 considers the community’s needs and strategic aspirations for library services now and into the future. The 2018 budget plan has the following primary areas of focus:

- Maintaining current operational levels at all facilities while encouraging growth of audiences served.
- Facilities and Information Technology management through pro-active attention to future needs and life cycle replacement planning.
- Ellettsville renovation and updates to interior spaces.
- Providing for new services to meet needs of our growing community through engagement outside our current facilities and planning for a new branch.

Here is a comparison of the Operating Fund projected 2018 spending budget vs. the 2017 spending budget:

|                                     | <b>2017</b>                    | <b>2018</b>      | %            |
|-------------------------------------|--------------------------------|------------------|--------------|
|                                     | Operating Fund Spending Budget |                  | increase     |
| Wages and Benefits                  | 5,799,572                      | 5,958,661        | 2.74%        |
| Supplies                            | 198,350                        | 201,400          | 1.54%        |
| Other Services & Charges            | 1,392,400                      | 1,394,200        | 0.13%        |
| LIRF Transfer                       | 426,978                        | 567,000          | 32.79%       |
| Capital Outlay                      | 1,019,500                      | 1,069,000        | 4.86%        |
| <b>Total Operating Expenditures</b> | <b>8,836,800</b>               | <b>9,190,261</b> | <b>4.00%</b> |

**Wage and Benefit Assumptions**

Wages and benefits account for 65% of the 2018 budget. The estimated increase in the wages & benefits category for 2018 compared to the previous year is 2.74%. A final decision on the allocation of the increase between wages and cost of benefits will be made around the end of the year when we see what happens to the cost of health insurance.

**2018 Revenue Summary**

The total Operating Fund revenue projection for 2018 is about \$8,800,000, an increase of about 3.35% compared to 2017 revenue projections. The property tax revenue projection is based on an increase of 4.0% - the 2018 AVGQ. The Local Income Tax estimate is based on the 2017 COIT plus 4%. We should receive the final 2018 COIT figure soon. The other revenue lines which include fines, fees, and miscellaneous state tax revenue make up about 6% of the annual total operating fund revenue and they are based on the 2017 projections. (See Worksheet A.)

### **Budgeted Deficit – Expected Surplus**

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

Over the past three budget years the budgeted spending has been higher than the budgeted revenue resulting in a **projected** deficit in each of those overall budgets. In the attached documents the budgeted revenue and spending for 2016 is compared to the actual figures. The 2016 budgeted deficit was about \$287,000 but the year actually resulted in a \$395,000 surplus. The budgeted deficit for 2017 is about \$320,000 but I am hoping that we will end up with a surplus by the end of the year. For 2018 the budgeted spending is about \$387,000 higher than budgeted revenue. We anticipate a surplus in 2018 based on actual results following patterns of previous years.

### **Minimum Cash Reserve Balance**

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

### **New Branch Allocation – projected balance**

Projected 12-31-17 balance - \$2,618,000

**Total estimated funds available for new branch construction by 2020 is around 6.5 million**

### **Accompanying Documents**

**Worksheet A** shows estimated revenue, expense, and cash balances, by fund.

**Worksheet B** includes line item expenditures for all four funds.

**Worksheet C** shows line item expenditures in the Operating Fund budget, compared to previous years.

**Worksheet D** provides narrative information about each fund and items that changed significantly.

**Worksheet E** 2016 Budget vs Actual Revenue and Spending

## 2018 Budget - estimated revenue, expense, and cash balances

| Worksheet A  | 2017 Budget after<br>1782 | 2018 Estimates      |
|--|---------------------------|---------------------|
| <b>Operating Fund</b>                                      |                           |                     |
| Asses. Val.  | 6,718,593,869             | 6,718,593,869       |
| <b>INCOME</b>  |                           |                     |
| <i>Property Tax 2018 - growth quotient = 1.04 estimate</i> |                           |                     |
| Property Tax   | \$ 5,798,147              | 6,030,073           |
| Tax Cap adj  | \$ (48,022)               | (50,000)            |
| County Option Income Tax                                   | \$ 2,198,787              | \$ 2,286,738        |
| Commercial Vehicle Excise Tax                              | \$ 42,783                 | \$ 42,783           |
| Financial Institutions Tax                                 | \$ 18,194                 | \$ 18,194           |
| License Excise   | \$ 292,003                | \$ 292,003          |
| Fines/Fees   | \$ 150,000                | \$ 150,000          |
| Other - meeting rooms/interest                             | \$ 8,000                  | \$ 8,000            |
| Copier fees  | \$ 12,500                 | \$ 12,500           |
| Other - PLAC   | \$ 12,500                 | \$ 12,500           |
| <b>TOTAL</b>   | <b>\$ 8,484,892</b>       | <b>\$ 8,802,791</b> |
| <b>EXPENSES</b>  |                           |                     |
| Personnel Services   | \$ 5,799,572              | \$ 5,958,661        |
| Supplies   | \$ 198,350                | \$ 201,400          |
| Other Services/Charges                                     | \$ 1,392,400              | \$ 1,394,200        |
| LIRF xfer w/ tax cap adj 48,022                            | \$ 426,978                | \$ 567,000          |
| Capital  | \$ 1,019,500              | \$ 1,069,000        |
| <b>TOTAL before encumbrance</b>                            | <b>\$8,836,800</b>        | <b>\$9,190,261</b>  |
|  |                           | \$ (387,470)        |
|  | <b>\$8,836,800</b>        |                     |
| <b>FUND BALANCE</b>  |                           |                     |
| Beginning  | \$ 2,148,150              | \$ 866,242          |
| addl lirf xfer   | \$ (930,000)              |                     |
| Income less exp.   | \$ (351,908)              | \$ (387,470)        |
| Ending balance   | <b>\$ 866,242</b>         | <b>\$ 478,772</b>   |

**Debt Service Fund**

## INCOME

|                               |           |                |           |                |
|-------------------------------|-----------|----------------|-----------|----------------|
| Property Tax                  | \$        | 678,578        | \$        | 685,150        |
| Circuit Breaker               |           |                |           |                |
| Commercial Vehicle Excise Tax |           | 5,007          |           | 5,007          |
| Financial Institutions Tax    |           | 2,129          |           | 2,129          |
| License Excise                |           | 34,174         |           | 34,174         |
| <b>TOTAL</b>                  | <b>\$</b> | <b>719,888</b> | <b>\$</b> | <b>726,460</b> |

## EXPENSES

|              |    |         |    |         |
|--------------|----|---------|----|---------|
| Bond Payment | \$ | 688,500 | \$ | 685,150 |
|--------------|----|---------|----|---------|

