

**MONROE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES MEETING**  
**Wednesday, July 18, 2018; 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 20, 2018 Board Meeting (page 1-2)
  - b. Minutes of July 11, 2018 Board Work Session (page 3-5)
  - c. Monthly Bills for Payment (page 6-11)
  - d. Monthly Financial Report (page 12-38)
  - e. Personnel Report (page 39-46)
  - f. 2018 Board Meeting Calendar (page 47)
3. Director's Monthly Report – Marilyn Wood, Director (page 48-57)
4. Old Business
  - a. Ellettsville Renovation Update – Jane Cronkhite
5. New Business
  - a. Resolution for Director to Approve Change Orders – Marilyn Wood (page 58)
  - b. Declaring Certain Items Surplus – Gary Lettelleir (page 59-60)
  - c. Resolution to Establish Cash Change Fund – Gary Lettelleir (page 61)
  - d. 2019 Budget – Gary Lettelleir (page 62-80)
  - e. General Obligation Bond – Gary Lettelleir, Marilyn Wood (page 81-99)
  - f. CATS Infrastructure Update Contract – Michael White, Gary Lettelleir (page 100-105)
  - g. Study Room Policy update – Jane Cronkhite (page 106-107)
  - h. Personnel Manual 3.20 update – Kyle Wickemeyer-Hardy (page 108)
6. Update: Communications and Marketing – Mandy Hussey
7. Public Comment
8. Adjournment

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

**MONROE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES PUBLIC COMMENT POLICY**

The MCPL Board of Trustees shall have a time providing for public comment during all public meetings. Comments should be relevant to Library matters, excluding personnel issues. Individual speakers are asked to limit their remarks to three-to-five minutes. The chair shall be allowed to limit the time for individual speakers and to limit the total time for public comment.

Public comment time is provided for the public to express their opinions or concerns about matters over which the Board of Trustees has authority or responsibility. Comments are intended to be statements from speakers; speakers may not engage the Board in a question-and-answer exchange during public comments. Questions relating to library or administrative procedures which could be addressed outside of a library board meeting should be referred to the appropriate library staff at other times. Expressions of opinion about these matters are appropriate for the public comment time on the agenda.

*Policy revised April 18, 2018*

**MONROE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES MEETING**  
**Wednesday, June 20, 2018, 5:45 PM**  
**Main Library, Meeting Room 1B**

**Present**

**Board members:** Kari Esarey, Christine Harrison, Kathy Loser, Valerie Merriam, Fred Risinger

**Library staff:** Lizzie French, Mandy Hussey, Gary Lettelleir, Martin O'Neill, Sam Ott, Rob Stockwell, Kyle Wickemeyer-Hardy, Marilyn Wood

**Others:** Tom Bunger

**Call to Order**

The meeting was called to order at 5:46 p.m. by Board Vice-President Christine Harrison.

**Consent Agenda**

- Kari Esarey moved to approve the consent agenda; Kathy Loser seconded her motion.
- After a brief discussion among the Board, the motion to adopt the consent agenda passed unanimously.

**Director's Monthly Report**

Library Director Marilyn Wood related a number of items to the Board, including:

- The County Council approved the Library's request for an additional appropriation at their June 12 meeting. This will cover some costs for the Ellettsville renovation.
- The Indiana Library and Historical Board found MCPL is in compliance with standards for 2017 at their June meeting. (All Indiana Public Libraries annual data is now available on the ISL website)
- Summer reading is underway with around 4,200 people of all ages currently participating; Kari Esarey shared positive feedback from parents regarding this year's prizes.
- The retirement of three long-term staff members (Mickey Needham, Sue Sater, and Dory Lynch—totaling about 90 years of service) is approaching; we are actively recruiting new staff. A party honoring their service will be held on August 3.

**Old Business**

**Ellettsville Renovation Update**

Library Director Marilyn Wood reported on the latest progress on the renovation at the Ellettsville Branch. Among the items she discussed:

- The groundbreaking occurred in May after a slight delay in getting permits; a basement cistern unearthed from a prior house had to be filled in—additional cost for this.
- Asset relocation preparation is in progress; the children's collection will remain in that area of the building with other items being stored there as well; additional books will be boxed and stored in room 2C at Main Library and hidden from catalog, high use items will be stored in Studio B at the Main Library and will be available to the public by placing a hold.
- Working on communication to staff and public and safeguarding IT items.
- Cleaning things out—a surplus list will come shortly for things that won't go back into the space.
- Marilyn fielded questions about distribution of Ellettsville staff during the closure.

### **Memo of Understanding (MOU) with Smithville Annex**

Library Director Marilyn Wood reported.

- We will be parking the Bookmobile at the Smithville Digital Warehouse a couple of days a week and placing a 24/7 book return there for the duration of the closing. Smithville has been very receptive to sharing their space.
- Valerie Merriam moved that the MOU be approved, with Fred Risinger seconding the motion.
- The motion passed unanimously without further discussion.

### **New Business**

#### **Approval of Contract with Matheu Architects for Branch Feasibility Study**

- Marilyn Wood reported. Matheu Architects were approved to conduct the Feasibility Study at the May Board of Trustees meeting. The contract has been reviewed by Tom Bunger.
- Kari Esarey moved the contract be approved; Kathy Loser seconded the motion.
- Valerie Merriam suggested going to the Smithville market to conduct community conversations about branch services/needs. After a discussion regarding churches and other locations, the motion passed unanimously.

#### **PERF – My Choice resolution for mid-year 2018**

- Kyle Wickemeyer-Hardy reported. We will now pay 11.2% for My Choice, matching PERF Hybrid.
- Kari Esarey moved that this be approved; Fred Risinger seconded the motion.
- No discussion. The motion passed unanimously.

#### **PERF – My Choice resolution for year 2019**

- Kyle Wickemeyer-Hardy reported. No changes from last month, this is just on a new form.
- Kathy Loser moved that this be approved; Fred Risinger seconded the motion.
- No discussion. The motion passed unanimously.

### **Public Comment**

None.

### **Additional Discussion**

Valerie Merriam brought up Indiana University's decision to increase its minimum wage to \$15/hour over the next two years. Valerie would like us to consider the impact in terms of competition, especially given our new branch feasibility study and potential for additional staff and staffing costs. Marilyn said we are currently still in market range but always consider this in budget planning and annual increases.

### **Adjournment**

Valerie Merriam moved to adjourn the meeting; Fred Risinger seconded the motion. The meeting then adjourned at 6:12 p.m.

**MONROE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES WORK SESSION**  
**Wednesday, July 11, 2018, 5:45 PM**  
**Main Library, Meeting Room 1B**

**Present**

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

**Library staff:** Jane Cronkhite, Mandy Hussey, Gary Lettelleir, Michael White, David Walter, Kyle Wickemeyer-Hardy, Marilyn Wood

**Others:** Tom Bunger

**Call to Order**

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

**Resolution to Authorize Director to Approve Change Orders—Marilyn Wood (page 1)**

Marilyn stated this is modeled off of the Main Library's previous renovation authorization. She anticipates there will be changes to the Ellettsville renovation plans as construction continues. This authorization would allow work to continue on schedule without waiting for a Board meeting for approval. John asked how often we used the similar authorization during Main Library renovations. Marilyn said it was used regarding fireproofing and several other minor issues. Valerie asked if it was capped at a certain amount. Marilyn said it is 5% of the total renovation budget (\$90,625). Gary stated there is a State guideline of change orders which require notification of anything above 20% and that the key reason for the authorization is that the project could potentially be held up if an approval procedure isn't in place, causing greater expense and delays. Tom Bunger clarified the resolution would cap all project change order approvals at 5%, not each individual change order. Valerie and Chris suggested calling a special meeting for anything above the 5%. No further discussion.

**Resolution to Establish Cash Change Fund—Gary Lettelleir (page 2)**

Gary stated the only change here was adding a line for \$50 for Ellettsville. We recently ran into a situation where the new self-check machines there needed change and it was more complicated than necessary. No questions from the board.

**2019 Budget—Gary Lettelleir (page 3–21)**

**Spending budget:** Gary stated this budget provides for support for the items in our strategic plan. The chart on the first page shows major spending categories and compares 2019 budget to previous. The operating budget is around 9 million, a 3.7% increase. Wages/benefits account for 69%. The estimated increase in this category is 5.44%, which is a little more due to the method being changed to estimate 20 hour/week employees. Another increased area was benefits including healthcare costs to cover increased premiums and because we now have more people on the plan. A final decision on this area will be made around the end of the year when we see what happens to the cost of health insurance. Supplies were budgeted at \$200,000 (\$20,000 over last year). "Other" is budgeted at 1.5 million (up 100K over last year). General discussion about LIRF savings and operating surplus estimates. Gary speculates we will end with an operating surplus, which will go into the rainy day fund instead of LIRF. Valerie asked why utilities were increasing by 100K. Gary said utilities is only a part of that line (25-30K) but the



rest was maintenance contracts, and other items. Valerie stated that the Ellettsville renovation should save on the cost of utilities (through the new HVAC) and while being closed. Marilyn agreed, but mentioned that the closure will occur during the 2018 budget. Gary said he looks at actual spending and keeps a comfortable cushion in that spending line. No further discussion.

**Revenue side:** Gary stated that operating revenue is budgeted at 8.9 million, a 3.2% increase. The property tax levy accounts for 70% of operating revenue. Increase based on 3.4% growth. We are purposely overestimating the tax cap adjustment, which was 82K in 2018. Local income tax is about 2.3 million, about 26% of total revenue and is based on estimated increase of 3%. Other revenue lines account for about 5%. No questions from the board. Gary stated we also have revenue in our debt fund. Debt levy is similar to this year for the bond renewal. Again, we build cushion. In 2017 our revenue was higher than budget by about 100K and spending was less than budgeted by 520K. Gary is expecting to see a similar situation for 2018. No further discussion.

**2020 and beyond:** Gary stated this is a financial roadmap for our future bond plan, a 3-year renewal plus a bond plan for next 20 years. The plan will finance the construction of a new branch, and will provide funding for the facility and technology updates. Valerie questioned if the money from each bond had to be spent by a certain date and if so how did we save money for a branch. Gary stated that we try to spend within 3-year period. Marilyn said the bonds have paid for our maintenance and IT purchases and renovations as our projects have outlined. We have had operating revenue left at end of each of the past few years which we have saved to accumulate in our branch savings. John had a question about the funds shown on page 5—if in 2021, 9.8 million would be available for the branch project. Gary said yes. Fred said this appeared to be a good plan, well-thought out and presented. Valerie asked if we were anticipating continuing with a 3-year bond. Marilyn said yes and that the current operational surplus would translate into covering costs of operations at a future new branch.

#### **General Obligation Bond—Gary Lettelleir, Marilyn Wood (page 22–50)**

Discussion of the 2019–21 three-year bond. Gary: what's coming up will be approval of a bond resolution and signing. For August, there will be an additional appropriation hearing to approve spending the money from this bond. The continuing disclosure bond signing will be later. By October 17, we will publish a notice of intent to sell bonds. November 15 will be the closing. John asked if we needed to be in touch with the County Council. Marilyn said she was in touch in May, June, and July. She stated that they have the info but haven't asked any additional questions. Valerie doesn't see any problems with this. Marilyn said it has been our standard approach for the past two bonds. Marilyn wanted to know if MCPL's accountant should come next week to answer questions from the board. It was agreed that this was not necessary.

#### **CATS Infrastructure Update Contract—Michael White, Gary Lettelleir (page 51–56)**

This is regarding a statement of work agreement between Indiana University Radio and TV Services and MCPL. CATS is currently stripping out old wires and gear from Master Control and Main Engineering. This work will bring CATS equipment to be a part of the HD world. Marilyn mentioned that recent contract changes suggested by CATS and reviewed by Tom Bunger are not yet in the contract in the packet, but should be finalized by next week and in the final version for approval. Valerie wanted to know if IU helps with installation. Michael said yes and that the relationship with IU would serve us well for the next 20 years. Michael clarified that the relationship will begin this month upon signing of the contract and that November 30 is our target date for completion. Valerie asked if we'd meet that date and he said yes.

**Study Room Policy update—Jane Cronkhite (page 57–58)**

The changes to this policy are very basic—adding inclusive language about the variety of rooms. Valerie asked if there was ever any kickback about only being able to reserve 24 hours in advance. Jane said no. Valerie asked if we made any exceptions to that policy. Jane said no. John said that allowing people to reserve further in advance would likely result in cancellations and no-shows. John also said he’s had no problems booking room. No further discussion.

**Personnel Manual 3.20 update—Kyle Wickemeyer-Hardy (page 59)**

Kyle stated that we had a dry run testing the emergency closing personnel manual updates when Ellettsville lost electricity recently. It was determined that we needed to emphasize the word reassignment in the manual. Chris wanted to know if transportation reimbursement was provided for being reassigned to a new location. Kyle said yes. Valerie wanted to know if we asked employees to stay for a certain length of time to determine if the emergency would end. Kyle said yes. No further discussion.

**Public Comment**

None.

**Adjournment**

Fred moved to adjourn; Chris seconded the motion. The meeting then adjourned at 6:28 p.m.

# MONROE COUNTY PUBLIC LIBRARY

07/12/18 7:25 AM

Page 1

## \*Check Summary Register©

June 1-30, 2018

Name	Check Date	Check Amt
<b>06600 1ST FIN/MAINSOU CKNG</b>		
Paid Chk# 007149 CLCD, LLC	6/1/2018	\$510.00 DATABASES
Paid Chk# 007150 AGNES A. WEYERS	6/6/2018	\$49.98 REFUND ON LOST ITEMS
Paid Chk# 007151 AMERICAN HERITAGE LIFE INS.	6/6/2018	\$270.04 MAY '18 OTHER INS. W/H
Paid Chk# 007152 BLOOMINGTON PAINT &	6/6/2018	\$200.78 PAINT & PAINTING SPLS
Paid Chk# 007153 BROOKE C. BARADA	6/6/2018	\$24.95 REFUND ON LOST ITEM
Paid Chk# 007154 CHASE CARD SERVICES	6/6/2018	\$5,177.82 VARIOUS
Paid Chk# 007155 DARCI HAWXHURST	6/6/2018	\$342.00 VITAL/TUTOR MENTORING & TRAINI
Paid Chk# 007156 ELLETTTSVILLE TRUE VALUE	6/6/2018	\$6.29 BLDG SPLS
Paid Chk# 007157 ELLETTTSVILLE UTILITIES	6/6/2018	\$222.05 WATER & SEWER
Paid Chk# 007158 FIRST INSURANCE GROUP, INC.	6/6/2018	\$4,988.00 ELL/BUILDERS RISK
Paid Chk# 007159 FREEDOM BUSINESS	6/6/2018	\$220.75 DRUM AND CARTRIDGES
Paid Chk# 007160 GUARDIAN LIFE INS. CO.	6/6/2018	\$8,945.22 JUNE '18 DENTAL, VISION, STD, LIFE INS.
Paid Chk# 007161 KLEINDORFER'S HDWE	6/6/2018	\$76.45 BLDG SPLS
Paid Chk# 007162 LOWE'S	6/6/2018	\$277.51 BLDG SPLS
Paid Chk# 007163 MIDWEST INSURANCE	6/6/2018	\$2,166.00 WORKERS COMP AUDIT ADJ.
Paid Chk# 007164 MIDWEST PRESORT SERVICE	6/6/2018	\$288.30 POSTAGE SERVICE
Paid Chk# 007165 NAPA AUTO PARTS	6/6/2018	\$20.48 2.5 DEF & CLOTH
Paid Chk# 007166 NEIDIGH CONSTRUCTION CORP.	6/6/2018	\$45,621.00 ELL. PROJECT
Paid Chk# 007167 OLIVIA K. MUFFLER	6/6/2018	\$98.99 REFUND ON LOST ITEM
Paid Chk# 007168 RICOH USA, INC.	6/6/2018	\$27.63 COPIER/ADD'L IMAGES
Paid Chk# 007169 SIHO INSURANCE SERVICES	6/6/2018	\$48,499.00 JUNE '18 HEALTH INS.
Paid Chk# 007170 SMITHVILLE COMMUNICATIONS	6/6/2018	\$1,776.00 INTERNET SERVICE
Paid Chk# 007171 SYNCHRONY BANK/AMAZON	6/6/2018	\$4,176.47 BOOKS, NONPRINT
Paid Chk# 007172 THE MAY AGENCY, INC.	6/6/2018	\$2,613.75 CYBER INSURANCE
Paid Chk# 007173 THE ULTIMATE SOFTWARE	6/6/2018	\$11,283.54 PAYROLL SERVICE
Paid Chk# 007174 U PRINTING	6/6/2018	\$400.47 BROCHURES
Paid Chk# 007175 VERIZON WIRELESS	6/6/2018	\$240.06 BKM DATA LINES
Paid Chk# 007176 YOURMEMBERSHIP.COM	6/6/2018	\$325.00 MANAGER CUSTOMER SERVICE JOB
Paid Chk# 007177 ALL-PHASE ELECTRIC SUPPLY	6/13/2018	\$896.90 2ND FLOOR LIGHTING PROJECT
Paid Chk# 007178 AMERICAN UNITED LIFE INS.	6/13/2018	\$2,027.30 403b TSA-AUL W/H
Paid Chk# 007179 AT&T (IL)	6/13/2018	\$135.64 2 DEDICATED PHONE LINES
Paid Chk# 007180 BAKER & TAYLOR BOOKS	6/13/2018	\$11,731.59 BOOKS
Paid Chk# 007181 BANCTEC INC.	6/13/2018	\$33.42 FOLDER MAINT.
Paid Chk# 007182 BIBLIOTHECA LLC	6/13/2018	\$940.96 E-BOOKS
Paid Chk# 007183 BLACKSTONE PUBLISHING	6/13/2018	\$28.00 NONPRINT
Paid Chk# 007184 B-TECH LLC	6/13/2018	\$150.05 FIRE ALARM MONITORING
Paid Chk# 007185 CENTER POINT LARGE PRINT	6/13/2018	\$230.10 BOOKS
Paid Chk# 007186 CENTURYLINK	6/13/2018	\$17.18 LONG-DISTANCE PHONE CALLS
Paid Chk# 007187 COMCAST	6/13/2018	\$44.46 CABLE EQUIP. RENTAL
Paid Chk# 007188 DUKE ENERGY	6/13/2018	\$20,296.66 ELECTRICITY
Paid Chk# 007189 EXACTHIRE	6/13/2018	\$405.00 3RD QTR '18 ACESS FEES-HIRECENTRIC
Paid Chk# 007190 FREEDOM BUSINESS	6/13/2018	\$715.94 PRINT CARTRIDGES
Paid Chk# 007191 GALE/CENGAGE LEARNING	6/13/2018	\$814.18 BOOKS
Paid Chk# 007192 HFI MECHANICAL CONTRACTOR	6/13/2018	\$980.00 CHILLERS & COOLING TOWER REPAIRS
Paid Chk# 007193 LATIN-AMERICAN	6/13/2018	\$1,462.05 PERIODICALS/YRLY SUBSCRIPTIONS
Paid Chk# 007194 MENARDS - BLOOMINGTON	6/13/2018	\$63.81 BLDG SPLS
Paid Chk# 007195 MIDWEST PRESORT SERVICE	6/13/2018	\$243.01 POSTAGE SERVICES
Paid Chk# 007196 MIDWEST TAPE	6/13/2018	\$6,664.32 NONPRINT
Paid Chk# 007197 MONROE COUNTY HISTORY	6/13/2018	\$35.00 INDIVIDUAL MEMBERSHIP
Paid Chk# 007198 MONSTER TRASH	6/13/2018	\$187.02 TRASH SERVICE
Paid Chk# 007199 MUNICIPAL CODE CORPORATIO	6/13/2018	\$98.70 BOOKS
Paid Chk# 007200 NATURE'S WAY, INC.	6/13/2018	\$85.00 PLANT MAINT.
Paid Chk# 007201 OCLC, INC.	6/13/2018	\$3,703.87 OCLC USAGE
Paid Chk# 007202 OVERDRIVE, INC.	6/13/2018	\$1,800.00 E-BOOKS

# MONROE COUNTY PUBLIC LIBRARY

07/12/18 7:25 AM

Page 2

## \*Check Summary Register©

June 1-30, 2018

Name	Check Date	Check Amt
Paid Chk# 007203 PENGUIN RANDOM HOUSE, LLC	6/13/2018	\$185.95 NONPRINT
Paid Chk# 007204 QUILL CORPORATION	6/13/2018	\$412.75 OFFICE SPLS
Paid Chk# 007205 RECORDED BOOKS, INC.	6/13/2018	\$312.60 NONPRINT
Paid Chk# 007206 SMITHVILLE COMMUNICATIONS	6/20/2018	\$179.59 TELEPHONE
Paid Chk# 007207 THE HUNTINGTON NATIONAL	6/13/2018	\$341,750.00 GEN OBLIGA BOND OF 2015
Paid Chk# 007208 VECTREN ENERGY DELIVERY	6/13/2018	\$111.69 NATURAL GAS
Paid Chk# 007209 VICTORIA M. GABHART	6/13/2018	\$123.87 REFUND ON LOST ITEMS
Paid Chk# 007210 AARON L. VAUGHN	6/20/2018	\$30.00 FAMILY MUSICAL JAM
Paid Chk# 007211 ABOS	6/20/2018	\$275.00 ABOS CONF./DANA DUFFY
Paid Chk# 007212 AMERICAN HERITAGE LIFE INS.	6/20/2018	\$270.04 JUNE '18 OTHER INS. W/H
Paid Chk# 007213 BUNGER & ROBERTSON, LLP	6/20/2018	\$880.00 LEGAL SERVICES
Paid Chk# 007214 CITY OF BLOOMINGTON--	6/20/2018	\$1,172.00 JUNE '18 PARKING GARAGES PERMITS
Paid Chk# 007215 CITY OF BLOOMINGTON	6/20/2018	\$2,570.04 WATER & SEWER
Paid Chk# 007216 CONTEGIX	6/20/2018	\$1,300.00 JUNE '18 MANAGED CLOUD HOSTING
Paid Chk# 007217 HELENA WALSH	6/20/2018	\$15.95 REFUND ON LOST ITEM
Paid Chk# 007218 INDIANA RAPTOR CENTER	6/20/2018	\$400.00 OWLS OF MONROE CTY PROGRAMS
Paid Chk# 007219 JANET A. PIERSON	6/20/2018	\$800.00 MATH HOMEWORK/ELL & MAIN
Paid Chk# 007220 MIDWEST PRESORT SERVICE	6/20/2018	\$257.49 POSTAGE SERVICES
Paid Chk# 007221 MONROE CTY PUBLIC LIBRARY-	6/20/2018	\$77,000.00 SEMI-ANNUAL LIRF TRANSFER
Paid Chk# 007222 B,B & C POW PEST CONTROL,	6/20/2018	\$55.00 PEST CONTROL
Paid Chk# 007223 PYGMALION' S ART SUPPLIES	6/20/2018	\$27.37 CHILDREN PROGRAM SUPPLIES
Paid Chk# 007224 QUILL CORPORATION	6/20/2018	\$18.63 OFFICE SPLS
Paid Chk# 007225 RICOH USA, INC.	6/20/2018	\$71.60 COPIERS/ADD'L IMAGES
Paid Chk# 007226 SAM'S CLUB/SYNCHRONY BANK	6/20/2018	\$372.07 6 CORPORATE MEMBERSHIPS & RECEPTION FOOD
Paid Chk# 007227 SHAWN LENORE BARNES	6/20/2018	\$150.00 8-HOUR COMIC BOOK DAY
Paid Chk# 007228 STEPHANIE HOLMAN	6/20/2018	\$94.23 ELL/CHILDREN'S SPLS
Paid Chk# 007229 TODAY'S BUSINESS	6/20/2018	\$795.00 1 SIMPLE SCAN SYST/YRLY MAINT.
Paid Chk# 007230 U PRINTING	6/20/2018	\$260.95 DISPLAY/EXHIBIT SUPPLIES
Paid Chk# 007231 UNIQUE MANAGEMENT	6/20/2018	\$689.15 COLLECTION AGENCY FEE
Paid Chk# 007232 VALERIA A. DECASTRO	6/20/2018	\$80.00 YOGA FOR THE COMMUNITY
Paid Chk# 007233 VIBE HCM, INC.	6/20/2018	\$395.00 JUNE '18 EMPOWER DATABASE ACCESS
Paid Chk# 007234 ACADEMIC THERAPY	6/28/2018	\$1,046.93 BOOKS
Paid Chk# 007235 AMERICAN UNITED LIFE INS.	6/28/2018	\$2,027.30 403b TSA-AUL W/H
Paid Chk# 007236 AT&T (IL)	6/28/2018	\$1,063.66 PHONE SERVICE
Paid Chk# 007237 BAKER & TAYLOR BOOKS	6/28/2018	\$28,808.62 BOOKS
Paid Chk# 007238 BIBLIOTHECA LLC	6/28/2018	\$45,106.98 ANNUAL MAINT/RFID & AMH SYSTEM
Paid Chk# 007239 CARPET SHINE LLC	6/28/2018	\$3,629.00 CARPET CLEANING
Paid Chk# 007240 DARCI R. HAWXHURST	6/28/2018	\$76.00 VITAL TUTOR TRAINING
Paid Chk# 007241 DEMCO, INC.	6/28/2018	\$3,923.37 A/V CATALOGING SPLS
Paid Chk# 007242 DUKE ENERGY	6/28/2018	\$1,893.58 ELECTRICITY
Paid Chk# 007243 FINDAWAY WORLD, LLC	6/28/2018	\$2,334.88 NONPRINT
Paid Chk# 007244 FREEDOM BUSINESS	6/28/2018	\$443.85 ADMIN PRINTER REPAIR
Paid Chk# 007245 GALE/CENGAGE LEARNING	6/28/2018	\$1,202.50 BOOKS
Paid Chk# 007246 GALLOPADE INTERNATIONAL	6/28/2018	\$81.93 BOOKS
Paid Chk# 007247 GIBSON TELDATA, INC.	6/28/2018	\$1,234.63 QTRLY EXECUTIVE MAINT. ON PHONE
Paid Chk# 007248 JEANNETTE LEHR	6/28/2018	\$178.46 ALA CONF.FOOD EXPENSES
Paid Chk# 007249 JENNIFER HOFFMAN	6/28/2018	\$77.47 ALA CONF. FOOD EXPENSES
Paid Chk# 007250 JIM GORDON, INC	6/28/2018	\$21.27 COPIER OVERAGE
Paid Chk# 007251 LIBRARY IDEAS LLC	6/28/2018	\$29,716.00 DATABASES
Paid Chk# 007252 MIDWEST PRESORT SERVICE	6/28/2018	\$0.00 NONPRINT
Paid Chk# 007253 MONROE SALES REGISTER CO.	6/28/2018	\$30.00 5 KEYS FOR THE CASH REGISTER
Paid Chk# 007254 NEIDIGH CONSTRUCTION CORP.	6/28/2018	\$82,408.50 ELL PROJECT
Paid Chk# 007255 PENGUIN RANDOM HOUSE, LLC	6/28/2018	\$926.05 NONPRINT
Paid Chk# 007256 RECORDED BOOKS, INC.	6/28/2018	\$8,023.93 DATABASES
Paid Chk# 007257 REGENT BOOK COMPANY	6/28/2018	\$16.00 BOOKS

**MONROE COUNTY PUBLIC LIBRARY**

07/12/18 7:25 AM

Page 3

**\*Check Summary Register©****June 1-30, 2018**

	<b>Name</b>	<b>Check Date</b>	<b>Check Amt</b>	
Paid Chk#	007258 RICOH USA, INC.	6/28/2018	\$66.16	ADMIN COPIER RENTAL
Paid Chk#	007259 RICOH USA, INC.	6/28/2018	\$113.03	COPIER ADD'L IMAGES
Paid Chk#	007260 THOMSON REUTERS - WEST	6/28/2018	\$473.31	BOOKS
Paid Chk#	007261 TIME INC. BOOKS	6/28/2018	\$36.91	BOOKS
Paid Chk#	007262 U PRINTING	6/28/2018	\$310.23	BOOKMARKS
Paid Chk#	007263 MONROE COUNTY PUBLIC	6/28/2018	\$35,000.00	TRANSFER \$ TO GERMAN AMERICAN
	<b>Total Checks</b>		<b>\$873,965.21</b>	

MONROE COUNTY PUBLIC LIBRARY  
CHECKING ACCOUNTS  
06/01/18 - 06/30/18

First Financial/MainSource Checking Account/Check Register Total	\$873,965.21
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Add: Electronic Withdrawals

First Financial (Ckg.)-Monthly Service Charge (June '18)	3.00
First Financial (Savg.)-Monthly Service Charge (June '18)	3.00
German-American Bank-TSYS CC Fees (June '18)	331.32
German-American Bank-Heartland CC Fees (June '18)	161.34
German-American Bank-Online Bank Fee (June '18)	53.15

Less: Check #7263 Transfer funds from MainSource checking to German American Checking	-35,000.00
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Add: Payrolls

Electronic TASC "FSA" pymts. 5/01/18 from 4/27/18 Payroll	0.00
Electronic PERF pymt. 5/04/18 from 4/27/18 Payroll	0.00

Vouchers 06/08/18 Payroll (UltiPro)	138,572.03
Electronic transfer 06/07/18 (UltiPro) employee/employer taxes	49,241.66
Electronic transfer (UltiPro) employer "HSA" German-Amer.	2,968.81
Electronic transfer (UltiPro) employee "HSA" German-Amer.	2,665.59
Electronic PERF pymt. 06/07/18	20,789.59
Electronic transfer 06/12/18 (TASC) employee/employer "FSA"	115.70
Garnishment - employee 06/07/18	170.29

CK #1012 1/11/18 German American--employee"HSA"	0.00
CK #1013 1/11/18 German American--employer"HSA"	0.00

Vouchers 06/22/18 Payroll (UltiPro)	138,837.82
Electronic transfer 06/21/18 (UltiPro) employee/employer taxes	49,601.69
Electronic transfer (UltiPro) employer "HSA" German-Amer.	3,022.73
Electronic transfer (UltiPro) employee "HSA" German-Amer.	2,665.59
Electronic PERF pymt. 06/27/18	20,853.25
Electronic transfer 06/26/18 (TASC) employee/employer "FSA"	115.70
Garnishment - employee 06/21/18	170.29

TOTAL OF A/P AND PAYROLL CHECK REGISTERS	\$1,269,307.76
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ck # 7154

## ACCOUNTS PAYABLE VOUCHER

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

Payee	Claim 32130
CHASE CARD SERVICES	Purchase Order No. 0
CARDMEMBER SERVICE	Terms
PALATINE, IL 60094-4014	Date Due

Invoice Date	Invoice Number	Description (or note attached Invoice(s) or bill(s))	Amount
4/24/2018		E001-015-22200 CIRCLE S/FUEL	\$73.97
4/27/2018		E019-015-21350 AMAZON/SPLS-BOOK BAGS	\$28.53
4/27/2018		E001-015-22200 CIRCLE S/FUEL	\$36.38
5/1/2018		E001-015-22200 CIRCLE S/FUEL	\$68.88
5/8/2018		E001-015-22200 CIRCLE S/FUEL	\$86.47
5/15/2018		E001-015-22200 CIRCLE S/FUEL	\$95.37
5/18/2018		E001-015-22200 EXXONMOBIL/FUEL	\$48.98
5/22/2018		E001-015-22200 CIRCLE S/FUEL	\$99.62
4/23/2018		E001-019-23000 MONOPRICE/IT SPLS	\$26.67
4/24/2018		E001-019-23000 MONOPRICE/IT SPLS	\$47.37
4/24/2018		E001-019-23000 AMAZON/IT SPLS	\$43.98
4/26/2018		E001-019-23000 MONOPRICE/IT SPLS	\$65.05
5/4/2018		R001-024-03700 MCPL/COPIER CC TEST	\$0.25
5/14/2018		E001-019-23000 CANAKIT/IT SPLS	\$255.80
5/15/2018		E029-019-44600 AMAZON/80-INCH TV	\$667.17
5/15/2018		E001-019-23000 AMAZON/IT SPLS	\$15.98
5/16/2018		E020-016-31500 DREAMHOST/CATS WEBSITE	\$50.00
5/21/2018		R001-024-03600 MCPL/SELF CHECK CC TEST	\$1.00
5/4/2018		E019-001-32400 BEST WESTERN/ADOLPHI MTG HOTEL	\$100.79
5/3/2018		E001-004-21300 J & S LOCKSMITH/OFFICE SPLS	\$18.95
5/9/2018		E001-004-32200 USPS/POSTAGE	\$14.05
4/23/2018		E019-026-21350 BAKED OF BLGTN/TEEN FOOD	\$19.20
4/23/2018		E019-026-21350 CVS/TEEN SPLS	\$17.05
4/25/2018		E019-026-21350 KROGER/TEEN FOOD	\$49.16
4/29/2018		E019-026-21350 AMAZON/TEEN SPLS	\$26.98
5/2/2018		E001-026-23000 AMAZON/IT SPLS	\$74.99
5/1/2018		E019-026-21350 TACO BELL/TEEN FOOD	\$60.44
5/3/2018		E001-026-23000 AMAZON/IT SPLS	\$30.01
5/7/2018		E019-026-21350 INDIEGAME/FILM SCREENING RIGHTS	\$100.00
5/7/2018		E019-010-21350 INDIEGAME/FILM SCREENING RIGHTS	\$99.99
5/8/2018		E019-003-23000 AMAZON/PIONEER GRANT IT SPLS	\$139.72
5/9/2018		E001-026-23000 AMAZON/IT SPLS	\$99.99
5/19/2018		E019-001-32400 GENCON/SAM OTT-EVENTS	\$74.00
5/21/2018		E019-026-21350 AMAZON/TEEN SPLS	\$19.99
5/22/2018		E001-026-23000 AMAZON/IT SPLS	\$26.98
5/15/2018		E019-003-21350 CVS/SPLS-REFUND TO COME	\$9.83
5/16/2018		E019-001-32400 YOUR FRIENDS/JANE C/TRAINING	\$10.00
4/26/2018		E019-010-21350 AMAZON/ADULT SPLS	\$6.99
4/25/2018		E019-010-21350 PYGAMALIONS/ADULT SPLS	\$17.63
4/30/2018		E019-010-21350 C3/ADULT FOOD	\$59.00
5/3/2018		E019-010-21350 LOWE'S/ADULT SPLS	\$34.38

