

MONROE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES MEETING
Wednesday, March 20, 2019
Ellettsville Meeting Room A, 5:45 p.m.

AGENDA

1. Call to Order –John Walsh, President
2. Consent Agenda – action item – Marilyn Wood
 - a. Minutes of February 20, 2019 Board Meeting (page 1-3)
 - b. Monthly Bills for Payment (page 4-9)
 - c. Monthly Financial Report (page 10-35)
 - d. Personnel Report (page 36-43)
 - e. 2019 Board Meetings Calendar (page 44)
3. Director's Monthly Report, 2018 Indiana State Library annual report – Marilyn Wood, Director (page 45-87)
4. New Business – action items
 - a. Memorandum of Understanding with WFHB – Gary Lettelleir (page 88-90)
 - b. Resolution to Declare Property Surplus – Gary Lettelleir (page 91)
 - c. Grant Agreement MOU with City of Bloomington for Fix-it-Fair – Jane Cronkhite (page 92-97)
 - d. Request for Proposals for Automated Material Handler System – Grier Carson (page 98-100)
5. Update: Ellettsville Branch and MCPL Programming – Chris Hosler, Branch and Programming Strategist
6. Public Comment
7. 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, February 20, 2018, 5:45pm
Main Library, Meeting Room 1B**

Present

Board members: Kari Esarey, David Ferguson, Christine Harrison, Kathy Loser, Fred Risinger

Library staff: Mike Adams, Shannon Bowman-Sarkisian, Grier Carson, Gary Lettelleir, Sam Ott, Kevin Weinberg, Kyle Wickemeyer-Hardy, Marilyn Wood, Leanne Zdravecky

Call to Order

The meeting was called to order at 5:47 p.m. by Christine Harrison, Vice-President of the Board.

Consent Agenda

David Ferguson moved to approve the consent agenda; Kathy Loser seconded his motion. The motion to adopt the consent agenda passed unanimously without discussion.

Director's Monthly Report. Library Director Marilyn Wood related a number of items to the Board, including:

- Library Communications and Marketing efforts for the past year
- Ellettsville renovations updates: Grand re-opening date of February 25
- Staff Day events from February 12

Marilyn then fielded specific questions by the Board relating to items in her written report.

Old Business

Ellettsville Renovation and Service Update. Library Director Marilyn Wood updated the Board on the Library's progress at Ellettsville. Marilyn praised staff for their work the past month in getting ready for opening day February 25 at 10 a.m. There will be events at the Branch all month, including a Grand Reopening Ceremony on March 21. The community may tour the Branch, including the new Teen Space, Preschool Room, meeting rooms, and more.

Marilyn presented a new change order which represented a number of items, among them painting, replacement of insulated glass in the pre-k space and others. David Ferguson moved to approve Change Order 5 in the amount of \$6,880, and Kari Esarey seconded the motion. The Board unanimously approved Change Order 5.

New Business

Election of Officers for 2019. Kari moved to adopt the following slate of Board Officers for the current year: John Walsh, President; Christine Harrison, Vice President; Fred Risinger, Secretary; and David Ferguson, Treasurer. Kathy Loser seconded the motion, which passed unanimously without discussion.

Update to Investment Policy. Kathy moved to approve the proposed update to the Investment Policy, with David seconding the motion. The Update to Investment Policy, which included the removal of an expiration date, passed unanimously with no further discussion.

Authorization to use Rainy Day funds. Kari moved to approve the authorization to use Rainy Day Funds, as approved by the State Board of accounts, with David seconding the motion. After Library Financial Officer Gary Lettelleir answered the Board's questions, the authorization passes unanimously.

Resolution to Declare Items Surplus. Kathy moved to approve the Library's resolution to designate a list of its property as surplus, with Fred Risinger seconding the motion. The resolution passed unanimously with no further discussion.

Ellettsville Meeting Room Use Proposal. Kari moved to approve the Ellettsville meeting room use proposal, with Fred seconding the motion. Marilyn explained the proposal for a one-time waive of meeting room fees in 2019 for local business use. The proposal was passed unanimously.

Proposed update to Fee Schedule. David moved to approve the proposed Update to Fee Schedule, with Kathy seconding the motion. Marilyn presented to the Board the updated proposal to reflect the inclusion of the new meeting rooms in Ellettsville. The fee schedule was unanimously approved.

Hiring Within the Pay Range. David moved to approve hiring within the Pay Range, with Kari seconding the motion. Kyle Wickemeyer-Hardy answered questions from the Board about the proposed revisions to salary guidelines for hiring candidates in pay grades 7,8 and 9. After a brief discussion the Board approved the proposal.

Branch Feasibility Study. Fred moved to approve the next step in the branch feasibility study, with David seconding. Marilyn Wood briefly discussed the next step: to continue discussions with the Library's real estate broker to determine if identified potential sites are viable options and begin to reach out to property owners for further evaluation. The Board unanimously approved.

Update: Access and Content Services

Grier Carson, Access & Content Services Manager, provided the Board with an overview of the unit's activities and plans. Among the items he discussed:

- A new interviewing and training program for 2019
- New spine labels for the Graphic Novels and Manga collection
- A new streaming video platform: Kanopy
- Digital collections in the 21st century library
 - Staff are being trained on the digital collection to help with patron questions at service points.
 - A marketing effort on our web-site to promote our digital collection is underway.
- Collaborative Approaches to collection development with new Access and Content teams:
 - The Access Team will focus on access to Library collections from an end user perspective.
 - The Content Team will focus on the physical and digital collections.

In 2019 Grier will be focusing on Collection analysis data based on usage. He will be looking for outside tools and software, as well as looking at other ILS systems. Grier answered specific questions from the Board.

Public Comment

None.

Adjournment

Kathy moved to adjourn the meeting and Fred seconded the motion. The meeting then adjourned at 6:44 p.m.

MONROE COUNTY PUBLIC LIBRARY

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February 1-28, 2019

Name	Check Date	Check Amt
06600 1ST FIN/MAINSOU CKNG		
Paid Chk# 008230 AMERICAN HERITAGE LIFE INS.	2/6/2019	\$525.36 13TH MONTH & JAN.'19 OTHER INS.
Paid Chk# 008231 AMERICAN UNITED LIFE INS.	2/6/2019	\$1,900.81 403b TSA-AUL W/H
Paid Chk# 008232 ANDREW SANDERBECK	2/6/2019	\$500.00 STAFF DAY/TELECONFERENCE
Paid Chk# 008233 BAKER & TAYLOR BOOKS	2/6/2019	\$10,356.11 BOOKS
Paid Chk# 008234 BIBLIOTHECA LLC	2/6/2019	\$783.80 CIRCULATION SPLS
Paid Chk# 008235 CREDO REFERENCE LIMITED	2/6/2019	\$7,081.00 DATABASES/1 YR. SUBSCRIPTION
Paid Chk# 008236 DARCI R. HAWXHURST	2/6/2019	\$360.00 JAN.'19 MENTORING HRS/VITAL
Paid Chk# 008237 DUKE ENERGY	2/6/2019	\$2,019.01 ELECTRICITY
Paid Chk# 008238 ELLETTTSVILLE TRUE VALUE	2/6/2019	\$95.33 BLDG MAT'LS & SPLS
Paid Chk# 008239 ELLETTTSVILLE UTILITIES	2/6/2019	\$181.03 WATER & SEWER
Paid Chk# 008240 FINDAWAY WORLD, LLC	2/6/2019	\$2,466.30 NONPRINT
Paid Chk# 008241 FREEDOM BUSINESS	2/6/2019	\$899.88 PRINT CARTRIDGES
Paid Chk# 008242 GALE/CENGAGE LEARNING	2/6/2019	\$23.99 BOOKS
Paid Chk# 008243 GUARDIAN LIFE INS. CO.	2/6/2019	\$9,367.95 FEB.'19 DENTAL, VISION, STD, & LIFE INS
Paid Chk# 008244 INDIANA UNIVERSITY	2/6/2019	\$60.00 SUBSCRIPTION RENEWED
Paid Chk# 008245 IU HEALTH BLOOMINGTON, INC.	2/6/2019	\$75.00 YOGA W/BABY PROGRAM
Paid Chk# 008246 KLEINDORFER'S HDWE	2/6/2019	\$9.06 BLDG SPLS
Paid Chk# 008247 LEANNE ZDRAVECKY	2/6/2019	\$30.52 SKILL PATH CONF/MEALS
Paid Chk# 008248 CHRISTINE MATHEU	2/6/2019	\$9,951.44 ELL PROJECT #1701
Paid Chk# 008249 MIDWEST PRESORT SERVICE	2/6/2019	\$300.90 POSTAGE SERVICES
Paid Chk# 008250 MIDWEST TAPE	2/6/2019	\$10,022.17 NONPRINT & BOOKS
Paid Chk# 008251 MONROE COUNTY HISTORY	2/6/2019	\$18.00 BOOKS
Paid Chk# 008252 OLD NATIONAL BANK	2/6/2019	\$18.75 SAFE DEPOSIT BOX
Paid Chk# 008253 OVERDRIVE, INC.	2/6/2019	\$20,000.00 E-BOOKS
Paid Chk# 008254 PATRICIA G. CALLISON	2/6/2019	\$300.00 WINTERTELLING PROGRAM
Paid Chk# 008255 QUILL CORPORATION	2/6/2019	\$381.01 OFFICE SPLS & BLDG SPLS
Paid Chk# 008256 REBECCA L. EASTON	2/6/2019	\$31.98 REFUND ON LOST ITEMS
Paid Chk# 008257 RECORDED BOOKS, INC.	2/6/2019	\$399.90 NONPRINT
Paid Chk# 008258 SIHO INSURANCE SERVICES	2/6/2019	\$47,444.00 FEB.'19 HEALTH INS.
Paid Chk# 008259 SMITHVILLE COMMUNICATIONS	2/6/2019	\$1,871.00 MONTHLY INTERNET SERVICES
Paid Chk# 008260 SYNCHRONY BANK/AMAZON	2/6/2019	\$4,604.77 BOOKS & NONPRINT
Paid Chk# 008261 UNIQUE MANAGEMENT	2/6/2019	\$1,396.20 COLLECTION FEES
Paid Chk# 008262 VANESSA A. MCCLOUD	2/6/2019	\$1,026.20 KEYNOTE SPEAKER STAFF DAY
Paid Chk# 008263 VERIZON WIRELESS	2/6/2019	\$120.03 BKM DATA LINES
Paid Chk# 008264 ABIGAIL E. MARTIN	2/11/2019	\$51.96 REFUND ON LOST ITEMS
Paid Chk# 008265 ALL-PHASE ELECTRIC SUPPLY	2/11/2019	\$530.00 LIGHTS
Paid Chk# 008266 BANCTEC INC.	2/11/2019	\$33.42 FOLDER MAINT.
Paid Chk# 008267 B-TECH LLC	2/11/2019	\$1,437.75 SEMI-ANNUAL INSPECTION & BLDG SERVICES
Paid Chk# 008268 CDW GOVERNMENT, INC.	2/11/2019	\$111.84 IT SPLS
Paid Chk# 008269 CENTURYLINK	2/11/2019	\$23.85 LONG-DISTANCE PHONE CALLS
Paid Chk# 008270 CHASE CARD SERVICES	2/11/2019	\$12,588.66 VARIOUS
Paid Chk# 008271 COMCAST	2/11/2019	\$51.82 CABLE RENTAL FEE
Paid Chk# 008272 CORNWELL COMMUNICATIONS	2/11/2019	\$22,307.00 ELL. RENOVATION/CABLING
Paid Chk# 008273 ENGRAVING AND STAMP	2/11/2019	\$24.46 NAME TAGS
Paid Chk# 008274 FORGOTTEN CLEFS, IN	2/11/2019	\$150.00 MUSICAL PERFORMANCE
Paid Chk# 008275 FREEDOM BUSINESS	2/11/2019	\$257.94 PRINT CARTRIDGES
Paid Chk# 008276 G & G LAWN CARE	2/11/2019	\$1,995.00 SNOW REMOVAL & SALT APPLICATIONS
Paid Chk# 008277 HP PRODUCTS CORPORATION	2/11/2019	\$4,906.95 18" SCRUBBER
Paid Chk# 008278 INDIANA UNIVERSITY	2/11/2019	\$300.00 LUNAR NEW YEAR EVENT/ASIAN CUL
Paid Chk# 008279 KATHERINE R. C. ALTIZER	2/11/2019	\$100.00 STAFF DAY PROGRAM
Paid Chk# 008280 NATURE'S WAY, INC.	2/11/2019	\$85.00 INTERIOR PLANT MAINT.
Paid Chk# 008281 NOLAN'S LAWN CARE SERVICE	2/11/2019	\$49.00 LAWN CARE
Paid Chk# 008282 B,B & C POW PEST CONTROL,	2/11/2019	\$55.00 PEST CONTROL
Paid Chk# 008283 SCHINDLER ELEVATOR	2/11/2019	\$3,428.73 QUARTERLY BILLING

MONROE COUNTY PUBLIC LIBRARY

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February 1 – 28, 2019

Name	Check Date	Check Amt	
Paid Chk# 008284 SMITHVILLE COMMUNICATIONS	2/11/2019	\$46.81	TELEPHONE
Paid Chk# 008285 SUGAR DADDY'S CAKES &	2/11/2019	\$250.00	STAFF DAY COOKIES
Paid Chk# 008286 VET ENVIRONMENTAL	2/11/2019	\$499.80	MAIN BRANCH HVAC DEBRIS SAMPLING
Paid Chk# 008287 AMY L. CORNWELL	2/14/2019	\$300.00	INTERPRETING/STAFF DAY
Paid Chk# 008288 AT&T (IL)	2/14/2019	\$143.46	2 DEDICATED PHONE LINES
Paid Chk# 008289 CARMICHAEL TRUCK &	2/14/2019	\$1,472.07	BKM REPAIRS
Paid Chk# 008290 CHRIS HOSLER	2/14/2019	\$85.95	WINTER STORY TELLING
Paid Chk# 008291 CITY OF BLOOMINGTON	2/14/2019	\$1,095.84	WATER & SEWER
Paid Chk# 008292 DIANA V LAMBDIN	2/14/2019	\$23.99	REFUND ON LOST ITEMS
Paid Chk# 008293 DUKE ENERGY	2/14/2019	\$23,799.71	ELECTRICITY
Paid Chk# 008294 EARL GREGG SWEM LIBRARY	2/14/2019	\$85.00	ILL#190340583
Paid Chk# 008295 MARGARET L. SOMMER	2/14/2019	\$350.00	INTERPRETING/STAFF DAY
Paid Chk# 008296 MIDWEST PRESORT SERVICE	2/14/2019	\$293.49	POSTAGE SERVICES
Paid Chk# 008297 OCLC, INC.	2/14/2019	\$4,561.09	OCLC USAGE
Paid Chk# 008298 RICOH USA, INC.	2/14/2019	\$12.22	ADD'L COPIER IMAGES
Paid Chk# 008299 THE ULTIMATE SOFTWARE	2/14/2019	\$18.79	W2-US
Paid Chk# 008300 U PRINTING	2/14/2019	\$439.14	BUSINESS CARDS & BOOKMARKS
Paid Chk# 008301 VECTREN ENERGY DELIVERY	2/14/2019	\$639.01	NATURAL GAS
Paid Chk# 008302 1818 APPAREL CO.	2/21/2019	\$860.00	TOTE BAGS
Paid Chk# 008303 AMERICAN UNITED LIFE INS.	2/21/2019	\$1,900.81	403b TSA-AUL W/H
Paid Chk# 008304 BAKER & TAYLOR BOOKS	2/21/2019	\$24,049.15	BOOKS
Paid Chk# 008305 B-TECH LLC	2/21/2019	\$96.00	WEBSERVICES FEES
Paid Chk# 008306 BUNGER & ROBERTSON, LLP	2/21/2019	\$300.00	LEGAL SERVICES
Paid Chk# 008307 CENTER POINT LARGE PRINT	2/21/2019	\$230.10	BOOKS
Paid Chk# 008308 CHRIS JACKSON	2/21/2019	\$65.00	FUEL FOR BKM
Paid Chk# 008309 COMMISSION ON PUBLIC	2/21/2019	\$1,722.48	PERIODICALS
Paid Chk# 008310 DEMCO, INC.	2/21/2019	\$143.37	A-V CATALOGING SPLS
Paid Chk# 008311 EDUCATIONAL FURNITURE	2/21/2019	\$9,500.00	ELL PROJECT
Paid Chk# 008312 FLEMING INTERIOR GROUP,	2/21/2019	\$6,257.37	FURNITURE/ELL PROJECT
Paid Chk# 008313 FREEDOM BUSINESS	2/21/2019	\$348.00	PRINT CARTRIDGES
Paid Chk# 008314 GALE/CENGAGE LEARNING	2/21/2019	\$879.40	BOOKS
Paid Chk# 008315 HFI MECHANICAL CONTRACTOR	2/21/2019	\$1,778.00	COOLING TOWERS & ACTUATOR INSTALLED
Paid Chk# 008316 IU HEALTH BLOOMINGTON, INC.	2/21/2019	\$75.00	YOGA W/BABY
Paid Chk# 008317 LATIN-AMERICAN	2/21/2019	\$89.32	BOOK
Paid Chk# 008318 LISA CHAMPELLI	2/21/2019	\$39.86	LUNAR NEW YEAR SPLS
Paid Chk# 008319 MENARDS - BLOOMINGTON	2/21/2019	\$69.79	CLEANING SPLS
Paid Chk# 008320 MIDWEST PRESORT SERVICE	2/21/2019	\$314.78	POSTAGE SERVICES
Paid Chk# 008321 MIDWEST TAPE	2/21/2019	\$8,036.50	NONPRINT
Paid Chk# 008322 NEIDIGH CONSTRUCTION CORP.	2/21/2019	\$54,951.34	ELL RENOVATION/PROJECT 1701
Paid Chk# 008323 PENGUIN RANDOM HOUSE, LLC	2/21/2019	\$35.65	NONPRINT
Paid Chk# 008324 QUILL CORPORATION	2/21/2019	\$253.71	OFFICE SPLS
Paid Chk# 008325 RECORDED BOOKS, INC.	2/21/2019	\$559.49	NONPRINT
Paid Chk# 008326 RICOH USA, INC.	2/21/2019	\$65.62	COPIERS ADD'L IMAGES
Paid Chk# 008327 ROBIN HALPIN YOUNG	2/21/2019	\$160.00	YOGA FOR THE COMMUNITY
Paid Chk# 008328 SAM'S CLUB/SYNCHRONY BANK	2/21/2019	\$62.68	RETIREMENT PARTY FOOD
Paid Chk# 008329 SCHOLASTIC LIBRARY	2/21/2019	\$538.20	BOOKS
Paid Chk# 008330 THE ULTIMATE SOFTWARE	2/21/2019	\$11,306.80	PAYROLL SERVICES
Paid Chk# 008331 THOMSON REUTERS - WEST	2/21/2019	\$506.44	BOOKS
Paid Chk# 008332 U PRINTING	2/21/2019	\$190.14	FLAT INVITATIONS & BUSINESS CARDS
Paid Chk# 008333 WEX BANK	2/21/2019	\$23.61	FUEL
Paid Chk# 008334 ACTIVATE HEALTHCARE	2/27/2019	\$4,174.00	MARCH '19 CLINIC
Paid Chk# 008335 AFSCME COUNCIL 62	2/27/2019	\$1,171.08	UNION DUES W/H
Paid Chk# 008336 ALLEN COUNTY PUBLIC	2/27/2019	\$19.99	ILL DAMAGED ITEM: CRAZY TIME
Paid Chk# 008337 ANNALESE POORMAN	2/27/2019	\$800.00	CATSWEEK NEWS PROGRAM/10/26/18 – 2/22/19
Paid Chk# 008338 APPLE INC.	2/27/2019	\$3,696.00	IPADS/ELL PROJECT

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February 1 – 28, 2019

Name	Check Date	Check Amt
Paid Chk# 008339 AT&T (IL)	2/27/2019	\$1,309.57 PHONE SERVICE
Paid Chk# 008340 CIM INTEGRATION COMPANY	2/27/2019	\$5,608.00 PROJECTOR INSTALL/ELL. PROJECT
Paid Chk# 008341 CONTEGIX	2/27/2019	\$650.00 MONTHLY MANAGED CLOUD/FEB. '19
Paid Chk# 008342 CORNWELL COMMUNICATIONS	2/27/2019	\$485.00 COAX CABLING/ELL PROJECT
Paid Chk# 008343 DEMCO SOFTWARE	2/27/2019	\$1,458.45 SOFTWARE RENEWAL 4/1/19-3/31/2
Paid Chk# 008344 DUKE ENERGY	2/27/2019	\$3,724.09 ELECTRICITY
Paid Chk# 008345 FIRST INSURANCE GROUP, INC.	2/27/2019	\$63,671.00 PKG, AUTO,UMBRELLA, D&O RENEWA
Paid Chk# 008346 FREEDOM BUSINESS	2/27/2019	\$852.76 PRINT CARTRIDGES
Paid Chk# 008347 JIM GORDON, INC	2/27/2019	\$13.61 COPIER OVERAGE
Paid Chk# 008348 LEGAL SHIELD	2/27/2019	\$135.30 PRE-PAID LEGAL & ID THEFT
Paid Chk# 008349 MIDWEST PRESORT SERVICE	2/27/2019	\$180.91 POSTAGE SERVICE
Paid Chk# 008350 PAULA GRAY-OVERTOOM	2/27/2019	\$1,870.22 CPDE4LIB CONF. EXPENSES
Paid Chk# 008351 POSTMASTER	2/27/2019	\$235.00 PERMIT TYPE :PI/PERMIT #307
Paid Chk# 008352 RICOH USA, INC.	2/27/2019	\$66.16 COPIER RENTAL
Paid Chk# 008353 RICOH USA, INC.	2/27/2019	\$128.89 ADD'L COPIER IMAGES
Paid Chk# 008354 RJE	2/27/2019	\$70,574.67 FURNITURE/ELL PROJECT-95% PAID
Paid Chk# 008355 THE ULTIMATE SOFTWARE	2/27/2019	\$55.49 PAYROLL SERVICE
Paid Chk# 008356 UNITED WAY OF MONROE	2/27/2019	\$44.00 UNITED WAY W/H
Paid Chk# 050103 (NEW STAFF MEMBER)	2/1/2019	\$149.88 2/1/19 NET PAYROLL CHECK
Total Checks		\$503,708.93

MONROE COUNTY PUBLIC LIBRARY
CHECKING ACCOUNTS
02/01/19 TO 02/28/19

First Financial/MainSource Checking Account/Check Register Total	\$503,708.93
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Add: Electronic Withdrawals

First Financial (Ckg.)-Monthly Service Charge	21.00
German-American Bank-TSYS CC Fees	380.94
German-American Bank-Heartland CC Fees	207.31
German-American Bank-Online Bank Fee	62.15

Add: Payrolls

Vouchers 02/01/19 Payroll (UltiPro)	149,155.93
Electronic transfer 01/31/19 (UltiPro) employee/employer taxes	0.00
Electronic transfer (UltiPro) employer "HSA" German-Amer.	3,175.80
Electronic transfer (UltiPro) employee "HSA" German-Amer.	2,650.52
Electronic PERF pymt. 02/05/19	22,944.64
Electronic transfer 02/05/19 (TASC) employee/employer "FSA"	228.84
Garnishment - employee 01/13/19	0.00

Vouchers 02/15/19 Payroll (UltiPro)	138,074.23
Electronic transfer 02/14/19 (UltiPro) employee/employer taxes	49,170.75
Electronic transfer (UltiPro) employer "HSA" German-Amer.	3,175.80
Electronic transfer (UltiPro) employee "HSA" German-Amer.	2,650.52
Electronic PERF pymt. 02/15/19	20,915.92
Electronic transfer 02/20/19 (TASC) employee/employer "FSA"	228.84
Garnishment - employee 02/14/19	387.32

For 03/01/19 Payroll expenses paid in Feb. '19	
Electronic transfer 02/28/19 (UltiPro) employee/employer taxes	50,308.62
Garnishment - employees 02/28/19	123.79

TOTAL OF A/P AND PAYROLL CHECK REGISTERS

\$947,571.85

ACCOUNTS PAYABLE VOUCHER

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

Payee	Claim 33488
CHASE CARD SERVICES	Purchase Order No. 0
CARDMEMBER SERVICE	Terms
CAROL STREAM, IL 60197-6294	Date Due

Invoice Date	Invoice Number	Description (or note attached Invoice(s) or bill(s))	Amount
12/28/2018		E019-026-21350 AMAZON MKTP/TEEN SPLS	\$53.78
1/8/2019		E019-026-21350 TACO BELL/TEEN FOOD	\$30.22
1/11/2019		E016-014-44300 ACHIEVEMNT/WAHL GRANT	\$126.36
1/11/2019		E016-014-44300 ACHIEVEMNT/WAHL GRANT	\$228.49
1/11/2019		E016-014-44300 ACHIEVEMNT/BEALL MEMORIAL	\$26.75
1/17/2019		E001-024-21300 SMITHGEAR/HEADPHONES	\$229.00
1/22/2019		E016-014-44300 US TOY/CONSTR/WAHL GRANT	\$744.98
12/28/2018		E001-015-22200 CIRCLE S/FUEL	\$65.26
1/7/2019		E001-015-22200 CIRCLE S/FUEL	\$97.49
1/11/2019		E001-015-22200 CIRCLE K/FUEL	\$19.99
1/15/2019		E001-015-22200 CIRCLE S/FUEL	\$33.95
1/18/2019		E001-015-22200 CIRCLE K/FUEL	\$9.66
1/21/2019		E001-015-22200 CIRCLE S/FUEL	\$0.15
1/21/2019		E001-015-22200 CIRCLE K/FUEL	\$47.87
1/21/2019		E001-015-22200 CIRCLE S/FUEL	\$1.90
1/22/2019		E001-015-22200 CONOCO/FUEL	\$74.57
1/14/2019		E001-019-23000 MONOPRICE/TAX REFUND	(\$17.94)
12/27/2018		E001-019-23000 DELL BUS/IT SPLS	\$109.90
1/2/2019		E007-019-44600 DELL BUS/ELL LAPTOPS	\$1,599.96
1/2/2019		E030-019-44600 DELL BUS/MAIN LAPTOPS	\$1,599.96
1/3/2019		E007-005-44600 AMAZON MKTP/ELL RENO TECH ITEMS	\$629.99
1/3/2019		E007-005-44450 AMAZON MKTP/TEEN CENTER	\$85.99
1/4/2019		E007-005-44300 AMAZON/ELL RENO/CHRG STATION	\$970.37
1/3/2019		R001-024-03500 MCPL/CC TEST PYMT	\$1.00
1/5/2019		E007-005-44600 AMAZON/ELL RENO/TECH ITEMS	\$121.54
1/8/2019		E007-005-44600 AMAZON/ELL RENO/TECH ITEM	\$1,499.98
1/12/2019		R001-024-03500 MCPL/CC TEST PYMT	\$1.00
1/15/2019		E001-019-23000 MONOPRICE/IT SPLS	\$453.01
1/16/2019		E020-016-31500 DREAMHOST/CATS WEBSITE	\$50.00
1/22/2019		E007-005-44450 AMAZON/ELL RENO/TEEN CENTER	\$189.99
1/22/2019		E007-005-44450 AMAZON/ELL RENO/TEEN CTR	\$399.95
1/2/2019		E019-001-32400 INFOPEOPLE/CONF/TEEN SVC TRAINING	\$200.00
1/6/2019		E001-026-31500 PODBEAN/SUBSCRIPT RENEWAL	\$96.00
1/9/2019		E001-026-23000 AMAZON/IT SPLS TEEN CTR	\$52.89
1/9/2019		E001-026-23000 AMAZON/IT SPLS TEEN CTR	\$182.72
1/9/2019		E019-026-21350 WALMART/TEEN SPLS	\$23.84
1/10/2019		E019-026-21350 BAKED/TEEN FOOD	\$9.54
1/10/2019		E001-026-23000 AMAZON/IT SPLS	\$75.00
1/10/2019		E019-026-21350 PIZZA X/TEEN FOOD	\$32.35
1/14/2019		E019-026-21350 KROGER/TEEN FOOD	\$20.19
1/16/2019		E001-026-23000 STANSIFER/IT SPLS	\$19.92

1/22/2019	E019-026-21350 CVS/TEEN SPLS	\$8.97
1/22/2019	E019-026-21350 BAKED/TEEN FOOD	\$21.25
12/28/2018	E019-010-21350 AMAZON/REFUND ON ITEM	(\$66.99)
12/28/2018	E019-010-21350 AMAZON/ADULT SPLS	\$66.99
12/27/2018	E019-010-21350 4IMPRINT/ADULT SPLS	\$252.62
1/2/2019	E019-010-21350 KROGER/ADULT REFRESHMENTS	\$27.96
1/8/2019	E019-010-21350 JOANN/ADULT SPLS	\$19.46
1/8/2019	E019-010-21350 KLEINDORFERS/ADULT SPLS	\$35.52
1/9/2019	E019-010-21350 AMAZON/ADULT SPLS	\$77.02
1/12/2019	E019-010-21350 AMAZON/ADULT SPLS	\$3.83
1/15/2019	E019-010-21350 KROGER/ADULT REFRESHMENTS	\$57.61
1/3/2019	E019-011-37300 BLGTN PARKS & REC/SRP EVENT	\$487.50
1/7/2019	E019-011-21350 KROGER/CHILD SPLS	\$21.38
1/14/2019	E019-011-21350 MICHAELS/CHILD MLK DAY SPLS	\$12.49
1/14/2019	E019-011-21350 FRESH THYME/CHILD MLK DAY SPLS	\$2.99
1/18/2019	E001-007-37300 BLGTN SOFTBALL/CHILD EXPO	\$65.00
1/3/2019	E001-008-22200 CIRCLE S/FUEL	\$47.67
1/20/2019	E001-008-23100 WAL-MART/BLDG SPLS	\$24.20
1/2/2019	E001-007-31500 MAILCHIMP/MNTHLY NEWSLETTER	\$50.00
1/3/2019	E001-007-31500 ISTOCKPHOTO/MONTHLY SUBSCRIP	\$140.69
1/14/2019	E019-002-21350 MYWORKSEARCH/STAFF DAY	\$6.00
12/27/2018	E019-001-21350 AVERS PIZZA/ALL-STAFF MTG.	\$75.86
12/27/2018	E019-001-21350 BUCCETOS/ALL-STAFF MTG.	\$13.65
1/3/2019	E019-001-32400 SKILLPATH/CONF. LEANNE & MELISSA	\$298.00
1/3/2019	E001-004-32200 USPS/POSTAGE	\$11.80
1/3/2019	E001-004-21350 J & S LOCKSMITH/FILE CABINET KEYS	\$9.54
1/10/2019	E016-015-39100 IAACE/MEMBER/GEN-VITAL	\$45.00
1/10/2019	E019-001-21350 KROGER/RETIREMENT PARTY	\$63.89
1/10/2019	E001-005-21300 SHEET LABELS/LABELS	\$31.96
1/15/2019	E016-015-39100 NEW READERS/DIGITAL SUBSCRIP/GEN-VITAL	\$169.00
1/17/2019	E001-006-33100 HERALD TIMES/HELP WANTED AD	\$224.48
1/21/2019	E004-006-21350 BLGFD/WELLNESS PROGRAM	\$25.00
1/11/2019	E001-015-22200 CIRCLE S/FUEL BKM	\$60.75
Total		\$12,588.66

VOUCHER NO. 33488

WARRANT NO.