## FUND BALANCE

|                  |    |         |    |         |
|------------------|----|---------|----|---------|
| Beginning        | \$ | 76,264  | \$ | 107,652 |
| Income less exp. | \$ | 31,388  | \$ | 41,310  |
| Ending balance   | \$ | 107,652 | \$ | 148,962 |

**Library Improvement Reserve Fund**

## INCOME

|          |    |         |    |         |
|----------|----|---------|----|---------|
| Transfer | \$ | 426,978 | \$ | 567,000 |
|----------|----|---------|----|---------|

## EXPENSES

|                        |    |                  |    |         |
|------------------------|----|------------------|----|---------|
| Other Services/Charges | \$ | 125,000          | \$ | 125,000 |
| Capital                | \$ | 400,000          | \$ | 458,000 |
| <b>TOTAL</b>           |    | <b>\$525,000</b> |    |         |

## FUND BALANCE

|                |           |                  |           |                  |
|----------------|-----------|------------------|-----------|------------------|
| Beginning      | \$        | 2,092,008        | \$        | 3,022,008        |
| xfer -<br>cost | \$        | 930,000          | \$        | 567,000          |
|                |           |                  | \$        | (583,000)        |
| <b>Total</b>   | <b>\$</b> | <b>3,022,008</b> | <b>\$</b> | <b>3,006,008</b> |

Worksheet A

**2017 Budget after  
1782**

**2018 Estimates**

|              |                          | <b>Rainy Day Fund</b> |                     |
|--------------|--------------------------|-----------------------|---------------------|
| INCOME       | Transfer - repay         |                       |                     |
| EXPENSES     |                          |                       |                     |
|              | Other Services/Charges   | \$ 85,000             | \$ 85,000           |
|              | Additional Appropriation |                       |                     |
|              | Capital                  | \$ 65,000             | \$ 65,000           |
|              | <b>TOTAL</b>             | <b>\$150,000</b>      | <b>\$150,000</b>    |
| FUND BALANCE |                          |                       |                     |
|              | Beginning                | \$ 1,636,653          | \$ 1,636,653        |
|              | COIT distribution        |                       |                     |
|              | Renov                    |                       |                     |
|              | Total                    | <u>\$ 1,636,653</u>   | <u>\$ 1,636,653</u> |

|   |                                    | 2018             | 2018 | 2018      | 2018         | 2018             |
|---|------------------------------------|------------------|------|-----------|--------------|------------------|
| 2018 BUDGET                             |                                    | OPERATING        | LIRF | RAINY DAY | DEBT SERVICE | TOTAL FUNDS      |
| <b>PERSONNEL SERVICES</b>               |                                    |                  |      |           |              |                  |
| SALARIES                                |                                    |                  |      |           |              |                  |
|   | 1120 ADMINISTRATION                | 195,284          |      |           |              |                  |
|   | 1130 MANAGERS                      | 1,094,982        |      |           |              |                  |
|   | 1140 LIBRARIANS, EXPERTS           | 1,086,833        |      |           |              |                  |
|   | 1150 SPECIALISTS                   | 239,503          |      |           |              |                  |
|   | 1160 ASSISTANTS-PARAPROFESSIONALS  | 790,119          |      |           |              |                  |
|   | 1170 TECH / SECRETARIES            | 64,350           |      |           |              |                  |
|   | 1180 -see "Other Wages" below      |                  |      |           |              |                  |
|   | 1190 BUILDING SERVICES-MAINT.      | 166,261          |      |           |              |                  |
|   | 1200 BUILDING SERVICES-SECURITY    | 114,858          |      |           |              |                  |
|   | 1280 PRODUCTION ASSISTANTS         | 19,396           |      |           |              |                  |
|   | 1290 INFO ASST. / MATERIAL SUPPORT | 437,850          |      |           |              |                  |
|   | 1300 MATERIAL HANDLER              | 230,000          |      |           |              |                  |
|   | 1320 TECHNICIANS                   | -                |      |           |              |                  |
| <b>TOTAL SALARIES</b>                   |                                    | <b>4,439,437</b> |      | -         | -            | <b>4,439,437</b> |
| EMPLOYEE BENEFITS                       |                                    |                  |      |           |              |                  |
|   | 1210 EMPLOYER CONTRIBUTION/FICA    | 277,793          |      |           |              |                  |
|   | 1220 UNEMPLOYMENT COMPENSATION     | 10,000           |      |           |              |                  |
|   | 1230 EMPLOYER CONTRIBUTION/PERF    | 386,003          |      |           |              |                  |
|   | 1235 EMPLOYEE CONTRIBUTION/PERF    | 103,394          |      |           |              |                  |
|   | 1240 EMPLOYER CONT/INSURANCE       | 662,572          |      |           |              |                  |
|   | 1250 EMPLOYER CONT/MEDICARE        | 62,462           |      |           |              |                  |
| <b>TOTAL EMPLOYEE BENEFITS</b>          |                                    | <b>1,502,224</b> |      | -         |              | <b>1,502,224</b> |
| OTHER WAGES                             |                                    |                  |      |           |              |                  |
|   | 1310 WORKSTUDY                     | 7,000            |      |           |              |                  |
|   | 1180 TEMPORARY STAFF               | 10,000           |      |           |              |                  |
|   | 1350 STIPEND                       | -                |      |           |              |                  |
| <b>TOTAL OTHER WAGES</b>                |                                    | <b>17,000</b>    |      |           |              | <b>17,000</b>    |
| <b>TOTAL PERSONNEL SERVICES (1000s)</b> |                                    | <b>5,958,661</b> |      | -         |              | <b>5,958,661</b> |