5/3/2018	E016-010-21350 MAY'S/GARDENING GRANT	\$7.96
5/7/2018	E019-010-21350 KROGER/ADULT FOOD	\$11.46
5/8/2018	E019-010-21350 AMAZON/ADULT SPLS	\$28.33
5/8/2018	E019-010-21350 AMAZON/ADULT SPLS	\$16.89
5/9/2018	E019-010-21350 4IMPRINT/EAR BUDS/PROGRAM SPLS	\$265.57
5/8/2018	E019-010-21350 HUMAN LIBRARY/ADULT-LICENSE	\$59.00
5/17/2018	E019-010-21350 UTRECHT ART/ADULT SPLS	\$40.72
5/16/2018	E019-010-21350 ADAFRUIT/ADULT SPLS	\$36.30
5/15/2018	E019-010-21350 PYGMALIONS/ADULT SPLS	\$20.03
5/16/2018	E019-010-21350 AMAZON/ADULT SPLS	\$92.78
5/17/2018	E019-010-21350 AMAZON/ADULT SPLS	\$23.36
5/20/2018	E019-010-21350 KROGER/ADULT FOOD	\$34.21
5/4/2018	E019-011-21350 LOWE'S/RETURNS	(\$131.16)
5/4/2018	E019-011-21350 LOWE'S/RETURNS	(\$27.96)
4/24/2018	E019-011-21350 KROGER/CHILD SPLS	\$13.98
4/24/2018	E019-011-21350 BLGTN HARDWARE/CHILD SPLS	\$15.99
5/4/2018	E019-011-21350 DOLLAR TREE/CHILD SPLS	\$28.00
5/4/2018	E019-011-21350 LOWE'S/GARDEN SPLS	\$11.97
5/4/2018	E019-011-21350 MICHAELS/CHILD SPLS	\$19.48
5/4/2018	E019-011-21350 LOWE'S/GARDEN SPLS	\$435.60
5/9/2018	E019-011-21350 TARGET/CHILD SPLS	\$23.68
5/8/2018	E019-011-21350 LANDLOCKED/CHILD SPLS	\$4.50
5/9/2018	E019-011-21350 TARGET/CHILD SPLS	\$52.63
5/9/2018	E019-011-21350 STAPLES/CHILD SPLS	\$46.64
5/12/2018	E019-011-21350 ITUNESCHILD SPLS	\$20.24
5/17/2018	E019-011-21350 TODAY'S CLASSROOM/CHILD SPLS	\$221.88
5/21/2018	E019-011-21350 PARTY CITY/CHILD SPLS	\$15.96
4/27/2018	E001-008-23100 BLGTN SPEEDWAY MULCH/MULCH	\$228.84
4/27/2018	E001-008-23100 BLGTN SPEEDWAY MULCH/MULCH	\$279.30
5/7/2018	E001-008-22200 EXXONMOBIL/FUEL	\$75.83
4/24/2018	E019-018-45100 LITTLEHMIE/PATRON REQUEST/CHILD BOOK	\$29.95
5/15/2018	E001-018-22400 WALMART/A-V CATALOGING SPLS	\$114.99
5/16/2018	E019-001-32400 UWEX REGISTR/ON-LINE COURSE	\$58.50
5/16/2018	E001-007-22400 GETTY IMAGES/TAX REFUND/A-V CATALOGING	(\$9.91)
5/16/2018	E001-007-22400 GETTY IMAGES/TAX REFUND/A-V CATALOGING	(\$9.85)
5/2/2018	E001-007-33200 MAILCHIMP/E-NEWSLETTERS	\$50.00
5/4/2018	E001-007-22400 GETTY IMAGES/A-V SPLS	\$150.54
Total		\$5,177.82

VOUCHER NO. 32130

WARRANT NO.

7154

CHASE CARD SERVICES

ALLOWED

IN THE SUM OF \$ \$5,177.82\$ \$5,177.82

ON ACCOUNT OF APPROPRIATION FOR



## Financial Report Comments

Reports as of 06-30-18

Board Meeting Date 07/18/18

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, 2018	
Wages and Benefits	50.0%	48.4%
Supplies	50.0%	26.8%
Other Services & Charges	50.0%	49.8%
Capital Outlay	50.0%	44.9%
Total Operating Expenditures	50.0%	47.7%

The year is proceeding as planned without any big surprises at this point.

MONROE COUNTY PUBLIC LIBRARY  
MONTHLY SUMMARY OF BUDGET CATEGORIES  
AS OF JUNE 30, 2018  
SIX MONTHS = 50.0%

	2018 JUNE	2017 JUNE	2018 Y-T-D ACTUAL	2018 BUDGET	2017 Y-T-D ACTUAL	2018 Y-T-D BUDGET REMAINING	2018 % OF BUDGET USED	2018 % OF BUDGET REMAINING
PERSONNEL SERVICES								
SALARIES	333,632.41	325,126.26	2,169,412.64	4,439,436.51	2,109,856.28	2,270,023.87	48.9%	51.1%
EMPLOYEE BENEFITS	113,617.17	105,302.82	712,456.42	1,502,224.35	680,318.64	789,767.93	47.4%	52.6%
OTHER WAGES	0.00	0.00	0.00	17,000.00	0.00	17,000.00	0.0%	100.0%
TOTAL PERSONNEL SERVICES	<u>447,249.58</u>	<u>430,429.08</u>	<u>2,881,869.06</u>	<u>5,958,660.86</u>	<u>2,790,174.92</u>	<u>3,076,791.80</u>	<u>48.4%</u>	<u>51.6%</u>
SUPPLIES								
OFFICE SUPPLIES	2,798.38	7,128.18	21,416.57	64,100.00	25,789.27	42,683.43	33.4%	66.6%
OPERATING SUPPLIES	1,126.08	12,260.48	22,626.12	111,400.00	36,667.82	88,773.88	20.3%	79.7%
REPAIR & MAINT. SUPPLIES	<u>1,544.30</u>	<u>2,606.63</u>	<u>11,061.64</u>	<u>30,400.00</u>	<u>7,916.56</u>	<u>19,338.36</u>	<u>36.4%</u>	<u>63.6%</u>
TOTAL SUPPLIES	<u>5,468.76</u>	<u>21,995.29</u>	<u>55,104.33</u>	<u>205,900.00</u>	<u>70,373.65</u>	<u>150,795.67</u>	<u>26.8%</u>	<u>73.2%</u>
OTHER SERVICES & CHARGES								
PROFESSIONAL SERVICES	70,269.40	21,672.24	171,839.70	397,500.00	115,230.90	225,660.30	43.2%	56.8%
COMMUNICATION & TRANSPORTATION	2,452.32	5,725.81	20,285.31	81,800.00	24,364.65	61,514.69	24.8%	75.2%
PRINTING & ADVERTISING	375.00	58.23	2,416.51	3,350.00	934.25	933.49	72.1%	27.9%
INSURANCE	4,072.75	0.00	86,071.75	93,100.00	90,675.00	7,028.25	92.5%	7.5%
UTILITIES	25,094.02	26,060.48	162,838.49	365,450.00	152,768.93	202,611.51	44.6%	55.4%
REPAIR & MAINTENANCE	1,045.00	3,095.25	24,279.92	60,500.00	20,381.11	36,220.08	40.1%	59.9%
RENTALS	529.48	-678.72	3,626.72	34,000.00	2,174.74	30,373.28	10.7%	89.3%
ELECTRONIC SERVICES	44,565.59	33,422.32	208,260.26	340,000.00	175,625.36	131,739.74	61.3%	38.7%
OTHER CHARGES	<u>13,078.33</u>	<u>35,583.00</u>	<u>95,809.12</u>	<u>181,000.00</u>	<u>231,704.83</u>	<u>85,190.88</u>	<u>52.9%</u>	<u>47.1%</u>
TOTAL OTHER SERVICES & CHARGES	<u>161,481.89</u>	<u>124,938.61</u>	<u>775,427.78</u>	<u>1,556,700.00</u>	<u>813,859.77</u>	<u>781,272.22</u>	<u>49.8%</u>	<u>50.2%</u>
CAPITAL OUTLAY								
FURNITURE & EQUIPMENT	0.00	0.00	2,423.97	34,000.00	2,081.79	31,576.03	7.1%	92.9%
OTHER CAPITAL OUTLAY	<u>55,514.01</u>	<u>103,415.35</u>	<u>455,564.52</u>	<u>985,500.00</u>	<u>493,365.19</u>	<u>529,935.48</u>	<u>46.2%</u>	<u>53.8%</u>
TOTAL CAPITAL OUTLAY	<u>55,514.01</u>	<u>103,415.35</u>	<u>457,988.49</u>	<u>1,019,500.00</u>	<u>495,446.98</u>	<u>561,511.51</u>	<u>44.9%</u>	<u>55.1%</u>
TOTAL OPERATING EXPENDITURES	<u><u>669,714.24</u></u>	<u><u>680,778.33</u></u>	<u><u>4,170,389.66</u></u>	<u><u>8,740,760.86</u></u>	<u><u>4,169,855.32</u></u>	<u><u>4,570,371.20</u></u>	<u><u>47.7%</u></u>	<u><u>52.3%</u></u>
				2017 BUDGET % USED IN 2017	8,836,799.70 47.2%			

MONROE COUNTY PUBLIC LIBRARY  
MONTHLY BUDGET REPORT  
AS OF JUNE 30, 2018

	2018 JUNE	2017 JUNE	2018 Y-T-D ACTUAL	2018 BUDGET	2017 Y-T-D ACTUAL	2018 Y-T-D BUDGET REMAINING	2018 % OF BUDGET USED	2018 % OF BUDGET REMAINING
PERSONNEL SERVICES (1000'S)								
SALARIES								
1120 ADMINISTRATION/DIRECTORS	15,021.88	14,619.83	96,604.22	195,284.31	95,028.84	98,680.09	49.5%	50.5%
1130 MANAGERS/ASST. MANAGERS	84,052.46	81,565.59	536,661.69	1,094,982.39	529,301.54	558,320.70	49.0%	51.0%
1140 LIBRARIANS, EXPERTS	76,301.46	74,882.31	521,119.33	1,086,832.81	498,799.37	565,713.48	47.9%	52.1%
1150 SPECIALISTS	17,468.81	16,461.41	111,105.50	239,502.90	106,927.71	128,397.40	46.4%	53.6%
1160 ASSISTANTS/PARAPROFESSIONALS	59,347.20	60,758.40	386,893.77	790,119.20	386,367.84	403,225.43	49.0%	51.0%
1170 TECH/OPERATORS/SECRETARIES	4,950.00	4,728.87	32,179.02	64,350.00	30,751.18	32,170.98	50.0%	50.0%
1190 BUILDING SERVICES/MAINTENANCE	12,815.64	11,286.81	83,302.78	166,260.90	78,006.66	82,958.12	50.1%	49.9%
1200 BUILDING SERVICES/SECURITY	8,939.04	8,526.13	54,891.97	114,857.60	52,479.47	59,965.63	47.8%	52.2%
1280 PRODUCTION ASSISTANTS	1,397.76	1,509.11	5,126.14	19,396.00	9,646.27	14,269.86	26.4%	73.6%
1290 INFORMATION ASST/MATERIAL/SUPPORT	32,799.54	31,179.31	213,888.91	437,850.40	203,856.42	223,961.49	48.8%	51.2%
1300 SUPPORT/MATERIAL HANDLERS	19,216.23	18,977.29	119,039.59	230,000.00	118,059.78	110,960.41	51.8%	48.2%
1320 TECHNICIANS	1,322.39	631.20	8,599.72	0.00	631.20	-8,599.72	#DIV/0!	#DIV/0!
TOTAL SALARIES	333,632.41	325,126.26	2,169,412.64	4,439,436.51	2,109,856.28	2,270,023.87	48.9%	51.1%
EMPLOYEE BENEFITS								
1210 EMPLOYER CONTRIBUTION/FICA	19,936.44	19,469.77	129,943.30	277,792.59	126,453.08	147,849.29	46.8%	53.2%
1220 UNEMPLOYMENT COMPENSATION	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.0%	100.0%
1230 EMPLOYER CONTRIBUTION/PERF	29,860.08	28,572.69	209,245.29	386,003.48	186,357.51	176,758.19	54.2%	45.8%
1235 EMPLOYEE/PERF	8,000.53	7,653.39	56,067.79	103,393.60	49,917.00	47,325.81	54.2%	45.8%
1240 EMPLOYER CONT/INSURANCE	51,157.52	45,053.52	286,833.08	662,572.24	288,017.37	375,739.16	43.3%	56.7%
1245 EMPLOYER INS/FSA	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
1250 EMPLOYER CONT/MEDICARE	4,662.60	4,553.45	30,366.96	62,462.44	29,573.68	32,095.48	48.6%	51.4%
TOTAL EMPLOYEE BENEFITS	113,617.17	105,302.82	712,456.42	1,502,224.35	680,318.64	789,767.93	47.4%	52.6%
OTHER WAGES								
1310 WORKSTUDY	0.00	0.00	0.00	7,000.00	0.00	7,000.00	0.0%	100.0%
1350 STIPEND/RECLASSIFICATION	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
1180 TEMPORARY STAFF	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.0%	100.0%
TOTAL OTHER WAGES	0.00	0.00	0.00	17,000.00	0.00	17,000.00	0.0%	100.0%
TOTAL PERSONNEL SERVICES	447,249.58	430,429.08	2,881,869.06	5,958,660.86	2,790,174.92	3,076,791.80	48.4%	51.6%
SUPPLIES (2000'S)								
OFFICE SUPPLIES								
2110 OFFICIAL RECORDS	0.00	0.00	0.00	1,100.00	0.00	1,100.00	0.0%	100.0%
2120 STATIONERY & PRINTING	0.00	0.00	127.35	400.00	74.81	272.65	31.8%	68.2%
2130 OFFICE SUPPLIES	493.72	600.09	3,664.16	11,250.00	3,301.53	7,585.84	32.6%	67.4%
2135 GENERAL SUPPLIES	0.00	0.00	132.48	0.00	42.71	-132.48	#DIV/0!	#DIV/0!
2140 DUPLICATING	2,304.66	6,528.09	17,369.69	51,350.00	22,141.22	33,980.31	33.8%	66.2%
2150 PROMOTIONAL MATERIALS	0.00	0.00	122.89	0.00	229.00	-122.89	#DIV/0!	#DIV/0!
21600 PUBLIC USE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
TOTAL OFFICE SUPPLIES	2,798.38	7,128.18	21,416.57	64,100.00	25,789.27	42,683.43	33.4%	14 66.6%

MONROE COUNTY PUBLIC LIBRARY  
MONTHLY BUDGET REPORT  
AS OF JUNE 30, 2018

	2018 JUNE	2017 JUNE	2018 Y-T-D ACTUAL	2018 BUDGET	2017 Y-T-D ACTUAL	2018 Y-T-D BUDGET REMAINING	2018 % OF BUDGET USED	2018 % OF BUDGET REMAINING
OPERATING SUPPLIES								
2210 CLEANING SUPPLIES	0.00	1,534.49	9,211.30	40,000.00	10,874.05	30,788.70	23.0%	77.0%
2220 FUEL, OIL, & LUBRICANTS	605.98	449.85	2,774.32	9,000.00	3,891.08	6,225.68	30.8%	69.2%
2230 CATALOGING SUPPLIES-BOOKS	0.00	501.90	4,127.05	6,000.00	3,901.40	1,872.95	68.8%	31.2%
2240 A/V SUPPLIES-CATALOGING	259.15	354.91	3,788.85	6,000.00	1,592.25	2,211.15	63.1%	36.9%
2250 CIRCULATION SUPPLIES	0.00	9,419.33	816.28	32,500.00	15,909.93	31,683.72	2.5%	97.5%
2260 LIGHT BULBS	0.00	0.00	1,647.37	12,000.00	324.34	10,352.63	13.7%	86.3%
2280 UNIFORMS	0.00	0.00	0.00	1,900.00	174.77	1,900.00	0.0%	100.0%
2290 DISPLAY/EXHIBIT SUPPLIES	260.95	0.00	260.95	4,000.00	0.00	3,739.05	6.5%	93.5%
TOTAL OPERATING SUPPLIES	1,126.08	12,260.48	22,626.12	111,400.00	36,667.82	88,773.88	20.3%	79.7%
REPAIR & MAINTENANCE SUPPLIES								
2300 IT SUPPLIES	686.82	1,058.78	3,993.82	6,500.00	2,431.06	2,506.18	61.4%	38.6%
2310 BUILDING MATERIALS & SUPPLIES	656.70	1,547.85	6,613.17	23,000.00	5,121.15	16,386.83	28.8%	71.2%
2320 PAINT & PAINTING SUPPLIES	200.78	0.00	454.65	900.00	364.35	445.35	50.5%	49.5%
2340 OTHER REPAIR & BINDING	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
TOTAL REPAIR & MAINTENANCE SUPPLIES	1,544.30	2,606.63	11,061.64	30,400.00	7,916.56	19,338.36	36.4%	63.6%
TOTAL SUPPLIES	5,468.76	21,995.29	55,104.33	205,900.00	70,373.65	150,795.67	26.8%	73.2%
OTHER SERVICES/CHARGES (3000'S)								
PROFESSIONAL SERVICES								
3004 MISC. UNAPPROPRIATED	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
3110 CONSULTING SERVICES	0.00	0.00	530.00	11,000.00	144.37	10,470.00	4.8%	95.2%
3120 ENGINEERING/ARCHITECTURAL	0.00	0.00	10.00	7,000.00	0.00	6,990.00	0.1%	99.9%
3130 LEGAL SERVICES	580.00	455.83	6,907.41	18,000.00	4,988.55	11,092.59	38.4%	61.6%
3140 BUILDING SERVICES	4,052.02	624.52	17,960.68	40,000.00	12,086.93	22,039.32	44.9%	55.1%
3150 MAINTENANCE CONTRACTS	48,320.85	11,620.85	77,190.54	170,500.00	40,927.62	93,309.46	45.3%	54.7%
3160 COMPUTER SERVICES (OCLC)	4,786.97	5,347.18	33,394.30	74,000.00	32,082.55	40,605.70	45.1%	54.9%
3170 ADMIN/ACCOUNTING SERVICES	11,840.41	2,487.21	29,429.62	59,000.00	19,263.93	29,570.38	49.9%	50.1%
3175 COLLECTION AGENCY SERVICES	689.15	1,136.65	6,417.15	18,000.00	5,736.95	11,582.85	35.7%	64.3%
TOTAL PROFESSIONAL SERVICES	70,269.40	21,672.24	171,839.70	397,500.00	115,230.90	225,660.30	43.2%	56.8%
COMMUNICATION & TRANSPORTATION								
3210 TELEPHONE	1,636.13	1,686.31	10,437.74	31,400.00	8,200.09	20,962.26	33.2%	66.8%
3215 CABLE TV	13.34	13.32	80.04	0.00	79.98	-80.04	#DIV/0!	#DIV/0!
3220 POSTAGE	802.85	2,022.95	6,213.41	19,000.00	7,234.45	12,786.59	32.7%	67.3%
3230 TRAVEL EXPENSE	0.00	76.00	1,241.93	0.00	459.32	-1,241.93	#DIV/0!	#DIV/0!
3240 PROFESSIONAL MTG.	0.00	557.23	2,287.21	30,000.00	5,990.33	27,712.79	7.6%	92.4%
3250 CONTINUING ED.	0.00	1,370.00	0.00	0.00	1,370.00	0.00	#DIV/0!	#DIV/0!
3260 FREIGHT & DELIVERY	0.00	0.00	24.98	1,400.00	1,030.48	1,375.02	1.8%	98.2%
TOTAL COMMUNICATION & TRANSPORTATION	2,452.32	5,725.81	20,285.31	81,800.00	24,364.65	61,514.69	24.8%	75.2%

MONROE COUNTY PUBLIC LIBRARY  
MONTHLY BUDGET REPORT  
AS OF JUNE 30, 2018

	2018 JUNE	2017 JUNE	2018 Y-T-D ACTUAL	2018 BUDGET	2017 Y-T-D ACTUAL	2018 Y-T-D BUDGET REMAINING	2018 % OF BUDGET USED	2018 % OF BUDGET REMAINING
PRINTING & ADVERTISING								
3310 ADVERTISING & PUBLICATION	325.00	13.23	2,186.51	3,100.00	709.25	913.49	70.5%	29.5%
3320 PRINTING	<u>50.00</u>	<u>45.00</u>	<u>230.00</u>	<u>250.00</u>	<u>225.00</u>	<u>20.00</u>	<u>92.0%</u>	<u>8.0%</u>
TOTAL PRINTING & ADVERTISING	375.00	58.23	2,416.51	3,350.00	934.25	933.49	72.1%	27.9%
INSURANCE								
3410 OFFICIAL BOND	0.00	0.00	654.00	600.00	654.00	-54.00	109.0%	-9.0%
3420 OTHER INSURANCE	<u>4,072.75</u>	<u>0.00</u>	<u>85,417.75</u>	<u>92,500.00</u>	<u>90,021.00</u>	<u>7,082.25</u>	<u>92.3%</u>	<u>7.7%</u>
TOTAL INSURANCE	4,072.75	0.00	86,071.75	93,100.00	90,675.00	7,028.25	92.5%	7.5%
UTILITIES								
3510 GAS	111.69	105.66	2,419.20	4,450.00	1,530.57	2,030.80	54.4%	45.6%
3520 ELECTRICITY	22,190.24	24,004.02	150,509.94	332,000.00	142,362.89	181,490.06	45.3%	54.7%
3530 WATER	<u>2,792.09</u>	<u>1,950.80</u>	<u>9,909.35</u>	<u>29,000.00</u>	<u>8,875.47</u>	<u>19,090.65</u>	<u>34.2%</u>	<u>65.8%</u>
TOTAL UTILITIES	25,094.02	26,060.48	162,838.49	365,450.00	152,768.93	202,611.51	44.6%	55.4%
REPAIR & MAINTENANCE								
3610 BUILDING REPAIR	980.00	2,913.70	14,079.67	29,000.00	10,462.65	14,920.33	48.6%	51.4%
3630 OTHER EQUIP/FURNITURE REPAIRS	65.00	0.00	4,788.01	16,000.00	3,702.93	11,211.99	29.9%	70.1%
3640 VEHICLE REPAIR & MAINTENANCE	0.00	181.55	4,746.07	14,000.00	5,779.66	9,253.93	33.9%	66.1%
3650 MATERIAL BINDING/REPAIR SERV.	<u>0.00</u>	<u>0.00</u>	<u>666.17</u>	<u>1,500.00</u>	<u>435.87</u>	<u>833.83</u>	<u>44.4%</u>	<u>55.6%</u>
TOTAL REPAIR & MAINTENANCE	1,045.00	3,095.25	24,279.92	60,500.00	20,381.11	36,220.08	40.1%	59.9%
RENTALS								
3710 REAL ESTATE RENTAL/PARKING	529.48	-678.72	3,626.72	34,000.00	2,174.74	30,373.28	10.7%	89.3%
3720 EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
3730 EVENTS-BOOTH & EQUIP. RENTAL	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>#DIV/0!</u>	<u>#DIV/0!</u>
TOTAL RENTALS	529.48	-678.72	3,626.72	34,000.00	2,174.74	30,373.28	10.7%	89.3%
ELECTRONIC SERVICES								
38450 DATABASES SERVICES	41,824.63	19,151.00	73,310.63	190,000.00	97,037.69	116,689.37	38.6%	61.4%
38460 E-BOOKS SERVICES	<u>2,740.96</u>	<u>14,271.32</u>	<u>134,949.63</u>	<u>150,000.00</u>	<u>78,587.67</u>	<u>15,050.37</u>	<u>90.0%</u>	<u>10.0%</u>
TOTAL ELECTRONIC SERVICES	44,565.59	33,422.32	208,260.26	340,000.00	175,625.36	131,739.74	61.3%	38.7%
OTHER CHARGES								
3910 DUES/INSTITUTIONAL	245.00	0.00	5,799.12	7,500.00	6,183.83	1,700.88	77.3%	22.7%
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	12,833.33	35,583.00	77,000.00	154,000.00	213,498.00	77,000.00	50.0%	50.0%
3944 TRANSFER TO CATS SUBSIDY	0.00	0.00	13,010.00	13,000.00	12,023.00	-10.00	100.1%	-0.1%
3945 TRANSFER TO ANOTHER (CHANGE) FUND	0.00	0.00	0.00	0.00	0.00	0.00	#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>13,078.33</u>	<u>35,583.00</u>	<u>95,809.12</u>	<u>181,000.00</u>	<u>231,704.83</u>	<u>85,190.88</u>	<u>52.9%</u>	<u>47.1%</u>
TOTAL OTHER SERVICES/CHARGES	161,481.89	124,938.61	775,427.78	1,556,700.00	813,859.77	781,272.22	49.8%	50.2%

MONROE COUNTY PUBLIC LIBRARY  
MONTHLY BUDGET REPORT  
AS OF JUNE 30, 2018

	2018 JUNE	2017 JUNE	2018 Y-T-D ACTUAL	2018 BUDGET	2017 Y-T-D ACTUAL	2018 Y-T-D BUDGET REMAINING	2018 % OF BUDGET USED	2018 % OF BUDGET REMAINING
CAPITAL OUTLAY (4000'S)								
FURNITURE & EQUIPMENT								
4410 FURNITURE	0.00	0.00	249.00	10,000.00	630.17	9,751.00	2.5%	97.5%
4430 OTHER EQUIPMENT	0.00	0.00	2,174.97	19,000.00	1,122.63	16,825.03	11.4%	88.6%
4440 LAND & BUILDINGS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
4445 BUILDING RENOVATIONS	0.00	0.00	0.00	5,000.00	0.00	5,000.00	0.0%	100.0%
4460 IT EQUIPMENT	0.00	0.00	0.00	0.00	328.99	0.00	#DIV/0!	#DIV/0!
4465 IT SOFTWARE	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
4470 EQUIPMENT - CATS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
4475 SOFTWARE - CATS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
TOTAL FURNITURE & EQUIPMENT	0.00	0.00	2,423.97	34,000.00	2,081.79	31,576.03	7.1%	92.9%
OTHER CAPITAL OUTLAY								
4510 BOOKS	41,836.23	61,959.95	291,873.40	602,500.00	303,113.85	310,626.60	48.4%	51.6%
4520 PERIODICALS & NEWSPAPERS	1,497.05	1,114.92	4,990.56	43,000.00	4,033.43	38,009.44	11.6%	88.4%
4530 NONPRINT MATERIALS	12,180.73	40,340.48	158,700.56	340,000.00	186,217.91	181,299.44	46.7%	53.3%
TOTAL OTHER CAPITAL OUTLAY	55,514.01	103,415.35	455,564.52	985,500.00	493,365.19	529,935.48	46.2%	53.8%
TOTAL CAPITAL OUTLAY	55,514.01	103,415.35	457,988.49	1,019,500.00	495,446.98	561,511.51	44.9%	55.1%
TOTAL OPERATING EXPENDITURES	669,714.24	680,778.33	4,170,389.66	8,740,760.86	4,169,855.32	4,570,371.20	47.7%	52.3%

# MONROE COUNTY PUBLIC LIBRARY

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Page 1

## Operating Budget & Expenditure Report

January 1, 2018 to June 30, 2018

6 months = 50.0%

Object	Object Descr	2018 Budget	Jan.	Feb.	Mar.	Apr.	May	June	2018 YTD Amt	2018 YTD Balance	2018 %YTD Budget
11200	ADMINISTRATION	\$195,284.31	\$15,021.87	\$15,021.88	\$21,494.84	\$15,021.88	\$15,021.87	\$15,021.88	\$96,604.22	\$98,680.09	49.47%
11300	MANAGERS/ASST.	\$1,094,982.39	\$79,533.78	\$79,494.69	\$121,613.72	\$87,891.10	\$84,075.94	\$84,052.46	\$536,661.69	\$558,320.70	49.01%
11400	LIBRARIANS, EXPERTS	\$1,086,832.81	\$80,862.42	\$91,700.29	\$115,234.37	\$79,807.95	\$77,212.84	\$76,301.46	\$521,119.33	\$565,713.48	47.95%
11500	SPECIALISTS	\$239,502.90	\$14,881.14	\$14,964.14	\$22,382.33	\$17,514.54	\$23,894.54	\$17,468.81	\$111,105.50	\$128,397.40	46.39%
11600	ASSISTANTS/PARAPRO	\$790,119.20	\$59,857.89	\$60,153.78	\$90,208.99	\$60,713.47	\$56,612.44	\$59,347.20	\$386,893.77	\$403,225.43	48.97%
11700	TECH/OPERATORS/SEC	\$64,350.00	\$4,950.01	\$4,954.05	\$7,424.98	\$4,949.99	\$4,949.99	\$4,950.00	\$32,179.02	\$32,170.98	50.01%
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	\$166,260.90	\$12,838.58	\$13,267.43	\$19,291.15	\$12,775.44	\$12,314.54	\$12,815.64	\$83,302.78	\$82,958.12	50.10%
12000	BUILDING	\$114,857.60	\$6,761.37	\$8,563.05	\$13,301.34	\$8,571.13	\$8,756.04	\$8,939.04	\$54,891.97	\$59,965.63	47.79%
12100	FICA/EMPLOYER	\$277,792.59	\$19,453.32	\$20,553.81	\$29,241.77	\$20,584.85	\$20,173.11	\$19,936.44	\$129,943.30	\$147,849.29	46.78%
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	\$386,003.48	\$14,321.76	\$61,408.86	\$28,900.90	\$29,632.22	\$45,121.47	\$29,860.08	\$209,245.29	\$176,758.19	54.21%
12350	PERF/EMPLOYEE	\$103,393.60	\$3,836.16	\$16,453.98	\$7,743.89	\$7,941.02	\$12,092.21	\$8,000.53	\$56,067.79	\$47,325.81	54.23%
12400	INS/EMPLOYER	\$662,572.24	\$49,281.34	\$44,471.11	\$50,245.95	\$45,867.39	\$45,809.77	\$51,157.52	\$286,833.08	\$375,739.16	43.29%
12500	MEDICARE/EMPLOYER	\$62,462.44	\$4,549.60	\$4,806.87	\$6,838.87	\$4,791.12	\$4,717.90	\$4,662.60	\$30,366.96	\$32,095.48	48.62%
12800	PRODUCTION	\$19,396.00	\$1,474.49	\$1,419.00	\$465.29	\$0.00	\$369.60	\$1,397.76	\$5,126.14	\$14,269.86	26.43%
12900	INFORMATION	\$437,850.40	\$31,982.51	\$34,165.82	\$49,445.84	\$32,872.23	\$32,622.97	\$32,799.54	\$213,888.91	\$223,961.49	48.85%
13000	SUPPORT/MATERIAL	\$230,000.00	\$15,628.41	\$17,812.91	\$25,833.66	\$20,394.76	\$20,153.62	\$19,216.23	\$119,039.59	\$110,960.41	51.76%
13100	WORK STUDY	\$7,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,000.00	0.00%
13200	TECHNICIANS	\$0.00	\$1,322.40	\$1,322.40	\$1,983.60	\$1,322.40	\$1,326.53	\$1,322.39	\$8,599.72	-\$8,599.72	0.00%
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.	\$400.00	\$0.00	\$0.00	\$77.52	\$49.83	\$0.00	\$0.00	\$127.35	\$272.65	31.84%
21300	OFFICE SUPPLIES	\$11,250.00	\$253.82	\$1,500.28	\$22.42	\$811.86	\$582.06	\$493.72	\$3,664.16	\$7,585.84	32.57%
21350	GENERAL SUPPLIES	\$0.00	\$0.00	\$0.00	\$114.98	\$0.00	\$17.50	\$0.00	\$132.48	-\$132.48	0.00%
21400	DUPLICATING	\$51,350.00	\$1,622.27	\$5,557.52	\$1,805.03	\$2,737.66	\$3,342.55	\$2,304.66	\$17,369.69	\$33,980.31	33.83%
21500	PROMOTIONAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$122.89	\$0.00	\$122.89	-\$122.89	0.00%
22100	CLEANING SUPPLIES	\$40,000.00	\$95.18	\$2,453.19	\$1,455.29	\$2,332.24	\$2,875.40	\$0.00	\$9,211.30	\$30,788.70	23.03%
22200	FUEL/OIL/LUBRICANTS	\$9,000.00	\$113.83	\$520.59	\$533.41	\$459.44	\$541.07	\$605.98	\$2,774.32	\$6,225.68	30.83%