8270

CHASE CARD SERVICES

ALLOWED

IN THE SUM OF \$ \$12,588.66\$ \$12,588.66

ON ACCOUNT OF APPROPRIATION FOR

COST DITRIBUTION LEDGER CLASSIFICATION
IF CLAIM PAID MOTOR VEHICLE HIGHWAY FUND

Board/Council Member

Acct. No.	Account Title	Amount
	E019-026-21350	\$53.78
	E019-026-21350	\$30.22
	E016-014-44300	\$126.36

Financial Report Comments

Reports as of 2-28-19

Board Meeting Date 3/20/19

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 16.7% after two months.

<u>Spending</u>	% Spending Guideline February 28, 2019	Actual % Spending
Wages and Benefits	16.7%	15.0%
Supplies	16.7%	7.4%
Other Services & Charges	16.7%	25.0%
Capital Outlay	16.7%	13.9%
Total Operating Expenditures	16.7%	16.5%

Operating Fund spending is proceeding as expected.

The following table is a look at revenue so far this year.

<u>Revenue</u>	Year to Date
February 28, 2019	
Property Tax Receipts	
Local Income Tax	398,631
Investment Income	25,569
Fines and Fees	15,341
Other Revenue	11,812
	451,353

The report below shows the Library's cash balances at the end of the month and how the cash is allocated to the Operating, Rainy Day, LIRF and the rest of the accounting funds.

MCPL Cash and Fund Balances			As of 2/28/19					
	Bank Name -->		Old National	German American	First Financial	First Financial	Jackson County	Raymond
			06300	06400	Checking	Money Market	Bank	James
					06600	06610	09700	09600
	Fund Name							
01	Operating	1,024,871.51	8,479.65	23,839.15	67,972.49	896,218.39	7,019.69	21,342.14
02	Jail	-						
03	Clearing	(38.92)	77.84		(116.76)			
04	gift	11,139.24	661.03		10,478.21			
05	plac	1,300.00	130.00	1,495.00	(325.00)			
06	retirees	(41.36)			(41.36)			
07	LIRF	2,544,794.22			97,870.09	1,249,188.56		1,197,735.57
08	debt	19,657.04			19,657.04			
09	rainy day	1,982,794.37			16,525.18	716,269.19	1,000,000.00	250,000.00
10	payroll	(27,992.87)		(10,297.88)	(17,694.99)			
16	gift restricted	38,758.84	1,300.00	1,275.04	36,183.80			
19	gift fdn	58,517.14	15,662.94		42,854.20			
20	special rev	907,201.95		(342.67)	127,544.62	780,000.00		
29	bond 2016	-						
30	bond 2019	1,911,012.82			111,012.82	1,800,000.00		
		8,471,973.98	26,311.46	15,968.64	511,920.34	5,441,676.14	1,007,019.69	1,469,077.71

MONROE COUNTY PUBLIC LIBRARY
MONTHLY SUMMARY OF BUDGET CATEGORIES
AS OF FEBRUARY 28, 2019
2 MONTHS = 16.7%

	2019 FEBRUARY	2018 FEBRUARY	2019 Y-T-D ACTUAL	2019 BUDGET	2018 Y-T-D ACTUAL	2019 Y-T-D BUDGET REMAINING	2019 % OF BUDGET USED	2019 % OF BUDGET REMAINING
PERSONNEL SERVICES								
SALARIES	347,002.38	342,839.44	687,788.46	4,596,898.56	667,954.31	3,909,110.10	15.0%	85.0%
EMPLOYEE BENEFITS	119,552.71	147,694.63	255,410.37	1,605,421.65	239,136.81	1,350,011.28	15.9%	84.1%
OTHER WAGES	0.00	0.00	0.00	80,573.10	0.00	80,573.10	0.0%	100.0%
TOTAL PERSONNEL SERVICES	<u>466,555.09</u>	<u>490,534.07</u>	<u>943,198.83</u>	<u>6,282,893.31</u>	<u>907,091.12</u>	<u>5,339,694.48</u>	<u>15.0%</u>	<u>85.0%</u>
SUPPLIES								
OFFICE SUPPLIES	3,835.34	7,057.80	7,249.26	72,950.00	8,933.89	65,700.74	9.9%	90.1%
OPERATING SUPPLIES	2,051.22	5,918.35	6,711.42	118,400.00	8,597.90	111,688.58	5.7%	94.3%
REPAIR & MAINT. SUPPLIES	<u>1,414.17</u>	<u>2,011.65</u>	<u>2,628.76</u>	<u>31,400.00</u>	<u>3,517.44</u>	<u>28,771.24</u>	<u>8.4%</u>	<u>91.6%</u>
TOTAL SUPPLIES	<u>7,300.73</u>	<u>14,987.80</u>	<u>16,589.44</u>	<u>222,750.00</u>	<u>21,049.23</u>	<u>206,160.56</u>	<u>7.4%</u>	<u>92.6%</u>
OTHER SERVICES & CHARGES								
PROFESSIONAL SERVICES	29,005.32	32,492.11	40,596.19	465,100.00	44,543.98	424,503.81	8.7%	91.3%
COMMUNICATION & TRANSPORTATION	2,996.15	3,711.11	6,223.58	83,700.00	4,789.27	77,476.42	7.4%	92.6%
PRINTING & ADVERTISING	224.48	565.31	1,124.48	3,600.00	565.31	2,475.52	31.2%	68.8%
INSURANCE	63,671.00	20,928.00	83,062.00	106,700.00	19,210.00	23,638.00	77.8%	22.2%
UTILITIES	31,458.69	30,692.08	57,598.11	387,450.00	60,962.43	329,851.89	14.9%	85.1%
REPAIR & MAINTENANCE	3,145.07	2,675.69	14,114.60	62,500.00	10,310.79	48,385.40	22.6%	77.4%
RENTALS	-555.49	-605.13	-915.26	35,200.00	190.67	36,115.26	-2.6%	102.6%
ELECTRONIC SERVICES	27,799.90	1,800.00	181,369.90	427,000.00	129,051.56	245,630.10	42.5%	57.5%
OTHER CHARGES	<u>0.00</u>	<u>0.00</u>	<u>16,550.99</u>	<u>28,600.00</u>	<u>4,774.12</u>	<u>12,049.01</u>	<u>57.9%</u>	<u>42.1%</u>
TOTAL OTHER SERVICES & CHARGES	<u>157,745.12</u>	<u>92,259.17</u>	<u>399,724.59</u>	<u>1,599,850.00</u>	<u>274,398.13</u>	<u>1,200,125.41</u>	<u>25.0%</u>	<u>75.0%</u>
CAPITAL OUTLAY								
FURNITURE & EQUIPMENT	4,906.95	0.00	9,637.35	34,000.00	0.00	24,362.65	28.3%	71.7%
OTHER CAPITAL OUTLAY	<u>63,493.17</u>	<u>59,863.92</u>	<u>124,613.48</u>	<u>931,500.00</u>	<u>146,587.08</u>	<u>806,886.52</u>	<u>13.4%</u>	<u>86.6%</u>
TOTAL CAPITAL OUTLAY	<u>68,400.12</u>	<u>59,863.92</u>	<u>134,250.83</u>	<u>965,500.00</u>	<u>146,587.08</u>	<u>831,249.17</u>	<u>13.9%</u>	<u>86.1%</u>
TOTAL OPERATING EXPENDITURES	<u><u>700,001.06</u></u>	<u><u>657,644.96</u></u>	<u><u>1,493,763.69</u></u>	<u><u>9,070,993.31</u></u>	<u><u>1,349,125.56</u></u>	<u><u>7,577,229.62</u></u>	<u><u>16.5%</u></u>	<u><u>83.5%</u></u>

2018 BUDGET
% USED IN 2018

8,740,760.86
15.4%

MONROE COUNTY PUBLIC LIBRARY
MONTHLY BUDGET REPORT
AS OF FEBRUARY 28, 2019

	2019 FEBRUARY	2018 FEBRUARY	2019 Y-T-D ACTUAL	2019 BUDGET	2018 Y-T-D ACTUAL	2019 Y-T-D BUDGET REMAINING	2019 % OF BUDGET USED	2019 % OF BUDGET REMAINING
PERSONNEL SERVICES (1000'S)								
SALARIES								
1120 ADMINISTRATION/DIRECTORS	15,434.99	15,021.88	30,869.98	200,654.63	30,043.75	169,784.65	15.4%	84.6%
1130 MANAGERS/ASST. MANAGERS	80,325.87	79,494.69	160,126.58	1,127,398.68	159,028.47	967,272.10	14.2%	85.8%
1140 LIBRARIANS, EXPERTS	87,430.32	91,700.29	168,555.22	1,067,979.45	172,562.71	899,424.23	15.8%	84.2%
1150 SPECIALISTS	18,780.39	14,964.14	37,268.69	253,784.70	29,845.28	216,516.01	14.7%	85.3%
1160 ASSISTANTS/PARAPROFESSIONALS	63,185.43	60,153.78	126,411.13	822,255.20	120,011.67	695,844.07	15.4%	84.6%
1170 TECH/OPERATORS/SECRETARIES	5,174.99	4,954.05	10,354.22	57,275.00	9,904.06	46,920.78	18.1%	81.9%
1190 BUILDING SERVICES/MAINTENANCE	13,357.65	13,267.43	27,181.52	174,158.40	26,106.01	146,976.88	15.6%	84.4%
1200 BUILDING SERVICES/SECURITY	8,843.02	8,563.05	17,639.62	114,593.70	15,324.42	96,954.08	15.4%	84.6%
1280 PRODUCTION ASSISTANTS	1,422.55	1,419.00	2,891.21	19,422.00	2,893.49	16,530.79	14.9%	85.1%
1290 INFORMATION ASST/MATERIAL/SUPPORT	33,676.90	34,165.82	68,126.00	451,487.40	66,148.33	383,361.40	15.1%	84.9%
1300 SUPPORT/MATERIAL HANDLERS	19,370.27	17,812.91	38,364.29	307,889.40	33,441.32	269,525.11	12.5%	87.5%
1320 TECHNICIANS	0.00	1,322.40	0.00	0.00	2,644.80	0.00	#DIV/0!	#DIV/0!
TOTAL SALARIES	347,002.38	342,839.44	687,788.46	4,596,898.56	667,954.31	3,909,110.10	15.0%	85.0%
EMPLOYEE BENEFITS								
1210 EMPLOYER CONTRIBUTION/FICA	20,044.45	20,553.81	51,218.30	282,601.52	40,007.13	231,383.22	18.1%	81.9%
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	31,471.11	61,408.86	62,171.50	397,538.10	75,730.62	335,366.60	15.6%	84.4%
1231 ENCUMBERED PERF	0.00	0.00	0.00	1,615.00	0.00	1,615.00	0.0%	100.0%
1235 EMPLOYEE/PERF	8,429.83	16,453.98	16,653.24	106,483.43	20,290.14	89,830.19	15.6%	84.4%
1240 EMPLOYER CONT/INSURANCE	55,331.25	44,471.11	113,800.56	742,897.24	93,752.45	629,096.68	15.3%	84.7%
1245 EMPLOYER INS/FSA	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
1250 EMPLOYER CONT/MEDICARE	4,276.07	4,806.87	11,566.77	64,286.36	9,356.47	52,719.59	18.0%	82.0%
TOTAL EMPLOYEE BENEFITS	119,552.71	147,694.63	255,410.37	1,605,421.65	239,136.81	1,350,011.28	15.9%	84.1%
OTHER WAGES								
1310 WORKSTUDY	0.00	0.00	0.00	70,573.10	0.00	70,573.10	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	80,573.10	0.00	80,573.10	0.0%	100.0%
TOTAL PERSONNEL SERVICES	466,555.09	490,534.07	943,198.83	6,282,893.31	907,091.12	5,339,694.48	15.0%	85.0%
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	266.58	0.00	266.58	550.00	0.00	283.42	48.5%	51.5%
2130 OFFICE SUPPLIES	621.90	1,500.28	924.03	11,050.00	1,754.10	10,125.97	8.4%	91.6%
2135 GENERAL SUPPLIES	9.54	0.00	9.54	0.00	0.00	-9.54	#DIV/0!	#DIV/0!
2140 DUPLICATING	2,937.32	5,557.52	6,049.11	60,250.00	7,179.79	54,200.89	10.0%	90.0%
2150 PROMOTIONAL MATERIALS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
2160 PUBLIC USE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
TOTAL OFFICE SUPPLIES	3,835.34	7,057.80	7,249.26	72,950.00	8,933.89	65,700.74	9.9%	90.1%

MONROE COUNTY PUBLIC LIBRARY
MONTHLY BUDGET REPORT
AS OF FEBRUARY 28, 2019

	2019 FEBRUARY	2018 FEBRUARY	2019 Y-T-D ACTUAL	2019 BUDGET	2018 Y-T-D ACTUAL	2019 Y-T-D BUDGET REMAINING	2019 % OF BUDGET USED	2019 % OF BUDGET REMAINING
OPERATING SUPPLIES								
2210 CLEANING SUPPLIES	69.79	2,453.19	4,119.93	40,000.00	2,548.37	35,880.07	10.3%	89.7%
2220 FUEL, OIL, & LUBRICANTS	524.26	520.59	548.43	11,000.00	634.42	10,451.57	5.0%	95.0%
2230 CATALOGING SUPPLIES-BOOKS	0.00	2,944.57	556.25	7,500.00	2,944.57	6,943.75	7.4%	92.6%
2240 A/V SUPPLIES-CATALOGING	143.37	0.00	173.01	6,000.00	2,033.53	5,826.99	2.9%	97.1%
2250 CIRCULATION SUPPLIES	783.80	0.00	783.80	38,000.00	437.01	37,216.20	2.1%	97.9%
2260 LIGHT BULBS	530.00	0.00	530.00	10,000.00	0.00	9,470.00	5.3%	94.7%
2280 UNIFORMS	0.00	0.00	0.00	1,900.00	0.00	1,900.00	0.0%	100.0%
2290 DISPLAY/EXHIBIT SUPPLIES	0.00	0.00	0.00	4,000.00	0.00	4,000.00	0.0%	100.0%
TOTAL OPERATING SUPPLIES	2,051.22	5,918.35	6,711.42	118,400.00	8,597.90	111,688.58	5.7%	94.3%
REPAIR & MAINTENANCE SUPPLIES								
2300 IT SUPPLIES	987.34	637.51	1,038.14	7,500.00	1,517.44	6,461.86	13.8%	86.2%
2310 BUILDING MATERIALS & SUPPLIES	426.83	1,374.14	1,569.63	23,000.00	2,000.00	21,430.37	6.8%	93.2%
2320 PAINT & PAINTING SUPPLIES	0.00	0.00	20.99	900.00	0.00	879.01	2.3%	97.7%
2340 OTHER REPAIR & BINDING	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
TOTAL REPAIR & MAINTENANCE SUPPLIES	1,414.17	2,011.65	2,628.76	31,400.00	3,517.44	28,771.24	8.4%	91.6%
TOTAL SUPPLIES	7,300.73	14,987.80	16,589.44	222,750.00	21,049.23	206,160.56	7.4%	92.6%
OTHER SERVICES/CHARGES (3000'S)								
PROFESSIONAL SERVICES								
3004 MISC. UNAPPROPRIATED	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
3110 CONSULTING SERVICES	0.00	0.00	0.00	11,000.00	0.00	11,000.00	0.0%	100.0%
3120 ENGINEERING/ARCHITECTURAL	0.00	0.00	0.00	7,000.00	0.00	7,000.00	0.0%	100.0%
3130 LEGAL SERVICES	355.49	1,800.00	1,655.97	18,000.00	2,672.32	16,344.03	9.2%	90.8%
3140 BUILDING SERVICES	3,662.55	4,011.02	5,070.82	40,000.00	7,087.54	34,929.18	12.7%	87.3%
3150 MAINTENANCE CONTRACTS	5,880.90	6,261.18	8,499.87	217,600.00	7,260.14	209,100.13	3.9%	96.1%
3160 COMPUTER SERVICES (OCLC)	5,713.19	6,172.22	11,426.95	83,500.00	11,652.09	72,073.05	13.7%	86.3%
3170 ADMIN/ACCOUNTING SERVICES	11,996.99	12,932.04	12,546.38	70,000.00	13,374.84	57,453.62	17.9%	82.1%
3175 COLLECTION AGENCY SERVICES	1,396.20	1,315.65	1,396.20	18,000.00	2,497.05	16,603.80	7.8%	92.2%
TOTAL PROFESSIONAL SERVICES	29,005.32	32,492.11	40,596.19	465,100.00	44,543.98	424,503.81	8.7%	91.3%
COMMUNICATION & TRANSPORTATION								
3210 TELEPHONE	1,643.72	1,748.60	3,569.11	31,800.00	2,229.67	28,230.89	11.2%	88.8%
3215 CABLE TV	15.55	13.34	31.10	0.00	26.68	-31.10	#DIV/0!	#DIV/0!
3220 POSTAGE	1,336.88	1,229.52	2,623.37	20,000.00	1,788.29	17,376.63	13.1%	86.9%
3230 TRAVEL EXPENSE	0.00	714.65	0.00	0.00	714.65	0.00	#DIV/0!	#DIV/0!
3240 PROFESSIONAL MTG.	0.00	5.00	0.00	30,000.00	5.00	30,000.00	0.0%	100.0%
3250 CONTINUING ED.	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
3260 FREIGHT & DELIVERY	0.00	0.00	0.00	1,900.00	24.98	1,900.00	0.0%	100.0%
TOTAL COMMUNICATION & TRANSPORTATION	2,996.15	3,711.11	6,223.58	83,700.00	4,789.27	77,476.42	7.4%	92.6%

MONROE COUNTY PUBLIC LIBRARY
MONTHLY BUDGET REPORT
AS OF FEBRUARY 28, 2019

	2019 FEBRUARY	2018 FEBRUARY	2019 Y-T-D ACTUAL	2019 BUDGET	2018 Y-T-D ACTUAL	2019 Y-T-D BUDGET REMAINING	2019 % OF BUDGET USED	2019 % OF BUDGET REMAINING
PRINTING & ADVERTISING								
3310 ADVERTISING & PUBLICATION	224.48	520.31	1,124.48	3,600.00	520.31	2,475.52	31.2%	68.8%
3320 PRINTING	<u>0.00</u>	<u>45.00</u>	<u>0.00</u>	<u>0.00</u>	<u>45.00</u>	<u>0.00</u>	<u>#DIV/0!</u>	<u>#DIV/0!</u>
TOTAL PRINTING & ADVERTISING	224.48	565.31	1,124.48	3,600.00	565.31	2,475.52	31.2%	68.8%
INSURANCE								
3410 OFFICIAL BOND	0.00	0.00	654.00	700.00	654.00	46.00	93.4%	6.6%
3420 OTHER INSURANCE	<u>63,671.00</u>	<u>20,928.00</u>	<u>82,408.00</u>	<u>106,000.00</u>	<u>18,556.00</u>	<u>23,592.00</u>	<u>77.7%</u>	<u>22.3%</u>
TOTAL INSURANCE	63,671.00	20,928.00	83,062.00	106,700.00	19,210.00	23,638.00	77.8%	22.2%
UTILITIES								
3510 GAS	639.01	775.49	820.63	4,450.00	1,217.98	3,629.37	18.4%	81.6%
3520 ELECTRICITY	29,542.81	28,458.61	54,352.96	353,000.00	57,014.13	298,647.04	15.4%	84.6%
3530 WATER	<u>1,276.87</u>	<u>1,457.98</u>	<u>2,424.52</u>	<u>30,000.00</u>	<u>2,730.32</u>	<u>27,575.48</u>	<u>8.1%</u>	<u>91.9%</u>
TOTAL UTILITIES	31,458.69	30,692.08	57,598.11	387,450.00	60,962.43	329,851.89	14.9%	85.1%
REPAIR & MAINTENANCE								
3610 BUILDING REPAIR	1,673.00	1,456.81	9,840.27	29,000.00	7,331.81	19,159.73	33.9%	66.1%
3630 OTHER EQUIP/FURNITURE REPAIRS	0.00	670.00	74.53	16,000.00	1,885.32	15,925.47	0.5%	99.5%
3640 VEHICLE REPAIR & MAINTENANCE	1,472.07	343.89	4,107.44	16,000.00	888.67	11,892.56	25.7%	74.3%
3650 MATERIAL BINDING/REPAIR SERV.	<u>0.00</u>	<u>204.99</u>	<u>92.36</u>	<u>1,500.00</u>	<u>204.99</u>	<u>1,407.64</u>	<u>6.2%</u>	<u>93.8%</u>
TOTAL REPAIR & MAINTENANCE	3,145.07	2,675.69	14,114.60	62,500.00	10,310.79	48,385.40	22.6%	77.4%
RENTALS								
3710 REAL ESTATE RENTAL/PARKING	-620.49	-605.13	-980.26	35,200.00	190.67	36,180.26	-2.8%	102.8%
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>65.00</u>	<u>0.00</u>	<u>65.00</u>	<u>0.00</u>	<u>0.00</u>	<u>-65.00</u>	<u>#DIV/0!</u>	<u>#DIV/0!</u>
TOTAL RENTALS	-555.49	-605.13	-915.26	35,200.00	190.67	36,115.26	-2.6%	102.6%
ELECTRONIC SERVICES								
38450 DATABASES SERVICES	7,799.90	0.00	10,469.90	222,000.00	2,550.00	211,530.10	4.7%	95.3%
38460 E-BOOKS SERVICES	<u>20,000.00</u>	<u>1,800.00</u>	<u>170,900.00</u>	<u>205,000.00</u>	<u>126,501.56</u>	<u>34,100.00</u>	<u>83.4%</u>	<u>16.6%</u>
TOTAL ELECTRONIC SERVICES	27,799.90	1,800.00	181,369.90	427,000.00	129,051.56	245,630.10	42.5%	57.5%
OTHER CHARGES								
3910 DUES/INSTITUTIONAL	0.00	0.00	4,782.99	8,600.00	4,774.12	3,817.01	55.6%	44.4%
3940 TRANSFER TO LIRF	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
3944 TRANSFER TO CATS SUBSIDY	0.00	0.00	10,512.00	15,000.00	0.00	4,488.00	70.1%	29.9%
3945 TRANSFER TO ANOTHER 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>1,256.00</u>	<u>5,000.00</u>	<u>0.00</u>	<u>3,744.00</u>	<u>25.1%</u>	<u>74.9%</u>
TOTAL OTHER CHARGES	<u>0.00</u>	<u>0.00</u>	<u>16,550.99</u>	<u>28,600.00</u>	<u>4,774.12</u>	<u>12,049.01</u>	<u>57.9%</u>	<u>42.1%</u>
TOTAL OTHER SERVICES/CHARGES	157,745.12	92,259.17	399,724.59	1,599,850.00	274,398.13	1,200,125.41	25.0%	15 75.0%

MONROE COUNTY PUBLIC LIBRARY
MONTHLY BUDGET REPORT
AS OF FEBRUARY 28, 2019

	2019 FEBRUARY	2018 FEBRUARY	2019 Y-T-D ACTUAL	2019 BUDGET	2018 Y-T-D ACTUAL	2019 Y-T-D BUDGET REMAINING	2019 % OF BUDGET USED	2019 % OF BUDGET REMAINING
CAPITAL OUTLAY (4000'S)								
FURNITURE & EQUIPMENT								
4410 FURNITURE	0.00	0.00	4,730.40	10,000.00	0.00	5,269.60	47.3%	52.7%
4430 OTHER EQUIPMENT	4,906.95	0.00	4,906.95	19,000.00	0.00	14,093.05	25.8%	74.2%
4440 LAND & BUILDINGS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
4445 BUILDING RENOVATIONS	0.00	0.00	0.00	5,000.00	0.00	5,000.00	0.0%	100.0%
4460 IT EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
4465 IT SOFTWARE	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
4470 EQUIPMENT - CATS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
4475 SOFTWARE - CATS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
TOTAL FURNITURE & EQUIPMENT	4,906.95	0.00	9,637.35	34,000.00	0.00	24,362.65	28.3%	71.7%
OTHER CAPITAL OUTLAY								
4510 BOOKS	40,013.43	36,988.24	73,699.86	554,280.00	89,225.10	480,580.14	13.3%	86.7%
4520 PERIODICALS & NEWSPAPERS	1,782.48	1,821.75	2,098.55	37,000.00	2,701.97	34,901.45	5.7%	94.3%
4530 NONPRINT MATERIALS	21,697.26	21,053.93	48,815.07	340,220.00	54,660.01	291,404.93	14.3%	85.7%
TOTAL OTHER CAPITAL OUTLAY	63,493.17	59,863.92	124,613.48	931,500.00	146,587.08	806,886.52	13.4%	86.6%
TOTAL CAPITAL OUTLAY	68,400.12	59,863.92	134,250.83	965,500.00	146,587.08	831,249.17	13.9%	86.1%
 TOTAL OPERATING EXPENDITURES	 700,001.06	 657,644.96	 1,493,763.69	 9,070,993.31	 1,349,125.56	 7,577,229.62	 16.5%	 83.5%

MONROE COUNTY PUBLIC LIBRARY

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Operating Budget & Expenditure Report

January 1, 2019 to February 28, 2019

2 months = 16.7%

Object	Object Descr	2019 Budget	Jan.	Feb.	2019 YTD Amt	2019 YTD Balance	2019 %YTD Budget
11200	ADMINISTRATION	\$200,654.63	\$15,434.99	\$15,434.99	\$30,869.98	\$169,784.65	15.38%
11300	MANAGERS/ASST.	\$1,127,398.68	\$79,800.71	\$80,325.87	\$160,126.58	\$967,272.10	14.20%
11400	LIBRARIANS, EXPERTS	\$1,067,979.45	\$81,124.90	\$87,430.32	\$168,555.22	\$899,424.23	15.78%
11500	SPECIALISTS	\$253,784.70	\$18,488.30	\$18,780.39	\$37,268.69	\$216,516.01	14.69%
11600	ASSISTANTS/PARAPRO	\$822,255.20	\$63,225.70	\$63,185.43	\$126,411.13	\$695,844.07	15.37%
11700	TECH/OPERATORS/SEC	\$57,275.00	\$5,179.23	\$5,174.99	\$10,354.22	\$46,920.78	18.08%
11800	TEMPORAY STAFF	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%
11900	BUILDING	\$174,158.40	\$13,823.87	\$13,357.65	\$27,181.52	\$146,976.88	15.61%
12000	BUILDING	\$114,593.70	\$8,796.60	\$8,843.02	\$17,639.62	\$96,954.08	15.39%
12100	FICA/EMPLOYER	\$282,601.52	\$31,173.85	\$20,044.45	\$51,218.30	\$231,383.22	18.12%
12200	UNEMPLOYMENT	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%
12300	PERF/EMPLOYER	\$397,538.10	\$30,700.39	\$31,471.11	\$62,171.50	\$335,366.60	15.64%
12301	ENCUMBERED PERF	\$1,615.00	\$0.00	\$0.00	\$0.00	\$1,615.00	0.00%
12350	PERF/EMPLOYEE	\$106,483.43	\$8,223.41	\$8,429.83	\$16,653.24	\$89,830.19	15.64%
12400	INS/EMPLOYER	\$742,897.24	\$58,469.31	\$55,331.25	\$113,800.56	\$629,096.68	15.32%
12500	MEDICARE/EMPLOYER	\$64,286.36	\$7,290.70	\$4,276.07	\$11,566.77	\$52,719.59	17.99%
12800	PRODUCTION	\$19,422.00	\$1,468.66	\$1,422.55	\$2,891.21	\$16,530.79	14.89%
12900	INFORMATION	\$451,487.40	\$34,449.10	\$33,676.90	\$68,126.00	\$383,361.40	15.09%
13000	SUPPORT/MATERIAL	\$307,889.40	\$18,994.02	\$19,370.27	\$38,364.29	\$269,525.11	12.46%
13100	WORK STUDY	\$70,573.10	\$0.00	\$0.00	\$0.00	\$70,573.10	0.00%
21100	OFFICIAL RECORDS	\$1,100.00	\$0.00	\$0.00	\$0.00	\$1,100.00	0.00%
21200	STATIONERY/BUS.	\$550.00	\$0.00	\$266.58	\$266.58	\$283.42	48.47%
21300	OFFICE SUPPLIES	\$11,050.00	\$302.13	\$621.90	\$924.03	\$10,125.97	8.36%
21350	GENERAL SUPPLIES	\$0.00	\$0.00	\$9.54	\$9.54	-\$9.54	0.00%
21400	DUPLICATING	\$60,250.00	\$3,111.79	\$2,937.32	\$6,049.11	\$54,200.89	10.04%
22100	CLEANING SUPPLIES	\$40,000.00	\$4,050.14	\$69.79	\$4,119.93	\$35,880.07	10.30%
22200	FUEL/OIL/LUBRICANTS	\$11,000.00	\$24.17	\$524.26	\$548.43	\$10,451.57	4.99%
22300	CATALOGING	\$7,500.00	\$556.25	\$0.00	\$556.25	\$6,943.75	7.42%
22400	A/V	\$6,000.00	\$29.64	\$143.37	\$173.01	\$5,826.99	2.88%
22500	CIRCULATION	\$38,000.00	\$0.00	\$783.80	\$783.80	\$37,216.20	2.06%
22600	LIGHT BULBS	\$10,000.00	\$0.00	\$530.00	\$530.00	\$9,470.00	5.30%
22800	UNIFORMS	\$1,900.00	\$0.00	\$0.00	\$0.00	\$1,900.00	0.00%
22900	DISPLAY/EXHIBITS	\$4,000.00	\$0.00	\$0.00	\$0.00	\$4,000.00	0.00%
23000	IT SUPPLIES	\$7,500.00	\$50.80	\$987.34	\$1,038.14	\$6,461.86	13.84%
23100	BUILDING MATERIAL	\$23,000.00	\$1,142.80	\$426.83	\$1,569.63	\$21,430.37	6.82%
23200	PAINT/PAINTING	\$900.00	\$20.99	\$0.00	\$20.99	\$879.01	2.33%
31100	CONSULTING SERVICES	\$11,000.00	\$0.00	\$0.00	\$0.00	\$11,000.00	0.00%
31200	ENGINEERING/ARCHITE	\$7,000.00	\$0.00	\$0.00	\$0.00	\$7,000.00	0.00%
31300	LEGAL SERVICES	\$18,000.00	\$1,300.48	\$355.49	\$1,655.97	\$16,344.03	9.20%
31400	BUILDING SERVICES	\$40,000.00	\$1,408.27	\$3,662.55	\$5,070.82	\$34,929.18	12.68%