|  |                                      | 2018           | 2018 | 2018      | 2018         | 2018           |
|--|--------------------------------------|----------------|------|-----------|--------------|----------------|
| 2018 BUDGET                                    |                                      | OPERATING      | LIRF | RAINY DAY | DEBT SERVICE | TOTAL FUNDS    |
| <b>SUPPLIES (2000s)</b>                        |                                      |                |      |           |              |                |
| OFFICE SUPPLIES                                |                                      |                |      |           |              |                |
|  | 2110 OFFICIAL RECORDS                | 1,100          |      |           |              |                |
|  | 2120 STATIONERY & PRINTING           | 400            |      |           |              |                |
|  | 2130 OFFICE SUPPLIES                 | 11,150         |      |           |              |                |
|  | 2140 DUPLICATING                     | 46,950         |      |           |              |                |
|  | 2150 PROMOTIONAL MATERIALS           | -              |      |           |              |                |
| <b>TOTAL OFFICE SUPPLIES</b>                   |                                      | <b>59,600</b>  |      | -         |              | <b>59,600</b>  |
| OPERATING SUPPLIES                             |                                      |                |      |           |              |                |
|  | 2210 CLEANING SUPPLIES               | 40,000         |      |           |              |                |
|  | 2220 FUEL, OIL, & LUBRICANTS         | 9,000          |      |           |              |                |
|  | 2230 CATALOGING SUPPLIES             | 6,000          |      |           |              |                |
|  | 2240 AUDIO VISUAL SUPPLIES           | 6,000          |      |           |              |                |
|  | 2250 CIRCULATION SUPPLIES            | 32,500         |      |           |              |                |
|  | 2260 LIGHT BULBS                     | 12,000         |      |           |              |                |
|  | 2270 RECORDING MATERIALS - CATS      | -              |      |           |              |                |
|  | 2280 UNIFORMS                        | 1,900          |      |           |              |                |
|  | 2290 DISPLAY/EXHIBIT SUPPLIES        | 4,000          |      |           |              |                |
| <b>TOTAL OPERATING SUPPLIES</b>                |                                      | <b>111,400</b> |      | -         |              | <b>111,400</b> |
| REPAIR & MAINTENANCE SUPPLIES                  |                                      |                |      |           |              |                |
|  | 2300 IS SUPPLIES                     | 6,500          |      |           |              |                |
|  | 2310 BUILDING MATERIALS & SUPPLIES   | 23,000         |      |           |              |                |
|  | 2315 ENERGY AUDIT SUPPLIES           | -              |      |           |              |                |
|  | 2320 PAINT & PAINTING SUPPLIES       | 900            |      |           |              |                |
|  | 2340 OTHER REPAIR & BINDING          | -              |      |           |              |                |
|  | 2350 RECORDING EQUIP SUPPLIES - CATS | -              |      |           |              |                |
| <b>TOTAL REPAIR &amp; MAINTENANCE SUPPLIES</b> |                                      | <b>30,400</b>  |      |           |              | <b>30,400</b>  |
| <b>TOTAL SUPPLIES (2000s)</b>                  |                                      | <b>201,400</b> |      | -         |              | <b>201,400</b> |
| <b>OTHER SERVICES/CHARGES (3000s)</b>          |                                      |                |      |           |              |                |
| PROFESSIONAL SERVICES                          |                                      |                |      |           |              |                |
|  | 3110 CONSULTING SERVICES             | 11,000         |      | 20,000    |              |                |



|  |   | 2018           | 2018     | 2018          | 2018         | 2018           |
|--|---|----------------|----------|---------------|--------------|----------------|
|  | 2018 BUDGET                                     | OPERATING      | LIRF     | RAINY DAY     | DEBT SERVICE | TOTAL FUNDS    |
|  | 3120 ENGINEERING/ARCHITECTURAL                  | 7,000          |          | 20,000        |              |                |
|  | 3130 LEGAL SERVICES                             | 18,000         |          | 20,000        |              |                |
|  | 3140 BUILDING SERVICES                          | 40,000         |          |               |              |                |
|  | 3150 MAINTENANCE CONTRACTS                      | 170,500        |          |               |              |                |
|  | 3160 OCLC & COMPUTER SERVICES                   | 74,000         |          |               |              |                |
|  | 3170 ADMIN/ACCOUNTING SERVICES                  | 59,000         |          |               |              |                |
|  | 3175 COLLECTION AGENCY SERVICE                  | 18,000         |          |               |              |                |
|  | <b>TOTAL PROFESSIONAL SERVICES</b>              | <b>397,500</b> | <b>-</b> | <b>60,000</b> |              | <b>457,500</b> |
|  | COMMUNICATION & TRANSPORTATION                  |                |          |               |              |                |
|  | 3210 TELEPHONE                                  | 31,400         |          |               |              |                |
|  | 3220 POSTAGE                                    | 19,000         |          |               |              |                |
|  | 3230 TRAVEL EXPENSE                             | -              |          |               |              |                |
|  | 3240 PROFESSIONAL MEETINGS                      | 30,000         |          |               |              |                |
|  | 3250 CONTINUING EDUCATION                       | -              |          |               |              |                |
|  | 3260 FREIGHT & DELIVERY                         | 1,400          |          |               |              |                |
|  | <b>TOTAL COMMUNICATION &amp; TRANSPORTATION</b> | <b>81,800</b>  |          |               |              | <b>81,800</b>  |
|  | PRINTING & ADVERTISING                          |                |          |               |              |                |
|  | 3310 ADVERTISING & PUBLICATION                  | 2,850          |          |               |              |                |
|  | 3320 PRINTING                                   | 5,000          |          |               |              |                |
|  | <b>TOTAL PRINTING &amp; ADVERTISING</b>         | <b>7,850</b>   |          |               |              | <b>7,850</b>   |
|  | INSURANCE                                       |                |          |               |              |                |
|  | 3410 OFFICIAL BOND                              | 600            |          |               |              |                |
|  | 3420 OTHER INSURANCE                            | 92,500         |          |               |              |                |
|  | <b>TOTAL INSURANCE</b>                          | <b>93,100</b>  |          |               |              | <b>93,100</b>  |
|  | UTILITIES                                       |                |          |               |              |                |
|  | 3510 GAS  | 4,450          |          |               |              |                |
|  | 3520 ELECTRICITY                                | 332,000        |          |               |              |                |
|  | 3530 WATER                                      | 29,000         |          |               |              |                |
|  | <b>TOTAL UTILITIES</b>                          | <b>365,450</b> |          |               |              | <b>365,450</b> |
|  | REPAIR & MAINTENANCE                            |                |          |               |              |                |
|  | 3610 BUILDING REPAIR                            | 29,000         | 125,000  | 25,000        |              |                |