		2018							2018	2018 YTD	2018
		Budget	Jan.	Feb.	Mar.	Apr.	May	June	YTD Amt	Balance	%YTD Budget
Object	Object Descr										
22300	CATALOGING	\$6,000.00	\$0.00	\$2,944.57	\$0.00	\$0.00	\$1,182.48	\$0.00	\$4,127.05	\$1,872.95	68.78%
22400	A/V	\$6,000.00	\$2,033.53	\$0.00	\$797.67	\$0.00	\$698.50	\$259.15	\$3,788.85	\$2,211.15	63.15%
22500	CIRCULATION	\$32,500.00	\$437.01	\$0.00	\$217.36	\$161.91	\$0.00	\$0.00	\$816.28	\$31,683.72	2.51%
22600	LIGHT BULBS	\$12,000.00	\$0.00	\$0.00	\$0.00	\$382.85	\$1,264.52	\$0.00	\$1,647.37	\$10,352.63	13.73%
22800	UNIFORMS	\$1,900.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,900.00	0.00%
22900	DISPLAY/EXHIBITS	\$4,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$260.95	\$260.95	\$3,739.05	6.52%
23000	IT SUPPLIES	\$6,500.00	\$879.93	\$637.51	\$1,180.29	\$170.74	\$438.53	\$686.82	\$3,993.82	\$2,506.18	61.44%
23100	BUILDING MATERIAL	\$23,000.00	\$625.86	\$1,374.14	\$1,181.36	\$2,008.02	\$767.09	\$656.70	\$6,613.17	\$16,386.83	28.75%
23200	PAINT/PAINTING	\$900.00	\$0.00	\$0.00	\$103.49	\$150.38	\$0.00	\$200.78	\$454.65	\$445.35	50.52%
31100	CONSULTING SERVICES	\$11,000.00	\$0.00	\$0.00	\$0.00	\$530.00	\$0.00	\$0.00	\$530.00	\$10,470.00	4.82%
31200	ENGINEERING/ARCHITE	\$7,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10.00	\$0.00	\$10.00	\$6,990.00	0.14%
31300	LEGAL SERVICES	\$18,000.00	\$872.32	\$1,800.00	\$1,165.28	\$1,789.96	\$699.85	\$580.00	\$6,907.41	\$11,092.59	38.37%
31400	BUILDING SERVICES	\$40,000.00	\$3,076.52	\$4,011.02	\$2,905.52	\$2,378.83	\$1,536.77	\$4,052.02	\$17,960.68	\$22,039.32	44.90%
31500	MAINTENANCE	\$170,500.00	\$998.96	\$6,261.18	\$9,333.43	\$2,310.88	\$9,965.24	\$48,320.85	\$77,190.54	\$93,309.46	45.27%
31600	COMPUTER SERVICES	\$74,000.00	\$5,479.87	\$6,172.22	\$5,995.50	\$5,479.87	\$5,479.87	\$4,786.97	\$33,394.30	\$40,605.70	45.13%
31700	ADMIN/ACCOUNTING	\$59,000.00	\$442.80	\$12,932.04	\$1,080.31	\$1,831.44	\$1,302.62	\$11,840.41	\$29,429.62	\$29,570.38	49.88%
31750	COLLECTION AGENCY	\$18,000.00	\$1,181.40	\$1,315.65	\$1,065.05	\$1,074.00	\$1,091.90	\$689.15	\$6,417.15	\$11,582.85	35.65%
32100	TELEPHONE	\$31,400.00	\$481.07	\$1,748.60	\$2,809.77	\$1,740.12	\$2,022.05	\$1,636.13	\$10,437.74	\$20,962.26	33.24%
32150	CABLE TV SERVICE	\$0.00	\$13.34	\$13.34	\$13.34	\$13.34	\$13.34	\$13.34	\$80.04	-\$80.04	0.00%
32200	POSTAGE	\$19,000.00	\$558.77	\$1,229.52	\$1,583.26	\$791.63	\$1,247.38	\$802.85	\$6,213.41	\$12,786.59	32.70%
32300	TRAVEL EXPENSE	\$0.00	\$0.00	\$714.65	\$0.00	\$527.28	\$0.00	\$0.00	\$1,241.93	-\$1,241.93	0.00%
32400	PROFESSIONAL	\$30,000.00	\$0.00	\$5.00	\$1,795.00	\$1,782.59	-\$1,295.38	\$0.00	\$2,287.21	\$27,712.79	7.62%
32600	FREIGHT/DELIVERY	\$1,400.00	\$24.98	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$24.98	\$1,375.02	1.78%
33100	ADVERTISING/PUBLICA	\$3,100.00	\$0.00	\$520.31	\$987.42	\$353.78	\$0.00	\$325.00	\$2,186.51	\$913.49	70.53%
33200	PRINTING SERVICES	\$250.00	\$0.00	\$45.00	\$45.00	\$45.00	\$45.00	\$50.00	\$230.00	\$20.00	92.00%
34100	OFFICIAL BOND INS.	\$600.00	\$654.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$654.00	-\$54.00	109.00%
34200	OTHER INSURANCE	\$92,500.00	-\$2,372.00	\$20,928.00	\$59,533.00	\$3,256.00	\$0.00	\$4,072.75	\$85,417.75	\$7,082.25	92.34%
35100	GAS	\$4,450.00	\$442.49	\$775.49	\$484.90	\$375.73	\$228.90	\$111.69	\$2,419.20	\$2,030.80	54.36%
35200	ELECTRICITY	\$332,000.00	\$28,555.52	\$28,458.61	\$26,743.38	\$22,260.00	\$22,302.19	\$22,190.24	\$150,509.94	\$181,490.06	45.33%
35300	WATER	\$29,000.00	\$1,272.34	\$1,457.98	\$1,226.99	\$1,576.24	\$1,583.71	\$2,792.09	\$9,909.35	\$19,090.65	34.17%
36100	BUILDING REPAIRS	\$29,000.00	\$5,875.00	\$1,456.81	\$4,940.86	\$525.00	\$302.00	\$980.00	\$14,079.67	\$14,920.33	48.55%
36300	OTHER	\$16,000.00	\$1,215.32	\$670.00	\$1,714.33	\$0.00	\$1,123.36	\$65.00	\$4,788.01	\$11,211.99	29.93%



Object	Object Descr	2018							2018	2018 YTD	2018
		Budget	Jan.	Feb.	Mar.	Apr.	May	June	YTD Amt	Balance	%YTD Budget
36400	VEHICLE	\$14,000.00	\$544.78	\$343.89	\$2,778.77	\$0.00	\$1,078.63	\$0.00	\$4,746.07	\$9,253.93	33.90%
36500	MATERIALS	\$1,500.00	\$0.00	\$204.99	\$461.18	\$0.00	\$0.00	\$0.00	\$666.17	\$833.83	44.41%
37100	REAL ESTATE	\$34,000.00	\$795.80	-\$605.13	\$323.40	\$841.81	\$1,741.36	\$529.48	\$3,626.72	\$30,373.28	10.67%
38450	DATABASES	\$175,000.00	\$2,550.00	\$0.00	\$6,875.00	\$10,000.00	\$12,061.00	\$41,824.63	\$73,310.63	\$101,689.37	41.89%
38460	E-BOOKS	\$205,000.00	\$124,701.56	\$1,800.00	\$1,080.85	\$1,535.93	\$3,090.33	\$2,740.96	\$134,949.63	\$70,050.37	65.83%
39100	DUES/INSTITUTIONAL	\$7,500.00	\$4,774.12	\$0.00	\$780.00	\$0.00	\$0.00	\$245.00	\$5,799.12	\$1,700.88	77.32%
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	\$154,000.00	\$0.00	\$0.00	\$38,500.01	\$12,833.33	\$12,833.33	\$12,833.33	\$77,000.00	\$77,000.00	50.00%
39440	TRANSFER TO CATS	\$13,000.00	\$0.00	\$0.00	\$13,010.00	\$0.00	\$0.00	\$0.00	\$13,010.00	-\$10.00	100.08%
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	\$0.00	\$0.00	\$0.00	\$249.00	\$0.00	\$249.00	\$9,751.00	2.49%
44300	OTHER EQUIPMENT	\$19,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,174.97	\$0.00	\$2,174.97	\$16,825.03	11.45%
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%
45100	BOOKS	\$564,000.00	\$52,236.86	\$36,988.24	\$35,546.82	\$50,017.30	\$75,247.95	\$41,836.23	\$291,873.40	\$272,126.60	51.75%
45200	PERIODICALS/NEWSPA	\$41,000.00	\$880.22	\$1,821.75	\$44.00	\$192.85	\$554.69	\$1,497.05	\$4,990.56	\$36,009.44	12.17%
45300	NONPRINT MATERIALS	\$340,500.00	\$33,606.08	\$21,053.93	\$25,170.75	\$21,195.13	\$45,493.94	\$12,180.73	\$158,700.56	\$181,799.44	46.61%
		\$8,740,760.86	\$691,480.60	\$657,644.96	\$867,133.43	\$605,174.46	\$679,241.97	\$669,714.24	\$4,170,389.66	\$4,570,371.20	47.71%

**LIRF Budget & Expenditure Report**

January 1, 2018 to June 30, 2018

6 months = 50.00%

Object	Object Descr	2018 Budget	Jan.	Feb.	Mar.	Apr.	May	June	YTD Amount	2018 YTD Balance	2018 %YTD 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%
44300	OTHER EQUIPMENT	\$150,000.00	\$0.00	\$0.00	\$11,440.75	\$0.00	\$0.00	\$0.00	\$11,440.75	\$138,559.25	7.63%
44450	BUILDING	\$708,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$708,000.00	0.00%
44452	BLDG LONG-TERM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,900.00	\$0.00	\$10,900.00	-\$10,900.00	0.00%
		\$983,000.00	\$0.00	\$0.00	\$11,440.75	\$0.00	\$10,900.00	\$0.00	\$22,340.75	\$960,659.25	2.27%

# MONROE COUNTY PUBLIC LIBRARY

07/11/18 5:58 PM

Page 1

## Debt Service Budget & Expenditures Report

January 1, 2018 to June 30, 2018

6 months = 50.0%

Object	2018							2018	2018	
Object Descr	Budget	Jan.	Feb.	Mar.	Apr.	May	June	YTD Amt	YTD	%YTD
									Balance	Budget
37100 REAL ESTATE	\$685,150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$341,750.00	\$341,750.00	\$343,400.00	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%
	\$685,150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$341,750.00	\$341,750.00	\$343,400.00	49.88%

# MONROE COUNTY PUBLIC LIBRARY

07/11/18 5:55 PM

Page 1

## Rainy Day Budget & Expenditures Report

January 1, 2018 to June 30, 2018

6 months = 50.0%

Object	Object Descr	2018 Budget	Jan.	Feb.	Mar.	Apr.	May	June	2018 YTD Amt	2018 YTD Balance	2018 %YTD Budget
31100	CONSULTING SERVICES	\$20,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000.00	0.00%
31200	ENGINEERING/ARCHITE	\$20,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000.00	0.00%
31300	LEGAL SERVICES	\$20,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000.00	0.00%
36100	BUILDING REPAIRS	\$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

07/11/18 5:52 PM

Page 1

## Special Revenue Budget & Expenditure Report

January 1, 2018 to June 30, 2018

6 months = 50.00%

Object	Object Descr	2018 Budget	Jan.	Feb.	Mar.	Apr.	May	June	YTD Amount	2018 YTD Balance	2018 %YTD Budget
11300	MANAGERS/ASST.	\$166,731.97	\$12,901.02	\$13,053.05	\$19,350.22	\$12,988.39	\$14,371.38	\$12,908.60	\$85,572.66	\$81,159.31	51.32%
11800	TEMPORAY STAFF	\$11,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11,000.00	0.00%
12100	FICA/EMPLOYER	\$25,027.54	\$1,803.78	\$1,831.29	\$2,734.85	\$1,873.84	\$1,913.89	\$1,792.16	\$11,949.81	\$13,077.73	47.75%
12300	PERF/EMPLOYER	\$29,974.00	\$1,145.66	\$4,661.66	\$2,326.87	\$2,321.41	\$3,757.80	\$2,321.88	\$16,535.28	\$13,438.72	55.17%
12350	PERF/EMPLOYEE CONTRIB.	\$8,028.75	\$306.88	\$1,248.68	\$623.28	\$621.83	\$1,006.56	\$621.94	\$4,429.17	\$3,599.58	55.17%
12400	INS/EMPLOYER	\$48,936.84	\$3,259.12	\$3,760.63	\$3,886.11	\$3,586.72	\$3,403.81	\$3,431.36	\$21,327.75	\$27,609.09	43.58%
12500	MEDICARE/EMPLOYER	\$5,779.52	\$421.85	\$428.30	\$639.60	\$438.23	\$447.60	\$419.14	\$2,794.72	\$2,984.80	48.36%
12800	PRODUCTION ASSISTANTS	\$153,939.50	\$10,249.80	\$10,464.88	\$15,489.91	\$10,777.05	\$10,139.01	\$10,002.16	\$67,122.81	\$86,816.69	43.60%
12900	INFORMATION	\$41,912.00	\$3,202.72	\$3,285.13	\$5,140.20	\$3,729.93	\$3,291.73	\$3,252.15	\$21,901.86	\$20,010.14	52.26%
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	\$41,086.50	\$3,222.00	\$3,222.00	\$4,870.59	\$3,222.00	\$3,560.31	\$3,222.00	\$21,318.90	\$19,767.60	51.89%
21200	STATIONERY/BUS. CARDS	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
21300	OFFICE SUPPLIES	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$600.00	0.00%
21400	DUPLICATING	\$700.00	\$0.00	\$41.42	\$475.00	\$0.00	\$0.00	\$0.00	\$516.42	\$183.58	73.77%
22200	FUEL/OIL/LUBRICANTS	\$1,000.00	\$29.14	\$27.29	\$0.00	\$26.48	\$32.13	\$0.00	\$115.04	\$884.96	11.50%
22700	VIDEO TAPE/MEDIA	\$7,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,000.00	0.00%
23000	IT SUPPLIES	\$1,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,200.00	0.00%
23500	AUDIO/VIDEO	\$6,000.00	\$0.00	\$28.97	\$1,191.00	\$260.48	\$0.00	\$0.00	\$1,480.45	\$4,519.55	24.67%
31100	CONSULTING SERVICES	\$15,000.00	\$174.00	\$0.00	\$0.00	\$0.00	\$700.00	\$0.00	\$874.00	\$14,126.00	5.83%
31300	LEGAL SERVICES	\$500.00	\$0.00	\$0.00	\$0.00	\$254.64	\$0.00	\$0.00	\$254.64	\$245.36	50.93%
31500	MAINTENANCE	\$5,000.00	\$0.00	\$50.00	\$2,741.72	\$49.93	\$50.00	\$50.00	\$2,941.65	\$2,058.35	58.83%
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	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
31700	ADMIN/ACCOUNTING	\$400.00	\$2.72	\$3.18	\$3.61	\$2.79	\$13.07	\$5.60	\$30.97	\$369.03	7.74%
32100	TELEPHONE	\$3,000.00	\$0.00	\$176.33	\$176.33	\$416.33	\$382.24	\$0.00	\$1,151.23	\$1,848.77	38.37%
32150	CABLE TV SERVICE	\$300.00	\$31.12	\$31.12	\$31.12	\$31.12	\$31.12	\$31.12	\$186.72	\$113.28	62.24%
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	2018 Budget	Jan.	Feb.	Mar.	Apr.	May	June	YTD Amount	2018 YTD Balance	2018 %YTD 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	\$210.00	\$0.00	\$526.00	\$0.00	\$736.00	\$5,264.00	12.27%
36400	VEHICLE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$89.58	\$0.00	\$89.58	-\$89.58	0.00%
37100	REAL ESTATE	\$3,000.00	-\$48.92	-\$89.68	-\$142.16	-\$95.44	-\$95.44	-\$89.68	-\$561.32	\$3,561.32	-18.71%
39100	DUES/INSTITUTIONAL	\$3,000.00	\$0.00	\$99.00	\$1,200.00	\$0.00	\$0.00	\$0.00	\$1,299.00	\$1,701.00	43.30%
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	\$14,500.00	\$0.00	\$0.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00	\$8,500.00	41.38%
44100	FURNITURE	\$11,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11,000.00	0.00%
44700	EQUIPMENT - CATS	\$110,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$110,000.00	0.00%
		\$730,116.62	\$36,700.89	\$42,323.25	\$60,948.25	\$46,505.73	\$43,620.79	\$37,968.43	\$268,067.34	\$462,049.28	36.72%

# MONROE COUNTY PUBLIC LIBRARY

07/11/18 5:49 PM

Page 1

## Gen. Obligation Bond Budget & Expenditure 2016

January 1, 2018 to June 30, 2018

6 months = 50.0%

Object	Object Descr	2018 Budget	Jan.	Feb.	Mar.	Apr.	May	June	YTD Amount	2018 YTD Balance	2018 %YTD Budget
22900	DISPLAY/EXHIBITS	\$0.00	\$0.00	\$664.00	\$79.61	\$0.00	\$0.00	\$0.00	\$743.61	-\$743.61	0.00%
23100	BUILDING MATERIAL	\$0.00	\$132.22	\$102.70	\$0.00	\$0.00	\$0.00	\$0.00	\$234.92	-\$234.92	0.00%
31100	CONSULTING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,956.00	\$4,956.00	-\$4,956.00	0.00%
31200	ENGINEERING/ARCHI	\$0.00	\$0.00	\$25,252.18	\$0.00	\$0.00	\$6,463.56	\$0.00	\$31,715.74	-\$31,715.74	0.00%
31300	LEGAL SERVICES	\$0.00	\$0.00	\$0.00	\$360.00	\$0.00	\$0.00	\$300.00	\$660.00	-\$660.00	0.00%
31500	MAINTENANCE	\$0.00	\$650.00	\$650.00	\$650.00	\$650.00	\$0.00	\$1,300.00	\$3,900.00	-\$3,900.00	0.00%
44100	FURNITURE	\$0.00	\$73,697.60	\$31,623.82	\$0.00	\$0.00	\$0.00	\$0.00	\$105,321.42	-\$105,321.42	0.00%
44300	OTHER EQUIPMENT	\$0.00	\$0.00	\$0.00	\$399.00	\$0.00	\$0.00	\$3,810.00	\$4,209.00	-\$4,209.00	0.00%
44450	BUILDING	\$0.00	\$475.00	\$0.00	\$0.00	\$0.00	\$22,935.00	\$128,029.5	\$151,439.50	-\$151,439.50	0.00%
44452	BLDG LONG-TERM	\$0.00	\$6,093.50	\$0.00	\$0.00	\$11,899.00	\$0.00	\$896.90	\$18,889.40	-\$18,889.40	0.00%
44600	IT EQUIPMENT	\$0.00	\$0.00	\$199.00	\$2,711.93	\$6,393.00	\$9,425.00	\$667.17	\$19,396.10	-\$19,396.10	0.00%
44650	IT SOFTWARE	\$0.00	\$0.00	\$0.00	\$5,935.93	\$2,024.59	\$69.48	\$0.00	\$8,030.00	-\$8,030.00	0.00%
44700	EQUIPMENT - CATS	\$0.00	\$0.00	\$0.00	\$1,432.95	\$0.00	\$0.00	\$0.00	\$1,432.95	-\$1,432.95	0.00%
		\$0.00	\$81,048.32	\$58,491.70	\$11,569.42	\$20,966.59	\$38,893.04	\$139,959.5	\$350,928.64	-\$350,928.64	0.00%

# MONROE COUNTY PUBLIC LIBRARY

07/11/18 5:45 PM

Page 1

## Expenditure Summary compared to last year

2018 compared to 2017: Period Ending June

Fund	Fund Descr	2018 Budget	June 2018 2018 Amt	June 2018 YTD Amt	2017 Budget	June 2017 2017 Amt	2017 YTD Amt	%Last YR YTD Diff
001	OPERATING	\$8,740,760.86	\$669,714.24	\$4,170,389.66	\$8,836,799.70	\$680,778.33	\$4,169,855.32	0.01%
002	JAIL	\$0.00	\$914.22	\$3,399.54	\$0.00	\$944.67	\$2,829.70	20.14%
003	CLEARING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
004	GIFT	\$0.00	\$0.00	\$3,035.20	\$0.00	\$0.00	\$419.21	624.03%
005	PLAC	\$0.00	\$0.00	\$3,187.00	\$0.00	\$0.00	\$3,315.00	-3.86%
006	RETIREEES	\$0.00	\$476.72	\$2,656.72	\$0.00	\$0.00	\$0.00	0.00%
007	LIRF	\$983,000.00	\$0.00	\$22,340.75	\$525,000.00	\$0.00	\$0.00	0.00%
008	DEBT SERVICE	\$685,150.00	\$341,750.00	\$341,750.00	\$688,500.00	\$343,400.00	\$343,400.00	-0.48%
009	RAINY DAY	\$150,000.00	\$0.00	\$0.00	\$150,000.00	\$0.00	\$0.00	0.00%
010	PAYROLL	\$0.00	\$367,366.96	\$2,401,850.27	\$0.00	\$361,989.44	\$2,325,617.70	3.28%
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	\$8,347.36	\$56,797.60	\$0.00	\$15,412.19	\$61,459.77	-7.59%
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	\$6,195.89	\$53,618.76	\$0.00	\$13,147.66	\$67,611.44	-20.70%
020	SPECIAL REVENUE	\$730,116.62	\$37,968.43	\$268,067.34	\$703,787.16	\$51,925.94	\$272,044.13	-1.46%
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	\$0.00	\$0.00	0.00%
029	GO BOND 2016	\$0.00	\$139,959.57	\$350,928.64	\$0.00	\$68,342.18	\$160,563.22	118.56%
030	GO BOND 2019	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$11,289,027.48	\$1,572,693.39	\$7,678,021.48	\$10,904,086.86	\$1,535,940.41	\$7,407,115.49	3.66%



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07/11/18 5:33 PM

Page 1

## Revenue Totals Budget Forms (all funds)

Source Descr	2018 YTD Budget	Jan	Feb	Mar	April	May	June	2018 YTD Amt	2018 YTD Balance	2018 % of Budget
Fund 001 OPERATING										
PROPERTY	\$6,030,073.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,432,825.87	\$3,432,825.87	\$2,597,247.13	56.93%
INTANGIBLES TAX	\$12,546.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,259.76	\$8,259.76	\$4,286.24	65.84%
LICENSE EXCISE TAX	\$353,931.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$206,668.79	\$206,668.79	\$147,262.21	58.39%
LOCAL/COUNTY	\$2,286,738.00	\$190,754.08	\$190,754.08	\$190,754.08	\$190,754.08	\$190,754.08	\$333,669.82	\$1,287,440.22	\$999,297.78	56.30%
COMMERCIAL	\$44,226.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,629.62	\$20,629.62	\$23,596.38	46.65%
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	\$424.10	\$501.86	\$440.33	\$560.59	\$434.25	\$309.55	\$2,670.68	-\$2,670.68	0.00%
LOST/DAMAGED	\$0.00	\$1,911.00	\$1,389.92	\$1,099.22	\$1,833.16	\$1,124.34	\$980.76	\$8,338.40	-\$8,338.40	0.00%
FINES	\$150,000.00	\$6,347.51	\$4,799.82	\$5,931.30	\$5,487.91	\$5,406.69	\$4,622.88	\$32,596.11	\$117,403.89	21.72%
COLLECTION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
BLGTN COPIERS &	\$12,500.00	\$1,239.92	\$1,491.58	\$1,463.85	\$1,467.59	\$1,158.60	\$1,600.90	\$8,422.44	\$4,077.56	67.38%
MISCELLANEOUS	\$0.00	\$4,708.50	\$533.70	\$0.00	\$114.25	\$736.74	\$62.05	\$6,155.24	-\$6,155.24	0.00%
PUBLIC LIBRARY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MEETING ROOM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
GARNISHMENT FEES	\$0.00	\$2.86	\$2.86	\$3.29	\$1.86	\$1.86	\$1.86	\$14.59	-\$14.59	0.00%
E-RATE RECEIPTS	\$0.00	\$5,576.48	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,576.48	-\$5,576.48	0.00%
PLAC DISTRIBUTION	\$12,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,691.72	\$13,691.72	-\$1,191.72	109.53%
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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
OBITS	\$0.00	\$54.00	\$0.00	\$57.00	\$75.00	\$0.00	\$78.00	\$264.00	-\$264.00	0.00%
COIN TELEPHONE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTEREST FROM	\$4,000.00	\$8,201.00	\$8,341.44	\$6,068.20	\$5,517.66	\$5,135.77	\$6,086.83	\$39,350.90	-\$35,350.90	983.77%
TEMPORARY LOANS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INVESTMENT	\$0.00	\$977.63	\$1,084.62	\$1,077.58	\$1,090.93	\$2,069.80	\$1,657.94	\$7,958.50	-\$7,958.50	0.00%
CABLE ACCESS FEES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CABLE ACCESS FEES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CABLE ACCESS FEES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MCPL OPERATING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

Source Descr	2018 YTD Budget	Jan	Feb	Mar	April	May	June	2018 YTD Amt	2018 YTD Balance	2018 % of Budget
RENT INCOME	\$4,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,000.00	0.00%
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	\$8,910,514.00	\$220,197.08	\$208,899.88	\$206,894.85	\$206,903.03	\$206,822.13	\$4,031,146.35	\$5,080,863.32	\$3,829,650.68	57.02%
Fund 002 JAIL										
RECEIPTS	\$0.00	\$0.00	\$2,000.00	\$4,000.00	\$0.00	\$0.00	\$0.00	\$6,000.00	-\$6,000.00	0.00%
Fund 002 JAIL	\$0.00	\$0.00	\$2,000.00	\$4,000.00	\$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	\$511.76	\$49.52	\$79.05	\$55.69	\$2,942.48	\$41.68	\$3,680.18	-\$3,680.18	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	\$511.76	\$49.52	\$79.05	\$55.69	\$2,942.48	\$41.68	\$3,680.18	-\$3,680.18	0.00%
Fund 005 PLAC										
PUBLIC LIBRARY	\$0.00	\$780.00	\$390.00	\$780.00	\$520.00	\$455.00	\$455.00	\$3,380.00	-\$3,380.00	0.00%
Fund 005 PLAC	\$0.00	\$780.00	\$390.00	\$780.00	\$520.00	\$455.00	\$455.00	\$3,380.00	-\$3,380.00	0.00%
Fund 006 RETIREES										

Source Descr	2018 YTD Budget	Jan	Feb	Mar	April	May	June	2018 YTD Amt	2018 YTD Balance	2018 % of Budget
RETIREES	\$0.00	\$1,064.03	\$476.75	\$476.75	\$476.75	\$476.75	\$476.75	\$3,447.78	-\$3,447.78	0.00%
Fund 006 RETIREES	\$0.00	\$1,064.03	\$476.75	\$476.75	\$476.75	\$476.75	\$476.75	\$3,447.78	-\$3,447.78	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	\$154,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$77,000.00	\$77,000.00	\$77,000.00	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	\$154,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$77,000.00	\$77,000.00	\$77,000.00	50.00%
Fund 008 DEBT SERVICE										
PROPERTY	\$685,150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$308,624.63	\$308,624.63	\$376,525.37	45.04%
INTANGIBLES TAX	\$2,129.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$741.66	\$741.66	\$1,387.34	34.84%
LICENSE EXCISE TAX	\$34,174.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$18,339.18	\$18,339.18	\$15,834.82	53.66%
COMMERCIAL	\$5,007.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,852.38	\$1,852.38	\$3,154.62	37.00%
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	\$726,460.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$329,557.85	\$329,557.85	\$396,902.15	45.36%
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	\$360,262.94	\$378,437.02	\$541,889.79	\$378,168.05	\$374,245.87	\$368,593.77	\$2,401,597.44	-\$2,401,597.44	0.00%
Fund 010 PAYROLL	\$0.00	\$360,262.94	\$378,437.02	\$541,889.79	\$378,168.05	\$374,245.87	\$368,593.77	\$2,401,597.44	-\$2,401,597.44	0.00%

Source Descr	2018 YTD Budget	Jan	Feb	Mar	April	May	June	2018 YTD Amt	2018 YTD Balance	2018 % 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	\$10,017.58	\$0.00	\$0.00	\$24,616.51	\$0.00	\$0.00	\$34,634.09	-\$34,634.09	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	\$0.00	\$1,000.00	\$0.00	\$490.00	\$0.00	\$0.00	\$1,490.00	-\$1,490.00	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	\$10,017.58	\$1,000.00	\$0.00	\$25,106.51	\$0.00	\$0.00	\$36,124.09	-\$36,124.09	0.00%
Fund 019 GIFT-FOUNDATION										
MISCELLANEOUS	\$0.00	\$0.00	\$900.00	\$0.00	\$0.00	\$0.00	\$0.00	\$900.00	-\$900.00	0.00%
RESTRICED GIFT	\$0.00	\$0.00	\$0.00	\$11,250.00	\$0.00	\$11,250.00	\$0.00	\$22,500.00	-\$22,500.00	0.00%
Fund 019 GIFT-	\$0.00	\$0.00	\$900.00	\$11,250.00	\$0.00	\$11,250.00	\$0.00	\$23,400.00	-\$23,400.00	0.00%
Fund 020 SPECIAL REVENUE										
MISCELLANEOUS	\$0.00	\$90.00	\$90.00	\$130.00	\$100.00	\$440.00	\$170.00	\$1,020.00	-\$1,020.00	0.00%
CABLE ACCESS FEES	\$438,022.00	\$0.00	\$0.00	\$0.00	\$109,505.50	\$109,505.50	\$0.00	\$219,011.00	\$219,011.00	50.00%
CABLE ACCESS FEES	\$265,051.00	\$0.00	\$66,262.75	\$0.00	\$66,262.75	\$0.00	\$0.00	\$132,525.50	\$132,525.50	50.00%
CABLE ACCESS FEES	\$16,056.00	\$0.00	\$0.00	\$4,014.00	\$0.00	\$0.00	\$4,014.00	\$8,028.00	\$8,028.00	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	\$13,010.00	\$0.00	\$0.00	\$13,010.00	\$0.00	\$0.00	\$0.00	\$13,010.00	\$0.00	100.00%
Fund 020 SPECIAL	\$732,139.00	\$90.00	\$66,352.75	\$17,154.00	\$175,868.25	\$109,945.50	\$4,184.00	\$373,594.50	\$358,544.50	51.03%
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	2018 YTD Budget	Jan	Feb	Mar	April	May	June	2018 YTD Amt	2018 YTD Balance	2018 % 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%
Fund 030 GO BOND 2019										
RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 030 GO BOND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	\$10,523,113.00	\$592,923.39	\$658,505.92	\$782,524.44	\$787,098.28	\$706,137.73	\$4,811,455.40	\$8,338,645.16	\$2,184,467.84	79.24%

