

MONROE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES MEETING
Wednesday, July 17, 2019; Meeting Room 1B; 5:45 p.m.

AGENDA

1. Call to Order – Chris Harrison, Vice President
2. Consent Agenda – action item – Marilyn Wood
 - a. Minutes of June 19, 2019 Board Meeting (page 1-2)
 - b. Monthly Bills for Payment (page 3-26)
 - c. Monthly Financial Report (page 27-68)
 - d. Personnel Report (page 69-76)
 - e. 2019 Board Meeting Calendar (page 77)
3. Director's Monthly Report – Marilyn Wood, Director (page 78-87)
4. Old Business
5. New Business
 - a. 2020 Budget – Gary Lettelleir (page 88-107)
 - b. Policy Updates – Marilyn Wood (page 108-168)
6. Update: Community Engagement and VITAL – Josh Wolf and Bethany Turrentine
7. Public Comment
8. Adjournment

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

MONROE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES PUBLIC COMMENT POLICY

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

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

Policy revised April 18, 2018

MONROE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES MEETING
Wednesday, June 19, 2019
Meeting Room 1B, 5:45 p.m.

Present Board members: Jaime Burkhart, Kari Esarey, David Ferguson, Kathy Loser

Absent Board members: Christine Harrison, Fred Risinger, John Walsh

Library staff: Grier Carson, Ken Carter, Jane Cronkhite, Elizabeth French, Mandy Hussey, Brian Leibacher, Gary Lettelleir, Sam Ott, Bara Swinson, David Walter, Kyle Wickemeyer-Hardy, Kevin Weinberg, Marilyn Wood, Leanne Zdravecky

Others: Tom Bunger, Diane Gregory, one member of the public

Call to Order

The meeting was called to order at 5:48 p.m. by Board Treasurer David L. Ferguson.

Consent Agenda

After a brief discussion by the Board the consent Agenda passed unanimously.

Director's Monthly Report

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

- New Carpeting for the main Library. The Library is planning a carpeting update in many public and staff areas around the building. The carpet has been well-used and is more than 20 years old in many areas. The new carpeting will be installed in phases from October through January with communication to the public in advance.
- The Library is experimenting with gathering and showing use of collections in new ways, with examples in the monthly Director's report. The new ways to measure use of digital, and physical items will be more inclusive, therefore more meaningful and beneficial for what Indiana State Library may want us to use in the future.

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

Old Business

Associate Director Jane Cronkhite gave a wrap up of the Ellettsville Renovation with one action item:

Change Order number 6, the final change order for the Ellettsville renovation, was presented. The amount of the change order is \$2578.20. It includes new fire alarms, replacing the wood fence, an access panel and credits. Board member Kari Esarey moved to approve the change order; Board member Kathy Loser seconded the motion. The Board passed the motion unanimously.

New Business

Resolution to Declare Certain Items Surplus

Library Financial Officer Gary Lettelleir submitted a list of items to be declared surplus by the Library. Board member Jamie Burkhart moved that the list be approved as such; board member Kari Esarey seconded the motion. The motion passed unanimously.

Management/Labor Agreement 2019-2022

Board member Kari Esarey moved to accept the agreement between the Library and AFSCME local number 2802. Board member Kathy Loser seconded. Human Resources Manager Kyle Wickemeyer-Hardy reported that the agreement between the Labor Management and Library has been finalized. Kyle fielded questions from the Board, the motion passed unanimously.

Proposal for Architectural and Engineering services

Library Director Marilyn Wood recommended the proposal from Matheu Architects for Architectural and Engineering services for the Monroe County Public Library Southwest Branch be accepted and to move forward with creating a contract. Matheu's proposal met all of the requirements and the criteria that was set out for selection. Board Member Kathy Loser moved to approve with Board Member Jaime Burkhart seconding. The motion passed unanimously.

Update: Building Services

Building Services Manager Brian Leibacher updated the Board on his unit's activities. Building services is made up of three components: Facilities, security, and maintenance. Brian shared the many projects that his team has worked on so far this year, among them:

- Work related to the Ellettsville renovation. They moved shelves and furniture to accommodate the construction. They also moved books to the Main Library so items could be circulated.
- The unit has changed over twenty-two hundred light bulbs. The bulbs have been replaced with LED lights.
- HVAC maintenance. To help extend the life of the HVAC, preventive maintenance will be performed every three to four years.
- On average the Library may have 11-14 patron bans per month. This has gone down from previous years.
- Facility projects this coming fall include new carpet installation, wallpaper removal, and painting at the Main Library.

Brian answered the Board's specific questions as he gave his updates.

Public Comment

A member of the public, Julie Duhon, spoke to the Board.

Adjournment

Board Member Kari Esarey moved to adjourn the meeting; Board Member Kathy Loser seconded the motion. The meeting adjourned at 6:32pm.

MONROE COUNTY PUBLIC LIBRARY

07/03/19 10:30 AM

Page 1

*Paid Check Register

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MONROE COUNTY PUBLIC LIBRARY

07/03/19 10:30 AM

Page 2

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MONROE COUNTY PUBLIC LIBRARY

07/03/19 10:30 AM

Page 3

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MONROE COUNTY PUBLIC LIBRARY

07/03/19 10:30 AM

Page 4

*Paid Check Register

| Check | Search Name | Account | Invoice | Amount | Comments |
|----------|-----------------|----------------------|------------|--------------|----------------------|
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MONROE COUNTY PUBLIC LIBRARY

07/03/19 10:30 AM

Page 5

*Paid Check Register

| Check | Search Name | Account | Invoice | Amount | Comments |
|--------|-----------------|-----------------|-----------------|-------------|-------------------|
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MONROE COUNTY PUBLIC LIBRARY

07/03/19 10:30 AM

Page 6

*Paid Check Register

| Check | Search Name | Account | Invoice | Amount | Comments |
|---------------------|--------------------------------|-----------------------|--------------------|------------------------|------------------------|
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| 000808 | 7/1/2019 TASC | | E 001-005-12420 | PR6/21/19 | \$228.84 FSA/COBRA |
| 000809 | 7/1/2019 FIRST FINANCIAL BANK | | | E 001-005-31700 | \$21.00 ACH DEBIT |
| BLOCK | | | | | |
| 004034 | 6/12/2019 GERMAN AMERICAN BANK | | | G 001-10000 MONEY | \$5,000.00 |
| TRANSFER FROM ONB | | | | | |
| 004034 | 6/12/2019 GERMAN AMERICAN BANK | | | G 016-10000 MONEY | \$10,000.00 |
| TRANSFER FROM ONB | | | | | |
| 004035 | 6/13/2019 FIRST FINANCIAL BANK | | | G 003-10000 MONEY | \$38.92 TRANSFER |
| MONEY TO | | | | | |
| 008795 | 6/5/2019 ADP SCREENING & | E 001-006-31300 LEGAL | 1330049-05-2019 | \$313.80 | BACKGROUND CHECKS |
| 008796 | 6/5/2019 CDW GOVERNMENT, INC. | | E 007-005-44600 IT | SHC4495 | \$100.36 ELL PROJECT |
| 008797 | 6/5/2019 CHARLOTTE BOSHEARS | | | R 001-025-03500 | \$23.00 REIMBURSE |
| PATRON | | | | | |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | | E 001-019-44600 IT | -\$1,445.57 IT EQUIP |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | | E 001-019-44600 IT | -\$132.62IT EQUIP |
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| 008798 | 6/5/2019 CHASE CARD SERVICES | | | E 016-011-21350 | \$7.03 TRI KAPPA |
| YOUTH | | | | | |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | | E 019-026-21350 | \$39.57 SCHOOL VISIT |
| SUP | | | | | |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | | E 001-026-23000 IT | \$140.00 IT SUP |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | | E 019-026-21350 | \$45.33 SUPP |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | | E 001-026-23000 IT | \$75.80 IT SUP |
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| 008798 | 6/5/2019 CHASE CARD SERVICES | | | E 019-010-21350 | \$28.74 MINI BOOKS |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | | E 019-026-21350 | \$12.98 BOOK MARKS |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | | E 019-010-21350 | \$13.22 SUPP |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | | E 001-026-23000 IT | \$14.99 |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | | E 019-010-21350 | \$77.96 SUPP FOR |
| RAINBOW | | | | | |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | | E 019-010-21350 | \$9.95 SUPP |
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| 008798 | 6/5/2019 CHASE CARD SERVICES | | | E 019-011-21350 | \$46.97 BOARD GAMES |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | | E 019-011-21350 | \$25.30 CHILD SUP |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | | E 019-011-21350 | \$59.95 CHILS SUP |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | | E 016-011-21350 | \$150.18 LINDSEY FOUND |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | | E 001-007-31500 | \$16.00 MAIN CONTRACT |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | | E 019-010-21350 | \$12.99 SUPP |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | | E 001-019-32300 TRAVEL | \$29.92 VANESSA TRAVEL |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | | E 030-019-44600 IT | \$132.62 IT EQUIP |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | | E 001-025-32300 TRAVEL | \$112.00 MATT TRAVEL |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | | E 001-025-32300 TRAVEL | \$112.00 MATT TRAVEL |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | | E 001-015-22200 | \$26.25 BLACK VAN |

MONROE COUNTY PUBLIC LIBRARY

07/03/19 10:30 AM

Page 7

*Paid Check Register

| Check | Search Name | Account | Invoice | Amount | Comments |
|----------------|-------------------------------|-------------------------|------------------------|--------------|----------------------|
| 008798 | 6/5/2019 CHASE CARD SERVICES | | E 001-015-22200 | \$63.32 | BOOK MOBILE |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | E 001-015-22200 | \$67.73 | BOOK MOBILE |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | E 001-015-22200 | \$31.57 | BLACK VAN |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | E 001-015-22200 | \$70.54 | BOOK MOBILE |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | E 001-026-23000 IT | \$179.78 | IT SUP |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | E 001-019-44600 IT | \$1,445.57 | IT EQUIP |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | E 016-011-21350 | \$23.09 | LINDSAY FOUND |
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| 008798 | 6/5/2019 CHASE CARD SERVICES | | E 030-019-44600 IT | \$1,445.57 | IT EQUIP |
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| 008798 | 6/5/2019 CHASE CARD SERVICES | | E 019-001-32400 | \$10.00 | CHAMB. LUNCH |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | E 019-026-21350 | \$53.69 | SUPP |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | E 019-026-21350 | \$4.89 | BOOK MARK |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | E 001-015-22200 | \$69.88 | BOOK MOBILE |
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| 008798 | 6/5/2019 CHASE CARD SERVICES | | E 001-005-30040 MISC. | -\$0.31 | |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | E 016-011-21350 | \$17.92 | TRI KAPPA STEM |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | E 001-026-21350 | \$39.88 | SUP |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | E 016-011-21350 | \$50.20 | G. ARCHER |
| GARDEN | | | | | |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | E 019-026-21350 | \$66.16 | SUP |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | E 019-026-21350 | \$23.31 | SUP |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | E 019-026-21350 | \$35.98 | SUP |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | E 019-026-21350 | \$4.99 | SUP |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | E 001-007-32400 | \$199.00 | NATHAN CONF |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | E 001-007-31500 | \$65.00 | |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | E 001-018-45200 | \$179.00 | PERIODICAL |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | E 001-018-45100 BOOKS | \$1,039.48 | BOOK |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | E 001-008-30040 MISC. | \$2.30 | PARKING METER |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | E 001-008-23100 | \$510.14 | MULCH |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | E 001-006-32400 | \$510.00 | KYLE COF |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | E 001-008-30040 MISC. | \$3.30 | PARKING METER |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | E 001-008-30040 MISC. | \$3.30 | PARKING METER |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | E 001-008-35100 GAS | \$61.48 | FUEL |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | E 019-011-21350 | \$9.59 | ITUNES |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | E 019-011-21350 | \$55.97 | SUP |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | E 019-011-21350 | \$4.99 | SUP |
| 008798 | 6/5/2019 CHASE CARD SERVICES | | E 001-008-22200 | \$62.62 | FUEL |
| 008799 | 6/5/2019 CHICAGO TRIBUNE | | E 001-018-45200 | \$401.96 | SUBSCRIPTION |
| 008800 | 6/5/2019 CHRISTINE EYKHOLT | E 001-025-32300 TRAVEL | | \$699.80 | TRAVEL |
| 008801 | 6/5/2019 ENVISIONWARE, INC. | | E 001-019-31500 | \$654.00 | ANNUAL MAINT |
| 008802 | 6/5/2019 FC | E 030-005-31700 | 2262 | \$350.00 | REAL ESTATE NEW |
| 008803 | 6/5/2019 INDIANA STATE | E 001-018-32600 | INF0003300 | \$1,000.00 | DELIVERY AND SUBSIDY |
| 008804 | 6/5/2019 IU HEALTH | E 019-011-31000 | | \$525.00 | YOGA WITH BABY |
| 008805 | 6/5/2019 MIDWEST PRESORT | E 001-004-32200 POSTAGE | 52854 | \$274.69 | POSTAGE |
| 008806 | 6/5/2019 NETWORK SERVICES | E 001-008-22100 | 14398722 | \$364.13 | BLGD SUPPLIES |
| 008807 | 6/5/2019 PERRY WARREN | | E 019-011-31000 | \$500.00 | MAGIC PROGRAM |
| 008808 | 6/5/2019 POW PEST, INC/B & C | E 001-014-31400 | 78603 | \$40.00 | ELL PEST CONTROL |
| 008809 | 6/5/2019 RICOH USA, INC. (IL) | | E 001-004-21400 | \$5056682160 | ADDT'L COPIES |
| 008810 | 6/5/2019 SARA FARMER | | R 001-025-03500 | \$28.00 | REIMBURSE |
| PATRON | | | | | |
| 008811 | 6/5/2019 SARAH SCOTT | | E 001-007-32400 | \$691.12 | REIMBURSE |
| TRAVEL EXP | | | | | |

MONROE COUNTY PUBLIC LIBRARY

07/03/19 10:30 AM

Page 8

*Paid Check Register

| Check | Search Name | Account | Invoice | Amount | Comments |
|---------------|---------------------------------|-----------------------|------------------------|--------------|-------------------------|
| 008812 | 6/5/2019 SMITHVILLE | E 001-016-31600 | | \$197.10 | INTERNET SERVICE |
| 008812 | 6/5/2019 SMITHVILLE | E 001-019-31600 | | \$1,773.90 | INTERNET SERVICE |
| 008813 | 6/5/2019 STEPH NIEMEYER | | E 001-018-32300 TRAVEL | \$8.00 | REIMBURSE |
| TRAVEL EXP | | | | | |
| 008813 | 6/5/2019 STEPH NIEMEYER | | E 001-018-32300 TRAVEL | -\$8.00 | REIMBURSE |
| TRAVEL EXP | | | | | |
| 008814 | 6/5/2019 SYNCHRONY | E 001-018-45300 | | \$2,491.00 | NON PRINT |
| 008814 | 6/5/2019 SYNCHRONY | E 019-010-45100 BOOKS | | \$249.24 | ADULT BOOKS |
| 008814 | 6/5/2019 SYNCHRONY | E 019-011-45100 BOOKS | | \$264.25 | CHILDREN BOOKS |
| 008814 | 6/5/2019 SYNCHRONY | E 019-018-21350 | | \$261.97 | |
| 008814 | 6/5/2019 SYNCHRONY | E 019-026-45100 BOOKS | | \$76.46 | TEEN BOOKS |
| 008814 | 6/5/2019 SYNCHRONY | E 001-005-30040 MISC. | | \$25.00 | |
| 008814 | 6/5/2019 SYNCHRONY | E 016-018-45100 BOOKS | | \$255.34 | VITAL |
| 008814 | 6/5/2019 SYNCHRONY | E 019-018-44300 OTHER | | \$126.01 | |
| 008814 | 6/5/2019 SYNCHRONY | E 001-018-45100 BOOKS | | \$2,693.36 | BOOKS |
| 008815 | 6/5/2019 THE AWARDS CENTER | | E 016-015-21350 | 588862 | \$61.00 VITAL QUIZ BOWL |
| 008816 | 6/5/2019 T-MOBILE | | E 001-018-45300 | \$490.32 | HOT SPOTS |
| 008817 | 6/5/2019 APPLE INC. | | AA21714366 | -\$1,449.00 | |
| COMPUTER | | | | | |
| 008817 | 6/5/2019 APPLE INC. | | E 030-019-44600 IT | AA21714366 | \$1,449.00 |
| COMPUTER | | | | | |
| 008817 | 6/5/2019 APPLE INC. | | E 001-019-44600 IT | AA21714366 | \$1,449.00 |
| COMPUTER | | | | | |
| 008818 | 6/5/2019 CDW GOVERNMENT, INC. | | E 001-019-23000 IT | SJQ7867 | \$84.87 IT SUPPLIES |
| 008818 | 6/5/2019 CDW GOVERNMENT, INC. | | E 001-019-23000 IT | SJW6482 | \$23.73 IT SUPPLIES |
| 008819 | 6/5/2019 DELL MARKETING L.P. | | E 001-019-44600 IT | 10315374722 | -\$1,441.76 |
| COMPUTER | | | | | |
| 008819 | 6/5/2019 DELL MARKETING L.P. | | E 001-019-44600 IT | 10315374722 | \$1,441.76 |
| COMPUTER | | | | | |
| 008819 | 6/5/2019 DELL MARKETING L.P. | | E 030-019-44600 IT | 10315374722 | \$1,441.76 |
| COMPUTER | | | | | |
| 008820 | 6/5/2019 DEMCO, INC. | | E 001-018-21300 OFFICE | 6621794 | \$183.27 SUPPLIES |
| 008821 | 6/5/2019 ENVISIONWARE, INC. | | E 001-019-31500 | INV-US-41292 | -\$1,184.40 IT MAINT |
| 008821 | 6/5/2019 ENVISIONWARE, INC. | | E 001-019-31500 | INV-US-41782 | -\$2,517.50 IT MAINT |
| 008821 | 6/5/2019 ENVISIONWARE, INC. | | E 001-019-31500 | INV-US-41292 | \$1,184.40 IT MAINT |
| 008821 | 6/5/2019 ENVISIONWARE, INC. | | E 001-019-31500 | INV-US-41782 | \$2,517.50 IT MAINT |
| 008822 | 6/5/2019 QUILL CORPORATION | | E 001-007-21350 | 7636243 | \$82.62 SUPPLIES |
| 008823 | 6/5/2019 STEPH NIEMEYER | | E 001-018-32300 TRAVEL | \$7.60 | TRAVEL |
| 008824 | 6/5/2019 ENVISIONWARE, INC. | | E 001-019-31500 | 41782 | \$2,517.50 IT MAINT |
| 008825 | 6/5/2019 AFSCME COUNCIL 62 | | E 010-013-11010 UNION | \$88.65 | APRIL '19 UNION |
| DUES PT | | | | | |
| 008825 | 6/5/2019 AFSCME COUNCIL 62 | | E 010-013-11010 UNION | \$1,162.61 | APRIL '19 |
| UNION DUES FT | | | | | |
| 008826 | 6/6/2019 ABBYGAIL ELAINE SMITH | | R 001-025-03500 | \$25.65 | REIMBURSE |
| PATRON | | | | | |
| 008827 | 6/6/2019 AFSCME COUNCIL 62 | | E 001-005-12420 | MAY PR DED | \$91.80 UNION DUES MAY |
| 2019 | | | | | |
| 008827 | 6/6/2019 AFSCME COUNCIL 62 | | E 001-005-12420 | MAY PR DED | \$1,264.69 UNION |
| DUES MAY 2019 | | | | | |
| 008828 | 6/6/2019 ELLETTSVILLE UTILITIES | | E 001-014-35300 WATER | \$227.66 | WATER & SEWER |
| 008829 | 6/6/2019 FREEDOM BUSINESS | E 001-025-21400 | 11324 | \$298.00 | TONER SUPPLIES |
| 008829 | 6/6/2019 FREEDOM BUSINESS | E 001-014-21400 | 11318 | \$382.00 | TONER SUPPLIES |
| 008830 | 6/6/2019 INDIANA DEPT | E 001-005-12200 | | \$1,560.00 | MAY '19 WORKFORCE |
| 008831 | 6/6/2019 LEGAL SHIELD/PRE-PAID | E 001-005-12400 | | \$67.65 | PREPAID LEGAL W/H PR |
| 008831 | 6/6/2019 LEGAL SHIELD/PRE-PAID | E 001-005-12400 | | \$67.65 | PREPAID LEGAL W/H PR |
| 008832 | 6/6/2019 TRANQUIL VIBE DAY SPA | | E 004-006-31000 | \$600.00 | EM WELLNESS |
| DAY | | | | | |
| 008833 | 6/6/2019 UNITED WAY | | E 001-005-12420 | \$22.00 | UNITED WAY W/H |
| PR | | | | | |
| 008833 | 6/6/2019 UNITED WAY | | E 001-005-12420 | \$22.00 | UNITED WAY W/H |
| PR | | | | | |
| 008833 | 6/6/2019 UNITED WAY | | E 001-005-12420 | \$22.00 | UNITED WAY W/H |
| PR | | | | | |
| 008833 | 6/6/2019 UNITED WAY | | E 001-005-12420 | \$22.00 | UNITED WAY W/H |

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| 008834 | 6/12/2019 | AMERICAN UNITED LIFE | E 001-005-12400 |
| 008835 | 6/12/2019 | BAKER & TAYLOR BOOKS | |
| 008835 | 6/12/2019 | BAKER & TAYLOR BOOKS | |
| 008835 | 6/12/2019 | BAKER & TAYLOR BOOKS | |
| 008835 | 6/12/2019 | BAKER & TAYLOR BOOKS | |

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| | \$1,700.81 | PR 6/7 403B W/H | |
| E 002-018-45100 BOOKS | \$1,269.12 | | BOOKS |
| E 016-011-45100 BOOKS | \$1,061.68 | | BOOKS |
| E 019-011-45100 BOOKS | \$722.92 | | BOOKS |
| E 019-026-45100 BOOKS | \$25.74 | | BOOKS |

MONROE COUNTY PUBLIC LIBRARY

07/03/19 10:30 AM

Page 9

*Paid Check Register

| Check | Search Name | Account | Invoice | Amount | Comments |
|-----------------|--------------------------------|-------------------------|-----------------------|-------------|-----------------------|
| 008835 | 6/12/2019 BAKER & TAYLOR BOOKS | | E 019-011-45100 BOOKS | \$44.45 | BOOKS |
| 008835 | 6/12/2019 BAKER & TAYLOR BOOKS | | E 019-010-45100 BOOKS | \$37.46 | BOOKS |
| 008835 | 6/12/2019 BAKER & TAYLOR BOOKS | | E 001-018-45100 BOOKS | \$20,069.79 | BOOKS |
| 008835 | 6/12/2019 BAKER & TAYLOR BOOKS | | E 019-011-45100 BOOKS | \$63.71 | BOOKS |
| 008836 | 6/12/2019 BLACKSTONE, IN | E 001-018-45300 | 1117870 | \$295.98 | NON PRINT |
| 008837 | 6/12/2019 BUNGER & ROBERTSON, | E 001-001-31300 LEGAL | 109121 | \$420.00 | LEGAL |
| CORRESPONDENCE | | | | | |
| 008838 | 6/12/2019 CENTURYLINK | E 001-016-32100 | | \$1.56 | LONG DISTANCE |
| 008838 | 6/12/2019 CENTURYLINK | E 001-008-32100 | | \$15.81 | LONG DISTANCE |
| 008839 | 6/12/2019 DUKE ENERGY | | E 001-016-35200 | \$1,926.31 | |
| ELECTRIC | | | | | |
| 008839 | 6/12/2019 DUKE ENERGY | | E 001-008-35200 | \$19,477.12 | |
| ELECTRIC | | | | | |
| 008840 | 6/12/2019 EXACTHIRE | | E 001-006-31500 | 51435 | \$405.00 QUARTERLY |
| ACCESS FEES | | | | | |
| 008841 | 6/12/2019 FINDAWAY WORLD, LLC | | E 001-018-45300 | 287792 | \$366.38 NONPRINT |
| 008842 | 6/12/2019 FREEDOM BUSINESS | E 001-025-21400 | 11321 | \$293.00 | PRINTER TONER |
| 008843 | 6/12/2019 GALE | | E 001-018-45100 BOOKS | \$662.71 | BOOKS |
| 008844 | 6/12/2019 GRASS ROOTS PRESS | | E 001-018-45100 BOOKS | 29735 | \$404.11 BOOKS |
| 008845 | 6/12/2019 HENRY COUNTRYMAN- | R 001-025-03500 | | \$23.99 | PATRON |
| REIMBURSEMENT | | | | | |
| 008846 | 6/12/2019 INDIANA UNIVERSITY | E 001-018-45100 BOOKS | | \$43.00 | PUBLICATIONS |
| 008847 | 6/12/2019 ISABELLA CASTNER | | R 001-025-03500 | \$29.99 | PATRON |
| REIMBURSEMENT | | | | | |
| 008848 | 6/12/2019 JENNA TIEMAN | | E 019-011-31000 | -\$80.00 | BABY AND ME |
| INTERVAL | | | | | |
| 008848 | 6/12/2019 JENNA TIEMAN | | E 019-011-31000 | \$80.00 | BABY AND ME |
| INTERVAL | | | | | |
| 008849 | 6/12/2019 MIDWEST PRESORT | E 001-004-32200 POSTAGE | 52885 | \$333.45 | POSTAGE |
| 008850 | 6/12/2019 MIDWEST TAPE | | E 001-018-45100 BOOKS | \$105.99 | BOOKS AND |
| NONPRINT | | | | | |
| 008850 | 6/12/2019 MIDWEST TAPE | | E 001-018-45300 | \$5,440.23 | BOOKS |
| AND NONPRINT | | | | | |
| 008851 | 6/12/2019 MONROE COUNTY | E 001-018-45200 | | \$40.00 | MEMBERSHIP |
| 008852 | 6/12/2019 PENGUIN/RANDOM HOUSE | | E 001-018-45300 | 1088780527 | \$30.00 NONPRINT |
| 008853 | 6/12/2019 SMITHVILLE | E 001-014-32100 | | \$179.75 | INTERNET SERVICE |
| 008854 | 6/12/2019 VECTREN ENERGY | E 001-014-35100 GAS | | \$55.14 | ELL GAS |
| 008855 | 6/12/2019 VERIZON WIRELESS | | E 001-015-32100 | \$120.03 | BKM DATA LINES |
| 008856 | 6/13/2019 AT&T (IL) | | E 001-019-32100 | \$130.48 | TELEPHONE |
| SERVICE | | | | | |
| 008856 | 6/13/2019 AT&T (IL) | | E 001-016-32100 | \$12.40 | TELEPHONE |
| SERVICE | | | | | |
| 008857 | 6/13/2019 BANCTEC INC. | | E 001-007-31500 | 92019745 | \$34.42 FOLDER MAINT |
| 008858 | 6/13/2019 BRCJ, INC. | | E 030-005-31200 | 21670 | \$552.50 SURVEYOR SW |
| BRANCH | | | | | |
| 008859 | 6/13/2019 COMCAST | | E 020-016-32150 CABLE | \$36.27 | CABLE EQUIP |
| RENTAL | | | | | |
| 008859 | 6/13/2019 COMCAST | | E 001-019-32150 CABLE | \$15.55 | CABLE EQUIP |
| RENTAL | | | | | |
| 008860 | 6/13/2019 FERGUSON FACILITIES | E 001-008-22100 | I4402667 | \$125.48 | CLEANING SUPPLIES |
| 008861 | 6/13/2019 FREEDOM BUSINESS | E 001-004-21300 OFFICE | 11331 | \$65.00 | PRINTER TONER |
| 008861 | 6/13/2019 FREEDOM BUSINESS | E 001-004-21300 OFFICE | 11335 | \$150.00 | PRINTER TONER |
| 008862 | 6/13/2019 GIBSON TELDATA, INC. | | E 030-019-44600 IT | INV804688 | \$1,630.50 MAIN |
| QUARTERLY MAINT | | | | | |
| 008862 | 6/13/2019 GIBSON TELDATA, INC. | | E 001-014-31500 | INV80469 | \$97.80 ELL QUARTERLY |
| MAINT | | | | | |
| 008863 | 6/13/2019 HFI MECHANICAL | E 001-008-31400 | W46551 | \$6,236.27 | CHILLER REFRIGERANT |
| 008864 | 6/13/2019 KLEINDORFER HDWE | | E 001-008-23100 | 614486 | \$12.49 BLDG SUPPLIES |
| 008864 | 6/13/2019 KLEINDORFER HDWE | | E 001-008-23100 | 610859 | \$18.49 BLDG SUPPLIES |
| 008865 | 6/13/2019 LOWES | | E 001-008-23100 | 906260 | \$38.25 SUPPLIES |
| 008866 | 6/13/2019 NATURES WAY, INC. | | E 001-008-31400 | 44869 | \$85.00 MONTHLY INT |
| MAINT | | | | | |
| 008867 | 6/13/2019 NEIDIGH CONSTRUCTION | | E 007-005-44450 | \$17,368.83 | ELL |
| RENO PROJECT | | | | | |