|  |   | 2018             | 2018           | 2018          | 2018           | 2018             |
|--|---|------------------|----------------|---------------|----------------|------------------|
|  | 2018 BUDGET                                 | OPERATING        | LIRF           | RAINY DAY     | DEBT SERVICE   | TOTAL FUNDS      |
|  | 3630 OTHER REPAIR                           | 16,000           |                |               |                |                  |
|  | 3640 VEHICLE REPAIR & MAINTENANCE           | 14,000           |                |               |                |                  |
|  | 3650 MATERIALS BINDING/REPAIR               | 1,500            |                |               |                |                  |
|  | <b>TOTAL REPAIR &amp; MAINTENANCE</b>       | <b>60,500</b>    | <b>125,000</b> | <b>25,000</b> |                | <b>210,500</b>   |
|  | RENTALS                                     |                  |                |               |                |                  |
|  | 3710 REAL ESTATE RENTAL/BOND PMT.           | 34,000           |                |               | 685,150        |                  |
|  | 3720 EQUIPMENT RENTAL                       | -                |                |               |                |                  |
|  | <b>TOTAL RENTALS</b>                        | <b>34,000</b>    |                |               | <b>685,150</b> | <b>719,150</b>   |
|  | OTHER CHARGES                               |                  |                |               |                |                  |
|  | 3845 ELEC. REOURCES-DATABASES               | 190,000          |                |               |                |                  |
|  | 3846 E-BOOKS                                | 150,000          |                |               |                |                  |
|  | 3910 DUES/INSTITUTIONAL                     | 7,500            |                |               |                |                  |
|  | 3920 INTEREST/TEMPORARY LOAN                | 2,000            |                |               |                |                  |
|  | 3930 TAXES & ASSESSMENTS                    | -                |                |               |                |                  |
|  | 3940 TRANSFER TO LIRF                       | 567,000          |                |               |                |                  |
|  | 3945 TRANSFER TO RAINY DAY                  | -                |                |               |                |                  |
|  | 3950 EDUCATIONAL LICENSING/SERVICES         | 4,500            |                |               |                |                  |
|  | <b>TOTAL OTHER CHARGES</b>                  | <b>921,000</b>   |                |               |                | <b>921,000</b>   |
|  | <b>TOTAL OTHER SERVICES/CHARGES (3000s)</b> | <b>1,961,200</b> | <b>125,000</b> | <b>85,000</b> | <b>685,150</b> | <b>2,856,350</b> |
|  | CAPITAL OUTLAY (4000s)                      |                  |                |               |                |                  |
|  | FURNITURE & EQUIPMENT                       |                  |                |               |                |                  |
|  | 4410 FURNITURE                              | 10,000           | 25,000         | 25,000        |                |                  |
|  | 4420 AUDIO VISUAL EQUIPMENT                 | -                |                |               |                |                  |
|  | 4430 OTHER EQUIPMENT                        | 19,000           | 125,000        | 25,000        |                |                  |
|  | 4440 LAND & BUILDINGS                       | -                |                |               |                |                  |
|  | 4450 BUILDING RENOVATION -                  | 5,000            | 308,000        | 15,000        |                |                  |
|  | 4460 IS EQUIPMENT                           | -                |                |               |                |                  |
|  | 4465 IS SOFTWARE                            | -                |                |               |                |                  |
|  | 4470 EQUIPMENT - CATS                       | -                |                |               |                |                  |
|  | 4475 SOFTWARE - CATS                        | -                |                |               |                |                  |
|  | <b>TOTAL FURNITURE &amp; EQUIPMENT</b>      | <b>34,000</b>    | <b>458,000</b> | <b>65,000</b> |                | <b>557,000</b>   |

|  |                                   | 2018             | 2018           | 2018           | 2018           | 2018              |
|--|-----------------------------------|------------------|----------------|----------------|----------------|-------------------|
|  | 2018 BUDGET                       | OPERATING        | LIRF           | RAINY DAY      | DEBT SERVICE   | TOTAL FUNDS       |
|  | OTHER CAPITAL OUTLAY              |                  |                |                |                |                   |
|  | 4510 BOOKS                        | 582,000          |                |                |                |                   |
|  | 4520 PERIODICALS & NEWSPAPERS     | 43,000           |                |                |                |                   |
|  | 4530 NONPRINT MATERIALS           | 340,000          |                |                |                |                   |
|  | to get to 15%                     | 70,000           |                |                |                |                   |
|  | 4540 ELECTRONIC RESOURCES         | -                |                |                |                |                   |
|  | <b>TOTAL OTHER CAPITAL OUTLAY</b> | <b>1,035,000</b> |                |                |                | <b>1,035,000</b>  |
|  |                                   | 14.96%           |                |                |                |                   |
|  | <b>TOTAL CAPITAL OUTLAY</b>       | <b>1,069,000</b> | <b>458,000</b> | <b>65,000</b>  |                | <b>1,592,000</b>  |
|  |                                   |                  |                |                |                |                   |
|  | <b>TOTAL EXPENDITURES 2018</b>    | <b>9,190,261</b> | <b>583,000</b> | <b>150,000</b> | <b>685,150</b> | <b>10,608,411</b> |
|  | <b>TOTAL BUDGET 2017</b>          | 8,836,800        | 525,000        | 150,000        | 688,500        | <b>10,200,300</b> |
|  | Increase from 2017                | 4.00%            | 11.05%         | 0.00%          | -0.49%         | 4.00%             |

2018 BUDGET COMPARISON

| Worksheet C                        | 2018<br>BUDGET | 2017<br>BUDGET | 2016<br>ACTUAL | 2015<br>ACTUAL |
|------------------------------------|----------------|----------------|----------------|----------------|
| PERSONNEL SERVICES (1000'S)        |                |                |                |                |
| SALARIES                           |                |                |                |                |
| 1120 ADMINISTRATION                | 195,284        | 187,508        | 130,580        | 123,262        |
| 1130 MANAGERS                      | 1,094,982      | 1,036,770      | 1,048,577      | 902,239        |
| 1140 LIBRARIANS, EXPERTS           | 1,086,833      | 1,099,735      | 985,177        | 1,043,051      |
| 1150 SPECIALISTS                   | 239,503        | 217,914        | 200,698        | 369,085        |
| 1160 ASSISTANTS-PARAPROFESSIONALS  | 790,119        | 719,285        | 715,318        | 596,084        |
| 1170 TECH / SECRETARIES            | 64,350         | 60,450         | 58,533         | 105,021        |
| 1180 -see "Other Wages" below      |                |                |                |                |
| 1190 BUILDING SERVICES-MAINT.      | 166,261        | 159,101        | 152,006        | 216,767        |
| 1200 BUILDING SERVICES-SECURITY    | 114,858        | 107,838        | 102,244        | 71,000         |
| 1280 PRODUCTION ASSISTANTS         | 19,396         | 17,836         | 18,220         | 11,557         |
| 1290 INFO ASST. / MATERIAL SUPPORT | 437,850        | 428,875        | 397,516        | 306,637        |
| 1300 MATERIAL HANDLER              | 230,000        | 221,000        | 213,943        | 142,310        |
| 1320 TECHNICIANS                   | -              | 16,151         | 12,084         | 9,753          |
| TOTAL SALARIES                     | 4,439,437      | 4,272,463      | 4,034,896      | 3,896,766      |
| EMPLOYEE BENEFITS                  |                |                |                |                |
| 1210 EMPLOYER CONTRIBUTION/FICA    | 277,793        | 265,943        | 240,612        | 232,449        |
| 1220 UNEMPLOYMENT COMPENSATION     | 10,000         | 10,000         |                |                |
| 1230 EMPLOYER CONTRIBUTION/PERF    | 386,003        | 377,098        | 359,415        | 357,313        |
| 1235 EMPLOYEE CONTRIBUTION/PERF    | 103,394        | 101,008        | 96,602         | 95,921         |
| 1240 EMPLOYER CONT/INSURANCE       | 662,572        | 697,564        | 589,377        | 551,867        |
| 1250 EMPLOYER CONT/MEDICARE        | 62,462         | 62,196         | 56,420         | 54,363         |
| TOTAL EMPLOYEE BENEFITS            | 1,502,224      | 1,513,809      | 1,342,426      | 1,291,913      |
| OTHER WAGES                        |                |                |                |                |
| 1310 WORKSTUDY                     | 7,000          | 3,300          | 6,396          | 1,994          |
| 1180 TEMPORARY STAFF               | 10,000         | 10,000         | -              | -              |
| 1350 STIPEND/RECLASSIFICATION      |                |                |                |                |
| TOTAL OTHER WAGES                  | 17,000         | 13,300         | 6,396          | 1,994          |
| TOTAL PERSONNEL SERVICES           | 5,958,661      | 5,799,572      | 5,383,718      | 5,190,673      |