# MONROE COUNTY PUBLIC LIBRARY

07/11/18 5:42 PM

Page 1

## Cash Balances by fund

Current Period: June 2018

FUND Descr	06/01/18	MTD Debit	MTD Credit	06/30/18	Bal Sht Descr	Act Status
OPERATING	\$9,255.47	\$4,320.15	\$9,574.54	\$4,001.08	OLD NATIONAL BANK CHECKING	Active
OPERATING	\$31,391.54	\$11,716.55	\$5,610.11	\$37,497.98	GERMAN AMER./CHECKING	Active
OPERATING	-\$879,686.60	\$4,037,655.56	\$3,248,983.94	-\$91,014.98	1ST FINANCIAL/MAINSOURCE	Active
OPERATING	\$5,028.62	\$2,506,089.83	\$6.00	\$2,511,112.45	1ST FINANCIAL/MAINSOURCE SAVGS	Active
OPERATING	\$11,556.25	\$1,657.94	\$0.00	\$13,214.19	INVEST. CD/1ST FIN/MAINSOURCE	Active
Fund 001 OPERATING	-\$822,454.72	\$6,561,440.03	\$3,264,174.59	\$2,474,810.72		
JAIL	\$3,514.68	\$0.00	\$914.22	\$2,600.46	1ST FINANCIAL/MAINSOURCE	Active
Fund 002 JAIL	\$3,514.68	\$0.00	\$914.22	\$2,600.46		
GIFT UNRESTRICTED	\$3,011.47	\$41.68	\$3,050.95	\$2.20	OLD NATIONAL BANK CHECKING	Active
GIFT UNRESTRICTED	\$7,433.32	\$3,052.65	\$0.00	\$10,485.97	1ST FINANCIAL/MAINSOURCE	Active
Fund 004 GIFT UNRESTRICTED	\$10,444.79	\$3,094.33	\$3,050.95	\$10,488.17		
PLAC	\$0.00	\$1,430.00	\$0.00	\$1,430.00	1ST FINANCIAL/MAINSOURCE	Active
Fund 005 PLAC	\$0.00	\$1,430.00	\$0.00	\$1,430.00		
RETIREEES	\$203.75	\$476.75	\$476.72	\$203.78	1ST FINANCIAL/MAINSOURCE	Active
Fund 006 RETIREEES	\$203.75	\$476.75	\$476.72	\$203.78		
LIRF	\$254,721.28	\$77,000.00	\$200,000.00	\$131,721.28	1ST FINANCIAL/MAINSOURCE	Active
LIRF	\$1,974,188.56	\$200,000.00	\$0.00	\$2,174,188.56	1ST FINANCIAL/MAINSOURCE SAVGS	Active
LIRF	\$1,197,735.57	\$0.00	\$0.00	\$1,197,735.57	INVEST. CD/1ST FIN/MAINSOURCE	Active
Fund 007 LIRF	\$3,426,645.41	\$277,000.00	\$200,000.00	\$3,503,645.41		
DEBT SERVICE	\$122,993.39	\$329,557.85	\$441,750.00	\$10,801.24	1ST FINANCIAL/MAINSOURCE	Active
DEBT SERVICE	\$0.00	\$100,000.00	\$0.00	\$100,000.00	1ST FINANCIAL/MAINSOURCE SAVGS	Active
Fund 008 DEBT SERVICE	\$122,993.39	\$429,557.85	\$441,750.00	\$110,801.24		
RAINY DAY	\$20,384.18	\$0.00	\$0.00	\$20,384.18	1ST FINANCIAL/MAINSOURCE	Active
RAINY DAY	\$1,616,269.19	\$0.00	\$0.00	\$1,616,269.19	1ST FINANCIAL/MAINSOURCE SAVGS	Active
Fund 009 RAINY DAY	\$1,636,653.37	\$0.00	\$0.00	\$1,636,653.37		
PAYROLL	\$21,000.01	\$374,665.31	\$386,826.45	\$8,838.87	1ST FINANCIAL/MAINSOURCE	Active
Fund 010 PAYROLL	\$21,000.01	\$374,665.31	\$386,826.45	\$8,838.87		
GIFT-RESTRICED	-\$772.70	\$5,000.00	\$309.08	\$3,918.22	GERMAN AMER./CHECKING	Active
GIFT-RESTRICED	\$18,899.39	\$24,786.51	\$13,038.28	\$30,647.62	1ST FINANCIAL/MAINSOURCE	Active
Fund 016 GIFT-RESTRICED	\$18,126.69	\$29,786.51	\$13,347.36	\$34,565.84		
GIFT-FOUNDATION	\$41,415.25	\$11,522.86	\$6,468.75	\$46,469.36	1ST FINANCIAL/MAINSOURCE	Active
Fund 019 GIFT-FOUNDATION	\$41,415.25	\$11,522.86	\$6,468.75	\$46,469.36		
SPECIAL REVENUE	-\$1,021.26	\$5,170.00	\$623.76	\$3,524.98	GERMAN AMER./CHECKING	Active
SPECIAL REVENUE	\$271,249.34	\$4,103.68	\$242,434.35	\$32,918.67	1ST FINANCIAL/MAINSOURCE	Active
SPECIAL REVENUE	\$655,000.00	\$200,000.00	\$0.00	\$855,000.00	1ST FINANCIAL/MAINSOURCE SAVGS	Active
Fund 020 SPECIAL REVENUE	\$925,228.08	\$209,273.68	\$243,058.11	\$891,443.65		

FUND Descr	06/01/18	MTD Debit	MTD Credit	06/30/18	Bal Sht Descr	Act Status
GO BOND 2016	\$310,909.90	\$300,000.00	\$639,959.57	-\$29,049.67	1ST FINANCIAL/MAINSOURCE	Active
GO BOND 2016	\$524,033.96	\$500,000.00	\$300,000.00	\$724,033.96	1ST FINANCIAL/MAINSOURCE SAVGS	Active
Fund 029 GO BOND 2016	\$834,943.86	\$800,000.00	\$939,959.57	\$694,984.29		
GO BOND 2019	-\$3,150.00	\$0.00	\$0.00	-\$3,150.00	1ST FINANCIAL/MAINSOURCE	Active
Fund 030 GO BOND 2019	-\$3,150.00	\$0.00	\$0.00	-\$3,150.00		
	\$6,215,564.56	\$8,698,247.32	\$5,500,026.72	\$9,413,785.16		

# MONROE COUNTY PUBLIC LIBRARY

07/11/18 4:06 PM

Page 1

## \*Check Reconciliation©

### ONB CHECKING 06300 ONB/MONROE

June 2018

#### Account Summary

Beginning Balance on	6/1/2018	\$48,563.45
+		\$85,439.83
-	Payments (Checks and Withdrawals)	\$130,000.00
Ending Balance as of	6/30/2018	\$4,003.28

#### Check Book

Active	G 001-06300	OPERATING	\$4,001.08
Active	G 002-06300	JAIL	\$0.00
Active	G 003-06300	CLEARING	\$0.00
Active	G 004-06300	GIFT UNRESTRICTED	\$2.20
Active	G 005-06300	PLAC	\$0.00
Active	G 006-06300	RETIRES	\$0.00
Active	G 007-06300	LIRF	\$0.00
Active	G 008-06300	DEBT SERVICE	\$0.00
Active	G 009-06300	RAINY DAY	\$0.00
Active	G 012-06300	TEEN COUNCIL	\$0.00
Active	G 015-06300	LSTA	\$0.00
Active	G 016-06300	GIFT-RESTRICED	\$0.00
Active	G 019-06300	GIFT-FOUNDATION	\$0.00
Active	G 020-06300	SPECIAL REVENUE	\$0.00
Active	G 024-06300	FINRA GRANT	\$0.00
Active	G 027-06300	COMMUNITY FDTN	\$0.00
Active	G 028-06300	FINRA 2014	\$0.00
Active	G 029-06300	GO BOND 2016	\$0.00

Cash Balance **\$4,003.28**

Beginng Balance	\$48,563.45
+ Total Deposits	\$85,439.83
- Checks Written	\$130,000.00

Check Book \$4,003.28

Difference \$0.00



# MONROE COUNTY PUBLIC LIBRARY

07/11/18 4:15 PM  
Page 1

## \*Check Reconciliation©

### GERMAN-AMER/CHECKING

06400 GER AME/UC

June 2018

#### Account Summary

Beginning Balance on	6/1/2018	\$16,926.33
+		\$39,883.38
- Payments (Checks and Withdrawals)		\$11,868.53
Ending Balance as of	6/29/2018	\$44,941.18

#### Check Book

Active	G 001-06400	OPERATING	\$37,497.98
Active	G 003-06400	CLEARING	\$0.00
Active	G 004-06400	GIFT UNRESTRICTED	\$0.00
Active	G 005-06400	PLAC	\$0.00
Active	G 007-06400	LIRF	\$0.00
Active	G 009-06400	RAINY DAY	\$0.00
Active	G 010-06400	PAYROLL	\$0.00
Active	G 016-06400	GIFT-RESTRICED	\$3,918.22
Active	G 019-06400	GIFT-FOUNDATION	\$0.00
Active	G 020-06400	SPECIAL REVENUE	\$3,524.98
Active	G 029-06400	GO BOND 2016	\$0.00

Cash Balance **\$44,941.18**

Beginng Balance	\$16,926.33
+ Total Deposits	\$39,883.38
- Checks Written	\$11,868.53

Check Book	\$44,941.18
Difference	\$0.00

# MONROE COUNTY PUBLIC LIBRARY

07/11/18 5:13 PM  
Page 1

## \*Check Reconciliation©

### 1ST FIN/MAINSOU CKNG

06600 MAINSO CKG

June 2018

### Account Summary

Beginning Balance on	6/1/2018	\$249,545.05
+		\$4,775,835.46
-	Payments (Checks and Withdrawals)	\$4,634,833.67
Ending Balance as of	6/29/2018	\$390,546.84

### Check Book

Active	G 001-06600	OPERATING	-\$91,014.98
Active	G 002-06600	JAIL	\$2,600.46
Active	G 003-06600	CLEARING	\$0.00
Active	G 004-06600	GIFT UNRESTRICTED	\$10,485.97
Active	G 005-06600	PLAC	\$1,430.00
Active	G 006-06600	RETIREEES	\$203.78
Active	G 007-06600	LIRF	\$131,721.28
Active	G 008-06600	DEBT SERVICE	\$10,801.24
Active	G 009-06600	RAINY DAY	\$20,384.18
Active	G 010-06600	PAYROLL	\$8,838.87
Active	G 016-06600	GIFT-RESTRICED	\$30,647.62
Active	G 017-06600	LEVY EXCESS	\$0.00
Active	G 019-06600	GIFT-FOUNDATION	\$46,469.36
Active	G 020-06600	SPECIAL REVENUE	\$32,918.67
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	-\$29,049.67
Active	G 030-06600	GO BOND 2019	-\$3,150.00
		Cash Balance	<b>\$173,286.78</b>

Beginng Balance	\$249,545.05
+ Total Deposits	\$4,775,835.46
- Checks Written	\$4,852,093.73

Check Book	\$173,286.78
O/S Checks	\$217,260.06

**MONROE COUNTY PUBLIC LIBRARY**07/11/18 2:55 PM  
Page 1**\*Check Reconciliation©****1ST FIN/MAINSO SAVGS****06610 MAINSO SAV****June 2018****Account Summary**

Beginning Balance on	6/1/2018	\$4,774,520.33
+		\$3,506,086.83
- Payments (Checks and Withdrawals)		\$300,003.00
Ending Balance as of	6/29/2018	\$7,980,604.16

**Check Book**

Active	G 001-06610	OPERATING	\$2,511,112.45
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	\$2,174,188.56
Active	G 008-06610	DEBT SERVICE	\$100,000.00
Active	G 009-06610	RAINY DAY	\$1,616,269.19
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	\$855,000.00
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	\$724,033.96
Active	G 030-06610	GO BOND 2019	\$0.00

Cash Balance **\$7,980,604.16**

Beginng Balance	\$4,774,520.33
+ Total Deposits	\$3,506,086.83
- Checks Written	\$300,003.00

Check Book \$7,980,604.16

Difference \$0.00

TO: Monroe County Public Library – Board of Trustees  
FROM: Kyle Wickemeyer-Hardy, Human Resources Manager  
RE: Personnel Report  
DATE July 18, 2018

### Beginning Employment

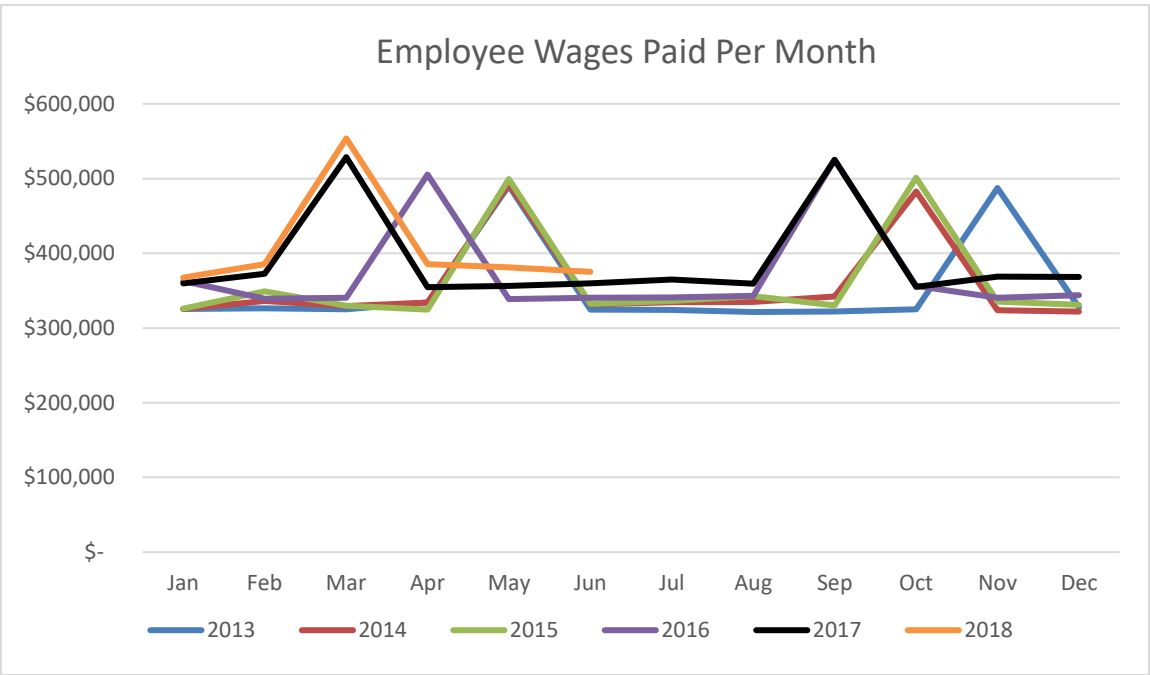
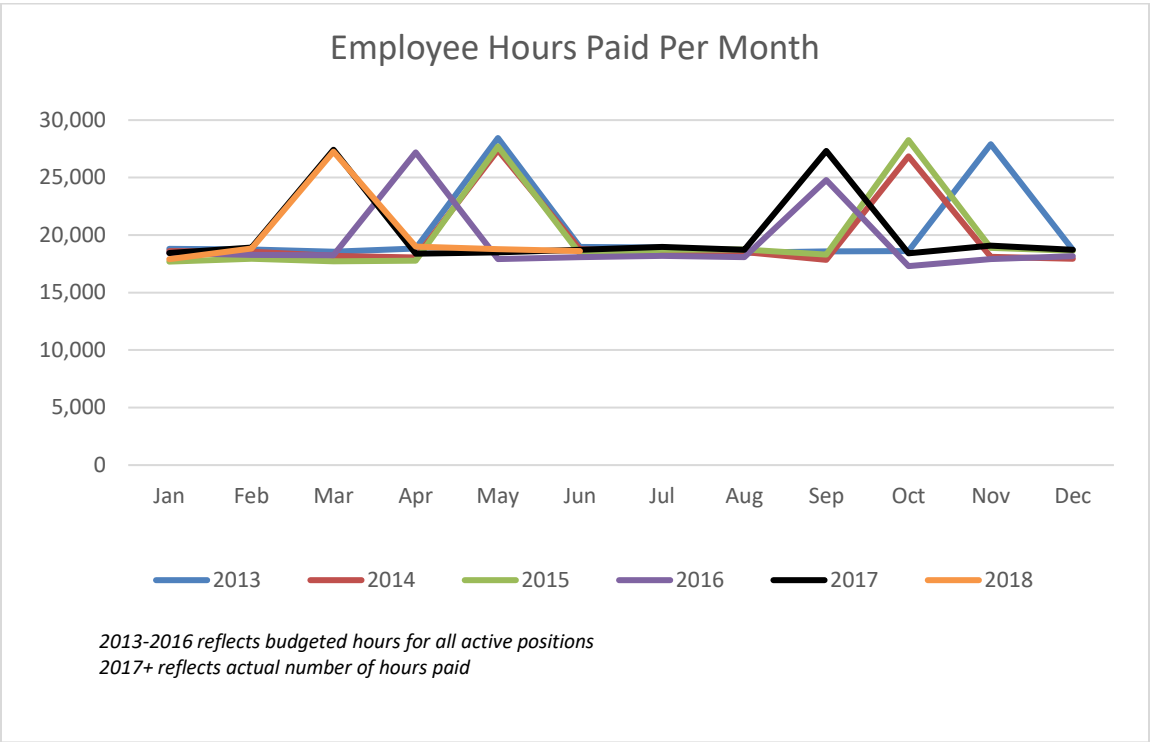
- Brittney Ketring, Access & Content Services, Material Handler, Pay Grade 1, 15 hours per week effective June 25, 2018.
- Christa Sowder, Access & Content Services, Material Handler, Pay Grade 1, 15 hours per week effective June 25, 2018.
- Emily Winters, Access & Content Services, Material Handler, Pay Grade 1, 15 hours per week effective June 25, 2018.

### Ending Employment

- Ted Markley, Access & Content Services, Material Handler, Pay Grade 1, 15 hours per week effective June 15, 2018.
- Ivy Richardson, Access & Content Services, Material Handler, Pay Grade 1, 15 hours per week effective June 15, 2018.
- Grace Heppner, Access & Content Services, Material Handler, Pay Grade 1, 15 hours per week effective May 9, 2018.
- CeCe Hallal, Building Services-Security, Security Technician, Pay Grade 5. 20 hours per week effective June 15, 2018.
- Rachel Valliere, Access & Content Services, Material Handler, Pay Grade 1, 15 hours per week effective June 27, 2018.
- Kelsey Grimm, Access & Content Services, Material Handler, Pay Grade 1, 15 hours per week effective July 7, 2018.
- Brigid Phillips, Access & Content Services, Material Handler, Pay Grade 1, 15 hours per week effective July 15, 2018.
- Jennifer Gliessman, Customer Service, Information Assistant, Pay Grade 3, 20 hours per week, effective July 21, 2018.

### Job Changes

- Nathan Kroeger, from CATS, Master Control Operator, Pay Grade 3, 20 hours per week to Communications & Marketing, Marketing Content Specialist, Pay Grade 7, 37.5 hours per week effective June 25, 2018.
- Debbie Scholl, Building Services-Security, Temporary Security Technician, Pay Grade 5, 16 hours per week to (Regular) Security Technician, Pay Grade 5, 20 hours per week effective June 26, 2018.



Pay Date 06/08/18  
 Pay Period 05/14/2018 to 05/27/2018

## Employee Earnings Report by Pay Date

#	Fund Type	Employee Name	Status	Title	Unit
1	Operating	Blanchard, Annise D.	A	Materials Handler	ACCESS & CONTENT
2		Blevins, Calan J.	A	Materials Handler	ACCESS & CONTENT
3		Bowman-Sarkisian, Shann	A	Materials Handler	ACCESS & CONTENT
4		Bredemeyer, Sara A.	A	Materials Handler	ACCESS & CONTENT
5		Desjardins, Vincent P.	A	Materials Handler	ACCESS & CONTENT
6		Fak, Andrew V.	A	Materials Handler	ACCESS & CONTENT
7		Garrison, Cynthia L.	A	Materials Handler	ACCESS & CONTENT
8		Gartner, Jennifer L.	A	Materials Handler	ACCESS & CONTENT
9		Grav, Amber M.	A	Materials Handler	ACCESS & CONTENT
10		Grimm, Kelsey T.	A	Materials Handler	ACCESS & CONTENT
11		Hagan, Elizabeth A.	A	Materials Handler	ACCESS & CONTENT
12		Hines, Michelle L.	A	Materials Handler	ACCESS & CONTENT
13		Horton, Samantha M.	A	Materials Handler	ACCESS & CONTENT
14		Hughes, Katelynn N.	A	Materials Handler	ACCESS & CONTENT
15		Koester, William D.	A	Materials Handler	ACCESS & CONTENT
16		Lemen, Brett A.	A	Materials Handler	ACCESS & CONTENT
17		Markley, Ted B.	A	Materials Handler	ACCESS & CONTENT
18		McDermott-Sipe, Elias F.	A	Materials Handler	ACCESS & CONTENT
19		Overtom, Sydney J.	A	Materials Handler	ACCESS & CONTENT
20		Phillips, Brigid L.	A	Materials Handler	ACCESS & CONTENT
21		Polley, Elizabeth A.	A	Materials Handler	ACCESS & CONTENT
22		Price, Daniel A.	A	Materials Handler	ACCESS & CONTENT
23		Richardson, Ivy G.	A	Materials Handler	ACCESS & CONTENT
24		Shaw, Natasha N.	A	Materials Handler	ACCESS & CONTENT
25		Smith, Karen S.	A	Materials Handler	ACCESS & CONTENT
26		Snider, Benjamin B.	A	Materials Handler	ACCESS & CONTENT
27		Stanley, Erica A.	A	Materials Handler	ACCESS & CONTENT
28		Thomas, Lillian G.	A	Materials Handler	ACCESS & CONTENT
29		Valliere, Rachel E.	A	Materials Handler	ACCESS & CONTENT
30		Waller, Amanda M.	A	Materials Handler	ACCESS & CONTENT
31		Balzer, Cynthia L.	A	Senior Information Asst	CUSTOMER SERVICE
32		Clark, Marion C.	A	Senior Information Asst	CUSTOMER SERVICE
33		Duszynski, Paul A.	A	Senior Information Asst	CUSTOMER SERVICE
34		Edelman, Rebekah S.	A	Information Assistant	CUSTOMER SERVICE
35		Englert, Victoria R.	A	Information Assistant	CUSTOMER SERVICE
36		Gillespie, Charles F.	A	Information Assistant	CUSTOMER SERVICE
37		Gliessman, Jennifer R.	A	Information Assistant	CUSTOMER SERVICE
38		Hallal, Consuela M.	A	Security Technician	BUILDING SRV-SECURITY
39		Icenogle, Rachel L.	A	Custodian	BUILDING SRV-MAINTENANCE
40		Lucas, Darryl L.	A	Information Assistant	CUSTOMER SERVICE
41		Mass, Shelby E.	A	Information Assistant	CUSTOMER SERVICE
42		Polley, Claudia M.	A	Custodian	BUILDING SRV-MAINTENANCE
43		Probst, Erik M.	A	Security Technician	BUILDING SRV-SECURITY
44		Purcell, Emily S.	A	Information Assistant	CUSTOMER SERVICE
45		Rogers, Addison C.	A	CATS-Master Control Op	CATS
46		Sims, James L.	A	Security Technician	BUILDING SRV-SECURITY
47		Sinex, Lucas C.	A	Information Tech Asst	INFORMATION TECHNOLOGY
48		Todd, Hunter A.	A	Information Assistant	CUSTOMER SERVICE
49		Weaver, William C.	A	Web Support	COMMUNICATIONS/MARKETI CM
50		Wilke, Adam G.	A	Information Assistant	CUSTOMER SERVICE
51		Carter, Kenneth B.	A	Senior Materials Handler	ACCESS & CONTENT
52		Clark, Craig J.	A	Senior Materials Handler	ACCESS & CONTENT
53		Crane, Deanna J.	A	Custodian	BUILDING SRV-MAINTENANCE
54		Ellis, William P.	A	Information Assistant	CUSTOMER SERVICE
55		Gornik, Evan A.	A	Senior Materials Handler	ACCESS & CONTENT
56		Hacker, Arielle N.	A	Senior Materials Handler	ACCESS & CONTENT
57		Hoagland, Ian M.	A	Information Assistant	CUSTOMER SERVICE
58		Jenness, Claire L.	A	Senior Materials Handler	ACCESS & CONTENT
59		Jenness, Lillian M.	A	Information Assistant	CUSTOMER SERVICE
60		Jones, Christina M.	A	Community Engag Librarian	COMMUNITY ENGAGEMENT/LEAR
61		Loudenbarger, Audra C.	A	Information Assistant	CUSTOMER SERVICE
62		Lynch, Doris J.	A	Community Engag Librarian	COMMUNITY ENGAGEMENT/LEAR

Pay Date 06/08/18  
 Pay Period 05/14//2018 to 05/27/2018

## Employee Earnings Report by Pay Date

63	Mounlio, Daniel T.	A	Senior Information Asst	CUSTOMER SERVICE
64	Tincher, Cheryl L.	A	Custodian	BUILDING SRV-MAINTENANCE
65	Vollmar, Justin M.	A	CATS - Production Asst	CATS
66	Wise, Laura E.	A	Senior Information Asst	CUSTOMER SERVICE
67	Lenn, Tracy M.	A	Information Assistant	CUSTOMER SERVICE
68	Adams, Meghan E.	A	Copy Cataloger Asst	ACCESS & CONTENT
69	Arnholter, Ellen P.	A	Community Engag Librarian	COMMUNITY ENGAGEMENT/LEAR
70	Baugh, Ned T.	A	Info Technology MGR	INFORMATION TECHNOLOGY
71	Bell, Terri L.	A	Custodian	BUILDING SRV-MAINTENANCE
72	Brown, Erica N.	A	Community Engag Librarian	COMMUNITY ENGAGEMENT/LEAR
73	Bruecks, Melissa E.	A	Customer Service Asst Mgr	CUSTOMER SERVICE
74	Carson, Grier E.	A	Access & Content MGR	ACCESS & CONTENT
75	Champelli, Lisa M.	A	Childrens Strat	STRATEGIST-CHILDREN/ SE
76	Champion, Michael C.	A	Senior Information Asst	CUSTOMER SERVICE
77	Cheek, Jared P.	A	Senior Information Asst	CUSTOMER SERVICE
78	Cooper, Burl	A	Senior Information Asst	CUSTOMER SERVICE
79	Cronkhite, Jane M.	A	Director - Associate	ADMIN-ASSOCIATE DIRECTOR
80	Dillon, Luann L.	A	Community Engag Librarian	COMMUNITY ENGAGEMENT/LEAR
81	Dockerty, Katelynn E.	A	Senior Information Asst	CUSTOMER SERVICE
82	Duffy, Dana R.	A	Community Engag Librarian	COMMUNITY ENGAGEMENT/LEAR
83	Dunnuck, Aubrey R.	A	Senior Information Asst	CUSTOMER SERVICE
84	Fallwell, Edwin M.	A	Senior Information Asst	CUSTOMER SERVICE
85	Fallwell, Susan L.	A	Acquisitions Technician	ACCESS & CONTENT
86	French, Elizabeth E.	A	Senior Information Asst	CUSTOMER SERVICE
87	Friesel, Christine E.	A	Community Engag Librarian	COMMUNITY ENGAGEMENT/LEAR
88	Galarza, Alejandria F.	A	Community Engag Librarian	COMMUNITY ENGAGEMENT/LEAR
89	Gesten, Joshua F.	A	Senior Information Asst	CUSTOMER SERVICE
90	Gossman, James A.	A	Community Engag Librarian	COMMUNITY ENGAGEMENT/LEAR
91	Gray, Elizabeth L.	A	Adult Strategist	STRATEGIST-ADULT/ SERVI
92	Gray, Marla S.	A	Human Resources Spec	ADMIN-HUMAN RESOURCES
93	Gray-Overtom, Paula E.	A	Web Administrator	COMMUNICATIONS/MARKETI CM
94	Green, Cheryl R.	A	Librarian Cataloger	ACCESS & CONTENT
95	Greene, Ronald	A	Custodian	BUILDING SRV-MAINTENANCE
96	Hoffman, Jennifer L.	A	Community Engag Librarian	COMMUNITY ENGAGEMENT/LEAR
97	Holman, Stephanie A.	A	Community Engag Librarian	COMMUNITY ENGAGEMENT/LEAR
98	Hosler, Christopher A.	A	Program-Branch Strat	STRATEGIST-PROGRAM/B
99	Hosler, Virginia J.	A	Community Engag Librarian	COMMUNITY ENGAGEMENT/LEAR
100	Hussey, Amanda L.	A	Communications/Mrkt MGR	COMMUNICATIONS/MARKETI CM
101	Jackson, Christopher B.	A	Special Audience Strat	STRATEGIST-SPECIAL AUDIEN
102	Johnson, Michael J.	A	Security Technician	BUILDING SRV-SECURITY
103	Jordan, Kelly M.	A	Senior Information Asst	CUSTOMER SERVICE
104	Kellams, Jennifer L.	A	Access & Content Asst Mgr	ACCESS & CONTENT
105	Kelly, Bruce W.	A	Maintenance Expert	BUILDING SRV-MAINTENANCE
106	Kern, Merriel S.	A	Bookkeeper Specialist	ADMIN-FINANCE
107	Kinser, Julia L.	A	Senior Information Asst	CUSTOMER SERVICE
108	Lehr, Jeannette C.	A	Subject Expert	COMMUNITY ENGAGEMENT/LEAR
109	Leibacher, Brian J.	A	BLDS MGR	BUILDING SRV-MAINTENANCE
110	Lettelleir, Gary P.	A	MGR Finance	ADMIN-FINANCE
111	Lovings, Jacqueline D.	A	Senior Information Asst	CUSTOMER SERVICE
112	MacDowell, Kevin S.	A	Teen/Digital Create Strat	STRATEGIST-TEENS/DC
113	Matney, Jason L.	A	BLDS Asst Mgr	BUILDING SRV-MAINTENANCE
114	Meador, John D.	A	Information Assistant	CUSTOMER SERVICE
115	Mestre, Amber C.	A	Senior Information Asst	CUSTOMER SERVICE
116	Mosora, John P.	A	Maintenance Assistant	BUILDING SRV-MAINTENANCE
117	Mullis, Cody H.	A	Information Tech Spec	INFORMATION TECHNOLOGY
118	Needham, Michele	A	Customer Service MGR	CUSTOMER SERVICE
119	Neer, Matthew M.	A	Community Engag Librarian	COMMUNITY ENGAGEMENT/LEAR
120	Ody, Martha F.	A	Librarian Selector	ACCESS & CONTENT
121	Ott, Samuel W.	A	Community Engag Librarian	COMMUNITY ENGAGEMENT/LEAR
122	Overman, Roberta J.	A	Community Engag Librarian	COMMUNITY ENGAGEMENT/LEAR
123	Paull, Jonathon J.	A	Senior Information Asst	CUSTOMER SERVICE
124	Rome, M Brandon	A	Senior Information Asst	CUSTOMER SERVICE
125	Ruddick, Jane	A	Librarian Selector	ACCESS & CONTENT
126	Salvaggio, Elizabeth A.	A	Senior Information Asst	CUSTOMER SERVICE

Pay Date 06/08/18  
 Pay Period 05/14//2018 to 05/27/2018

## Employee Earnings Report by Pay Date

127	Sater, Susan J.	A	Admin. Coordinator	ADMIN-BUS OFFICE
128	Schwegman, Vanessa M.	A	Information Tech Analyst	INFORMATION TECHNOLOGY
129	Scott, Sarah A.	A	Graphic Designer Spec	COMMUNICATIONS/MARKETI CM
130	Seibel, Brenda D.	A	Admin. Receptionist	ADMIN-BUS OFFICE
131	Slater, Andrew R.	A	Senior Information Asst	CUSTOMER SERVICE
132	Smith, Benjamin E.	A	Security Technician	BUILDING SRV-SECURITY
133	Sneed, Christine M.	A	Copy Cataloger Asst	ACCESS & CONTENT
134	Stacy, Ryan P.	A	Librarian Selector	ACCESS & CONTENT
135	Starks-Dyer, Kathleen R.	A	Senior Information Asst	CUSTOMER SERVICE
136	Swinson, Barbara M.	A	Professional Devel Strat	STRATEGIST-PROFESSION
137	Thompson, Timothy J.	A	Senior Materials Handler	ACCESS & CONTENT
138	Turrentine, Bethany G.	A	Community Learn Asst Mgr	COMMUNITY ENGAGEMENT/LEAR
139	Wallace, Pamela J.	A	Admin. Technician	ADMIN-BUS OFFICE
140	White, Pamela K.	A	Acquisitions Specialist	ACCESS & CONTENT
141	Wickemeyer-Hardy, Kyle A.	A	MGR Human Resources	ADMIN-HUMAN RESOURCES
142	Wolf, Joshua	A	Community Engagement MGR	COMMUNITY ENGAGEMENT/LEAR
143	Wood, Marilyn D.	A	Director	ADMIN - DIRECTOR
144	Zdravecky, Leanne	A	Senior Information Asst	CUSTOMER SERVICE

**Sub-Total Operating Fund** **\$169,021.51** **8,330.75**

	Fund Type	Employee Name	Status	Title	Unit
1	<b>Special</b>	Arena, Nile J.	A	CATS-Master Control Op	CATS
2	<b>Revenue</b>	Kroeger, Nathan A.	A	CATS-Master Control Op	CATS
3		Muyskens-Toth, Casey L.	A	CATS-Master Control Op	CATS
4		Bookwalter, Mark J.	A	CATS - Production Asst	CATS
5		Myers, Glenn J.	A	CATS - Production Asst	CATS
6		Schuster, Steven M.	A	CATS - Production Asst	CATS
7		Weinberg, Kevin G.	A	CATS - Production Asst	CATS
8		Adams, Michael D.	A	CATS - Production Asst	CATS
9		Burns, Michael F.	A	FL Bookstore Oper	FRIENDS OF THE LIBRARY
10		ONeill, Martin	A	CATS Asst Mgr Production	CATS
11		Regoli, Mary Jean	A	S FL Office Coord Expert	FRIENDS OF THE LIBRARY
12		Stillwell, Adam A.	A	CATS Asst Mgr Program	CATS
13		Stockwell, Robert R.	A	CATS Equip Oper Expert	CATS
14		Walter, David P.	A	CATS - Production Asst	CATS
15		White, Michael B.	A	CATS General MGR	CATS