Object	Object Descr	2019 Budget	Jan.	Feb.	2019 YTD Amt	2019 YTD Balance	2019 %YTD Budget
31500	MAINTENANCE	\$217,600.00	\$2,618.97	\$5,880.90	\$8,499.87	\$209,100.13	3.91%
31600	COMPUTER SERVICES	\$83,500.00	\$5,713.76	\$5,713.19	\$11,426.95	\$72,073.05	13.68%
31700	ADMIN/ACCOUNTING	\$70,000.00	\$549.39	\$11,996.99	\$12,546.38	\$57,453.62	17.92%
31750	COLLECTION AGENCY	\$18,000.00	\$0.00	\$1,396.20	\$1,396.20	\$16,603.80	7.76%
32100	TELEPHONE	\$31,800.00	\$1,925.39	\$1,643.72	\$3,569.11	\$28,230.89	11.22%
32150	CABLE TV SERVICE	\$0.00	\$15.55	\$15.55	\$31.10	-\$31.10	0.00%
32200	POSTAGE	\$20,000.00	\$1,286.49	\$1,336.88	\$2,623.37	\$17,376.63	13.12%
32400	PROFESSIONAL	\$30,000.00	\$0.00	\$0.00	\$0.00	\$30,000.00	0.00%
32600	FREIGHT/DELIVERY	\$1,900.00	\$0.00	\$0.00	\$0.00	\$1,900.00	0.00%
33100	ADVERTISING/PUBLICA	\$3,600.00	\$900.00	\$224.48	\$1,124.48	\$2,475.52	31.24%
34100	OFFICIAL BOND INS.	\$700.00	\$654.00	\$0.00	\$654.00	\$46.00	93.43%
34200	OTHER INSURANCE	\$106,000.00	\$18,737.00	\$63,671.00	\$82,408.00	\$23,592.00	77.74%
35100	GAS	\$4,450.00	\$181.62	\$639.01	\$820.63	\$3,629.37	18.44%
35200	ELECTRICITY	\$353,000.00	\$24,810.15	\$29,542.81	\$54,352.96	\$298,647.04	15.40%
35300	WATER	\$30,000.00	\$1,147.65	\$1,276.87	\$2,424.52	\$27,575.48	8.08%
36100	BUILDING REPAIRS	\$29,000.00	\$8,167.27	\$1,673.00	\$9,840.27	\$19,159.73	33.93%
36300	OTHER	\$16,000.00	\$74.53	\$0.00	\$74.53	\$15,925.47	0.47%
36400	VEHICLE	\$16,000.00	\$2,635.37	\$1,472.07	\$4,107.44	\$11,892.56	25.67%
36500	MATERIALS	\$1,500.00	\$92.36	\$0.00	\$92.36	\$1,407.64	6.16%
37100	REAL ESTATE	\$35,200.00	-\$359.77	-\$620.49	-\$980.26	\$36,180.26	-2.78%
37300	EVENTS-BOOTH	\$0.00	\$0.00	\$65.00	\$65.00	-\$65.00	0.00%
38450	DATABASES	\$222,000.00	\$2,670.00	\$7,799.90	\$10,469.90	\$211,530.10	4.72%
38460	E-BOOKS	\$205,000.00	\$150,900.00	\$20,000.00	\$170,900.00	\$34,100.00	83.37%
39100	DUES/INSTITUTIONAL	\$8,600.00	\$4,782.99	\$0.00	\$4,782.99	\$3,817.01	55.62%
39440	TRANSFER TO CATS	\$15,000.00	\$10,512.00	\$0.00	\$10,512.00	\$4,488.00	70.08%
39500	EDUCATIONAL/LICENSI	\$5,000.00	\$1,256.00	\$0.00	\$1,256.00	\$3,744.00	25.12%
44100	FURNITURE	\$10,000.00	\$4,730.40	\$0.00	\$4,730.40	\$5,269.60	47.30%
44300	OTHER EQUIPMENT	\$19,000.00	\$0.00	\$4,906.95	\$4,906.95	\$14,093.05	25.83%
44450	BUILDING RENOVATION	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
45100	BOOKS	\$554,280.00	\$33,686.43	\$40,013.43	\$73,699.86	\$480,580.14	13.30%
45200	PERIODICALS/NEWSPA	\$37,000.00	\$316.07	\$1,782.48	\$2,098.55	\$34,901.45	5.67%
45300	NONPRINT MATERIALS	\$340,220.00	\$27,117.81	\$21,697.26	\$48,815.07	\$291,404.93	14.35%
		\$9,070,993.31	\$793,762.63	\$700,001.06	\$1,493,763.69	\$7,577,229.62	16.47%

LIRF Budget & Expenditure Report

January 1, 2019 to February 28, 2019

2 months = 16.7%

Object	Object Descr	2019 Budget	Jan.	Feb.	YTD Amount	2019 YTD Balance	2019 %YTD Budget
31200	ENGINEERING/ARCHIT	\$0.00	\$0.00	\$4,050.00	\$4,050.00	-\$4,050.00	0.00%
36100	BUILDING REPAIRS	\$114,000.00	\$0.00	\$0.00	\$0.00	\$114,000.00	0.00%
44100	FURNITURE	\$0.00	\$0.00	\$76,832.04	\$76,832.04	-\$76,832.04	0.00%
44300	OTHER EQUIPMENT	\$150,000.00	\$0.00	\$970.37	\$970.37	\$149,029.63	0.65%
44450	BUILDING	\$747,000.00	\$183,877.87	\$87,919.27	\$271,797.14	\$475,202.86	36.39%
44600	IT EQUIPMENT	\$0.00	\$0.00	\$13,155.47	\$13,155.47	-\$13,155.47	0.00%
		\$1,011,000.0	\$183,877.87	\$182,927.15	\$366,805.02	\$644,194.98	36.28%

MONROE COUNTY PUBLIC LIBRARY

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Debt Service Budget & Expenditures Report

January 1, 2019 to February 28, 2019

2 months = 16.7%

Object	2019			2019	2019	2019
Object Descr	Budget	Jan.	Feb.	YTD Amt	YTD Balance	%YTD Budget
37100 REAL ESTATE	\$685,150.00	\$0.00	\$0.00	\$0.00	\$685,150.00	0.00%
39200 INTEREST/TEMPO	\$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%
39450 TRANSFER TO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	\$685,150.00	\$0.00	\$0.00	\$0.00	\$685,150.00	0.00%

MONROE COUNTY PUBLIC LIBRARY

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Rainy Day Budget & Expenditures Report

January 1, 2019 to February 28, 2019

2 months = 16.7%

Object	Object Descr	2019 Budget	Jan.	Feb.	2019 YTD Amt	2019 YTD Balance	2019 %YTD Budget
31100	CONSULTING SERVICES	\$20,000.00	\$0.00	\$0.00	\$0.00	\$20,000.00	0.00%
31200	ENGINEERING/ARCHITE	\$20,000.00	\$0.00	\$0.00	\$0.00	\$20,000.00	0.00%
31300	LEGAL SERVICES	\$20,000.00	\$0.00	\$0.00	\$0.00	\$20,000.00	0.00%
36100	BUILDING REPAIRS	\$25,000.00	\$0.00	\$0.00	\$0.00	\$25,000.00	0.00%
44100	FURNITURE	\$25,000.00	\$0.00	\$0.00	\$0.00	\$25,000.00	0.00%
44450	BUILDING RENOVATION	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00	0.00%
44600	IT EQUIPMENT	\$25,000.00	\$0.00	\$0.00	\$0.00	\$25,000.00	0.00%
		\$150,000.00	\$0.00	\$0.00	\$0.00	\$150,000.00	0.00%

MONROE COUNTY PUBLIC LIBRARY

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Special Revenue Budget & Expenditure Report

January 1, 2019 to February 28, 2019

2 months = 16.7%

Object	Object Descr	2019 Budget	Jan.	Feb.	YTD Amount	2019 YTD Balance	2019 %YTD Budget
11300	MANAGERS/ASST.	\$171,574.79	\$13,210.71	\$13,248.73	\$26,459.44	\$145,115.35	15.42%
11400	LIBRARIANS, EXPERTS	\$0.00	\$3,334.47	\$3,334.50	\$6,668.97	-\$6,668.97	0.00%
12100	FICA/EMPLOYER	\$25,988.87	\$2,794.79	\$1,867.48	\$4,662.27	\$21,326.60	17.94%
12300	PERF/EMPLOYER	\$31,097.34	\$2,395.78	\$2,397.78	\$4,793.56	\$26,303.78	15.41%
12350	PERF/EMPLOYEE CONTRIB.	\$8,329.64	\$641.73	\$642.26	\$1,283.99	\$7,045.65	15.41%
12400	INS/EMPLOYER	\$50,635.72	\$4,072.17	\$3,950.27	\$8,022.44	\$42,613.28	15.84%
12500	MEDICARE/EMPLOYER	\$5,839.59	\$653.62	\$436.76	\$1,090.38	\$4,749.21	18.67%
12800	PRODUCTION ASSISTANTS	\$160,790.50	\$10,824.65	\$10,651.50	\$21,476.15	\$139,314.35	13.36%
12900	INFORMATION	\$43,461.60	\$3,312.86	\$3,404.72	\$6,717.58	\$36,744.02	15.46%
13100	WORK STUDY	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
13200	TECHNICIANS	\$43,348.50	\$0.00	\$0.00	\$0.00	\$43,348.50	0.00%
21200	STATIONERY/BUS. CARDS	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
21300	OFFICE SUPPLIES	\$600.00	\$0.00	\$0.00	\$0.00	\$600.00	0.00%
21400	DUPLICATING	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00	0.00%
22100	CLEANING SUPPLIES	\$0.00	\$43.11	\$0.00	\$43.11	-\$43.11	0.00%
22200	FUEL/OIL/LUBRICANTS	\$1,000.00	\$0.00	\$23.61	\$23.61	\$976.39	2.36%
22700	VIDEO TAPE/MEDIA	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
23000	IT SUPPLIES	\$1,200.00	\$0.00	\$0.00	\$0.00	\$1,200.00	0.00%
23500	AUDIO/VIDEO	\$9,000.00	\$0.00	\$0.00	\$0.00	\$9,000.00	0.00%
31100	CONSULTING SERVICES	\$15,000.00	\$1,372.00	\$800.00	\$2,172.00	\$12,828.00	14.48%
31300	LEGAL SERVICES	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
31500	MAINTENANCE	\$5,500.00	\$13,114.25	\$50.00	\$13,164.25	-\$7,664.25	239.35%
31600	COMPUTER SERVICES	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
31700	ADMIN/ACCOUNTING	\$400.00	\$4.98	\$1.06	\$6.04	\$393.96	1.51%
32100	TELEPHONE	\$3,500.00	\$111.35	\$0.00	\$111.35	\$3,388.65	3.18%
32150	CABLE TV SERVICE	\$500.00	\$36.27	\$36.27	\$72.54	\$427.46	14.51%
32200	POSTAGE	\$700.00	\$0.00	\$0.00	\$0.00	\$700.00	0.00%
32300	TRAVEL EXPENSE	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	0.00%
32400	PROFESSIONAL DEVELOP.	\$800.00	\$0.00	\$0.00	\$0.00	\$800.00	0.00%
32600	FREIGHT/DELIVERY	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
36300	OTHER EQUIP/FURNITURE	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
37100	REAL ESTATE	\$3,000.00	-\$78.16	-\$78.16	-\$156.32	\$3,156.32	-5.21%
39100	DUES/INSTITUTIONAL	\$3,000.00	\$1,200.00	\$0.00	\$1,200.00	\$1,800.00	40.00%
39500	EDUCATIONAL/LICENSIN	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
39600	COMMUNITY NEWS	\$14,500.00	\$0.00	\$0.00	\$0.00	\$14,500.00	0.00%
44100	FURNITURE	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
44700	EQUIPMENT - CATS	\$110,000.00	\$0.00	\$0.00	\$0.00	\$110,000.00	0.00%
		\$730,766.55	\$57,044.58	\$40,766.78	\$97,811.36	\$632,955.19	13.38%

MONROE COUNTY PUBLIC LIBRARY

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Gen. Obligation Bond Budget & Expenditure 2019

January 1, 2019 to February 28, 2019

2 months = 16.7%

Object	Object Descr	2019 Budget	Jan.	Feb.	YTD Amount	2019 YTD Balance	2019 %YTD Budget
31200	ENGINEERING/ARCHI	\$0.00	\$0.00	\$5,901.44	\$5,901.44	-\$5,901.44	0.00%
31500	MAINTENANCE	\$0.00	\$0.00	\$650.00	\$650.00	-\$650.00	0.00%
44600	IT EQUIPMENT	\$0.00	\$0.00	\$1,599.96	\$1,599.96	-\$1,599.96	0.00%
		\$0.00	\$0.00	\$8,151.40	\$8,151.40	-\$8,151.40	0.00%

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Expenditure Summary compared to last year

2019 compared to 2018: Period Ending February

Fund	Fund Descr	2019 Budget	February 2019 Amt	2019 YTD Amt	2018 Budget	February 2018 Amt	2018 YTD Amt	%Last YR YTD Diff
001	OPERATING	\$9,070,993.31	\$700,001.06	\$1,493,763.69	\$8,740,760.86	\$657,644.96	\$1,349,125.56	10.72%
002	JAIL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
003	CLEARING	\$0.00	-\$461.12	\$505.96	\$0.00	\$0.00	\$0.00	0.00%
004	GIFT	\$0.00	\$197.88	\$298.46	\$0.00	\$0.00	\$0.00	0.00%
005	PLAC	\$0.00	\$0.00	\$1,170.00	\$0.00	\$0.00	\$1,237.00	-5.42%
006	RETIREEES	\$0.00	\$566.82	\$1,175.38	\$0.00	\$327.00	\$872.00	34.79%
007	LIRF	\$1,011,000.00	\$182,927.15	\$366,805.02	\$983,000.00	\$0.00	\$0.00	0.00%
008	DEBT SERVICE	\$685,150.00	\$0.00	\$0.00	\$685,150.00	\$0.00	\$0.00	0.00%
009	RAINY DAY	\$150,000.00	\$0.00	\$0.00	\$150,000.00	\$0.00	\$0.00	0.00%
010	PAYROLL	\$0.00	\$379,081.10	\$796,236.23	\$0.00	\$379,574.59	\$739,483.80	7.67%
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	\$9,837.04	\$21,359.13	\$0.00	\$9,346.53	\$18,627.00	14.67%
017	LEVY EXCESS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
018	IN KIND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
019	GIFT-	\$0.00	\$9,740.12	\$12,109.68	\$0.00	\$7,928.94	\$9,251.91	30.89%
020	SPECIAL REVENUE	\$730,766.55	\$40,766.78	\$97,811.36	\$730,116.62	\$42,323.25	\$79,024.14	23.77%
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	\$0.00	\$0.00	\$0.00	\$58,491.70	\$139,540.02	-100.00%
030	GO BOND 2019	\$0.00	\$8,151.40	\$8,151.40	\$0.00	\$0.00	\$0.00	0.00%
		\$11,647,909.86	\$1,330,808.23	\$2,799,386.31	\$11,289,027.48	\$1,155,636.97	\$2,337,161.43	19.78%

MONROE COUNTY PUBLIC LIBRARY

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Revenue Totals Budget Forms (all funds)

Source Descr	2019 YTD Budget	Jan	Feb	2019 YTD Amt	2019 YTD Balance	2019 % of Budget
Fund 001 OPERATING						
PROPERTY	\$6,035,404.00	\$0.00	\$0.00	\$0.00	\$6,035,404.00	0.00%
INTANGIBLES TAX	\$18,300.00	\$0.00	\$0.00	\$0.00	\$18,300.00	0.00%
LICENSE EXCISE TAX	\$400,000.00	\$0.00	\$0.00	\$0.00	\$400,000.00	0.00%
LOCAL/COUNTY	\$2,391,786.00	\$199,315.50	\$199,315.50	\$398,631.00	\$1,993,155.00	16.67%
COMMERCIAL	\$44,226.00	\$0.00	\$0.00	\$0.00	\$44,226.00	0.00%
US FORESTRY FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ELL	\$0.00	\$0.00	\$1.50	\$1.50	-\$1.50	0.00%
LOST/DAMAGED	\$0.00	\$2,143.22	\$1,797.14	\$3,940.36	-\$3,940.36	0.00%
FINES	\$150,000.00	\$6,087.00	\$5,314.35	\$11,401.35	\$138,598.65	7.60%
COLLECTION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
BLGTN COPIERS &	\$12,500.00	\$1,319.70	\$1,285.17	\$2,604.87	\$9,895.13	20.84%
MISCELLANEOUS	\$0.00	\$38.75	\$518.46	\$557.21	-\$557.21	0.00%
PUBLIC LIBRARY	\$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%
GARNISHMENT FEES	\$0.00	\$0.00	\$10.89	\$10.89	-\$10.89	0.00%
E-RATE RECEIPTS	\$0.00	\$8,524.80	\$0.00	\$8,524.80	-\$8,524.80	0.00%
PLAC DISTRIBUTION	\$12,500.00	\$0.00	\$0.00	\$0.00	\$12,500.00	0.00%
REALESTATE	\$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%
READER PRINTER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
OBITS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
COIN TELEPHONE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTEREST FROM	\$4,000.00	\$9,164.17	\$7,511.19	\$16,675.36	-\$12,675.36	416.88%
TEMPORARY LOANS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INVESTMENT	\$0.00	\$3,515.00	\$5,378.16	\$8,893.16	-\$8,893.16	0.00%
CABLE ACCESS FEES	\$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%
CABLE ACCESS FEES	\$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%

Source Descr	2019 YTD Budget	Jan	Feb	2019 YTD Amt	2019 YTD Balance	2019 % of Budget
TRANSFER FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
RENT INCOME	\$4,000.00	\$0.00	\$112.50	\$112.50	\$3,887.50	2.81%
LSTA INKIND GRANT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 001 OPERATING	\$9,072,716.00	\$230,108.14	\$221,244.86	\$451,353.00	\$8,621,363.00	4.97%
Fund 002 JAIL						
RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 002 JAIL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 003 CLEARING						
CONFERENCE/RECEI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISCELLANEOUS	\$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%
YMCA RECEIPTS	\$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%
MCPLF CC RECEIPTS	\$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%
ILL FINES/FEES	\$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%
INSURANCE/COBRA	\$0.00	\$38.92	\$38.92	\$77.84	-\$77.84	0.00%
FEMA/CLEARING FUND	\$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%
Fund 003 CLEARING	\$0.00	\$38.92	\$38.92	\$77.84	-\$77.84	0.00%
Fund 004 GIFT UNRESTRICTED						
MISCELLANEOUS	\$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%
TRANSFER FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
UNRESTRICTED GIFT	\$0.00	\$19.23	\$498.67	\$517.90	-\$517.90	0.00%
INTEREST/DIVIDEND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 004 GIFT	\$0.00	\$19.23	\$498.67	\$517.90	-\$517.90	0.00%
Fund 005 PLAC						
PUBLIC LIBRARY	\$0.00	\$975.00	\$325.00	\$1,300.00	-\$1,300.00	0.00%
Fund 005 PLAC	\$0.00	\$975.00	\$325.00	\$1,300.00	-\$1,300.00	0.00%

Source Descr	2019 YTD Budget	Jan	Feb	2019 YTD Amt	2019 YTD Balance	2019 % of Budget
Fund 006 RETIREES						
RETIREES	\$0.00	\$566.83	\$566.83	\$1,133.66	-\$1,133.66	0.00%
Fund 006 RETIREES	\$0.00	\$566.83	\$566.83	\$1,133.66	-\$1,133.66	0.00%
Fund 007 LIRF						
MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
LIRF RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTEREST FROM	\$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%
TRANSFER FROM	\$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%
Fund 007 LIRF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 008 DEBT SERVICE						
PROPERTY	\$685,150.00	\$0.00	\$0.00	\$0.00	\$685,150.00	0.00%
INTANGIBLES TAX	\$2,129.00	\$0.00	\$0.00	\$0.00	\$2,129.00	0.00%
LICENSE EXCISE TAX	\$34,174.00	\$0.00	\$0.00	\$0.00	\$34,174.00	0.00%
COMMERCIAL	\$5,007.00	\$0.00	\$0.00	\$0.00	\$5,007.00	0.00%
US FORESTRY FUND	\$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%
INTEREST FROM	\$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%
RECEIPTS	\$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%
Fund 008 DEBT	\$726,460.00	\$0.00	\$0.00	\$0.00	\$726,460.00	0.00%
Fund 009 RAINY DAY						
LOCAL/COUNTY	\$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%
MCPL OPERATING	\$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%
Fund 009 RAINY DAY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 010 PAYROLL						
GROSS PAYROLL	\$0.00	\$377,266.29	\$383,439.35	\$760,705.64	-\$760,705.64	0.00%

Source Descr	2019 YTD Budget	Jan	Feb	2019 YTD Amt	2019 YTD Balance	2019 % of Budget
Fund 010 PAYROLL	\$0.00	\$377,266.29	\$383,439.35	\$760,705.64	-\$760,705.64	0.00%
Fund 013 PETTY CASH						
RECEIPTS	\$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%
Fund 014 CHANGE						
RECEIPTS	\$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%
Fund 016 GIFT-RESTRICED						
MISCELLANEOUS	\$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%
RECEIPTS	\$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%
RESTRICED GIFT	\$0.00	\$0.00	\$1,300.00	\$1,300.00	-\$1,300.00	0.00%
INTEREST/DIVIDEND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 016 GIFT-	\$0.00	\$0.00	\$1,300.00	\$1,300.00	-\$1,300.00	0.00%
Fund 019 GIFT-FOUNDATION						
MISCELLANEOUS	\$0.00	\$0.00	\$140.92	\$140.92	-\$140.92	0.00%
RESTRICED GIFT	\$0.00	\$15,662.94	\$0.00	\$15,662.94	-\$15,662.94	0.00%
Fund 019 GIFT-	\$0.00	\$15,662.94	\$140.92	\$15,803.86	-\$15,803.86	0.00%
Fund 020 SPECIAL REVENUE						
MISCELLANEOUS	\$0.00	\$170.00	\$30.00	\$200.00	-\$200.00	0.00%
CABLE ACCESS FEES	\$442,402.00	\$0.00	\$0.00	\$0.00	\$442,402.00	0.00%
CABLE ACCESS FEES	\$274,063.00	\$0.00	\$68,515.75	\$68,515.75	\$205,547.25	25.00%
CABLE ACCESS FEES	\$16,602.00	\$0.00	\$0.00	\$0.00	\$16,602.00	0.00%
CONTRACT-	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MCPL OPERATING	\$10,512.00	\$10,512.00	\$0.00	\$10,512.00	\$0.00	100.00%
Fund 020 SPECIAL	\$743,579.00	\$10,682.00	\$68,545.75	\$79,227.75	\$664,351.25	10.65%
Fund 021 CAPITAL PROJECTS						
PROPERTY	\$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%

Source Descr	2019 YTD Budget	Jan	Feb	2019 YTD Amt	2019 YTD Balance	2019 % of Budget
LICENSE EXCISE TAX	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
COMMERCIAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTEREST FROM	\$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%
Fund 021 CAPITAL	\$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%
Fund 024 FINRA GRANT	\$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%
Fund 026 G O BOND	\$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%
Fund 027	\$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%
TRANSFER FROM	\$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%
Fund 029 GO BOND 2016						
RECEIPTS	\$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%
Fund 030 GO BOND 2019						
RECEIPTS	\$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%
	\$10,542,755.00	\$635,319.35	\$676,100.30	\$1,311,419.65	\$9,231,335.35	12.44%

MONROE COUNTY PUBLIC LIBRARY

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Cash Balances by fund

Current Period: February 2019

FUND Descr	02/01/19	MTD Debit	MTD Credit	02/28/19	Bal Sht Descr	Act Status
OPERATING	\$5,169.67	\$3,309.98	\$0.00	\$8,479.65	OLD NATIONAL BANK CHECKING	Active
OPERATING	\$24,586.81	\$5,303.10	\$6,050.76	\$23,839.15	GERMAN AMER./CHECKING	Active
OPERATING	\$62,180.36	\$700,813.12	\$695,020.99	\$67,972.49	1ST FINANCIAL/MAINSOURCE	Active
OPERATING	\$1,388,707.20	\$7,511.19	\$500,000.00	\$896,218.39	1ST FINANCIAL/MAINSOURCE SAVGS	Active
OPERATING	\$18,338.16	\$3,003.98	\$0.00	\$21,342.14	INVEST. CD/1ST FIN/MAINSOURCE	Active
OPERATING	\$4,645.51	\$2,374.18	\$0.00	\$7,019.69	JCB CD INVESTMENT	Active
Fund 001 OPERATING	\$1,503,627.71	\$722,315.55	\$1,201,071.75	\$1,024,871.51		
CLEARING	\$38.92	\$38.92	\$0.00	\$77.84	OLD NATIONAL BANK CHECKING	Active
CLEARING	-\$577.88	\$461.12	\$0.00	-\$116.76	1ST FINANCIAL/MAINSOURCE	Active
Fund 003 CLEARING	-\$538.96	\$500.04	\$0.00	-\$38.92		
GIFT UNRESTRICTED	\$162.36	\$498.67	\$0.00	\$661.03	OLD NATIONAL BANK CHECKING	Active
GIFT UNRESTRICTED	\$10,676.09	\$0.00	\$197.88	\$10,478.21	1ST FINANCIAL/MAINSOURCE	Active
Fund 004 GIFT UNRESTRICTED	\$10,838.45	\$498.67	\$197.88	\$11,139.24		
PLAC	\$65.00	\$65.00	\$0.00	\$130.00	OLD NATIONAL BANK CHECKING	Active
PLAC	\$1,235.00	\$260.00	\$0.00	\$1,495.00	GERMAN AMER./CHECKING	Active
PLAC	-\$325.00	\$0.00	\$0.00	-\$325.00	1ST FINANCIAL/MAINSOURCE	Active
Fund 005 PLAC	\$975.00	\$325.00	\$0.00	\$1,300.00		
RETIREEES	-\$41.37	\$566.83	\$566.82	-\$41.36	1ST FINANCIAL/MAINSOURCE	Active
Fund 006 RETIREES	-\$41.37	\$566.83	\$566.82	-\$41.36		
LIRF	\$80,797.24	\$200,000.00	\$182,927.15	\$97,870.09	1ST FINANCIAL/MAINSOURCE	Active
LIRF	\$1,449,188.56	\$0.00	\$200,000.00	\$1,249,188.56	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	\$2,727,721.37	\$200,000.00	\$382,927.15	\$2,544,794.22		
DEBT SERVICE	\$19,657.04	\$0.00	\$0.00	\$19,657.04	1ST FINANCIAL/MAINSOURCE	Active
Fund 008 DEBT SERVICE	\$19,657.04	\$0.00	\$0.00	\$19,657.04		
RAINY DAY	\$16,525.18	\$0.00	\$0.00	\$16,525.18	1ST FINANCIAL/MAINSOURCE	Active
RAINY DAY	\$716,269.19	\$0.00	\$0.00	\$716,269.19	1ST FINANCIAL/MAINSOURCE SAVGS	Active
RAINY DAY	\$250,000.00	\$0.00	\$0.00	\$250,000.00	INVEST. CD/1ST FIN/MAINSOURCE	Active
RAINY DAY	\$1,000,000.00	\$0.00	\$0.00	\$1,000,000.00	JCB CD INVESTMENT	Active
Fund 009 RAINY DAY	\$1,982,794.37	\$0.00	\$0.00	\$1,982,794.37		
PAYROLL	-\$4,996.84	\$0.00	\$5,301.04	-\$10,297.88	GERMAN AMER./CHECKING	Active
PAYROLL	-\$27,354.28	\$389,790.95	\$380,131.66	-\$17,694.99	1ST FINANCIAL/MAINSOURCE	Active
Fund 010 PAYROLL	-\$32,351.12	\$389,790.95	\$385,432.70	-\$27,992.87		
GIFT-RESTRICED	\$0.00	\$1,300.00	\$0.00	\$1,300.00	OLD NATIONAL BANK CHECKING	Active
GIFT-RESTRICED	\$1,592.12	\$0.00	\$317.08	\$1,275.04	GERMAN AMER./CHECKING	Active
GIFT-RESTRICED	\$45,703.76	\$0.00	\$9,519.96	\$36,183.80	1ST FINANCIAL/MAINSOURCE	Active
Fund 016 GIFT-RESTRICED	\$47,295.88	\$1,300.00	\$9,837.04	\$38,758.84		

FUND Descr	02/01/19	MTD Debit	MTD Credit	02/28/19	Bal Sht Descr	Act Status
GIFT-FOUNDATION	\$15,662.94	\$0.00	\$0.00	\$15,662.94	OLD NATIONAL BANK CHECKING	Active
GIFT-FOUNDATION	\$52,453.40	\$207.91	\$9,807.11	\$42,854.20	1ST FINANCIAL/MAINSOURCE	Active
Fund 019 GIFT-FOUNDATION	\$68,116.34	\$207.91	\$9,807.11	\$58,517.14		
SPECIAL REVENUE	\$262.55	\$30.00	\$635.22	-\$342.67	GERMAN AMER./CHECKING	Active
SPECIAL REVENUE	\$99,160.43	\$68,593.91	\$40,209.72	\$127,544.62	1ST FINANCIAL/MAINSOURCE	Active
SPECIAL REVENUE	\$780,000.00	\$0.00	\$0.00	\$780,000.00	1ST FINANCIAL/MAINSOURCE SAVGS	Active
Fund 020 SPECIAL REVENUE	\$879,422.98	\$68,623.91	\$40,844.94	\$907,201.95		
GO BOND 2019	\$119,164.22	\$0.00	\$8,151.40	\$111,012.82	1ST FINANCIAL/MAINSOURCE	Active
GO BOND 2019	\$1,800,000.00	\$0.00	\$0.00	\$1,800,000.00	1ST FINANCIAL/MAINSOURCE SAVGS	Active
Fund 030 GO BOND 2019	\$1,919,164.22	\$0.00	\$8,151.40	\$1,911,012.82		
	\$9,126,681.91	\$1,384,128.86	\$2,038,836.79	\$8,471,973.98		