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| 008868 | 6/13/2019 | OCLC, INC. | | E 001-018-31600 | 0000662984 | \$3,845.84 |
| SUBSCRIPTION | | | | | | |
| 008869 | 6/13/2019 | PUBLIC EMPLOYEES | E 001-003-12300 | 7160143 | -\$413.54 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 | PUBLIC EMPLOYEES | E 001-004-12350 | 7160143 | -\$132.00 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 | PUBLIC EMPLOYEES | E 001-004-12300 | 7160143 | -\$492.80 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 | PUBLIC EMPLOYEES | E 001-025-12350 | 7160143 | -\$1,814.32 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 | PUBLIC EMPLOYEES | E 001-003-12350 | 7160143 | -\$110.77 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 | PUBLIC EMPLOYEES | E 001-002-12300 | 7160143 | -\$303.91 | 6/7 PAYROLL/PERF |

MONROE COUNTY PUBLIC LIBRARY

07/03/19 10:30 AM

Page 10

*Paid Check Register

| Check | Search Name | Account | Invoice | Amount | Comments |
|--------|----------------------------|-----------------|---------|-------------|------------------|
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| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-027-12350 | 7160143 | -\$64.14 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-008-12300 | 7160143 | -\$1,166.16 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-015-12300 | 7160143 | -\$310.10 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-015-12350 | 7160143 | -\$83.07 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-011-12300 | 7160143 | -\$255.02 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-018-12350 | 7160143 | \$553.47 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-015-12300 | 7160143 | \$310.10 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-015-12350 | 7160143 | \$83.07 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-011-12300 | 7160143 | \$255.02 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-011-12350 | 7160143 | \$68.31 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-010-12300 | 7160143 | -\$241.52 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-010-12350 | 7160143 | \$64.69 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-026-12350 | 7160143 | -\$67.35 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-009-12350 | 7160143 | \$78.73 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-008-12350 | 7160143 | \$312.36 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-002-12350 | 7160143 | -\$81.40 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-001-12300 | 7160143 | -\$484.18 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-001-12350 | 7160143 | -\$129.69 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-010-12350 | 7160143 | -\$64.69 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-018-12300 | 7160143 | -\$2,066.27 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-005-12300 | 7160143 | -\$490.69 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-019-12350 | 7160143 | -\$179.86 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-019-12300 | 7160143 | -\$671.49 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-018-12350 | 7160143 | -\$553.47 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-025-12300 | 7160143 | -\$6,773.66 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-009-12300 | 7160143 | -\$293.89 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-018-12300 | 7160143 | \$2,066.27 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 016-021-12300 | 7160143 | \$337.67 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 016-021-12350 | 7160143 | \$90.45 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 020-016-12300 | 7160143 | \$1,263.36 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 020-016-12350 | 7160143 | \$338.40 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-027-12300 | 7160143 | \$239.46 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-027-12350 | 7160143 | \$64.14 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-026-12300 | 7160143 | \$251.46 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-026-12350 | 7160143 | \$67.35 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-025-12300 | 7160143 | \$6,773.66 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-025-12350 | 7160143 | \$1,814.32 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-009-12350 | 7160143 | -\$78.73 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-019-12350 | 7160143 | \$179.86 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-007-12300 | 7160143 | \$824.13 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-018-12350 | 7160143 | \$553.47 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-015-12300 | 7160143 | \$310.10 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-015-12350 | 7160143 | \$83.07 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-011-12300 | 7160143 | \$255.02 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-011-12350 | 7160143 | \$68.31 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-010-12300 | 7160143 | \$241.52 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-010-12350 | 7160143 | \$64.69 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-009-12300 | 7160143 | \$293.89 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-009-12350 | 7160143 | \$78.73 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-008-12300 | 7160143 | \$1,166.16 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-019-12300 | 7160143 | \$671.49 | 6/7 PAYROLL/PERF |

MONROE COUNTY PUBLIC LIBRARY

07/03/19 10:30 AM

Page 11

*Paid Check Register

| Check | Search Name | Account | Invoice | Amount | Comments |
|--------|----------------------------|-----------------|---------|-------------|----------------------|
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-002-12350 | 7160143 | -\$81.40 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-006-12300 | 7160143 | -\$472.26 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-007-12350 | 7160143 | -\$220.75 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-007-12300 | 7160143 | -\$824.13 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-008-12350 | 7160143 | -\$312.36 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-008-12300 | 7160143 | -\$1,166.16 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 020-016-12350 | 7160143 | -\$338.40 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-009-12300 | 7160143 | -\$293.89 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-027-12300 | 7160143 | -\$239.46 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-010-12300 | 7160143 | -\$241.52 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-011-12350 | 7160143 | -\$68.31 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-005-12300 | 7160143 | \$49.91 | 6/7 PAYROLL/PERF W/H |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-001-12300 | 7160143 | \$484.18 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-004-12350 | 7160143 | \$312.36 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-002-12300 | 7160143 | -\$303.91 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-003-12350 | 7160143 | -\$110.77 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-003-12300 | 7160143 | \$413.54 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-004-12350 | 7160143 | \$132.00 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-004-12300 | 7160143 | \$492.80 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-005-12350 | 7160143 | \$131.43 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-005-12300 | 7160143 | \$490.69 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-006-12350 | 7160143 | \$126.50 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-006-12300 | 7160143 | \$472.26 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-007-12350 | 7160143 | -\$220.75 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-006-12350 | 7160143 | -\$126.50 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-001-12350 | 7160143 | \$129.69 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-008-12350 | 7160143 | -\$312.36 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-015-12300 | 7160143 | -\$310.10 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-026-12300 | 7160143 | -\$251.46 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 020-016-12300 | 7160143 | -\$1,263.36 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-004-12300 | 7160143 | -\$492.80 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-005-12300 | 7160143 | -\$490.69 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-006-12350 | 7160143 | -\$126.50 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-006-12300 | 7160143 | -\$472.26 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-003-12300 | 7160143 | -\$413.54 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-007-12300 | 7160143 | -\$824.13 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-003-12350 | 7160143 | \$110.77 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-008-12300 | 7160143 | \$1,166.16 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-009-12350 | 7160143 | -\$78.73 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-009-12300 | 7160143 | \$293.89 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-010-12350 | 7160143 | -\$64.69 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-010-12300 | 7160143 | \$241.52 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-011-12350 | 7160143 | -\$68.31 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-011-12300 | 7160143 | -\$255.02 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-015-12350 | 7160143 | -\$83.07 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-007-12350 | 7160143 | \$220.75 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-003-12350 | 7160143 | \$110.77 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-007-12300 | 7160143 | \$824.13 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-007-12350 | 7160143 | \$220.75 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-006-12300 | 7160143 | \$472.26 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-006-12350 | 7160143 | \$126.50 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-005-12300 | 7160143 | \$490.69 | 6/7 PAYROLL/PERF |

MONROE COUNTY PUBLIC LIBRARY

07/03/19 10:30 AM

Page 12

*Paid Check Register

| Check | Search Name | Account | Invoice | Amount | Comments |
|--------|----------------------------------|---------------------|-----------------|-----------------|----------------------|
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-005-12350 | 7160143 | \$131.43 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-004-12300 | 7160143 | \$492.80 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-004-12350 | 7160143 | -\$132.00 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-003-12300 | 7160143 | \$413.54 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-005-12350 | 7160143 | -\$131.43 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-002-12300 | 7160143 | \$303.91 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-002-12350 | 7160143 | \$81.40 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-001-12300 | 7160143 | \$484.18 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-001-12350 | 7160143 | \$129.69 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-001-12350 | 7160143 | -\$129.69 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-001-12300 | 7160143 | -\$484.18 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-002-12350 | 7160143 | \$81.40 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-002-12300 | 7160143 | \$303.91 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-004-12350 | 7160143 | \$132.00 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-027-12350 | 7160143 | \$64.14 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 016-021-12350 | 7160143 | \$90.45 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 016-021-12300 | 7160143 | -\$337.67 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-005-12300 | 7160143 | -\$49.91 | 6/7 PAYROLL/PERF W/H |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-005-12300 | 7160143 | \$49.91 | 6/7 PAYROLL/PERF W/H |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 016-021-12350 | 7160143 | -\$90.45 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 016-021-12300 | 7160143 | -\$337.67 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-018-12350 | 7160143 | -\$553.47 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 016-021-12350 | 7160143 | -\$90.45 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 020-016-12300 | 7160143 | -\$1,263.36 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-027-12300 | 7160143 | \$239.46 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 016-021-12300 | 7160143 | \$337.67 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-026-12300 | 7160143 | \$251.46 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-026-12350 | 7160143 | \$67.35 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-025-12300 | 7160143 | \$6,773.66 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-025-12350 | 7160143 | \$1,814.32 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-019-12300 | 7160143 | \$671.49 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-019-12350 | 7160143 | -\$179.86 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-018-12300 | 7160143 | \$2,066.27 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-005-12300 | 7160143 | -\$49.91 | 6/7 PAYROLL/PERF W/H |
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| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-026-12300 | 7160143 | -\$251.46 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-027-12350 | 7160143 | -\$64.14 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-025-12350 | 7160143 | -\$1,814.32 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-019-12300 | 7160143 | -\$671.49 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-025-12300 | 7160143 | -\$6,773.66 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-019-12350 | 7160143 | \$179.86 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-026-12350 | 7160143 | -\$67.35 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 020-016-12350 | 7160143 | -\$338.40 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 020-016-12300 | 7160143 | \$1,263.36 | 6/7 PAYROLL/PERF |
| 008869 | 6/13/2019 PUBLIC EMPLOYEES | E 001-027-12300 | 7160143 | -\$239.46 | 6/7 PAYROLL/PERF |
| 008870 | 6/13/2019 RJE BUSINESS INTERIORS | | E 007-005-44100 | 117650 | \$63.71 FURNITURE |
| 008871 | 6/13/2019 SAMS CLUB/SYNCHRONY | | | E 001-005-39100 | \$205.00 MEMBERSHIP |
| DUES | | | | | |
| 008872 | 6/13/2019 SCHINDLER ELEVATOR | E 001-008-31400 | 7152941215 | \$915.36 | ELEVATOR SERVICE |
| 008872 | 6/13/2019 SCHINDLER ELEVATOR | E 001-008-31400 | 7100398145 | \$7,707.00 | ELEVATOR SERVICE |
| 008873 | 6/13/2019 TIMBERLAND REGIONAL | R 001-025-03500 | | \$34.99 | LOST ITEM |
| 008874 | 6/13/2019 VECTREN ENERGY | E 001-008-35100 GAS | | \$49.65 | MAIN ELECTRIC |

MONROE COUNTY PUBLIC LIBRARY

07/03/19 10:30 AM

Page 13

*Paid Check Register

| Check | Search Name | Account | Invoice | Amount | Comments |
|------------|--------------------------------|-------------------------|-----------------------|-----------------|------------------------|
| 008875 | 6/17/2019 ALL-PHASE ELECTRIC | E 001-008-22600 LIGHT | 0740-583837 | \$4,460.25 | LIGHT BULBS |
| 008876 | 6/17/2019 BLOOMINGTON PAINT & | E 001-008-23200 | 00408069 | \$32.69 | BLDG SUPPLIES/PAINT |
| 008877 | 6/17/2019 B-TECH | | E 001-008-31400 | 12892 | \$86.00 MAIN |
| WEBSERVICE | | | | | |
| 008877 | 6/17/2019 B-TECH | | E 001-008-31400 | 12978 | \$10.00 MAIN MTHLY |
| WEBSERVICE | | | | | |
| 008877 | 6/17/2019 B-TECH | | E 001-008-31400 | 12981 | \$83.85 MAIN QTR ALARM |
| SER | | | | | |
| 008877 | 6/17/2019 B-TECH | | E 001-014-31400 | 12985 | \$122.85 ELL QTRLY |
| ALARM MONT | | | | | |
| 008878 | 6/17/2019 CITY OF BLOOMINGTON | E 001-016-35300 WATER | | \$2,766.04 | WATER & SEWER |
| 008878 | 6/17/2019 CITY OF BLOOMINGTON | E 001-008-35300 WATER | | \$273.56 | WATER & SEWER |
| 008879 | 6/17/2019 DISCOUNT | E 007-014-44450 | 5157 | \$1,371.15 | ELL PROJECT/BLINDS |
| 008880 | 6/17/2019 DONNA L. BRIGGS | | | R 001-025-03500 | \$44.99 REIMBURSEMENT |
| TO | | | | | |
| 008881 | 6/17/2019 FERGUSON FACILITIES | E 001-008-22100 | 14407660 | \$70.36 | BLDG CLEANING |
| SUPPLIES | | | | | |
| 008882 | 6/17/2019 HFI MECHANICAL | E 001-008-31500 | C004548 | \$13,850.00 | ANNUAL MAINT PLAN |
| 008883 | 6/17/2019 JENNA TIEMAN | | | E 019-011-31000 | \$40.00 BABY AND ME |
| INTERVAL | | | | | |
| 008884 | 6/17/2019 MIDWEST PRESORT | E 001-004-32200 POSTAGE | 53045 | \$352.56 | POSTAGE |
| 008885 | 6/17/2019 MONSTER TRASH | | E 001-014-31500 | 3428660 | \$51.95 ELL TRASH |
| SERVICE | | | | | |
| 008885 | 6/17/2019 MONSTER TRASH | | E 001-008-31500 | 3428660 | \$135.07 MAIN TRASH |
| SERVICE | | | | | |
| 008886 | 6/17/2019 NATHANIEL T. OWENS | | | R 001-025-03500 | \$30.00 REIMBURSEMENT |
| TO | | | | | |
| 008887 | 6/17/2019 NOLAN S LAWN CARE | E 001-014-31400 | 148786 | \$320.10 | ELL LAWN SERVICE |
| 008888 | 6/17/2019 RICOH USA, INC. (IL) | | E 001-004-21400 | 5056796178 | \$10.81 ADD'TL COPIES |
| 008888 | 6/17/2019 RICOH USA, INC. (IL) | | E 001-025-21400 | 5056763832 | \$38.97 ADD'TL COPIES |
| 008889 | 6/17/2019 THE HOME DEPOT PRO | | E 001-008-23100 | 495967218 | \$482.88 BLDG SUPPLIES |
| 008890 | 6/17/2019 U PRINTING | | E 001-007-33200 | 5867881 | \$69.23 REFRIG |
| MAGNETS | | | | | |
| 008890 | 6/17/2019 U PRINTING | | E 001-025-21200 | 5868808 | \$50.41 WILDER BUS |
| CARDS | | | | | |
| 008891 | 6/17/2019 UNIQUE MANAGEMENT | E 001-025-31750 | 552347 | \$1,065.05 | COLLECTION AGENCY |
| 008891 | 6/17/2019 UNIQUE MANAGEMENT | E 001-025-31750 | 553731 | \$733.90 | COLLECTION AGENCY |
| 008892 | 6/17/2019 WEX BANK/SUNOCO | | | E 020-016-22200 | \$34.15 FUEL |
| 008893 | 6/17/2019 WILDCARE, INC. | | | E 019-011-31000 | \$300.00 ANIMALS AT |
| NIGHT PROG | | | | | |
| 008894 | 6/17/2019 YOUR AUTOMATIC DOOR | E 001-008-31400 | 4078 | \$843.81 | BLDG REPAIR |
| 008895 | 6/25/2019 AFSCME COUNCIL 62 | | E 001-005-12420 | PD 6/21/19 | \$91.80 PT EMP UNION |
| DUES | | | | | |
| 008895 | 6/25/2019 AFSCME COUNCIL 62 | | E 001-005-12420 | PD 6/21/19 | \$1,183.78 FT EMP |
| UNION DUES | | | | | |
| 008896 | 6/25/2019 ALAN M PHESSA | | E 001-018-45100 BOOKS | 068365 | \$83.80 BOOKS |
| 008897 | 6/25/2019 ALL-PHASE ELECTRIC | E 001-008-22600 LIGHT | 0740-584059 | \$112.50 | BLDG SUPPLIES |
| 008898 | 6/25/2019 APPLE INC. | | E 001-019-23000 IT | 1009460765 | \$129.00 IT SUPPLIES |
| 008899 | 6/25/2019 BAKER & TAYLOR BOOKS | | E 001-018-45100 BOOKS | \$18,858.22 | BOOKS |
| 008899 | 6/25/2019 BAKER & TAYLOR BOOKS | | E 002-018-45100 BOOKS | \$4.23 | JAIL GRANT |
| 008899 | 6/25/2019 BAKER & TAYLOR BOOKS | | E 019-026-45100 BOOKS | \$952.02 | TEEN PROGRAM |
| 008899 | 6/25/2019 BAKER & TAYLOR BOOKS | | E 019-011-45100 BOOKS | \$7.49 | EARLY LITERACY |
| 008899 | 6/25/2019 BAKER & TAYLOR BOOKS | | E 019-018-45100 BOOKS | \$73.62 | PR-ADULT |
| 008899 | 6/25/2019 BAKER & TAYLOR BOOKS | | E 001-018-38450 | \$3,210.00 | |
| DATABASES | | | | | |
| 008899 | 6/25/2019 BAKER & TAYLOR BOOKS | | E 016-018-45100 BOOKS | \$42.63 | CHILDREN'S |
| BOOKS | | | | | |
| 008900 | 6/25/2019 BLACKSTONE, IN | E 001-018-45300 | 1120522 | \$39.99 | NON PRINT |
| 008900 | 6/25/2019 BLACKSTONE, IN | E 001-018-45300 | 11020138 | \$267.98 | NON PRINT |
| 008901 | 6/25/2019 BLR-BUSINESS & LEGAL | E 001-018-45200 | | \$545.93 | SUBSCRIPTIONS |
| 008902 | 6/25/2019 B-TECH | | E 001-014-31400 | 11505061019 | \$130.00 ELL BLDG |
| SERVICES | | | | | |
| 008902 | 6/25/2019 B-TECH | | E 001-014-31400 | 11540061319 | \$130.00 ELL BLDG |
| SERVICES | | | | | |

| | | | | | | |
|------------------|-----------|----------------------|-----------------------|--------------------|-------------|-------------|
| 008903 | 6/25/2019 | CDW GOVERNMENT, INC. | E 001-019-31500 | SNG6734 | \$3,675.00 | LICENSE |
| 008903 | 6/25/2019 | CDW GOVERNMENT, INC. | E 030-005-44600 IT | SNG6734 | \$14,700.00 | |
| NETWORK ACCESS | | | | | | |
| 008904 | 6/25/2019 | CENTER POINT LARGE | E 001-018-45100 BOOKS | 1695071 | \$230.10 | BOOKS |
| 008905 | 6/25/2019 | DELL MARKETING L.P. | | E 001-019-23000 IT | \$48.99 | ADAPTER |
| 008906 | 6/25/2019 | DEMCO SOFTWARE | E 001-018-22300 | 6629478 | \$1,584.52 | |
| CATALOG SUPPLIES | | | | | | |
| 008907 | 6/25/2019 | EBSCO | E 001-018-45200 | 1907652 | \$23.76 | PERIODICALS |
| 008908 | 6/25/2019 | FINDAWAY WORLD, LLC | | E 001-018-45300 | \$2,048.44 | |
| NONPRINT | | | | | | |

MONROE COUNTY PUBLIC LIBRARY

07/03/19 10:30 AM

Page 14

*Paid Check Register

| Check | Search Name | Account | Invoice | Amount | Comments |
|-----------|---------------------------------|-------------------------|---------------------|------------------|------------------------|
| 008909 | 6/25/2019 FREEDOM BUSINESS | E 001-007-21350 | 11341 | \$951.56 | TONER |
| 008909 | 6/25/2019 FREEDOM BUSINESS | E 001-007-21350 | 11342 | \$63.99 | TONER |
| 008910 | 6/25/2019 GALE | | E 001-018-45100 | BOOKS \$1,572.10 | BOOKS |
| 008911 | 6/25/2019 GENEALOGICAL | E 001-018-45100 BOOKS | 6190054 | \$560.30 | BOOKS |
| 008911 | 6/25/2019 GENEALOGICAL | E 001-018-45100 BOOKS | 6190055 | \$26.00 | BOOKS |
| 008912 | 6/25/2019 HFI MECHANICAL | E 001-008-31400 | W47425 | \$256.56 | BLDG SERVICE |
| 008913 | 6/25/2019 ICE MILLER LLP | E 001-006-31300 LEGAL | 1572255 | \$728.00 | LEGAL SERVICE |
| 008914 | 6/25/2019 INDIANA CHAMBER OF | E 001-018-45100 BOOKS | 0000398295 | \$626.41 | BOOKS |
| 008915 | 6/25/2019 INDIANA | E 020-005-44700 | 84957009 | \$10,276.26 | CATS EQUIP PROJECT |
| 008916 | 6/25/2019 IU HEALTH | E 019-011-31000 | | \$75.00 | YOGA WITH BABY |
| 008917 | 6/25/2019 KOORSEN PROTECTION | E 001-008-31400 | 4796836 | \$528.00 | BLDG SERVICE |
| 008918 | 6/25/2019 LEGAL SHIELD/PRE-PAID | E 001-005-12400 | PR 6/21/2019 | \$67.65 | 6/21/19 PR PREPAID |
| 008918 | 6/25/2019 LEGAL SHIELD/PRE-PAID | E 001-005-12400 | PR 6/21/2019 | \$67.65 | 6/7/19 PR PREPAID |
| 008919 | 6/25/2019 MICROCOSM PUBLISHING | E 001-018-45100 BOOKS | 8263b | \$51.03 | BOOKS |
| 008920 | 6/25/2019 MIDWEST PRESORT | E 001-004-32200 POSTAGE | 53084 | \$311.71 | POSTAGE |
| 008921 | 6/25/2019 MIDWEST TAPE | | E 001-018-45300 | \$8,506.62 | |
| NONPRINT | | | | | |
| 008921 | 6/25/2019 MIDWEST TAPE | | E 001-018-22400 A/V | \$147.99 | AV SUPPLIES |
| 008922 | 6/25/2019 MUNICIPAL CODE | E 001-018-45100 BOOKS | 173393 | \$98.70 | BOOKS |
| 008923 | 6/25/2019 NAPA AUTO PARTS | | E 001-015-22200 | 269108 | \$25.98 BKM FLUIDS |
| 008924 | 6/25/2019 PENGUIN/RANDOM HOUSE | | E 001-018-45300 | \$224.05 | PERIODICALS |
| 008925 | 6/25/2019 PROQUEST LLC | | E 001-018-45200 | 61822380 | \$154.50 PERIODICALS |
| 008926 | 6/25/2019 RECORDED BOOKS, INC. | | E 001-018-45300 | \$993.81 | NONPRINT |
| 008927 | 6/25/2019 REGIONS BANK (AL) | E 008-005-37100 REAL | 883236-M | \$340,000.00 | BOND |
| PAYMENT | | | | | |
| 008927 | 6/25/2019 REGIONS BANK (AL) | E 009-005-37100 REAL | 883236-M | \$15,933.36 | BOND |
| PAYMENT | | | | | |
| 008928 | 6/25/2019 RICOH USA, INC. (IL) | | E 001-004-21400 | 5056867710 | \$24.77 ADD'TL COPIES |
| 008929 | 6/25/2019 SCHINDLER ELEVATOR | E 001-008-31400 | 7152950064 | \$1,127.04 | BLDG SERVICES |
| 008930 | 6/25/2019 SCHOOL HEALTH | E 001-008-23100 | 3612685-00 | \$33.49 | BLDG MAT SUPPLIES |
| 008931 | 6/25/2019 THOMSON REUTERS - | E 001-018-45100 BOOKS | 840447306 | \$506.44 | BOOKS |
| 008932 | 6/25/2019 UNITED WAY | | E 001-005-12420 | PR 6/21/2019 | \$22.00 UNITED WAY W/H |
| PR | | | | | |
| 008932 | 6/25/2019 UNITED WAY | | E 001-005-12420 | PR 6/21/2019 | \$22.00 UNITED WAY W/H |
| PR 6/7/19 | | | | | |
| 008933 | 6/25/2019 UNIVENTURE | | E 001-018-22400 A/V | 465176 | \$136.23 AV SUPPLIES |
| 008934 | 6/25/2019 WESTON WOODS | E 001-018-45300 | 19518846 | \$458.28 | NONPRINT |
| 008934 | 6/25/2019 WESTON WOODS | E 001-018-45300 | 19518847 | \$101.84 | NONPRINT |
| 008935 | 6/25/2019 WONDERLAB MUSEUM | | E 019-011-31000 | \$625.00 | ROCKET LAB |
| 008936 | 6/27/2019 ACTIVATE | E 001-007-12400 | INV1640 | \$166.96 | AUG '19 CLINIC SERVICE |
| 008936 | 6/27/2019 ACTIVATE | E 001-009-12400 | INV1640 | \$83.48 | AUG '19 CLINIC SERVICE |
| 008936 | 6/27/2019 ACTIVATE | E 001-018-12400 | INV1640 | \$876.54 | AUG '19 CLINIC SERVICE |
| 008936 | 6/27/2019 ACTIVATE | E 001-019-12400 | INV1640 | \$208.70 | AUG '19 CLINIC SERVICE |
| 008936 | 6/27/2019 ACTIVATE | E 001-025-12400 | INV1640 | \$1,753.08 | AUG '19 CLINIC SERVICE |
| 008936 | 6/27/2019 ACTIVATE | E 001-026-12400 | INV1640 | \$166.96 | AUG '19 CLINIC SERVICE |
| 008936 | 6/27/2019 ACTIVATE | E 001-027-12400 | INV1640 | \$41.74 | AUG '19 CLINIC SERVICE |
| 008936 | 6/27/2019 ACTIVATE | E 020-016-12400 | INV1640 | \$375.66 | AUG '19 CLINIC SERVICE |
| 008936 | 6/27/2019 ACTIVATE | E 001-008-12400 | INV1640 | \$208.70 | AUG '19 CLINIC SERVICE |
| 008936 | 6/27/2019 ACTIVATE | E 001-010-12400 | INV1640 | \$41.74 | AUG '19 CLINIC SERVICE |
| 008936 | 6/27/2019 ACTIVATE | E 001-006-12400 | INV1640 | \$166.96 | AUG '19 CLINIC SERVICE |
| 008936 | 6/27/2019 ACTIVATE | E 001-002-12400 | INV1640 | \$41.74 | AUG '19 CLINIC SERVICE |
| 008936 | 6/27/2019 ACTIVATE | E 001-003-12400 | INV1640 | \$41.74 | AUG '19 CLINIC SERVICE |
| 008936 | 6/27/2019 ACTIVATE | E 001-004-12400 | INV1640 | \$41.74 | AUG '19 CLINIC SERVICE |
| 008936 | 6/27/2019 ACTIVATE | E 001-015-12400 | INV1640 | \$166.96 | AUG '19 CLINIC SERVICE |
| 008936 | 6/27/2019 ACTIVATE | E 001-005-12400 | INV1640 | \$41.74 | AUG '19 CLINIC SERVICE |
| 008936 | 6/27/2019 ACTIVATE | E 016-021-12400 | INV1640 | \$83.48 | AUG '19 CLINIC SERVICE |
| 008936 | 6/27/2019 ACTIVATE | E 006-005-12700 | INV1640 | \$41.74 | AUG '19 CLINIC SERVICE |