Worksheet C

|                                     | 2018<br>BUDGET<br>64.84% | 2017<br>BUDGET<br>65.63% | 2016<br>ACTUAL<br>68.38% | 2015<br>ACTUAL<br>63.12% |
|-------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| SUPPLIES (2000'S)                   |                          |                          |                          |                          |
| OFFICE SUPPLIES                     |                          |                          |                          |                          |
| 2110 OFFICIAL RECORDS               | 1,100                    | 1,100                    | 755                      | 46                       |
| 2120 STATIONERY & PRINTING          | 400                      | 550                      | 262                      | 517                      |
| 2130 OFFICE SUPPLIES                | 11,150                   | 11,500                   | 7,100                    | 6,633                    |
| 2140 DUPLICATING                    | 46,950                   | 44,400                   | 43,104                   | 42,493                   |
| 2150 PROMOTIONAL MATERIALS          |                          |                          |                          |                          |
| TOTAL OFFICE SUPPLIES               | 59,600                   | 57,550                   | 51,221                   | 49,688                   |
| OPERATING SUPPLIES                  |                          |                          |                          |                          |
| 2210 CLEANING SUPPLIES              | 40,000                   | 40,000                   | 28,976                   | 31,808                   |
| 2220 FUEL, OIL, & LUBRICANTS        | 9,000                    | 9,000                    | 6,163                    | 5,358                    |
| 2230 CATALOGING SUPPLIES-BOOKS      | 6,000                    | 6,000                    | 5,221                    | 4,510                    |
| 2240 A/V SUPPLIES-CATALOGING        | 6,000                    | 6,000                    | 4,373                    | 4,602                    |
| 2250 CIRCULATION SUPPLIES           | 32,500                   | 32,500                   | 27,635                   | 29,351                   |
| 2260 LIGHT BULBS                    | 12,000                   | 12,000                   | 4,548                    | 8,508                    |
| 2270 VIDEOTAPE - CATS               |                          |                          |                          |                          |
| 2280 UNIFORMS                       | 1,900                    | 1,900                    | 1,900                    | 1,352                    |
| 2290 DISPLAY/EXHIBIT SUPPLIES       | 4,000                    | 4,000                    | 522                      | 1,646                    |
| TOTAL OPERATING SUPPLIES            | 111,400                  | 111,400                  | 79,338                   | 87,134                   |
| REPAIR & MAINTENANCE SUPPLIES       |                          |                          |                          |                          |
| 2300 IS SUPPLIES                    | 6,500                    | 6,500                    | 4,499                    | 5,647                    |
| 2310 BUILDING MATERIALS & SUPPLIES  | 23,000                   | 22,000                   | 21,819                   | 19,059                   |
| 2315 ENERGY AUDIT MATERIALS         |                          |                          |                          |                          |
| 2320 PAINT & PAINTING SUPPLIES      | 900                      | 900                      | 429                      | 898                      |
| 2340 OTHER REPAIR & BINDING         |                          |                          |                          |                          |
| 2350 VIDEO MATERIALS - CATS         |                          |                          |                          |                          |
| TOTAL REPAIR & MAINTENANCE SUPPLIES | 30,400                   | 29,400                   | 26,747                   | 25,604                   |
| TOTAL SUPPLIES                      | 201,400                  | 198,350                  | 157,306                  | 162,426                  |

| Worksheet C                          | 2018<br>BUDGET | 2017<br>BUDGET | 2016<br>ACTUAL | 2015<br>ACTUAL |
|--------------------------------------|----------------|----------------|----------------|----------------|
| OTHER SERVICES/CHARGES (3000'S)      |                |                |                |                |
| PROFESSIONAL SERVICES                |                |                |                |                |
| 3110 CONSULTING SERVICES             | 11,000         | 39,000         | 1,302          | 2,308          |
| 3120 ENGINEERING/ARCHITECTURAL       | 7,000          | 7,000          | -              | -              |
| 3130 LEGAL SERVICES                  | 18,000         | 15,500         | 20,778         | 12,912         |
| 3140 BUILDING SERVICES               | 40,000         | 40,000         | 28,088         | 30,660         |
| 3150 MAINTENANCE CONTRACTS           | 170,500        | 170,500        | 95,806         | 138,169        |
| 3160 COMPUTER SERVICES (OCLC)        | 74,000         | 72,500         | 63,287         | 62,047         |
| 3170 ADMIN/ACCOUNTING SERVICES       | 59,000         | 51,000         | 41,221         | 41,865         |
| 3175 COLLECTION AGENCY SERVICES      | 18,000         | 18,000         | 14,839         | 17,112         |
| TOTAL PROFESSIONAL SERVICES          | 397,500        | 413,500        | 265,321        | 305,073        |
| COMMUNICATION & TRANSPORTATION       |                |                |                |                |
| 3210 TELEPHONE                       | 31,400         | 31,300         | 21,129         | 21,981         |
| 3220 POSTAGE                         | 19,000         | 19,000         | 15,402         | 15,945         |
| 3230 TRAVEL EXPENSE                  | -              | 10,000         | 5,879          | 2,719          |
| 3240 PROFESSIONAL MTG. (OFF-SITE)    | 30,000         | 10,000         | 1,178          | 2,612          |
| 3250 CONTINUING ED. (ON-SITE)        | -              | 10,000         | 130            |                |
| 3260 FREIGHT & DELIVERY              | 1,400          | 1,000          | 1,064          | 2,064          |
| TOTAL COMMUNICATION & TRANSPORTATION | 81,800         | 81,300         | 44,782         | 45,322         |
| PRINTING & ADVERTISING               |                |                |                |                |
| 3310 ADVERTISING & PUBLICATION       | 2,850          | 2,850          | 1,022          | 1,948          |
| 3320 PRINTING                        | 5,000          | 5,000          | 954            | 860            |
| TOTAL PRINTING & ADVERTISING         | 7,850          | 7,850          | 1,976          | 2,808          |
| INSURANCE                            |                |                |                |                |
| 3410 OFFICIAL BOND                   | 600            | 600            | 586            | 450            |
| 3420 OTHER INSURANCE                 | 92,500         | 80,500         | 71,577         | 71,831         |
| TOTAL INSURANCE                      | 93,100         | 81,100         | 72,163         | 72,281         |
| UTILITIES                            |                |                |                |                |
| 3510 GAS                             | 4,450          | 4,450          | 2,465          | 2,916          |
| 3520 ELECTRICITY                     | 332,000        | 332,000        | 271,326        | 280,803        |