MONROE COUNTY PUBLIC LIBRARY03/11/19 11:11 AM
Page 1***Check Reconciliation©****ONB CHECKING**
06300 ONB/MONROE
February 2019**Account Summary**

Beginning Balance on	2/1/2019	\$21,098.89
+		\$5,212.57
-	Payments (Checks and Withdrawals)	\$0.00
Ending Balance as of	2/28/2019	\$26,311.46

Check Book

Active	G 001-06300	OPERATING	\$8,479.65
Active	G 002-06300	JAIL	\$0.00
Active	G 003-06300	CLEARING	\$77.84
Active	G 004-06300	GIFT UNRESTRICTED	\$661.03
Active	G 005-06300	PLAC	\$130.00
Active	G 006-06300	RETIREEES	\$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	\$1,300.00
Active	G 019-06300	GIFT-FOUNDATION	\$15,662.94
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 **\$26,311.46**

Beginng Balance	\$21,098.89
+ Total Deposits	\$5,212.57
- Checks Written	\$0.00

Check Book	\$26,311.46
Difference	\$0.00

MONROE COUNTY PUBLIC LIBRARY03/11/19 11:28 AM
Page 1***Check Reconciliation©****GERMAN-AMER/CHECKING****06400 GER AME/UC****February 2019****Account Summary**

Beginning Balance on	2/1/2019	\$22,679.64
+		\$5,592.04
-	Payments (Checks and Withdrawals)	\$12,303.04
Ending Balance as of	2/28/2019	\$15,968.64

Check Book

Active	G 001-06400	OPERATING	\$23,839.15
Active	G 003-06400	CLEARING	\$0.00
Active	G 004-06400	GIFT UNRESTRICTED	\$0.00
Active	G 005-06400	PLAC	\$1,495.00
Active	G 007-06400	LIRF	\$0.00
Active	G 009-06400	RAINY DAY	\$0.00
Active	G 010-06400	PAYROLL	-\$10,297.88
Active	G 016-06400	GIFT-RESTRICED	\$1,275.04
Active	G 019-06400	GIFT-FOUNDATION	\$0.00
Active	G 020-06400	SPECIAL REVENUE	-\$342.67
Active	G 029-06400	GO BOND 2016	\$0.00
		Cash Balance	\$15,968.64

Beginng Balance	\$22,679.64
+ Total Deposits	\$5,592.04
- Checks Written	\$12,303.04

Check Book	\$15,968.64
Difference	\$0.00

MONROE COUNTY PUBLIC LIBRARY

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1ST FIN/MAINSOU CKNG

06600 MAINSO CKG

February 2019

Account Summary

Beginning Balance on	2/1/2019	\$504,428.92
+		\$968,510.58
-	Payments (Checks and Withdrawals)	\$797,607.46
Ending Balance as of	2/28/2019	\$675,332.04

Check Book

Active	G 001-06600	OPERATING	\$67,972.49
Active	G 002-06600	JAIL	\$0.00
Active	G 003-06600	CLEARING	-\$116.76
Active	G 004-06600	GIFT UNRESTRICTED	\$10,478.21
Active	G 005-06600	PLAC	-\$325.00
Active	G 006-06600	RETIREEES	-\$41.36
Active	G 007-06600	LIRF	\$97,870.09
Active	G 008-06600	DEBT SERVICE	\$19,657.04
Active	G 009-06600	RAINY DAY	\$16,525.18
Active	G 010-06600	PAYROLL	-\$17,694.99
Active	G 016-06600	GIFT-RESTRICED	\$36,183.80
Active	G 017-06600	LEVY EXCESS	\$0.00
Active	G 019-06600	GIFT-FOUNDATION	\$42,854.20
Active	G 020-06600	SPECIAL REVENUE	\$127,544.62
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	\$0.00
Active	G 030-06600	GO BOND 2019	\$111,012.82
		Cash Balance	\$511,920.34

Beginng Balance	\$504,428.92
+ Total Deposits	\$968,510.58
- Checks Written	\$961,019.16

Check Book	\$511,920.34
O/S Checks	\$163,411.70

MONROE COUNTY PUBLIC LIBRARY

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1ST FIN/MAINSO SAVGS

06610 MAINSO SAV

February 2019

Account Summary

Beginning Balance on	2/1/2019	\$6,134,164.95
+		\$7,511.19
- Payments (Checks and Withdrawals)		\$700,000.00
Ending Balance as of	2/28/2019	\$5,441,676.14

Check Book

Active	G 001-06610	OPERATING	\$896,218.39
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	RETIRES	\$0.00
Active	G 007-06610	LIRF	\$1,249,188.56
Active	G 008-06610	DEBT SERVICE	\$0.00
Active	G 009-06610	RAINY DAY	\$716,269.19
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	\$780,000.00
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	\$0.00
Active	G 030-06610	GO BOND 2019	\$1,800,000.00
		Cash Balance	\$5,441,676.14

Beginng Balance	\$6,134,164.95
+ Total Deposits	\$7,511.19
- Checks Written	\$700,000.00

Check Book	\$5,441,676.14
Difference	\$0.00

TO: Monroe County Public Library – Board of Trustees
FROM: Kyle Wickemeyer-Hardy, Human Resources Manager
RE: Personnel Report
DATE March 20, 2019

Beginning Employment

- Alia Cagle, Access & Content Services, Material Handler, Pay Grade 1, 15 hours per week effective February 19, 2019.
- Maggie Bruce, Access & Content Services, Material Handler, Pay Grade 1, 15 hours per week effective February 6, 2019.
- Hilda Hurtado Garcia, Access & Content Services, Material Handler, Pay Grade 1, 15 hours per week effective February 4, 2019.
- Luke Kwiatkowski, Access & Content Services, Material Handler, Pay Grade 1, 15 hour per week effective February 18, 2019.
- Deborah Thomas, Facilities/Building Services, Custodian, Pay Grade 3, 20 hours per week effective February 19, 2019.
- Morning Wilder, Community and Customer Engagement, Pay Grade 8, 37.5 hours per week, effective May 6, 2019.

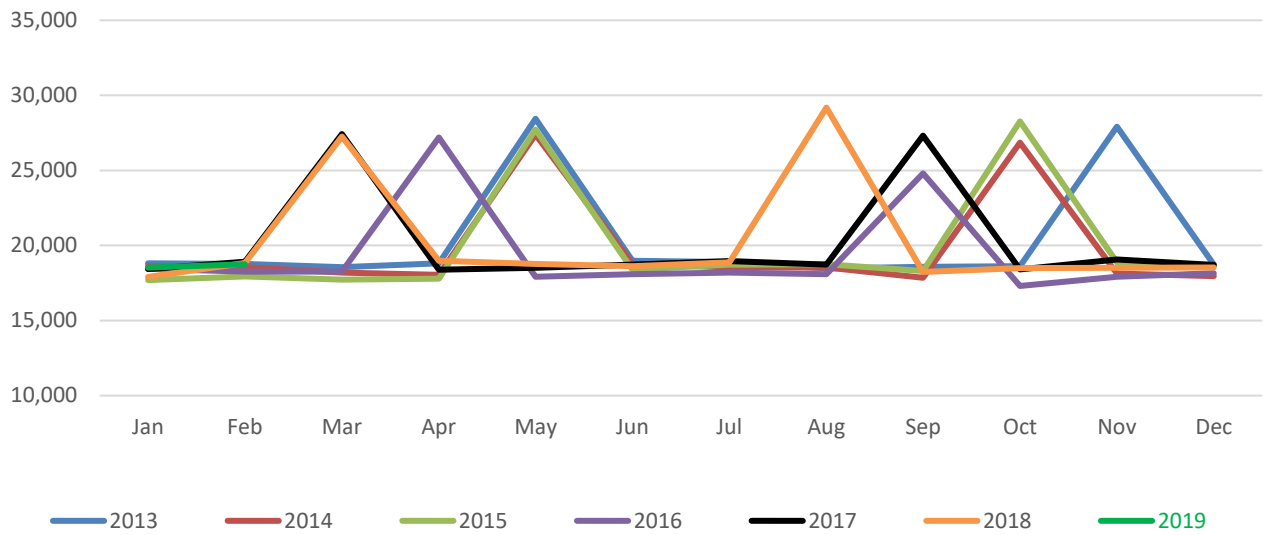
Ending Employment

None

Job Changes

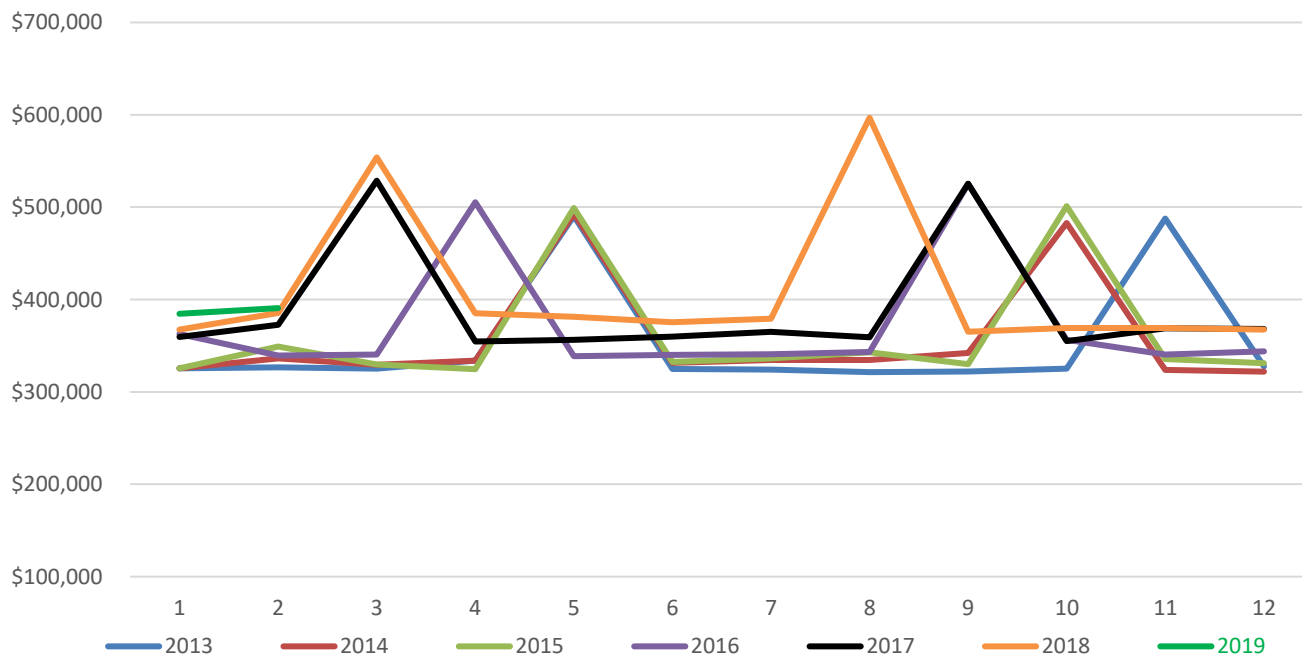
- Annise Blanchard, Access & Content Services, Material Handler, Pay Grade 1, 15 hours per week to Community & Customer Engagement, Librarian, Pay Grade 8, 37.5 hours per week effective March 4, 2019.

Employee Hours Paid Per Month



2013-2016 reflects budgeted hours for all active positions
2017+ reflects actual number of hours paid

Employee Wages Paid Per Month



Pay Date 02/01/19
 Pay Period 01/7/2019 to 01/20/2019

Employee Earnings Report by Pay Date

#	Fund Type	Employee Name	Status	Title	Unit
1	Operating	Anderson, Erica A.	A	Materials Handler	ACCESS & CONTENT
2		Blanchard, Annise D.	A	Materials Handler	ACCESS & CONTENT
3		Butler, Joanna R.	A	Materials Handler	ACCESS & CONTENT
4		Desjardins, Vincent P.	A	Materials Handler	ACCESS & CONTENT
5		Eubanks, Marissa L.	A	Materials Handler	ACCESS & CONTENT
6		Fak, Andrew V.	A	Materials Handler	ACCESS & CONTENT
7		Fletcher, Kathy J.	A	Materials Handler	ACCESS & CONTENT
8		Gartner, Jennifer L.	A	Materials Handler	ACCESS & CONTENT
9		Hacker, Arielle N.	A	Materials Handler	ACCESS & CONTENT
10		Hagan, Elizabeth A.	A	Materials Handler	ACCESS & CONTENT
11		Heppeard, Andrew D.	A	Materials Handler	ACCESS & CONTENT
12		Herbertz, Greta E.	A	Materials Handler	ACCESS & CONTENT
13		Hines, Michelle L.	A	Materials Handler	ACCESS & CONTENT
14		Horton, Samantha M.	A	Materials Handler	ACCESS & CONTENT
15		Ketring, Brittney M.	A	Materials Handler	ACCESS & CONTENT
16		Koester, William D.	A	Materials Handler	ACCESS & CONTENT
17		Kowalchuk, Jason M.	A	Materials Handler	ACCESS & CONTENT
18		Lemen, Brett A.	A	Materials Handler	ACCESS & CONTENT
19		Mullens, Anna M.	A	Materials Handler	ACCESS & CONTENT
20		Overtoom, Sydney J.	A	Materials Handler	ACCESS & CONTENT
21		Phillips, Amanda E.	A	Materials Handler	ACCESS & CONTENT
22		Plummer, Leah C.	A	Materials Handler	ACCESS & CONTENT
23		Polley, Elizabeth A.	A	Materials Handler	ACCESS & CONTENT
24		Price, Daniel A.	A	Materials Handler	ACCESS & CONTENT
25		Rauh, Therese	A	Materials Handler	ACCESS & CONTENT
26		Smith, Karen S.	A	Materials Handler	ACCESS & CONTENT
27		Sowder, Christa N.	A	Materials Handler	ACCESS & CONTENT
28		Syrek, Bret A.	A	Materials Handler	ACCESS & CONTENT
29		Waller, Amanda M.	A	Materials Handler	ACCESS & CONTENT
30		Winters, Emily J.	A	Materials Handler	ACCESS & CONTENT
31		Balzer, Cynthia L.	A	Senior Information Asst	CUSTOMER SERVICE
32		Bowman-Sarkisian, Shann	A	Information Assistant	CUSTOMER SERVICE
33		Cagle, Chantal G.	A	Information Assistant	CUSTOMER SERVICE
34		Clark, Marion C.	A	Senior Information Asst	CUSTOMER SERVICE
35		Duszynski, Paul A.	A	Senior Information Asst	CUSTOMER SERVICE
36		Englert, Victoria R.	A	Information Assistant	CUSTOMER SERVICE
37		Gillespie, Charles F.	A	Information Assistant	CUSTOMER SERVICE
38		Icenogle, Rachel L.	A	Custodian	BUILDING SRV-MAINTENANCE
39		Jackson, Ross A.	A	Security Technician	BUILDING SRV-SECURITY
40		Lucas, Darryl L.	A	Information Assistant	CUSTOMER SERVICE
41		Mass, Shelby E.	A	Information Assistant	CUSTOMER SERVICE
42		OLeary, Barbara A.	A	Information Assistant	CUSTOMER SERVICE
43		Polley, Claudia M.	A	Custodian	BUILDING SRV-MAINTENANCE
44		Purcell, Emily S.	A	Information Assistant	CUSTOMER SERVICE
45		Rogers, Addison C.	A	CATS-Master Control Op	CATS
46		Scholl, Deborah J.	A	Security Technician	BUILDING SRV-SECURITY
47		Sims, James L.	A	Security Technician	BUILDING SRV-SECURITY
48		Sinex, Lucas C.	A	Information Tech Asst	INFORMATION TECHNOLOGY
49		Snider, Benjamin B.	A	Information Assistant	CUSTOMER SERVICE
50		Weaver, William C.	A	Web Support	COMMUNICATIONS/MARKETI CM
51		Wilke, Adam G.	A	Information Assistant	CUSTOMER SERVICE
52		Baker, Kimberly A.	A	Community Engag Librarian	COMMUNITY & CUSTOMER ENGA
53		Clark, Craig J.	A	Senior Materials Handler	ACCESS & CONTENT
54		Crane, Deanna J.	A	Custodian	BUILDING SRV-MAINTENANCE
55		Ellis, William P.	A	Information Assistant	CUSTOMER SERVICE
56		Gross, Leah A.	A	Bookkeeper Specialist	ADMIN-FINANCE
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 & CUSTOMER ENGA
61		Loudenbarger, Audra C.	A	Information Assistant	CUSTOMER SERVICE
62		Mounlio, Daniel T.	A	Senior Information Asst	CUSTOMER SERVICE

Pay Date 02/01/19
Pay Period 01/7/2019 to 01/20/2019

Employee Earnings Report by Pay Date

63	Tincher, Cheryl L.	A	Custodian	BUILDING SRV-MAINTENANCE
64	Vollmar, Justin M.	A	CATS - Production Asst	CATS
65	Wise, Laura E.	A	Senior Information Asst	CUSTOMER SERVICE
66	Lenn, Tracy M.	A	Information Assistant	CUSTOMER SERVICE
67	Adams, Meghan E.	A	Copy Cataloger Asst	ACCESS & CONTENT
68	Arnholter, Ellen P.	A	Community Engag Librarian	COMMUNITY & CUSTOMER ENGA
69	Baugh, Ned T.	A	Info Technology MGR	INFORMATION TECHNOLOGY
70	Bell, Terri L.	A	Custodian	BUILDING SRV-MAINTENANCE
71	Brown, Erica N.	A	Community Engag Librarian	COMMUNITY & CUSTOMER ENGA
72	Bruecks, Melissa E.	A	Customer Service Asst Mgr	CUSTOMER SERVICE
73	Carson, Grier E.	A	Access & Content MGR	ACCESS & CONTENT
74	Carter, Kenneth B.	A	Senior Materials Handler	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 & CUSTOMER ENGA
81	Dockerty, Katelynn E.	A	Senior Information Asst	CUSTOMER SERVICE
82	Duffy, Dana R.	A	Community Engag Librarian	COMMUNITY & CUSTOMER ENGA
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 & CUSTOMER ENGA
88	Galarza, Alejandria F.	A	Community Engag Librarian	COMMUNITY & CUSTOMER ENGA
89	Gesten, Joshua F.	A	Senior Information Asst	CUSTOMER SERVICE
90	Gossman, James A.	A	Community Engag Librarian	COMMUNITY & CUSTOMER ENGA
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 & CUSTOMER ENGA
97	Holman, Stephanie A.	A	Community Engag Librarian	COMMUNITY & CUSTOMER ENGA
98	Hosler, Christopher A.	A	Program-Branch Strat	STRATEGIST-PROGRAM/B
99	Hosler, Virginia J.	A	Community Engag Librarian	COMMUNITY & CUSTOMER ENGA
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	Kroeger, Nathan A.	A	Writer/Content Specialist	COMMUNICATIONS/MARKETI CM
109	Lehr, Jeannette C.	A	Subject Expert	COMMUNITY & CUSTOMER ENGA
110	Leibacher, Brian J.	A	BLDS MGR	BUILDING SRV-MAINTENANCE
111	Lettelleir, Gary P.	A	MGR Finance	ADMIN-FINANCE
112	Lovings, Jacqueline D.	A	Senior Information Asst	CUSTOMER SERVICE
113	MacDowell, Kevin S.	A	Teen/Digital Create Strat	STRATEGIST-TEENS/DC
114	Matney, Jason L.	A	BLDS Asst Mgr	BUILDING SRV-MAINTENANCE
115	Meador, John D.	A	Information Assistant	CUSTOMER SERVICE
116	Mestre, Amber C.	A	Senior Information Asst	CUSTOMER SERVICE
117	Mosora, John P.	A	Maintenance Assistant	BUILDING SRV-MAINTENANCE
118	Mullis, Cody H.	A	Information Tech Spec	INFORMATION TECHNOLOGY
119	Neer, Matthew M.	A	Community Engag Librarian	COMMUNITY & CUSTOMER ENGA
120	Ody, Martha F.	A	Librarian Selector	ACCESS & CONTENT
121	Ott, Samuel W.	A	Community Engag Librarian	COMMUNITY & CUSTOMER ENGA
122	Overman, Roberta J.	A	Community Engag Librarian	COMMUNITY & CUSTOMER ENGA
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 02/01/19
Pay Period 01/7/2019 to 01/20/2019

Employee Earnings Report by Pay Date

127	Schwegman, Vanessa M.	A	Information Tech Analyst	INFORMATION TECHNOLOGY
128	Scott, Sarah A.	A	Graphic Designer Spec	COMMUNICATIONS/MARKETI CM
129	Seibel, Brenda D.	A	Admin. Receptionist	ADMIN-BUS OFFICE
130	Slater, Andrew R.	A	Senior Information Asst	CUSTOMER SERVICE
131	Smith, Benjamin E.	A	Security Technician	BUILDING SRV-SECURITY
132	Sneed, Christine M.	A	Copy Cataloger Asst	ACCESS & CONTENT
133	Stacy, Ryan P.	A	Librarian Selector	ACCESS & CONTENT
134	Starks-Dyer, Kathleen R.	A	Senior Information Asst	CUSTOMER SERVICE
135	Swinson, Barbara M.	A	Professional Devel Strat	STRATEGIST-PROFESSION
136	Thompson, Timothy J.	A	Senior Materials Handler	ACCESS & CONTENT
137	Todd, Hunter A.	A	Senior Information Asst	CUSTOMER SERVICE
138	Turrentine, Bethany G.	A	Community Learn Asst Mgr	COMMUNITY & CUSTOMER ENGA
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 & CUSTOMER ENGA
143	Wood, Marilyn D.	A	Director	ADMIN - DIRECTOR
144	Zdravecky, Leanne	A	Admin. Coordinator	ADMIN-BUS OFFICE

Sub-Total Operating Fund **\$183,978.15** **8,746.23**

	Fund Type	Employee Name	Status	Title	Unit
1	Special	Arena, Nile J.	A	CATS-Master Control Op	CATS
2	Revenue	Muyskens-Toth, Casey L.	A	CATS-Master Control Op	CATS
3		Torneo, Samuel J.	A	CATS-Master Control Op	CATS
4		Miller, Thomas 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 **\$18,742.07** **924.25**

Grand Total **\$202,720.22** **9,670.48**

Pay Date 02/15/19
 Pay Period 01/21/2019 to 02/03/2019

Employee Earnings Report by Pay Date

#	Fund Type	Employee Name	Status	Title	Unit
1	Operating	Anderson, Erica A.	A	Materials Handler	ACCESS & CONTENT
2		Blanchard, Annise D.	A	Materials Handler	ACCESS & CONTENT
3		Butler, Joanna R.	A	Materials Handler	ACCESS & CONTENT
4		Desjardins, Vincent P.	A	Materials Handler	ACCESS & CONTENT
5		Eubanks, Marissa L.	A	Materials Handler	ACCESS & CONTENT
6		Fak, Andrew V.	A	Materials Handler	ACCESS & CONTENT
7		Fletcher, Kathy J.	A	Materials Handler	ACCESS & CONTENT
8		Hacker, Arielle N.	A	Materials Handler	ACCESS & CONTENT
9		Hagan, Elizabeth A.	A	Materials Handler	ACCESS & CONTENT
10		Heppeard, Andrew D.	A	Materials Handler	ACCESS & CONTENT
11		Herbertz, Greta E.	A	Materials Handler	ACCESS & CONTENT
12		Hines, Michelle L.	A	Materials Handler	ACCESS & CONTENT
13		Horton, Samantha M.	A	Materials Handler	ACCESS & CONTENT
14		Ketring, Brittney M.	A	Materials Handler	ACCESS & CONTENT
15		Koester, William D.	A	Materials Handler	ACCESS & CONTENT
16		Kowalchuk, Jason M.	A	Materials Handler	ACCESS & CONTENT
17		Lemen, Brett A.	A	Materials Handler	ACCESS & CONTENT
18		Mullens, Anna M.	A	Materials Handler	ACCESS & CONTENT
19		Overtoom, Sydney J.	A	Materials Handler	ACCESS & CONTENT
20		Phillips, Amanda E.	A	Materials Handler	ACCESS & CONTENT
21		Plummer, Leah C.	A	Materials Handler	ACCESS & CONTENT
22		Polley, Elizabeth A.	A	Materials Handler	ACCESS & CONTENT
23		Price, Daniel A.	A	Materials Handler	ACCESS & CONTENT
24		Rauh, Therese	A	Materials Handler	ACCESS & CONTENT
25		Smith, Karen S.	A	Materials Handler	ACCESS & CONTENT
26		Syrek, Bret A.	A	Materials Handler	ACCESS & CONTENT
27		Waller, Amanda M.	A	Materials Handler	ACCESS & CONTENT
28		Winters, Emily J.	A	Materials Handler	ACCESS & CONTENT
29		Balzer, Cynthia L.	A	Senior Information Asst	CUSTOMER SERVICE
30		Bowman-Sarkisian, Shannon	A	Information Assistant	CUSTOMER SERVICE
31		Cagle, Chantal G.	A	Information Assistant	CUSTOMER SERVICE
32		Clark, Marion C.	A	Senior Information Asst	CUSTOMER SERVICE
33		Duszynski, Paul A.	A	Senior Information Asst	CUSTOMER SERVICE
34		Englert, Victoria R.	A	Information Assistant	CUSTOMER SERVICE
35		Gillespie, Charles F.	A	Information Assistant	CUSTOMER SERVICE
36		Icenogle, Rachel L.	A	Custodian	BUILDING SRV-MAINTENANCE
37		Jackson, Ross A.	A	Security Technician	BUILDING SRV-SECURITY
38		Lucas, Darryl L.	A	Information Assistant	CUSTOMER SERVICE
39		Mass, Shelby E.	A	Information Assistant	CUSTOMER SERVICE
40		OLeary, Barbara A.	A	Information Assistant	CUSTOMER SERVICE
41		Polley, Claudia M.	A	Custodian	BUILDING SRV-MAINTENANCE
42		Purcell, Emily S.	A	Information Assistant	CUSTOMER SERVICE
43		Rogers, Addison C.	A	CATS-Master Control Op	CATS
44		Scholl, Deborah J.	A	Security Technician	BUILDING SRV-SECURITY
45		Sims, James L.	A	Security Technician	BUILDING SRV-SECURITY
46		Sinex, Lucas C.	A	Information Tech Asst	INFORMATION TECHNOLOGY
47		Snider, Benjamin B.	A	Information Assistant	CUSTOMER SERVICE
48		Weaver, William C.	A	Web Support	COMMUNICATIONS/MARKETI CM
49		Wilke, Adam G.	A	Information Assistant	CUSTOMER SERVICE
50		Baker, Kimberly A.	A	Community Engag Librarian	COMMUNITY & CUSTOMER ENGA
51		Clark, Craig J.	A	Senior Materials Handler	ACCESS & CONTENT
52		Crane, Deanna J.	A	Custodian	BUILDING SRV-MAINTENANCE
53		Ellis, William P.	A	Information Assistant	CUSTOMER SERVICE
54		Hoagland, Ian M.	A	Information Assistant	CUSTOMER SERVICE
55		Jenness, Claire L.	A	Senior Materials Handler	ACCESS & CONTENT

Pay Date 02/15/19
Pay Period 01/21/2019 to 02/03/2019

Employee Earnings Report by Pay Date

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

Pay Date 02/15/19
Pay Period 01/21/2019 to 02/03/2019

Employee Earnings Report by Pay Date

112	Mestre, Amber C.	A	Senior Information Asst	CUSTOMER SERVICE
113	Mosora, John P.	A	Maintenance Assistant	BUILDING SRV-MAINTENANCE
114	Mullis, Cody H.	A	Information Tech Spec	INFORMATION TECHNOLOGY
115	Neer, Matthew M.	A	Community Engag Librarian	COMMUNITY & CUSTOMER ENGA
116	Ody, Martha F.	A	Librarian Selector	ACCESS & CONTENT
117	Ott, Samuel W.	A	Community Engag Librarian	COMMUNITY & CUSTOMER ENGA
118	Overman, Roberta J.	A	Community Engag Librarian	COMMUNITY & CUSTOMER ENGA
119	Paull, Jonathon J.	A	Senior Information Asst	CUSTOMER SERVICE
120	Rome, M Brandon	A	Senior Information Asst	CUSTOMER SERVICE
121	Ruddick, Jane	A	Librarian Selector	ACCESS & CONTENT
122	Salvaggio, Elizabeth A.	A	Senior Information Asst	CUSTOMER SERVICE
123	Schwegman, Vanessa M.	A	Information Tech Analyst	INFORMATION TECHNOLOGY
124	Scott, Sarah A.	A	Graphic Designer Spec	COMMUNICATIONS/MARKETI CM
125	Seibel, Brenda D.	A	Admin. Receptionist	ADMIN-BUS OFFICE
126	Slater, Andrew R.	A	Senior Information Asst	CUSTOMER SERVICE
127	Smith, Benjamin E.	A	Security Technician	BUILDING SRV-SECURITY
128	Sneed, Christine M.	A	Copy Cataloger Asst	ACCESS & CONTENT
129	Stacy, Ryan P.	A	Librarian Selector	ACCESS & CONTENT
130	Starks-Dyer, Kathleen R.	A	Senior Information Asst	CUSTOMER SERVICE
131	Swinson, Barbara M.	A	Professional Devel Strat	STRATEGIST-PROFESSION
132	Thompson, Timothy J.	A	Senior Materials Handler	ACCESS & CONTENT
133	Todd, Hunter A.	A	Senior Information Asst	CUSTOMER SERVICE
134	Turrentine, Bethany G.	A	Community Learn Asst Mgr	COMMUNITY & CUSTOMER ENGA
135	Wallace, Pamela J.	A	Admin. Technician	ADMIN-BUS OFFICE
136	White, Pamela K.	A	Acquisitions Specialist	ACCESS & CONTENT
137	Wickemeyer-Hardy, Kyle A.	A	MGR Human Resources	ADMIN-HUMAN RESOURCES
138	Wolf, Joshua	A	Community Engagement MGR	COMMUNITY & CUSTOMER ENGA
139	Wood, Marilyn D.	A	Director	ADMIN - DIRECTOR
140	Zdravecky, Leanne	A	Admin. Coordinator	ADMIN-BUS OFFICE