MONROE COUNTY PUBLIC LIBRARY

07/03/19 10:30 AM

Page 15

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| Check | Search Name | Account | Invoice | Amount | Comments |
|-------------------|-----------------------------------|-----------------------|-----------------------|----------------------|--------------------------|
| 008937 | 6/27/2019 ALL-PHASE ELECTRIC | E 001-008-22600 LIGHT | 0740-583839 | \$307.32 | BLDG SUPPLIES |
| 008938 | 6/27/2019 AMERICAN HERITAGE LIFE | | E 001-005-12400 | M0122142164 \$255.32 | 6/21 PR W/H |
| 008939 | 6/27/2019 AMERICAN UNITED LIFE | E 001-005-12400 | | \$1,700.81 | PR 6/21 403B W/H |
| 008940 | 6/27/2019 AT&T (IL) | | | E 001-016-32100 | \$117.68 TELEPHONE |
| SERVICE | | | | | |
| 008940 | 6/27/2019 AT&T (IL) | | | E 001-019-32100 | \$1,189.89 |
| TELEPHONE SERVICE | | | | | |
| 008941 | 6/27/2019 B & H PHOTO-VIDEO | | E 020-016-44700 | 159321078 | \$874.65 CATS |
| SUPPLIES/EQUIP | | | | | |
| 008941 | 6/27/2019 B & H PHOTO-VIDEO | | E 020-016-44700 | 159563063 | \$624.75 CATS |
| SUPPLIES/EQUIP | | | | | |
| 008941 | 6/27/2019 B & H PHOTO-VIDEO | | E 020-016-44700 | 159201602 | \$26,161.20 CATS |
| SUPPLIES/EQUIP | | | | | |
| 008942 | 6/27/2019 BANCTEC INC. | | E 001-018-31500 | 92021207 | \$662.64 FOLDER MAINT |
| 008943 | 6/27/2019 CDW GOVERNMENT, INC. | | E 001-019-23000 IT | SRL9676 | \$47.48 IT SUPPLIES |
| 008944 | 6/27/2019 CITY OF BLOOMINGTON | E 001-009-37100 REAL | 105979 | \$40.20 | PARKING |
| 008944 | 6/27/2019 CITY OF BLOOMINGTON | E 001-018-37100 REAL | 105979 | \$281.40 | PARKING |
| 008944 | 6/27/2019 CITY OF BLOOMINGTON | E 001-025-37100 REAL | 105979 | \$247.90 | PARKING |
| 008944 | 6/27/2019 CITY OF BLOOMINGTON | E 001-008-37100 REAL | 105979 | \$60.30 | PARKING |
| 008944 | 6/27/2019 CITY OF BLOOMINGTON | E 001-027-37100 REAL | 105979 | \$20.10 | PARKING |
| 008944 | 6/27/2019 CITY OF BLOOMINGTON | E 001-007-37100 REAL | 105979 | \$20.10 | PARKING |
| 008945 | 6/27/2019 DUKE ENERGY | | | E 001-014-35200 | \$2,436.85 ELL |
| ELECTRIC | | | | | |
| 008946 | 6/27/2019 FIRST INSURANCE GROUP, | | E 001-005-34200 OTHER | 2692 | \$260.00 TRANSIT VEHICLE |
| INS | | | | | |
| 008947 | 6/27/2019 FREEDOM BUSINESS | E 001-025-21400 | 11346 | \$214.00 | TONER |
| 008947 | 6/27/2019 FREEDOM BUSINESS | E 001-008-21400 | 11345 | \$67.96 | TONER |
| 008948 | 6/27/2019 GENERAL INTERIORS, INC. | | E 001-014-36100 | 18404 | \$4,786.00 ELLS |
| CEILING REPAIR | | | | | |
| 008949 | 6/27/2019 GIBSON TELDATA, INC. | | E 001-019-31500 | INV80946 | \$1,234.63 QRTL |
| MAINT | | | | | |
| 008950 | 6/27/2019 GUARDIAN LIFE INS. CO. | | | E 001-015-12400 | \$120.82 DENTAL/VISION |
| W/H | | | | | |
| 008950 | 6/27/2019 GUARDIAN LIFE INS. CO. | | | E 001-018-12400 | \$547.32 DENTAL/VISION |
| W/H | | | | | |
| 008950 | 6/27/2019 GUARDIAN LIFE INS. CO. | | | E 001-001-12400 | \$75.52 DENTAL/VISION |
| W/H | | | | | |
| 008950 | 6/27/2019 GUARDIAN LIFE INS. CO. | | | E 001-002-12400 | \$65.68 DENTAL/VISION |
| W/H | | | | | |
| 008950 | 6/27/2019 GUARDIAN LIFE INS. CO. | | | E 001-003-12400 | \$75.62 DENTAL/VISION |
| W/H | | | | | |
| 008950 | 6/27/2019 GUARDIAN LIFE INS. CO. | | | E 001-004-12400 | \$164.43 DENTAL/VISION |
| W/H | | | | | |
| 008950 | 6/27/2019 GUARDIAN LIFE INS. CO. | | | E 001-005-12400 | \$91.42 DENTAL/VISION |
| W/H | | | | | |
| 008950 | 6/27/2019 GUARDIAN LIFE INS. CO. | | | E 001-006-12400 | \$150.59 DENTAL/VISION |
| W/H | | | | | |
| 008950 | 6/27/2019 GUARDIAN LIFE INS. CO. | | | E 001-007-12400 | \$223.34 DENTAL/VISION |
| W/H | | | | | |
| 008950 | 6/27/2019 GUARDIAN LIFE INS. CO. | | | E 001-008-12400 | \$314.78 DENTAL/VISION |
| W/H | | | | | |
| 008950 | 6/27/2019 GUARDIAN LIFE INS. CO. | | | E 001-009-12400 | \$110.69 DENTAL/VISION |
| W/H | | | | | |
| 008950 | 6/27/2019 GUARDIAN LIFE INS. CO. | | | E 001-010-12400 | \$62.13 DENTAL/VISION |
| W/H | | | | | |
| 008950 | 6/27/2019 GUARDIAN LIFE INS. CO. | | | E 001-019-12400 | \$151.11 DENTAL/VISION |
| W/H | | | | | |
| 008950 | 6/27/2019 GUARDIAN LIFE INS. CO. | | | E 001-011-12400 | \$59.29 DENTAL/VISION |
| W/H | | | | | |
| 008950 | 6/27/2019 GUARDIAN LIFE INS. CO. | | | E 001-025-12400 | \$2,103.84 |
| DENTAL/VISION W/H | | | | | |
| 008950 | 6/27/2019 GUARDIAN LIFE INS. CO. | | | E 001-026-12400 | \$37.64 DENTAL/VISION |
| W/H | | | | | |
| 008950 | 6/27/2019 GUARDIAN LIFE INS. CO. | | | E 001-027-12400 | \$54.49 DENTAL/VISION |

| | | | | | | | |
|-------------------|-----------|------------------------|-----------------|-----------------|-----------------|-------------------|------------------------|
| W/H | | | | | | | |
| 008950 | 6/27/2019 | GUARDIAN LIFE INS. CO. | | | E 020-016-12400 | \$313.67 | DENTAL/VISION |
| W/H | | | | | | | |
| 008950 | 6/27/2019 | GUARDIAN LIFE INS. CO. | | | E 016-021-12400 | \$98.53 | DENTAL/VISION |
| W/H | | | | | | | |
| 008950 | 6/27/2019 | GUARDIAN LIFE INS. CO. | | | E 001-005-12420 | \$3,742.40 | |
| DENTAL/VISION W/H | | | | | | | |
| 008951 | 6/27/2019 | INDIANA UNIVERSITY/S. | E 019-015-44300 | OTHER | | \$2,342.00 | ASSISTIVE LEARNING KIT |
| 008952 | 6/27/2019 | IU HEALTH | E 019-011-31000 | | | -\$525.00 | YOGA WITH BABY |
| 008952 | 6/27/2019 | IU HEALTH | E 019-011-31000 | | | \$525.00 | YOGA WITH BABY |
| 008953 | 6/27/2019 | JANE CRONKHITE | | E 019-003-32300 | TRAVEL | ALA-DC \$1,011.11 | TRAVEL |
| 008954 | 6/27/2019 | JIM GORDON, INC | | E 001-019-31500 | | AR89748 \$29.90 | COPIER |
| COVERAGE | | | | | | | |
| 008955 | 6/27/2019 | KLEINDORFER HDWE | | E 001-008-23100 | | 608426 \$15.27 | BLDG SUPPLIES |
| 008956 | 6/27/2019 | MATT NEER | | E 019-025-32300 | TRAVEL | ALA \$212.75 | ALA CONF |
| TRAVEL | | | | | | | |
| 008957 | 6/27/2019 | MENARDS - | E 001-008-23100 | 26452 | | \$22.99 | BLDG MATERIALS |
| 008957 | 6/27/2019 | MENARDS - | E 016-014-23100 | 26452 | | \$1,855.36 | SMITHVILLE FOUND |
| 008958 | 6/27/2019 | NETWORK SERVICES | E 001-008-22100 | I4425320 | | \$1,933.57 | CLEANING SUPPLIES |

MONROE COUNTY PUBLIC LIBRARY

07/03/19 10:30 AM
Page 16

*Paid Check Register

| Check | Search Name | Account | Invoice | Amount | Comments |
|----------------------|---------------------------------|-----------------|-----------------|----------------|---------------------------|
| 008959 | 6/27/2019 POW PEST, INC/B,B & C | E 001-008-31400 | 78644 | \$55.00 | PEST CONTROL |
| 008960 | 6/27/2019 RICOH USA, INC. (GA) | | E 001-025-21400 | 5056906938 | \$33.61 ADDT'L COPIES |
| 008961 | 6/27/2019 SCHINDLER ELEVATOR | E 001-008-31400 | 7152950897 | \$703.68 | ELEVATOR MAINT |
| 008962 | 6/27/2019 U PRINTING | | E 019-007-33200 | 5824239 | \$215.11 MARKETING |
| 008962 | 6/27/2019 U PRINTING | | E 001-007-33200 | 5836010 | \$91.78 MARKETING |
| 008962 | 6/27/2019 U PRINTING | | E 001-007-33200 | 5891454 | \$269.06 MARKETING |
| 008962 | 6/27/2019 U PRINTING | | E 001-007-33200 | 5890183 | \$183.95 MARKETING |
| CANCE | 6/5/2019 AFSCME COUNCIL 62 | | E 010-013-11010 | UNION | -\$91.80 MAY 2019 UNION |
| DUES | | | | | |
| CANCE | 6/5/2019 AFSCME COUNCIL 62 | | E 010-013-11010 | UNION | -\$88.65 APRIL 2019 UNION |
| DUES | | | | | |
| CANCE | 6/5/2019 AFSCME COUNCIL 62 | | E 010-013-11010 | UNION | \$1,264.69 MAY |
| 2019 UNION DUES | | | | | |
| CANCE | 6/5/2019 AFSCME COUNCIL 62 | | E 010-013-11010 | UNION | \$88.65 APRIL 2019 UNION |
| DUES | | | | | |
| CANCE | 6/5/2019 AFSCME COUNCIL 62 | | E 010-013-11010 | UNION | \$1,162.61 APRIL |
| 2019 UNION DUES | | | | | |
| CANCE | 6/5/2019 AFSCME COUNCIL 62 | | E 010-013-11010 | UNION | \$91.80 MAY 2019 UNION |
| DUES | | | | | |
| CANCE | 7/1/2019 FIRST FINANCIAL BANK | | G 001-10000 | MONEY | -\$4,000,000.00 |
| TRANSFER FUNDS FROM | | | | | |
| CANCE | 6/5/2019 AFSCME COUNCIL 62 | | E 010-013-11010 | UNION | -\$1,162.61 APRIL |
| 2019 UNION DUES | | | | | |
| CANCE | 6/5/2019 FIRST FINANCIAL BANK | | G 001-10000 | MONEY | -\$150,000.00 |
| TRANSFER TO CHECKING | | | | | |
| CANCE | 6/5/2019 FIRST FINANCIAL BANK | | G 001-10000 | MONEY | \$150,000.00 |
| TRANSFER TO CHECKING | | | | | |
| CANCE | 6/5/2019 AFSCME COUNCIL 62 | | E 010-013-11010 | UNION | -\$1,264.69 MAY |
| 2019 UNION DUES | | | | | |
| CANCE | 6/18/2019 FIRST FINANCIAL BANK | | G 006-10000 | MONEY | -\$442.01 TRANSFER |
| FUNDS | | | | | |
| CANCE | 6/18/2019 FIRST FINANCIAL BANK | | G 006-10000 | MONEY | \$442.01 TRANSFER |
| FUNDS | | | | | |
| CANCE | 7/1/2019 FIRST FINANCIAL BANK | | G 001-10000 | MONEY | \$4,000,000.00 |
| TRANSFER FUNDS FROM | | | | | |
| Grand Total | | | | \$5,739,802.93 | |

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

| | | |
|-----------------------------|-----------------------|-------------|
| Payee | Check 008798 6/5/2019 | Claim 34142 |
| 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 |
|--------------|----------------|---------------------------------------------------------|--------------|
| | | E001-019-44600 IT EQUIP | (\$1,445.57) |
| | | E001-019-44600 IT EQUIP | (\$132.62) |
| | | E030-019-44600 IT EQUIP | \$132.62 |
| | | E030-019-44600 IT EQUIP | \$1,445.57 |
| | | E001-025-32300 MATT TRAVEL | \$112.00 |
| | | E001-025-32300 MATT TRAVEL | \$112.00 |
| | | E001-015-22200 BLACK VAN | \$26.25 |
| | | E001-015-22200 BOOK MOBILE | \$63.32 |
| | | E001-015-22200 BOOK MOBILE | \$67.73 |
| | | E001-015-22200 BLACK VAN | \$31.57 |
| | | E001-015-22200 BOOK MOBILE | \$70.54 |
| | | E001-015-22200 BOOK MOBILE | \$69.88 |
| | | E001-019-44600 IT EQUIP | \$1,445.57 |
| | | E001-019-32300 VANESSA TRAVEL | \$29.92 |
| | | E001-019-44600 IT EQUIP | \$132.62 |
| | | E001-019-32300 VANESSA TRAVEL | \$1,007.72 |
| | | E001-019-30040 ACCT VERIFCATION | \$1.00 |
| | | E001-016-31600 DREAMHOST PS | \$50.00 |
| | | E019-001-32400 CHAMB. LUNCH | \$10.00 |
| | | E019-026-21350 SUPP | \$53.69 |
| | | E019-026-21350 BOOK MARK | \$4.89 |
| | | E001-026-23000 | \$14.99 |
| | | E019-026-21350 BOOK MARKS | \$12.98 |
| | | E001-026-23000 IT SUP | \$179.78 |
| | | E019-026-21350 SCHOOL VISIT SUP | \$39.57 |
| | | E001-026-23000 IT SUP | \$140.00 |
| | | E019-026-21350 SUPP | \$45.33 |
| | | E001-026-23000 IT SUP | \$75.80 |
| | | E019-026-21350 SUPP | \$78.19 |
| | | E001-026-21350 PARADE ENTRY | \$25.00 |
| | | E019-010-21350 MINI BOOKS | \$28.74 |
| | | E019-010-21350 SUPP | \$12.99 |
| | | E019-010-21350 SUPP | \$13.22 |
| | | E019-010-21350 SUPP | \$11.99 |
| | | E019-010-21350 SUPP FOR RAINBOW CRAFTS | \$77.96 |
| | | E019-010-21350 SUPP | \$9.95 |
| | | E019-010-21350 SUPP | \$9.85 |
| | | E019-011-21350 BOARD GAMES | \$46.97 |
| | | E019-011-21350 CHILD SUP | \$25.30 |
| | | E019-011-21350 CHILS SUP | \$59.95 |
| | | E016-011-21350 LINDSEY FOUND | \$150.18 |

| | | |
|-------|---------------------------------|------------|
| | E016-011-21350 TRI KAPPA STEM | \$17.92 |
| | E016-011-21350 TRI KAPPA YOUTH | \$7.03 |
| | E016-011-21350 LINDSAY FOUND | \$23.09 |
| | E016-011-21350 G. ARCHER GARDEN | \$50.20 |
| | E019-011-21350 SUP | \$4.99 |
| | E019-011-21350 SUP | \$55.97 |
| | E019-011-21350 ITUNES | \$9.59 |
| | E001-008-35100 FUEL | \$61.48 |
| | E001-008-30040 PARKING METER | \$3.30 |
| | E001-008-30040 PARKING METER | \$3.30 |
| | E001-008-23100 MULCH | \$510.14 |
| | E001-008-30040 PARKING METER | \$2.30 |
| | E001-008-22200 FUEL | \$62.62 |
| | E001-018-45100 BOOK | \$1,039.48 |
| | E001-018-45200 PERIODICAL | \$179.00 |
| | E001-007-31500 | \$65.00 |
| | E001-007-31500 MAIN CONTRACT | \$149.92 |
| | E001-007-32400 NATHAN CONF | \$199.00 |
| | E001-007-31500 MAIN CONTRACT | \$16.00 |
| | E019-026-21350 SUP | \$4.99 |
| | E019-026-21350 SUP | \$35.98 |
| | E019-026-21350 SUP | \$23.31 |
| | E019-026-21350 SUP | \$66.16 |
| | E019-026-21350 SUPP | \$8.99 |
| | E001-026-21350 SUP | \$39.88 |
| | E001-006-32400 KYLE COF | \$510.00 |
| | E001-005-30040 | (\$0.31) |
| Total | | \$7,496.77 |

VOUCHER NO. 34142 WARRANT NO. 008798 6/5/2019

CHASE CARD SERVICES

ALLOWED

IN THE SUM OF \$ \$7,496.77

\$ \$7,496.77

ON ACCOUNT OF APPROPRIATION FOR

COST DISTRIBUTION LEDGER CLASSIFICATION
IF CLAIM PAID MOTOR VEHICLE HIGHWAY FUND

Board/Council Member

| Acct. No. | Account Title | Amount |
|-----------|----------------|--------------|
| | E001-019-44600 | (\$1,445.57) |
| | E001-019-44600 | (\$132.62) |
| | E030-019-44600 | \$1,445.57 |
| | E030-019-44600 | \$132.62 |
| | E001-025-32300 | \$112.00 |
| | E001-025-32300 | \$112.00 |
| | E001-015-22200 | \$26.25 |
| | E001-015-22200 | \$63.32 |
| | E001-015-22200 | \$67.73 |

| | |
|----------------|------------|
| E001-015-22200 | \$31.57 |
| E001-015-22200 | \$70.54 |
| E001-015-22200 | \$69.88 |
| E001-019-44600 | \$1,445.57 |
| E001-019-32300 | \$29.92 |
| E001-019-44600 | \$132.62 |
| E001-019-32300 | \$1,007.72 |
| E001-019-30040 | \$1.00 |
| E001-016-31600 | \$50.00 |
| E019-001-32400 | \$10.00 |
| E019-026-21350 | \$53.69 |
| E019-026-21350 | \$4.89 |
| E001-026-23000 | \$14.99 |
| E019-026-21350 | \$12.98 |
| E001-026-23000 | \$179.78 |
| E019-026-21350 | \$39.57 |
| E001-026-23000 | \$140.00 |
| E019-026-21350 | \$45.33 |
| E001-026-23000 | \$75.80 |
| E019-026-21350 | \$78.19 |
| E001-026-21350 | \$25.00 |
| E019-010-21350 | \$28.74 |
| E019-010-21350 | \$12.99 |
| E019-010-21350 | \$13.22 |
| E019-010-21350 | \$11.99 |
| E019-010-21350 | \$77.96 |
| E019-010-21350 | \$9.95 |
| E019-010-21350 | \$9.85 |
| E019-011-21350 | \$46.97 |
| E019-011-21350 | \$25.30 |
| E019-011-21350 | \$59.95 |
| E016-011-21350 | \$150.18 |
| E016-011-21350 | \$17.92 |
| E016-011-21350 | \$7.03 |
| E016-011-21350 | \$23.09 |
| E016-011-21350 | \$50.20 |
| E019-011-21350 | \$4.99 |
| E019-011-21350 | \$55.97 |
| E019-011-21350 | \$9.59 |
| E001-008-35100 | \$61.48 |
| E001-008-30040 | \$3.30 |
| E001-008-30040 | \$3.30 |
| E001-008-23100 | \$510.14 |
| E001-008-30040 | \$2.30 |
| E001-008-22200 | \$62.62 |
| E001-018-45100 | \$1,039.48 |
| E001-018-45200 | \$179.00 |
| E001-007-31500 | \$65.00 |
| E001-007-31500 | \$149.92 |
| E001-007-32400 | \$199.00 |
| E001-007-31500 | \$16.00 |

| | |
|----------------|----------|
| E019-026-21350 | \$4.99 |
| E019-026-21350 | \$35.98 |
| E019-026-21350 | \$23.31 |
| E019-026-21350 | \$66.16 |
| E019-026-21350 | \$8.99 |
| E001-026-21350 | \$39.88 |
| E001-006-32400 | \$510.00 |
| E001-005-30040 | (\$0.31) |

Financial Report Comments

Reports as of 6-30-19

Board Meeting Date 7/17/19

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 50% after six months.

| Spending | % Spending Guideline | Actual % Spending |
|------------------------------|---------------------------------|--------------------------|
| June 30, 2019 | | |
| Wages and Benefits | 50.0% | 47.6% |
| Supplies | 50.0% | 36.5% |
| Other Services & Charges | 50.0% | 50.6% |
| Capital Outlay | 50.0% | 50.4% |
| Total Operating Expenditures | 50.0% | 48.2% |
| | | |
| Total Operating Spending | | 4,369,449 |

The Operating Fund spending is proceeding as expected.