| Worksheet C                  |                                    | 2018      | 2017      | 2016      | 2015      |
|------------------------------|------------------------------------|-----------|-----------|-----------|-----------|
|                              |                                    | BUDGET    | BUDGET    | ACTUAL    | ACTUAL    |
|                              | 3530 WATER                         | 29,000    | 26,300    | 21,154    | 21,582    |
| TOTAL UTILITIES              |                                    | 365,450   | 362,750   | 294,945   | 305,300   |
| REPAIR & MAINTENANCE         |                                    |           |           |           |           |
|                              | 3610 BUILDING REPAIR               | 29,000    | 29,000    | 16,423    | 32,752    |
|                              | 3630 OTHER EQUIP/FURNITURE REPAIRS | 16,000    | 16,000    | 3,201     | 5,635     |
|                              | 3640 VEHICLE REPAIR & MAINTENANCE  | 14,000    | 12,500    | 12,004    | 11,455    |
|                              | 3650 MATERIAL BINDING/REPAIR SERV. | 1,500     | 1,500     | 369       | 932       |
| TOTAL REPAIR & MAINTENANCE   |                                    | 60,500    | 59,000    | 31,997    | 50,774    |
| RENTALS                      |                                    |           |           |           |           |
|                              | 3710 REAL ESTATE RENTAL/BOND PMT.  | 34,000    | 32,900    | 27,361    | 23,290    |
|                              | 3720 EQUIPMENT RENTAL              |           |           |           |           |
| TOTAL RENTALS                |                                    | 34,000    | 32,900    | 27,361    | 23,290    |
| OTHER CHARGES                |                                    |           |           |           |           |
|                              | 3845 ELEC. RECOURCES-DATABASES     | 190,000   | 190,000   | 142,382   | 143,414   |
|                              | 3846 E-BOOKS                       | 150,000   | 150,000   | 174,123   | 131,298   |
|                              | 3910 DUES/INSTITUTIONAL            | 7,500     | 7,500     | 5,684     | 5,617     |
|                              | 1004 MISCELLANEOUS                 |           |           |           |           |
|                              | 3920 INTEREST/TEMPORARY LOAN       | 2,000     | 2,000     | -         | -         |
|                              | 3930 TAXES & ASSESSMENTS           |           |           |           |           |
|                              | 3940 TRANSFER TO LIRF              | 567,000   | 426,978   | 298,000   | 785,000   |
|                              | 3945 TRANSFER TO RAINY DAY         |           |           |           |           |
|                              | 3950 EDUCATIONAL SERV/LICENSING    | 4,500     | 4,500     | 2,658     | 3,688     |
| TOTAL OTHER CHARGES          |                                    | 921,000   | 780,978   | 622,847   | 1,069,017 |
| TOTAL OTHER SERVICES/CHARGES |                                    | 1,961,200 | 1,819,378 | 1,361,392 | 1,873,866 |
| CAPITAL OUTLAY (4000'S)      |                                    |           |           |           |           |
| FURNITURE & EQUIPMENT        |                                    |           |           |           |           |
|                              | 4410 FURNITURE                     | 10,000    | 10,000    | 3,182     | 16,574    |
|                              | 44105 ENCUMBERED FURNITURE         |           |           |           |           |
|                              | 4420 AUDIO VISUAL EQUIPMENT        |           |           |           |           |

## Worksheet C

|  | 2018<br>BUDGET   | 2017<br>BUDGET   | 2016<br>ACTUAL   | 2015<br>ACTUAL   |
|--|------------------|------------------|------------------|------------------|
| 4430 OTHER EQUIPMENT                   | 19,000           | 19,000           | 15,374           | 16,453           |
| 4440 LAND & BUILDINGS                  |                  |                  |                  |                  |
| 4450 BUILDING RENOVATIONS              | 5,000            | 5,000            |                  | 1,607            |
| 4460 IS EQUIPMENT                      |                  |                  |                  |                  |
| 4465 IS SOFTWARE                       |                  |                  | 350              |                  |
| 4470 EQUIPMENT - CATS                  |                  |                  |                  |                  |
| 4475 SOFTWARE - CATS                   |                  |                  |                  |                  |
| <b>TOTAL FURNITURE &amp; EQUIPMENT</b> | <b>34,000</b>    | <b>34,000</b>    | <b>18,906</b>    | <b>34,634</b>    |
| <b>OTHER CAPITAL OUTLAY</b>            |                  |                  |                  |                  |
| 4510 BOOKS                             | 582,000          | 582,000          | 572,496          | 570,167          |
| 4520 PERIODICALS & NEWSPAPERS          | 43,000           | 43,000           | 39,271           | 42,548           |
| 4530 NONPRINT MATERIALS                | 340,000          | 340,000          | 340,447          | 348,739          |
| to get to 15%                          | 70,000           | 20,500           | -                | -                |
| 4540 ELECTRONIC RESOURCES              | -                | -                | -                | -                |
| <b>TOTAL OTHER CAPITAL OUTLAY</b>      | <b>1,035,000</b> | <b>985,500</b>   | <b>952,214</b>   | <b>961,455</b>   |
|  | 14.96%           | 15.00%           | 16.11%           | 15.03%           |
| <b>TOTAL CAPITAL OUTLAY</b>            | <b>1,069,000</b> | <b>1,019,500</b> | <b>971,120</b>   | <b>996,088</b>   |
| <b>TOTAL OPERATING EXPENDITURES</b>    | <b>9,190,261</b> | <b>8,836,800</b> | <b>7,873,536</b> | <b>8,223,054</b> |