Sub-Total Operating Fund	\$169,260.23	8,152.00
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	Fund Type	Employee Name	Status	Title	Unit
1	Special Revenue	Arena, Nile J.	A	CATS-Master Control Op	CATS
2		Muyskens-Toth, Casey L.	A	CATS-Master Control Op	CATS
3		Torneo, Samuel J.	A	CATS-Master Control Op	CATS
4		Miller, Thomas 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	\$18,750.20	926.50
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Grand Total	\$188,010.43	9,078.50
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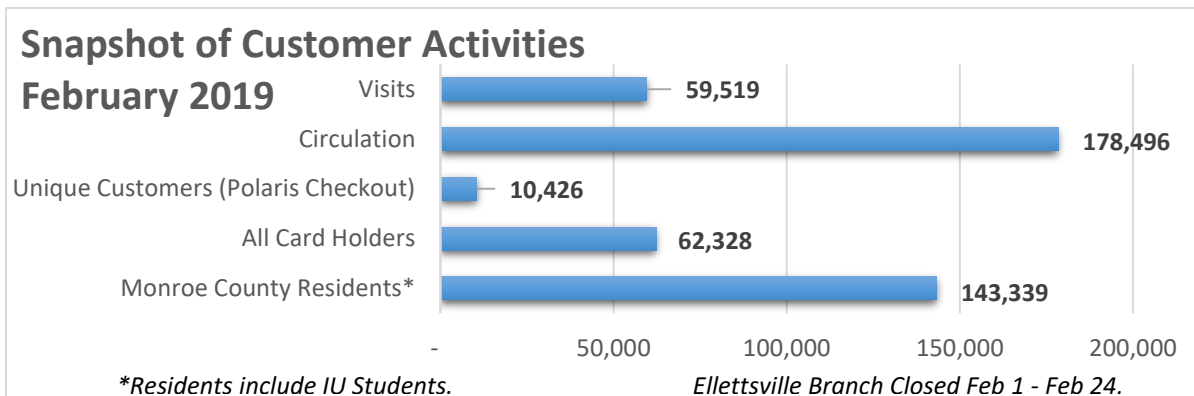
2019 BOARD OF TRUSTEE'S CALENDER
All meetings in Room 1B unless otherwise noted

Month	Date	Meeting Type	Potential Topics
January	9	Work Session*	
January	16	Board Meeting	Budget line-item transfers; officer slate approved; El Centro Contract; Update:
January	16	Board of Finance	Review Investment Report and Policy
February	13	Work Session*	
February	20	Board Meeting	Election of Board Officers; Update: Access & Content Services
March	6	Work Session*	
March	20	Board Meeting at Ellettsville Branch	2018 Annual Report review; Review Long Range Strategic Plan; Update: Branch Services
April	10	Work Session*	
April	17	Board Meeting	Update: Teen Services
May	8	Work Session*	
May	15	Board Meeting	Review Security Camera Policy; Update Children's Services
June	12	Work Session*	
June	19	Board Meeting	Update: Building Services
July	10	Work Session*	
July	17	Board Meeting	Draft 2020 Budget; Update: Community Engagement & VITAL
August	14	Work Session*	
August	21	Board Meeting	Review any revisions to 2020 Budget, Approve 2020 Budget for advertising; Update: Special Audience Services
September	11	Work Session*	
September	18	Board Meeting	2020 Budget; Update: Communications & Marketing
September	18	Public Hearing	Public Hearing on 2020 Budget
October	9	Work Session*	
October	16	Board Meeting	Adopt 2020 Budget; approve 2020 employee insurance package; Update: Adult Services
November	13	Work Session*	
November	20	Board Meeting	Update: Staff Development
December	11	Work Session*	
December	18	Board Meeting	Approve 2020 salary schedule, Pay Schedule(dates), director's salary; 2020 Holiday & Closing Schedule;CATS contracts, Fines and Fees schedule; Update: CATS
*Work session dates are placeholders. Meetings are held only as needed.			
Highlighted dates are off meeting week schedule (due to spring break schedules)			

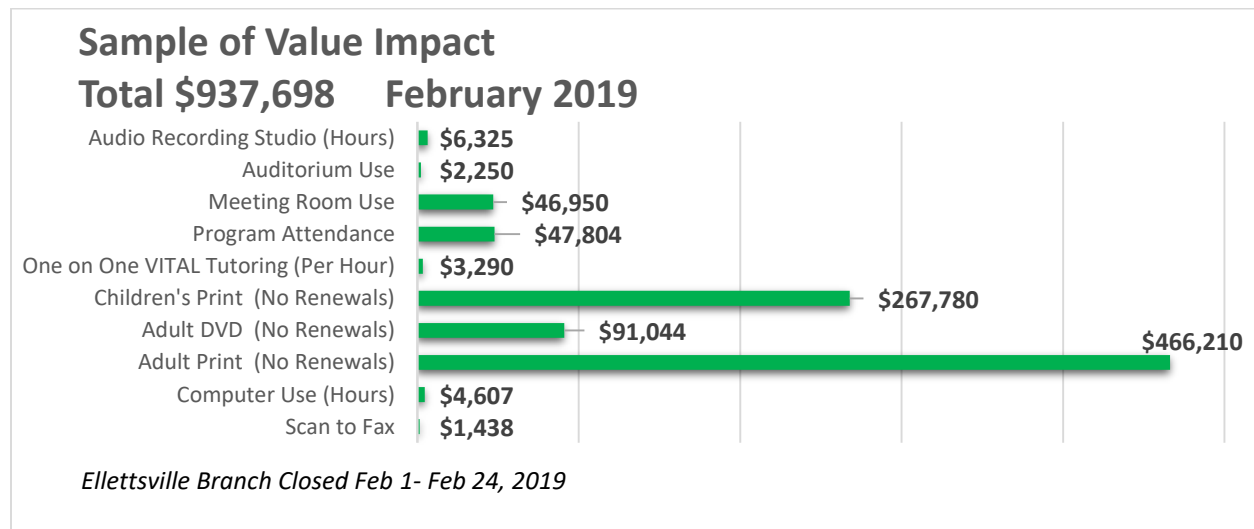


Director's Report February 2019

The Library averaged 2,204 visits per day and an overall visitor count of 59,519. The first week of Ellettsville's reopening reveals the community excitement and readiness to reclaim their library. Almost 1,000 visitors came on Re-Opening Monday. Re-opening week counted 3,936 visits compared to 2,700 in the same week of February 2018. Across MCPL, 6,611 items were checked out or renewed daily. 10,426 unique individuals checked out an item and 12,553 unique users have checked out an item so far in 2019, 20% of the Library's total card holder population, which decreased by 181 individuals. The library added 4,665 items to the collection and deleted 4,795 items.



2,812 attendees enjoyed one of 159 Library sponsored programs. Customers used the Library's computers for 10,793 sessions, approximately 400 per day, for a total of 9,214 hours. The Library served as a community resource as the meeting rooms, audio or video studios, or auditorium spaces were used 626 times or an average of 23 times per day. The value of a few services offered by the Library is highlighted below.



Monroe County Public Library Strategic Direction 2018-2020

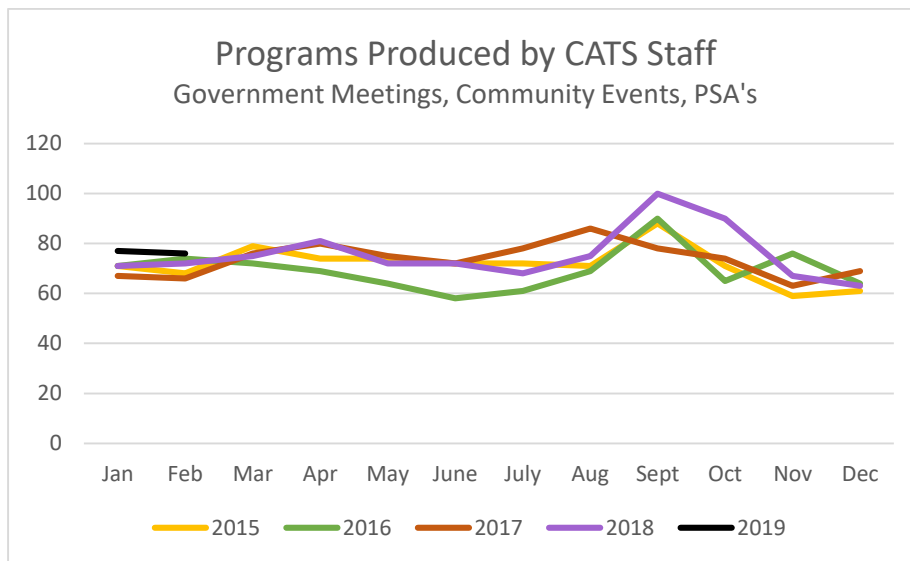
Our Mission: Monroe County Public Library strengthens our community and enriches lives by providing equitable access to information and opportunities to read, learn, connect, and create.

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

- The beautifully renovated Ellettsville Branch reopened to crowds on February 25. Community Engagement Librarian Stephanie Holman described it this way: The opening of the doors was the beginning of a beautiful parade that would last all day. Cries of “Welcome Back” answered by “We have been longing for this moment”. Casual entering of a building was gone as heads swiveled, people swirled in circles, trying to take it all in.
- Ellettsville materials were successfully transported, unboxed, shelved, and sorted thanks to a tremendous team effort on the part of Access and Content Services, Building Services, Community and Customer Engagement, and Information Technology staff. A shared sense of purpose and a commitment to seeing the project through found many staff members, volunteers, and contracted parties working closely together to complete collections work days ahead of schedule. This teamwork was the result of strong partnerships across units, and staff in ACS are grateful for the help and support received from everyone!
- As planned, numerous updates to MCPL’s videogame collections were launched to coincide with Ellettsville’s re-opening. In addition to its popular Children’s games, the branch now offers Adult titles housed along with the other Adult A/V collections. Back at Main, the Adult videogame collection has moved from behind the DVD shelves and out onto the floor near CDs - the goals being to make them more visible and accessible and to have Graphic Novels, Manga, Zines, and Videogames all close to one another. We’re also excited to announce two more important updates in response to many requests from the community: the addition of Nintendo Switch titles to the Adult collections and the extension of videogame lending periods from 7 days to 21 days.
- The large automated material handler system (AMH), purchased in 2011 from Bibliotheca, has transformed our materials sorting and shelving workflow and stands as an integral part of our collection management procedures. Age-related specs and persistent performance issues find us ready to replace it with a newer, more efficient model. ACS staff have been meeting with potential vendors, learning of current functionality and specifications and are working on a request for proposal to obtain pricing and specification identification. We hope to have a new machine installed by late summer.
- Communications and marketing activities were abundant in February. Community media coverage of current programming, the Ellettsville branch and new branch planning was strong. Here are links to the various ways our community can learn about the library:
 - The latest Think Library e-newsletter is out: mailchi.mp/mcpl/march2019
 - The latest Check It Out is out. Explore the new zine collection with Boxcar Books, learn how you can break down barriers with Mango Languages, meet the Outreach Van (Bookmobile’s lesser known friend), and enjoy a recap of Jazz Girls Day! <https://youtu.be/ji9QkDN92B8>

- In this month's podcast, Matt and Erica explore forgotten and unknown women in history, learn how Library music and movies are selected, and face off in a mini Quiz Bowl moderated by VITAL's coordinator. <https://soundcloud.com/user-547938259/your-friendly-neighborhood-librarians-march-2019>
- This month's featured eLibrary resource of the month is Mango: mcpl.info/mango
- A new library cardholder email campaign has started. New patrons signing up for our newsletter will receive a welcome email (which will be updated as we create new content and continue to evolve), seen here: <https://mailchi.mp/mcpl/newcardholder>
- The IDS included our Lunar New Year event in an article here: <https://www.idsnews.com/article/2019/02/students-community-celebrate-lunar-new-year-with-food-friendship>
- Wikipedia Black History Edit-a-Thon in HT: https://www.hoosiertimes.com/herald_times_online/news/local/black-americans-wikipedia-pages-become-more-robust/article_e6980d7e-d5d2-50da-bc13-2f16e3c7370d.html
- Ellettsville reopening in HT and Ellettsville Journal (first): https://www.hoosiertimes.com/herald_times_online/news/local/ellettsville-library-branch-to-reopen-feb/article_7888edc6-fca0-52d5-82f4-6cd74c83de77.html
- Ellettsville reopening in HT and Ellettsville Journal (second): https://www.hoosiertimes.com/herald_times_online/news/local/ellettsville-library-branch-to-reopen-monday/article_47223e0c-4c58-5b41-b670-0f23cd35d496.html
- Jazz Girls Day (first piece) in HT: https://www.hoosiertimes.com/herald_times_online/entertainment/local-musicians-host-jazz-girls-day-at-the-library/article_414c7603-1e74-51cf-929c-75f6bfc2eb37.html
- Jazz Girls Day (second piece) in HT: https://www.hoosiertimes.com/herald_times_online/news/local/jazz-girls-learn-to-fly-solo-at-improv-clinic/article_62cba896-dd2d-541e-ad8b-bab477160f03.html
- Ellettsville reopening in Indiana Public Media: <https://indianapublicmedia.org/news/ellettsville-branch-library-set-to-reopen-on-monday.php>
- New branch planning in Indiana Public Media: <https://indianapublicmedia.org/news/monroe-co.-library-identifies-possible-sites-for-new-branch.php>
- Bloom Magazine published an article in their February/March issue regarding our Autism and Sensory-Friendly Films: <http://www.magbloom.com/2019/02/mcpl-sensory-friendly-films-mean-no-shushing-allowed/>
- Bloom also published an article on the upcoming VITAL Quiz Bowl: <http://www.magbloom.com/2019/02/dare-to-test-your-expertise-enter-the-vital-quiz-bowl/>
- February marked the start of the new monthly outreach series at the Rise. Each Teen and Digital Creativity librarian will go once a quarter to present a different program to teens at the Rise, engaging youth and demonstrating some of the cool things they can do at the Library. Teen Librarian Sam Ott led the first session, which went extremely well.

- The February session of the Teen Parent Playgroup had two expectant mothers and one father attend. The nurses from the IU Nurse Family Partnership led this session about how babies and parents bond. Teen Librarian Sam Ott and Children's Librarian Ginny Hosler were also present to lead the craft, and talk about library programs and resources available to help teens and their babies.

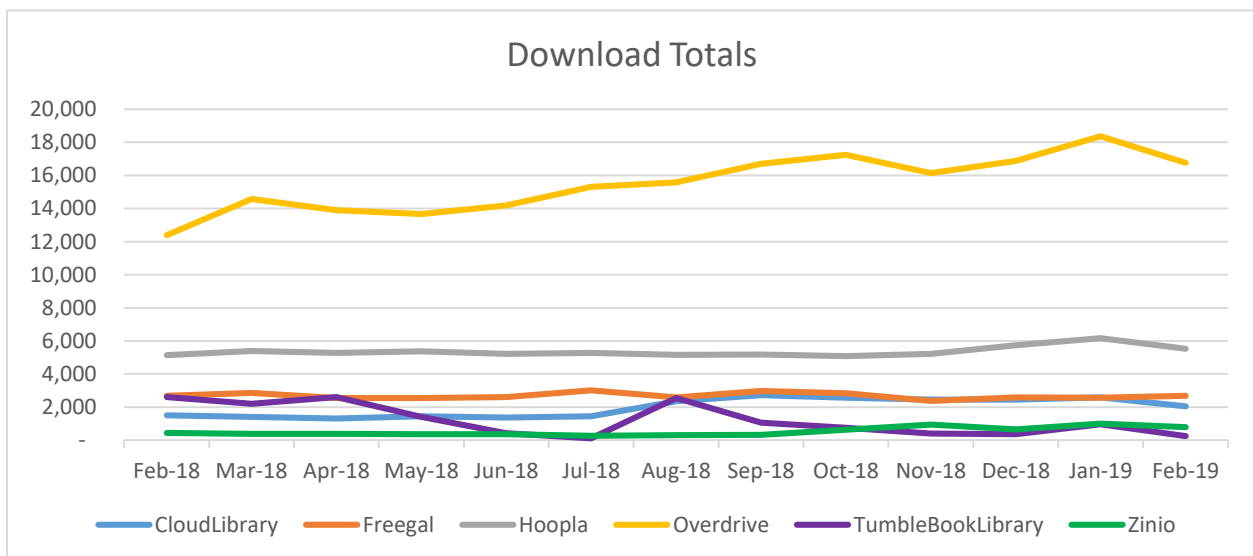
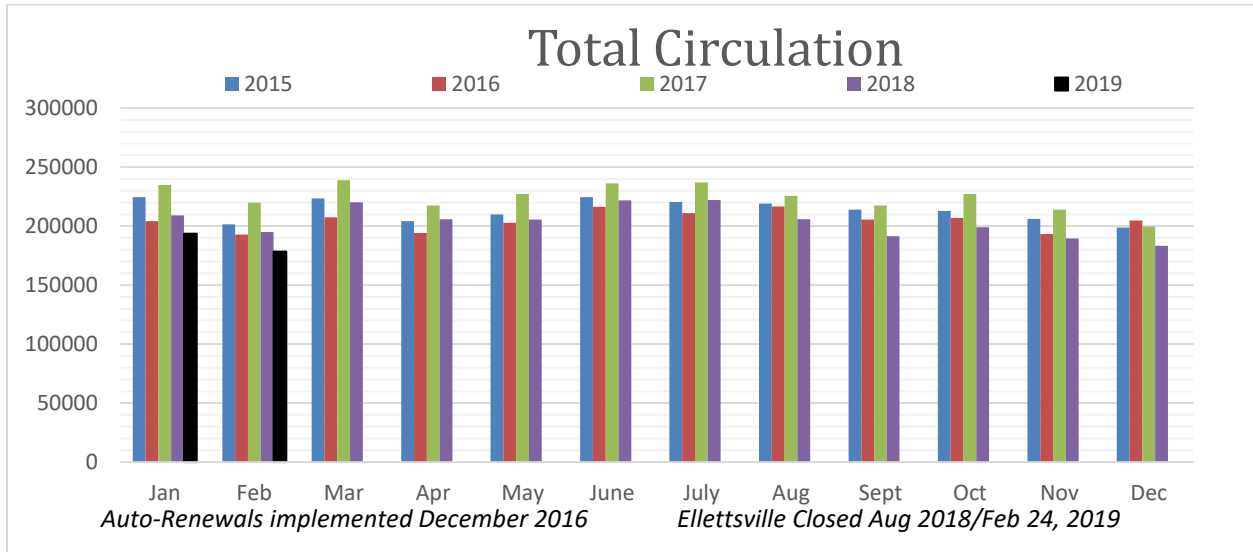


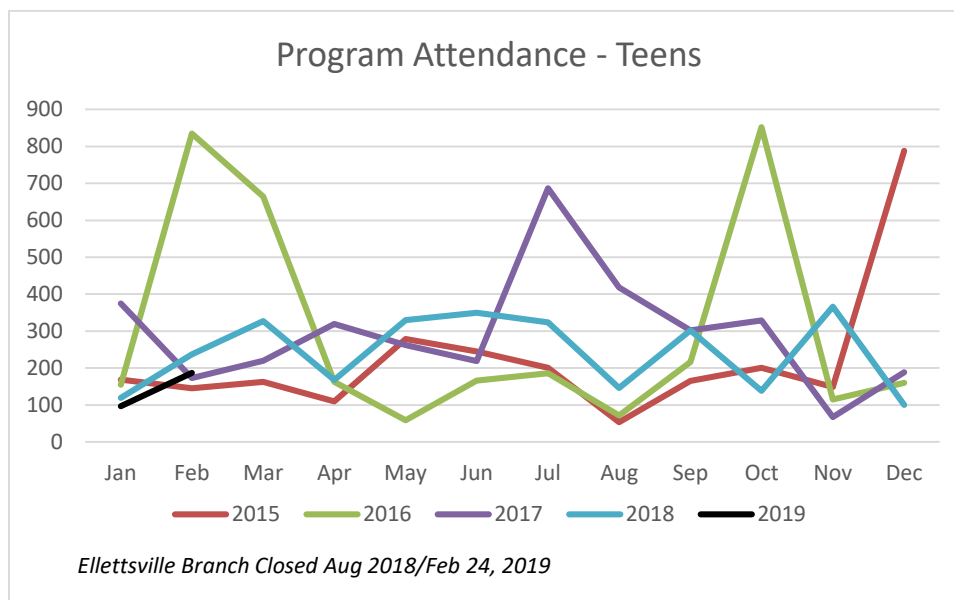
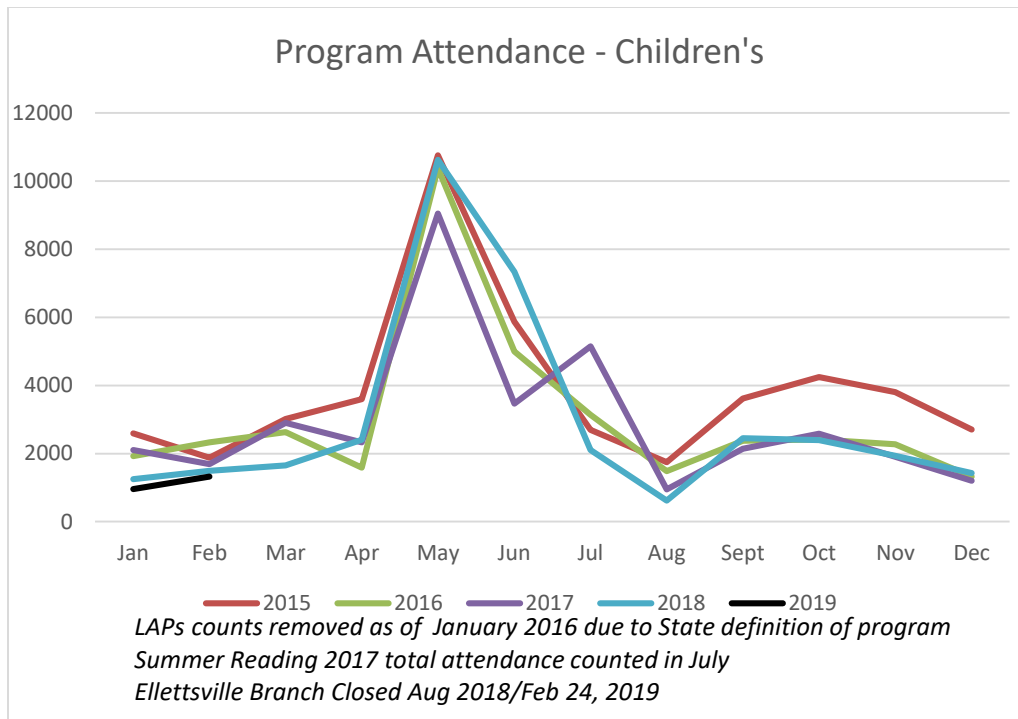
Goal 2: Support reading, 21st century literacy, and lifelong learning.

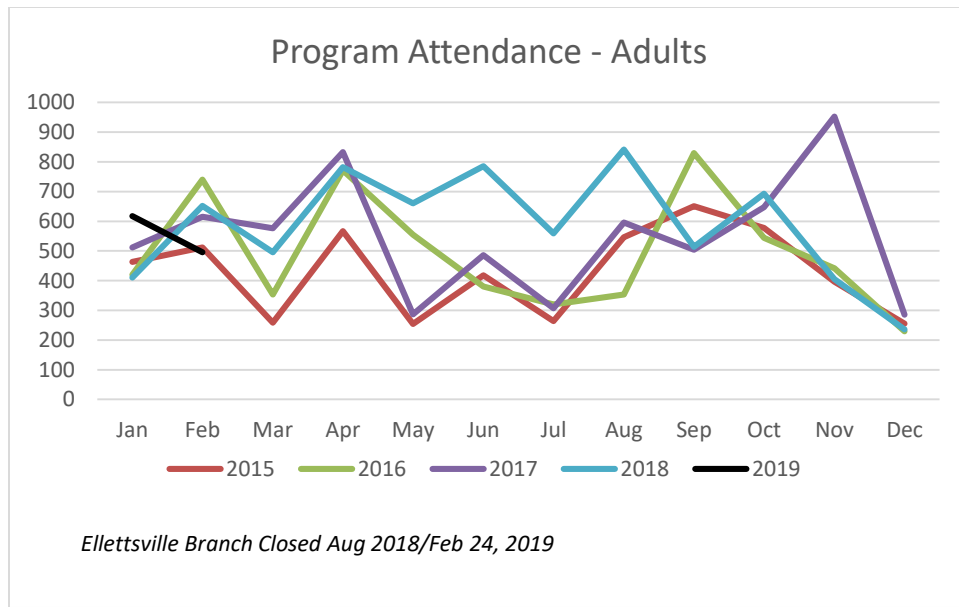
- The Library continues our digital collections promotion with a focus this month on Mango Languages, a fun and intuitive language learning resource offering self-paced lessons that teach real conversational skills.
- “Wintertelling” occurred at the Library with a large number of families attending. The audience listened to stories which are traditionally reserved for telling only in the winter presented by the Bloomington Storytellers Guild. The crowd of more than 70 people enjoyed refreshments and the chance to chat with the performers after the presentation.
- “Books on Tap” met at Switchyard Brewing Company to discuss fiction written by African American authors. Librarian Erica Brown led the discussion about the different titles which focused on topics including tropes, the prevalence of slavery fiction and the white savior, as well as the importance of reading books by diverse authors.
- The popular “Nerd Night” program happened at the Switchyard with an audience of 54 people. The evening’s presenters included Paula Tarankow: “Finding Animals in American History” (the history of animal rights following civil rights), Jim Seaver: “BOOMington or How Indiana University Learned to Stop Worrying and Love the Bomb” (History of the Civil War, emergency preparedness and eight IU students living(ish) in a bunker for a week) and Jeremy Shere: “Back to the (Audio) Future” (all about podcasting).
- Librarian Erica Brown partnered with Friendly Beasts Cider Company for a Galentine’s Day event. Galentine’s Day is a nonofficial holiday celebrated on February 13 for women to celebrate women. The group of 50 played games, made Galentine’s Day cards and friendship bracelets, colored, and created stickers

- Librarian Dana Duffy presented a storytime to 23 Head Start classrooms and at The Nest daycare for New Hope residents, providing 293 children with an engaging, age appropriate literacy experience and a high quality collection of books to use in their classrooms.
- Children attending Little Makers played with the story of Jack and the Beanstalk by making articulated bean stalks out of paper and brass fasteners. They folded and unfolded them as they measured their stalks and incorporated them into their imaginative play.
- An enthusiastic group of 21 infants, toddlers and their caregivers enjoyed sharing rhymes, songs and stories about Winter at the evening session of Tiny to Two at the Main Library. A morning session of this program had 40 participants, including some of the Head Start Home Delivery instructors who came to observe the program and gain ideas for ways to encourage their clients to share rhymes and stories with young children.
- Librarians Alejandria Galarza and Ginny Hosler visited students at Highland Park and Grandview Elementary schools to help them learn how to use the Green Screen and other apps to support the development of their video “book trailers” for a Young Hoosier Book Award book they read.
- A former learner recently contacted VITAL to share her gratitude for her VITAL tutor Bob Klausmier. “My math tutor changed my life. He made the horribly complex into almost an art form. I’m now studying meteorology and I tutor math to 10 to 12 years olds who ‘Don’t get it’ because Bob showed me how to ‘Get it.’ Their eyes light up with confidence, thank you for your program and I’m still keeping it going.”
- The parent of a three-year old relayed the following Bookmobile experience: Her daughter has a speech delay, and visiting the big green truck at one of its rural stops has been important for her socialization and has also encouraged an early love of books. She often claps when the family drives past her regular Bookmobile location, excited at the prospect of her next visit to the mobile library.
- As part of Library service at the Monroe County Correctional Center, we are now distributing a bookmark to patrons that summarizes services that may be useful to inmates upon release, including VITAL and other programs, our public computers and technology help, plus how to obtain a Library card.
- In February, over 800 gift books were delivered to Monroe County Head Starts and The Nest at New Hope daycare thanks to a \$5,000 Wahl Family Charitable Trust gift. The books provide each daycare with a core collection the library could not supply in large enough quantities. For example, all preschools do a unit on gardens in Spring and applies in the Fall. The gift also included the purchase of 75 new titles for the Outreach preschool collection. This gift helped diversify the collection in regards to gender/ethnic/abilities portrayals in picture books.
- Two virtual reality programs in February invited participants to think differently about technology and how it might impact our lives in the future. On February 2, an innovator from IU brought a VR experience simulating a hot air balloon ride with the added sensations of heat and wind, almost fully immersing the participants in the experience and duplicating the real life sensation of riding in a hot air balloon without leaving the ground. On February 18, Explore Black History Month in VR saw a panel of experts inviting participants to experience three different African American-centered VR experiences. The panel discussion that followed discussed how VR can be used to virtually place people into other people’s shoes and how this might be able to impact empathy. Both VR experiences inspired curiosity in participants and pushed our Library patrons’ expectations about the future of technology.

- As part of the Adulting 101 series, Purdue Extension educator Courtney Stewart presented a program entitled Treat Yo' Self. Teens learned about stress maintenance, self-care practices, guided meditation, and finished by making an essential oil sugar scrub to take home.