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

| Revenue | Year to Date |
|-----------------------|---------------------|
| June 30, 2019 | |
| Property Tax Receipts | 3,815,713 |
| Local Income Tax | 1,380,457 |
| Investment Income | 69,874 |
| Fines and Fees | 41,967 |
| Other Revenue | 31,735 |
| | 5,339,746 |

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 6/30/19 | | | | | |
|-----------------------------|------------------------|---------------|---------------|-----------------|--------------------------|------------------------------|---------------------|---------------|
| | Bank Name --> | | Old National | German American | First Financial Checking | First Financial Money Market | Jackson County Bank | Raymond James |
| | | | 06300 | 06400 | 06600 | 06610 | 09700 | 09600 |
| | Fund Name | | | | | | | |
| 01 | Operating | 3,031,756.37 | 13,994.81 | 9,889.09 | (128,012.93) | 3,087,184.52 | 16,223.45 | 32,477.43 |
| 02 | Jail | 3,902.78 | | | 3,902.78 | | | |
| 03 | Clearing | - | | | - | | | |
| 04 | gift | 10,160.38 | 630.17 | | 9,530.21 | | | |
| 05 | plac | 1,300.00 | 260.00 | 1,040.00 | | | | |
| 06 | retirees | (41.74) | | | (41.74) | | | |
| 07 | LIRF | 2,284,500.87 | | | (62,423.26) | 1,149,188.56 | | 1,197,735.57 |
| 08 | debt | 102,207.64 | | | 102,207.64 | | | |
| 09 | rainy day | 1,966,861.01 | | | 591.82 | 716,269.19 | 1,000,000.00 | 250,000.00 |
| 10 | payroll | - | | | - | | | |
| 16 | gift restricted | 50,980.96 | 6,595.23 | 11,640.88 | 32,744.85 | | | |
| 19 | gift fdn | 48,843.20 | 25,000.00 | | 23,843.20 | | | |
| 20 | special rev | 717,123.79 | | 3,777.65 | 233,346.14 | 480,000.00 | | |
| 29 | bond 2016 | - | | | | | | |
| 30 | bond 2019 | 1,815,211.19 | | | 15,211.19 | 1,800,000.00 | | |
| | | 10,032,806.45 | 46,480.21 | 26,347.62 | 230,899.90 | 7,232,642.27 | 1,016,223.45 | 1,480,213.00 |

MONROE COUNTY PUBLIC LIBRARY
MONTHLY SUMMARY OF BUDGET CATEGORIES
AS OF JUNE 30, 2019
6 MONTHS = 50%

| | 2019 JUNE | 2018 JUNE | 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 | 346,265.49 | 333,632.41 | 2,232,605.77 | 4,596,898.56 | 2,169,412.64 | 2,364,292.79 | 48.6% | 51.4% |
| EMPLOYEE BENEFITS | 77,473.74 | 113,617.17 | 749,118.34 | 1,605,421.65 | 712,456.42 | 856,303.31 | 46.7% | 53.3% |
| OTHER WAGES | 0.00 | 0.00 | 10,237.76 | 80,573.10 | 0.00 | 70,335.34 | 12.7% | 87.3% |
| TOTAL PERSONNEL SERVICES | <u>423,739.23</u> | <u>447,249.58</u> | <u>2,991,961.87</u> | <u>6,282,893.31</u> | <u>2,881,869.06</u> | <u>3,290,931.44</u> | <u>47.6%</u> | <u>52.4%</u> |
| SUPPLIES | | | | | | | | |
| OFFICE SUPPLIES | 3,052.04 | 2,798.38 | 29,717.95 | 72,950.00 | 21,416.57 | 43,232.05 | 40.7% | 59.3% |
| OPERATING SUPPLIES | 9,660.24 | 1,126.08 | 41,908.61 | 118,400.00 | 22,626.12 | 76,491.39 | 35.4% | 64.6% |
| REPAIR & MAINT. SUPPLIES | <u>1,580.37</u> | <u>1,544.30</u> | <u>9,723.84</u> | <u>31,400.00</u> | <u>11,061.64</u> | <u>21,676.16</u> | <u>31.0%</u> | <u>69.0%</u> |
| TOTAL SUPPLIES | <u>14,292.65</u> | <u>5,468.76</u> | <u>81,350.40</u> | <u>222,750.00</u> | <u>55,104.33</u> | <u>141,399.60</u> | <u>36.5%</u> | <u>63.5%</u> |
| OTHER SERVICES & CHARGES | | | | | | | | |
| PROFESSIONAL SERVICES | 52,708.73 | 70,269.40 | 187,511.15 | 465,100.00 | 171,839.70 | 277,588.85 | 40.3% | 59.7% |
| COMMUNICATION & TRANSPORTATION | 7,424.72 | 2,452.32 | 28,146.81 | 83,700.00 | 20,285.31 | 55,553.19 | 33.6% | 66.4% |
| PRINTING & ADVERTISING | 614.02 | 375.00 | 9,427.87 | 3,600.00 | 2,416.51 | -5,827.87 | 261.9% | -161.9% |
| INSURANCE | 260.00 | 4,072.75 | 88,409.00 | 106,700.00 | 86,071.75 | 18,291.00 | 82.9% | 17.1% |
| UTILITIES | 27,273.81 | 25,094.02 | 163,206.04 | 387,450.00 | 162,838.49 | 224,243.96 | 42.1% | 57.9% |
| REPAIR & MAINTENANCE | 4,786.00 | 1,045.00 | 23,944.13 | 62,500.00 | 24,279.92 | 38,555.87 | 38.3% | 61.7% |
| RENTALS | 123.20 | 529.48 | 4,513.50 | 35,200.00 | 3,626.72 | 30,686.50 | 12.8% | 87.2% |
| ELECTRONIC SERVICES | 3,210.00 | 44,565.59 | 286,656.12 | 427,000.00 | 208,260.26 | 140,343.88 | 67.1% | 32.9% |
| OTHER CHARGES | <u>205.00</u> | <u>13,078.33</u> | <u>17,535.99</u> | <u>28,600.00</u> | <u>95,809.12</u> | <u>11,064.01</u> | <u>61.3%</u> | <u>38.7%</u> |
| TOTAL OTHER SERVICES & CHARGES | <u>96,605.48</u> | <u>161,481.89</u> | <u>809,350.61</u> | <u>1,599,850.00</u> | <u>775,427.78</u> | <u>790,499.39</u> | <u>50.6%</u> | <u>49.4%</u> |
| CAPITAL OUTLAY | | | | | | | | |
| FURNITURE & EQUIPMENT | 4,468.95 | 0.00 | 16,038.02 | 34,000.00 | 2,423.97 | 17,961.98 | 47.2% | 52.8% |
| OTHER CAPITAL OUTLAY | <u>70,731.61</u> | <u>55,514.01</u> | <u>470,748.21</u> | <u>931,500.00</u> | <u>455,564.52</u> | <u>460,751.79</u> | <u>50.5%</u> | <u>49.5%</u> |
| TOTAL CAPITAL OUTLAY | <u>75,200.56</u> | <u>55,514.01</u> | <u>486,786.23</u> | <u>965,500.00</u> | <u>457,988.49</u> | <u>478,713.77</u> | <u>50.4%</u> | <u>49.6%</u> |
| TOTAL OPERATING EXPENDITURES | <u><u>609,837.92</u></u> | <u><u>669,714.24</u></u> | <u><u>4,369,449.11</u></u> | <u><u>9,070,993.31</u></u> | <u><u>4,170,389.66</u></u> | <u><u>4,701,544.20</u></u> | <u><u>48.2%</u></u> | <u><u>51.8%</u></u> |
| | | | | 2018 BUDGET % USED IN 2018 | 8,740,760.86 47.7% | | | |

MONROE COUNTY PUBLIC LIBRARY
MONTHLY BUDGET REPORT
AS OF JUNE 30, 2019

| | 2019 JUNE | 2018 JUNE | 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 | 14,723.96 | 15,021.88 | 99,616.41 | 200,654.63 | 96,604.22 | 101,038.22 | 49.6% | 50.4% |
| 1130 MANAGERS/ASST. MANAGERS | 83,159.94 | 84,052.46 | 526,304.05 | 1,127,398.68 | 536,661.69 | 601,094.63 | 46.7% | 53.3% |
| 1140 LIBRARIANS, EXPERTS | 86,794.28 | 76,301.46 | 525,227.13 | 1,067,979.45 | 521,119.33 | 542,752.32 | 49.2% | 50.8% |
| 1150 SPECIALISTS | 17,981.82 | 17,468.81 | 125,832.77 | 253,784.70 | 111,105.50 | 127,951.93 | 49.6% | 50.4% |
| 1160 ASSISTANTS/PARAPROFESSIONALS | 60,965.51 | 59,347.20 | 408,607.72 | 822,255.20 | 386,893.77 | 413,647.48 | 49.7% | 50.3% |
| 1170 TECH/OPERATORS/SECRETARIES | 5,175.01 | 4,950.00 | 33,654.44 | 57,275.00 | 32,179.02 | 23,620.56 | 58.8% | 41.2% |
| 1190 BUILDING SERVICES/MAINTENANCE | 14,297.42 | 12,815.64 | 91,587.97 | 174,158.40 | 83,302.78 | 82,570.43 | 52.6% | 47.4% |
| 1200 BUILDING SERVICES/SECURITY | 8,605.99 | 8,939.04 | 55,858.23 | 114,593.70 | 54,891.97 | 58,735.47 | 48.7% | 51.3% |
| 1280 PRODUCTION ASSISTANTS | 1,433.19 | 1,397.76 | 9,493.11 | 19,422.00 | 5,126.14 | 9,928.89 | 48.9% | 51.1% |
| 1290 INFORMATION ASST/MATERIAL/SUPPORT | 34,009.77 | 32,799.54 | 223,613.14 | 451,487.40 | 213,888.91 | 227,874.26 | 49.5% | 50.5% |
| 1300 SUPPORT/MATERIAL HANDLERS | 19,118.60 | 19,216.23 | 132,810.80 | 307,889.40 | 119,039.59 | 175,078.60 | 43.1% | 56.9% |
| 1320 TECHNICIANS | | 1,322.39 | | 0.00 | 8,599.72 | 0.00 | #DIV/0! | #DIV/0! |
| TOTAL SALARIES | 346,265.49 | 333,632.41 | 2,232,605.77 | 4,596,898.56 | 2,169,412.64 | 2,364,292.79 | 48.6% | 51.4% |
| EMPLOYEE BENEFITS | | | | | | | | |
| 1210 EMPLOYER CONTRIBUTION/FICA | 20,470.17 | 19,936.44 | 132,701.50 | 282,601.52 | 129,943.30 | 149,900.02 | 47.0% | 53.0% |
| 1220 UNEMPLOYMENT COMPENSATION | 1,560.00 | 0.00 | 3,488.70 | 10,000.00 | 0.00 | 6,511.30 | 34.9% | 65.1% |
| 1230 EMPLOYER CONTRIBUTION/PERF | 30,971.78 | 29,860.08 | 200,044.91 | 399,153.10 | 209,245.29 | 199,108.19 | 50.1% | 49.9% |
| 1235 EMPLOYEE/PERF | 8,295.37 | 8,000.53 | 53,608.71 | 106,483.43 | 56,067.79 | 52,874.72 | 50.3% | 49.7% |
| 1240 EMPLOYER CONT/INSURANCE | 31,393.91 | 51,157.52 | 375,338.16 | 742,897.24 | 286,833.08 | 367,559.08 | 50.5% | 49.5% |
| 1242 EMPLOYER INS-W/H | -20,004.84 | 0.00 | -46,686.92 | 0.00 | 0.00 | 46,686.92 | #DIV/0! | #DIV/0! |
| 1250 EMPLOYER CONT/MEDICARE | 4,787.35 | 4,662.60 | 30,623.28 | 64,286.36 | 30,366.96 | 33,663.08 | 47.6% | 52.4% |
| TOTAL EMPLOYEE BENEFITS | 77,473.74 | 113,617.17 | 749,118.34 | 1,605,421.65 | 712,456.42 | 856,303.31 | 46.7% | 53.3% |
| OTHER WAGES | | | | | | | | |
| 1310 WORKSTUDY | | 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 | #DIV/0! | #DIV/0! |
| 1180 TEMPORARY STAFF | | 0.00 | 10,237.76 | 10,000.00 | 0.00 | -237.76 | 102.4% | -2.4% |
| TOTAL OTHER WAGES | 0.00 | 0.00 | 10,237.76 | 80,573.10 | 0.00 | 70,335.34 | 12.7% | 87.3% |
| TOTAL PERSONNEL SERVICES | 423,739.23 | 447,249.58 | 2,991,961.87 | 6,282,893.31 | 2,881,869.06 | 3,290,931.44 | 47.6% | 52.4% |
| SUPPLIES (2000'S) | | | | | | | | |
| OFFICE SUPPLIES | | | | | | | | |
| 2110 OFFICIAL RECORDS | | 0.00 | | 1,100.00 | 0.00 | 1,100.00 | 0.0% | 100.0% |
| 2120 STATIONERY & PRINTING | 50.41 | 0.00 | 367.37 | 550.00 | 127.35 | 182.63 | 66.8% | 33.2% |
| 2130 OFFICE SUPPLIES | 398.27 | 493.72 | 2,129.35 | 11,050.00 | 3,664.16 | 8,920.65 | 19.3% | 80.7% |

MONROE COUNTY PUBLIC LIBRARY
MONTHLY BUDGET REPORT
AS OF JUNE 30, 2019

| | 2019 JUNE | 2018 JUNE | 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 |
|------------------------------------------------|------------------|------------------|-------------------------|-------------------|-------------------------|--------------------------------------|--------------------------------|-------------------------------------|
| 2135 GENERAL SUPPLIES | 1,163.05 | 0.00 | 3,374.73 | 0.00 | 132.48 | -3,374.73 | #DIV/0! | #DIV/0! |
| 2140 DUPLICATING | 1,440.31 | 2,304.66 | 23,846.50 | 60,250.00 | 17,369.69 | 36,403.50 | 39.6% | 60.4% |
| 2150 PROMOTIONAL MATERIALS | | 0.00 | | 0.00 | 122.89 | 0.00 | #DIV/0! | #DIV/0! |
| 2160 PUBLIC USE SUPPLIES | | 0.00 | | 0.00 | 0.00 | 0.00 | #DIV/0! | #DIV/0! |
| TOTAL OFFICE SUPPLIES | 3,052.04 | 2,798.38 | 29,717.95 | 72,950.00 | 21,416.57 | 43,232.05 | 40.7% | 59.3% |
| OPERATING SUPPLIES | | | | | | | | |
| 2210 CLEANING SUPPLIES | 2,493.54 | 0.00 | 16,690.04 | 40,000.00 | 9,211.30 | 23,309.96 | 41.7% | 58.3% |
| 2220 FUEL, OIL, & LUBRICANTS | 417.89 | 605.98 | 2,464.35 | 11,000.00 | 2,774.32 | 8,535.65 | 22.4% | 77.6% |
| 2230 CATALOGING SUPPLIES-BOOKS | 1,584.52 | 0.00 | 4,609.28 | 7,500.00 | 4,127.05 | 2,890.72 | 61.5% | 38.5% |
| 2240 A/V SUPPLIES-CATALOGING | 284.22 | 259.15 | 692.71 | 6,000.00 | 3,788.85 | 5,307.29 | 11.5% | 88.5% |
| 2250 CIRCULATION SUPPLIES | | 0.00 | 11,497.15 | 38,000.00 | 816.28 | 26,502.85 | 30.3% | 69.7% |
| 2260 LIGHT BULBS | 4,880.07 | 0.00 | 5,552.51 | 10,000.00 | 1,647.37 | 4,447.49 | 55.5% | 44.5% |
| 2280 UNIFORMS | | 0.00 | | 1,900.00 | 0.00 | 1,900.00 | 0.0% | 100.0% |
| 2290 DISPLAY/EXHIBIT SUPPLIES | | 260.95 | 402.57 | 4,000.00 | 260.95 | 3,597.43 | 10.1% | 89.9% |
| TOTAL OPERATING SUPPLIES | 9,660.24 | 1,126.08 | 41,908.61 | 118,400.00 | 22,626.12 | 76,491.39 | 35.4% | 64.6% |
| REPAIR & MAINTENANCE SUPPLIES | | | | | | | | |
| 2300 IT SUPPLIES | 744.64 | 686.82 | 4,382.53 | 7,500.00 | 3,993.82 | 3,117.47 | 58.4% | 41.6% |
| 2310 BUILDING MATERIALS & SUPPLIES | 803.04 | 656.70 | 5,134.01 | 23,000.00 | 6,613.17 | 17,865.99 | 22.3% | 77.7% |
| 2320 PAINT & PAINTING SUPPLIES | 32.69 | 200.78 | 207.30 | 900.00 | 454.65 | 692.70 | 23.0% | 77.0% |
| 2340 OTHER REPAIR & BINDING | | 0.00 | | 0.00 | 0.00 | 0.00 | #DIV/0! | #DIV/0! |
| TOTAL REPAIR & MAINTENANCE SUPPLIES | 1,580.37 | 1,544.30 | 9,723.84 | 31,400.00 | 11,061.64 | 21,676.16 | 31.0% | 69.0% |
| TOTAL SUPPLIES | 14,292.65 | 5,468.76 | 81,350.40 | 222,750.00 | 55,104.33 | 141,399.60 | 36.5% | 63.5% |
| OTHER SERVICES/CHARGES (3000'S) | | | | | | | | |
| PROFESSIONAL SERVICES | | | | | | | | |
| 3004 MISC. UNAPPROPRIATED | 34.59 | 0.00 | 34.59 | 0.00 | 0.00 | -34.59 | #DIV/0! | #DIV/0! |
| 3110 CONSULTING SERVICES | | 0.00 | 1,491.00 | 11,000.00 | 530.00 | 9,509.00 | 13.6% | 86.4% |
| 3120 ENGINEERING/ARCHITECTURAL | | 0.00 | | 7,000.00 | 10.00 | 7,000.00 | 0.0% | 100.0% |
| 3130 LEGAL SERVICES | 1,461.80 | 580.00 | 13,951.29 | 18,000.00 | 6,907.41 | 4,048.71 | 77.5% | 22.5% |
| 3140 BUILDING SERVICES | 19,380.52 | 4,052.02 | 35,063.46 | 40,000.00 | 17,960.68 | 4,936.54 | 87.7% | 12.3% |
| 3150 MAINTENANCE CONTRACTS | 23,578.83 | 48,320.85 | 64,679.42 | 217,600.00 | 77,190.54 | 152,920.58 | 29.7% | 70.3% |
| 3160 COMPUTER SERVICES (OCLC) | 5,866.84 | 4,786.97 | 39,190.79 | 83,500.00 | 33,394.30 | 44,309.21 | 46.9% | 53.1% |
| 3170 ADMIN/ACCOUNTING SERVICES | 587.20 | 11,840.41 | 27,068.30 | 70,000.00 | 29,429.62 | 42,931.70 | 38.7% | 61.3% |
| 3175 COLLECTION AGENCY SERVICES | 1,798.95 | 689.15 | 6,032.30 | 18,000.00 | 6,417.15 | 11,967.70 | 33.5% | 66.5% |
| TOTAL PROFESSIONAL SERVICES | 52,708.73 | 70,269.40 | 187,511.15 | 465,100.00 | 171,839.70 | 277,588.85 | 40.3% | 59.7% |
| COMMUNICATION & TRANSPORTATION | | | | | | | | |
| 3210 TELEPHONE | 1,767.60 | 1,636.13 | 11,612.04 | 31,800.00 | 10,437.74 | 20,187.96 | 36.5% | 63.5% |
| 3215 CABLE TV | 15.55 | 13.34 | 93.30 | 0.00 | 80.04 | -93.30 | #DIV/0! | #DIV/0! |

MONROE COUNTY PUBLIC LIBRARY
MONTHLY BUDGET REPORT
AS OF JUNE 30, 2019

| | 2019 JUNE | 2018 JUNE | 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 |
|--------------------------------------|--------------|--------------|-------------------------|----------------|-------------------------|--------------------------------------|--------------------------------|-------------------------------------|
| 3220 POSTAGE | 1,272.41 | 802.85 | 7,142.20 | 20,000.00 | 6,213.41 | 12,857.80 | 35.7% | 64.3% |
| 3230 TRAVEL EXPENSE | 1,969.04 | 0.00 | 3,696.76 | 0.00 | 1,241.93 | -3,696.76 | #DIV/0! | #DIV/0! |
| 3240 PROFESSIONAL MTG. | 1,400.12 | 0.00 | 4,422.73 | 30,000.00 | 2,287.21 | 25,577.27 | 14.7% | 85.3% |
| 3250 CONTINUING ED. | | 0.00 | 159.98 | 0.00 | 0.00 | -159.98 | #DIV/0! | #DIV/0! |
| 3260 FREIGHT & DELIVERY | 1,000.00 | 0.00 | 1,019.80 | 1,900.00 | 24.98 | 880.20 | 53.7% | 46.3% |
| TOTAL COMMUNICATION & TRANSPORTATION | 7,424.72 | 2,452.32 | 28,146.81 | 83,700.00 | 20,285.31 | 55,553.19 | 33.6% | 66.4% |
| PRINTING & ADVERTISING | | | | | | | | |
| 3310 ADVERTISING & PUBLICATION | | 325.00 | 7,910.12 | 3,600.00 | 2,186.51 | -4,310.12 | 219.7% | -119.7% |
| 3320 PRINTING | 614.02 | 50.00 | 1,517.75 | 0.00 | 230.00 | -1,517.75 | #DIV/0! | #DIV/0! |
| TOTAL PRINTING & ADVERTISING | 614.02 | 375.00 | 9,427.87 | 3,600.00 | 2,416.51 | -5,827.87 | 261.9% | -161.9% |
| INSURANCE | | | | | | | | |
| 3410 OFFICIAL BOND | | 0.00 | 654.00 | 700.00 | 654.00 | 46.00 | 93.4% | 6.6% |
| 3420 OTHER INSURANCE | 260.00 | 4,072.75 | 87,755.00 | 106,000.00 | 85,417.75 | 18,245.00 | 82.8% | 17.2% |
| TOTAL INSURANCE | 260.00 | 4,072.75 | 88,409.00 | 106,700.00 | 86,071.75 | 18,291.00 | 82.9% | 17.1% |
| UTILITIES | | | | | | | | |
| 3510 GAS | 166.27 | 111.69 | 1,624.07 | 4,450.00 | 2,419.20 | 2,825.93 | 36.5% | 63.5% |
| 3520 ELECTRICITY | 23,840.28 | 22,190.24 | 151,923.58 | 353,000.00 | 150,509.94 | 201,076.42 | 43.0% | 57.0% |
| 3530 WATER | 3,267.26 | 2,792.09 | 9,658.39 | 30,000.00 | 9,909.35 | 20,341.61 | 32.2% | 67.8% |
| TOTAL UTILITIES | 27,273.81 | 25,094.02 | 163,206.04 | 387,450.00 | 162,838.49 | 224,243.96 | 42.1% | 57.9% |
| REPAIR & MAINTENANCE | | | | | | | | |
| 3610 BUILDING REPAIR | 4,786.00 | 980.00 | 17,346.22 | 29,000.00 | 14,079.67 | 11,653.78 | 59.8% | 40.2% |
| 3630 OTHER EQUIP/FURNITURE REPAIRS | | 65.00 | 1,490.30 | 16,000.00 | 4,788.01 | 14,509.70 | 9.3% | 90.7% |
| 3640 VEHICLE REPAIR & MAINTENANCE | | | 4,865.29 | 16,000.00 | 4,746.07 | 11,134.71 | 30.4% | 69.6% |
| 3650 MATERIAL BINDING/REPAIR SERV. | | | 242.32 | 1,500.00 | 666.17 | 1,257.68 | 16.2% | 83.8% |
| TOTAL REPAIR & MAINTENANCE | 4,786.00 | 1,045.00 | 23,944.13 | 62,500.00 | 24,279.92 | 38,555.87 | 38.3% | 61.7% |
| RENTALS | | | | | | | | |
| 3710 REAL ESTATE RENTAL/PARKING | 123.20 | 529.48 | 3,140.35 | 35,200.00 | 3,626.72 | 32,059.65 | 8.9% | 91.1% |
| 3720 EQUIPMENT RENTAL | | | 1,308.15 | 0.00 | 0.00 | -1,308.15 | #DIV/0! | #DIV/0! |
| 3730 EVENTS-BOOTH & EQUIP. RENTAL | | | 65.00 | 0.00 | 0.00 | -65.00 | #DIV/0! | #DIV/0! |
| TOTAL RENTALS | 123.20 | 529.48 | 4,513.50 | 35,200.00 | 3,626.72 | 30,686.50 | 12.8% | 87.2% |
| ELECTRONIC SERVICES | | | | | | | | |
| 38450 DATABASES SERVICES | 3,210.00 | 41,824.63 | 79,932.11 | 222,000.00 | 73,310.63 | 142,067.89 | 36.0% | 64.0% |
| 38460 E-BOOKS SERVICES | | 2,740.96 | 206,724.01 | 205,000.00 | 134,949.63 | -1,724.01 | 100.8% | -0.8% |

MONROE COUNTY PUBLIC LIBRARY
MONTHLY BUDGET REPORT
AS OF JUNE 30, 2019

| | 2019 JUNE | 2018 JUNE | 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 |
|---------------------------------|--------------|--------------|-------------------------|----------------|-------------------------|--------------------------------------|--------------------------------|-------------------------------------|
| TOTAL ELECTRONIC SERVICES | 3,210.00 | 44,565.59 | 286,656.12 | 427,000.00 | 208,260.26 | 140,343.88 | 67.1% | 32.9% |
| OTHER CHARGES | | | | | | | | |
| 3910 DUES/INSTITUTIONAL | 205.00 | 245.00 | 5,767.99 | 8,600.00 | 5,799.12 | 2,832.01 | 67.1% | 32.9% |
| 3940 TRANSFER TO LIRF | 0.00 | 12,833.33 | | 0.00 | 77,000.00 | 0.00 | #DIV/0! | #DIV/0! |
| 3944 TRANSFER TO CATS SUBSIDY | 0.00 | 0.00 | 10,512.00 | 15,000.00 | 13,010.00 | 4,488.00 | 70.1% | 29.9% |
| 3945 TRANSFER TO ANOTHER FUND | 0.00 | 0.00 | | 0.00 | 0.00 | 0.00 | #DIV/0! | #DIV/0! |
| 3950 EDUCATIONAL SERV/LICENSING | 0.00 | 0.00 | 1,256.00 | 5,000.00 | 0.00 | 3,744.00 | 25.1% | 74.9% |
| TOTAL OTHER CHARGES | 205.00 | 13,078.33 | 17,535.99 | 28,600.00 | 95,809.12 | 11,064.01 | 61.3% | 38.7% |
| TOTAL OTHER SERVICES/CHARGES | 96,605.48 | 161,481.89 | 809,350.61 | 1,599,850.00 | 775,427.78 | 790,499.39 | 50.6% | 49.4% |
| CAPITAL OUTLAY (4000'S) | | | | | | | | |
| FURNITURE & EQUIPMENT | | | | | | | | |
| 4410 FURNITURE | | 0.00 | 10,110.69 | 10,000.00 | 249.00 | -110.69 | 101.1% | -1.1% |
| 4430 OTHER EQUIPMENT | | 0.00 | 5,927.33 | 19,000.00 | 2,174.97 | 13,072.67 | 31.2% | 68.8% |
| 4440 LAND & BUILDINGS | 0.00 | 0.00 | | 0.00 | 0.00 | 0.00 | #DIV/0! | #DIV/0! |
| 4445 BUILDING RENOVATIONS | 0.00 | 0.00 | | 5,000.00 | 0.00 | 5,000.00 | 0.0% | 100.0% |
| 4460 IT EQUIPMENT | 4,468.95 | 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 | #DIV/0! | #DIV/0! |
| 4470 EQUIPMENT - CATS | 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 | #DIV/0! | #DIV/0! |
| TOTAL FURNITURE & EQUIPMENT | 4,468.95 | 0.00 | 16,038.02 | 34,000.00 | 2,423.97 | 17,961.98 | 47.2% | 52.8% |
| OTHER CAPITAL OUTLAY | | | | | | | | |
| 4510 BOOKS | 47,631.54 | 41,836.23 | 295,944.35 | 554,280.00 | 291,873.40 | 258,335.65 | 53.4% | 46.6% |
| 4520 PERIODICALS & NEWSPAPERS | 1,345.15 | 1,497.05 | 4,622.20 | 37,000.00 | 4,990.56 | 32,377.80 | 12.5% | 87.5% |
| 4530 NONPRINT MATERIALS | 21,754.92 | 12,180.73 | 170,181.66 | 340,220.00 | 158,700.56 | 170,038.34 | 50.0% | 50.0% |
| TOTAL OTHER CAPITAL OUTLAY | 70,731.61 | 55,514.01 | 470,748.21 | 931,500.00 | 455,564.52 | 460,751.79 | 50.5% | 49.5% |
| TOTAL CAPITAL OUTLAY | 75,200.56 | 55,514.01 | 486,786.23 | 965,500.00 | 457,988.49 | 478,713.77 | 50.4% | 49.6% |
| TOTAL OPERATING EXPENDITURES | 609,837.92 | 669,714.24 | 4,369,449.11 | 9,070,993.31 | 4,170,389.66 | 4,701,544.20 | 48.2% | 51.8% |