**Sub-Total Special Fund** **\$17,877.96** **908.75**

**Grand Total** **\$186,899.47** **9,239.50**



Pay Date 06/22/18  
Pay Period 05/28/2018 to 06/10/2018

## Employee Earnings Report by Pay Date

#	Fund Type	Employee Name	Status	Title	Unit
1	Operating	Blanchard, Annise D.	A	Materials Handler	ACCESS & CONTENT
2		Blevins, Calan J.	T	Materials Handler	ACCESS & CONTENT
3		Bowman-Sarkisian, Shannn	A	Materials Handler	ACCESS & CONTENT
4		Bredemeyer, Sara A.	A	Materials Handler	ACCESS & CONTENT
5		Desjardins, Vincent P.	A	Materials Handler	ACCESS & CONTENT
6		Fak, Andrew V.	A	Materials Handler	ACCESS & CONTENT
7		Fletcher, Kathy J.	A	Materials Handler	ACCESS & CONTENT
8		Garrison, Cynthia L.	A	Materials Handler	ACCESS & CONTENT
9		Gartner, Jennifer L.	A	Materials Handler	ACCESS & CONTENT
10		Grav, Amber M.	T	Materials Handler	ACCESS & CONTENT
11		Grimm, Kelsey T.	A	Materials Handler	ACCESS & CONTENT
12		Hagan, Elizabeth A.	A	Materials Handler	ACCESS & CONTENT
13		Hines, Michelle L.	A	Materials Handler	ACCESS & CONTENT
14		Horton, Samantha M.	A	Materials Handler	ACCESS & CONTENT
15		Hughes, Katelynn N.	A	Materials Handler	ACCESS & CONTENT
16		Koester, William D.	A	Materials Handler	ACCESS & CONTENT
17		Lemen, Brett A.	A	Materials Handler	ACCESS & CONTENT
18		Markley, Ted B.	A	Materials Handler	ACCESS & CONTENT
19		McDermott-Sipe, Elias F.	A	Materials Handler	ACCESS & CONTENT
20		Mullens, Anna M.	A	Materials Handler	ACCESS & CONTENT
21		Overtoom, Sydney J.	A	Materials Handler	ACCESS & CONTENT
22		Phillips, Brigid L.	A	Materials Handler	ACCESS & CONTENT
23		Polley, Elizabeth A.	A	Materials Handler	ACCESS & CONTENT
24		Price, Daniel A.	A	Materials Handler	ACCESS & CONTENT
25		Richardson, Ivy G.	A	Materials Handler	ACCESS & CONTENT
26		Shaw, Natasha N.	A	Materials Handler	ACCESS & CONTENT
27		Smith, Karen S.	A	Materials Handler	ACCESS & CONTENT
28		Snider, Benjamin B.	A	Materials Handler	ACCESS & CONTENT
29		Stanley, Erica A.	A	Materials Handler	ACCESS & CONTENT
30		Syrek, Bret A.	A	Materials Handler	ACCESS & CONTENT
31		Thomas, Lillian G.	A	Materials Handler	ACCESS & CONTENT
32		Valliere, Rachel E.	A	Materials Handler	ACCESS & CONTENT
33		Waller, Amanda M.	A	Materials Handler	ACCESS & CONTENT
34		Weller, Amelia M.	A	Materials Handler	ACCESS & CONTENT
35		Jackson, Ross A.	A	Security Technician	BUILDING SRV-SECURITY
36		Scholl, Deborah J.	A	Security Technician	BUILDING SRV-SECURITY
37		Balzer, Cynthia L.	A	Senior Information Asst	CUSTOMER SERVICE
38		Cagle, Chantal G.	A	Information Assistant	CUSTOMER SERVICE
39		Clark, Marion C.	A	Senior Information Asst	CUSTOMER SERVICE
40		Duszynski, Paul A.	A	Senior Information Asst	CUSTOMER SERVICE
41		Edelman, Rebekah S.	A	Information Assistant	CUSTOMER SERVICE
42		Englert, Victoria R.	A	Information Assistant	CUSTOMER SERVICE
43		Gillespie, Charles F.	A	Information Assistant	CUSTOMER SERVICE
44		Gliessman, Jennifer R.	A	Information Assistant	CUSTOMER SERVICE
45		Hallal, Consuela M.	A	Security Technician	BUILDING SRV-SECURITY
46		Icenogle, Rachel L.	A	Custodian	BUILDING SRV-MAINTENANCE
47		Lucas, Darryl L.	A	Information Assistant	CUSTOMER SERVICE
48		Mass, Shelby E.	A	Information Assistant	CUSTOMER SERVICE
49		Polley, Claudia M.	A	Custodian	BUILDING SRV-MAINTENANCE
50		Probst, Erik M.	A	Security Technician	BUILDING SRV-SECURITY
51		Purcell, Emily S.	A	Information Assistant	CUSTOMER SERVICE
52		Rogers, Addison C.	A	CATS-Master Control Op	CATS
53		Sims, James L.	A	Security Technician	BUILDING SRV-SECURITY
54		Sinex, Lucas C.	A	Information Tech Asst	INFORMATION TECHNOLOGY
55		Todd, Hunter A.	A	Information Assistant	CUSTOMER SERVICE
56		Weaver, William C.	A	Web Support	COMMUNICATIONS/MARKETI CM
57		Wilke, Adam G.	A	Information Assistant	CUSTOMER SERVICE
58		Carter, Kenneth B.	A	Senior Materials Handler	ACCESS & CONTENT
59		Clark, Craig J.	A	Senior Materials Handler	ACCESS & CONTENT
60		Crane, Deanna J.	A	Custodian	BUILDING SRV-MAINTENANCE
61		Ellis, William P.	A	Information Assistant	CUSTOMER SERVICE
62		Gornik, Evan A.	A	Senior Materials Handler	ACCESS & CONTENT

Pay Date 06/22/18  
 Pay Period 05/28/2018 to 06/10/2018

## Employee Earnings Report by Pay Date

63	Hacker, Arielle N.	A	Senior Materials Handler	ACCESS & CONTENT
64	Hoagland, Ian M.	A	Information Assistant	CUSTOMER SERVICE
65	Jenness, Claire L.	A	Senior Materials Handler	ACCESS & CONTENT
66	Jenness, Lillian M.	A	Information Assistant	CUSTOMER SERVICE
67	Jones, Christina M.	A	Community Engag Librarian	COMMUNITY ENGAGEMENT/LEAR
68	Loudenbarger, Audra C.	A	Information Assistant	CUSTOMER SERVICE
69	Lynch, Doris J.	A	Community Engag Librarian	COMMUNITY ENGAGEMENT/LEAR
70	Mounlio, Daniel T.	A	Senior Information Asst	CUSTOMER SERVICE
71	Tincher, Cheryl L.	A	Custodian	BUILDING SRV-MAINTENANCE
72	Vollmar, Justin M.	A	CATS - Production Asst	CATS
73	Wise, Laura E.	A	Senior Information Asst	CUSTOMER SERVICE
74	Lenn, Tracy M.	A	Information Assistant	CUSTOMER SERVICE
75	Adams, Meghan E.	A	Copy Cataloger Asst	ACCESS & CONTENT
76	Arnholter, Ellen P.	A	Community Engag Librarian	COMMUNITY ENGAGEMENT/LEAR
77	Baugh, Ned T.	A	Info Technology MGR	INFORMATION TECHNOLOGY
78	Bell, Terri L.	A	Custodian	BUILDING SRV-MAINTENANCE
79	Brown, Erica N.	A	Community Engag Librarian	COMMUNITY ENGAGEMENT/LEAR
80	Bruecks, Melissa E.	A	Customer Service Asst Mgr	CUSTOMER SERVICE
81	Carson, Grier E.	A	Access & Content MGR	ACCESS & CONTENT
82	Champelli, Lisa M.	A	Childrens Strat	STRATEGIST-CHILDREN/ SE
83	Champion, Michael C.	A	Senior Information Asst	CUSTOMER SERVICE
84	Cheek, Jared P.	A	Senior Information Asst	CUSTOMER SERVICE
85	Cooper, Burl	A	Senior Information Asst	CUSTOMER SERVICE
86	Cronkwhite, Jane M.	A	Director - Associate	ADMIN-ASSOCIATE DIRECTOR
87	Dillon, Luann L.	A	Community Engag Librarian	COMMUNITY ENGAGEMENT/LEAR
88	Dockerty, Katelynn E.	A	Senior Information Asst	CUSTOMER SERVICE
89	Duffy, Dana R.	A	Community Engag Librarian	COMMUNITY ENGAGEMENT/LEAR
90	Dunnuck, Aubrey R.	A	Senior Information Asst	CUSTOMER SERVICE
91	Fallwell, Edwin M.	A	Senior Information Asst	CUSTOMER SERVICE
92	Fallwell, Susan L.	A	Acquisitions Technician	ACCESS & CONTENT
93	French, Elizabeth E.	A	Senior Information Asst	CUSTOMER SERVICE
94	Friesel, Christine E.	A	Community Engag Librarian	COMMUNITY ENGAGEMENT/LEAR
95	Galarza, Alejandria F.	A	Community Engag Librarian	COMMUNITY ENGAGEMENT/LEAR
96	Gesten, Joshua F.	A	Senior Information Asst	CUSTOMER SERVICE
97	Gossman, James A.	A	Community Engag Librarian	COMMUNITY ENGAGEMENT/LEAR
98	Gray, Elizabeth L.	A	Adult Strategist	STRATEGIST-ADULT/ SERVI
99	Gray, Marla S.	A	Human Resources Spec	ADMIN-HUMAN RESOURCES
100	Gray-Overtoom, Paula E.	A	Web Administrator	COMMUNICATIONS/MARKETI CM
101	Green, Cheryl R.	A	Librarian Cataloger	ACCESS & CONTENT
102	Greene, Ronald	A	Custodian	BUILDING SRV-MAINTENANCE
103	Hoffman, Jennifer L.	A	Community Engag Librarian	COMMUNITY ENGAGEMENT/LEAR
104	Holman, Stephanie A.	A	Community Engag Librarian	COMMUNITY ENGAGEMENT/LEAR
105	Hosler, Christopher A.	A	Program-Branch Strat	STRATEGIST-PROGRAM/B
106	Hosler, Virginia J.	A	Community Engag Librarian	COMMUNITY ENGAGEMENT/LEAR
107	Hussey, Amanda L.	A	Communications/Mrkt MGR	COMMUNICATIONS/MARKETI CM
108	Jackson, Christopher B.	A	Special Audience Strat	STRATEGIST-SPECIAL AUDIEN
109	Johnson, Michael J.	A	Security Technician	BUILDING SRV-SECURITY
110	Jordan, Kelly M.	A	Senior Information Asst	CUSTOMER SERVICE
111	Kellams, Jennifer L.	A	Access & Content Asst Mgr	ACCESS & CONTENT
112	Kelly, Bruce W.	A	Maintenance Expert	BUILDING SRV-MAINTENANCE
113	Kern, Merriel S.	A	Bookkeeper Specialist	ADMIN-FINANCE
114	Kinser, Julia L.	A	Senior Information Asst	CUSTOMER SERVICE
115	Lehr, Jeannette C.	A	Subject Expert	COMMUNITY ENGAGEMENT/LEAR
116	Leibacher, Brian J.	A	BLDS MGR	BUILDING SRV-MAINTENANCE
117	Lettelleir, Gary P.	A	MGR Finance	ADMIN-FINANCE
118	Lovings, Jacqueline D.	A	Senior Information Asst	CUSTOMER SERVICE
119	MacDowell, Kevin S.	A	Teen/Digital Create Strat	STRATEGIST-TEENS/DC
120	Matney, Jason L.	A	BLDS Asst Mgr	BUILDING SRV-MAINTENANCE
121	Meador, John D.	A	Information Assistant	CUSTOMER SERVICE
122	Mestre, Amber C.	A	Senior Information Asst	CUSTOMER SERVICE
123	Mosora, John P.	A	Maintenance Assistant	BUILDING SRV-MAINTENANCE
124	Mullis, Cody H.	A	Information Tech Spec	INFORMATION TECHNOLOGY
125	Needham, Michele	A	Customer Service MGR	CUSTOMER SERVICE
126	Neer, Matthew M.	A	Community Engag Librarian	COMMUNITY ENGAGEMENT/LEAR

Pay Date 06/22/18  
 Pay Period 05/28/2018 to 06/10/2018

## Employee Earnings Report by Pay Date

127	Ody, Martha F.	A	Librarian Selector	ACCESS & CONTENT
128	Ott, Samuel W.	A	Community Engag Librarian	COMMUNITY ENGAGEMENT/LEAR
129	Overman, Roberta J.	A	Community Engag Librarian	COMMUNITY ENGAGEMENT/LEAR
130	Paull, Jonathon J.	A	Senior Information Asst	CUSTOMER SERVICE
131	Rome, M Brandon	A	Senior Information Asst	CUSTOMER SERVICE
132	Ruddick, Jane	A	Librarian Selector	ACCESS & CONTENT
133	Salvaggio, Elizabeth A.	A	Senior Information Asst	CUSTOMER SERVICE
134	Sater, Susan J.	A	Admin. Coordinator	ADMIN-BUS OFFICE
135	Schwegman, Vanessa M.	A	Information Tech Analyst	INFORMATION TECHNOLOGY
136	Scott, Sarah A.	A	Graphic Designer Spec	COMMUNICATIONS/MARKETI CM
137	Seibel, Brenda D.	A	Admin. Receptionist	ADMIN-BUS OFFICE
138	Slater, Andrew R.	A	Senior Information Asst	CUSTOMER SERVICE
139	Smith, Benjamin E.	A	Security Technician	BUILDING SRV-SECURITY
140	Sneed, Christine M.	A	Copy Cataloger Asst	ACCESS & CONTENT
141	Stacy, Ryan P.	A	Librarian Selector	ACCESS & CONTENT
142	Starks-Dyer, Kathleen R.	A	Senior Information Asst	CUSTOMER SERVICE
143	Swinson, Barbara M.	A	Professional Devel Strat	STRATEGIST-PROFESSION
144	Thompson, Timothy J.	A	Senior Materials Handler	ACCESS & CONTENT
145	Turrentine, Bethany G.	A	Community Learn Asst Mgr	COMMUNITY ENGAGEMENT/LEAR
146	Wallace, Pamela J.	A	Admin. Technician	ADMIN-BUS OFFICE
147	White, Pamela K.	A	Acquisitions Specialist	ACCESS & CONTENT
148	Wickemeyer-Hardy, Kyle A.	A	MGR Human Resources	ADMIN-HUMAN RESOURCES
149	Wolf, Joshua	A	Community Engagement MGR	COMMUNITY ENGAGEMENT/LEAR
150	Wood, Marilyn D.	A	Director	ADMIN - DIRECTOR
151	Zdravecky, Leanne	A	Senior Information Asst	CUSTOMER SERVICE

**Sub-Total Operating Fund** **\$170,616.94** **\$8,455.50**

	Fund Type	Employee Name	Status	Title	Unit
1	Special	Arena, Nile J.	A	CATS-Master Control Op	CATS
2	Revenue	Kroeger, Nathan A.	A	CATS-Master Control Op	CATS
3		Muyskens-Toth, Casey L.	A	CATS-Master Control Op	CATS
4		Bookwalter, Mark J.	A	CATS - Production Asst	CATS
5		Myers, Glenn J.	A	CATS - Production Asst	CATS
6		Schuster, Steven M.	A	CATS - Production Asst	CATS
7		Weinberg, Kevin G.	A	CATS - Production Asst	CATS
8		Adams, Michael D.	A	CATS - Production Asst	CATS
9		Burns, Michael F.	A	FL Bookstore Oper	FRIENDS OF THE LIBRARY
10		ONeill, Martin	A	CATS Asst Mgr Production	CATS
11		Regoli, Mary Jean	A	S FL Office Coord Expert	FRIENDS OF THE LIBRARY
12		Stillwell, Adam A.	A	CATS Asst Mgr Program	CATS
13		Stockwell, Robert R.	A	CATS Equip Oper Expert	CATS
14		Walter, David P.	A	CATS - Production Asst	CATS
15		White, Michael B.	A	CATS General MGR	CATS

**Sub-Total Special Fund** **\$18,106.30** **926.25**

**Grand Total** **\$188,723.24** **9,381.75**

## 2018 BOARD OF TRUSTEE'S CALENDER

All meetings in Room 1B unless otherwise noted

Month	Date	Meeting Type	Potential Topics
January	10	Work Session*	
January	17	Board Meeting	Budget line-item transfers; officer slate approved; El Centro Contract
January	17	Board of Finance	Review Investment Report and Policy
February	14	Work Session*	
February	21	Board Meeting	2017 Annual Report review; Update: . Election of Board Officers; Update: Adult Services
March	7	Work Session*	
March	21	Board Meeting	Update: Community Engagement and Learning Services
April	11	Work Session*	
April	18	Board Meeting	Update: Customer Service
May	9	Work Session*	
May	16	Board Meeting	Update: Children's Services
June	13	Work Session*	
June	20	Board Meeting	
July	11	Work Session*	
July	18	Board Meeting	Draft 2019 Budget; Update: Communications and Marketing
August	8	Work Session*	
August	15	Board Meeting	Review any revisions to 2019 Budget, Approve 2019 Budget for advertising; Update: Special Audience Services
September	12	Work Session*	
September	19	Board Meeting	2019 Budget; Update: Building Services
September	19	Public Hearing	Public Hearing on 2019 Budget
October	10	Work Session*	
October	17	Board Meeting	Adopt 2019 Budget; approve 2019 employee insurance package; Update: Information Technology
November	7	Work Session*	
November	14	Board Meeting	Update: Staff Development & Pioneer Grant
December	5	Work Session*	
December	12	Board Meeting @ Ellettsville	Approve 2019 salary schedule, Pay Schedule(dates), director's salary; 2019 Holiday & Closing Schedule;CATS contracts, Fines and Fees schedule; Update: Branch Services
*Work session meeting dates are placeholders and held only as needed.			
Highlighted dates are off meeting week schedule (due to spring break and holiday schedules)			

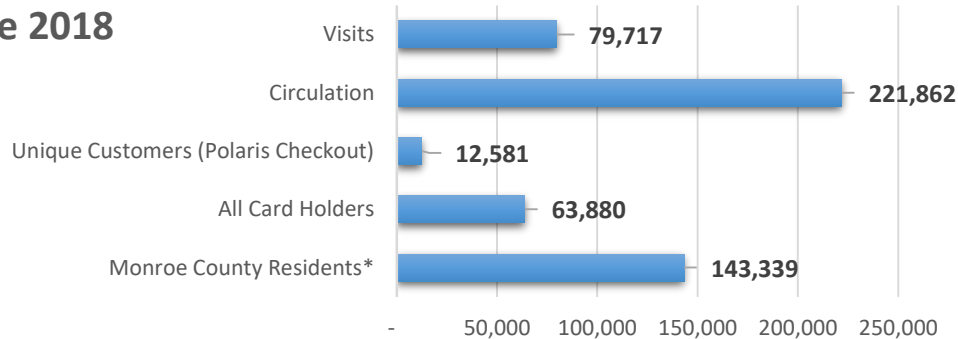


## Director's Report June 2018 Month at a Glance – Snapshot of Library Activities

The Library averaged 2,657 visits per day and an overall visitor count of 79,717 during June. 7,395 items were checked out or renewed daily. 12,581 unique individuals checked out an item and 20,758 unique users have checked out an item so far in 2018, 32% of the Library's total card holder population, which increased by 91 individuals. The library added 3,738 items to the collection and deleted 2,665 items.

### Snapshot of Customer Activities

June 2018



*\*Residents include IU Students.*

9,787 attendees enjoyed one of 176 Library sponsored programs. Customers used the Library's computers for 14,021 sessions, approximately 467 per day, for a total of 12,044 hours. The Library served as a community resource as the meeting rooms, audio or video studios, or auditorium spaces were used 673 times or an average of 22 times per day. The value of a few services offered by the Library is highlighted below.

### Sample of Value Impact

Total \$1,309,003 June 2018

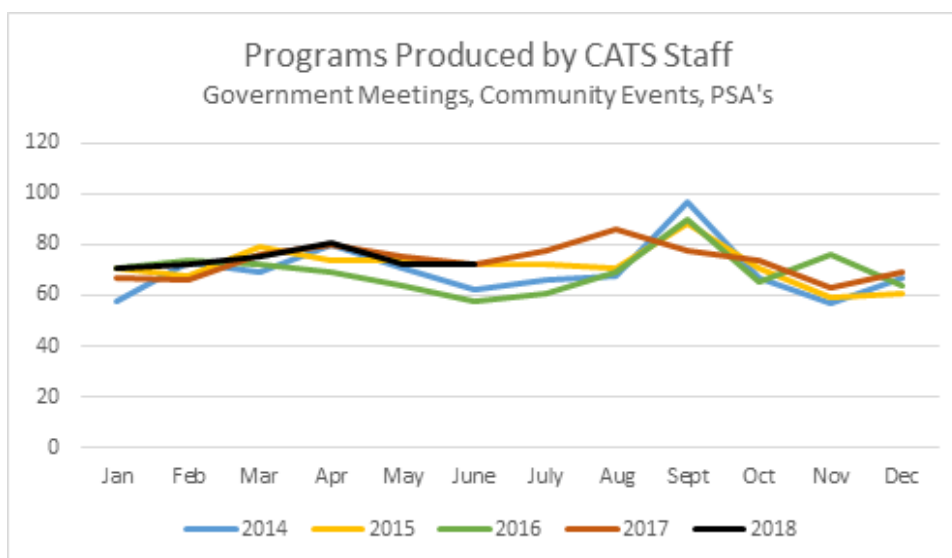


## **Monroe County Public Library Strategic Direction 2018-2020**

**Our Mission: Monroe County Public Library strengthens our community and enriches lives by providing equitable access to information and opportunities to read, learn, connect, and create.**

### **Goal 1: Provide free, equitable and convenient access to information.**

- Access & Content Services moved New Arrivals to a “cozy corner” near the stacks which now features comfortable seating and a more browsable arrangement. This move allows for prominent thematic display space in the center of the main entrance from 6<sup>th</sup> street. Other improvements in collection accessibility include relabeling and reorganization of Graphic Novels to enhance discovery, and Manga is now its own distinct collection. Books with unbound supplemental materials are being retrofitted as part of a collection clean-up initiative.
- Children’s Strategist Lisa Champelli brought Summer Reading Game boards and gift books to children in grades K-6 attending summer camp at Banneker Community Center. The Banneker Center Librarian and camp counselors encourage independent reading, and take time to read with children during the day to support their participation in the summer reading program.
- More than 200 children and teachers participating in summer school at Fairview Elementary enjoyed weekly storytelling by Librarian Christina Jones, who shared a variety of stories and often incorporated music and puppetry. After each session, Christina received comments from teachers, such as “kids look forward to this all week!” and “teach me how to tell stories!” Many of the thank you cards Christina received from the students included their drawings of the characters and other images they conjured while listening to the stories she told.
- The County Council, at their June meeting, approved the Library’s request for an additional appropriation to pay for portions of the Ellettsville renovation.
- The Board of Trustees approved the contract with Matheu architects to conduct a Branch Feasibility Study during 2018. Work to engage the community in conversations will begin in July.
- On June 8, the Indiana Library & Historical Board found MCPL to be in compliance with the Public Library Standards (590 IAC6) for 2017.
- Among the many events and programs CATS covered in June was the Book Bike – and Bilingual Storytime event from Reverend Butler Park. Young people experienced stories, songs and rhymes in English and Spanish, and also learned about the Summer Reading Program at MCPL.

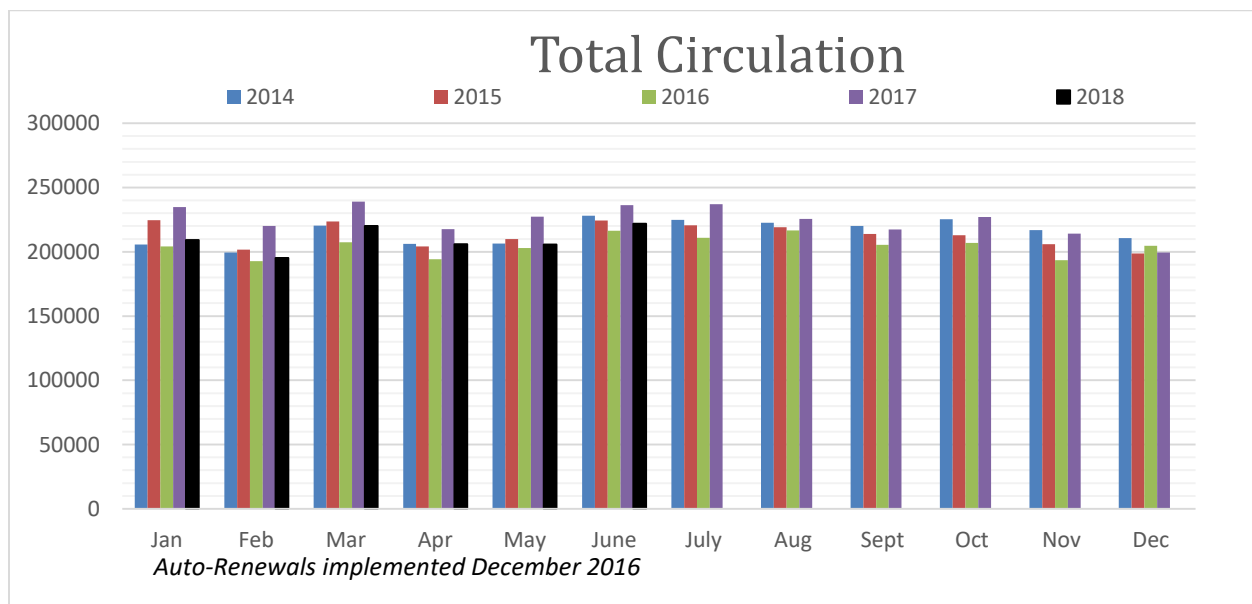


## Goal 2: Support reading, 21<sup>st</sup> century literacy, and lifelong learning.

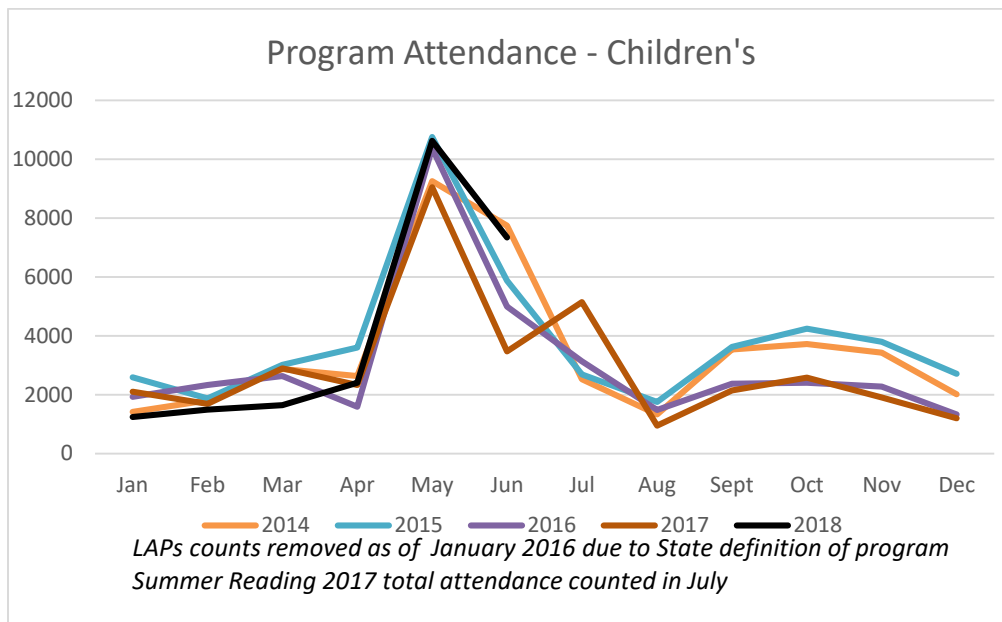
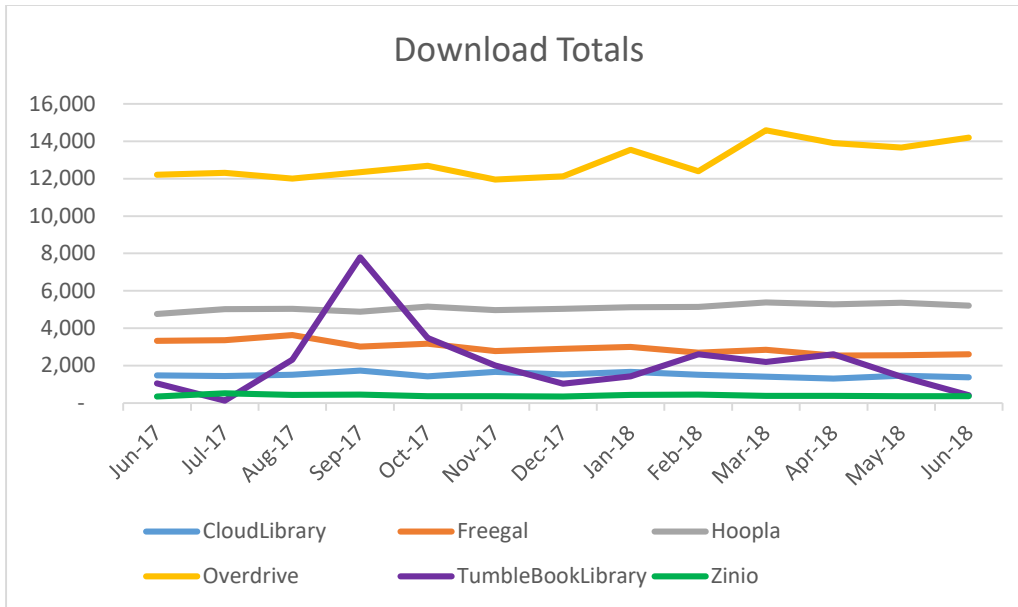
- Two new complimentary Access and Content Services teams have been formed. Designed to review all current and potential collections and resources from distinct perspectives, these teams will help facilitate ongoing library-wide collection development discussions and greater distribution of collection knowledge. Plans to further invest in new non-print formats including circulating media and portable technology are underway.
- Marilyn Wood attended the Friends of the Library annual meeting where she presented an overview of 2017 and 2018 library initiatives and highlighted areas where the the valuable and generous support of the Friends has benefited the Library and community.
- The Children's Summer Reading Program ran out of the official summer reading game boards before the end of June, but continued to enroll children by providing them with a modified version. By the end of June, 3,890 children received a summer reading game board, and 529 children completed the game and returned to the Library to claim their book prize. Comments from parents about the Summer Reading Game include:
  - This is the second year we have done the program. It has been incredibly motivating for my younger son. He likes seeing his progress on paper, and of course, the prizes.
  - I didn't have to tell my child to read, I could say: Why don't you read a book for the reading log?
  - We got our game board on Friday, and on Saturday my son woke up and started reading books. That had never happened before!
  - Thank you for encouraging my younger reader and helping her understand that reading is fun!
- Children and families have enjoyed a variety of scheduled and drop-in activities, including morning and evening storytimes and feature films in the Auditorium. They also have enjoyed learning about the science of sound with WonderLab, meeting owls from the Brown County Raptor Center, making musical instruments out of recyclables, designing record covers with various art materials, playing with robots, and building with cardboard, which inspires children

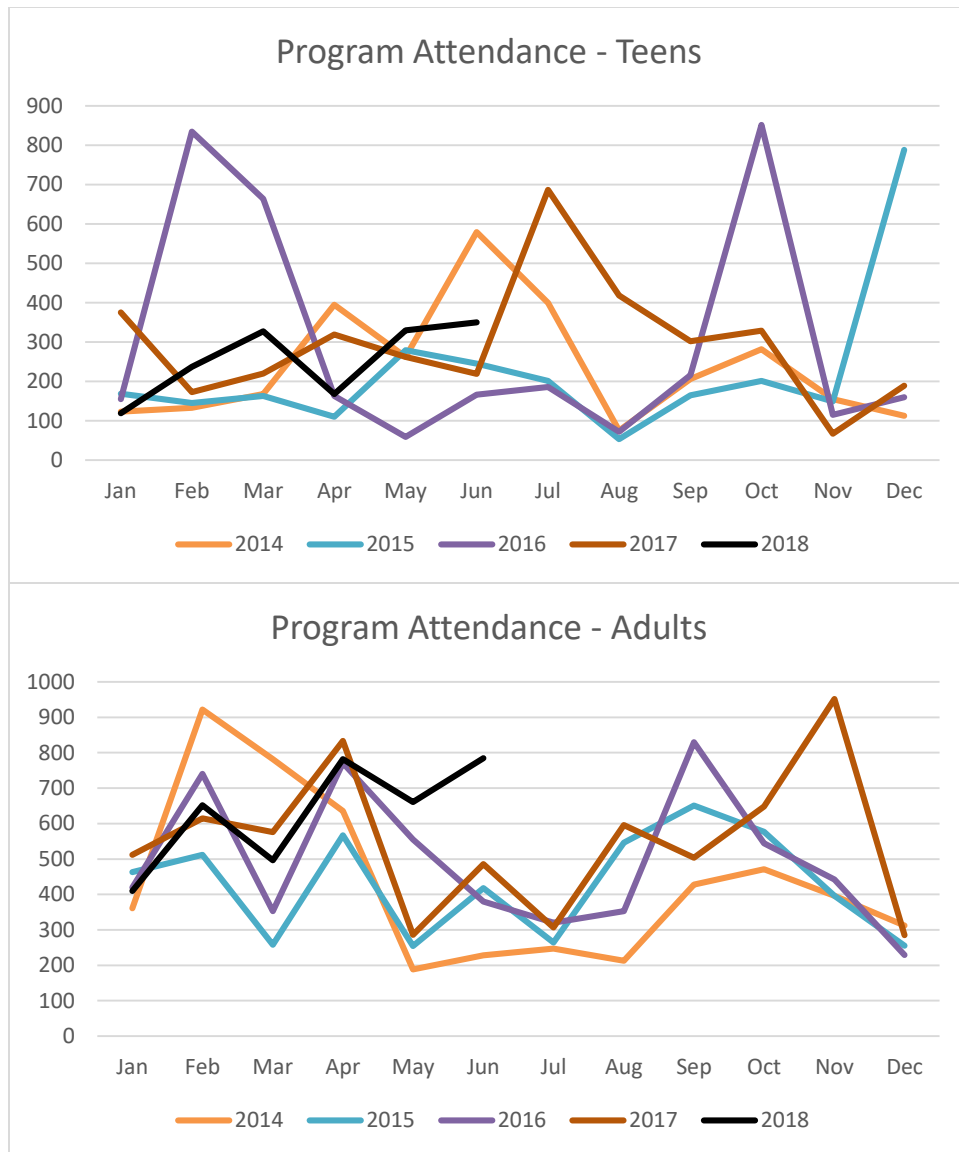
to tell the story behind their creation. Families have expressed appreciation for having programs they can participate in together.