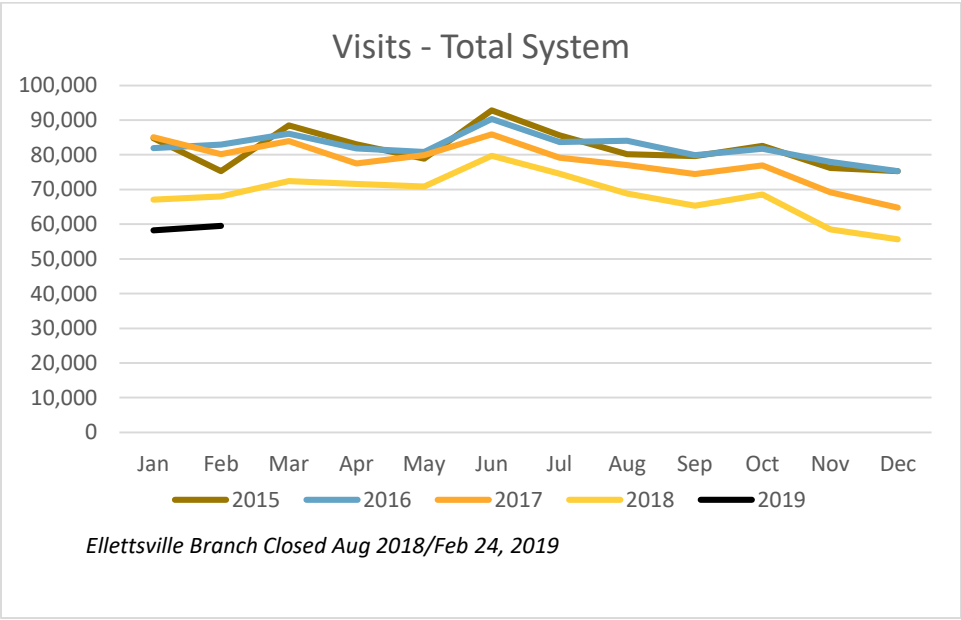
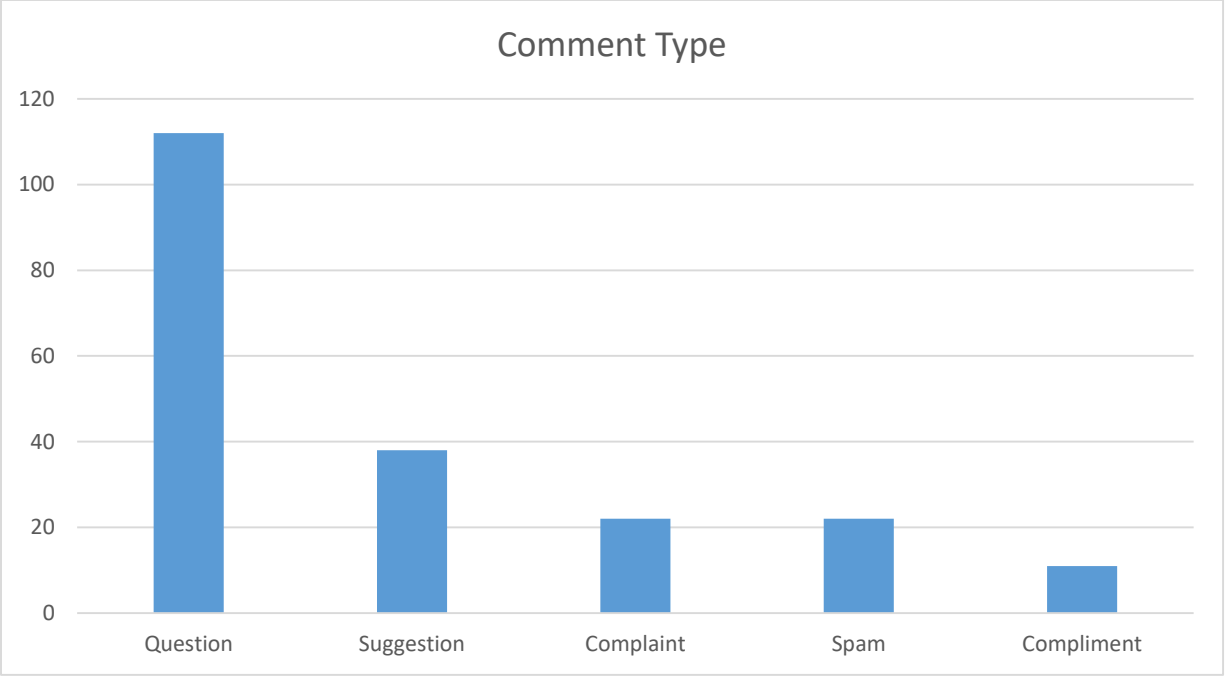


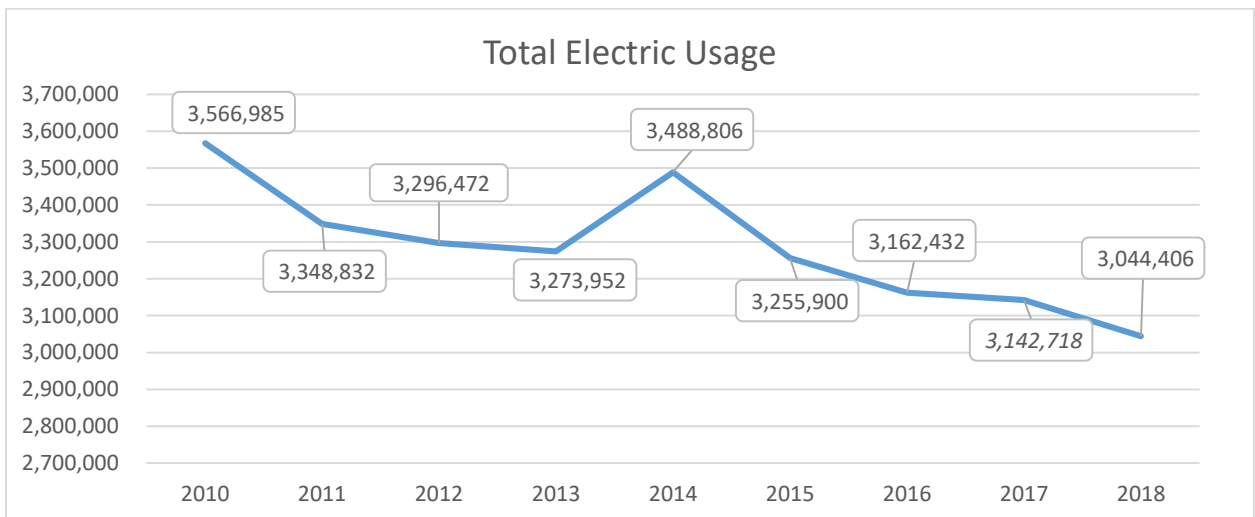
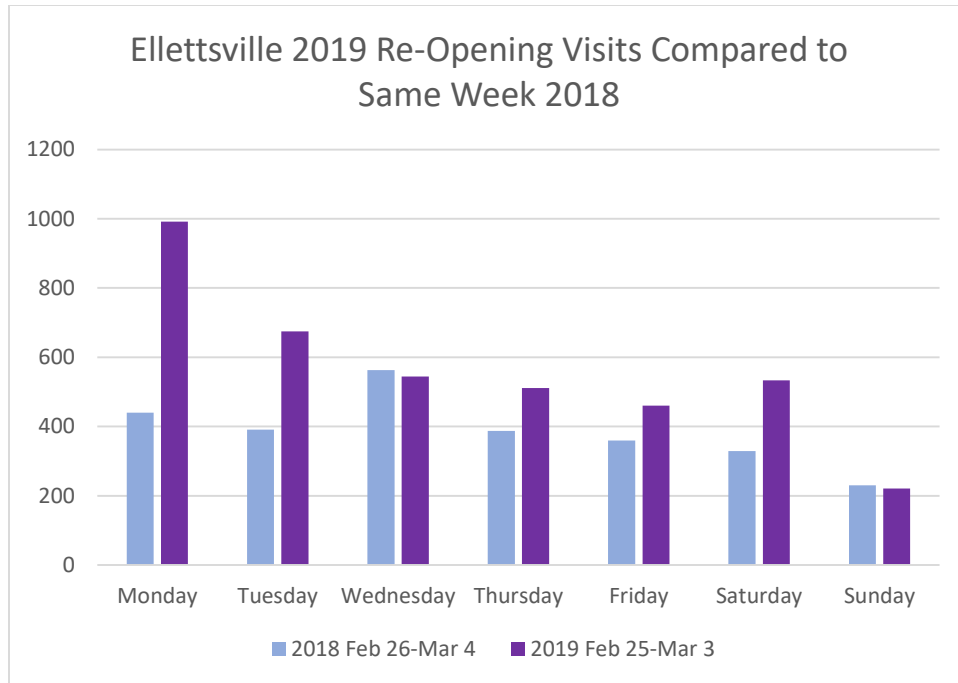


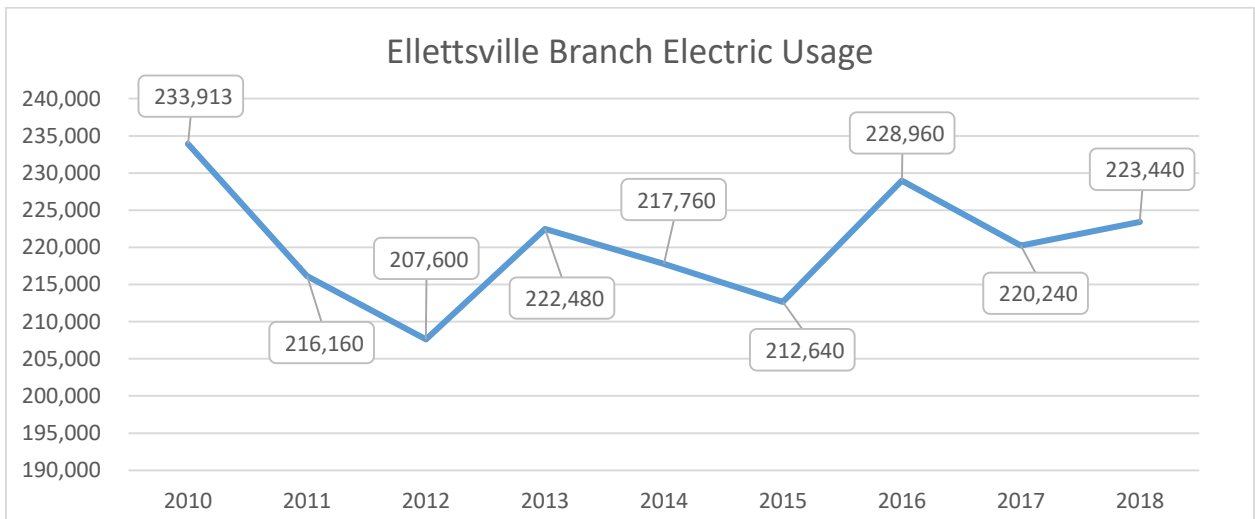
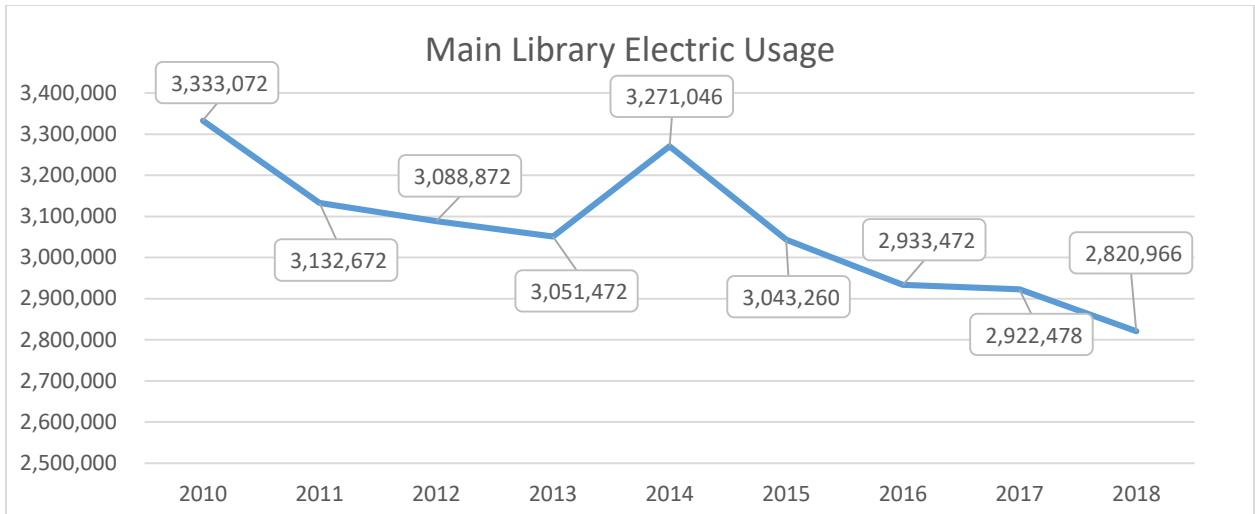


Goal 3: Provide a safe and welcoming place for all.

- Since the beginning of the academic year, the Library has hosted regular Ground Floor visits during the school day for middle school teens enrolled in MCCSC special education programs. As a result of these positive experiences, the library is developing events where teens can participate outside of the school day and with the option of bringing a parent or caregiver. A Microsoft Xbox Adaptive Controller has also been added to the Ground Floor's gaming and computer resources to make them more inclusive.
- Following the Board of Trustees approval to move forward with investigating potential sites for a new branch, Marilyn Wood met with a potential site owner, John West, Christine Matheu, and Bob Riggert, our site engineer, to further review of site specific feasibility.
- The Library's annual report was submitted to the Indiana State Library. This report is required to meet Indiana Public Library standards.
- The library has made a concerted effort to be more green by reducing its use of electricity. Building Services has installed hundreds of LED light bulbs and repaired other lighting fixtures to be more efficient. System usage shows a steady downward trend, primarily from reduced use at the Main Library. Ellettsville usage will hopefully follow that trend with the installation of a new commercial HVAC system.
- Our regular review of patron comments was completed for the past four months. Largely questions, there were also compliments, complaints and suggestions. Complaints were related to parking, improving the drive-up (bumpers), and multiple miscellaneous items. Compliments included: love the library with several mentioning staff, the baby space, Level Up, and ADA accessibility by moving the toilet paper holders in the restrooms. Questions are primarily account related. Suggestions mostly for purchases.
- As MCPL continues to grow and accumulate documents, records retention is essential and required. Gary Lettelleir and Leanne Zdravecky are in the process of updating our retention schedule and ensuring a more organized way to identify, organize, and store essential documents.



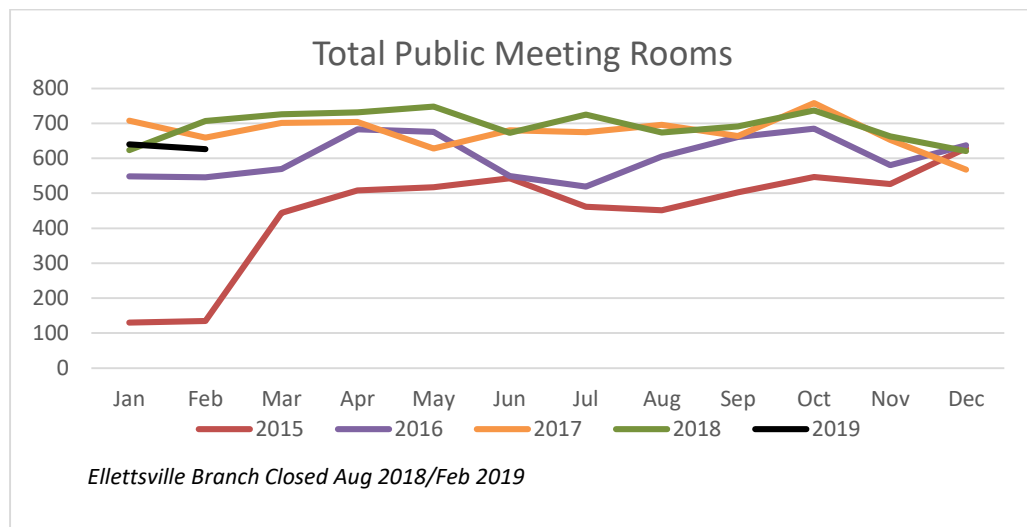


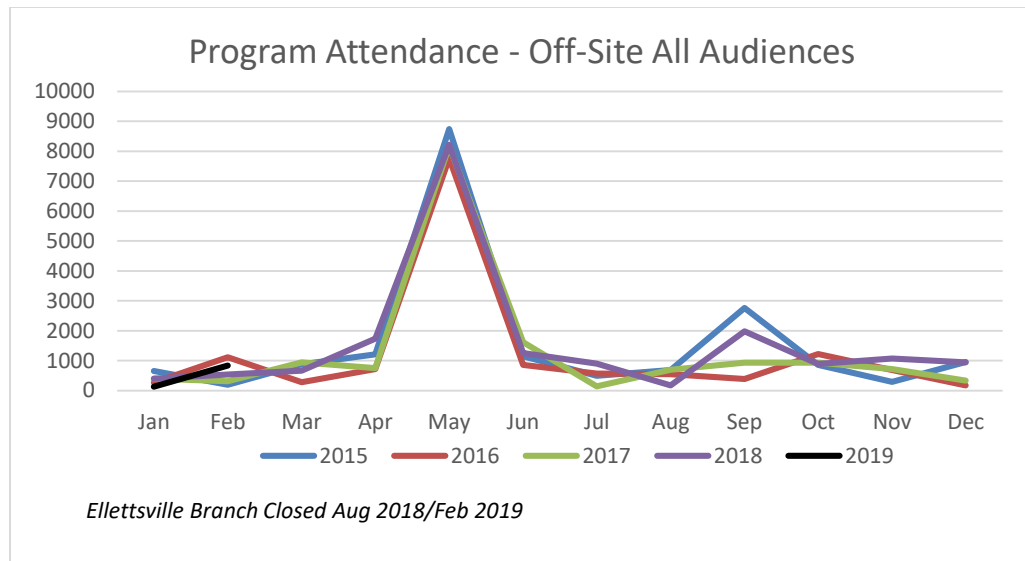


Goal 4: Promote a climate of civility, inclusiveness, and compassion.

- The theme for Staff Day 2019 was Inclusive and Compassionate. It was a day for learning, reflection and building staff connections. 126 different staff participated. The day started with a fun mini-edition of the Mike Adams show featuring Director Marilyn Wood as the talk show guest. Sessions included the Key Note “Civility- Leading with Compassion,” and Break Out Sessions “Assistive Technology Show and Tell,” “The Compassionate Approach to Angry Customer Behaviors,” and “Inclusive Stories.” A new format “Flash Talks” was a highlight in which six MCPL staff presented for 5-7 minutes about a project accomplishment or service they wanted to share.
- IU’s African American Dance Company performed at the library in celebration of Black History Month. They danced, talked about their costumes which were based on traditional African dance costumes, discussed the history of dance, and encouraged the children in the audience to ask questions and participate. A hundred and sixty people enjoyed the program.

- More than 80 children and their caregivers enjoyed stories, crafts and a live performance of Ya Sadiqui by Bloomingsongs and Salaam, as a part of the Openhearted Kids: Voyage Through Islamic Cultures: Shams Arabia program.
- The Auditorium was filled to capacity with families enjoying musical and martial art performances by different community groups in honor of Lunar New Year. Children's Strategist Lisa Champelli also told a folktale from China before attendees moved to Meeting Rooms 1B/1C for craft activities planned by members of The IU Asian Culture Center.
- VITAL volunteer Sylvia McNair facilitated a powerful English language group discussion on Black History month. Reverend Dr. Joe Emerson attended, sharing his memories and experiences of attending seminary school and marching with Dr. Martin Luther King in Selma Alabama. Dr. Emerson continued his activism locally as one of the founders of Shalom Community Center. At the end of the lesson, one of the students thanked him for his time saying "Today, I met a hero man."
- The Library is in the process of improving our volunteer engagement opportunities. Volunteers often bring specialized skills, share their connections, bring new energy and ideas and enhance the library through their support. Led by Leanne Zdravecky, the Administrative Coordinator, a Volunteer Advisory team including Sam Ott, Kaitlynn Dockerty, Alejandria Galarza and Pam Wallace has been established. This team is working on a volunteer manual, job descriptions for targeted volunteers and reviewing volunteer engagement software to enhance efficiency.





Community Engagement, Relationship Building and Partnerships

- Students in four third grade classes at Edgewood Intermediate School met with Librarian Stephanie Holman to discuss their Project Based Learning assignment to help the library publicize the new Story Walk at Flatwoods Park and the Kickoff event in May.
- Lakeview Elementary students and their families wrote and talked about what they love about their libraries with Librarian Ellen Arnholter while picking up program guides, bookmobile schedules and bookmarks during the school's Literacy Night, where students also presented skits and songs about books they read.
- School-age children from Binford and Fairview Elementary school participated in the production of the promotional video for the annual children's summer reading program. This year's theme is "A Universe of Stories" and children donned costumes from Star Wars, Star Trek, and Dr. Who to act out scenes in front of the green screen. Along the way, they learned from CATS staff about audio recording, how digital effects work, and more.
- The Putnam County Public Library Adult Literacy program invited VITAL's Bethany Turrentine, tutor Antonia Matthews and learner Daisy Baker to speak at their inaugural volunteer recognition celebration. This program marked the 1-year anniversary for this new adult literacy program serving the Greencastle area. VITAL will continue to offer resources and mentorship as this program develops.
- Marilyn and Mandy joined host Barry Lessow on Watching Bloomington to discuss library initiative and ongoing activities: <http://wbwb.com/podcasting/watching-bloomington?archive=2019-03>
- Representative Trey Hollingsworth visited the library to see how "tax help" is being utilized. There was a full-house during his visit. Elizabeth Gray and Marilyn Wood also had an opportunity to share information about our current programming, VITAL outreach and general information about the library.

Evolving Areas in Libraries and Librarianship

- The need for representation of diverse characters in books for children extends to other media, as well. As part of its commitment to advancing children's learning in the digital age, the Joan Ganz Cooney Center, an independent research and innovation lab based at Sesame Workshop, sponsors the Kids Inclusive and Diverse Media Action Project (KIDMAP). In 2018, the KIDMAP team published criteria to help librarians and caregivers identify and evaluate digital content that is “inclusive, equitable, and accessible.” Read more about their work in the blog posting “Intentional Design for Digital Inclusion: Developing Energetic Alpha for Preschoolers” by Marianne Martens, Ph.D. and Gretchen Caldwell Rinnert, M.G.D. (February 28, 2019) <http://joanganzcooneycenter.org/2019/02/28/intentional-design-for-digital-inclusion-developing-energetic-alpha-for-preschoolers/>
- Zines are on the rise in public libraries: <https://www.okwhatever.org/topics/things/zines-in-public-libraries>

MONROE COUNTY PUBLIC LIBRARY

Indiana Public Library Annual Report 2018

CURRENT YEAR

1 - General Information

Questions relating to standards are in bolded blue font

Grayed boxes are either prefilled (and sometimes locked) or are automatic calculations.

Please provide the most current information available.

01-001	Name of the person preparing this report	Marilyn Wood
01-002	Preparer's phone number	(812) 349-3058
01-003	Time zone in which the library's administrative entity is located	Eastern Time
01-004	Library name	MONROE COUNTY PUBLIC LIBRARY
01-005	Library class	A
01-006	Library director	Marilyn Wood
01-007	Street address	303 EAST KIRKWOOD AVENUE
01-008	City	BLOOMINGTON
01-009	ZIP code	47408
01-010	Is your mailing address the same as the address listed above?	Yes
01-011	Mailing address	303 E. KIRKWOOD
01-012	Mailing city	BLOOMINGTON
01-013	Mailing ZIP code	47408
01-014	Congressional district number	9
01-015	Phone	(812) 349-3050
01-016	Fax	(812) 349-3051
01-017	Does your library have an answering machine, voicemail or other similar technology?	Yes
01-018	Library URL	https://mcpl.info/
01-019	Public library email address, or a means of electronic contact listed on the library's website	community@mcpl.info

Building Questions

01-020	Year the current central library was built	1970
01-021	Year of the most recent structural addition or alteration to the current central library	1997
01-022	Square footage of the central library	135,000
01-023	Click <u>here</u> to complete the central library daily hours.	

This link will take you to a table where you can record the regular hours that the central library is open.

Please enter the hours that the library is open during a typical week. These are the hours which will be made available online at and updated as you notify us.

01-023a If your central library has an ATYPICAL schedule that cannot be correctly entered into the above form (e.g. 9:00AM-noon, 2:00PM-5:00PM), please provide and describe those hours here.

01-038	Total open hours for the central library during a typical week	70
01-039	Total number of hours per week the central library is open after 5:00 PM	19
01-040	Total number of hours per week the central library is open on Saturday	8
01-041	Total number of hours per week the central library is open on Sunday	6
01-042	Number of weeks per year the central library was open in 2018	52
01-043	Total hours the central library was open in 2018	3,640.00

Internet Access

01-044	Does the library have internet access?	Yes
01-045	What type of internet access is available in the central library?	Fiber Optic
01-046	Specify the download speed of Internet access in the central library.	189 MBPS

Please specify the unit of measurement (e.g. 20 MBPS)

Branch Information

01-200	Total number of branches <i>(If this answer = 0, skip questions 01-200a through 01-237)</i>	1
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Individual Branch Information

Grayed boxes are either prefilled (and sometimes locked) or are automatic calculations.

01-200a	Branch name	ELLETTSVILLE BRANCH
01-201a	Branch street address	600 WEST TEMPERANCE
01-202a	Branch city	ELLETTSVILLE
01-203a	Branch county	MONROE
01-204a	Branch ZIP	47429
01-205a	Is your mailing address the same as the address listed above?	Yes
01-206a	Branch mailing address	600 West Temperance, Ellettsville, IN 47429
01-207a	Phone	(812) 876-1272
01-208a	Fax	(812) 876-2515
01-209a	Year built	1990
01-210a	Year of the most recent structural addition or alteration to branch building	2019
01-211a	Total square footage of branch	12000
01-212a	Number of weeks per year individual branch is open	31
01-213a	Monday opening time	10:00 AM
01-214a	Monday closing time	09:00 PM
01-215a	Tuesday opening time	10:00 AM
01-216a	Tuesday closing time	09:00 PM
01-217a	Wednesday opening time	10:00 AM
01-218a	Wednesday closing time	09:00 PM
01-219a	Thursday opening time	10:00 AM

01-220a	Thursday closing time	09:00 PM
01-221a	Friday opening time	10:00 AM
01-222a	Friday closing time	06:00 PM
01-223a	Saturday opening time	10:00 AM
01-224a	Saturday closing time	06:00 PM
01-225a	Sunday opening time	01:00 PM
01-226a	Sunday closing time	05:00 PM
01-227a	Total open hours for branch library during a typical week.	64
01-228a	Does the branch library have internet access?	Yes
01-229a	What type of internet access is available in the branch library?	Fiber Optic
01-230a	Specify the download speed of internet access in the branch library	165 MBPS
01-237	Total annual hours of all branches	1,984.00

Bookmobile Information

01-300	Total number of bookmobiles <i>(If this answer = 0, skip questions 01-301a through 01-316)</i>	1
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Individual Bookmobile Information

01-301a	Bookmobile name	MONROE COUNTY PUBLIC LIBRARY BOOKMOBILE
01-302a	Street address	303 EAST KIRKWOOD AVENUE
01-303a	City	BLOOMINGTON
01-304a	County	MONROE
01-305a	ZIP	47408
01-306a	Is your mailing address the same as the address listed above?	Yes
01-307a	Mailing address	303 E Kirkwood Avenue, Bloomington, IN 47408
01-308a	Phone	8123493050
01-309a	Fax	(812) 349-3051
01-310a	Total number of hours bookmobile is open during a typical week	25.88
01-311a	Number of weeks per year bookmobile is open	52
01-312	Total annual hours of all bookmobiles	1,345.76
01-500	Total system public service hours per year	6,969.76

2 - Registrations

Questions relating to standards are in bolded blue font

Grayed boxes are either prefilled (and sometimes locked) or are automatic calculations.

02-001	Total number of resident registered users	62,503
02-002	Total number of users from contracting areas	0
02-003	Total number of non-resident (non-taxed) registered users	89
02-004	Total number of reciprocal users	0
02-005	Total number of PLAC users	163

02-006	Total number of non-resident cards issued to student users	0
02-007	Total number of non-resident cards issued to school employees	26
02-008	Total number of non-resident cards issued to library employees	6
02-009	Amount of non-resident fee	\$60.00
02-010	Date the library board adopted this fee	12/12/2018
02-011	Does your library annually purge or mark inactive accounts for those patrons who have not used their accounts for the last three (3) years and do not owe materials, fines, or fees to the library?	Yes

3 - Libraries and Political Subdivisions

Questions relating to standards are in bolded blue font

Grayed boxes are either prefilled (and sometimes locked) or are automatic calculations.

If your library district is located in more than one county or is a county contractual, please list information for both counties or

See the instructions for a description of the political divisions. If your library did not make changes to your service area, carry c

2010 Census figures are used for all calculations

03-001	Name of primary county	MONROE
03-002	Total assessed valuation for library district	\$7,115,729,204
03-003	Operating tax rate	.0876
03-004	Source year for data	2019
03-005	Debt fund tax rate	.0096
03-006	LCPF tax rate	0
03-007	Did your library roll the LCPF into the operating tax rate?	Yes
03-008	Name of additional county	n/a
03-009	Total assessed valuation for additional county	
03-010	Operating tax rate for additional county	
03-011	Debt fund tax rate	
03-012	LCPF tax rate	
03-013	Total district population without contracts	137,974
03-014	Total district population with contracts	0
03-015	Political subdivision name	Monroe County
03-016	Type of political unit (taxed units 1, 2, 3, 4, 9, 11, 12 only)	3
03-017	Population <u>2010 census</u> (taxed and served)	137,974
03-018	Type of political unit (contracting units 5, 6, 7, 8, 10 only)	N/A
03-019	Population <u>2010 census</u> (served by contract)	n/a
03-020	Were there any changes to your library's service area?	No
	(Reasons for change may include annexations, mergers, or changes in contracts.)	
03-021	If the answer to 03-020 is YES, please explain	

4 - Operating Revenue

Questions relating to standards are in bolded blue font

Grayed boxes are either prefilled (and sometimes locked) or are automatic calculations.

Local Government Income

04-001	Property tax or CEDIT income from library tax rate	\$5,991,974
04-002	Miscellaneous income taxes or LIT (Local Income Tax)	\$2,431,965
04-003	Contractual revenue received for service	\$0
04-004	Total local income	\$8,423,939

State Government Income

04-005	Financial Institutions Tax (FIT)	\$17,092
04-006	License Vehicle Excise Tax	\$428,684
04-007	Commercial Vehicle Excise Tax (CVET)	\$41,279
04-008	State Technology Grant Fund	\$5,576
04-009	Other state income	\$0
04-010	Source(s):	
04-011	Total state income	\$492,631

Federal Government Income

04-012	LSTA grants	
04-013	Other federal income	
04-014	Source(s)	
04-015	Total federal income	\$0

Other Income

04-016	PLAC reimbursement	\$13,692
04-017	Fines and fees	\$81,542
04-018	Interest on investments	\$106,584
04-019	Gift receipts income	
04-020	Private and public foundation grants income	
04-021	Miscellaneous income	\$38,414
04-022	Source(s)	copiers, meeting rooms
04-023	Total other income	\$240,232
04-024	Total income	\$9,156,802

5 - Expenditure Data

Questions relating to standards are in bolded blue font

Grayed boxes are either prefilled (and sometimes locked) or are automatic calculations.