MONROE COUNTY PUBLIC LIBRARY

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Page 1

Operating Budget & Expenditure Report June 30, 2019

| Object | Object Descr | 2019 Budget | Feb. | Mar. | Apr. | May | June | 2019 YTD Amt | 2019 YTD Balance | 2019 %YTD Budget |
|--------|---------------------|----------------|-------------|--------------|-------------|--------------|--------------|-----------------|---------------------|------------------------|
| 11200 | ADMINISTRATION | \$200,654.63 | \$15,434.99 | \$23,152.48 | \$15,435.00 | \$15,434.99 | \$14,723.96 | \$99,616.41 | \$101,038.22 | 49.65% |
| 11300 | MANAGERS/ASST. | \$1,127,398.68 | \$80,325.87 | \$118,222.68 | \$81,620.39 | \$83,174.46 | \$83,159.94 | \$526,304.05 | \$601,094.63 | 46.68% |
| 11400 | LIBRARIANS, EXPERTS | \$1,067,979.45 | \$87,430.32 | \$114,640.46 | \$77,196.39 | \$78,040.78 | \$86,794.28 | \$525,227.13 | \$542,752.32 | 49.18% |
| 11500 | SPECIALISTS | \$253,784.70 | \$18,780.39 | \$27,178.80 | \$27,293.58 | \$16,109.88 | \$17,981.82 | \$125,832.77 | \$127,951.93 | 49.58% |
| 11600 | ASSISTANTS/PARAPRO | \$822,255.20 | \$63,185.43 | \$95,043.22 | \$63,237.81 | \$62,950.05 | \$60,965.51 | \$408,607.72 | \$413,647.48 | 49.69% |
| 11700 | TECH/OPERATORS/SEC | \$57,275.00 | \$5,174.99 | \$7,762.49 | \$5,179.24 | \$5,183.48 | \$5,175.01 | \$33,654.44 | \$23,620.56 | 58.76% |
| 11800 | TEMPORAY STAFF | \$10,000.00 | \$0.00 | \$0.00 | \$9,265.76 | \$972.00 | \$0.00 | \$10,237.76 | -\$237.76 | 102.38% |
| 11900 | BUILDING | \$174,158.40 | \$13,357.65 | \$21,424.40 | \$14,377.04 | \$14,307.59 | \$14,297.42 | \$91,587.97 | \$82,570.43 | 52.59% |
| 12000 | BUILDING | \$114,593.70 | \$8,843.02 | \$13,334.11 | \$8,740.27 | \$7,538.24 | \$8,605.99 | \$55,858.23 | \$58,735.47 | 48.74% |
| 12100 | FICA/EMPLOYER | \$285,601.52 | \$20,044.45 | \$20,185.07 | \$20,849.49 | \$19,978.47 | \$20,470.17 | \$132,701.50 | \$152,900.02 | 46.46% |
| 12200 | UNEMPLOYMENT | \$10,000.00 | \$0.00 | \$0.00 | \$0.00 | \$1,928.70 | \$1,560.00 | \$3,488.70 | \$6,511.30 | 34.89% |
| 12300 | PERF/EMPLOYER | \$397,538.10 | \$31,471.11 | \$29,975.32 | \$46,494.43 | \$30,431.88 | \$30,971.78 | \$200,044.91 | \$197,493.19 | 50.32% |
| 12301 | ENCUMBERED PERF | \$1,615.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$1,615.00 | 0.00% |
| 12350 | PERF/EMPLOYEE | \$106,483.43 | \$8,429.83 | \$8,029.17 | \$12,466.79 | \$8,164.14 | \$8,295.37 | \$53,608.71 | \$52,874.72 | 50.34% |
| 12400 | INS/EMPLOYER | \$742,897.24 | \$55,331.25 | \$54,465.99 | \$35,892.36 | \$139,785.34 | \$31,393.91 | \$375,338.16 | \$367,559.08 | 50.52% |
| 12420 | EMPLOYEE INS W-H | \$0.00 | \$0.00 | \$0.00 | -\$6,012.43 | -\$20,669.65 | -\$20,004.84 | -\$46,686.92 | \$46,686.92 | 0.00% |
| 12500 | MEDICARE/EMPLOYER | \$64,286.36 | \$4,276.07 | \$4,720.66 | \$4,876.12 | \$4,672.38 | \$4,787.35 | \$30,623.28 | \$33,663.08 | 47.64% |
| 12800 | PRODUCTION | \$19,422.00 | \$1,422.55 | \$2,192.35 | \$1,532.52 | \$1,443.84 | \$1,433.19 | \$9,493.11 | \$9,928.89 | 48.88% |
| 12900 | INFORMATION | \$451,487.40 | \$33,676.90 | \$52,178.38 | \$34,689.83 | \$34,609.16 | \$34,009.77 | \$223,613.14 | \$227,874.26 | 49.53% |
| 13000 | SUPPORT/MATERIAL | \$307,889.40 | \$19,370.27 | \$33,567.91 | \$22,014.21 | \$19,745.79 | \$19,118.60 | \$132,810.80 | \$175,078.60 | 43.14% |
| 13100 | WORK STUDY | \$70,573.10 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$70,573.10 | 0.00% |
| 21100 | OFFICIAL RECORDS | \$1,100.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$1,100.00 | 0.00% |
| 21200 | STATIONERY/BUS. | \$550.00 | \$266.58 | \$50.38 | \$0.00 | \$0.00 | \$50.41 | \$367.37 | \$182.63 | 66.79% |
| 21300 | OFFICE SUPPLIES | \$11,050.00 | \$621.90 | \$300.15 | \$215.95 | \$290.95 | \$398.27 | \$2,129.35 | \$8,920.65 | 19.27% |
| 21350 | GENERAL SUPPLIES | \$0.00 | \$9.54 | \$0.00 | \$537.83 | \$1,664.31 | \$1,163.05 | \$3,374.73 | -\$3,374.73 | 0.00% |
| 21400 | DUPLICATING | \$60,250.00 | \$2,937.32 | \$11,090.63 | \$4,383.07 | \$883.38 | \$1,440.31 | \$23,846.50 | \$36,403.50 | 39.58% |
| 21600 | PUBLIC USE SUPPLIES | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| 22100 | CLEANING SUPPLIES | \$40,000.00 | \$69.79 | \$4,333.14 | \$3,413.37 | \$2,330.06 | \$2,493.54 | \$16,690.04 | \$23,309.96 | 41.73% |
| 22200 | FUEL/OIL/LUBRICANTS | \$11,000.00 | \$524.26 | \$410.40 | \$605.93 | \$481.70 | \$417.89 | \$2,464.35 | \$8,535.65 | 22.40% |
| 22300 | CATALOGING | \$7,500.00 | \$0.00 | \$0.00 | \$2,468.51 | \$0.00 | \$1,584.52 | \$4,609.28 | \$2,890.72 | 61.46% |
| 22400 | A/V | \$6,000.00 | \$143.37 | \$0.00 | \$235.48 | \$0.00 | \$284.22 | \$692.71 | \$5,307.29 | 11.55% |

| Object | Object Descr | 2019 Budget | Feb. | Mar. | Apr. | May | June | 2019 YTD Amt | 2019 YTD Balance | 2019 %YTD Budget |
|--------|---------------------|----------------|-------------|-------------|-------------|-------------|-------------|-----------------|---------------------|------------------------|
| 22500 | CIRCULATION | \$38,000.00 | \$783.80 | \$17.11 | \$518.24 | \$10,178.00 | \$0.00 | \$11,497.15 | \$26,502.85 | 30.26% |
| 22600 | LIGHT BULBS | \$10,000.00 | \$530.00 | \$69.24 | \$0.00 | \$73.20 | \$4,880.07 | \$5,552.51 | \$4,447.49 | 55.53% |
| 22800 | UNIFORMS | \$1,900.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$1,900.00 | 0.00% |
| 22900 | DISPLAY/EXHIBITS | \$4,000.00 | \$0.00 | \$402.57 | \$0.00 | \$0.00 | \$0.00 | \$402.57 | \$3,597.43 | 10.06% |
| 23000 | IT SUPPLIES | \$7,500.00 | \$987.34 | \$932.71 | \$912.92 | \$754.12 | \$744.64 | \$4,382.53 | \$3,117.47 | 58.43% |
| 23100 | BUILDING MATERIAL | \$23,000.00 | \$426.83 | \$463.78 | \$1,612.82 | \$684.74 | \$803.04 | \$5,134.01 | \$17,865.99 | 22.32% |
| 23200 | PAINT/PAINTING | \$900.00 | \$0.00 | \$0.00 | \$0.00 | \$153.62 | \$32.69 | \$207.30 | \$692.70 | 23.03% |
| 30040 | MISC. | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$34.59 | \$34.59 | -\$34.59 | 0.00% |
| 31100 | CONSULTING SERVICES | \$11,000.00 | \$0.00 | \$574.00 | \$469.00 | \$448.00 | \$0.00 | \$1,491.00 | \$9,509.00 | 13.55% |
| 31200 | ENGINEERING/ARCHITE | \$7,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$7,000.00 | 0.00% |
| 31300 | LEGAL SERVICES | \$18,000.00 | \$355.49 | \$1,510.64 | \$5,160.72 | \$4,162.16 | \$1,461.80 | \$13,951.29 | \$4,048.71 | 77.51% |
| 31400 | BUILDING SERVICES | \$40,000.00 | \$3,662.55 | \$3,456.18 | \$3,633.92 | \$3,522.02 | \$19,380.52 | \$35,063.46 | \$4,936.54 | 87.66% |
| 31500 | MAINTENANCE | \$217,600.00 | \$5,880.90 | \$9,676.68 | \$8,297.79 | \$14,626.25 | \$23,578.83 | \$64,679.42 | \$152,920.58 | 29.72% |
| 31600 | COMPUTER SERVICES | \$83,500.00 | \$5,713.19 | \$6,263.32 | \$5,816.84 | \$9,816.84 | \$5,866.84 | \$39,190.79 | \$44,309.21 | 46.94% |
| 31700 | ADMIN/ACCOUNTING | \$70,000.00 | \$11,996.99 | \$927.10 | \$12,075.66 | \$931.96 | \$587.20 | \$27,068.30 | \$42,931.70 | 38.67% |
| 31750 | COLLECTION AGENCY | \$18,000.00 | \$1,396.20 | \$1,029.25 | \$1,091.90 | \$716.00 | \$1,798.95 | \$6,032.30 | \$11,967.70 | 33.51% |
| 32100 | TELEPHONE | \$31,800.00 | \$1,643.72 | \$1,943.07 | \$2,073.34 | \$2,258.92 | \$1,767.60 | \$11,612.04 | \$20,187.96 | 36.52% |
| 32150 | CABLE TV SERVICE | \$0.00 | \$15.55 | \$15.55 | \$15.55 | \$15.55 | \$15.55 | \$93.30 | -\$93.30 | 0.00% |
| 32200 | POSTAGE | \$20,000.00 | \$1,336.88 | \$538.81 | \$1,599.03 | \$1,108.58 | \$1,272.41 | \$7,142.20 | \$12,857.80 | 35.71% |
| 32300 | TRAVEL EXPENSE | \$0.00 | \$0.00 | \$318.44 | \$430.50 | \$978.78 | \$1,969.04 | \$3,696.76 | -\$3,696.76 | 0.00% |
| 32400 | PROFESSIONAL | \$30,000.00 | \$0.00 | \$0.00 | \$762.96 | \$2,259.65 | \$1,400.12 | \$4,422.73 | \$25,577.27 | 14.74% |
| 32500 | CONTINUING | \$0.00 | \$0.00 | \$0.00 | \$159.98 | \$0.00 | \$0.00 | \$159.98 | -\$159.98 | 0.00% |
| 32600 | FREIGHT/DELIVERY | \$1,900.00 | \$0.00 | \$0.00 | \$19.80 | \$0.00 | \$1,000.00 | \$1,019.80 | \$880.20 | 53.67% |
| 33100 | ADVERTISING/PUBLICA | \$3,600.00 | \$224.48 | \$767.06 | \$5,583.58 | \$435.00 | \$0.00 | \$7,910.12 | -\$4,310.12 | 219.73% |
| 33200 | PRINTING SERVICES | \$0.00 | \$0.00 | \$0.00 | \$303.93 | \$599.80 | \$614.02 | \$1,517.75 | -\$1,517.75 | 0.00% |
| 34100 | OFFICIAL BOND INS. | \$700.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$654.00 | \$46.00 | 93.43% |
| 34200 | OTHER INSURANCE | \$106,000.00 | \$63,671.00 | \$0.00 | \$5,087.00 | \$0.00 | \$260.00 | \$87,755.00 | \$18,245.00 | 82.79% |
| 35100 | GAS | \$4,450.00 | \$639.01 | \$336.22 | \$188.95 | \$112.00 | \$166.27 | \$1,624.07 | \$2,825.93 | 36.50% |
| 35200 | ELECTRICITY | \$353,000.00 | \$29,542.81 | \$26,667.45 | \$23,316.73 | \$23,746.16 | \$23,840.28 | \$151,923.58 | \$201,076.42 | 43.04% |
| 35300 | WATER | \$30,000.00 | \$1,276.87 | \$1,178.59 | \$1,426.16 | \$1,361.86 | \$3,267.26 | \$9,658.39 | \$20,341.61 | 32.19% |
| 36100 | BUILDING REPAIRS | \$29,000.00 | \$1,673.00 | \$0.00 | \$0.00 | \$2,719.95 | \$4,786.00 | \$17,346.22 | \$11,653.78 | 59.81% |
| 36300 | OTHER | \$16,000.00 | \$0.00 | \$560.77 | \$0.00 | \$855.00 | \$0.00 | \$1,490.30 | \$14,509.70 | 9.31% |
| 36400 | VEHICLE | \$16,000.00 | \$1,472.07 | \$0.00 | \$757.85 | \$0.00 | \$0.00 | \$4,865.29 | \$11,134.71 | 30.41% |
| 36500 | MATERIALS | \$1,500.00 | \$0.00 | \$0.00 | \$0.00 | \$149.96 | \$0.00 | \$242.32 | \$1,257.68 | 16.15% |

| Object | Object Descr | 2019 Budget | Feb. | Mar. | Apr. | May | June | 2019 YTD Amt | 2019 YTD Balance | 2019 %YTD Budget |
|--------|---------------------|----------------|--------------|--------------|--------------|--------------|--------------|-----------------|---------------------|------------------------|
| 37100 | REAL ESTATE | \$35,200.00 | -\$620.49 | -\$933.36 | \$1,147.64 | \$3,783.12 | \$123.20 | \$3,140.34 | \$32,059.66 | 8.92% |
| 37200 | EQUIPMENT RENTAL | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$1,308.15 | \$0.00 | \$1,308.15 | -\$1,308.15 | 0.00% |
| 37300 | EVENTS-BOOTH | \$0.00 | \$65.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$65.00 | -\$65.00 | 0.00% |
| 38450 | DATABASES | \$222,000.00 | \$7,799.90 | \$520.00 | \$23,545.81 | \$42,186.40 | \$3,210.00 | \$79,932.11 | \$142,067.89 | 36.01% |
| 38460 | E-BOOKS | \$205,000.00 | \$20,000.00 | \$5,824.01 | \$30,000.00 | \$0.00 | \$0.00 | \$206,724.01 | -\$1,724.01 | 100.84% |
| 39100 | DUES/INSTITUTIONAL | \$8,600.00 | \$0.00 | \$780.00 | \$0.00 | \$0.00 | \$205.00 | \$5,767.99 | \$2,832.01 | 67.07% |
| 39440 | TRANSFER TO CATS | \$15,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$10,512.00 | \$4,488.00 | 70.08% |
| 39500 | EDUCATIONAL/LICENSI | \$5,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$1,256.00 | \$3,744.00 | 25.12% |
| 44100 | FURNITURE | \$10,000.00 | \$0.00 | \$0.00 | \$152.99 | \$5,227.30 | \$0.00 | \$10,110.69 | -\$110.69 | 101.11% |
| 44300 | OTHER EQUIPMENT | \$19,000.00 | \$4,906.95 | \$0.00 | \$0.00 | \$1,020.38 | \$0.00 | \$5,927.33 | \$13,072.67 | 31.20% |
| 44450 | BUILDING RENOVATION | \$5,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$5,000.00 | 0.00% |
| 44600 | IT EQUIPMENT | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| 44650 | IT SOFTWARE | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| 45100 | BOOKS | \$554,280.00 | \$40,013.43 | \$48,036.55 | \$71,318.28 | \$55,258.13 | \$47,631.54 | \$295,944.36 | \$258,335.64 | 53.39% |
| 45200 | PERIODICALS/NEWSPA | \$37,000.00 | \$1,782.48 | \$131.00 | \$468.37 | \$579.13 | \$1,345.15 | \$4,622.20 | \$32,377.80 | 12.49% |
| 45300 | NONPRINT MATERIALS | \$340,220.00 | \$21,697.26 | \$28,181.29 | \$46,091.81 | \$25,338.57 | \$21,754.92 | \$170,181.66 | \$170,038.34 | 50.02% |
| | | \$9,073,993.31 | \$700,001.06 | \$782,446.22 | \$741,049.01 | \$746,821.22 | \$605,368.97 | \$4,369,449.11 | \$4,704,544.20 | 48.15% |

MONROE COUNTY PUBLIC LIBRARY

07/03/19 12:26 PM

Page 1

LIRF Budget & Expenditure Report

June 30, 2019

| Object Object Descr | 2019 Budget | Feb. | Mar. | Apr. | May | June | YTD Amount | 2019 YTD Balance | 2019 %YTD Budget |
|--------------------------|----------------|--------------|--------------|-------------|------------|-------------|---------------|------------------------|------------------------|
| 23000 IT SUPPLIES | \$0.00 | \$0.00 | \$0.00 | \$148.32 | \$0.00 | \$0.00 | \$148.32 | -\$148.32 | 0.00% |
| 31200 ENGINEERING/ARCHIT | \$0.00 | \$4,050.00 | \$0.00 | \$65,912.00 | \$0.00 | \$0.00 | \$69,962.00 | -\$69,962.00 | 0.00% |
| 36100 BUILDING REPAIRS | \$114,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$114,000.00 | 0.00% |
| 44100 FURNITURE | \$0.00 | \$76,832.04 | \$139.99 | \$1,279.95 | \$0.00 | \$63.71 | \$78,315.69 | -\$78,315.69 | 0.00% |
| 44300 OTHER EQUIPMENT | \$150,000.00 | \$970.37 | \$5,748.36 | \$0.00 | \$0.00 | \$0.00 | \$6,718.73 | \$143,281.27 | 4.48% |
| 44450 BUILDING | \$747,000.00 | \$87,919.27 | \$147,805.98 | \$5,802.34 | \$1,077.24 | \$18,739.98 | \$445,222.68 | \$301,777.32 | 59.60% |
| 44600 IT EQUIPMENT | \$0.00 | \$13,155.47 | \$883.24 | \$10,835.50 | \$1,756.38 | \$100.36 | \$26,730.95 | -\$26,730.95 | 0.00% |
| | \$1,011,000.0 | \$182,927.15 | \$154,577.57 | \$83,978.11 | \$2,833.62 | \$18,904.05 | \$627,098.37 | \$383,901.63 | 62.03% |

MONROE COUNTY PUBLIC LIBRARY

07/03/19 12:28 PM

Page 1

Debt Service Budget Expenditures Report

June 30, 2019

50%

| Object | 2019 | | | | | | 2019 | 2019 | |
|---------------------|--------------|--------|--------|--------|--------|--------------|--------------|--------------|--------|
| Object Descr | Budget | Feb. | Mar. | Apr. | May | June | YTD Amt | YTD | %YTD |
| | | | | | | | | Balance | Budget |
| 37100 REAL ESTATE | \$685,150.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$340,000.00 | \$340,000.00 | \$345,150.00 | 49.62% |
| 39200 INTEREST/TEMP | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| 39250 PAYMENT ON | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| 39450 TRANSFER TO | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| | \$685,150.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$340,000.00 | \$340,000.00 | \$345,150.00 | 49.62% |

MONROE COUNTY PUBLIC LIBRARY

07/03/19 12:29 PM

Page 1

Rainy Day Budget Expenditures Report June 30, 2019

| Object | Object Descr | 2019 Budget | Feb. | Mar. | Apr. | May | June | 2019 YTD Amt | 2019 YTD Balance | 2019 %YTD Budget |
|--------|---------------------|----------------|--------|--------|--------|--------|-----------|-----------------|------------------------|------------------------|
| 31100 | CONSULTING SERVICES | \$20,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$20,000.00 | 0.00% |
| 31200 | ENGINEERING/ARCHITE | \$20,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$20,000.00 | 0.00% |
| 31300 | LEGAL SERVICES | \$20,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$20,000.00 | 0.00% |
| 36100 | BUILDING REPAIRS | \$25,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$25,000.00 | 0.00% |
| 37100 | REAL ESTATE | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$15,933. | \$15,933.36 | -\$15,933.36 | 0.00% |
| 44100 | FURNITURE | \$25,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$25,000.00 | 0.00% |
| 44450 | BUILDING RENOVATION | \$15,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$15,000.00 | 0.00% |
| 44600 | IT EQUIPMENT | \$25,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$25,000.00 | 0.00% |
| | | \$150,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$15,933. | \$15,933.36 | \$134,066.64 | 10.62% |

MONROE COUNTY PUBLIC LIBRARY

07/03/19 12:32 PM

Page 1

Special Revenue Budget & Expenditure Report June 30, 2019

| Object | Object Descr | 2019 Budget | Feb. | Mar. | Apr. | May | June | YTD Amount | 2019 YTD Balance | 2019 %YTD Budget |
|--------|-----------------------|----------------|-------------|-------------|-------------|-------------|-------------|---------------|------------------------|------------------------|
| 11300 | MANAGERS/ASST. | \$171,574.79 | \$13,248.73 | \$19,797.08 | \$13,480.66 | \$13,718.65 | \$13,419.69 | \$86,875.52 | \$84,699.27 | 50.63% |
| 11400 | LIBRARIANS, EXPERTS | \$0.00 | \$3,334.50 | \$5,215.55 | \$3,389.95 | \$3,367.50 | \$3,367.51 | \$22,009.48 | -\$22,009.48 | 0.00% |
| 12100 | FICA/EMPLOYER | \$25,988.87 | \$1,867.48 | \$1,870.98 | \$1,986.68 | \$2,120.40 | \$2,079.45 | \$12,719.78 | \$13,269.09 | 48.94% |
| 12300 | PERF/EMPLOYER | \$31,097.34 | \$2,397.78 | \$2,422.73 | \$3,716.41 | \$2,444.81 | \$2,484.10 | \$15,861.61 | \$15,235.73 | 51.01% |
| 12350 | PERF/EMPLOYEE | \$8,329.64 | \$642.26 | \$648.95 | \$995.47 | \$654.86 | \$665.39 | \$4,248.66 | \$4,080.98 | 51.01% |
| 12400 | INS/EMPLOYER | \$50,635.72 | \$3,950.27 | \$4,155.86 | \$3,735.34 | \$6,550.93 | \$689.33 | \$23,153.90 | \$27,481.82 | 45.73% |
| 12500 | MEDICARE/EMPLOYER | \$5,839.59 | \$436.76 | \$437.56 | \$464.64 | \$495.89 | \$486.32 | \$2,974.79 | \$2,864.80 | 50.94% |
| 12800 | PRODUCTION ASSISTANTS | \$160,790.50 | \$10,651.50 | \$16,064.44 | \$10,975.66 | \$11,605.52 | \$11,324.60 | \$71,446.37 | \$89,344.13 | 44.43% |
| 12900 | INFORMATION | \$43,461.60 | \$3,404.72 | \$5,130.27 | \$3,378.30 | \$3,349.37 | \$3,459.51 | \$22,035.03 | \$21,426.57 | 50.70% |
| 13100 | WORK STUDY | \$100.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$100.00 | 0.00% |
| 13200 | TECHNICIANS | \$43,348.50 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$43,348.50 | 0.00% |
| 21200 | STATIONERY/BUS. CARDS | \$100.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$100.00 | 0.00% |
| 21300 | OFFICE SUPPLIES | \$600.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$600.00 | 0.00% |
| 21350 | GENERAL SUPPLIES | \$0.00 | \$0.00 | \$0.00 | \$149.47 | \$0.00 | \$0.00 | \$149.47 | -\$149.47 | 0.00% |
| 21400 | DUPLICATING | \$3,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$3,000.00 | 0.00% |
| 22100 | CLEANING SUPPLIES | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$43.11 | -\$43.11 | 0.00% |
| 22200 | FUEL/OIL/LUBRICANTS | \$1,000.00 | \$23.61 | \$26.86 | \$0.00 | \$33.94 | \$34.15 | \$118.56 | \$881.44 | 11.86% |
| 22700 | VIDEO TAPE/MEDIA | \$5,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$5,000.00 | 0.00% |
| 23000 | IT SUPPLIES | \$1,200.00 | \$0.00 | \$377.94 | \$120.26 | \$98.00 | \$0.00 | \$596.20 | \$603.80 | 49.68% |
| 23500 | AUDIO/VIDEO | \$9,000.00 | \$0.00 | \$0.00 | \$13.34 | \$68.46 | \$0.00 | \$81.80 | \$8,918.20 | 0.91% |
| 31100 | CONSULTING SERVICES | \$15,000.00 | \$800.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$2,172.00 | \$12,828.00 | 14.48% |
| 31300 | LEGAL SERVICES | \$500.00 | \$0.00 | \$0.00 | \$0.00 | \$41.46 | \$0.00 | \$41.46 | \$458.54 | 8.29% |
| 31500 | MAINTENANCE | \$5,500.00 | \$50.00 | \$50.00 | \$49.93 | \$0.00 | \$0.00 | \$13,264.18 | -\$7,764.18 | 241.17% |
| 31600 | COMPUTER SERVICES | \$500.00 | \$0.00 | \$0.00 | \$0.00 | \$50.00 | \$0.00 | \$50.00 | \$450.00 | 10.00% |
| 31700 | ADMIN/ACCOUNTING | \$400.00 | \$1.06 | \$2.49 | \$0.00 | \$0.00 | \$0.00 | \$8.53 | \$391.47 | 2.13% |
| 32100 | TELEPHONE | \$3,500.00 | \$0.00 | \$121.35 | \$121.35 | \$234.15 | \$0.00 | \$588.20 | \$2,911.80 | 16.81% |
| 32150 | CABLE TV SERVICE | \$500.00 | \$36.27 | \$36.27 | \$36.27 | \$36.27 | \$36.27 | \$217.62 | \$282.38 | 43.52% |
| 32200 | POSTAGE | \$700.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$700.00 | 0.00% |

| Object Object Descr | 2019 Budget | Feb. | Mar. | Apr. | May | June | YTD Amount | 2019 YTD Balance | 2019 %YTD Budget |
|-----------------------------|----------------|-------------|--------------|-------------|-------------|-------------|---------------|------------------------|------------------------|
| 32300 TRAVEL EXPENSE | \$1,500.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$1,500.00 | 0.00% |
| 32400 PROFESSIONAL DEVELOP. | \$800.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$800.00 | 0.00% |
| 32600 FREIGHT/DELIVERY | \$100.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$100.00 | 0.00% |
| 36300 OTHER EQUIP/FURNITURE | \$5,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$5,000.00 | 0.00% |
| 37100 REAL ESTATE | \$3,000.00 | -\$78.16 | -\$117.24 | \$0.00 | \$0.00 | \$0.00 | -\$273.56 | \$3,273.56 | -9.12% |
| 39100 DUES/INSTITUTIONAL | \$3,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$1,200.00 | \$1,800.00 | 40.00% |
| 39500 EDUCATIONAL/LICENSIN | \$200.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$200.00 | 0.00% |
| 39600 COMMUNITY NEWS | \$14,500.00 | \$0.00 | \$0.00 | \$0.00 | \$6,500.00 | \$0.00 | \$6,500.00 | \$8,000.00 | 44.83% |
| 44100 FURNITURE | \$5,000.00 | \$0.00 | \$0.00 | \$1,499.95 | \$0.00 | \$0.00 | \$1,499.95 | \$3,500.05 | 30.00% |
| 44700 EQUIPMENT - CATS | \$110,000.00 | \$0.00 | \$256,628.38 | \$0.00 | \$0.00 | \$37,936.86 | \$294,565.24 | -\$184,565.24 | 267.79% |
| | \$730,766.55 | \$40,766.78 | \$312,869.47 | \$44,113.68 | \$51,370.21 | \$75,983.18 | \$582,147.90 | \$148,618.65 | 79.66% |