- June 4 marked the launch of the “Adulting 101” series with the “Dollars and Sense” financial literacy program. The series is coordinated by Teen Librarians and led by staff from the United Way and will explore tools, tips, and tricks for financial success.
- Local author Mary Pat Lynch described the process of selecting a publisher since indie and self-publishing have become viable and accepted alternatives to mainstream publishing. In her presentation she described all the current options, emphasizing the need for authors to map out their goals. She stressed the necessity for all authors now to become social-media savvy. The group, ranging in age from 16 to 70, included many local authors who posed questions answered by Mary Pat.
- Librarian Dory Lynch hosted three published mystery and thriller writers for an audience of 18 people. The writers shared their writing techniques, why they chose this genre and their publishing process. They also shared information about Sisters in Crime, a national mystery writing organization promoting women crime writing. They took many questions from the audience about writing techniques, character development, point of view and the writing process. The authors described their journeys becoming writers.
- Librarian Erica Brown and Senior Information Assistant Leanne Zdravecky led a group of 14 through the process of creating a painted rock cacti garden. Each participant made a full craft from start to finish, with creativity and enthusiasm. Participants inquired about other library craft programs and a few took program brochures.



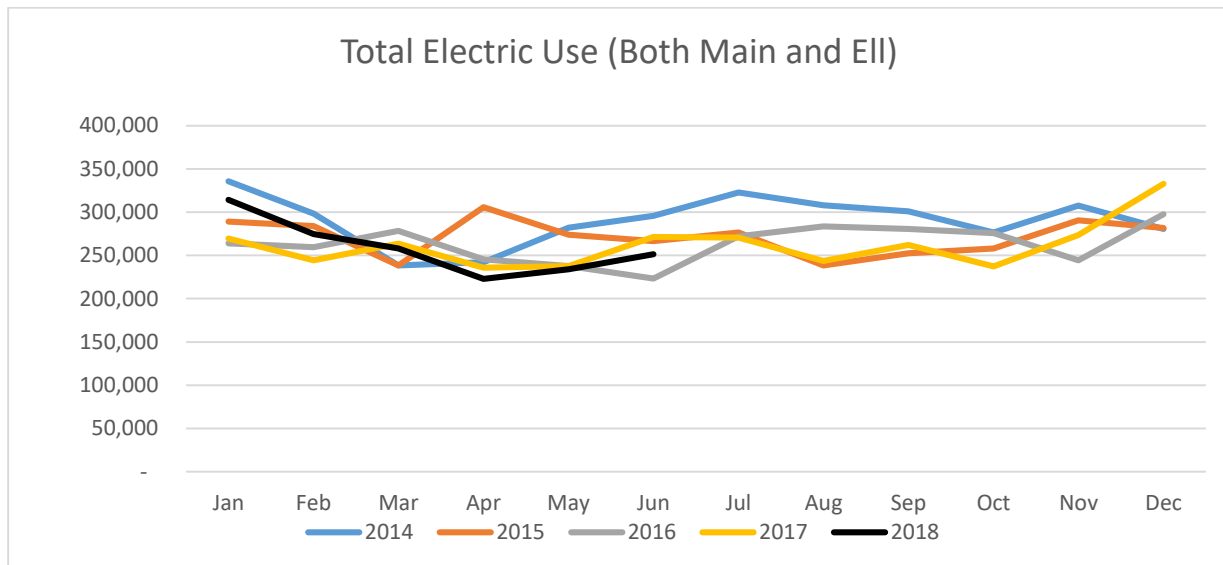
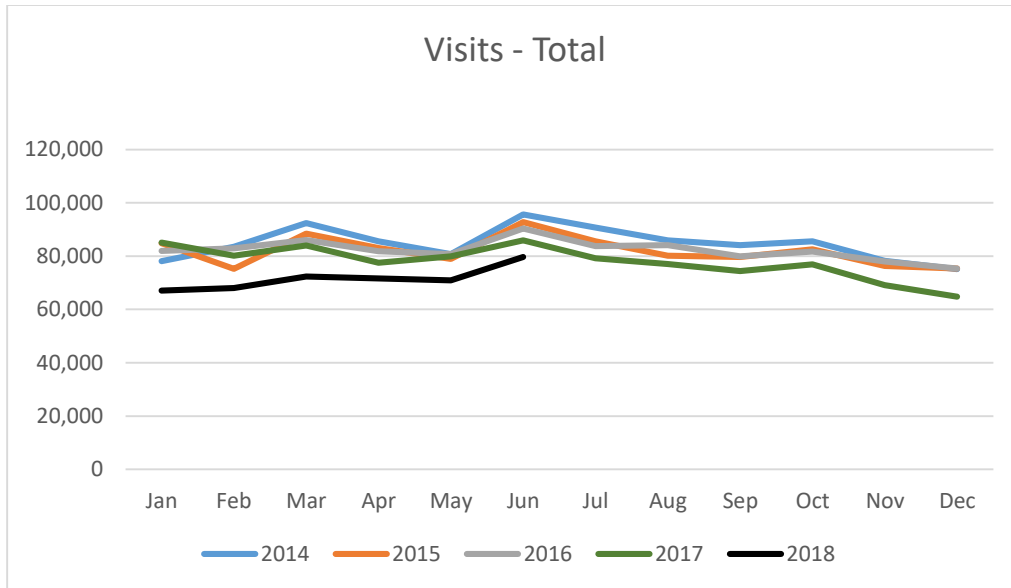






### Goal 3: Provide a safe and welcoming place for all.

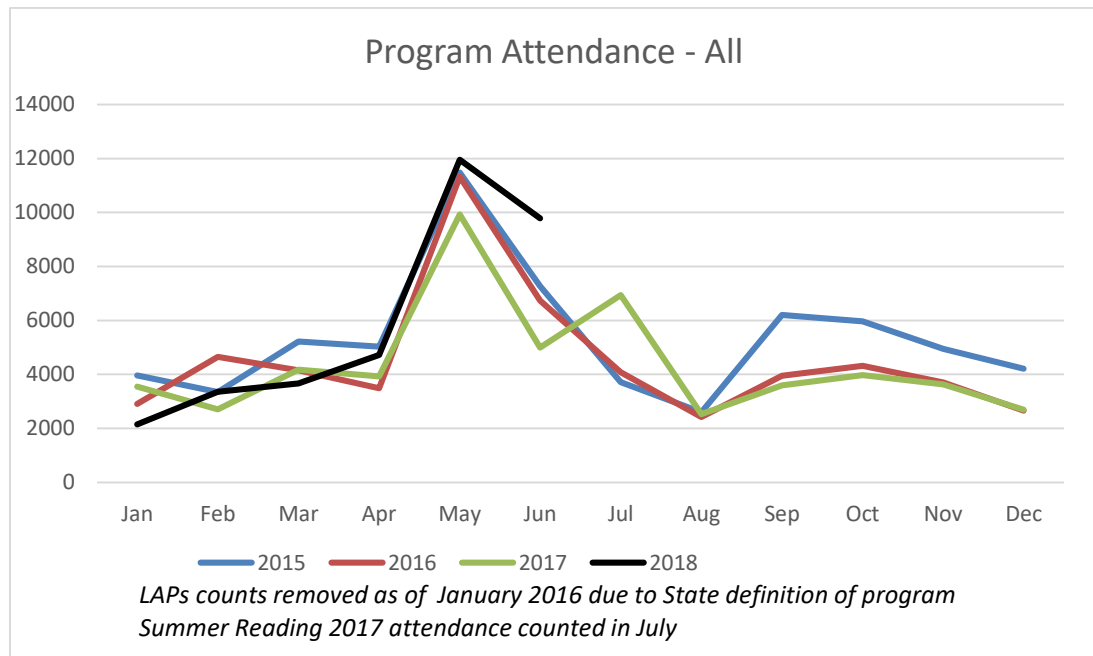
- Work continued on the Ellettsville Branch Library renovation with completion of the site excavation and foundation and preparations were made for the slab to be poured. The Library staff renovation team has been intensely working on plans for logistical moves of collections, assets, and services to the community during the closure of the branch.
- Building Services continues work to convert lighting fixtures or bulbs on the second floor to LED. The improved lighting from this work along with natural lighting available due to the move of the stacks blocking the Kirkwood/Grant windows has made a positive change in atmosphere and use of the space.

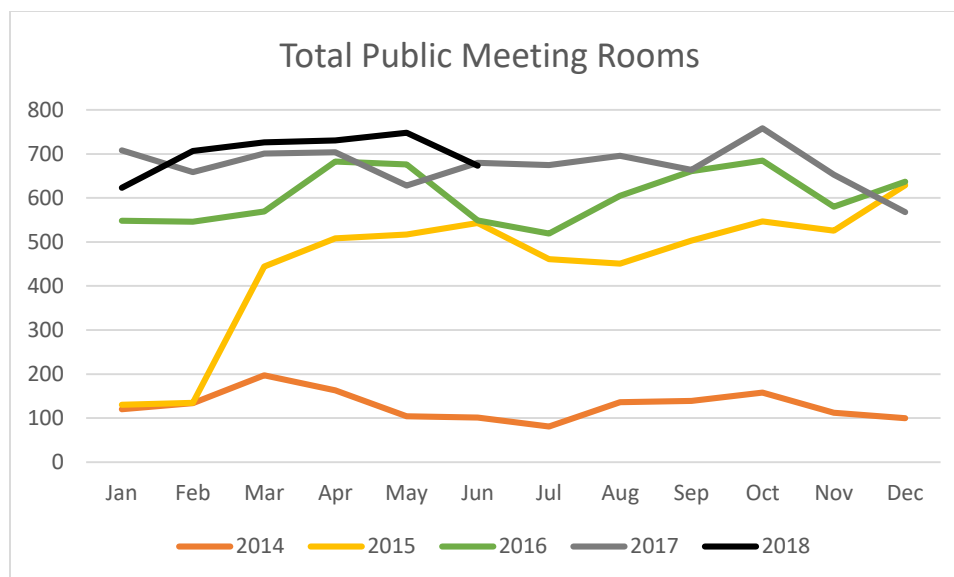


#### **Goal 4: Promote a climate of civility, inclusiveness, and compassion.**

- The library hosted two sessions of “Mental Health 101” offered by the City of Bloomington’s Community & Family Resources Department and Centerstone (Behavioral Health.) Thirty-two (32) library staff participated in the sessions. Ninety percent (90%) of survey responders felt they gained an insight to a community issue, and 66% felt more confident interacting with library customers experiencing mental health issues after attending.
- Chris Jackson and Foster Gesten took both the Bookmobile and the Book Bike to Bloomington Parks and Recreation’s Touch a Truck event. Despite stiff competition from fire engines and excavating equipment, the Library’s big green truck is the favorite of many kids and families who love discovering a cozy space filled with engaging literature.

- Fifteen participants discussed *Hillbilly Elegy* by J.D. Vance at the “Ellettsville Book Club” meeting. The book generated much discussion about the plight of people caught in the 2008 recession. The group leader presented and read parts of a very critical review from a Los Angeles newspaper which generated more lively discussion. This book group, created by Librarian Luann Dillon, continues to have good attendance with great participation.
- Jeannette Lehr and Jennifer Hoffman attended the American Library Association in New Orleans where they gained new insights on library programming to diverse audiences and on topics such as solar systems, computer literacy, STEM programming, and supporting youth mental health. They also gained new ideas and perspectives through attendance at author panels and professional connections with colleagues.
- Librarians continue to explore creative ways to reach new audiences. With new offerings like “Freshly Brewed Books”, along with popular and core programs like Storytimes, along with a strategic social media presence led by Communications and Marketing, these changes appear to be making a difference. Attendance over the past three months has increased above levels we’ve seen since 2015.





## Community Engagement, Relationship Building and Partnerships

- Lisa Champelli, Grier Carson and Marilyn Wood met with Dr. Markay Winston, Dr. Debra Prenkert and Timothy Pritchett from MCCSC to review plans for distribution of the 2018-19 school eAccess Card program and to discuss ways to improve access to library resources or support. MCCSC reported they felt the eAccess cards leveled the playing field for students who haven't previously been exposed to the library. They expressed specific interest in ensuring there is knowledge of the resources and offered several suggestions for ways the Library can help educators raise their confidence in using the resources.
- As chair of the Accessibility Committee of the Bloomington Council for Community Accessibility, Special Audience Strategist Chris Jackson has helped coordinate and survey Monroe County Community School Corporation facilities throughout the city, assessing compliance with the ADA. He will present a report to the school board detailing barriers to access for each school location.
- Monroe County Community School Corporation acknowledged Monroe County Public Library as an outstanding community partner. Lisa Champelli accepted a certificate of recognition at the corporation's June board meeting.
- Lisa Champelli and Leanne Zdravecky enrolled community members in the Library's Summer Reading Programs, gave away gift books and bags, courtesy of the Friends of the Library, and enabled people to check out books – using a laptop and mobile hotspot – during the Bloomington Parks and Recreation celebration of trees at Bryan Park. Children and families also enjoyed making bookmarks and learning about the Book Bike, which Lisa rode to this City of Bloomington Bicentennial event.
- More than 160 people attended the Picnic at Flatwoods Park in Ellettsville, where Librarian Stephanie Holman joined other local non-profit organizations in helping children and families learn about foods and activities, such as nature hikes (and reading!) that promote a healthy lifestyle.

### Library Circulation 2007- current

Includes Main Library, Ellettsville Branch, Bookmobile, Jail, Homebound, Van, and Downloadables

	100,000+			125,000+		150,000+		175,000+		200,000+		225,000+			
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL	Change from previous year	%
2007	197,973	171,889	197,962	181,352	184,840	205,370	201,607	192,456	184,509	192,278	189,825	178,494	2,278,555	26,674	1.2%
2008	206,697	197,227	218,760	200,849	204,840	222,018	225,175	203,624	203,581	207,154	205,469	200,919	2,496,313	217,758	9.6%
2009	213,633	205,451	232,000	215,647	215,771	248,189	244,064	226,378	212,681	222,453	184,819	179,522	2,600,608	104,295	4.2%
2010	202,229	202,607	232,050	202,717	208,775	246,755	239,330	228,111	214,194	216,913	218,296	202,893	2,614,870	14,262	0.5%
2011	224,404	200,312	242,073	219,522	223,724	247,200	243,376	239,514	223,895	228,286	225,306	215,839	2,733,451	118,581	4.5%
2012	230,234	222,006	232,125	216,572	227,403	245,175	246,586	230,921	220,825	225,249	222,871	199,261	2,719,228	-14,223	-0.5%
2013	224,757	207,231	225,204	219,514	219,487	232,581	236,402	219,066	216,628	226,664	213,054	197,337	2,637,925	-81,303	-3.0%
2014	205,592	199,447	220,328	206,151	206,534	228,139	224,930	222,718	220,061	225,423	216,943	210,563	2,586,829	-51,096	-1.9%
2015	224,632	201,562	223,583	204,287	209,929	224,455	220,510	218,996	213,962	212,841	205,967	198,684	2,559,408	-27,421	-1.1%
2016	204,149	192,799	207,440	194,291	202,816	216,339	210,956	216,702	205,515	207,026	193,464	204,783	2,456,280	-103,128	-4.0%
2017	234,913	220,026	239,049	217,615	227,368	236,349	236,953	225,628	217,368	227,172	214,085	199,478	2,696,004	239,724	9.8%
2018	209,217	195,095	220,129	205,842	205,631	221,862							1,257,776	-1,438,228	-53.3%

2013 and 2014 numbers revised 1-20-2015

**RESOLUTION TO AUTHORIZE DIRECTOR TO APPROVE CHANGE  
ORDERS UP TO \$90,625 FOR ELLETTSVILLE LIBRARY RENOVATION**

WHEREAS the Library has embarked on renovation of the Ellettsville Branch Library; and

WHEREAS the Library Board meets only once a month and does not wish to cause delays in the renovation timeline; and

WHEREAS the funds set aside for construction include \$90,625 (5% of the contract amount) for contingencies;

NOW, THEREFORE, the Board of Trustees authorizes director Marilyn Wood to approve change orders not to exceed \$90,625, with retrospective confirmation at the next Board meeting.

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

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

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

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

Local Tag	Description	Serial #	Year
	2 area rugs		
	Pamphlet rack		
	White/bulletin board cabinet		
	Mobile reference (Quark) desk		
	VCR		
	2 benches		
	7 footstools		
	Sink & stove unit (metal)		
	12 kitchen cabinets		
	5 CD spinner racks		
	21 arm chairs (various colors)		
	26 task chairs (metal and plastic)		
	1 wooden workstation table		
	3 study carrels		
	Circulation desk (multiple parts)		
	Coat rack (wall mount)		
	Bulletin board (fabric)		
	Cigarette can		
	Slide projector		
	Old CCTV system		
	4 metal filing cabinets		
	2 rolling office chairs		
	2 metal storage cabinets		
	puzzle table		
	2 atlas stands		

ADOPTED THIS 18th DAY OF JULY, 2018

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## MCPL Resolution to Establish Cash Change Fund

**WHEREAS**, the Board of Trustees of the Monroe County Public Library recognizes funds should be available for the purpose to make change when collecting cash revenues, as provided by IC 36-1-8-2; and

**WHEREAS**, an employee or officer of the Board has been named custodian of the fund; and

**WHEREAS**, such a fund is established by a warrant drawn on the appropriate fund in favor of the officer or employee, in an amount determined by the fiscal body, without need for appropriation to be made for it.

**NOW THEREFORE BE IT RESOLVED**, that the Board of Trustees of the Monroe County Public Library does hereby establish a cash change fund in the amount of \$ 630.00

Change Fund	
2nd Floor Register	100.00
Ellettsville Register	100.00
Storage Room - locked cabinet	80.00
Ellettsville - locked cabinet	50.00
Self Check #1	100.00
Self Check #2	100.00
Self Check #3	100.00

; and

**BE IT FURTHER RESOLVED**, that the cash change fund , will be operated in a manner consistent with IC 36-1-8-2 and the Indiana State Board of Accounts Accounting and Uniform Compliance Guidelines Manual for Libraries.

**DULY ADOPTED** by the Board of Trustees of the Monroe County Public Library at its regular meeting held on the 18<sup>th</sup> day of July, 2018 at which meeting a quorum was present.

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ATTEST:

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Secretary

**Monroe County Public Library  
2019 Budget**

The financial plan for 2019 considers initiatives and ongoing services outlined as priorities in the Library's strategic direction 2018-2020. The 2019 budget plan provides support to meet these goals:

- Provide free, equitable, and convenient access to information.
- Support reading, 21<sup>st</sup> century literacy skills, and lifelong learning.
- Provide a safe and welcoming place for all.
- Promote a climate of civility, inclusiveness, and compassion.

Here is a comparison of the Operating Fund projected 2019 spending budget vs. the 2018 spending budget:

<b><u>Operating Spending Budget</u></b>	<b>2019</b>	<b>2018</b>	<b>change</b>	<b>% change</b>
Wages and Benefits	6,282,892	5,958,661	324,231	5.44%
Supplies	222,750	205,900	16,850	8.18%
Other Services and Charges less xfers	1,502,850	1,402,700	100,150	7.14%
LIRF transfer	-	154,000	(154,000)	-100.00%
Capital	1,052,500	1,019,500	33,000	3.24%
Operating Expense	9,060,992	8,740,761	320,231	3.66%

**Wage and Benefit Assumptions**

Wages and benefits account for 69% of the 2019 budget. The estimated increase in the wages & benefits category for 2019 compared to the previous year is 5.44%. This includes a 12% overall increase for benefits including 15% for health insurance to support an increase in costs and a greater number of participants, a change in calculation for estimating less than 20-hour/wk position wages and annual staff salary increases of \$.75 or 2.75%. 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.

**2019 Revenue Summary**

The total Operating Fund revenue projection for 2019 is about \$8,882,000, an increase of about 3.2% compared to 2018 revenue projections. The property tax revenue projection is based on an increase of 3.4% - the estimated 2019 AVGQ. The Local Income Tax estimate is based on the 2018 LIT plus 3%. We should receive the final 2019 LIT figure soon. The other revenue lines which include fines, fees, and miscellaneous state tax revenue make up about 5% of the annual total operating fund revenue and they are based on the 2018 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.

Here is a look at how actual 2017 results compared to the budget:

Analysis of Actual vs Budget Revenue and Spending			
Year end 12-31-17	2017		
	Budget	Actual	Variance
<b><u>Operating Revenue</u></b>			
Property Tax Receipts	6,183,389	6,245,881	62,492
Local Income Tax	2,198,787	2,198,787	-
Other Revenue	183,000	216,814	33,814
Sub T	8,565,176	8,661,483	96,307
<b><u>Operating Spending</u></b>			
Wages and Benefits	5,799,572	5,569,581	(229,991)
Supplies	198,350	148,862	(49,488)
Other Services and Charges less xfers	1,392,400	1,193,936	(198,464)
Capital	1,019,500	975,939	(43,561)
Operating Expense	8,409,822	7,888,318	(521,504)
Net Operating Reciepts	155,354	773,165	617,811

**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.

**2020 and Beyond! – next page is a financial roadmap for bond planning**

## MCPL Financial Planning Overview

### 2019-2021 General Obligation Bond Planning and Future Revenue and Expense Scenarios for new Branch Planning

The Current MCPL tax rate for debt levy is about 1 penny per \$100 of assessed value. The 2019 G O Bond renewal will remain the same.

The 2019 GOB project includes renovation and improvements to existing Library facilities, acquisition of library equipment, maintenance and improvements, and certain acquisition, design and construction costs for a new Library branch.

2019 Bond proceeds after bond related expenses would be around \$1,900,000. The anticipated debt levy would remain around \$685,000 per year.

### Accumulated Funds projection July 2018

	LIRF		Rainy Day
12/31/17 balance	\$	3,448,986	\$ 1,636,653
2018 transfer	\$	154,000	\$ 346,141
less reserve balance	\$	(1,000,000)	\$ (1,000,000)
less Ell project	\$	(1,834,865)	
<b>12/31/18 proj balance</b>	<b>\$</b>	<b>768,121</b>	<b>\$ 982,794</b>

### Bond Planning Scenario

Future Bond planning maintains current tax rates and include both a longer term GOB for existing facility maintenance and equipment, and a long-term construction bond for new branch building costs.

Year	Proceeds from GOB	Proceeds from Facility Bond	Equipment & IT	Facility Maint & Impr.	New Branch Allocation
<b>2019-2021</b>	\$ 1,900,000		\$ 782,100	\$ 449,700	\$668,200
<b>2021 -2040*</b>		\$ 4,600,000			\$ 4,600,000
<b>2022-2027</b>	\$ 1,900,000		\$ 950,000	\$ 950,000	
<b>2028-2033</b>	\$ 1,900,000		\$ 950,000	\$ 950,000	

\*date of issuance could be 2021 or 2022, dependent on decisions & timing for facility planning or construction

### Funds Available for New Branch Project with these Scenarios

projected 2018 year end LIRF balance	\$	768,121	Maintains 1 million reserve
Projected 2018 year end Rainy Day balance	\$	982,794	Maintains 1 million reserve
2019-2021 bond estimated branch allocation	\$	668,200	
2021 Facility Bond	\$	4,600,000	
2018 Net Operating receipts	\$	700,000	
2019 Net Operating receipts	\$	700,000	
2020 Net Operating receipts	\$	700,000	
2021 Net Operating receipts	\$	700,000	
<b>FUNDS AVAILABLE</b>	<b>\$</b>	<b>9,819,115</b>	

## Do You Have a Financial Roadmap to the Future?

By Paige E. Sansone, CPA, Partner, May 31, 2018



Many governmental units across Indiana, large and small, are facing financial challenges due to rising costs, declining revenues, lack of economic growth, and property tax losses due to Circuit Breaker Tax Credits and other legislative changes. All of these factors are changing the way we budget. Taking a short-term “fill-in-the-forms” approach to budgeting is no longer sufficient to the need. There is a greater urgency to extend planning horizons beyond one year and develop long-term cash flow projections to identify potential budget deficits and cash flow shortages before they occur.

Developing a three to five year comprehensive financial plan can provide your community with a financial road map to the future. The plan can be used as a tool to map out priorities and estimate the impact of increasing costs, changing revenue streams, and legislative mandates. It can define your government’s financial position, predict receipts and disbursements, and identify potential funding gaps or investment opportunities. A comprehensive financial plan can provide the framework for developing financing plans for capital projects and better manage debt obligations.

[vision@umbaugh.com](mailto:vision@umbaugh.com).

### **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

## 2019 Budget - estimated revenue, expense, and cash balances

Worksheet A		2018 Budget after 1782	2019 Estimates
Operating Fund			
Asses. Val.		6,718,593,869	6,718,593,869
INCOME			
<i>Property Tax 2019 - growth quotient = 1.03 estimate</i>			
Property Tax	\$	6,027,482	6,232,416
Tax Cap adj	\$	(147,717)	(147,717)
County Option Income Tax	\$	2,286,738	\$ 2,355,340
Commercial Vehicle Excise Tax	\$	44,226	\$ 44,226
Financial Institutions Tax	\$	12,546	\$ 12,546
License Excise	\$	202,579	\$ 202,579
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>8,608,854</b>	<b>\$ 8,882,391</b>
EXPENSES			
Personnel Services	\$	5,958,661	\$ 6,282,892
Supplies	\$	205,900	\$ 222,750
Other Services/Charges	\$	1,402,700	\$ 1,502,850
LIRF xfer	\$	154,000	
Capital	\$	1,019,500	\$ 1,052,500
	<b>TOTAL before encumbrance</b>	<b>\$8,740,761</b>	<b>\$9,060,992</b>
FUND BALANCE			
Beginning	\$	1,045,913	\$ 1,045,913
addl lirr xfer			
Income less exp.			\$ (178,601)
Ending balance	<b>\$</b>	<b>1,045,913</b>	<b>\$ 867,312</b>

Worksheet A		2018 Budget after 1782	2019 Estimates
Debt Service Fund			
INCOME			
Property Tax	\$	534,862	\$ 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>576,172</b>	<b>\$ 726,460</b>
EXPENSES			
Bond Payment	\$	688,500	\$ 685,150
FUND BALANCE			
Beginning	\$	122,993	\$ 10,665
Income less exp.	\$	(112,328)	\$ 41,310
Ending balance	\$	10,665	\$ 51,975
Library Improvement Reserve Fund			
INCOME			
Transfer	\$	154,000	
EXPENSES			
Other Services/Charges	\$	125,000	\$ 125,000
Capital	\$	858,000	\$ 897,000
<b>TOTAL</b>		<b>\$983,000</b>	<b>\$1,022,000</b>
FUND BALANCE			
Beginning	\$	3,448,986	\$ 2,648,986
addl approp	\$	(800,000)	
cost	\$	(1,000,000)	
<b>Total</b>	<b>\$</b>	<b>2,648,986</b>	<b>\$ 2,648,986</b>



Worksheet A		2018 Budget after 1782	2019 Estimates
Rainy Day Fund			
INCOME	Transfer - repay		
EXPENSES			
	Other Services/Charges		
	Additional Appropriation		
	Capital		
	<b>TOTAL</b>		
FUND BALANCE			
	Beginning	\$ 1,636,653	\$ 1,982,774
	transfer 2017 surplus	\$ 346,121	
	Renov		
	Total	\$ 1,982,774	\$ 1,982,774

			2019	2019	2019	2019	2019
		2019 BUDGET	OPERATING	LIRF	RAINY DAY	DEBT SERVICE	TOTAL FUNDS
		<b>PERSONNEL SERVICES</b>					
		SALARIES					
		1120 ADMINISTRATION	200,655				
		1130 MANAGERS	1,190,772				
		1140 LIBRARIANS, EXPERTS	1,067,979				
		1150 SPECIALISTS	253,785				
		1160 ASSISTANTS-PARAPROFESSIONALS	822,255				
		1170 TECH / SECRETARIES	57,275				
		1180 -see "Other Wages" below					
		1190 BUILDING SERVICES-MAINT.	174,158				
		1200 BUILDING SERVICES-SECURITY	114,594				
		1280 PRODUCTION ASSISTANTS	19,422				
		1290 INFO ASST. / MATERIAL SUPPORT	451,487				
		1300 MATERIAL HANDLER	307,889				
		1320 TECHNICIANS	-				
		<b>TOTAL SALARIES</b>	<b>4,660,271</b>		-	-	<b>4,660,271</b>
		EMPLOYEE BENEFITS					
		1210 EMPLOYER CONTRIBUTION/FICA	282,137				
		1220 UNEMPLOYMENT COMPENSATION	10,000				
		1230 EMPLOYER CONTRIBUTION/PERF	397,538				
		1235 EMPLOYEE CONTRIBUTION/PERF	108,563				
		1240 EMPLOYER CONT/INSURANCE	742,897				
		1250 EMPLOYER CONT/MEDICARE	64,286				
		<b>TOTAL EMPLOYEE BENEFITS</b>	<b>1,605,421</b>		-		<b>1,605,421</b>
		OTHER WAGES					
		1310 WORKSTUDY	7,200				
		1180 TEMPORARY STAFF	10,000				
		1350 STIPEND	-				
		<b>TOTAL OTHER WAGES</b>	<b>17,200</b>				<b>17,200</b>
		<b>TOTAL PERSONNEL SERVICES (1000s)</b>	<b>6,282,892</b>		-		<b>6,282,892</b>

		2019	2019	2019	2019	2019
	2019 BUDGET	OPERATING	LIRF	RAINY DAY	DEBT SERVICE	TOTAL FUNDS
<b>SUPPLIES (2000s)</b>						
	OFFICE SUPPLIES					
	2110 OFFICIAL RECORDS	1,100				
	2120 STATIONERY & PRINTING	550				
	2130 OFFICE SUPPLIES	11,050				
	2140 DUPLICATING	60,250				
	2150 PROMOTIONAL MATERIALS	-				
	<b>TOTAL OFFICE SUPPLIES</b>	<b>72,950</b>		-		<b>72,950</b>
OPERATING SUPPLIES						
	2210 CLEANING SUPPLIES	40,000				
	2220 FUEL, OIL, & LUBRICANTS	11,000				
	2230 CATALOGING SUPPLIES	7,500				
	2240 AUDIO VISUAL SUPPLIES	6,000				
	2250 CIRCULATION SUPPLIES	38,000				
	2260 LIGHT BULBS	10,000				
	2270 RECORDING MATERIALS - CATS	-				
	2280 UNIFORMS	1,900				
	2290 DISPLAY/EXHIBIT SUPPLIES	4,000				
	<b>TOTAL OPERATING SUPPLIES</b>	<b>118,400</b>		-		<b>118,400</b>
REPAIR & MAINTENANCE SUPPLIES						
	2300 IS SUPPLIES	7,500				
	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>31,400</b>				<b>31,400</b>
<b>TOTAL SUPPLIES (2000s)</b>		<b>222,750</b>		-		<b>222,750</b>
<b>OTHER SERVICES/CHARGES (3000s)</b>						
	PROFESSIONAL SERVICES					
	3110 CONSULTING SERVICES	11,000		20,000		