**Monroe County Public Library**  
**2018 Budget: Line Item Detail Narrative**  
 Updated June 28, 2017

**OPERATING FUND**

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

| <u>Line</u> | <u>Comment</u>  |
|-------------|---|
| 1120-1320   | The 2018 wage projection is based on an estimated 2.74% increase in wages and benefits from the previous year budget. The allocation of the increase will depend on health insurance cost (1240). |
| 1180        | Small reserve fund set aside in order to address temporary staffing shortages.  |
| 1210        | FICA = 6.2% of total wages  |
| 1220        | The library is self-insuring for unemployment insurance. This amount is appropriated to cover any claims during 2018.   |
| 1230        | The rate that the library contributes for full-time employees to the Indiana Public Employees Retirement System for the employer contribution is 11.2% in 2018.                                   |
| 1235        | The library contributes 3% of wages for full-time employees to the Indiana Public Employees Retirement System for the employee contribution.  |
| 1240        | Employer contribution to health insurance is estimated at a 15% increase.   |
| 1310        | Wages for temporary staff, including work-study students.   |
| 3110-3120   | Consulting and engineering fees are in the budget as a placeholder.   |
| 3630        | Funds allocated for equipment repair and for repair and replacement of chairs for patrons and staff.  |
| 3940        | Transfer to LIRF for future facility needs.   |
| 4510-4540   | Collection materials expenditures equal 15% of Operating Fund budget (including 3845 and 3846) to continue to meet State Standards for materials expenditures at the enhanced level.              |

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**LIBRARY IMPROVEMENT RESERVE FUND (LIRF)**

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

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

**RAINY DAY FUND**

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

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

**DEBT SERVICE FUND**

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

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

Monroe County Public Library  
 Analysis of Actual vs Budget Revenue and Spending  
 Year end 12-31-16

|                            | 2016             |                  |                  |
|----------------------------|------------------|------------------|------------------|
|                            | Budget           | Actual           | Variance         |
| <b>Revenue</b>             |                  |                  |                  |
| Property Tax Receipts      | 5,598,164        | 5,554,636        | (43,528)         |
| Local Income Tax           | 2,026,293        | 2,026,293        | -                |
| Other Revenue              | 544,000          | 687,803          | 143,803          |
|                            | <u>8,168,457</u> | <u>8,268,732</u> | <u>100,275</u>   |
| <b>Spending</b>            |                  |                  |                  |
| Wages and Benefits         | 5,616,284        | 5,383,718        | (232,566)        |
| Supplies                   | 205,100          | 157,307          | (47,793)         |
| Other Services and Charges | 1,337,800        | 1,063,393        | (274,407)        |
| LIRF transfer              | 298,000          | 298,000          | -                |
| Capital                    | 998,700          | 971,120          | (27,580)         |
|                            | <u>8,455,884</u> | <u>7,873,538</u> | <u>(582,346)</u> |
| Surplus (Deficit)          | (287,427)        | 395,194          | 682,621          |

Cash from Operations equals LIRF transfer (298,000) plus 2016 surplus (395,194)

## 2018 Spending Estimates

|   | <i>2017</i>       | <i>2018</i>       | <i>% Change</i> | <i>\$ Change</i> |
|---|-------------------|-------------------|-----------------|------------------|
| <b>Operating Fund</b>                   |                   |                   |                 |                  |
| Personnel Services                      | 5,799,572         | 5,958,661         | 2.74%           | 159,089          |
| Supplies                                | 198,350           | 201,400           |                 |                  |
| Other Services/Charges                  | 1,392,400         | 1,394,200         |                 |                  |
| LIRF transfer w/tax cap adj 48,022      | 426,978           | 567,000           |                 |                  |
| Capital                                 | 1,019,500         | 1,069,000         |                 |                  |
|   | <b>8,836,800</b>  | <b>9,190,261</b>  | 4.0%            | 353,461          |
| <b>Debt Fund</b>                        |                   |                   |                 |                  |
| Debt Service - G.O. Bond Payment        | 688,500           | 685,150           | -0.5%           | (3,350)          |
| <b>Library Improvement Reserve Fund</b> |                   |                   |                 |                  |
| Contingency Appropriations              | 525,000           | 583,000           | 11.0%           | 58,000           |
| <b>Rainy Day Fund</b>                   |                   |                   |                 |                  |
| Contingency Appropriations              | 150,000           | 150,000           | 0.0%            | -                |
| <b>Total Budget</b>                     | <b>10,200,300</b> | <b>10,608,411</b> | <b>4.0%</b>     | <b>408,111</b>   |

## 2018 Operating Fund Revenue Estimate

| <i>Revenue Source</i>         | <i>2017</i>        | <i>2018</i>        | <i>% Change</i> | <i>\$ Change</i> |
|-------------------------------|--------------------|--------------------|-----------------|------------------|
| Property Tax                  | \$5,799,004        | \$6,030,073        | 3.98%           | \$231,069        |
| Tax Cap adj                   | (\$48,022)         | (\$50,000)         | 4.12%           | (\$1,978)        |
| Local Income Tax              | \$2,198,787        | \$2,286,738        | 4.00%           | \$87,951         |
| Commercial Vehicle Excise Tax | \$42,510           | \$42,783           | 0.64%           | \$273            |
| Financial Institutions Tax    | \$18,023           | \$18,194           | 0.95%           | \$171            |
| License Excise Tax            | \$323,852          | \$292,003          | -9.83%          | (\$31,849)       |
| Fines and Fees                | \$150,000          | \$150,000          | 0.00%           | \$0              |
| Other Fees (Copier/PLAC)      | \$25,000           | \$25,000           | 0.00%           | \$0              |
| Interest / meeting rooms      | \$8,000            | \$8,000            | 0.00%           | \$0              |
| <b>TOTAL REVENUE</b>          | <b>\$8,517,154</b> | <b>\$8,802,791</b> | 3.35%           | \$285,637        |