MONROE COUNTY PUBLIC LIBRARY

07/03/19 12:33 PM

Page 1

Gen. Obligation Bond Budget & Expenditure 2019

June 30, 2019

| Object | Object Descr | 2019 Budget | Feb. | Mar. | Apr. | May | June | YTD Amount | 2019 YTD Balance | 2019 %YTD Budget |
|--------|-------------------|----------------|------------|-------------|------------|------------|-------------|---------------|------------------------|------------------------|
| 31200 | ENGINEERING/ARCHI | \$0.00 | \$5,901.44 | \$0.00 | \$0.00 | \$2,775.00 | \$552.50 | \$9,228.94 | -\$9,228.94 | 0.00% |
| 31500 | MAINTENANCE | \$0.00 | \$650.00 | \$1,300.00 | \$650.00 | \$650.00 | \$0.00 | \$3,250.00 | -\$3,250.00 | 0.00% |
| 31700 | ADMIN/ACCOUNTING | \$0.00 | \$0.00 | \$300.00 | \$0.00 | \$0.00 | \$350.00 | \$650.00 | -\$650.00 | 0.00% |
| 44300 | OTHER EQUIPMENT | \$0.00 | \$0.00 | \$0.00 | \$42,541.2 | \$414.00 | \$0.00 | \$42,955.25 | -\$42,955.25 | 0.00% |
| 44600 | IT EQUIPMENT | \$0.00 | \$1,599.96 | \$3,251.47 | \$707.99 | \$0.00 | \$20,799.45 | \$26,358.87 | -\$26,358.87 | 0.00% |
| 44650 | IT SOFTWARE | \$0.00 | \$0.00 | \$297.00 | \$7,285.92 | \$0.00 | \$0.00 | \$7,582.92 | -\$7,582.92 | 0.00% |
| 44700 | EQUIPMENT - CATS | \$0.00 | \$0.00 | \$18,396.00 | \$0.00 | \$0.00 | \$0.00 | \$18,396.00 | -\$18,396.00 | 0.00% |
| | | \$0.00 | \$8,151.40 | \$23,544.47 | \$51,185.1 | \$3,839.00 | \$21,701.95 | \$108,421.98 | -\$108,421.98 | 0.00% |

MONROE COUNTY PUBLIC LIBRARY

*Revenue Guideline

07/03/19 11:47 AM

Page 1

Current Period: June 2019

| Account Descr | 2019 YTD Budget | June 2019 Amt | 2019 YTD Amt | YTD Balance | % of YTD Budget |
|--------------------------------|--------------------|----------------|-----------------|----------------|--------------------|
| FUND 001 OPERATING | | | | | |
| R 001-001-00100 PROPERTY | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-001-00200 INTANGIBLES | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-001-00300 LICENSE EXCISE | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-001-00400 LOCAL/COUNTY | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-001-00500 COMMERCIAL | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-001-11500 STATE | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-001-21200 TRANSFER FROM | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-004-03900 MISCELLANEOUS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-004-04200 MEETING ROOM | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-004-21300 RENT INCOME | \$4,000.00 | \$0.00 | \$225.00 | \$3,775.00 | 5.63% |
| R 001-005-00100 PROPERTY | \$6,035,404.00 | \$3,568,003.79 | \$3,568,003.79 | \$2,467,400.21 | 59.12% |
| R 001-005-00200 INTANGIBLES | \$18,300.00 | \$8,666.43 | \$8,666.43 | \$9,633.57 | 47.36% |
| R 001-005-00300 LICENSE EXCISE | \$400,000.00 | \$214,377.90 | \$214,377.90 | \$185,622.10 | 53.59% |
| R 001-005-00400 LOCAL/COUNTY | \$2,391,786.00 | \$199,315.50 | \$1,380,457.00 | \$1,011,329.00 | 57.72% |
| R 001-005-00500 COMMERCIAL | \$44,226.00 | \$24,664.99 | \$24,664.99 | \$19,561.01 | 55.77% |
| R 001-005-00600 US FORESTRY | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-005-03600 FINES | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-005-03700 BLGTM COPIERS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-005-03900 MISCELLANEOUS | \$0.00 | \$0.00 | \$544.46 | -\$544.46 | 0.00% |
| R 001-005-04300 GARNISHMENT | \$0.00 | \$0.00 | \$10.89 | -\$10.89 | 0.00% |
| R 001-005-04500 PLAC | \$12,500.00 | \$0.00 | \$11,767.60 | \$732.40 | 94.14% |
| R 001-005-18000 COIN | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-005-18500 INTEREST FROM | \$4,000.00 | \$5,489.06 | \$40,641.49 | -\$36,641.49 | 1016.04% |
| R 001-005-19000 TEMPORARY | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-005-19400 INVESTMENT | \$0.00 | \$5,215.66 | \$29,232.21 | -\$29,232.21 | 0.00% |
| R 001-005-21300 RENT INCOME | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-006-03900 MISCELLANEOUS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-007-03900 MISCELLANEOUS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-008-03900 MISCELLANEOUS | \$0.00 | \$0.00 | \$68.75 | -\$68.75 | 0.00% |
| R 001-010-03700 BLGTM COPIERS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-010-03900 MISCELLANEOUS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-010-17000 READER PRINTER | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-010-17500 OBITS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-011-53000 LSTA INKIND | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-012-03500 LOST/DAMAGED | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-012-03600 FINES | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-012-03650 COLLECTION | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-012-03900 MISCELLANEOUS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-012-04500 PLAC | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-013-00100 PROPERTY | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-013-00200 INTANGIBLES | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-013-00300 LICENSE EXCISE | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-013-00400 LOCAL/COUNTY | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-013-00500 COMMERCIAL | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-013-03400 ELL | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-013-03500 LOST/DAMAGED | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-013-03600 FINES | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-013-03700 BLGTM COPIERS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-013-03900 MISCELLANEOUS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-013-04100 PUBLIC LIBRARY | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |

MONROE COUNTY PUBLIC LIBRARY

*Revenue Guideline

07/03/19 11:47 AM

Page 2

Current Period: June 2019

| Account Descr | 2019 YTD Budget | June 2019 Amt | 2019 YTD Amt | YTD Balance | % of YTD Budget |
|--------------------------------|--------------------|----------------|-----------------|----------------|--------------------|
| R 001-013-04500 PLAC | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-013-10000 REALESTATE | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-013-11500 STATE | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-013-17000 READER PRINTER | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-013-18000 COIN | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-013-18500 INTEREST FROM | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-013-19000 TEMPORARY | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-013-20000 CABLE ACCESS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-014-03400 ELL | \$0.00 | \$356.85 | \$1,841.34 | -\$1,841.34 | 0.00% |
| R 001-014-03500 LOST/DAMAGED | \$0.00 | \$235.36 | \$1,357.49 | -\$1,357.49 | 0.00% |
| R 001-014-03600 FINES | \$0.00 | \$552.74 | \$3,013.47 | -\$3,013.47 | 0.00% |
| R 001-014-03900 MISCELLANEOUS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-015-03900 MISCELLANEOUS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-016-00100 PROPERTY | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-016-03900 MISCELLANEOUS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-016-20000 CABLE ACCESS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-016-20100 CABLE ACCESS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-016-20200 CABLE ACCESS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-016-21100 MCPL | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-018-03900 MISCELLANEOUS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-019-03900 MISCELLANEOUS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-019-04400 E-RATE | \$0.00 | \$0.00 | \$8,524.80 | -\$8,524.80 | 0.00% |
| R 001-024-03500 LOST/DAMAGED | \$0.00 | \$167.05 | \$3,870.62 | -\$3,870.62 | 0.00% |
| R 001-024-03600 FINES | \$150,000.00 | \$1,048.91 | \$13,392.19 | \$136,607.81 | 8.93% |
| R 001-024-03700 BLG TN COPIERS | \$12,500.00 | \$482.80 | \$3,087.67 | \$9,412.33 | 24.70% |
| R 001-024-03900 MISCELLANEOUS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-024-04100 PUBLIC LIBRARY | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-024-17000 READER PRINTER | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-024-17500 OBITS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-025-03500 LOST/DAMAGED | \$0.00 | \$825.76 | \$4,600.20 | -\$4,600.20 | 0.00% |
| R 001-025-03600 FINES | \$0.00 | \$2,522.38 | \$15,732.76 | -\$15,732.76 | 0.00% |
| R 001-025-03650 COLLECTION | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-025-03700 BLG TN COPIERS | \$0.00 | \$963.85 | \$5,632.45 | -\$5,632.45 | 0.00% |
| R 001-025-04100 PUBLIC LIBRARY | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 001-025-17500 OBITS | \$0.00 | \$0.00 | \$33.00 | -\$33.00 | 0.00% |
| FUND 001 OPERATING | \$9,072,716.00 | \$4,032,889.03 | \$5,339,746.50 | \$3,732,969.50 | 58.86% |
| FUND 002 JAIL | | | | | |
| R 002-013-21000 RECEIPTS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 002-015-21000 RECEIPTS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 002-018-21000 RECEIPTS | \$0.00 | \$0.00 | \$8,000.00 | -\$8,000.00 | 0.00% |
| FUND 002 JAIL | \$0.00 | \$0.00 | \$8,000.00 | -\$8,000.00 | 0.00% |
| FUND 003 CLEARING | | | | | |
| R 003-013-03800 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 003-013-03900 MISCELLANEOUS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 003-013-10000 REALESTATE | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 003-013-10100 YMCA RECEIPTS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 003-013-18100 PHONE | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 003-013-21500 ILL FINES/FEES | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |

MONROE COUNTY PUBLIC LIBRARY

*Revenue Guideline

07/03/19 11:47 AM

Page 3

Current Period: June 2019

| Account Descr | 2019 YTD Budget | June 2019 Amt | 2019 YTD Amt | YTD Balance | % of YTD Budget |
|--------------------------------|--------------------|---------------|-----------------|-------------|--------------------|
| R 003-013-30000 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 003-013-40000 | \$0.00 | \$0.00 | \$155.68 | -\$155.68 | 0.00% |
| R 003-013-40100 FEMA/CLEARING | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 003-013-43000 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 003-021-21150 MCPLF CC | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 003-021-21160 MCPLF RECEIPTS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| FUND 003 CLEARING | \$0.00 | \$0.00 | \$155.68 | -\$155.68 | 0.00% |
| FUND 004 GIFT UNRESTRICTED | | | | | |
| R 004-001-03900 MISCELLANEOUS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 004-001-21200 TRANSFER FROM | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 004-001-41000 UNRESTRICTED | \$0.00 | \$0.00 | \$892.00 | -\$892.00 | 0.00% |
| R 004-001-42000 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 004-005-18500 INTEREST FROM | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 004-012-41000 UNRESTRICTED | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 004-013-03900 MISCELLANEOUS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 004-013-41000 UNRESTRICTED | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 004-013-42000 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 004-014-41000 UNRESTRICTED | \$0.00 | \$3.35 | \$44.57 | -\$44.57 | 0.00% |
| R 004-024-41000 UNRESTRICTED | \$0.00 | \$163.97 | \$211.70 | -\$211.70 | 0.00% |
| R 004-025-03700 BLGTH COPIERS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 004-025-41000 UNRESTRICTED | \$0.00 | \$0.00 | \$47.45 | -\$47.45 | 0.00% |
| FUND 004 GIFT UNRESTRICTED | \$0.00 | \$167.32 | \$1,195.72 | -\$1,195.72 | 0.00% |
| FUND 005 PLAC | | | | | |
| R 005-012-04100 PUBLIC LIBRARY | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 005-013-04100 PUBLIC LIBRARY | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 005-014-04100 PUBLIC LIBRARY | \$0.00 | \$65.00 | \$715.00 | -\$715.00 | 0.00% |
| R 005-024-04100 PUBLIC LIBRARY | \$0.00 | \$65.00 | \$1,365.00 | -\$1,365.00 | 0.00% |
| R 005-025-04100 PUBLIC LIBRARY | \$0.00 | \$195.00 | \$1,365.00 | -\$1,365.00 | 0.00% |
| FUND 005 PLAC | \$0.00 | \$325.00 | \$3,445.00 | -\$3,445.00 | 0.00% |
| FUND 006 RETIREES | | | | | |
| R 006-013-19500 RETIREES | \$0.00 | \$0.00 | \$2,834.15 | -\$2,834.15 | 0.00% |
| FUND 006 RETIREES | \$0.00 | \$0.00 | \$2,834.15 | -\$2,834.15 | 0.00% |
| FUND 007 LIRF | | | | | |
| R 007-001-03900 MISCELLANEOUS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 007-001-21300 RENT INCOME | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 007-005-18500 INTEREST FROM | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 007-005-19000 TEMPORARY | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 007-005-21200 TRANSFER FROM | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 007-013-07000 LIRF RECEIPTS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 007-013-18500 INTEREST FROM | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 007-014-03900 MISCELLANEOUS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 007-016-07000 LIRF RECEIPTS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| FUND 007 LIRF | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| FUND 008 DEBT SERVICE | | | | | |

MONROE COUNTY PUBLIC LIBRARY

*Revenue Guideline

07/03/19 11:47 AM

Page 4

Current Period: June 2019

| Account Descr | 2019 YTD Budget | June 2019 Amt | 2019 YTD Amt | YTD Balance | % of YTD Budget |
|--------------------------------|--------------------|---------------|-----------------|-----------------|--------------------|
| R 008-005-00100 PROPERTY | \$685,150.00 | \$395,404.37 | \$395,404.37 | \$289,745.63 | 57.71% |
| R 008-005-00200 INTANGIBLES | \$2,129.00 | \$949.75 | \$949.75 | \$1,179.25 | 44.61% |
| R 008-005-00300 LICENSE EXCISE | \$34,174.00 | \$23,493.47 | \$23,493.47 | \$10,680.53 | 68.75% |
| R 008-005-00500 COMMERCIAL | \$5,007.00 | \$2,703.01 | \$2,703.01 | \$2,303.99 | 53.98% |
| R 008-005-00600 US FORESTRY | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 008-005-18500 INTEREST FROM | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 008-005-19000 TEMPORARY | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 008-005-21000 RECEIPTS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 008-005-21200 TRANSFER FROM | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 008-013-00100 PROPERTY | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 008-013-00200 INTANGIBLES | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 008-013-00300 LICENSE EXCISE | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 008-013-00500 COMMERCIAL | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 008-013-03900 MISCELLANEOUS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 008-013-18500 INTEREST FROM | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 008-016-00100 PROPERTY | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 008-017-00100 PROPERTY | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| FUND 008 DEBT SERVICE | \$726,460.00 | \$422,550.60 | \$422,550.60 | \$303,909.40 | 58.17% |
| FUND 009 RAINY DAY | | | | | |
| R 009-005-00400 LOCAL/COUNTY | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 009-005-18500 INTEREST FROM | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 009-005-21200 TRANSFER FROM | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 009-013-00400 LOCAL/COUNTY | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 009-013-18500 INTEREST FROM | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 009-013-21100 MCPL | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| FUND 009 RAINY DAY | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| FUND 010 PAYROLL | | | | | |
| R 010-013-22000 GROSS PAYROLL | \$0.00 | \$0.00 | \$1,712,368.84 | -\$1,712,368.8 | 0.00% |
| FUND 010 PAYROLL | \$0.00 | \$0.00 | \$1,712,368.84 | -\$1,712,368.84 | 0.00% |
| FUND 011 INVESTMENT-GIFT | | | | | |
| R 011-001-21200 TRANSFER FROM | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 011-013-18900 INVESTMENT | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| FUND 011 INVESTMENT-GIFT | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| FUND 012 TEEN COUNCIL | | | | | |
| R 012-013-11000 UNUSED AWARD | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 012-013-21000 RECEIPTS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 012-013-31000 CITY OF | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| FUND 012 TEEN COUNCIL | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| FUND 013 PETTY CASH | | | | | |
| R 013-013-21000 RECEIPTS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| FUND 013 PETTY CASH | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| FUND 014 CHANGE | | | | | |

MONROE COUNTY PUBLIC LIBRARY

*Revenue Guideline

07/03/19 11:47 AM

Page 5

Current Period: June 2019

| Account Descr | 2019 YTD Budget | June 2019 Amt | 2019 YTD Amt | YTD Balance | % of YTD Budget |
|-----------------------------------------|--------------------|---------------|-----------------|--------------|--------------------|
| R 014-013-21000 RECEIPTS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| FUND 014 CHANGE | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| FUND 015 LSTA | | | | | |
| R 015-010-21000 RECEIPTS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 015-013-21000 RECEIPTS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| FUND 015 LSTA | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| FUND 016 GIFT-RESTRICED | | | | | |
| R 016-001-03900 MISCELLANEOUS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 016-001-21000 RECEIPTS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 016-001-50000 RESTRICED GIFT | \$0.00 | \$0.00 | \$300.00 | -\$300.00 | 0.00% |
| R 016-002-50000 RESTRICED GIFT | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 016-004-50000 RESTRICED GIFT | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 016-005-18500 INTEREST FROM | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 016-005-50000 RESTRICED GIFT | \$0.00 | \$0.00 | \$1,000.00 | -\$1,000.00 | 0.00% |
| R 016-008-50000 RESTRICED GIFT | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 016-009-50000 RESTRICED GIFT | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 016-010-03900 MISCELLANEOUS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 016-010-18500 INTEREST FROM | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 016-010-50000 RESTRICED GIFT | \$0.00 | \$0.00 | \$1,000.00 | -\$1,000.00 | 0.00% |
| R 016-011-03900 MISCELLANEOUS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 016-011-50000 RESTRICED GIFT | \$0.00 | \$0.00 | \$3,575.00 | -\$3,575.00 | 0.00% |
| R 016-012-50000 RESTRICED GIFT | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 016-013-18500 INTEREST FROM | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 016-013-50000 RESTRICED GIFT | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 016-013-51000 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 016-014-21200 TRANSFER FROM | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 016-014-50000 RESTRICED GIFT | \$0.00 | \$4,550.00 | \$4,550.00 | -\$4,550.00 | 0.00% |
| R 016-014-51000 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 016-015-50000 RESTRICED GIFT | \$0.00 | \$180.00 | \$180.00 | -\$180.00 | 0.00% |
| R 016-016-03900 MISCELLANEOUS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 016-016-50000 RESTRICED GIFT | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 016-017-50000 RESTRICED GIFT | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 016-021-21000 RECEIPTS | \$0.00 | \$0.00 | \$50,374.87 | -\$50,374.87 | 0.00% |
| R 016-021-50000 RESTRICED GIFT | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 016-025-30000 | \$0.00 | \$0.00 | -\$162.04 | \$162.04 | 0.00% |
| R 016-026-50000 RESTRICED GIFT | \$0.00 | \$0.00 | \$1,309.00 | -\$1,309.00 | 0.00% |
| FUND 016 GIFT-RESTRICED | \$0.00 | \$4,730.00 | \$62,126.83 | -\$62,126.83 | 0.00% |
| FUND 017 LEVY EXCESS | | | | | |
| R 017-013-11600 EXCESS LEVY - | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 017-013-11700 EXCESS LEVY - | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 017-013-11800 EXCESS LEVY- | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 017-013-11900 EXCESS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 017-013-18500 INTEREST FROM | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| FUND 017 LEVY EXCESS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| FUND 018 IN KIND CONTRIBUTION/BLDG CORP | | | | | |

MONROE COUNTY PUBLIC LIBRARY

*Revenue Guideline

07/03/19 11:47 AM

Page 6

Current Period: June 2019

| Account Descr | 2019 YTD Budget | June 2019 Amt | 2019 YTD Amt | YTD Balance | % of YTD Budget |
|------------------------------------|--------------------|---------------|-----------------|--------------|--------------------|
| R 018-003-50000 RESTRICED GIFT | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 018-008-50000 RESTRICED GIFT | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 018-010-50000 RESTRICED GIFT | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 018-011-50000 RESTRICED GIFT | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 018-011-53000 LSTA INKIND | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 018-012-50000 RESTRICED GIFT | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 018-015-50000 RESTRICED GIFT | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 018-016-50000 RESTRICED GIFT | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 018-019-50000 RESTRICED GIFT | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| FUND 018 IN KIND CONTRIBUTION/BLDG | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| FUND 019 GIFT-FOUNDATION | | | | | |
| R 019-001-03900 MISCELLANEOUS | \$0.00 | \$0.00 | \$140.92 | -\$140.92 | 0.00% |
| R 019-001-50000 RESTRICED GIFT | \$0.00 | \$25,000.00 | \$65,662.94 | -\$65,662.94 | 0.00% |
| R 019-016-50000 RESTRICED GIFT | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| FUND 019 GIFT-FOUNDATION | \$0.00 | \$25,000.00 | \$65,803.86 | -\$65,803.86 | 0.00% |
| FUND 020 SPECIAL REVENUE | | | | | |
| R 020-016-03900 MISCELLANEOUS | \$0.00 | \$77.77 | \$591.13 | -\$591.13 | 0.00% |
| R 020-016-20000 CABLE ACCESS | \$442,402.00 | \$110,600.50 | \$221,201.00 | \$221,201.00 | 50.00% |
| R 020-016-20100 CABLE ACCESS | \$274,063.00 | \$0.00 | \$137,031.50 | \$137,031.50 | 50.00% |
| R 020-016-20200 CABLE ACCESS | \$16,602.00 | \$0.00 | \$4,150.50 | \$12,451.50 | 25.00% |
| R 020-016-20300 CONTRACT- | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 020-016-21100 MCPL | \$10,512.00 | \$0.00 | \$10,512.00 | \$0.00 | 100.00% |
| FUND 020 SPECIAL REVENUE | \$743,579.00 | \$110,678.27 | \$373,486.13 | \$370,092.87 | 50.23% |
| FUND 021 CAPITAL PROJECTS | | | | | |
| R 021-003-00100 PROPERTY | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 021-003-00200 INTANGIBLES | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 021-003-00300 LICENSE EXCISE | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 021-003-00500 COMMERCIAL | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 021-005-00100 PROPERTY | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 021-005-00200 INTANGIBLES | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 021-005-00300 LICENSE EXCISE | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 021-005-00500 COMMERCIAL | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 021-005-18500 INTEREST FROM | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 021-005-19000 TEMPORARY | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 021-014-00100 PROPERTY | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 021-014-00200 INTANGIBLES | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 021-014-00300 LICENSE EXCISE | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 021-014-00500 COMMERCIAL | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 021-015-00100 PROPERTY | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 021-016-00100 PROPERTY | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 021-019-00100 PROPERTY | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| FUND 021 CAPITAL PROJECTS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| FUND 022 GATES HARDWARE GRANT | | | | | |
| R 022-019-21000 RECEIPTS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |

MONROE COUNTY PUBLIC LIBRARY
***Revenue Guideline**

07/03/19 11:47 AM

Page 7

Current Period: June 2019

| Account Descr | 2019 YTD Budget | June 2019 Amt | 2019 YTD Amt | YTD Balance | % of YTD Budget |
|-------------------------------------|----------------------------|----------------------|-------------------------|--------------------|----------------------------|
| FUND 022 GATES HARDWARE GRANT | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| FUND 023 LSTA-CIVIL WAR | | | | | |
| R 023-010-21000 RECEIPTS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| FUND 023 LSTA-CIVIL WAR | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| FUND 024 FINRA GRANT | | | | | |
| R 024-010-21000 RECEIPTS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| FUND 024 FINRA GRANT | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| FUND 025 LSTA-SMITHVILLE NEWS PAPER | | | | | |
| R 025-010-21000 RECEIPTS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| FUND 025 LSTA-SMITHVILLE NEWS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| FUND 026 G O BOND | | | | | |
| R 026-005-08000 BOND SALE | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| FUND 026 G O BOND | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| FUND 027 COMMUNITY FDTN GRANT | | | | | |
| R 027-010-21000 RECEIPTS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| FUND 027 COMMUNITY FDTN GRANT | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| FUND 028 FINRA 2014 | | | | | |
| R 028-010-21000 RECEIPTS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| R 028-010-21200 TRANSFER FROM | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| FUND 028 FINRA 2014 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| FUND 029 GO BOND 2016 | | | | | |
| R 029-005-21000 RECEIPTS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| FUND 029 GO BOND 2016 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| FUND 030 GO BOND 2019 | | | | | |
| R 030-005-21000 RECEIPTS | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| FUND 030 GO BOND 2019 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | 0.00% |
| | \$10,542,755.0 | \$4,596,340.22 | \$7,991,713.31 | \$2,551,041.69 | 75.80% |

MONROE COUNTY PUBLIC LIBRARY

07/03/19 12:36 PM

Page 1

Cash Balances

Current Period: June 2019

| FUND Descr | Account | MTD Debit | MTD Credit | Current Balance |
|-----------------------------------|-----------------------------------|-------------|-------------|-----------------|
| CHASE/BANK ONE CHECKING | | | | |
| OPERATING | G 001-06100 | \$0.00 | \$0.00 | \$0.00 |
| PAYROLL | G 010-06100 | \$0.00 | \$0.00 | \$0.00 |
| GIFT-RESTRICED | G 016-06100 | \$0.00 | \$0.00 | \$0.00 |
| SPECIAL REVENUE | G 020-06100 | \$0.00 | \$0.00 | \$0.00 |
| Total | CHASE/BANK ONE CHECKING | \$0.00 | \$0.00 | \$0.00 |
| OLD NATIONAL BANK CHECKING | | | | |
| OPERATING | G 001-06300 | \$3,629.73 | \$5,000.00 | \$13,994.81 |
| JAIL | G 002-06300 | \$0.00 | \$0.00 | \$0.00 |
| CLEARING | G 003-06300 | \$0.00 | \$38.92 | \$0.00 |
| GIFT UNRESTRICTED | G 004-06300 | \$167.33 | \$0.01 | \$630.17 |
| PLAC | G 005-06300 | \$65.00 | \$0.00 | \$260.00 |
| RETIREEES | G 006-06300 | \$0.00 | \$0.00 | \$0.00 |
| LIRF | G 007-06300 | \$0.00 | \$0.00 | \$0.00 |
| DEBT SERVICE | G 008-06300 | \$0.00 | \$0.00 | \$0.00 |
| RAINY DAY | G 009-06300 | \$0.00 | \$0.00 | \$0.00 |
| TEEN COUNCIL | G 012-06300 | \$0.00 | \$0.00 | \$0.00 |
| LSTA | G 015-06300 | \$0.00 | \$0.00 | \$0.00 |
| GIFT-RESTRICED | G 016-06300 | \$4,550.00 | \$10,000.00 | \$6,595.23 |
| GIFT-FOUNDATION | G 019-06300 | \$25,000.00 | \$0.00 | \$25,000.00 |
| SPECIAL REVENUE | G 020-06300 | \$9.72 | \$9.72 | \$0.00 |
| FINRA GRANT | G 024-06300 | \$0.00 | \$0.00 | \$0.00 |
| COMMUNITY FDTN GRANT | G 027-06300 | \$0.00 | \$0.00 | \$0.00 |
| FINRA 2014 | G 028-06300 | \$0.00 | \$0.00 | \$0.00 |
| GO BOND 2016 | G 029-06300 | \$0.00 | \$0.00 | \$0.00 |
| Total | OLD NATIONAL BANK CHECKING | \$33,421.78 | \$15,048.65 | \$46,480.21 |
| GERMAN AMER./CHECKING | | | | |
| OPERATING | G 001-06400 | \$9,924.35 | \$13,660.41 | \$9,889.09 |
| CLEARING | G 003-06400 | \$0.00 | \$0.00 | \$0.00 |
| GIFT UNRESTRICTED | G 004-06400 | \$6.46 | \$6.46 | \$0.00 |
| PLAC | G 005-06400 | \$325.00 | \$65.00 | \$1,040.00 |
| LIRF | G 007-06400 | \$0.00 | \$0.00 | \$0.00 |
| RAINY DAY | G 009-06400 | \$0.00 | \$0.00 | \$0.00 |
| PAYROLL | G 010-06400 | \$0.00 | \$0.00 | \$0.00 |
| GIFT-RESTRICED | G 016-06400 | \$10,000.00 | \$0.00 | \$11,640.88 |
| GIFT-FOUNDATION | G 019-06400 | \$0.00 | \$0.00 | \$0.00 |
| SPECIAL REVENUE | G 020-06400 | \$87.49 | \$9.72 | \$3,777.65 |
| GO BOND 2016 | G 029-06400 | \$0.00 | \$0.00 | \$0.00 |
| Total | GERMAN AMER./CHECKING | \$20,343.30 | \$13,741.59 | \$26,347.62 |
| GERMAN AMER./MONEY MKT | | | | |
| OPERATING | G 001-06410 | \$0.00 | \$0.00 | \$0.00 |
| LIRF | G 007-06410 | \$0.00 | \$0.00 | \$0.00 |
| RAINY DAY | G 009-06410 | \$0.00 | \$0.00 | \$0.00 |
| GO BOND 2016 | G 029-06410 | \$0.00 | \$0.00 | \$0.00 |

MONROE COUNTY PUBLIC LIBRARY

07/03/19 12:36 PM

Page 2

Cash Balances

Current Period: June 2019

| FUND Descr | Account | MTD Debit | MTD Credit | Current Balance |
|--------------------------------------|-------------|--------------|---------------|--------------------|
| Total GERMAN AMER./MONEY MKT | | \$0.00 | \$0.00 | \$0.00 |
| 5-3 LIQUIDITY MGMT ACCT | | | | |
| LIRF | G 007-06520 | \$0.00 | \$0.00 | \$0.00 |
| RAINY DAY | G 009-06520 | \$0.00 | \$0.00 | \$0.00 |
| Total 5-3 LIQUIDITY MGMT ACCT | | \$0.00 | \$0.00 | \$0.00 |
| FIRST FINANCIAL CKNG | | | | |
| OPERATING | G 001-06600 | \$8,715,527. | \$8,674,959.7 | -\$123,543.98 |
| JAIL | G 002-06600 | \$150,000.00 | \$151,273.35 | \$3,902.78 |
| CLEARING | G 003-06600 | \$116.76 | \$38.92 | \$0.00 |
| GIFT UNRESTRICTED | G 004-06600 | \$0.00 | \$600.00 | \$9,530.21 |
| PLAC | G 005-06600 | \$0.00 | \$0.00 | \$0.00 |
| RETIRES | G 006-06600 | \$884.02 | \$1,367.77 | -\$41.74 |
| LIRF | G 007-06600 | \$0.00 | \$18,904.05 | -\$62,423.26 |
| DEBT SERVICE | G 008-06600 | \$422,550.60 | \$340,000.00 | \$102,207.64 |
| RAINY DAY | G 009-06600 | \$0.00 | \$15,933.36 | \$591.82 |
| PAYROLL | G 010-06600 | \$6,122.47 | \$5,616.37 | \$0.00 |
| GIFT-RESTRICED | G 016-06600 | \$1,036.24 | \$11,643.92 | \$32,744.85 |
| LEVY EXCESS | G 017-06600 | \$0.00 | \$0.00 | \$0.00 |
| GIFT-FOUNDATION | G 019-06600 | \$605.00 | \$10,107.86 | \$23,843.20 |
| SPECIAL REVENUE | G 020-06600 | \$113,804.02 | \$79,186.70 | \$233,346.14 |
| FINRA GRANT | G 024-06600 | \$0.00 | \$0.00 | \$0.00 |
| G O BOND | G 026-06600 | \$0.00 | \$0.00 | \$0.00 |
| COMMUNITY FDTN GRANT | G 027-06600 | \$0.00 | \$0.00 | \$0.00 |
| FINRA 2014 | G 028-06600 | \$0.00 | \$0.00 | \$0.00 |
| GO BOND 2016 | G 029-06600 | \$0.00 | \$0.00 | \$0.00 |
| GO BOND 2019 | G 030-06600 | \$0.00 | \$21,701.95 | \$10,742.24 |
| Total FIRST FINANCIAL CKNG | | \$9,410,646. | \$9,331,333.9 | \$230,899.90 |
| FIRST FINANCIAL SAVGS | | | | |
| OPERATING | G 001-06610 | \$4,155,489. | \$770,000.00 | \$3,087,184.52 |
| JAIL | G 002-06610 | \$0.00 | \$0.00 | \$0.00 |
| CLEARING | G 003-06610 | \$0.00 | \$0.00 | \$0.00 |
| GIFT UNRESTRICTED | G 004-06610 | \$0.00 | \$0.00 | \$0.00 |
| PLAC | G 005-06610 | \$0.00 | \$0.00 | \$0.00 |
| RETIRES | G 006-06610 | \$0.00 | \$0.00 | \$0.00 |
| LIRF | G 007-06610 | \$0.00 | \$0.00 | \$1,149,188.56 |
| DEBT SERVICE | G 008-06610 | \$0.00 | \$0.00 | \$0.00 |
| RAINY DAY | G 009-06610 | \$0.00 | \$0.00 | \$716,269.19 |
| PAYROLL | G 010-06610 | \$0.00 | \$0.00 | \$0.00 |
| GIFT-RESTRICED | G 016-06610 | \$0.00 | \$0.00 | \$0.00 |
| GIFT-FOUNDATION | G 019-06610 | \$0.00 | \$0.00 | \$0.00 |
| SPECIAL REVENUE | G 020-06610 | \$0.00 | \$0.00 | \$480,000.00 |
| FINRA GRANT | G 024-06610 | \$0.00 | \$0.00 | \$0.00 |
| G O BOND | G 026-06610 | \$0.00 | \$0.00 | \$0.00 |
| COMMUNITY FDTN GRANT | G 027-06610 | \$0.00 | \$0.00 | \$0.00 |

MONROE COUNTY PUBLIC LIBRARY

07/03/19 12:36 PM

Page 3

Cash Balances

Current Period: June 2019

| FUND Descr | Account | MTD Debit | MTD Credit | Current Balance |
|---------------------------------------------|-------------|--------------|---------------|--------------------|
| FINRA 2014 | G 028-06610 | \$0.00 | \$0.00 | \$0.00 |
| GO BOND 2016 | G 029-06610 | \$0.00 | \$0.00 | \$0.00 |
| GO BOND 2019 | G 030-06610 | \$0.00 | \$0.00 | \$1,800,000.00 |
| Total FIRST FINANCIAL SAVGS | | \$4,155,489. | \$770,000.00 | \$7,232,642.27 |
| PETTY CASH | | | | |
| PETTY CASH | G 013-06900 | \$0.00 | \$0.00 | \$185.00 |
| Total PETTY CASH | | \$0.00 | \$0.00 | \$185.00 |
| CHANGE | | | | |
| CHANGE | G 014-06910 | \$0.00 | \$0.00 | \$630.00 |
| Total CHANGE | | \$0.00 | \$0.00 | \$630.00 |
| ONB CD INVESTMENT | | | | |
| OPERATING | G 001-09110 | \$0.00 | \$0.00 | \$0.00 |
| RAINY DAY | G 009-09110 | \$0.00 | \$0.00 | \$0.00 |
| INVESTMENT-GIFT | G 011-09110 | \$0.00 | \$0.00 | \$0.00 |
| Total ONB CD INVESTMENT | | \$0.00 | \$0.00 | \$0.00 |
| SCUDDER/MUTUAL FUND/IRA | | | | |
| INVESTMENT-GIFT | G 011-09230 | \$0.00 | \$0.00 | \$0.00 |
| Total SCUDDER/MUTUAL FUND/IRA | | \$0.00 | \$0.00 | \$0.00 |
| EVERGREEN FUNDS INVESTMENT | | | | |
| INVESTMENT-GIFT | G 011-09300 | \$0.00 | \$0.00 | \$0.00 |
| Total EVERGREEN FUNDS INVESTMENT | | \$0.00 | \$0.00 | \$0.00 |
| VECTREN STOCK | | | | |
| INVESTMENT-GIFT | G 011-09400 | \$0.00 | \$0.00 | \$0.00 |
| Total VECTREN STOCK | | \$0.00 | \$0.00 | \$0.00 |
| INDPLS PUBLIC SCHOOL BOND-GIFT | | | | |
| INVESTMENT-GIFT | G 011-09500 | \$0.00 | \$0.00 | \$0.00 |
| Total INDPLS PUBLIC SCHOOL BOND-GIFT | | \$0.00 | \$0.00 | \$0.00 |
| INVEST. CD/1ST FIN/MAINSOURCE | | | | |
| OPERATING | G 001-09600 | \$2,878.13 | \$0.00 | \$32,477.43 |
| LIRF | G 007-09600 | \$0.00 | \$0.00 | \$1,197,735.57 |
| RAINY DAY | G 009-09600 | \$0.00 | \$0.00 | \$250,000.00 |
| INVESTMENT-GIFT | G 011-09600 | \$0.00 | \$0.00 | \$0.00 |
| Total INVEST. CD/1ST FIN/MAINSOURCE | | \$2,878.13 | \$0.00 | \$1,480,213.00 |
| BONDS | | | | |
| INVESTMENT-GIFT | G 011-09610 | \$0.00 | \$0.00 | \$0.00 |
| Total BONDS | | \$0.00 | \$0.00 | \$0.00 |
| MUTUAL FUNDS | | | | |
| INVESTMENT-GIFT | G 011-09620 | \$0.00 | \$0.00 | \$0.00 |
| Total MUTUAL FUNDS | | \$0.00 | \$0.00 | \$0.00 |
| JCB CD INVESTMENT | | | | |
| OPERATING | G 001-09700 | \$2,337.53 | \$0.00 | \$16,223.45 |

MONROE COUNTY PUBLIC LIBRARY

07/03/19 12:36 PM

Page 4

Cash Balances

Current Period: June 2019

| FUND Descr | Account | MTD Debit | MTD Credit | Current Balance |
|-----------------------------------|-------------|--------------|---------------|-----------------|
| RAINY DAY | G 009-09700 | \$0.00 | \$0.00 | \$1,000,000.00 |
| Total JCB CD INVESTMENT | | \$2,337.53 | \$0.00 | \$1,016,223.45 |
| DUE FROM OTHER FUNDS | | | | |
| LIRF | G 007-09800 | \$0.00 | \$0.00 | \$0.00 |
| DEBT SERVICE | G 008-09800 | \$0.00 | \$0.00 | \$0.00 |
| Total DUE FROM OTHER FUNDS | | \$0.00 | \$0.00 | \$0.00 |
| MONEY TRANSFERS | | | | |
| OPERATING | G 001-10000 | \$8,780,791. | \$8,779,437.6 | \$1,354.27 |
| JAIL | G 002-10000 | \$150,000.00 | \$150,000.00 | \$0.00 |
| CLEARING | G 003-10000 | \$77.84 | \$116.76 | -\$38.92 |
| GIFT UNRESTRICTED | G 004-10000 | \$0.00 | \$0.00 | \$0.00 |
| PLAC | G 005-10000 | \$0.00 | \$0.00 | \$0.00 |
| RETIRES | G 006-10000 | \$1,326.03 | \$884.02 | \$442.01 |
| LIRF | G 007-10000 | \$0.00 | \$0.00 | \$0.00 |
| DEBT SERVICE | G 008-10000 | \$0.00 | \$0.00 | \$0.00 |
| RAINY DAY | G 009-10000 | \$0.00 | \$0.00 | \$0.00 |
| PAYROLL | G 010-10000 | \$3,514.72 | \$5,272.08 | -\$1,757.36 |
| INVESTMENT-GIFT | G 011-10000 | \$0.00 | \$0.00 | \$0.00 |
| TEEN COUNCIL | G 012-10000 | \$0.00 | \$0.00 | \$0.00 |
| PETTY CASH | G 013-10000 | \$0.00 | \$0.00 | \$0.00 |
| CHANGE | G 014-10000 | \$0.00 | \$0.00 | \$0.00 |
| LSTA | G 015-10000 | \$0.00 | \$0.00 | \$0.00 |
| GIFT-RESTRICED | G 016-10000 | \$10,000.00 | \$10,000.00 | \$0.00 |
| LEVY EXCESS | G 017-10000 | \$0.00 | \$0.00 | \$0.00 |
| GIFT-FOUNDATION | G 019-10000 | \$0.00 | \$0.00 | \$0.00 |
| SPECIAL REVENUE | G 020-10000 | \$0.00 | \$0.00 | \$0.00 |
| CAPITAL PROJECTS | G 021-10000 | \$0.00 | \$0.00 | \$0.00 |
| GATES HARDWARE GRANT | G 022-10000 | \$0.00 | \$0.00 | \$0.00 |
| FINRA GRANT | G 024-10000 | \$0.00 | \$0.00 | \$0.00 |
| G O BOND | G 026-10000 | \$0.00 | \$0.00 | \$0.00 |
| COMMUNITY FDTN GRANT | G 027-10000 | \$0.00 | \$0.00 | \$0.00 |
| FINRA 2014 | G 028-10000 | \$0.00 | \$0.00 | \$0.00 |
| GO BOND 2016 | G 029-10000 | \$0.00 | \$0.00 | \$0.00 |
| GO BOND 2019 | G 030-10000 | \$0.00 | \$0.00 | \$0.00 |
| Total MONEY TRANSFERS | | \$8,945,710. | \$8,945,710.5 | \$0.00 |
| ACCOUNTS PAYABLE | | | | |
| OPERATING | G 001-10100 | \$0.00 | \$0.00 | \$0.00 |
| JAIL | G 002-10100 | \$0.00 | \$0.00 | \$0.00 |
| CLEARING | G 003-10100 | \$0.00 | \$0.00 | \$0.00 |
| GIFT UNRESTRICTED | G 004-10100 | \$0.00 | \$0.00 | \$0.00 |
| PLAC | G 005-10100 | \$0.00 | \$0.00 | \$0.00 |
| RETIRES | G 006-10100 | \$0.00 | \$0.00 | \$0.00 |
| LIRF | G 007-10100 | \$0.00 | \$0.00 | \$0.00 |
| DEBT SERVICE | G 008-10100 | \$0.00 | \$0.00 | \$0.00 |

MONROE COUNTY PUBLIC LIBRARY

07/03/19 12:36 PM

Page 5

Cash Balances

Current Period: June 2019

| FUND Descr | Account | MTD Debit | MTD Credit | Current Balance |
|---------------------------------------------|-------------|--------------|---------------|--------------------|
| RAINY DAY | G 009-10100 | \$0.00 | \$0.00 | \$0.00 |
| PAYROLL | G 010-10100 | \$0.00 | \$0.00 | \$0.00 |
| INVESTMENT-GIFT | G 011-10100 | \$0.00 | \$0.00 | \$0.00 |
| TEEN COUNCIL | G 012-10100 | \$0.00 | \$0.00 | \$0.00 |
| PETTY CASH | G 013-10100 | \$0.00 | \$0.00 | \$0.00 |
| CHANGE | G 014-10100 | \$0.00 | \$0.00 | \$0.00 |
| LSTA | G 015-10100 | \$0.00 | \$0.00 | \$0.00 |
| GIFT-RESTRICED | G 016-10100 | \$0.00 | \$0.00 | \$0.00 |
| LEVY EXCESS | G 017-10100 | \$0.00 | \$0.00 | \$0.00 |
| GIFT-FOUNDATION | G 019-10100 | \$0.00 | \$0.00 | \$0.00 |
| SPECIAL REVENUE | G 020-10100 | \$0.00 | \$0.00 | \$0.00 |
| CAPITAL PROJECTS | G 021-10100 | \$0.00 | \$0.00 | \$0.00 |
| GATES HARDWARE GRANT | G 022-10100 | \$0.00 | \$0.00 | \$0.00 |
| LSTA-CIVIL WAR | G 023-10100 | \$0.00 | \$0.00 | \$0.00 |
| FINRA GRANT | G 024-10100 | \$0.00 | \$0.00 | \$0.00 |
| Total ACCOUNTS PAYABLE | | \$0.00 | \$0.00 | \$0.00 |
| FICA/EMPLOYEE WITHHOLDING | | | | |
| PAYROLL | G 010-10200 | \$0.00 | \$0.00 | \$0.00 |
| Total FICA/EMPLOYEE WITHHOLDING | | \$0.00 | \$0.00 | \$0.00 |
| MEDICARE/EMPLOYEE WITHHOLDING | | | | |
| PAYROLL | G 010-10300 | \$0.00 | \$0.00 | \$0.00 |
| Total MEDICARE/EMPLOYEE WITHHOLDING | | \$0.00 | \$0.00 | \$0.00 |
| FEDERAL EMPLOYEE WITHHOLDING | | | | |
| PAYROLL | G 010-10400 | \$0.00 | \$0.00 | \$0.00 |
| Total FEDERAL EMPLOYEE WITHHOLDING | | \$0.00 | \$0.00 | \$0.00 |
| STATE EMPLOYEE WITHHOLDING | | | | |
| PAYROLL | G 010-10500 | \$0.00 | \$0.00 | \$0.00 |
| Total STATE EMPLOYEE WITHHOLDING | | \$0.00 | \$0.00 | \$0.00 |
| COUNTY EMPLOYEE WITHHOLDING | | | | |
| PAYROLL | G 010-10600 | \$0.00 | \$0.00 | \$0.00 |
| Total COUNTY EMPLOYEE WITHHOLDING | | \$0.00 | \$0.00 | \$0.00 |
| PRE-TAX HEALTH EMPLOYEE W/H | | | | |
| PAYROLL | G 010-10700 | \$0.00 | \$0.00 | \$0.00 |
| Total PRE-TAX HEALTH EMPLOYEE W/H | | \$0.00 | \$0.00 | \$0.00 |
| OPTPRE-TAX EMPLOYEE W/H | | | | |
| PETTY CASH | G 013-10740 | \$0.00 | \$0.00 | \$0.00 |
| Total OPTPRE-TAX EMPLOYEE W/H | | \$0.00 | \$0.00 | \$0.00 |
| POST TAX INS EMPLOYEE WITHHOLD | | | | |
| PAYROLL | G 010-10800 | \$0.00 | \$0.00 | \$0.00 |
| Total POST TAX INS EMPLOYEE WITHHOLD | | \$0.00 | \$0.00 | \$0.00 |
| 403b TSA-AUL EMPLOYEE WITHHOLD | | | | |
| PAYROLL | G 010-10900 | \$0.00 | \$0.00 | \$0.00 |

MONROE COUNTY PUBLIC LIBRARY

07/03/19 12:36 PM

Page 6

Cash Balances

Current Period: June 2019

| FUND Descr | Account | MTD Debit | MTD Credit | Current Balance |
|---------------------------------------------|-------------|--------------|---------------|--------------------|
| Total 403b TSA-AUL EMPLOYEE WITHHOLD | | \$0.00 | \$0.00 | \$0.00 |
| GARNISHMENT EMPLOYEE W/H | | | | |
| PAYROLL | G 010-10910 | \$0.00 | \$0.00 | \$0.00 |
| Total GARNISHMENT EMPLOYEE W/H | | \$0.00 | \$0.00 | \$0.00 |
| GARNISHMENT FEE W/H | | | | |
| PAYROLL | G 010-10915 | \$0.00 | \$0.00 | \$0.00 |
| Total GARNISHMENT FEE W/H | | \$0.00 | \$0.00 | \$0.00 |
| STAFF ORDERS EMPLOYEE W/H | | | | |
| PAYROLL | G 010-10920 | \$0.00 | \$0.00 | \$0.00 |
| Total STAFF ORDERS EMPLOYEE W/H | | \$0.00 | \$0.00 | \$0.00 |
| PREPAID LEGAL/IDENTITY W/H | | | | |
| PAYROLL | G 010-10930 | \$0.00 | \$0.00 | \$0.00 |
| Total PREPAID LEGAL/IDENTITY W/H | | \$0.00 | \$0.00 | \$0.00 |
| VISION INS W/H | | | | |
| PAYROLL | G 010-10940 | \$0.00 | \$0.00 | \$0.00 |
| Total VISION INS W/H | | \$0.00 | \$0.00 | \$0.00 |
| WELLNESS SERVICES W/H | | | | |
| PAYROLL | G 010-10950 | \$0.00 | \$0.00 | \$0.00 |
| Total WELLNESS SERVICES W/H | | \$0.00 | \$0.00 | \$0.00 |
| EMPLOYEE ADVANCE W/H | | | | |
| PAYROLL | G 010-10960 | \$0.00 | \$0.00 | \$0.00 |
| Total EMPLOYEE ADVANCE W/H | | \$0.00 | \$0.00 | \$0.00 |
| FLEXIBLE SPENDING ACCT W/H | | | | |
| PAYROLL | G 010-10970 | \$0.00 | \$0.00 | \$0.00 |
| Total FLEXIBLE SPENDING ACCT W/H | | \$0.00 | \$0.00 | \$0.00 |
| HEALTH SAVINGS ACCT W/H | | | | |
| PAYROLL | G 010-10980 | \$0.00 | \$0.00 | \$0.00 |
| Total HEALTH SAVINGS ACCT W/H | | \$0.00 | \$0.00 | \$0.00 |
| YMCA EMPLOYEE W/H | | | | |
| PAYROLL | G 010-10990 | \$0.00 | \$0.00 | \$0.00 |
| Total YMCA EMPLOYEE W/H | | \$0.00 | \$0.00 | \$0.00 |
| PERF/VOLUNTARY EMPLOYEE W/H | | | | |
| PAYROLL | G 010-11000 | \$0.00 | \$0.00 | \$0.00 |
| Total PERF/VOLUNTARY EMPLOYEE W/H | | \$0.00 | \$0.00 | \$0.00 |
| UNITED WAY EMPLOYEE W/H | | | | |
| PAYROLL | G 010-11100 | \$0.00 | \$0.00 | \$0.00 |
| Total UNITED WAY EMPLOYEE W/H | | \$0.00 | \$0.00 | \$0.00 |
| DUE TO OTHER FUNDS | | | | |
| LIRF | G 007-20000 | \$0.00 | \$0.00 | \$0.00 |
| DEBT SERVICE | G 008-20000 | \$0.00 | \$0.00 | \$0.00 |
| Total DUE TO OTHER FUNDS | | \$0.00 | \$0.00 | \$0.00 |