		2019	2019	2019	2019	2019
	2019 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	207,600				
	3160 OCLC & COMPUTER SERVICES	83,500				
	3170 ADMIN/ACCOUNTING SERVICES	70,000				
	3175 COLLECTION AGENCY SERVICE	18,000				
	<b>TOTAL PROFESSIONAL SERVICES</b>	<b>455,100</b>	<b>-</b>	<b>60,000</b>		<b>515,100</b>
	COMMUNICATION & TRANSPORTATION					
	3210 TELEPHONE	31,800				
	3220 POSTAGE	20,000				
	3230 TRAVEL EXPENSE	-				
	3240 PROFESSIONAL MEETINGS	30,000				
	3250 CONTINUING EDUCATION	-				
	3260 FREIGHT & DELIVERY	1,900				
	<b>TOTAL COMMUNICATION &amp; TRANSPORTATION</b>	<b>83,700</b>				<b>83,700</b>
	PRINTING & ADVERTISING					
	3310 ADVERTISING & PUBLICATION	3,600				
	3320 PRINTING	-				
	<b>TOTAL PRINTING &amp; ADVERTISING</b>	<b>3,600</b>				<b>3,600</b>
	INSURANCE					
	3410 OFFICIAL BOND	700				
	3420 OTHER INSURANCE	106,000				
	<b>TOTAL INSURANCE</b>	<b>106,700</b>				<b>106,700</b>
	UTILITIES					
	3510 GAS	4,450				
	3520 ELECTRICITY	353,000				
	3530 WATER	30,000				
	<b>TOTAL UTILITIES</b>	<b>387,450</b>				<b>387,450</b>
	REPAIR & MAINTENANCE					
	3610 BUILDING REPAIR	29,000	125,000	25,000		

		2019	2019	2019	2019	2019
	2019 BUDGET	OPERATING	LIRF	RAINY DAY	DEBT SERVICE	TOTAL FUNDS
	3630 OTHER REPAIR	16,000				
	3640 VEHICLE REPAIR & MAINTENANCE	16,000				
	3650 MATERIALS BINDING/REPAIR	1,500				
	<b>TOTAL REPAIR &amp; MAINTENANCE</b>	<b>62,500</b>	<b>125,000</b>	<b>25,000</b>		<b>212,500</b>
	RENTALS					
	3710 REAL ESTATE RENTAL/BOND PMT.	35,200			685,150	
	3720 EQUIPMENT RENTAL	-				
	<b>TOTAL RENTALS</b>	<b>35,200</b>			<b>685,150</b>	<b>720,350</b>
	OTHER CHARGES					
	3845 ELEC. REOURCES-DATABASES	190,000				
	3846 E-BOOKS	150,000				
	3910 DUES/INSTITUTIONAL	8,600				
	3920 INTEREST/TEMPORARY LOAN	-				
	3930 TAXES & ASSESSMENTS	-				
	3940 TRANSFER TO LIRF	-				
	3944 CATS SUBSIDY	15,000				
	3945 TRANSFER TO RAINY DAY	-				
	3950 EDUCATIONAL LICENSING/SERVICES	5,000				
	<b>TOTAL OTHER CHARGES</b>	<b>368,600</b>				<b>368,600</b>
	<b>TOTAL OTHER SERVICES/CHARGES (3000s)</b>	<b>1,502,850</b>	<b>125,000</b>	<b>85,000</b>	<b>685,150</b>	<b>2,398,000</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	747,000	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>897,000</b>	<b>65,000</b>		<b>996,000</b>

			2019	2019	2019	2019	2019
		2019 BUDGET	OPERATING	LIRF	RAINY DAY	DEBT SERVICE	TOTAL FUNDS
		OTHER CAPITAL OUTLAY					
		4510 BOOKS	602,500				
		4520 PERIODICALS & NEWSPAPERS	43,000				
		4530 NONPRINT MATERIALS	340,000				
		to get to 15%	33,000				
		4540 ELECTRONIC RESOURCES	-				
		<b>TOTAL OTHER CAPITAL OUTLAY</b>	<b>1,018,500</b>				<b>1,018,500</b>
			14.99%				
		<b>TOTAL CAPITAL OUTLAY</b>	<b>1,052,500</b>	<b>897,000</b>	<b>65,000</b>		<b>2,014,500</b>
		<b>TOTAL EXPENDITURES 2019</b>	<b>9,060,992</b>	<b>1,022,000</b>	<b>150,000</b>	<b>685,150</b>	<b>10,918,142</b>
		<b>TOTAL BUDGET 2018</b>	8,740,761	983,000	150,000	685,150	<b>10,558,911</b>
		Increase from 2018	3.66%	3.97%	0.00%	0.00%	3.40%

MONROE COUNTY PUBLIC LIBRARY  
2019 BUDGET COMPARISON

Worksheet C		2019	2018	2017	2016
		BUDGET	BUDGET	ACTUAL	ACTUAL
PERSONNEL SERVICES (1000'S)					
SALARIES					
1120 ADMINISTRATION		200,655	195,284	190,058	123,262
1130 MANAGERS		1,190,772	1,094,982	1,068,125	902,239
1140 LIBRARIANS, EXPERTS		1,067,979	1,086,833	982,699	1,043,051
1150 SPECIALISTS		253,785	239,503	209,536	369,085
1160 ASSISTANTS-PARAPROFESSIONALS		822,255	790,119	784,145	596,084
1170 TECH / SECRETARIES		57,275	64,350	61,479	105,021
1180 -see "Other Wages" below					
1190 BUILDING SERVICES-MAINT.		174,158	166,261	157,241	216,767
1200 BUILDING SERVICES-SECURITY		114,594	114,858	107,913	71,000
1280 PRODUCTION ASSISTANTS		19,422	19,396	19,282	11,557
1290 INFO ASST. / MATERIAL SUPPORT		451,487	437,850	404,069	306,637
1300 MATERIAL HANDLER		307,889	230,000	233,139	142,310
1320 TECHNICIANS		-	-	5,740	9,753
TOTAL SALARIES		4,660,271	4,439,437	4,223,426	3,896,766
EMPLOYEE BENEFITS					
1210 EMPLOYER CONTRIBUTION/FICA		282,137	277,793	253,885	232,449
1220 UNEMPLOYMENT COMPENSATION		10,000	10,000		
1230 EMPLOYER CONTRIBUTION/PERF		397,538	386,003	358,123	357,313
1235 EMPLOYEE CONTRIBUTION/PERF		108,563	103,394	95,647	95,921
1240 EMPLOYER CONT/INSURANCE		742,897	662,572	571,803	551,867
1250 EMPLOYER CONT/MEDICARE		64,286	62,462	61,218	54,363
TOTAL EMPLOYEE BENEFITS		1,605,421	1,502,224	1,340,676	1,291,913
OTHER WAGES					
1310 WORKSTUDY		7,200	7,000	2,709	1,994
1180 TEMPORARY STAFF		10,000	10,000	2,770	-
1350 STIPEND/RECLASSIFICATION					
TOTAL OTHER WAGES		17,200	17,000	5,479	1,994
TOTAL PERSONNEL SERVICES		6,282,892	5,958,661	5,569,581	5,190,673
		69.34%	68.17%	60.24%	63.12%

Worksheet C	2019 BUDGET	2018 BUDGET	2017 ACTUAL	2016 ACTUAL
SUPPLIES (2000'S)				
OFFICE SUPPLIES				
2110 OFFICIAL RECORDS	1,100	1,100	46	46
2120 STATIONERY & PRINTING	550	400	635	517
2130 OFFICE SUPPLIES	11,050	11,150	7,887	6,633
2140 DUPLICATING	60,250	51,450	45,090	42,493
2150 PROMOTIONAL MATERIALS				
TOTAL OFFICE SUPPLIES	72,950	64,100	53,658	49,688
OPERATING SUPPLIES				
2210 CLEANING SUPPLIES	40,000	40,000	22,650	31,808
2220 FUEL, OIL, & LUBRICANTS	11,000	9,000	7,506	5,358
2230 CATALOGING SUPPLIES-BOOKS	7,500	6,000	7,363	4,510
2240 A/V SUPPLIES-CATALOGING	6,000	6,000	4,001	4,602
2250 CIRCULATION SUPPLIES	38,000	32,500	34,085	29,351
2260 LIGHT BULBS	10,000	12,000	5,056	8,508
2270 VIDEOTAPE - CATS				
2280 UNIFORMS	1,900	1,900	1,346	1,352
2290 DISPLAY/EXHIBIT SUPPLIES	4,000	4,000		1,646
TOTAL OPERATING SUPPLIES	118,400	111,400	82,007	87,134
REPAIR & MAINTENANCE SUPPLIES				
2300 IS SUPPLIES	7,500	6,500	5,213	5,647
2310 BUILDING MATERIALS & SUPPLIES	23,000	23,000	7,381	19,059
2315 ENERGY AUDIT MATERIALS				
2320 PAINT & PAINTING SUPPLIES	900	900	603	898
2340 OTHER REPAIR & BINDING				
2350 VIDEO MATERIALS - CATS				
TOTAL REPAIR & MAINTENANCE SUPPLIES	31,400	30,400	13,197	25,604
TOTAL SUPPLIES	222,750	205,900	148,862	162,426
OTHER SERVICES/CHARGES (3000'S)				



## Worksheet C

	2019 BUDGET	2018 BUDGET	2017 ACTUAL	2016 ACTUAL
PROFESSIONAL SERVICES				
3110 CONSULTING SERVICES	11,000	11,000	5,316	2,308
3120 ENGINEERING/ARCHITECTURAL	7,000	7,000	-	-
3130 LEGAL SERVICES	18,000	18,000	10,349	12,912
3140 BUILDING SERVICES	40,000	40,000	18,722	30,660
3150 MAINTENANCE CONTRACTS	207,600	170,500	162,197	138,169
3160 COMPUTER SERVICES (OCLC)	83,500	74,000	64,829	62,047
3170 ADMIN/ACCOUNTING SERVICES	70,000	59,000	31,898	41,865
3175 COLLECTION AGENCY SERVICES	18,000	18,000	11,698	17,112
TOTAL PROFESSIONAL SERVICES	455,100	397,500	305,009	305,073
COMMUNICATION & TRANSPORTATION				
3210 TELEPHONE	31,800	31,400	19,814	21,981
3220 POSTAGE	20,000	19,000	13,469	15,945
3230 TRAVEL EXPENSE		-	575	2,719
3240 PROFESSIONAL MTG. (OFF-SITE)	30,000	30,000	10,043	2,612
3250 CONTINUING ED. (ON-SITE)		-	1,569	
3260 FREIGHT & DELIVERY	1,900	1,400	1,085	2,064
TOTAL COMMUNICATION & TRANSPORTATION	83,700	81,800	46,555	45,322
PRINTING & ADVERTISING				
3310 ADVERTISING & PUBLICATION	3,600	3,100	2,549	1,948
3320 PRINTING		250	3,941	860
TOTAL PRINTING & ADVERTISING	3,600	3,350	6,490	2,808
INSURANCE				
3410 OFFICIAL BOND	700	600	654	450
3420 OTHER INSURANCE	106,000	92,500	90,112	71,831
TOTAL INSURANCE	106,700	93,100	90,766	72,281
UTILITIES				
3510 GAS	4,450	4,450	2,338	2,916
3520 ELECTRICITY	353,000	332,000	285,575	280,803
3530 WATER	30,000	29,000	23,122	21,582

Worksheet C		2019 BUDGET	2018 BUDGET	2017 ACTUAL	2016 ACTUAL
TOTAL UTILITIES		387,450	365,450	311,035	305,300
REPAIR & MAINTENANCE					
	3610 BUILDING REPAIR	29,000	29,000	13,627	32,752
	3630 OTHER EQUIP/FURNITURE REPAIRS	16,000	16,000	4,935	5,635
	3640 VEHICLE REPAIR & MAINTENANCE	16,000	14,000	10,036	11,455
	3650 MATERIAL BINDING/REPAIR SERV.	1,500	1,500	437	932
TOTAL REPAIR & MAINTENANCE		62,500	60,500	29,035	50,774
RENTALS					
	3710 REAL ESTATE RENTAL/BOND PMT.	35,200	34,000	27,361	23,290
	3720 EQUIPMENT RENTAL				
TOTAL RENTALS		35,200	34,000	27,754	23,290
OTHER CHARGES					
	3845 ELEC. RECOURCES-DATABASES	190,000	190,000	154,757	143,414
	3846 E-BOOKS	150,000	150,000	200,914	131,298
	3910 DUES/INSTITUTIONAL	8,600	7,500	6,684	5,617
	1004 MISCELLANEOUS				
	3920 INTEREST/TEMPORARY LOAN		2,000	-	-
	3930 TAXES & ASSESSMENTS				
	3940 TRANSFER TO LIRF		154,000	1,356,978	785,000
	3944 CATS SUBSIDY	15,000	13,000	12,023	
	3945 TRANSFER TO ANOTHER FUND			200	
	3950 EDUCATIONAL SERV/LICENSING	5,000	4,500	2,714	3,688
TOTAL OTHER CHARGES		368,600	521,000	1,734,270	1,069,017
TOTAL OTHER SERVICES/CHARGES		1,502,850	1,556,700	2,550,914	1,873,866
CAPITAL OUTLAY (4000'S)					
FURNITURE & EQUIPMENT					
	4410 FURNITURE	10,000	10,000	630	16,574
	44105 ENCUMBERED FURNITURE				
	4420 AUDIO VISUAL EQUIPMENT				

## Worksheet C

	2019 BUDGET	2018 BUDGET	2017 ACTUAL	2016 ACTUAL
4430 OTHER EQUIPMENT	19,000	19,000	1,123	16,453
4440 LAND & BUILDINGS				
4450 BUILDING RENOVATIONS	5,000	5,000	2,275	1,607
4460 IS EQUIPMENT			329	
4465 IS SOFTWARE				
4470 EQUIPMENT - CATS				
4475 SOFTWARE - CATS				
<b>TOTAL FURNITURE &amp; EQUIPMENT</b>	<b>34,000</b>	<b>34,000</b>	<b>4,357</b>	<b>34,634</b>
<b>OTHER CAPITAL OUTLAY</b>				
4510 BOOKS	602,500	582,000	584,143	570,167
4520 PERIODICALS & NEWSPAPERS	43,000	43,000	37,311	42,548
4530 NONPRINT MATERIALS	340,000	340,000	350,128	348,739
to get to 15%	33,000	20,500	-	-
4540 ELECTRONIC RESOURCES	-	-	-	-
<b>TOTAL OTHER CAPITAL OUTLAY</b>	<b>1,018,500</b>	<b>985,500</b>	<b>971,582</b>	<b>961,455</b>
	14.99%	15.16%	14.36%	15.03%
<b>TOTAL CAPITAL OUTLAY</b>	<b>1,052,500</b>	<b>1,019,500</b>	<b>975,939</b>	<b>996,088</b>
<b>TOTAL OPERATING EXPENDITURES</b>	<b>9,060,992</b>	<b>8,740,761</b>	<b>9,245,296</b>	<b>8,223,054</b>
transfer		154,000.00	1,356,978	580,000.00
less transfer		8,586,761	7,888,318	7,643,054

**Monroe County Public Library**  
**2019 Budget: Line Item Detail Narrative**  
**Updated July 6, 2018**

**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.)*

<b><u>Line</u></b>	<b><u>Comment</u></b>
1120-1320	The 2019 wage projection is based on an estimated 2.75% 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 2019.
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 2019. PERF Hybrid plan (traditional) - normal cost 3.4%, unfunded liability 7.8% for 2019. My Choice (new option) – normal cost 4.2%, supplemental cost 7.0%
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% rate 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.   |

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**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.   |

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**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 | First year payment on 2019-2021 general obligation bond. |
|------|--|

**TIMETABLE AND CHECKLIST  
\$2,000,000  
MONROE COUNTY PUBLIC LIBRARY  
GENERAL OBLIGATION BONDS, SERIES 2018**

<b><u>Date</u></b>	<b><u>Action*</u></b>
July 18, 2018	Meeting of the Library Board of Trustees to (i) authorize the issuance of the Bonds, and (ii) introduce Appropriation Resolution and set date for public hearing on additional appropriation of Bond proceeds
July 19, 2018	Forward notice of public hearing on additional appropriation of Bond proceeds and notice of determination to issue Bonds to <i>The Herald-Times</i> and the <i>Ellettsville Journal</i>
July 25, 2018	Notice of public hearing on additional appropriation of Bond proceeds (at least 10 days prior to hearing) and notice of determination to issue Bonds published (first time) in <i>The Herald-Times</i> and the <i>Ellettsville Journal</i> ; notice of determination to issue Bonds posted in 3 public places
August 1, 2018	Notice of public hearing on additional appropriation of Bond proceeds and notice of determination to issue Bonds published (second time) in <i>The Herald-Times</i> and the <i>Ellettsville Journal</i>
August 14, 2018	Meeting of the County Council to adopt resolution approving issuance of Bonds
August 15, 2018	Library Board of Trustees meets to hold public hearing on additional appropriation and adopt appropriation resolution
September 2018	Financial Advisor completes Preliminary Official Statement; if rating will be requested for the Bonds, rating process completed
Late September/Early October 2018	Forward notice of intent to sell Bonds to <i>The Herald-Times</i> , the <i>Ellettsville Journal</i> and the <i>Court &amp; Commercial Record</i>
October 17, 2018	Notice of intent to sell Bonds published in <i>The Herald-Times</i> , the <i>Ellettsville Journal</i> and the <i>Court &amp; Commercial Record</i> (first time)
October 24, 2018	Notice of intent to sell Bonds published in <i>The Herald-Times</i> , the <i>Ellettsville Journal</i> and the <i>Court &amp; Commercial Record</i> (second time)

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\* Actions assume General Obligation Bonds in the amount of \$5,000,000 or less.

Deadline for underwriters/financial institutions to submit notice of interest; 24-hour notice of sale given

November 1, 2018

Bond sale; closing documents prepared/circulated for signature

November 15, 2018

Closing

**Assumptions:**

All bodies comply with Indiana Open Door Law.

Actions Assume General Obligation Bonds of \$5,000,000 or less.

**Bond Counsel Contact Information:**

**Jacob A. McClellan**

**Bose McKinney & Evans LLP**

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**Dennis H. Otten**

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## **BOND RESOLUTION**

WHEREAS, Monroe County Public Library (the "Issuer" or "Library") is a library organized and existing under the provisions of IC 36-12-2; and

WHEREAS, the Board of Trustees finds that the present facilities of the Library will need renovation and improvement in order to provide the proper library services to its patrons; and

WHEREAS, the Board finds that there are not sufficient funds available or provided for in existing tax levies with which to pay the total cost of the renovation of and improvements to the existing Library facilities including the acquisition of certain library equipment, including information technology equipment, and certain maintenance and improvements to the existing Library facilities, together with certain acquisition, design and construction costs for a new Library branch facility and certain other related improvements (collectively, the "Project") and that the Library should issue bonds in an amount of not to exceed Two Million Dollars (\$2,000,000) for the purpose of providing funds to be applied on the Project; and

WHEREAS, the Library has been advised that the total cost of the Project authorized herein will not exceed the lesser of: (i) \$5,000,000; or (ii) the greater of (a) one percent (1%) of the total gross assessed value of property within the Library district on the last assessment date, or (b) \$1,000,000 and, therefore, the bonds will not be issued to fund a controlled project, as defined in IC 6-1.1-20-1.1; and

WHEREAS, the net assessed valuation of taxable property in the Library district, as shown in the last final and complete assessment which was made in the year 2017 for state and county taxes collectible in the year 2018 is \$6,857,203,562 and there is \$340,000 of outstanding indebtedness of the Library district for constitutional debt purposes (excluding the bonds authorized herein); such assessment and outstanding indebtedness amounts shall be verified at the time of the payment for and delivery of the bonds; now, therefore; and

WHEREAS, Section 1.150-2 of the Treasury Regulations on Income Tax (the "Reimbursement Regulations") specifies conditions under which a reimbursement allocation may be treated as an expenditure of bond proceeds, and the Issuer intends by this resolution to qualify amounts advanced by the Issuer to the Project for reimbursement from proceeds of the bonds in accordance with the requirements of the Reimbursement Regulations; and

BE IT RESOLVED by the Board of Trustees of the Issuer that, for the purpose of obtaining funds to be applied on the cost of the Project and reimbursement to the Issuer for preliminary expenses incurred on the Project prior to the issuance of the Bonds (as hereinafter defined), there shall be issued and sold the negotiable, general obligations of the Library to be designated as "General Obligation Bonds, Series 2018" (the "Bonds"). Said Bonds shall be in the principal amount of not to exceed Two Million Dollars (\$2,000,000), bearing interest at a rate or rates not exceeding five percent (5.00%) per annum (the exact rate or rates to be determined by bidding), which interest shall be payable on July 15, 2019, and semi-annually thereafter on January 15 and July 15 in each year. Interest on the Bonds shall be calculated



according to a 360-day year containing twelve 30-day months. The Bonds shall be fully registered in the denomination of Five Thousand Dollars (\$5,000) or integral multiples thereof (or other denominations as requested by the winning bidder), and shall mature or be subject to mandatory redemption on January 15 and July 15 beginning on July 15, 2019 through not later than January 15, 2023.

All or a portion of the Bonds may be issued as one or more term Bonds, upon election of the successful bidder. Such term Bonds shall have a stated maturity or maturities as determined by the successful bidder or by negotiation with the purchaser, but in no event later than the last serial date of the Bonds as determined in accordance with the above paragraph. The term Bonds shall be subject to mandatory sinking fund redemption and final payment(s) at maturity at 100% of the principal amount thereof, plus accrued interest to the redemption date, on dates and in the amounts hereinafter determined in accordance with the above paragraph.

The original date shall be the date of delivery of the Bonds. The authentication certificate shall be dated when executed by the Registrar and Paying Agent.

Interest shall be paid from the interest payment date to which interest has been paid next preceding the date of authentication unless the Bond is authenticated on or before the fifteenth day immediately preceding the first interest payment date, in which case interest shall be paid from the original date, or unless the Bond is authenticated after the fifteenth day immediately preceding an interest payment date and on or before such interest payment date, in which case interest shall be paid from such interest payment date.

Interest shall be payable by check mailed one business day prior to the interest payment date to the person in whose name the Bonds are registered on the Bond register maintained at the corporate trust office of The Huntington National Bank (the "Registrar and Paying Agent") or successor registrar and paying agent, as of the fifteenth day immediately preceding such interest payment date or by wire transfer of immediately available funds on the interest payment date to the depositories shown as registered owners. Principal of the Bonds shall be payable upon presentation of the Bonds at the corporate trust office of the Registrar and Paying Agent in lawful money of the United States of America or by wire transfer of immediately available funds to depositories who present the Bonds to the Registrar and Paying Agent at least two business days prior to the payment date. The Bonds are transferable by the registered owner at the principal corporate trust office of the Registrar and Paying Agent upon surrender and cancellation of a Bond and on presentation of a duly executed written instrument of transfer, and thereupon a new Bond or Bonds of the same aggregate principal amount and maturity and in authorized denominations will be issued to the transferee or transferees in exchange therefor. The Bonds may be exchanged upon surrender at the corporate trust office of the Registrar and Paying Agent, duly endorsed by the registered owner for the same aggregate principal amount of Bonds of the same maturity in authorized denominations as the owner may request.

The Issuer agrees that on or before the fifth business day immediately preceding any payment date, it will deposit with the Registrar and Paying Agent funds in an amount equal to

the principal of, premium, if any, and interest on the Bonds which shall become due on the next payment date.

The Issuer has preliminarily determined that the Bonds shall be held by a central depository system pursuant to an agreement between the Issuer and The Depository Trust Company, and have transfers of the Bonds effected by book-entry on the books of the central depository system (unless otherwise requested by the winning bidder). The Bonds are expected to be initially issued in the form of a separate single authenticated fully registered Bond for the aggregate principal amount of each separate maturity of the Bonds. Upon initial issuance, the ownership of such Bonds is expected to be registered in the register kept by the Registrar in the name of CEDE & CO., as nominee of The Depository Trust Company. However, upon the successful bidder's request, the Bonds may be delivered and held by physical delivery as an alternative to The Depository Trust Company.

With respect to the Bonds registered in the register kept by the Paying Agent in the name of CEDE & CO., as nominee of The Depository Trust Company, the Issuer and the Paying Agent shall have no responsibility or obligation to any other holders or owners (including any beneficial owner ("Beneficial Owner") of the Bonds with respect to (i) the accuracy of the records of The Depository Trust Company, CEDE & CO., or any Beneficial Owner with respect to ownership questions, (ii) the delivery to any Bondholder (including any Beneficial Owner) or any other person, other than The Depository Trust Company, of any notice with respect to the Bonds including any notice of redemption, or (iii) the payment to any Bondholder (including any Beneficial Owner) or any other person, other than The Depository Trust Company, of any amount with respect to the principal of, or premium, if any, or interest on the Bonds except as otherwise provided herein.

No person other than The Depository Trust Company shall receive an authenticated Bond evidencing an obligation of the Issuer to make payments of the principal of and premium, if any, and interest on the Bonds pursuant to this Resolution. The Issuer and the Registrar and Paying Agent may treat as and deem The Depository Trust Company or CEDE & CO. to be the absolute Bondholder of each of the Bonds for the purpose of (i) payment of the principal of and premium, if any, and interest on such Bonds; (ii) giving notices of redemption and other notices permitted to be given to Bondholders with respect to such Bonds; (iii) registering transfers with respect to such Bonds; (iv) obtaining any consent or other action required or permitted to be taken of or by Bondholders; (v) voting; and (vi) for all other purposes whatsoever. The Paying Agent shall pay all principal of and premium, if any, and interest on the Bonds only to or upon the order of The Depository Trust Company, and all such payments shall be valid and effective fully to satisfy and discharge the Issuer's and the Paying Agent's obligations with respect to principal of and premium, if any, and interest on the Bonds to the extent of the sum or sums so paid. Upon delivery by The Depository Trust Company to the Issuer of written notice to the effect that The Depository Trust Company has determined to substitute a new nominee in place of CEDE & CO., and subject to the provisions herein with respect to consents, the words "CEDE & CO." in this Resolution shall refer to such new nominee of The Depository Trust Company. Notwithstanding any other provision hereof to the contrary, so long as any Bond is registered in the name of CEDE & CO. as nominee of The Depository Trust Company, all payments with respect to the principal of and premium, if any, and interest on such Bonds and

all notices with respect to such Bonds shall be made and given, respectively, to The Depository Trust Company as provided in a representation letter from the Issuer to The Depository Trust Company.

Upon receipt by the Issuer of written notice from The Depository Trust Company to the effect that The Depository Trust Company is unable or unwilling to discharge its responsibilities and no substitute depository willing to undertake the functions of The Depository Trust Company hereunder can be found which is willing and able to undertake such functions upon reasonable and customary terms, then the Bonds shall no longer be restricted to being registered in the register of the Issuer kept by the Registrar in the name of CEDE & CO., as nominee of The Depository Trust Company, but may be registered in whatever name or names the Bondholders transferring or exchanging Bonds shall designate, in accordance with the provisions of this Resolution.

If the Issuer determines that it is in the best interest of the Bondholders that they be able to obtain certificates for the fully registered Bonds, the Issuer may notify The Depository Trust Company and the Registrar, whereupon The Depository Trust Company will notify the Beneficial Owners of the availability through The Depository Trust Company of certificates for the Bonds. In such event, the Registrar shall prepare, authenticate, transfer and exchange certificates for the Bonds as requested by The Depository Trust Company and any Beneficial Owners in appropriate amounts, and whenever The Depository Trust Company requests the Issuer and the Registrar to do so, the Registrar and the Issuer will cooperate with The Depository Trust Company by taking appropriate action after reasonable notice (i) to make available one or more separate certificates evidencing the fully registered Bonds of any Beneficial Owner's Depository Trust Company account or (ii) to arrange for another securities depository to maintain custody of certificates for and evidencing the Bonds.

If the Bonds shall no longer be restricted to being registered in the name of a depository trust company, the Registrar shall cause the Bonds to be printed in blank in such number as the Registrar shall determine to be necessary or customary; provided, however, that the Registrar shall not be required to have such Bonds printed until it shall have received from the Issuer indemnification for all costs and expenses associated with such printing.

In connection with any notice or other communication to be provided to Bondholders by the Issuer or the Registrar with respect to any consent or other action to be taken by Bondholders, the Issuer or the Registrar, as the case may be, shall establish a record date for such consent or other action and give The Depository Trust Company notice of such record date not less than fifteen (15) calendar days in advance of such record date to the extent possible.

So long as the Bonds are registered in the name of The Depository Trust Company or CEDE & CO. or any substitute nominee, the Issuer and the Registrar and Paying Agent shall be entitled to request and to rely upon a certificate or other written representation from the Beneficial Owners of the Bonds or from The Depository Trust Company on behalf of such Beneficial Owners stating the amount of their respective beneficial ownership interests in the Bonds and setting forth the consent, advice, direction, demand or vote of the Beneficial Owners as of a record date selected by the Registrar and The Depository Trust Company, to

the same extent as if such consent, advice, direction, demand or vote were made by the Bondholders for purposes of this Resolution and the Issuer and the Registrar and Paying Agent shall for such purposes treat the Beneficial Owners as the Bondholders. Along with any such certificate or representation, the Registrar may request The Depository Trust Company to deliver, or cause to be delivered, to the Registrar a list of all Beneficial Owners of the Bonds, together with the dollar amount of each Beneficial Owner's interest in the Bonds and the current addresses of such Beneficial Owners.

The Paying Agent may at any time resign as Paying Agent by giving thirty (30) days written notice to the Library and to each registered owner of the Bonds then outstanding, and such resignation will take effect at the end of such thirty (30) days or upon the earlier of appointment of a successor Paying Agent by the Library. Such notice to the Library may be served personally or be sent by first-class or registered mail. The Paying Agent may be removed at any time as Paying Agent by the Library, in which event the Issuer may appoint a successor Paying Agent. The Paying Agent shall notify each registered owner of the Bonds then outstanding of the removals of the Paying Agent. Notices to registered owners of the Bonds shall be deemed to be given when mailed by first-class mail to the addresses of such registered owners as they appear on the registration record. Any predecessor Paying Agent shall deliver all the Bonds, cash and investments related thereto in its possession and the registration record to the successor Paying Agent. At all times, the same entity shall serve as Registrar and Paying Agent.

The full faith and credit of the Library are hereby irrevocably pledged to the punctual payment of the principal of and the interest on the Bonds according to their terms. In order to provide for the payment of the principal of and interest on the Bonds, there shall be levied in each year upon all taxable property in the Library district, real and personal, and collected a tax in an amount and in such manner sufficient to meet and pay the principal of and interest on the Bonds as they become due, and the proceeds of this tax are hereby pledged solely to the payment of the Bonds. Such tax shall be deposited into the Library's Debt Service Fund and used to pay the principal of and interest on the Bonds, when due, together with any fiscal agency charges. If the funds deposited into the Debt Service Fund are then insufficient to meet and pay the principal of and interest on the Bonds as they become due, then the Library covenants to transfer other available funds of the Library to meet and pay the principal and interest then due on the Bonds.

The Library represents and covenants that the Bonds herein authorized, when combined with other outstanding indebtedness of the Library at the time of issuance of the Bonds, will not exceed any applicable constitutional or statutory limitation on the Library's indebtedness.

The Bonds are not subject to optional redemption prior to maturity.

If any Bond is issued as a term Bond, the Paying Agent shall credit against the mandatory sinking fund requirement for the Bonds maturing as term Bonds, and corresponding mandatory redemption obligation, in the order determined by the Library, any Bonds maturing as term Bonds which have previously been redeemed (otherwise than as a result of a previous mandatory redemption requirement) or delivered to the Registrar for

cancellation or purchased for cancellation by the Paying Agent and not theretofore applied as a credit against any redemption obligation. Each Bond maturing as a term Bond so delivered or canceled shall be credited by the Paying Agent at 100% of the principal amount thereof against the mandatory sinking fund obligation on such mandatory sinking fund date, and any excess of such amount shall be credited on future redemption obligations, and the principal amount of the Bonds to be redeemed by operation of the mandatory sinking fund requirement shall be accordingly reduced; provided, however, the Paying Agent shall credit only such Bonds maturing as term Bonds to the extent received on or before forty-five (45) days preceding the applicable mandatory redemption date as stated above.

Each Five Thousand Dollars (\$5,000) (or other denominations as requested by the successful bidder, as permitted by law) principal amount shall be considered a separate Bond for purposes of redemption. If less than an entire maturity is called for redemption, the Bonds to be called shall be selected by lot by the Registrar.