Operating Fund Expenditures

05-001	Salaries/wages of all library staff	\$4,341,399
05-002	Employee benefits	\$1,447,491
05-003	Other personal services	\$1,896
05-004	Total personal services	\$5,790,786
05-005	Total staff expenditures	\$5,788,890

05-006	Total supplies	\$152,953
<u>Other Services and Charges</u>		
05-007	Professional services	\$326,582
05-008	Communication and transportation	\$52,854
05-009	Printing and advertising	\$3,970
05-010	Insurance	\$86,207
05-011	Utility services	\$316,861
05-012	Repairs and maintenance	\$40,189
05-013	Rentals	\$23,842
05-014	Debt service	\$0
05-015	Lease rental	\$0
05-016	Other	\$19,309
05-017	Total of other services and charges	\$869,814
<u>Capital Outlays from Operating Fund Expenditures</u>		
05-018	Land	\$0
05-019	Buildings	\$0
05-020	Improvements other than buildings	\$0
05-021	Furniture and equipment	\$9,359
05-022	Capital outlays for public access computers, e-readers and electronic media devices DO NOT REPORT in Q05-021	\$0
<u>Operating Fund Expenditure Data</u>		
05-023	Books (include book lease)	\$566,965
05-024	Periodicals and newspapers	\$35,012
05-025	Audio/Visual materials, non-printed (physical) materials, and microforms, not electronic	\$320,500
05-026	E-book, electronic collections, and database licensing/purchase/lease expenditures	\$402,702
05-027	Electronic physical format, including Playaways and e-book readers	\$0
<u>Non-Operating Fund Library Materials Expenditure Data</u>		
05-028	Books (include book lease)	\$33,893
05-029	Periodicals and newspapers	\$1,224
05-030	Audio/Visual materials, non-printed (physical) materials, and microforms, not electronic	\$4,833
05-031	E-book and electronic database licensing/purchase/lease expenditures	\$0
05-032	Electronic physical format, including Playaways and e-book readers	\$0
05-033	Total expenditures for print materials	\$637,094
05-034	Total expenditures for electronic materials	\$402,702
05-035	Total expenditures for other materials	\$325,333
05-036	Total expenditures for collections	\$1,365,129
05-037	Total operating fund capital outlays	\$931,836
05-038	Total operating fund expenditure for collection development	\$1,325,179
05-039	Total non-operating fund expenditure for collection development	\$70,904
05-040	Public access computers, e-readers and electronic media devices from all non-operating funds	\$30,954

05-041	Total operating fund expenditures	\$8,148,091
05-042	Other operating expenditures	\$1,064,976
05-043	Total operating expenditures	\$8,218,995
05-044	Total capital fund expenditures	\$685,150

Non-Resident Fee Standard

05-045	Total collection expenditures	\$1,396,083
05-046	Total 2017 operating expenditures per capita	\$57.17
05-047	Difference between 2017 OE per capita and non-resident fee (subtract Q02-009 from Q05-046). If the output is a positive number, then your library's non-resident fee needs to be raised to match or exceed the operating expenditure per capita	\$-2.83
05-047a	Does your library's non-resident fee meet the standard? (Select YES if 05-047 is a negative number; Select NO if 05-047 is a positive number)	Yes
05-048	Total 2018 operating expenditures per capita. PLEASE MAKE SURE YOUR 2019 NON-RESIDENT FEE IS EQUAL OR GREATER THAN THIS AMOUNT	59.06

Collection Development Standard

05-049	Collection development expenditure (from all funds) as a percentage of operating fund expenditure	17.1%
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6 - Capital Revenue

Questions relating to standards are in bolded blue font

Grayed boxes are either prefilled (and sometimes locked) or are automatic calculations.

06-001	Local government capital revenue	\$538,563
06-002	State government capital revenue	\$43,250
06-003	Federal government capital revenue	\$0
06-004	Other capital revenue	\$0
06-005	Total capital revenue	\$581,813

7 - Employment Data

Questions relating to standards are in bolded blue font

Grayed boxes are either prefilled (and sometimes locked) or are automatic calculations.

ALA-MLS Librarians

07-001	Total number of all librarians with an ALA-MLS	33.00
07-002	Total number of paid hours per week for all ALA-MLS librarians	1,212.5
07-003	FTE for all librarians with an ALA-MLS	30.31

ALL Librarians

07-004	Total number of all librarians, including ALA-MLS librarians	34.00
07-005	Total number of paid hours per week for all librarians, including ALA-MLS librarians	1,250

07-006	FTE for all librarians	31.25
<u>ALL Other Staff</u>		
07-007	Total number of all other paid staff	134.00
07-008	Total number of paid hours per week for all other paid staff	3,577.5
07-009	FTE for all other paid staff	89.44
07-010	Total number of all paid staff	168.00
07-011	Total number of paid hours per week for all paid staff	4,827.50
07-012	FTE for all paid staff	120.69
07-013	Number of hours per week considered to be full-time employment in your library	37.5

8 - Library Service and Technology

Questions relating to standards are in bolded blue font

Grayed boxes are either prefilled (and sometimes locked) or are automatic calculations.

Interlibrary Loans

08-001	Number of interlibrary loan items (loans and photocopies) your library has provided to other libraries	5,721
08-002	Evergreen transits to other libraries (number will be supplied by the Indiana State Library)	0
08-003	SRCS materials provided to other libraries (number will be supplied by the Indiana State Library)	0
08-004	Total number of loans provided to other libraries	5,721
08-005	Number of interlibrary loan items (loans and photocopies) your library has borrowed from other libraries	290
08-006	Evergreen transits received from other libraries (number will be supplied by the Indiana State Library)	0
08-007	SRCS materials received from other libraries (number will be supplied by the Indiana State Library)	0
08-008	Total number of loans received from other libraries	290
08-009	Net lending rate (number of items loaned divided by number of items borrowed)	19.73

Children's (0 - 11 years) Library Programs

08-010	Number of children's (0 - 11 yrs) programs held in the library	386
08-011	Number of children's (0 - 11 yrs) programs held outside of the library	356

Young Adult (12 - 18 years) Library Programs

08-012	Number of young adult (12 - 18 yrs) programs held in the library	243
08-013	Number of young adult (12 - 18 yrs) programs held outside of the library	11

Adult (18+ years) Library Programs

08-014	Number of adult (18+ yrs) programs held in the library	665
08-015	Number of adult (18+ yrs) programs held outside of the library	72

General (All Ages) Library Programs

08-016	Number of general (all ages) programs held in the library	204
08-017	Number of general (all ages) programs held outside of the library	18
08-018	Total number of non-library sponsored programs	8,317
08-019	Total number of all library sponsored programs	1,955

Attendance at Children's (0 - 11 years) Programs

08-020	Attendance at children's (0 - 11 yrs) programs held in the library	20,817
08-021	Attendance at children's (0 - 11 yrs) programs held outside of the library	14,897

Attendance at Young Adult (12 - 18 years) Programs

08-022	Attendance at young adult (12 - 18 yrs) programs held in the library	2,196
08-023	Attendance at young adult (12 - 18 yrs) programs held outside of the library	711

Attendance at Adult (18+ years) Programs

08-024	Attendance at adult (18+ yrs) programs held in the library	6,142
08-025	Attendance at adult (18+ yrs) programs held outside of the library	892

Attendance at General (All Ages) Programs

08-026	Attendance at general (all ages) programs held in the library	7,812
08-027	Attendance at general (all ages) programs held outside of the library	2,266

Attendance Totals

08-028	Total attendance at non-library sponsored programs	57,559
08-029	Total children's program attendance	35,714
08-030	Total young adult program attendance	2,907
08-031	Total attendance at library sponsored programs	55,733

Summer Reading Program for Children

08-032	How many weeks of a Summer Reading Program for children did your library offer at each fixed location?	9.5
08-033	Total number of annual visits to the library	821,112
08-034	Total number of reference transactions per year	84,604

Electronic Collections (includes Licensed Databases)

08-035	Number of state-licensed databases (INSPIRE databases)	88
08-036	Number of local and other licensed databases (not INSPIRE)	28

08-037	Name(s) of public use/commercial databases to which the library subscribes	Children's Literature Comprehensive Database, cloudLibrary, Cr Digital Literacy Assessment (Northstar), Duolingo, EBSCO, eSe Freegal, Funk & Wagnalls New World Encyclopedia, Herald-Tir Text Online, Heritage Quest Online, Hoopla, Indiana Career Con Kanopy, Lexia, Lynda, Mango Languages, Mitchell1 Pro Deman York Times Online, Novelist, Overdrive, RBDigital, Reference I Tumblebooks, WorldBooks
08-038	Total electronic collections	116
<u>Public Computers</u>		
08-039	Number of public internet computers uses per year	151,063
08-040	Number of wireless internet uses per year	N/A
08-041	Number of public computers system-wide	159
08-042	Number of staff computers	166
08-043	Number of website visits	1,278,572
<u>Library System Automation</u>		
08-044	Does your library have an automated bookkeeping system?	Yes
08-045	Name of bookkeeping system	Banyon
08-046	Brand and version of Integrated Library System	Innovative-Polaris v5.1 build 261

9 - Circulation and Holdings

Questions relating to standards are in bolded blue font

Grayed boxes are either prefilled (and sometimes locked) or are automatic calculations.

09-001	Circulation of physical Items	2,120,820
09-002	Use of electronic materials (<i>e.g. e-books circulated or electronic materials downloaded annually</i>)	263,412
09-003	Successful retrieval of electronic information (<i>e.g. electronic material usage or views not meeting the definition of circulation and not otherwise reported in 09-002</i>)	365,011
09-004	Total electronic content use	628,423
09-005	Circulation of all children's materials	878,508
09-006	Total circulation of all materials	2,384,232
09-007	Total collection use	2,749,243
09-008	Total in-house usage of materials	0

Selected Holdings

09-009	Books (print)	354,503
09-010	Does the library belong to an e-book consortium?	Yes
09-011	Name of e-book consortium	Indiana Digital Media
09-012	E-books (LOCAL HOLDINGS)	61,811
09-013	E-books (CONSORTIUM HOLDINGS)	32,674
09-014	E-books (TOTAL)	94,485
09-015	Video materials - physical units	63,009
09-016	Video materials - downloadable units (LOCAL HOLDINGS)	18,252

09-017	Video materials - downloadable units (CONSORTIUM HOLDINGS)	383
09-018	Video materials - downloadable units (TOTAL)	18,635
09-019	Audio materials - physical units	55,650
09-020	Audio materials - downloadable units (LOCAL HOLDINGS)	10,145
09-021	Audio materials - downloadable units (CONSORTIUM HOLDINGS)	8,984
09-022	Audio materials - downloadable units (TOTAL)	19,129
09-023	Current print serial subscriptions	547
09-024	Current electronic serials subscriptions	126
09-025	Does your library circulate hotspots?	Yes

10 - Library Board

Questions relating to standards are in bolded blue font

Grayed boxes are either prefilled (and sometimes locked) or are automatic calculations.

10-0001	Position: President	President
10-0002	First name	John
10-0003	Middle initial/name	A.
10-0004	Last name	Walsh
10-0005	Home address	3006 South Olcott Blvd.
10-0006	City	Bloomington
10-0007	ZIP code	47401
10-0008	Email address	jawalsh@indiana.edu
10-0009	Appointing authority	Monroe County Council
10-0010	Date term expires	1/31/2022
10-0011	Number of consecutive terms	4
10-0012	Date of initial appointment	2/1/2006
10-0101	Position: Vice President	Vice President
10-0102	First name	Christine
10-0103	Middle initial/name	
10-0104	Last name	Harrison
10-0105	Home address	3801 S. Bainbridge Dr
10-0106	City	Bloomington
10-0107	ZIP code	47401
10-0108	Email address	c_harrison@yahoo.com
10-0109	Appointing authority	Richland Bean Blossom School Corporation
10-0110	Date term expires	1/31/2021
10-0111	Number of consecutive terms	1
10-0112	Date of initial appointment	2/1/2017
10-0201	Position: Secretary	Secretary
10-0202	First name	Frederick
10-0203	Middle initial/name	
10-0204	Last name	Risinger
10-0205	Home address	7039 E State Road 45 Bloomington

10-0206	City	
10-0207	ZIP code	47408
10-0208	Email address	risinger@indiana.edu
10-0209	Appointing authority	Monroe County Council
10-0210	Date term expires	1/31/2023
10-0211	Number of consecutive terms	4
10-0212	Date of initial appointment	2/1/2007
10-0301	Position: Treasurer (Boards may have either a treasurer or treasurer/employee, but not both)	Treasurer
10-0302	First name	David
10-0303	Middle initial/name	L.
10-0304	Last name	Ferguson
10-0305	Home address	403 E Sixth Street
10-0306	City	Bloomington
10-0307	ZIP code	47408
10-0308	Email address	dlf@ferglaw.com
10-0309	Appointing authority	Monroe County Commissioners
10-0310	Date term expires	1/31/2020
10-0311	Number of consecutive terms	3
10-0312	Date of initial appointment	2/1/2008
10-0401	Position: Treasurer / Employee (Boards may have either a treasurer or treasurer/employee, but not both)	Treasurer / Employee
10-0402	First name	
10-0403	Middle initial/name	
10-0404	Last name	
10-0405	Home address	
10-0406	City	
10-0407	ZIP code	
10-0408	Email address	
10-0501	Position: Member	Member
10-0502	First name	Kari
10-0503	Middle initial/name	
10-0504	Last name	Esarey
10-0505	Home address	848 N Abigail Lane
10-0506	City	Ellettsville
10-0507	ZIP code	47429
10-0508	Email address	kesarey@mccsc.edu
10-0509	Appointing authority	Monroe County Community School Corporation
10-0510	Date term expires	1/31/2021
10-0511	Number of consecutive terms	3
10-0512	Date of initial appointment	3/1/2009
10-0601	Position: Member	Member
10-0602	First name	Katherine
10-0603	Middle initial/name	E
10-0604	Last name	Loser
10-0605	Home address	4400 Etter Dr

10-0606	City	Bloomington
10-0607	ZIP code	47408
10-0608	Email address	keloser@mac.com
10-0609	Appointing authority	Monroe County Commissioners
10-0610	Date term expires	1/31/2018
10-0611	Number of consecutive terms	1
10-0612	Date of initial appointment	8/1/2015
10-0701	Position: Member	Member
10-0702	First name	TBD
10-0703	Middle initial/name	
10-0704	Last name	tbd
10-0705	Home address	tbd
10-0706	City	tbd
10-0707	ZIP code	tbd
10-0708	Email address	tbd
10-0709	Appointing authority	Monroe County Community School Corporation
10-0710	Date term expires	1/31/2023
10-0711	Number of consecutive terms	tbd
10-0712	Date of initial appointment	2/1/2019
10-0801	Position: Member	Member
10-0802	First name	
10-0803	Middle initial/name	
10-0804	Last name	
10-0805	Home address	
10-0806	City	
10-0807	ZIP code	
10-0808	Email address	
10-0809	Appointing authority	
10-0810	Date term expires	
10-0811	Number of consecutive terms	
10-0812	Date of initial appointment	
10-0901	Position: Member	Member
10-0902	First name	
10-0903	Middle initial/name	
10-0904	Last name	
10-0905	Home address	
10-0906	City	
10-0907	ZIP code	
10-0908	Email address	
10-0909	Appointing authority	
10-0910	Date term expires	
10-0911	Number of consecutive terms	
10-0912	Date of initial appointment	
10-1001	Position: Member	Member
10-1002	First name	
10-1003	Middle initial/name	

10-1004	Last name	
10-1005	Home address	
10-1006	City	
10-1007	ZIP code	
10-1008	Email address	
10-1009	Appointing authority	
10-1010	Date term expires	
10-1011	Number of consecutive terms	
10-1012	Date of initial appointment	
10-1101	Position: Member	Member
10-1102	First name	
10-1103	Middle initial/name	
10-1104	Last name	
10-1105	Home address	
10-1106	City	
10-1107	ZIP code	
10-1108	Email address	
10-1109	Appointing authority	
10-1110	Date term expires	
10-1111	Number of consecutive terms	
10-1112	Date of initial appointment	
10-1201	Position: Member	Member
10-1202	First name	
10-1203	Middle initial/name	
10-1204	Last name	
10-1205	Home address	
10-1206	City	
10-1207	ZIP code	
10-1208	Email address	
10-1209	Appointing authority	
10-1210	Date term expires	
10-1211	Number of consecutive terms	
10-1212	Date of initial appointment	
10-0991	What day of the month is the regular library board meeting?	Third Wednesday
10-0992	What is the time of the regular library board meeting?	5:45 PM

11 - Salary Section

Questions relating to standards are in bolded blue font

Grayed boxes are either prefilled (and sometimes locked) or are automatic calculations.

11-001	Annual salary of the director	\$108,223
11-002	Does the library director have an employment contract?	No
11-003	What is the current level of certification held by the library director?	LC 1

11-004	Job Title - Assistant or Associate Director	Assistant Director
11-005	Certification level	LC 2
11-006	Minimum hourly wage	\$36.31
11-007	Maximum hourly wage	\$54.46
11-008	Job Title - Department Head, Manager or Supervisor	Department Head
11-009	Certification level	LC 2
11-010	Minimum hourly wage	\$25.47
11-011	Maximum hourly wage	\$38.21
11-012	Job Title - Branch Head	Branch Head
11-013	Certification level	
11-014	Minimum hourly wage	
11-015	Maximum hourly wage	
11-016	Job Title - Administrative Assistant	Administrative Assistant
11-017	Certification level	None required
11-018	Minimum hourly wage	\$14.66
11-019	Maximum hourly wage	\$21.99
11-020	Job Title - Automation, Network or System Manager	Automation / Network / System Manager
11-021	Certification level	None required
11-022	Minimum hourly wage	\$25.47
11-023	Maximum hourly wage	\$38.21
11-024	Job Title - Business Manager	Business Manager
11-025	Certification level	None required
11-026	Minimum hourly wage	\$25.47
11-027	Maximum hourly wage	\$38.21
11-028	Job Title - Cataloging or Technical Services Librarian	Cataloging or Technical
11-029	Certification level	LC 3
11-030	Minimum hourly wage	\$19.86
11-031	Maximum hourly wage	\$29.79
11-032	Job Title - Children's Librarian	Children's Librarian
11-033	Certification level	LC 3
11-034	Minimum hourly wage	\$19.86
11-035	Maximum hourly wage	\$29.79
11-036	Job Title - General Reference or Adult Librarian	General Reference or Adult Librarian
11-037	Certification level	LC 3
11-038	Minimum hourly wage	\$19.86
11-039	Maximum hourly wage	\$29.79
11-040	Job Title - Young Adult Librarian	Young Adult Librarian
11-041	Certification level	LC 3
11-042	Minimum hourly wage	\$19.86
11-043	Maximum hourly wage	\$29.79
11-044	Job Title - Indiana History, Local History, or Genealogy Librarian	Indiana History, Local History, or Genealogy Librarian
11-045	Certification level	LC 3

11-046	Minimum hourly wage	\$19.86
11-047	Maximum hourly wage	\$29.79
11-048	Job Title - Specialist (Professional)	Specialist (Professional)
11-049	Certification level	None required
11-050	Minimum hourly wage	\$17.32
11-051	Maximum hourly wage	\$25.98
11-052	Job Title - Library Assistant	Library Assistant
11-053	Certification level	None required
11-054	Minimum hourly wage	\$15.78
11-055	Maximum hourly wage	\$23.67
11-056	Job Title - Bookkeeper or Treasurer	Bookkeeper or Treasurer
11-057	Certification level	None required
11-058	Minimum hourly wage	\$17.32
11-059	Maximum hourly wage	\$25.98
11-060	Job Title - Library Technician (including computer)	Library Technician
11-061	Certification level	None required
11-062	Minimum hourly wage	\$14.66
11-063	Maximum hourly wage	\$21.99
11-064	Job Title - Clerk, Clerical or Aide	Clerical or Aide
11-065	Certification level	None required
11-066	Minimum hourly wage	\$12.43
11-067	Maximum hourly wage	\$18.65
11-068	Job Title - Maintenance, Custodian, Janitor, or Housekeeper	Maintenance, Custodian
11-069	Certification level	None required
11-070	Minimum hourly wage	\$12.43
11-071	Maximum hourly wage	\$18.65
11-072	Job Title - Page, Intern or Student Assistant	Page, Intern or Student Assistant
11-073	Certification level	None required
11-074	Minimum hourly wage	\$11.25
11-075	Maximum hourly wage	\$14.63
11-076	Job Title - Temporary Substitute	Temporary Substitute
11-077	Certification level	
11-078	Minimum hourly wage	
11-079	Maximum hourly wage	
11-080	Job Title - Interlibrary Loan	Interlibrary Loan
11-081	Certification level	None required
11-082	Minimum hourly wage	\$12.43
11-107	Maximum hourly wage	\$18.65
11-084	Job Title - Human Resources	Human Resources
11-085	Certification level	None required
11-086	Minimum hourly wage	\$25.47
11-087	Maximum hourly wage	\$38.21
11-088	Job Title - Marketing	Marketing
11-089	Certification level	None required

11-090	Minimum hourly wage	\$25.47
11-091	Maximum hourly wage	\$38.21
11-092	Job Title - Circulation Librarian	Circulation Librarian
11-093	Certification level	
11-094	Minimum hourly wage	
11-095	Maximum hourly wage	
11-096	Job Title - Other	Yes
11-097	Specify other job title	Assistant Manager
11-098	Certification level	None required
11-099	Minimum hourly wage	\$22.10
11-100	Maximum hourly wage	\$33.16
11-101	Job Title - Other	No
11-102	Specify other job title	
11-103	Certification level	
11-104	Minimum hourly wage	
11-105	Maximum hourly wage	
11-106	Job Title - Other	Yes
11-107	Specify other job title	Audience Strategist
11-108	Certification level	LC 2
11-109	Minimum hourly wage	25.47
11-110	Maximum hourly wage	38.21
11-111	Job Title - Other	Yes
11-112	Specify other job title	Managers
11-113	Certification level	None required
11-114	Minimum hourly wage	25.47
11-115	Maximum hourly wage	38.21
<u>Employee Fringe Benefit Information - Full-time Employees</u>		
11-501	PERF	Yes
11-502	Deferred compensation	No
11-503	Health insurance	Yes
11-504	Health Savings Account (HSA)	Yes
11-505	Dental insurance	Yes
11-506	Life insurance	Yes
11-507	Vision insurance	Yes
11-508	Disability insurance	Yes
11-509	Paid time off for continuing education	Yes
11-510	Reimbursement for continuing education	Yes
11-511	Other1 (specify)	Clinic w and w/o Health Insurance
11-512	Other2 (specify)	Parking
<u>Employee Fringe Benefit Information - Part-time Employees</u>		
11-513	PERF	No
11-514	Deferred compensation	No
11-515	Health insurance	No
11-516	Health Savings Account (HSA)	No
11-517	Dental insurance	Yes
11-518	Life insurance	No
11-519	Vision insurance	Yes

11-520	Disability insurance	Yes
11-521	Paid time off for continuing education	Yes
11-522	Reimbursement for continuing education	Yes
11-523	Other1 (specify)	Clinic w/o Health Insurance
11-524	Other2 (specify)	Parking

Paid Days Off Per Year - Full-time Librarian

11-525	Number of vacation days	24
11-526	Number of sick days	12
11-527	Number of personal days	0
11-528	Number of holidays	9
11-529	Number of funeral/bereavement days	3
11-530	Number of other days (specify)	

Paid Days Off Per Year - Part-Time Librarian

11-531	Number of vacation days	24
11-532	Number of sick days	12
11-533	Number of personal days	0
11-534	Number of holidays	9
11-535	Number of funeral/bereavement days	3
11-536	Number of other days	

Paid Days Off Per Year - Full-Time Support Staff

11-537	Number of vacation days	14-24
11-538	Number of sick days	12
11-539	Number of personal days	0
11-540	Number of holidays	9
11-541	Number of funeral/bereavement days	3 - 5
11-542	Number of other days	

Paid Days Off Per Year - Part-Time Support Staff

11-543	Number of vacation days	14-24
11-544	Number of sick days	12
11-545	Number of personal days	0
11-546	Number of holidays	9
11-547	Number of funeral/bereavement days	3 - 5
11-548	Number of other days	

12 - PLAC Loans

Questions relating to standards are in bolded blue font

Grayed boxes are either prefilled (and sometimes locked) or are automatic calculations.

Report the number of PLAC loans your library made to a home patron of the following libraries.

DO NOT report any loans made to your own library. You may SKIP any libraries with no loans; you do not need to enter "0" if

12-001	Did your library make any PLAC loans?	Y
12-002	Adams Public Library System	
12-003	Akron Carnegie Public Library	
12-004	Alexandria-Monroe Public Library	307
12-005	Alexandrian Public Library	
12-006	Allen County Public Library	

12-007	Anderson Public Library	
12-008	Andrews-Dallas Township Public Library	
12-009	Argos Public Library	
12-010	Attica Public Library	
12-011	Aurora Public Library District	
12-012	Avon-Washington Township Public Library	
12-013	Bartholomew County Public Library	
12-014	Barton Rees Pogue Memorial Public Library	
12-015	Batesville Memorial Public Library	
12-016	Bedford Public Library	3,833
12-017	Bell Memorial Public Library	
12-018	Benton County Public Library	
12-019	Berne Public Library	
12-020	Bicknell-Vigo Township Public Library	
12-021	Bloomfield-Eastern Greene County Public Library	6,645
12-022	Boonville-Warrick County Public Library	
12-023	Boswell-Grant Township Public Library	
12-024	Bourbon Public Library	
12-025	Brazil Public Library	
12-026	Bremen Public Library	127
12-027	Bristol-Washington Township Public Library	
12-028	Brook-Iroquois-Washington Township Public Library	
12-029	Brookston-Prairie Township Public Library	
12-030	Brown County Public Library	4,827
12-031	Brownsburg Public Library	
12-032	Brownstown Public Library	
12-033	Butler Public Library	
12-034	Cambridge City Public Library	
12-035	Camden-Jackson Township Public Library	
12-036	Carmel Clay Public Library	
12-037	Carnegie Public Library Of Steuben County	
12-038	Centerville-Center Township Public Library	
12-039	Charlestown Clark County Public Library	
12-040	Churubusco Public Library	
12-041	Clayton-Liberty Township Public Library	
12-042	Clinton Public Library	
12-043	Coatesville-Clay Township Public Library	
12-044	Colfax-Perry Township Public Library	
12-045	Converse-Jackson Township Public Library	
12-046	Covington-Veedersburg Public Library	
12-047	Crawford County Public Library	
12-048	Crawfordsville District Public Library	
12-049	Crown Point Community Public Library	
12-050	Culver-Union Township Public Library	
12-051	Danville-Center Township Public Library	
12-052	Darlington Public Library	
12-053	Delphi Public Library	

12-054	Dublin Public Library	
12-055	Dunkirk Public Library	
12-056	Earl Park Public Library	
12-057	East Chicago Public Library	
12-058	Eckhart Public Library	
12-059	Edinburgh Wright-Hageman Public Library	
12-060	Elkhart Public Library	
12-061	Evansville-Vanderburgh Public Library	
12-062	Fairmount Public Library	
12-063	Farmland Public Library	
12-064	Fayette County Public Library	
12-065	Flora-Monroe Township Public Library	
12-066	Fort Branch-Johnson Township Public Library	
12-067	Fortville-Vernon Township Public Library	
12-068	Francesville-Salem Township Public Library	
12-069	Frankfort Community-Clinton County Contractual Public Library	
12-070	Franklin County Public Library District	
12-071	Fremont Public Library	
12-072	Fulton County Public Library	
12-073	Garrett Public Library	
12-074	Gary Public Library	
12-075	Gas City-Mill Township Public Library	
12-076	Goodland & Grant Township Public Library	
12-077	Goshen Public Library	
12-078	Greensburg-Decatur County Contractual Public Library	
12-079	Greentown & Eastern Howard School Public Library	
12-080	Greenwood Public Library	26
12-081	Hagerstown-Jefferson Township Public Library	
12-082	Hamilton East Public Library	
12-083	Hamilton North Public Library	
12-084	Hammond Public Library	
12-085	Hancock County Public Library	
12-086	Harrison County Public Library	
12-087	Hartford City Public Library	
12-088	Henry Henley Public Library IN0165	
12-089	Huntingburg Public Library	
12-090	Huntington City-Township Public Library	
12-091	Hussey-Mayfield Memorial Public Library	
12-092	Indianapolis-Marion County Public Library	57
12-093	Jackson County Public Library	21
12-094	Jasonville Public Library	
12-095	Jasper County Public Library	
12-096	Jasper-Dubois County Contractual Public Library	
12-097	Jay County Public Library	
12-098	Jefferson County Public Library	

12-099	Jeffersonville Township Public Library	
12-100	Jennings County Public Library	
12-101	Johnson County Public Library	
12-102	Jonesboro Public Library	
12-103	Joyce Public Library	
12-104	Kendallville Public Library	
12-105	Kentland-Jefferson Township Public Library	
12-106	Kewanha-Union Township Public Library	
12-107	Kingman-Millcreek Public Library	
12-108	Kirklin Public Library	
12-109	Knightstown Public Library	
12-110	Knox County Public Library	
12-111	Kokomo-Howard County Public Library	
12-112	La Crosse Public Library	
12-113	La Grange County Public Library	
12-114	La Porte County Public Library	
12-115	Ladoga-Clark Township Public Library	
12-116	Lake County Public Library	
12-117	Lawrenceburg Public Library	
12-118	Lebanon Public Library	
12-119	Ligonier Public Library	
12-120	Lincoln Heritage Public Library	
12-121	Linden Carnegie Public Library	
12-122	Linton Public Library	
12-123	Logansport-Cass County Public Library	
12-124	Loogootee Public Library	55
12-125	Lowell Public Library	
12-126	Marion Public Library	136
12-127	Matthews Public Library	
12-128	Melton Public Library	
12-129	Michigan City Public Library	
12-130	Middlebury Community Public Library	
12-131	Middletown Fall Creek Township Public Library	
12-132	Milford Public Library	
12-133	Mishawaka-Penn-Harris Public Library	
12-134	Mitchell Community Public Library	1,846
12-135	Monon Town & Township Public Library	
12-136	Monroe County Public Library	
12-137	Monterey-Tippecanoe Township Public Library	
12-138	Montezuma Public Library	
12-139	Monticello-Union Township Public Library	
12-140	Montpelier-Harrison Township Public Library	
12-141	Mooresville Public Library	
12-142	Morgan County Public Library	2,176
12-143	Morrisson Reeves Library	
12-144	Muncie-Center Township Public Library	
12-145	Nappanee Public Library	
12-146	New Albany-Floyd County Public Library	

12-147	New Carlisle & Olive Township Public Library	
12-148	New Castle-Henry County Public Library	
12-149	New Harmony Workingmen's Institute	
12-150	Newton County Public Library	
12-151	Noble County Public Library	
12-152	North Judson-Wayne Township Public Library	
12-153	North Madison County Public Library System	
12-154	North Manchester Public Library	
12-155	North Webster Community Public Library	
12-156	Oakland City-Columbia Township Public Library	
12-157	Odon Winkelpleck Public Library	
12-158	Ohio County Public Library	
12-159	Ohio Township Public Library System	
12-160	Orleans Town & Township Public Library	211
12-161	Osgood Public Library	
12-162	Otterbein Public Library	
12-163	Owen County Public Library	8,305
12-164	Owensville Carnegie Public Library	
12-165	Oxford Public Library	
12-166	Paoli Public Library	25
12-167	Parke County Public Library	
12-168	Peabody Public Library	
12-169	Pendleton Community Public Library	
12-170	Penn Township Public Library	
12-171	Perry County Public Library	
12-172	Peru Public Library	
12-173	Pierceton & Washington Township Public Library	
12-174	Pike County Public Library	
12-175	Plainfield-Guilford Township Public Library	
12-176	Plymouth Public Library	
12-177	Porter County Public Library System	
12-178	Poseyville Carnegie Public Library	
12-179	Princeton Public Library	
12-180	Pulaski County Public Library	
12-181	Putnam County Public Library	5
12-182	Remington-Carpenter Township Public Library	
12-183	Ridgeville Public Library	
12-184	Roachdale-Franklin Township Public Library	169
12-185	Roann Paw-Paw Township Public Library	
12-186	Roanoke Public Library	
12-187	Royal Center-Boone Township Public Library	
12-188	Rushville Public Library	
12-189	Salem-Washington Township Public Library	
12-190	Scott County Public Library	
12-191	Shelby County Public Library	
12-192	Sheridan Public Library	
12-193	Shoals Public Library	602

12-194	South Whitley-Cleveland Township Public Library
12-195	Speedway Public Library
12-196	Spencer County Public Library
12-197	Spiceland Town-Township Public Library
12-198	St. Joseph County Public Library
12-199	Starke County Public Library System
12-200	Sullivan County Public Library
12-201	Swayzee Public Library
12-202	Switzerland County Public Library
12-203	Syracuse-Turkey Creek Township Public Library
12-204	Thorntown Public Library
12-205	Tippecanoe County Public Library
12-206	Tipton County Public Library
12-207	Tyson Library Association, Inc
12-208	Union City Public Library
12-209	Union County Public Library
12-210	Van Buren Public Library
12-211	Vermillion County Public Library
12-212	Vigo County Public Library
12-213	Wabash Carnegie Public Library
12-214	Wakarusa-Olive & Harrison Township Public Library
12-215	Walkerton-Lincoln Township Public Library
12-216	Walton & Tipton Township Public Library
12-217	Wanatah Public Library
12-218	Warren Public Library
12-219	Warsaw Community Public Library
12-220	Washington Carnegie Public Library
12-221	Washington Township Public Library
12-222	Waterloo-Grant Township Public Library
12-223	Waveland-Brown Township Public Library
12-224	Wells County Public Library
12-225	West Lafayette Public Library
12-226	West Lebanon-Pike Township Public Library
12-227	Westchester Public Library
12-228	Westfield-Washington Public Library
12-229	Westville-New Durham Township Public Library
12-230	Whiting Public Library
12-231	Willard Library of Evansville
12-232	Williamsport-Washington Township Public Library
12-233	Winchester Community Public Library
12-234	Wolcott Community Public Library
12-235	Worthington Jefferson Township Public Library
12-236	York Township Public Library
12-237	Yorktown Public Library
12-238	TOTAL PLAC Loans

29,373

13 - Compliance with Standards for Public Libraries

The following questions refer to the library's compliance with the Indiana Public Library Standards (560 IAC 6).