## MCPL: 2017 Plan for 2018 Budget Work

| <i>Step</i>   |  | <b>MCPL<br/>Date</b> |
|---|--|----------------------|
| Input from managers   |  | <b>5/15</b>          |
| State Library/DLGF workshop   |  | ?                    |
| <b>Board work session</b>   | Discuss budget issues- optional                                | <b>6/14</b>          |
| <b>Board meeting</b>  |  | <b>6/21</b>          |
| <b>Board work session</b>   | Budget –first draft budget-optional                            | <b>7/12</b>          |
| <b>Board meeting</b>  | Budget –first draft budget                                     | <b>7/19</b>          |
| AVGQ announced  | Estimated date   | 6/30                 |
| DLGF meet with area representative  | Ryan Burke   | 8/7                  |
| Monroe County AV available  | Estimated date   | 8/1                  |
| <b>Board work session</b>   | Second draft, with revisions                                   | <b>8/9</b>           |
| <b>Board meeting</b>  | <b>Approve budget for posting</b>                              | <b>8/16</b>          |
| Submit budget to County Council for non-binding recommendation                | Submit to County Council before 9/1 (last day per DLGF)        | 8/17                 |
| Submit form 3   | Gateway  | 8/17                 |
| Verify posting budget and public hearing on Gateway                           | Before 9/14 and at least 10 days before public hearing         | 8/23                 |
| <b>Board work session</b>   | 3 <sup>rd</sup> Draft with                                     | <b>9/13</b>          |
| <b>Public Hearing on Library Budget</b><br>(immediately before Board meeting) | <b>Before 10/23 and at least 10 days before board adoption</b> | <b>9/20</b>          |
| If Objection Petition filed by 10 or more taxpayers                           | No more than 7 days after public hearing                       | 9/27                 |
| <b>Board work session</b>   |  | <b>10/11</b>         |
| <b>Board meeting: Adopt budget</b>  | <b>Last day for Board to adopt 11/3</b>                        | <b>10/18</b>         |

## **Guidelines for Hiring within Wage and Salary Schedule for Pay Grades 8 and above**

### Background

Our [Compensation Philosophy](#) states that Monroe County Public Library strives to be an employer of choice in the Bloomington region as well as among public libraries nationwide.

It is the policy of MCPL to fill all positions with the best-qualified people whose skills and abilities best match the needs of the department. The Library's strategy is to attract, develop, and retain talented, motivated, creative, engaged and high performing employees. To achieve this strategy the Library will strive to be competitive within our identified market(s).

Recent shifts in the economy are affecting not only the local market, but also our competitive edge in regional and national markets for **librarians and other professional level staff**. Over the last 3 years, we have recruited for several key positions and have encountered challenges in recruitment based on salary levels in the market. It has negatively influenced our ability to attract and hire experienced candidates.

It is a common practice for Indiana libraries to bring in experienced candidates at rates above the minimum, as set by their Wage and Salary Schedule. Library's practicing this mode of compensation include Johnson County, Evansville-Vanderburgh, Allen County and Vigo County, among many others.

### Credit for Prior Experience

The strongest predictor for job success is based on experience. Linking compensation to a new employee's specific experience and demonstrated abilities supports the library's strategy of hiring employees who are able to perform expected responsibilities and reach productivity levels, often at an accelerated path.

To ensure we can hire the best-qualified candidates in key positions, we have established guidelines for hiring candidates in pay grades 8 and 9 to credit and reflect their recent and relevant work experience in their starting salary. This experience enables the new staff member to perform the job duties at a level above that of an inexperienced employee who would start at the minimum salary within the hiring range. The amount of credited experience is determined jointly by the Human Resources Office, the hiring manager, and administration.

### **Guidelines**

Candidates for positions in **pay grades 8 and 9** with related and comparable experience may be considered for hiring within the range.

**Related Experience** is defined as experience in a job from a similar job family level where orientation and training period would be accelerated.

Based on the candidate's related years of experience, their beginning wage or salary is calculated by adding the additional credited experience percentage, as defined below, to the pay grade range minimum.

1-3 Yrs. = 1 percent

3+ Yrs. = 2 percent

**Comparable experience** is defined as having the same basic job duties and responsibility level. Based on the candidate's comparable years of experience, their beginning wage or salary is calculated by adding the additional credited experience percentage, as defined below, to pay grade range minimum.

1-2 Yrs. = 2 percent

3-5 Yrs. = 4 percent

5+ Yrs. = 5 percent

Salaries for positions in **pay grades 10 and 11** are negotiated based on existing market and similar experience guidelines as determined by the director.

### **Internal Equity**

To address equity among current staff while implementing this new process for hiring within the range, **staff in pay grades 8, 9 and 10** who were hired or promoted since 2014, may receive an increase based upon their experience. The same guidelines as newly hired and promoted employees will be applied.



## **2017 Response to Market Changes – Hiring within Range and Salary Adjustment**

As part of our response to the competitive market changes for the proposed mid-year salary adjustment, we have identified eight staff members in pay grades 8-9 and two in grade 10, who were either hired or promoted since January 2014, whose comparable and/or related experience are under consideration for mid-year salary adjustments.

Based on the two categories of Related and Comparable years of experience, the following number of staff are affected:

- Related Experience
  - One to three years of experience – Two staff members
  - Three or more years of experience – Four staff members
- Comparable Experience
  - One to two years of experience – None
  - Three to five years of experience – Three
  - Five or more years of experience – One

The proposal to begin hiring within range for pay grades 8+ is effective upon board approval.

The proposed market adjustment for employees hired or promoted in pay grades 8, 9 and 10 since January 2014, will become effective on July 24, 2017, following board approval.

The total dollar increase for the changes for all affected staff salaries through the remainder of 2017 is \$4,196.92.

# Section 3.20: Emergency Closing

## 3.20 EMERGENCY CLOSING

Periodic emergencies, such as severe weather, power failures, or public health concerns can disrupt MCPL operations, sometimes requiring closing of a work facility. When such emergencies occur, staff is responsible for seeking information from emergency closing notification channels as identified by the library. When a MCPL work facility is officially closed by the Library Director for emergency conditions, before the beginning of the workday, ~~the~~ any time off from scheduled work will be paid to regular full-time and regular part-time employees affected by the facility closing. If the employee has scheduled/is on paid leave, they will use the benefit time as requested and not be paid for the emergency closing.

Employees who report to work before a facility is closed due to an emergency shall be paid for time scheduled to be worked on that work day without being penalized by using personal leave or by making up this time within the pay period.

Employees may or may not be directed to report to work at another library facility or community service location. Considerations for location re-assignment include library operational and servicing needs, safety, suitability and availability of assigned work, time of day/work shift, employer and employee commitments, travel, and other related factors as determined by the employees' manager/supervisor or designee. The library will provide transportation between locations if necessary. (See 3.21: Premium Pay for Critical and Essential Staff – (regular, non-exempt staff) for further information)