Notice of redemption shall be mailed to the address of the registered owner as shown on the registration records of the Registrar, as of the date which is forty-five (45) days prior to the date fixed for redemption, not less than thirty (30) days prior to such redemption date, unless notice is waived by the owner of the Bond or Bonds redeemed. The notice shall specify the date and place of redemption and sufficient identification of the Bonds called for redemption. The place of redemption may be determined by the Library. Interest on the Bonds so called for redemption shall cease and the Bonds will no longer be deemed outstanding under this resolution on the redemption date fixed in such notice if sufficient funds are available at the place of redemption to pay the redemption price, including accrued interest and redemption premium, if any, to the redemption date, on the date so named. Failure to give such notice by mailing, or any defect in such notice, with respect to any Bond shall not affect the validity of any proceedings for redemption of other Bonds.

If the Bonds are not presented for payment or redemption on the date fixed therefor, the Library may deposit in trust with the Paying Agent, an amount sufficient to pay such Bond or the redemption price, as the case may be, including accrued interest to the date of such payment or redemption, and thereafter the registered owner shall look only to the funds so deposited in trust with the Paying Agent for payment, and the Library shall have no further obligation or liability in respect thereto.

If, when the Bonds authorized hereby shall have become due and payable in accordance with their terms, the whole amount of the principal and the interest and the premium, if any, so due and payable upon all of the Bonds then outstanding shall be paid or (i) sufficient moneys, or (ii) direct obligations of, or obligations the principal of and interest on which are unconditionally guaranteed by, the United States of America the principal of and interest on which when due will provide sufficient moneys, or (iii) time certificates of deposit fully secured as to both principal and interest by obligations of the kind described in (ii) above of a bank or banks the principal of and interest on which when due will provide sufficient moneys, shall be held by the Registrar and Paying Agent for such purpose under the provisions of this Resolution, and provision shall also be made for paying all Registrar and Paying Agent's fees and expenses and other sums payable hereunder by the Issuer, then all moneys, obligations and

time certificates of deposit held by the Registrar and Paying Agent pursuant to this paragraph shall be held in trust and said moneys and the principal and interest of said obligations and time certificates of deposit when received, applied to the payment, when due, of the principal and the interest, and registered owners of Bonds shall not be entitled to payment of any principal and/or interest from Issuer. The Registrar and Paying Agent shall within thirty (30) days after such obligations or time certificates of deposits shall have been deposited with it, cause a notice signed by the Registrar and Paying Agent to be mailed to the registered owners of all outstanding Bonds and published once in a newspaper or financial journal published in Indianapolis, Indiana, setting forth (a) a description of the obligations so held by it, and (b) that the registered owners shall be entitled to be paid principal and/or interest from such funds and income of such securities held by Registrar and Paying Agent and not from Issuer.

Said Bonds shall be executed in the name of Issuer by the manual or facsimile signature of the President of its Board of Trustees, and attested by the manual or facsimile signature of the Secretary of said Board, who shall cause the seal of the library to be imprinted or impressed on each of said Bonds. In case any official whose signature or facsimile of whose signature shall appear on the Bonds shall cease to be such officer before the issuance, authentication or delivery of such Bonds, such signature or such facsimile shall, nevertheless, be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery.

No Bond shall be valid or obligatory for any purpose, unless and until authenticated by the Registrar and Paying Agent. Such authentication may be executed by an authorized representative of the Registrar and Paying Agent, but it shall not be necessary that the same person authenticate all of the Bonds issued. Issuer and the Registrar and Paying Agent may deem and treat the person in whose name a Bond is registered on the Bond register as the absolute owner thereof for all purposes, notwithstanding any notice to the contrary.

In order to preserve the exclusion of interest on the Bonds from gross income for federal income tax purposes and as an inducement to purchasers of the Bonds, the Issuer represents, covenants and agrees that:

(a) No person or entity, other than the Issuer or another governmental unit, will use proceeds of the Bonds or property financed by the Bond proceeds other than as a member of the general public. No person or entity, other than the Issuer or another governmental unit, will own property financed by Bond proceeds or will have actual or beneficial use of such property pursuant to a lease, a management or incentive payment contract or any other type of arrangement that differentiates that person's or entity's use of such property from the use by the public at large.

(b) No Bond proceeds will be loaned to any entity or person. No Bond proceeds will be transferred, directly or indirectly, or deemed transferred to a nongovernmental person in any manner that would in substance constitute a loan of the Bond proceeds.

(c) The Issuer will, to the extent necessary to preserve the exclusion of interest on the Bonds from gross income for federal income tax purposes, rebate all

required arbitrage profits on Bond proceeds or other moneys treated as Bond proceeds to the federal government as provided in Section 148 of the Internal Revenue Code of 1986, and will set aside such moneys in a Rebate Account to be held by the Treasurer in trust for such purpose.

(d) The Issuer will file an information report form 8038-G with the Internal Revenue Service as required by Section 149 of the Internal Revenue Code of 1986.

(e) The Issuer will not take any action nor fail to take any action with respect to the Bonds that would result in the loss of exclusion from gross income for federal income tax purposes of interest on the Bonds pursuant to Section 103 of the Internal Revenue Code of 1986, as existing on the date of issuance of the Bonds, nor will the Issuer act in any other manner which would adversely affect such exclusion.

The Issuer represents that it reasonably expects that tax-exempt Bonds, warrants and other evidences of indebtedness issued by or on behalf of it or any subordinate entity, during the calendar year in which the Bonds will be issued will be less than \$10,000,000 principal amount. This amount includes all obligations issued by, or on behalf of the Issuer and subordinate entities, including building corporation Bonds. At least 95% of the net proceeds of the Bonds shall be used for governmental activities of Issuer. The Issuer hereby designates the Bonds as qualified tax exempt obligations for purposes of Section 265(b)(3) of the Internal Revenue Code of 1986, relating to the disallowance of 100% of the deduction for interest expense allocable to tax-exempt obligations acquired after August 7, 1986.

The Library hereby declares its "official intent", as such term is used in the Reimbursement Regulations, to reimburse the Library's advances to the Projects, such advances from the Library's funds, from proceeds of the Bonds herein authorized by this resolution. The Library reasonably expects to make such advances for the costs of the Project.

The Bonds shall be issued in substantially the following form, all blanks to be filled in properly prior to delivery:

Registered  
No. \_\_\_\_\_ Registered  
\$ \_\_\_\_\_

UNITED STATES OF AMERICA  
State of Indiana County of Monroe

MONROE COUNTY PUBLIC LIBRARY  
GENERAL OBLIGATION BOND OF 2018

Authentication  
Interest Rate    Maturity Date    Original Date    Date    CUSIP

Registered Owner:

Principal Sum:

Monroe County Public Library (the "Issuer" or the "Library"), a library organized and existing under the laws of the State of Indiana, in Monroe County, Indiana, for value received, hereby acknowledges itself indebted and promises to pay to the Registered Owner (named above) or to registered assigns, the Principal Sum set forth above and to pay interest thereon at the Interest Rate per annum set forth above from the interest payment date to which interest has been paid next preceding the date of authentication hereof unless this bond is authenticated on or before \_\_\_\_\_, 2018, in which case interest shall be paid from the Original Date, or unless this bond is authenticated after the fifteenth day immediately preceding an interest payment date and on or before such interest payment date, in which case interest shall be paid from such interest payment date, which interest is payable on July 15, 2019 and each January 15 and July 15 thereafter until the principal has been paid. Interest shall be calculated on the basis of a 360-day year consisting of twelve 30-day months.

Interest shall be payable by check mailed one business day prior to the interest payment date to registered owners or by wire transfer of immediately available funds on the interest payment date to depositories shown as registered owners. Payment shall be made to the person or depository in whose name this bond is registered as of the fifteenth day immediately preceding such interest payment date. Principal of this bond shall be payable upon presentation of this bond at the corporate trust office of The Huntington National Bank (the "Registrar and Paying Agent") or by wire transfer of immediately available funds to depositories who present the bonds to the Registrar and Paying Agent at least two business days prior to the payment date in lawful money of the United States of America. If the payment date occurs on a date when financial institutions are not open for business, the wire transfer shall be made on the next succeeding business day. The Registrar and Paying Agent shall wire transfer payments by 1:00 p.m. (New York City time) so such payments are received at the depository by 2:30 p.m. (New York City time).

This bond is one of an issue of bonds aggregating [Two Million Dollars (\$2,000,000)], of like tenor and effect, except as to numbering, authentication date, denomination, interest rate, and date of maturity, issued by Issuer pursuant to a resolution adopted by the Board of Trustees of said library on July \_\_, 2018, (the "Resolution"), and in strict accordance with the governing statutes of the State of Indiana, particularly Indiana Code 36-12-3, for the purpose of providing funds to be applied on the cost of the renovation of and improvements to the existing Library facilities including the acquisition of certain library equipment, including information technology equipment, and certain maintenance and improvements to the existing Library facilities, together with certain acquisition, design and construction costs for a new Library branch facility and certain other related improvements in said library district.

This bond is not subject to optional redemption prior to maturity.



[The bonds are subject to mandatory sinking fund redemption at a price equal to the principal amount thereof plus accrued interest to the date of redemption on January 15 and July 15 in accordance with the following schedules:

[TERM BOND PAYMENTS]

\*denotes final maturity]

Notice of redemption identifying the bonds to be redeemed will be mailed to the registered owners of bonds to be redeemed.

If this bond is called for redemption, and payment is made to the Registrar and Paying Agent in accordance with the terms of the Resolution, this bond shall cease to bear interest from and after the date fixed for the redemption in the call.

This bond shall be initially issued in a Book Entry System (as defined in the Resolution). The provisions of this bond and of the Resolution are subject in all respects to the provisions of the Letter of Representations between the Issuer and The Depository Trust Company, or any substitute agreement, effecting such Book Entry System.

This bond is transferable in accordance with the Book Entry System or, if no such system is in effect, by the Registered Owner hereof at the corporate trust office of the Registrar and Paying Agent, upon surrender and cancellation of this bond and on presentation of a duly executed written instrument of transfer and thereupon a new bond or bonds of the same aggregate principal amount and maturity and in authorized denominations will be issued to the transferee or transferees -in exchange therefor. This bond may be exchanged upon surrender hereof at the corporate trust office of the Registrar and Paying Agent, duly endorsed by the Registered Owner for the same aggregate principal amount of bonds of the same maturity in authorized denominations as the owner may request.

The Issuer and the Registrar and Paying Agent may deem and treat the person in whose name this bond is registered as the absolute owner hereof.

The full faith and credit of the Library are hereby irrevocably pledged to the punctual payment of the principal of and the interest on this bond according to its terms. The Library covenants that it will cause a property tax for the payment of the principal of and interest on this bond to be levied, collected, appropriated and applied for that purpose as set forth in IC 6-1.1-18.5-8. The bonds are subject to IC 6-1.1-20.6 regarding certain tax credits and the State of Indiana intercept of funds to pay debt service on the bonds.

It is hereby certified, recited and declared that all acts, conditions and things required to be done precedent to and in the execution, issuance and delivery of this bond have been done and performed in regular and due form as provided by law; that

this bond and the total issue of the bonds is within every limit of indebtedness as prescribed by the constitution and laws of the State of Indiana.

This bond shall not be valid or become obligatory for any purpose until authenticated by the Registrar and Paying Agent.

The Issuer has designated this bond a qualified tax-exempt obligation for purposes of Section 265(b)(3) of the Internal Revenue Code of 1986.

IN WITNESS WHEREOF, Issuer has caused this bond to be executed in its name by the manual or facsimile signature of the President of its Board of Trustees and attested by the manual or facsimile signature of the Secretary of said Board.

MONROE COUNTY PUBLIC LIBRARY

By: \_\_\_\_\_  
President, Board of Trustees

Attest:

\_\_\_\_\_  
Secretary, Board of Trustees

#### AUTHENTICATION CERTIFICATE

This bond is one of the bonds referred to in the within mentioned resolution.

\_\_\_\_\_, Registrar and  
Paying Agent

By: \_\_\_\_\_  
Authorized Representative

[End of Bond Form]

BE IT FURTHER RESOLVED the Bonds will be sold at a competitive sale and, in such case, the Library shall cause to be published either (i) a notice of such sale in the *Herald-Times* and the *Ellettsville News*, two times, at least one week apart, the first publication made at least fifteen (15) days before the date of the sale and the second publication being made at least three (3) days before the date of the sale, or (ii) a notice of intent to sell in the *Herald-Times*, the *Ellettsville News* and the *Court & Commercial Record*, all in accordance with IC 5-1-11 and IC 5-3-1. A notice of sale may also be published one time in the *Court & Commercial Record*, and

a notice or summary notice may also be published in *The Bond Buyer* in New York, New York. The notice shall state the character and amount of the Bonds, the maximum rate of interest thereon, the terms and conditions upon which bids will be received and the sale made, and such other information as the Library, the Library's municipal advisor and the attorneys employed by the Library shall deem advisable and any summary notice may contain any information deemed so advisable. The notice may provide, among other things, that the successful bidder will be required to assist the Library in establishing the initial issue price of the Bonds, that the successful bidder will be required to provide a wire transfer or a certified or cashier's check in an amount equal to 1% of the principal amount of the Bonds described in the notice and that in the event the successful bidder shall fail or refuse to accept delivery of the Bonds and pay for the same as soon as the Bonds are ready for delivery, or at the time fixed in the notice of sale, then said check and the proceeds thereof shall be the property of the Library and shall be considered as its liquidated damages on account of such default; that bidders for said Bonds will be required to name the rate or rates of interest which the Bonds are to bear, not exceeding the maximum rate hereinbefore fixed, and that such interest rate or rates shall be in multiples of one-eighth (1/8) or one-hundredth (1/100) of one percent (1%). Bids on the Bonds may also be received electronically through PARITY or such other electronic bidding service acceptable to the Library, with the advice of the Library's municipal advisor. No conditional bid or bid for less than 99.5% of the face amount of the Bonds will be considered. The opinion of Bose McKinney & Evans LLP, nationally recognized bond counsel of Indianapolis, Indiana, approving the legality of said Bonds, will be furnished to the purchaser at the expense of the Library.

The Library Director, the Business Manager and the Library attorney are appointed as a bid committee and are authorized to award the Bonds to the buyer consistent with this resolution. At the time fixed for the opening of bids, the Board or its designated committee shall meet, all bids shall be opened in the presence of the Board or such committee, and the award shall be made by the Board or the Committee. The Bonds shall be awarded by the Library to the best bidder who has submitted its bid in accordance with the terms of this resolution, IC 5-1-11 and the notice of sale. The best bidder will be the one who offers the lowest net interest cost to the Library, to be determined by computing the total interest on all of the Bonds of that series to their maturities, adding thereto the discount bid, if any, and deducting the premium bid, if any. The right to reject any and all bids shall be reserved. If an acceptable bid is not received on the date of sale, the sale may be continued from day to day thereafter without further advertisement for a period of thirty (30) days, during which time no bid which provides a higher net interest cost to the Library than the best bid received at the time of the advertised sale will be considered.

Subject to the terms and provisions contained in this paragraph and not otherwise, the owners of not less than sixty-six and two-thirds percent (66-2/3%) in aggregate principal amount of the Bonds then outstanding shall have the right, from time to time, anything contained in this Resolution to the contrary notwithstanding, to consent to and approve the adoption by the Library of such resolution or resolutions supplemental hereto as shall be deemed necessary or desirable by the Library for the purpose of amending in any particular any of the terms of provisions contained in this Resolution, or in any supplemental resolution; provided, however, that nothing herein contained shall permit or be construed as permitting without the consent of all affected owners of the Bonds:

(a) an extension of the maturity of the principal of or interest on any Bond without the consent of the holder of each Bond so affected; or

(b) a reduction in the principal amount of any Bond or the rate of interest thereon or a change in monetary medium in which such amounts are payable, without the consent of the holder of each Bond so affected; or

(c) a preference or priority of any Bond over any other Bond, without the consent of the holders of all Bonds then outstanding; or

(d) a reduction in the aggregate principal amount of the Bonds required for consent to such supplemental resolution, without the consent of the holders of all Bonds then outstanding.

If the Library shall desire to obtain such consent, it shall cause the Registrar to mail a notice, postage prepaid, to the addresses appearing on the Registration Record. Such notice shall briefly set forth the nature of the proposed supplemental resolution and shall state that a copy thereof is on file at the office of the Registrar for inspection by all owners of the Bonds. The Registrar shall not, however, be subject to any liability to any owners of the Bonds by reason of its failure to mail such notice, and any such failure shall not affect the validity of such supplemental resolution when consented to and approved as herein provided.

Whenever at any time within one year after the date of the mailing of such notice, the Library shall receive any instrument or instruments purporting to be executed by the owners of the Bonds of not less than sixty-six and two-thirds percent (66-2/3%) in aggregate principal amount of the Bonds then outstanding, which instrument or instruments shall refer to the proposed supplemental resolution described in such notice, and shall specifically consent to and approved the adoption thereof in substantially the form of the copy thereof referred to in such notice as on file with the Registrar, thereupon, but not otherwise, the Library may adopt such supplemental resolution in substantially such form, without liability or responsibility to any owners of the Bonds, whether or not such owners shall have consented thereto.

No owner of any Bonds shall have any right to object to the adoption of such supplemental resolution or to object to any of the terms and provisions contained therein or the operation thereof, or in any manner to question the propriety of the adoption thereof, or to enjoin or restrain the Library or its officers from adopting the same, or from taking any action pursuant to the provisions thereof. Upon the adoption of any supplemental resolution pursuant to the provisions of this section, this Resolution shall be, and shall be deemed, modified and amended in accordance therewith, and the respective rights, duties and obligations under this Resolution of the Library and all owners of Bonds then outstanding shall thereafter be determined, exercised and enforced in accordance with this Resolution, subject in all respects to such modifications and amendments.

Notwithstanding anything contained in this foregoing provisions of this Resolution, the rights, duties and obligations of the Library and of the owners of the Bonds, and the terms and provisions of the Bonds and this Resolution, or any supplemental resolution, may be modified or

amended in any respect with the consent of the Library and the consent of the owners of all the Bonds then outstanding.

Without notice to or consent of the owners of the Bonds, the Library may, from time to time and at any time, adopt such resolutions supplemental hereto as shall not be inconsistent with the terms and provisions hereof (which supplemental resolutions shall thereafter form a part hereof),

(a) to cure any ambiguity or formal defect or omission in this Resolution or in any supplemental resolution; or

(b) to grant to or confer upon the owners of the Bonds any additional rights, remedies, powers, authority or security that may lawfully be granted to or conferred upon the owners of the Bonds; or

(c) to procure a rating on the Bonds from a nationally recognized securities rating agency designated in such supplemental resolution, if such supplemental resolution will not adversely affect the owners of the Bonds; or

(d) to provide for the refunding or advance refunding of the Bonds; or

(e) to make any other change which, in the determination of the Board in its sole discretion, is not to the prejudice of the owners of the Bonds

If any section, paragraph or provision of this resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this resolution.

All resolutions, or parts thereof, in conflict with the provisions of this resolution, are, to the extent of such conflict, hereby repealed or amended.

This resolution shall be in full force and effect immediately upon its passage and signing by the Board of Trustees.

BE IT FURTHER RESOLVED, that the form of the Continuing Disclosure Undertaking is hereby approved and the officers are authorized and directed to execute such Undertaking and any and all documents necessary to issue and deliver the Bonds.

PASSED AND ADOPTED THIS 18<sup>th</sup> DAY OF JULY, 2018

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John A. Walsh, President  
Board of Trustees

ATTEST:

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Fred Risinger, Secretary  
Board of Trustees

## **APPROPRIATION RESOLUTION**

WHEREAS, the Board of Trustees (the “Board”) of the Monroe County Public Library (the “Library”), has determined to renovate and improve certain existing Library facilities including the acquisition of certain library equipment, including information technology equipment, and certain maintenance and improvements to the existing Library facilities, together with certain acquisition, design and construction costs for a new Library branch facility and certain other related improvements (collectively, the “Project”), all as described in a Bond Resolution of the Library adopted July 18, 2018 adopted by the Board; and

WHEREAS, the Board has determined that the estimated cost of the Project, and the incidental expenses necessary to be incurred in connection with the Project and with the issuance of bonds, to finance the Project, will be in an amount not to exceed Two Million Dollars (\$2,000,000); and

WHEREAS, the Board has determined to issue bonds to fund the costs of the Project in an aggregate amount not to exceed Two Million Dollars (\$2,000,000); and

WHEREAS, there has been published a notice of a public hearing on the appropriation of the proceeds of the bonds, to be held on this date; the hearing has been held and the Board has considered the evidence presented at the hearing; and

WHEREAS, the Board now finds that the Library does not have sufficient funds available or provided for in the existing budget and tax levy to fund the cost of the Project;

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF MONROE COUNTY PUBLIC LIBRARY, THAT:

Section 1. The Board finds that all proceedings required before appropriation of the proceeds of the bonds have been accomplished and completed.

Section 2. For the purpose of paying the costs of the Project, and incidental expenses necessary to be incurred with the Project and the bonds, an amount not to exceed Two Million Dollars (\$2,000,000) shall be appropriated from the proceeds of the bonds.

Section 3. The Library Director is directed to submit and certify this ordinance and the related proceedings to the Department of Local Government Finance in accordance with Indiana Code 6-1.1-18-5.

Section 4. This ordinance shall be in full force and effect from and after its passage.

[SIGNATURE PAGE FOLLOWS]

PASSED AND ADOPTED THIS 15<sup>th</sup> DAY OF AUGUST, 2018

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John A. Walsh, President  
Board of Trustees

ATTEST:

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Fred Risinger, Secretary  
Board of Trustees



### CATS Technology Upgrade 2018

The attached documents relate to the upgrade of the CATS production equipment. IU Radio and TV has offered to assist with the project.

The funding for this project will come from cash reserves in the Special Revenue Fund which is supported by cable franchise fees. Here is a summary of project cost:

<b>CATS Eq Upgrade 2018</b>	<b>year</b>	
Telvue Eq	2016	77,207
cooling HFI	2017	16,850
fire suppression- server room	2017	14,000
Woods electric	2017	1,650
		<b>109,707</b>
<u>Estimates 7-3-18 - George Hopstetter RTV</u>		
Removing the Studio-A/Control-A equipment; cameras, production switcher, intercom system and supporting monitors, the proposed total to install and complete CATS master control system includes; labor, cabling, connectors, console, RTV will RFP vendors and order remaining equipment to meet Yellow Lotus Production schematic and equipment list and TelVue Commissioning and training (See attached email). Removing the Production equipment (Studio-A, Control-A) and adding in the sync/clock generator system will bring the master control/Small Tree system	2018	310,552
IT - Small Tree		80,000
studios		250,000
2018 projected cost		<b>640,552</b>
Special Revenue Fund cash bal 1-1-18		785,916

Attached is the Statement of Work Contract . This version has been updated but is still being reviewed by IU. The updated version will be forwarded to the Board prior to the July 18 meeting.

## Trustees of Indiana University (RTVS)

1229 E. 7th Street  
Bloomington, Indiana 47405



## RADIO/TV SERVICES

INDIANA UNIVERSITY  
Bloomington

### SOW BAC0628BloomingtonCATS for Agreement to Perform Master Control Integration Services to Monroe County Public Library

#### Date

July 18, 2018

#### Services Performed By:

Trustees of Indiana University (RTVS)  
1229 E. 7th Street  
Bloomington, Indiana 47405

#### Services Performed For:

Monroe County Public Library  
303 E. Kirkwood Ave.  
Bloomington, Indiana 47408

This Statement of Work (SOW) is issued pursuant to the Integration Services Master Control Agreement between Monroe County Public Library (“Client”) and Trustees of Indiana University (RTVS) (“Contractor”), effective July 18, 2018 (the “Agreement”). This SOW is subject to the terms and conditions contained in the Agreement between the parties and is made a part thereof. Any term not otherwise defined herein shall have the meaning specified in the Agreement. In the event of any conflict or inconsistency between the terms of this SOW and the terms of this Agreement, the terms of this SOW shall govern and prevail.

This SOW # BAC0628BloomingtonCATS (hereinafter called the “SOW”), effective as of July 18, 2018, is entered into by and between Contractor and Client, and is subject to the terms and conditions specified below. The Exhibit(s) to this SOW, if any, shall be deemed to be a part hereof. In the event of any inconsistencies between the terms of the body of this SOW and the terms of the Exhibit(s) hereto, the terms of the body of this SOW shall prevail.

## Period of Performance

The Services shall commence on or after July 18, 2018, and shall continue through November 30, 2018 or until project has been installed as CATS engineering consultant has initiated system drawing.

## Scope of Work

Contractor shall provide the Services and Deliverable(s) as follows:

\*RTVS will provide labor to remove and install new cabling, connectors, patch panels, equipment racks and master control console furniture.

\*RTVS will order approved equipment proposal, through competitive RFP process to procure equipment based on lowest vendor proposal for box sale.

\*RTVS ~~can~~ shall provide a master clock signal to CATS facility via current fiber connection from RTVS facility to lock their existing ESE clock system to GPS.

\*RTVS will remove and place old cabling, rack and any other removed items during installation in a designated area that CATS provides for their reuse or disposal as they decide.

\* RTVS will work with CATS Consultant and manufactures in setup of commissioning and training for CATS personnel once system has been installed.

\*Any modifications to current system as drawn may add additional RTVS charges to the project.

## Deliverable Materials

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\*RTVS will order and provide all the cabling and connectors, Video, Cat5e/Cat6, Audio, and ESE cabling

\*As quoted, RTVS will provide racks and hardware, power strips for equipment room.

\*As quoted, RTVS will provide new master control console as attached remaining equipment that is part of the Yellow Lotus Productions equipment list not purchase to date.

\*RTVS will provide interface for ESE clock system delivering a master clock SMPTE LTC clock signal locked to GPS via fiber optic feeding PBS World on audio channel #4.

## Contractor Responsibilities

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\*RTVS will order and provide all installation material including cabling, connectors, minimal electrical in racks and console.

\*Providing labor for ~~working with CATS Management and CATS engineering consultant, integration and working with~~ Yellow Lotus Productions, ~~CATS engineering consultant~~ on installation of new master control ~~and Main Engineering~~ systems.

\*RTVS will work with vendors and CATS to schedule best time for commission and training on equipment if said services were purchase.

\*Once installation has commenced by RTVS, RTVS will provide regular written updates to CATS Management stipulating progress, as well as any proposed technical modifications or changes to the timeline

## Client Responsibilities

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\*Provide multiple Subnet IP addresses for all CATS master control equipment being installed and LAN IP addressing for any equipment with multiple network connection to the internet.

\*Provide a temporary CATS master control during the integration period removed from the current master control room and moved to an adjacent room prior to RTVS installs new Console system.

\*Schedule of dates for local productions that integration work would need to work around.

\*Identifying electrical breaker panels to modify electrical outlets as needed.

\*Date and times of CATS staff availability for scheduling vendor training on purchased services.

\*Contact information, CATS project number to reference invoicing and attention to receive invoices.

## Fee Schedule

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This engagement will be conducted on a Flat Rate & Materials basis. The total value for the Services pursuant to this SOW shall not exceed **\$310,552.82** unless otherwise agreed to by both parties via the project change control procedure, as outlined within. A PCR will be issued specifying the amended value.

Bill To Address	Client Project Manager	Client Cost Center
303 E. Kirkwood Ave. Bloomington, Indiana 47408	Michael White	TBD

## Out-of-Pocket Expenses / Invoice Procedures

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Client will be invoiced monthly, begin September 1, 2018 for the integration services and material expenses. Standard Contractor invoicing is assumed to be acceptable. Invoices are due upon receipt.

Client will be invoiced for all costs associated with out-of-pocket expenses, listed on the invoice as a separate line item. Reimbursement for out-of-pocket expenses in connection with performance of this SOW, when authorized and up to the limits set forth in this SOW, shall be in accordance with Client's then-current published policies governing associated business expenses, which information shall be provided by the Client Project Manager.

Invoices shall be submitted monthly in arrears, referencing this Client's SOW Number to the address indicated above. Terms of payment for each invoice are due upon receipt by Client of a proper invoice. Contractor shall

provide Client with sufficient out-of-pocket details to support its invoices, services performed and justifications for authorized expenses, unless otherwise agreed to by the parties.

## Completion Criteria

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Contractor shall have fulfilled its obligations when any one of the following first occurs:

- Contractor accomplishes the Contractor activities described within this SOW, including delivery to Client of the materials listed in the Section entitled “Deliverable Materials,” and Client accepts such activities and materials without unreasonable objections. No response from Client within ~~2~~ (5) five-business days of deliverables being delivered by Contractor is deemed acceptance.
- Contractor and/or Client has the right to cancel services or deliverables not yet provided with ~~45~~ (30)-thirty business days advance written notice to the other party.

## Assumptions

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\*RTVS assumes no responsibility for Master Control equipment provided by CATS engineering consultant (~~Yellow Lotus Productions~~) has been purchase and readily available for installation. RTVS will procure equipment to finish CATS Master control and Main Engineering as designed by Yellow Lotus Productions and vetted technically by RTVS Engineers.

\*RTVS assumes that CATS personnel has establish a temporary master control operations so that RTVS can begin integration work in the equipment room and current Master Control area.

## Project Change Control Procedure

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The following process will be followed if a change to this SOW is required:

- All Project Change Requests (PCR) shall be made in writing and comply with the remaining requirements listed in the Project Change Control Procedure.
- A Project Change Request (PCR) will be the vehicle for communicating change. The PCR must describe the change, the rationale for the change, and the effect the change will have on the project.
- The designated Project Manager of the requesting party (Contractor or Client) will review the proposed change and determine whether to submit the request to the other party.
- Both Project Managers will review the proposed change and approve it for further investigation or reject it. Contractor and Client will mutually agree upon any charges for such investigation, if any. If the investigation is authorized, the Client Project Managers will sign the PCR, which will constitute approval for the investigation charges. Contractor will invoice Client for any such charges. The investigation will determine the effect that the implementation of the PCR will have on SOW price, schedule and other terms and conditions of the Agreement.

- Upon completion of the investigation, both parties will review the impact of the proposed change and, if mutually agreed, a Change Authorization will be executed.
- A written Change Authorization and/or PCR must be signed by both parties to authorize implementation of the investigated changes.

**IN WITNESS WHEREOF**, the parties hereto have caused this SOW to be effective as of the day, month and year first written above.

Monroe County Public Library

Trustees of Indiana University  
(RTVS)

By: \_\_\_\_\_  
Name: John A. Walsh

***Title:***  
Library  
Board  
President

By: \_\_\_\_\_  
Name: Perry Metz

***Title:***  
Executive  
Director

# Study Room Policy

*Approved by Board of Trustees, January 21, 2015*

Monroe County Public Library provides study rooms and digital creativity studios for public use. This Study Room Policy is developed in accordance with the Library's mission. It applies to ~~two study rooms on the second floor~~all study rooms, and to ~~three~~the recording studios in the "Level Up" Digital Creativity Center on the first floor of the Main Library. This policy is for use of the Library for outside groups and individuals and does not apply to Library-sponsored programs or approved use by Library-affiliated groups.

The Library does not sponsor or endorse the views of any group or individual using study rooms. A group may not use the Library logo in any form or identify or imply that the Library is a sponsor.

## **Reserving a Study Room**

Study rooms covered by this Policy may be reserved free of charge for two-hour periods on a first-come, first-served basis by individuals with a Monroe County Public Library card. Reservations may be made up to 24 hours in advance of intended use. ~~All other study rooms are available on a first come, first served basis without reservation and should be reserved onsite before use.~~

Requirements to reserve a study room/digital creativity studio are the following:

- Possess a Monroe County Public Library card
- Submit a study room reservation
- Abide by the Library's Behavioral Rules
- Covered drinks only; no food allowed

The Library reserves the right to:

- In rare circumstances, preempt or reschedule meetings when the Library needs the study room space.
- Refuse or discontinue any use which is disruptive to the normal operation of the Library, destructive to the building or equipment, fails to follow the Library's Behavioral Rules, or if information is falsified on the study room application. ~~Meeting Study~~room use that generates excessive noise will be considered disruptive.
- Allow staff to enter any study room to ensure adherence to Library policies and to ask users to vacate the room before library closing.

The Library may cancel scheduled room use when Library policy has been violated.

Users of study rooms may not charge for admission, conduct freewill collections, sell items, services, or memberships, or promote any merchandise.

## **Study Room Setup**

Study room users are responsible for setup and cleanup. Each study room has a set configuration. If a group decides to use a different room setup, the room must be returned to its original configuration upon departure.

The Library is not responsible for the loss of and/or damage to equipment or materials owned by study room users. The Library cannot store supplies or equipment. All materials left are turned in to lost and found.

### **Study Room Usage Subject to Clean-up Fees**

If a user fails to leave a study room or equipment in its original condition, he/she may be charged a fee for clean-up or repair, as approved by the Board of Trustees in the [Fee Schedule](#).

Updated ~~March 23, 2015~~ July 18, 2018



## 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, 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, unless reassigned, without being penalized by using personal leave or by making up this time within the pay period.

#### Reassignment

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)*

Updated July 18, 2018