Grayed boxes are either prefilled (and sometimes locked) or are automatic calculations.

Standards which can be verified by data or information elsewhere in the report do not appear in this section.

Please answer either "Yes", "No", or "N/A" if applicable.

Do not skip any questions.

13-001	Does your library comply with Public Library Law under IC 36-12?	Yes
13-002	If the answer to 13-001 is NO, explain:	
13-003	Does your library comply with other Indiana laws that affect municipal corporations?	Yes
13-004	If the answer to 13-003 is NO, explain:	
13-005	Does your library comply with all federal laws affecting employment practice?	Yes
13-006	If the answer to 13-005 is NO, explain:	
13-007	Are all newly constructed and existing library facilities in compliance with local, state, and federal building and health and safety codes?	Yes
13-008	If the answer to 13-007 is NO, explain:	
13-009	Does the library comply with provisions of the federal Americans with Disabilities Act to make its physical and digital services available to everyone?	Yes
13-010	If the answer to 13-009 is NO, explain:	
13-011	Do the library board and the director maintain separate functions?	Yes
13-012	Is the board responsible for governance and policy?	Yes
13-013	Is the director responsible for administration, operation and management of the library?	Yes
13-014	Does the director work full-time?	Yes
13-015	Does the director have the required certification under 590 IAC 5? (If unsure, check at https://mylicense.in.gov/EVerification/Search.aspx)	Yes

With the advice and recommendations of the library director, has the library board adopted the following plans and policies?

13-016	A schedule of classification of employees	Yes
13-017	An annual schedule of salaries	Yes
13-018	A proposed library budget	Yes

Personnel Policies

Has the library board adopted written personnel policies and procedures dealing with:

13-019	Recruitment?	Yes
13-020	Selection?	Yes
13-021	Appointments?	Yes
13-022	Personnel actions?	Yes
13-023	Salary administration?	Yes

13-024	Employee benefits?	Yes
13-025	Conditions of work?	Yes
13-026	Leaves?	Yes
13-027	Does the library board adhere to the current approved principles provided by the Indiana State Library for library trustees?	Yes
13-028	Does the library have current, written bylaws that state its purpose and its operational procedures?	Yes
13-029	Do the library bylaws specifically state rules governing conflicts of interest issues?	Yes
13-030	Do the library bylaws specifically state rules governing nepotism?	Yes
13-031	Have the bylaws been reviewed by the board in the last three (3) years?	Yes
13-032	Has a copy of the current version of the bylaws, along with all of the amendments approved by the library board, been submitted to the Indiana State Library?	Yes
13-033	Does your library have a written collection development plan?	Yes
13-034	Does your library have a written circulation policy detailing the principles of access for all library materials and service?	Yes
13-035	Does your library provide support for continuing education for staff and trustees?	Yes

Long-Range Plan

13-036	Does the library have a written long-range plan of service?	Yes
13-037	What year did your current long-range plan begin?	2018
13-038	What year does your current long-range plan end?	2020
13-039	Has your long-range plan been reviewed and updated in the last three (3) to five (5) years, depending upon the length of your plan?	Yes
13-040	Have copies of the plan, plus all updates and revisions, been filed with the Indiana State Library?	Yes
13-041	Does your long-range plan include a statement of community needs and goals?	Yes
13-042	Does your long-range plan include measurable objectives and service in response to the community's needs and goals?	Yes
13-043	Does your long-range plan include an assessment of facilities, services, technology, and operations?	Yes
13-044	Does your long-range plan include an ongoing evaluation process?	Yes
13-045	Does your long-range plan include a plan for financial resources and sustainability?	Yes
13-046	Does your long-range plan include an equipment replacement schedule?	Yes
13-047	Does your long-range plan include a professional development strategy?	Yes
13-048	Does your long-range plan include a statement of collaboration with other public libraries?	Yes

13-049 Does your long-range plan include a statement of collaboration with other community partners? Yes

Resource Sharing

13-050 Does your library provide interlibrary loan free of charge *to other libraries* within Indiana? Yes

Answer YES if your policy is to lend, even if no loans were requested.

13-051 Does your library provide interlibrary loan free of charge *to your users*? Yes

Answer YES if your policy is to lend, even if no loans were requested.

13-052 Does your library lend materials via a statewide reciprocal borrowing program? No

13-053 Does your library lend materials using a local reciprocal borrowing agreement with at least one (1) other public library district within Indiana? No

13-054 If the answer to 13-053 is YES, please list libraries with which you have reciprocal borrowing agreements.

13-055 Does your library lend materials using the OCLC resource sharing system? Yes

13-056 Is your library a member of Evergreen Indiana? No

13-057 How many days per week does your library receive InfoExpress courier service? 3

Does the library provide adult services, including:

13-058 Reference services, including knowledge of and access to reference materials, including INSPIRE? Yes

13-059 A collection of materials for adults? Yes

13-060 A space designated for adults in each fixed location? Yes

Does the library provide young adult services, including:

13-061 Reference services, including knowledge of and access to reference materials, including INSPIRE? Yes

13-062 A collection of materials for young adults? Yes

13-063 A space designated for young adults in each fixed location? Yes

Does the library provide children's services, including:

13-064 Reference services, including knowledge of and access to reference materials, including INSPIRE? Yes

13-065 A collection of materials for children? Yes

13-066 A space designated for children in each fixed location? Yes

Public Access

13-067 Are patrons who are unable to read regular print, because of a visual or a physical disability, provided access to large print books, Braille books, audio books, and/or enhanced media? Yes

13-068 Does the library provide computers for the free use of all persons, regardless of residency? Yes

13-069 Does your library provide a means for the public to print and make copies at each location? Yes

Website

Does your library's website include:

13-070	Current hours of operation?	Yes
13-071	A physical address (or addresses) for your library?	Yes
13-072	A map for each fixed location?	Yes
13-073	A telephone number?	Yes
13-074	An email address or other means of electronic contact?	Yes
13-075	A link to INSPIRE.in.gov?	Yes
13-076	Publicly posted policies, including, but not limited to, circulation, fees, and internet use?	Yes
13-077	A link to the library's online public access catalog?	Yes
13-078	A calendar or schedule of events and programs, updated at least monthly, including the dates for the library board meetings?	Yes

14 - Statement of Intent to Comply with Standards

14-001 Please explain any NO answers given in Part 13.

15 - Supplemental Questions

Fines

15-001	Does your library charge fines for late materials?	Yes
15-001a	If you answered YES - ON SOME MATERIALS, please explain.	There are no fines for children's collection materials or bookmob homebound circulating items.
15-002	If the answer to 15-001 is YES, how much do you charge per item, per day for books?	.25
15-003	If the answer to 15-001 is YES, how much do you charge per item, per day for audio/visual materials?	.25
15-004	Does your library charge a processing fee for lost or damaged items?	No
15-005	If the answer to 15-004 is YES, how much per item?	
15-006	Does your library offer fine forgiveness or amnesty? If so, please briefly describe alternative offered.	Yes
	Alternative	Anyone under the age of 18 may participate in the library's Read program.

Library Consultants

If you have used the services of a professional consultant or architect in the last 3 years (2016-2018), please provide their information.

15-007a	Consultant or Company Name	KIMBERLY BOLAN & ASSOC., LLC_
15-008a	Type of consulting service performed	interior & space design,
15-009a	Street address	4960 MARKHAM WAY, UNIT 526
15-010a	City	ZIONSVILLE,
15-011a	State	IN
15-012a	Zip	46077

15-013a	Phone	5857397003
15-014a	Website	http://rethinkinglibraries.org/
15-007a	Consultant or Company Name	Matheu Architects, PC
15-008a	Type of consulting service performed	architect
15-009a	Street address	205 N. COLLEGE AVENUE, ST
15-010a	City	Bloomington
15-011a	State	IN
15-012a	Zip	47401
15-013a	Phone	8123391235
15-014a	Website	https://www.matheuarchitects.com/
15-007a	Consultant or Company Name	STR BUILDING RESOURCES, LLC__
15-008a	Type of consulting service performed	Facility Maintenance
15-009a	Street address	350 W. ONTARIO STREET
15-010a	City	CHICAGO,
15-011a	State	IL
15-012a	Zip	60610
15-013a	Phone	2622534700
15-014a	Website	http://www.str-seg.com/
15-007a	Consultant or Company Name	INTERNET MINDED DESIGN AND__
15-008a	Type of consulting service performed	software design
15-009a	Street address	1261 S. WINFIELD ROAD
15-010a	City	BLOOMINGTON,
15-011a	State	IN
15-012a	Zip	47401
15-013a	Phone	8123452813
15-014a	Website	https://www.manta.com/c/mrnp21/internet-minded-design-deve
15-007a	Consultant or Company Name	Wiseman Consulting
15-008a	Type of consulting service performed	strategic plan
15-009a	Street address	2737 E. ROCKWELD PATH
15-010a	City	Bloomington
15-011a	State	IN
15-012a	Zip	47401
15-013a	Phone	8123694976
15-014a	Website	wisemanconsulting.com
15-007a	Consultant or Company Name	YELLOW LOTUS PRODUCTIONS
15-008a	Type of consulting service performed	CATS infrastructure
15-009a	Street address	132 CAMBRIDGE STREET
15-010a	City	SYRACUSE,
15-011a	State	NY
15-012a	Zip	13210
15-013a	Phone	3158775161
15-014a	Website	
Profesional Development		

15-015 What types of continuing education do you make available to staff? Select all that apply:

conferences	Yes
webinars (live)	Yes
webinars (archived)	Yes

	staff day	Yes
	professional roundtables	Yes
	other (describe)	one-on-one
15-016	Who at your library is eligible for professional development?	all staff

(Exp: part-time, full-time, librarians only, all staff)

One-on-One Services

15-017 What sort of one-on-one instruction does your library provide? Select all that apply:

This could be one-on-one help that your library schedules ahead of time (via appointment, or scheduled times for drop-in help) capture more involved instruction, and not simple one-off questions such as turning on a device, finding one particular icon, etc

	small device use (e-book readers, smartphones, tablets)	Yes
	computer instruction	Yes
	resume help	Yes
	other (please explain)	Tutoring adult learners; math homework; non-profit (grant seeking assistance; digital media production instruction and assistance
15-018	Does your library offer notary services?	No
15-019	If the answer to 15-018 is YES, how much (if at all) does it charge?	
15-020	Does your library offer proctoring services?	No
15-021	If the answer to 15-020 is YES, how much (if at all) does it charge?	

CERTIFICATION

Click [here](#) to print a copy of the Signature Page. This needs to be signed by both the director and board president in ink and returned to the Development Office. This is also due by March 1, 2019.

**2019 Memorandum of Understanding between
Monroe County Public Library and
Community Radio WFHB**

This agreement outlines the details of a joint new initiative to be undertaken by Bloomington Community Radio WFHB (WFHB) and the Monroe County Public Library through CATS.

Between January 1, 2019 and December 31, 2019, the two organizations will produce a weekly program focusing on primary issue(s) in Monroe County, based on content acquired from CATS coverage of local government meetings. The program shall be telecast on the CATS network. In addition, CATS agrees that the program will be both streamed and archived on the CATS website.

The weekly news program shall be a joint undertaking of WFHB and the Monroe County Public Library through CATS. Each party to this agreement shall carry out the following responsibilities:

Monroe County Public Library through CATS will provide:

1. Footage collected during CATS' regular coverage of local government meetings.
2. Other relevant CATS material.
3. Studio production services, including equipment and facilities necessary to produce and create the half-hour program.
4. Weekly telecasts of the program on CATS channels.
5. A schedule of government meetings each week.
6. The sum of \$142,000, which shall be payable to WFHB in four installments from the Library's Special Revenue Fund and not from funds received from property tax revenues. WFHB shall have access to deposited funds for any use in the ordinary and usual course of WFHB business.

WFHB will provide:

1. An anchor for the telecast, if needed.
2. A hyperlink to CATSWeek on the catstv.net website on all postings of episodes of the *Daily Local News* that employ stories for CATSWeek on WFHB's website.
3. A staff member to write scripts for CATSWeek in accordance with CATS production schedule.
4. Additional WFHB volunteers, if needed.
5. On-air in-kind underwriting: WFHB agrees to air one on-air ad for CATS each day of the calendar year (value: \$4,380). This ad shall consist of a 20-second live read performed by on-air hosts, drawing from a rotation of up to six scripts written by the CATS general manager and approved by the WFHB general manager.
6. WFHB agrees to not solicit specific underwriting for the CATSweek program.

The Monroe County Public Library and WFHB agree that the editorial decisions shall be determined as a result of consultation between the CATS general manager and the WFHB general manager.

WFHB and Monroe County Public Library and CATS agree that the final show as produced and telecast shall become the property of the Monroe County Public Library and CATS and the appropriate acknowledgment of this ownership shall be stated in the credits for each show. The program shall be archived and retained in the same manner as all CATS programs.

The Monroe County Public Library, CATS and WFHB acknowledge that each party will direct their employees to meet their obligations under this agreement. Each party to this agreement shall be responsible for compensating the employees which they use to meet their obligations under this agreement. Monroe County Public Library, CATS and WFHB acknowledge that neither shall be responsible for nor share any liability for compensating the employees other than those under their employ.

The Monroe County Public Library, CATS and WFHB each acknowledge that no party to this agreement shall have a cause of action against any other party of this agreement as a result of the production of the news program. Each party to this agreement shall be responsible for obtaining all necessary insurance coverage to protect and indemnify them from any liability which they may incur as a result of participation under this agreement. Each party to this agreement shall be responsible for and meet their obligations as the employer of any employee who may provide services under this agreement and shall have no cause of action against the other party of this agreement for any cause of action brought against them by any employee providing services to an employer under this contract.

Each party to the agreement shall further secure a waiver of subrogation from any insurer providing insurance required hereunder.

All parties under this agreement acknowledge that this agreement may be amended only in writing and if such amendments are approved by the Monroe County Public Library Board of Trustees and the WFHB Board of Directors.

WFHB, Monroe County Public Library and CATS acknowledge that this agreement may be terminated at any time. Notice of termination shall be mailed at least 30 days in advance of the termination to the individuals listed below representing the other party:

John Turner, General Manager
WFHB Community Radio
108 W. 4th St.
Bloomington, IN 47404

Michael White, Manager
CATS/Monroe County Public Library
303 E. Kirkwood Ave.
Bloomington, IN 47408

Marilyn Wood, Director
Monroe County Public Library
303 E. Kirkwood Ave.
Bloomington, IN 47408

The parties further agree that this agreement may be renewed on an annual basis upon approval by the governing bodies of each party.

_____,
President
WFHB Community Radio
Board of Directors

Date: _____

General Manager
WFHB Community Radio

Date: _____

President
Board of Trustees
Monroe County Public Library

Date: _____

Michael White, General Manager
Community Access Television Services

Date: _____

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
	Wooden Couch with blue upholstery		
	4 computer desks		
	3 rolling chairs		
	5 meeting tables		
	7 wood book carts		
	1 red wire rolling cart		

ADOPTED THIS 20th DAY OF MARCH, 2019

AYE

NAY



MEMORANDUM

TO:
FROM: Autumn Salamack
DATE: February 22, 2019
RE: Agreement with Monroe County Public Library Fix-It-Fair

Funding Source: 101-04-040000-53170

Total Dollar Amount of Contract: \$1,000

Expiration Date of Contract: December 31, 2019

Department Head Initials: AC

Due Date For Signature: March 15, 2019

Record Destruction Date: March 16, 2029

Legal Department Tracking #: 19-122

PREVIOUSLY REVIEWED BY & RETURN SIGNED CONTRACT TO THIS ATTORNEY:

Larry Allen

ATTORNEY IS TO RETURN SIGNED CONTRACT TO THIS DEPARTMENTAL EMPLOYEE:

Autumn Salamack

Summary of Contract:

The City of Bloomington will help sponsor the 2019 Monroe County Public Library (MCPL) community Fix-It-Fair in support of community waste reduction goals. MCPL will provide basic metrics on event results to the City of Bloomington.

AGREEMENT
between the
CITY OF BLOOMINGTON
and the
MONROE COUNTY PUBLIC LIBRARY
for the
FIX-IT FAIR

This agreement, entered into this ____ day of March, 2019, by and between the City of Bloomington (“City”) and the Monroe County Public Library (“MCPL”), WITNESSETH THAT:

WHEREAS, the MCPL is an integral part of the vibrancy of Monroe County and seeks to enrich the lives of residents through a variety of learning and engagement activities; and

WHEREAS, the MCPL desires to host its annual Fix-It Fair, which sets out to reduce waste by fixing broken items; teach new skills; connect the community with fixers and makers; and to provide exposure for local community groups and businesses ; and

WHEREAS, the City has certain funds available to grant for purposes of sustainability promotion and activities, and it desires to partner with the MCPL to support the Fix-It Fair;

NOW, THEREFORE, IT IS AGREED AS FOLLOWS:

1. Term of Agreement. This Agreement shall become effective upon execution and continue through December 31, 2019, unless terminated prior to that date pursuant to Section 10 or extended pursuant to Section 14 herein.
2. Activities to be Performed by MCPL. MCPL will use the grant to fund its 2019 Fix-It Fair in support of its community waste reduction goals as specified in the Scope of Work attached to this Agreement as Exhibit A.
3. Funding, and Activities to be Performed by City. City agrees to provide One Thousand Dollars (\$1,000.00) to MCPL to be used exclusively for activities described herein and subject to the terms of this agreement, and to advertise and market the event through its social media platforms two months prior to the date of the event.

The City’s funding contribution is subject to the appropriation and availability of funds. If funds for the City’s contribution are not forthcoming or are insufficient, through the failure of any entity—including the City—then the City shall have the right to terminate its contribution without penalty.

4. Evaluation and Outcomes. Within thirty (30) days from the date of the event, MCPL will provide the City with a final report regarding completion of the event listed in Section 2. The final report shall include the following:

- (a) estimated number of attendees;
- (b) estimated number of items repaired, categorized by type of item;
- (c) number of technicians at the event; and
- (d) number of event volunteers.

5. Supervision and Independent Contractor Status. The status of MCPL employees providing services pursuant to this Agreement as employees of the MCPL shall not be affected in any way by this Agreement. Said employees shall be subject solely to supervision by their MCPL supervisors.

During the entire term of this Agreement, MCPL shall be an independent contractor, and in no event shall any of its personnel, agents or sub-contractors be construed to be, or represent themselves to be, employees of the City. MCPL shall be solely responsible for the payment and reporting of all employee and employer taxes, including social security, unemployment and any other federal, state or local taxes required to be withheld from employees or payable on behalf of employees.

6. Indemnity. To the extent allowed by Indiana law, MCPL shall indemnify and hold the City harmless against all claims, actions, damages, liability and expenses, including reasonable attorneys' fees and court costs, which may occur as a result of acts or omissions by its officers, directors, agents, employees, successors and assigns, in the performance of this Agreement.
7. Waiver or Breach. The Waiver by either party or breach of any provision of this Agreement by the other party, shall not operate or be construed as a waiver of any subsequent breach by the parties. No waiver shall be valid unless it is in writing and signed by an authorized officer of the waiving party.
8. Attorney's Fees. If any action is brought to enforce this Agreement, the prevailing party shall be entitled to recover reasonable costs of enforcement, including court costs and attorney fees.
9. Records. Each party shall retain all records related to this Agreement for a period of at least three years from the termination of this Agreement. Each party shall permit the other access to all records relating to this Agreement at all reasonable times for review and audit purposes.
10. Termination of Agreement. This agreement may be terminated in whole or in part by either party at any time for any reason by sending the other party written notice via certified mail, return receipt requested, at least thirty (30) days prior to the date of termination. Termination of the Agreement shall not affect any liabilities that accrued between the parties prior to the date of termination.
11. Nondiscrimination. As part of this Agreement, MCPL shall comply with City of Bloomington Ordinance 2.21.020 and all other federal, state and local laws and regulations regarding non-discrimination in all regards, including but not limited to employment practices.

12. Notice to Parties. Whenever any notice, statement or other communication shall be sent to the City or MCPL, it shall be sent to the person and address named below, unless otherwise advised in writing by a party:

Notice to Monroe County Public Library: Marilyn Wood, Director
Monroe County Public Library
303 E. Kirkwood Ave
Bloomington, IN 47408

Notice to City: Autumn Salamack
Assistant Director
Economic & Sustainable Development
City of Bloomington
P.O. Box 100
Bloomington, IN 47402

13. Amendment and Modification. This Agreement may be amended at any time by mutual written and signed agreement of the authorized representative of the parties, but may not be modified in any other manner, except as expressly provided by this Agreement.
14. Extension and Renewal of Agreement. This Agreement may be renewed, renegotiated or extended upon its expiration by mutual written consent of the parties.
15. Governing Laws. This agreement shall be construed in accordance with and governed by the laws of the State of Indiana and suit, if any, must be brought in Monroe County, Indiana.
16. Severability. If any part of this Agreement is invalid or unenforceable under any statute, regulation, ordinance, executive order or other rule of law, such term shall be deemed reformed or deleted, but only to the extent necessary to comply with such statute, regulation, ordinance, order or rule and the remaining provisions of this agreement shall remain in full force and effect.
17. Force Majeure. Neither the City nor MCPL shall be liable to perform its respective obligations hereunder when such failure is caused by fire, explosion, water, act of God, civil disorder or disturbance, strikes, vandalism, war, sabotage, weather and energy related closings, governmental rules or regulations, or like cause beyond the reasonable control of such party, or for real or personal property destroyed or damaged due to such causes.
18. Entire Agreement. The parties agree that this Agreement contains all of the agreements, representations, and conditions made between the parties. This Agreement may not be modified except by written agreement and signed by both parties.

In witness of acceptance of all conditions contained in this agreement, the parties execute this agreement on the date entered on the first page hereof.

CITY OF BLOOMINGTON

**MONROE COUNTY
PUBLIC LIBRARY**

BY:



Philippa Guthrie, Corporation Counsel

BY:

John A Walsh, President
Monroe County Public Library Board of
Trustees

Date: 3-4-19

Date: _____

CITY OF BLOOMINGTON
Controller
Reviewed by: _____
DATE: 3-4-19
FUND/ACCT: 11104-5100

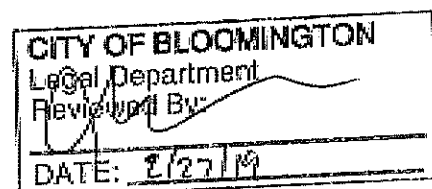


EXHIBIT A

SCOPE OF WORK

The City of Bloomington will provide \$1000 in sponsorship to cover costs associated with providing technicians to help fix items (such as clothes and textiles, electronics, small furniture, jewelry, etc.) at the 2019 MCPL Fix-It-Fair. The goals for the Fix-It-Fair are to:

- Reduce waste by fixing broken items
- Encourage patrons to learn new skills
- Connect the community with fixers and makers
- Provide exposure for local community groups and businesses

MCPL will provide the City with metrics regarding the success of the event, within two weeks of the event, including the following:

- Estimated number of attendees
- Estimated number of items, by type, repaired
- Number of technicians at the event
- Number of event volunteers (if any)

The City will help advertise the event on their social media platforms in the two months prior to the event.

DRAFT Monroe County Public Library Request for Proposal: Automated Materials Handler Solution

Issue Date: _____

Proposal Due Date: _____

Monroe County Public Library is issuing a Request for Proposal (RFP) to solicit interest from qualified vendors to develop an automated materials handling solution to replace an existing automated materials handler unit (AMH) at the Main Library. The Library is principally concerned with the following aspects of a proposed solution:

- Capacity for volume of returns per hour: *the Library processes between 3,000 and 4,000 returns each day, or between 250 and 350 returns per operating hour*
- Design and reliability of hardware and software components
- Customer Service and Support Plans

Receipt of Proposal

In order for the Proposal to receive full consideration, the receipt of one (1) paper copy and one (1) electronic copy in PDF format is required. **The submission deadline is** _____.

Proposals become the property of the Library at the time of submission and are subject to disclosure under the Freedom of Information Act.

The sealed envelope shall be entitled “AMH Solution for Monroe County Public Library” and sent to the contact information below:

Contact Person: Grier Carson, Access & Content Services Manager
303 E. Kirkwood Ave.
Bloomington, IN 47408
Email: gcarson@mcpl.info
Phone: 812.349.3094

Proposals sent by mail should allow sufficient delivery time to ensure receipt by the deadline. Proposals received after the deadline will be returned to the proposer unopened.

Proposals will be opened during a public meeting scheduled for _____.

Evaluation Criteria

Proposals will be evaluated based on the following:

- Ability to meet criteria outlined in the scope of work section (see below)
- Proven qualifications and experience in providing similar AMH solutions for other libraries
- Client references
- Ability of proposer to provide quality and timely products and services
- Quality of information presented in the proposal
- All costs including purchase and lease options, proposal fees and/or related fees
- Other factors determined to be in the best interest of the Library

The Library reserves the right to reject any and all proposals, to call for new proposals, to waive any irregularities in the proposals if deemed to be in the interest of the Library, negotiate changes in the scope of work or service provided or portions thereof, and to select the proposal that is considered to be most advantageous to the Library. The Library shall base its award criteria on multiple factors, and the lowest fee may not necessarily be the most acceptable for the project.

Scope of Work

The Proposals should include the following:

- At least one (1) 11+ bin AMH solution to replace the existing 9-bin AMH at MCPL's Main Library (2nd floor sort room)
- At least one (1) alternative 11+ bin AMH solution that also addresses the induction volume discrepancy between the walk-up smart return slots on the 2nd floor and the drive-up AMH return slots
- Four (4) smart return induction slots and their requisite hardware and software components (two for the 2nd floor walk-up return, one for the 1st floor walk-up return, and one to replace existing 1st floor sorter)
- Description of software functionality including native sort criteria management, optional web-based and/or mobile controllers, and optional intelligent materials management solutions
- Proof that proposed solution(s) will reasonably fit within current 2nd floor sort room AMH area
- Proof that proposed solution(s) will work with existing electrical and data
- Description of customer service and support contract including guarantees for on-site service call turnaround times and customer support contacts and preferred modes of communication
- Options for purchasing and leasing of equipment
- Options for removal/recycling of old equipment
- Proposed solutions should not exceed \$250,000.00

Proposal Requirements and Specifications

All Proposals for potential AMH solutions for the Main Library should contain the following elements:

- Product Specifications
 - Origin of manufacture
 - Product(s) descriptions, weight, and dimensions including all hardware and software components, electrical requirements, safety and use considerations
 - Product(s) capacity for performance including number of items sorted per hour
 - Any and all ILS considerations (not restricted to Innovative Interfaces, Inc's Polaris) potentially impactful to product implementation
 - Product manuals, documentation, support website
 - Warranty
- Implementation
 - Order and delivery guarantees
 - Installation and implementation timeline

- Product footprint considerations and any necessary facilities renovations or modifications
 - Electrical and data requirements
- Customer Support/Service
 - Ongoing customer support plan including on-site and remote services
 - Response time and hourly rates for on-site service calls
- Costs
 - Initial costs for all units/parts including hardware, software, and implementation
 - Annual maintenance costs through 2023
 - Purchase and lease options
 - Any applicable discounts