MONROE COUNTY PUBLIC LIBRARY

07/03/19 12:36 PM

Page 7

Cash Balances

Current Period: June 2019

| FUND Descr | Account | MTD Debit | MTD Credit | Current Balance |
|------------------------------------|-------------|--------------|---------------|--------------------|
| DUE TO TEMPORARY LOAN | | | | |
| OPERATING | G 001-21000 | \$0.00 | \$0.00 | \$0.00 |
| DEBT SERVICE | G 008-21000 | \$0.00 | \$0.00 | \$0.00 |
| CAPITAL PROJECTS | G 021-21000 | \$0.00 | \$0.00 | \$0.00 |
| Total DUE TO TEMPORARY LOAN | | \$0.00 | \$0.00 | \$0.00 |
| FUND BALANCE | | | | |
| OPERATING | G 001-99000 | \$690,819.50 | \$4,118,339.5 | -\$3,037,579.59 |
| JAIL | G 002-99000 | \$1,273.35 | \$0.00 | -\$3,902.78 |
| CLEARING | G 003-99000 | \$0.00 | \$0.00 | \$38.92 |
| GIFT UNRESTRICTED | G 004-99000 | \$606.47 | \$173.79 | -\$10,160.38 |
| PLAC | G 005-99000 | \$65.00 | \$390.00 | -\$1,300.00 |
| RETIREEES | G 006-99000 | \$41.74 | \$0.00 | -\$400.27 |
| LIRF | G 007-99000 | \$18,904.05 | \$0.00 | -\$2,284,500.87 |
| DEBT SERVICE | G 008-99000 | \$340,000.00 | \$422,550.60 | -\$102,207.64 |
| RAINY DAY | G 009-99000 | \$15,933.36 | \$0.00 | -\$1,966,861.01 |
| PAYROLL | G 010-99000 | \$6,867.63 | \$5,616.37 | \$1,757.36 |
| INVESTMENT-GIFT | G 011-99000 | \$0.00 | \$0.00 | \$0.00 |
| TEEN COUNCIL | G 012-99000 | \$0.00 | \$0.00 | \$0.00 |
| PETTY CASH | G 013-99000 | \$0.00 | \$0.00 | -\$185.00 |
| CHANGE | G 014-99000 | \$0.00 | \$0.00 | -\$630.00 |
| LSTA | G 015-99000 | \$0.00 | \$0.00 | \$0.00 |
| GIFT-RESTRICED | G 016-99000 | \$11,643.92 | \$5,586.24 | -\$50,980.96 |
| LEVY EXCESS | G 017-99000 | \$0.00 | \$0.00 | \$0.00 |
| IN KIND CONTRIBUTION/BLDG CORP | G 018-99000 | \$0.00 | \$0.00 | \$0.00 |
| GIFT-FOUNDATION | G 019-99000 | \$10,107.86 | \$25,605.00 | -\$48,843.20 |
| SPECIAL REVENUE | G 020-99000 | \$79,206.14 | \$113,901.23 | -\$717,123.79 |
| CAPITAL PROJECTS | G 021-99000 | \$0.00 | \$0.00 | \$0.00 |
| GATES HARDWARE GRANT | G 022-99000 | \$0.00 | \$0.00 | \$0.00 |
| LSTA-CIVIL WAR | G 023-99000 | \$0.00 | \$0.00 | \$0.00 |
| FINRA GRANT | G 024-99000 | \$0.00 | \$0.00 | \$0.00 |
| LSTA-SMITHVILLE NEWS PAPER | G 025-99000 | \$0.00 | \$0.00 | \$0.00 |
| G O BOND | G 026-99000 | \$0.00 | \$0.00 | \$0.00 |
| COMMUNITY FDTN GRANT | G 027-99000 | \$0.00 | \$0.00 | \$0.00 |
| FINRA 2014 | G 028-99000 | \$0.00 | \$0.00 | \$0.00 |
| GO BOND 2016 | G 029-99000 | \$0.00 | \$0.00 | \$0.00 |
| GO BOND 2019 | G 030-99000 | \$24,592.71 | \$2,890.76 | -\$1,810,742.24 |
| Total FUND BALANCE | | \$1,200,061. | \$4,695,053.5 | -\$10,033,621.45 |
| Grand Total | | \$23,770,888 | \$23,770,888. | \$0.00 |

MONROE COUNTY PUBLIC LIBRARY

07/02/19 9:14 AM
Page 1

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ONB CHECKING 06300 ONB/MONROE

June 2019

Account Summary

| | | | | |
|----------------------|-----------------------------------|-------------|------------|-------------|
| Beginning Balance on | 6/1/2019 | \$28,107.08 | Cleared | \$46,480.21 |
| + | | \$33,412.05 | Statement | \$46,480.21 |
| - | Payments (Checks and Withdrawals) | \$15,038.92 | Difference | \$0.00 |
| Ending Balance as of | 6/30/2019 | \$46,480.21 | | |

Check Book

| | | | |
|--------|-------------|-------------------|-------------|
| Active | G 001-06300 | OPERATING | \$13,994.81 |
| Active | G 002-06300 | JAIL | \$0.00 |
| Active | G 003-06300 | CLEARING | \$0.00 |
| Active | G 004-06300 | GIFT UNRESTRICTED | \$630.17 |
| Active | G 005-06300 | PLAC | \$260.00 |
| Active | G 006-06300 | RETIRES | \$0.00 |
| Active | G 007-06300 | LIRF | \$0.00 |
| Active | G 008-06300 | DEBT SERVICE | \$0.00 |
| Active | G 009-06300 | RAINY DAY | \$0.00 |
| Active | G 012-06300 | TEEN COUNCIL | \$0.00 |
| Active | G 015-06300 | LSTA | \$0.00 |
| Active | G 016-06300 | GIFT-RESTRICED | \$6,595.23 |
| Active | G 019-06300 | GIFT-FOUNDATION | \$25,000.00 |
| Active | G 020-06300 | SPECIAL REVENUE | \$0.00 |
| Active | G 024-06300 | FINRA GRANT | \$0.00 |
| Active | G 027-06300 | COMMUNITY FDTN | \$0.00 |
| Active | G 028-06300 | FINRA 2014 | \$0.00 |
| Active | G 029-06300 | GO BOND 2016 | \$0.00 |

Cash Balance **\$46,480.21**

| | |
|------------------|-------------|
| Beginng Balance | \$28,107.08 |
| + Total Deposits | \$33,412.05 |
| - Checks Written | \$15,038.92 |

| | |
|------------|-------------|
| Check Book | \$46,480.21 |
| Difference | \$0.00 |

MONROE COUNTY PUBLIC LIBRARY

07/02/19 9:14 AM

Page 2

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ONB CHECKING 06300 ONB/MONROE

| Check Nbr | Vendor Name | Check Date | Outstanding | Cleared |
|--------------------|----------------------|-----------------------|-----------------------|-----------------------------|
| Deposit | 06/05/19REC2 | 6/5/2019 | | (\$4,550.00) |
| Deposit | 6/3-6/7ONBRE | 6/10/2019 | | (\$1,080.10) |
| Deposit | 06/12/19REC2 | 6/12/2019 | | (\$38.92) |
| Deposit | 06/17/19REC | 6/17/2019 | | (\$25,000.00) |
| Deposit | 06/19/19REC | 6/19/2019 | | (\$330.96) |
| Deposit | 06/27/19REC1 | 6/27/2019 | | (\$818.80) |
| Deposit | 07/02/19REC | 7/2/2019 | | (\$733.93) |
| Deposit | 07/02/19REC2 | 7/2/2019 | | (\$859.35) |
| Deposit | 07/02/13 REC | 7/2/2019 | | \$0.01 |
| 004034 | GERMAN AMERICAN BANK | 6/12/2019 | | \$15,000.00 |
| 004035 | FIRST FINANCIAL BANK | 6/13/2019 | | \$38.92 |
| | Receipts/Deposits | | | (\$33,412.05) |
| | | | Total Deposits | (\$33,412.05) |
| | Payments/Withdrawals | | | \$15,038.92 |
| Outstanding | + | Cleared Checks | = | Total Checks Written |
| | | | | \$15,038.92 |

*NM Next Month items not included in Total Checks Written and Total

MONROE COUNTY PUBLIC LIBRARY

07/02/19 9:52 AM

Page 1

Check Reconciliation©*GERMAN-AMER/CHECKING****06400 GER AME/UC****June 2019****Account Summary**

| | | | | |
|----------------------|-----------------------------------|-------------|------------|-------------|
| Beginning Balance on | 6/1/2019 | \$19,745.91 | Cleared | \$26,347.62 |
| + | | \$19,474.23 | Statement | \$26,347.62 |
| - | Payments (Checks and Withdrawals) | \$12,872.52 | Difference | \$0.00 |
| Ending Balance as of | 6/29/2019 | \$26,347.62 | | |

Check Book

| | | | |
|--------|-------------|-------------------|-------------|
| Active | G 001-06400 | OPERATING | \$9,889.09 |
| Active | G 003-06400 | CLEARING | \$0.00 |
| Active | G 004-06400 | GIFT UNRESTRICTED | \$0.00 |
| Active | G 005-06400 | PLAC | \$1,040.00 |
| Active | G 007-06400 | LIRF | \$0.00 |
| Active | G 009-06400 | RAINY DAY | \$0.00 |
| Active | G 010-06400 | PAYROLL | \$0.00 |
| Active | G 016-06400 | GIFT-RESTRICED | \$11,640.88 |
| Active | G 019-06400 | GIFT-FOUNDATION | \$0.00 |
| Active | G 020-06400 | SPECIAL REVENUE | \$3,777.65 |
| Active | G 029-06400 | GO BOND 2016 | \$0.00 |

Cash Balance **\$26,347.62**

| | |
|------------------|-------------|
| Beginng Balance | \$19,745.91 |
| + Total Deposits | \$19,474.23 |
| - Checks Written | \$12,872.52 |

| | |
|------------|-------------|
| Check Book | \$26,347.62 |
| Difference | \$0.00 |

MONROE COUNTY PUBLIC LIBRARY

07/02/19 9:52 AM

Page 2

*Check Reconciliation©

GERMAN-AMER/CHECKING

06400 GER AME/UC

| Check Nbr | Vendor Name | Check Date | Outstanding | Cleared |
|---------------------------------------------------------------------|---------------------------|------------|-----------------------------|---------------|
| Deposit | 5/31-6/6GACC | 6/10/2019 | | (\$1,109.21) |
| Deposit | 6/12/19GAREC | 6/12/2019 | | (\$15,000.00) |
| Deposit | 06/18/19REC2 | 7/2/2019 | | |
| Deposit | 06/18/19REC1 | 6/18/2019 | | (\$1,315.30) |
| Deposit | 06/27/19REC2 | 6/27/2019 | | (\$1,165.94) |
| Deposit | 07/02/19REC1 | 7/2/2019 | | (\$893.50) |
| Deposit | 07/02/19REC4 | 7/2/2019 | | \$9.72 |
| 000200E | GERMAN AMERICAN BANK | 6/4/2019 | | \$53.90 |
| 000201E | TSYS MERCHANT SOLUTIONS | 6/4/2019 | | \$348.20 |
| 000202E | HEARTLAND PAYMENT SYSTEMS | 6/4/2019 | | \$164.10 |
| 000203E | GERMAN AMERICAN BANK/HSA | 6/10/2019 | | \$6,153.16 |
| 000204 | GERMAN AMERICAN BANK/HSA | 6/21/2019 | | \$6,153.16 |
| 000204E | GERMAN AMERICAN BANK/HSA | 6/21/2019 | | |
| Receipts/Deposits | | | \$0.00 | (\$19,474.23) |
| | | | Total Deposits | (\$19,474.23) |
| Payments/Withdrawals | | | \$0.00 | \$12,872.52 |
| Outstanding + Cleared Checks = | | | Total Checks Written | \$12,872.52 |
| *NM Next Month items not included in Total Checks Written and Total | | | | |

MONROE COUNTY PUBLIC LIBRARY

07/01/19 12:00 PM
Page 1

*Check Reconciliation©

1ST FIN/MAINSOU CKNG

06600 FIRST CKG

June 2019

Account Summary

| | | | | |
|----------------------|-----------------------------------|----------------|------------|--------------|
| Beginning Balance on | 6/1/2019 | \$272,867.41 | Cleared | \$698,618.85 |
| + | | \$5,171,203.75 | Statement | \$698,618.85 |
| - | Payments (Checks and Withdrawals) | \$4,745,452.31 | Difference | \$0.00 |
| Ending Balance as of | 6/29/2019 | \$698,618.85 | | |

Check Book

| | | | |
|--------|-------------|-------------------|---------------------|
| Active | G 001-06600 | OPERATING | -\$128,012.93 |
| Active | G 002-06600 | JAIL | \$3,902.78 |
| Active | G 003-06600 | CLEARING | \$0.00 |
| Active | G 004-06600 | GIFT UNRESTRICTED | \$9,530.21 |
| Active | G 005-06600 | PLAC | \$0.00 |
| Active | G 006-06600 | RETIREEES | -\$41.74 |
| Active | G 007-06600 | LIRF | -\$62,423.26 |
| Active | G 008-06600 | DEBT SERVICE | \$102,207.64 |
| Active | G 009-06600 | RAINY DAY | \$591.82 |
| Active | G 010-06600 | PAYROLL | \$0.00 |
| Active | G 016-06600 | GIFT-RESTRICED | \$32,744.85 |
| Active | G 017-06600 | LEVY EXCESS | \$0.00 |
| Active | G 019-06600 | GIFT-FOUNDATION | \$23,843.20 |
| Active | G 020-06600 | SPECIAL REVENUE | \$233,346.14 |
| 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 | \$15,211.19 |
| | | Cash Balance | \$230,899.90 |

| | |
|------------------|----------------|
| Beginng Balance | \$272,867.41 |
| + Total Deposits | \$5,171,203.75 |
| - Checks Written | \$5,213,171.26 |

| | |
|------------|--------------|
| Check Book | \$230,899.90 |
| Difference | \$0.00 |

MONROE COUNTY PUBLIC LIBRARY

07/01/19 12:00 PM

Page 2

*Check Reconciliation©

1ST FIN/MAINSOU CKNG

06600 FIRST CKG

| Check Nbr | Vendor Name | Check Date | Outstanding | Cleared |
|-----------|-------------------------------|------------|-------------|------------------|
| Deposit | 06/05/19REC | 6/12/2019 | | |
| Deposit | 06/12/19REC | 6/12/2019 | | (\$150,000.00) |
| Deposit | clr fnd 03 | 6/18/2019 | | |
| Deposit | 06/12/19REC3 | 6/12/2019 | | (\$100,000.00) |
| Deposit | 06/12/19REC5 | 6/12/2019 | | (\$75.08) |
| Deposit | 06/12/19REC4 | 6/12/2019 | | (\$491.75) |
| Deposit | clr fnd 06 | 6/18/2019 | | |
| Deposit | 06/13/19REC | 6/13/2019 | | (\$38.92) |
| Deposit | 06/18/19REC | 6/18/2019 | | (\$250,000.00) |
| Deposit | 06/18/19REC3 | 6/18/2019 | | (\$38.92) |
| Deposit | 06/18/19REC4 | 6/18/2019 | | (\$1,757.36) |
| Deposit | 06/18/19REC5 | 6/18/2019 | | (\$442.01) |
| Deposit | 06/25/19REC | 6/26/2019 | | |
| Deposit | 6/25/19RECT | 6/26/2019 | | (\$120,000.00) |
| Deposit | 06/27/19REC | 6/27/2019 | | (\$199,315.50) |
| Deposit | 06/28/19REC | 6/28/2019 | | (\$4,238,263.71) |
| Deposit | 07/01/19REC | 7/1/2019 | | (\$110,780.50) |
| 000796E | FIRST FINANCIAL/PAYROLL & TAX | 6/10/2019 | | \$202,614.38 |
| 000797E | FIRST FINANCIAL/PAYROLL & TAX | 6/10/2019 | | |
| 000798E | FIRST FINANCIAL/PAYROLL & TAX | 6/12/2019 | | \$123.79 |
| 000799E | TASC | 6/12/2019 | | \$228.84 |
| 000800E | PUBLIC EMPLOYEES RETIREMENT | 6/13/2019 | | \$22,049.17 |
| 000801E | FIRST FINANCIAL BANK | 6/18/2019 | | \$38.92 |
| 000802E | FIRST FINANCIAL BANK | 6/18/2019 | | \$1,757.36 |
| 000803E | FIRST FINANCIAL BANK | 6/18/2019 | | \$442.01 |
| 000804E | FIRST FINANCIAL/PAYROLL & TAX | 6/21/2019 | | |
| 000804 | FIRST FINANCIAL/PAYROLL & TAX | 6/21/2019 | | \$188,734.01 |
| 000805E | FIRST FINANCIAL/PAYROLL & TAX | 6/24/2019 | | |
| 000805 | FIRST FINANCIAL/PAYROLL & TAX | 6/24/2019 | | \$123.79 |
| 000806E | FIRST FINANCIAL/PAYROLL & TAX | 6/27/2019 | | \$21,305.35 |
| 000807E | FIRST FINANCIAL BANK | 7/1/2019 | | \$4,000,000.00 |
| 000808E | TASC | 7/1/2019 | | \$228.84 |
| 000809E | FIRST FINANCIAL BANK | 7/1/2019 | | \$21.00 |
| 004910 | JAIMIE M. MURDOCK | 1/19/2017 | \$30.00 | |
| 005039 | DARREN B. HAGGERTY | 2/14/2017 | \$64.94 | |
| 005267 | IU HEALTH BLOOMINGTON, INC. | 4/5/2017 | \$75.00 | |
| 005347 | IU HEALTH BLOOMINGTON, INC. | 4/19/2017 | \$75.00 | |
| 005445 | BETH A. MOELLERS | 5/11/2017 | \$14.25 | |
| 005481 | IU HEALTH BLOOMINGTON, INC. | 5/16/2017 | \$75.00 | |
| 005577 | IU HEALTH BLOOMINGTON, INC. | 6/7/2017 | \$75.00 | |
| 005979 | CHRISTOPHER LETENDRE | 9/14/2017 | \$21.95 | |
| 006207 | HERITAGE BOOKS, INC. | 11/3/2017 | \$29.50 | |
| 006415 | CECILIA L. WING | 12/14/2017 | \$26.24 | |
| 006598 | ABIGAIL T. NAYLOR | 2/1/2018 | \$62.25 | |
| 006637 | JUNGEUN YOON | 2/6/2018 | \$12.99 | |
| 006730 | ANGIE THOMPSON | 3/1/2018 | \$25.00 | |
| 006818 | LAUREN A. FAIRDOUGH | 3/12/2018 | \$31.60 | |
| 007346 | ABDULAZIZ M. ALRWAILI | 7/26/2018 | \$43.00 | |

MONROE COUNTY PUBLIC LIBRARY

07/01/19 12:00 PM
Page 3

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1ST FIN/MAINSOU CKNG 06600 FIRST CKG

| Check Nbr | Vendor Name | Check Date | Outstanding | Cleared |
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| 007378 | RAYAH ALRAWILI | 7/26/2018 | \$59.99 | |
| 007800 | ELEANOR K. BARSIC | 10/30/2018 | \$22.98 | |
| 007870 | KYLE DAHLGREN | 11/8/2018 | \$29.99 | |
| 007951 | EMILY A. SIMMONS | 11/29/2018 | \$31.99 | |
| 007974 | SARAH SCOTT | 11/29/2018 | \$45.04 | |
| 008100 | EMILY L SANDERS | 1/4/2019 | \$23.93 | |
| 008187 | IU HEALTH BLOOMINGTON, INC. | 1/23/2019 | | \$75.00 |
| 008216 | MOLLY R. GEENE | 1/30/2019 | \$27.95 | |
| 008245 | IU HEALTH BLOOMINGTON, INC. | 2/6/2019 | | \$75.00 |
| 008316 | IU HEALTH BLOOMINGTON, INC. | 2/21/2019 | | \$75.00 |
| 008482 | LAURA C. HAMEL | 3/28/2019 | | \$58.97 |
| 008572 | INDIANA BUREAU OF MOTOR VEHICL | 4/11/2019 | | \$15.00 |
| 008597 | HANTING LIU | 4/16/2019 | \$47.98 | |
| 008668 | EDDA MAE NELSON-STURRUP | 5/3/2019 | | \$25.95 |
| 008675 | ARIEL L KUNERT | 5/9/2019 | \$24.99 | |
| 008685 | IU HEALTH BLOOMINGTON, INC. | 5/9/2019 | | \$75.00 |
| 008736 | DEMCO SOFTWARE | 5/20/2019 | | \$985.90 |
| 008746 | ZANE S YEAGER | 5/21/2019 | | \$50.00 |
| 008747 | B-TECH | 5/24/2019 | | \$96.00 |
| 008748 | FREEDOM BUSINESS SOLUTIONS | 5/24/2019 | | \$254.90 |
| 008750 | INDIANA POWER SERVICE & SUPPLY | 5/24/2019 | | \$451.00 |
| 008754 | JOANIE BLACKWELL | 5/24/2019 | | \$27.75 |
| 008755 | KEVIN J. MANNING | 5/24/2019 | | \$850.00 |
| 008756 | MATT NEER | 5/24/2019 | | \$48.45 |
| 008757 | MIDWEST PRESORT SERVICE | 5/24/2019 | | \$265.74 |
| 008759 | QUILL CORPORATION | 5/24/2019 | | \$569.36 |
| 008760 | RICOH USA, INC. (IL) | 5/24/2019 | | \$13.41 |
| 008761 | STEPHANIE HOLMAN | 5/24/2019 | | \$152.16 |
| 008762 | TASC | 5/24/2019 | | \$363.72 |
| 008763 | UNITED WAY | 5/24/2019 | | \$300.00 |
| 008764 | VANESSA SCHWEGMAN | 5/24/2019 | \$100.51 | |
| 008765 | AMERICAN HERITAGE LIFE INS. CO | 5/29/2019 | | \$255.32 |
| 008766 | AMERICAN UNITED LIFE INS. CO. | 5/29/2019 | | \$1,700.81 |
| 008767 | AT&T (IL) | 5/29/2019 | | \$1,275.35 |
| 008768 | AT&T MOBILITY | 5/29/2019 | | \$385.15 |
| 008769 | BAKER & TAYLOR BOOKS | 5/29/2019 | | \$17,852.92 |
| 008770 | BARRACUDA NETWORKS, INC. | 5/29/2019 | | \$10,391.70 |
| 008771 | COMMISSION ON PUBLIC RECORDS | 5/29/2019 | | \$524.10 |
| 008772 | DUKE ENERGY | 5/29/2019 | | \$2,382.73 |
| 008773 | EBSCO | 5/29/2019 | | \$2,555.03 |
| 008774 | FINDAWAY WORLD, LLC | 5/29/2019 | | \$3,056.82 |
| 008775 | GALE | 5/29/2019 | | \$1,099.82 |
| 008776 | GUARDIAN LIFE INS. CO. | 5/29/2019 | | \$8,896.69 |
| 008777 | HFI MECHANICAL CONTRACTORS | 5/29/2019 | | \$2,948.00 |
| 008778 | ICE MILLER LLP | 5/29/2019 | | \$3,640.00 |
| 008779 | INFOGROUP | 5/29/2019 | | \$315.00 |
| 008780 | KLEINDORFER HDWE | 5/29/2019 | | \$129.21 |
| 008781 | LEGAL SHIELD/PRE-PAID LEGAL | 5/29/2019 | | \$146.55 |

MONROE COUNTY PUBLIC LIBRARY

07/01/19 12:00 PM

Page 4

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1ST FIN/MAINSOU CKNG

06600 FIRST CKG

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| 008782 | LERNER PUBLISHING GROUP | 5/29/2019 | | \$99.25 |
| 008783 | MIDWEST PRESORT SERVICE | 5/29/2019 | | \$298.94 |
| 008784 | MIDWEST TAPE | 5/29/2019 | | \$6,699.98 |
| 008785 | MORNING WILDER | 5/29/2019 | | \$350.00 |
| 008786 | NATURES WAY, INC. | 5/29/2019 | | \$85.00 |
| 008787 | PENGUIN/RANDOM HOUSE LLC | 5/29/2019 | | \$156.90 |
| 008788 | POW PEST, INC/B,B & C POW PEST | 5/29/2019 | | \$55.00 |
| 008789 | RICOH USA, INC. (GA) | 5/29/2019 | | \$100.87 |
| 008790 | SADDLEBACK EDUCATIONAL PUBL. | 5/29/2019 | | \$369.71 |
| 008791 | SCHOLASTIC LIBRARY PUBLISHING | 5/29/2019 | | \$40.30 |
| 008792 | SIHO | 5/29/2019 | | \$48,457.00 |
| 008793 | THOMSON REUTERS - WEST | 5/29/2019 | | \$506.44 |
| 008794 | U PRINTING | 5/29/2019 | | \$599.80 |
| 008795 | ADP SCREENING & SELECTION SERV | 6/5/2019 | | \$313.80 |
| 008796 | CDW GOVERNMENT, INC. | 6/5/2019 | | \$100.36 |
| 008797 | CHARLOTTE BOSHEARS | 6/5/2019 | \$23.00 | |
| 008798 | CHASE CARD SERVICES | 6/5/2019 | | \$7,496.77 |
| 008799 | CHICAGO TRIBUNE | 6/5/2019 | | \$401.96 |
| 008800 | CHRISTINE EYKHOLT FRIESEL | 6/5/2019 | | \$699.80 |
| 008801 | ENVISIONWARE, INC. | 6/5/2019 | | \$654.00 |
| 008802 | FC | 6/5/2019 | | \$350.00 |
| 008803 | INDIANA STATE LIBRARY/INFOEXPR | 6/5/2019 | | \$1,000.00 |
| 008804 | IU HEALTH BLOOMINGTON, INC. | 6/5/2019 | | \$525.00 |
| 008805 | MIDWEST PRESORT SERVICE | 6/5/2019 | | \$274.69 |
| 008806 | NETWORK SERVICES COMPANY | 6/5/2019 | | \$364.13 |
| 008807 | PERRY WARREN | 6/5/2019 | | \$500.00 |
| 008808 | POW PEST, INC/B,B & C POW PEST | 6/5/2019 | | \$40.00 |
| 008809 | RICOH USA, INC. (IL) | 6/5/2019 | | \$77.19 |
| 008810 | SARA FARMER | 6/5/2019 | | \$28.00 |
| 008811 | SARAH SCOTT | 6/5/2019 | | \$691.12 |
| 008812 | SMITHVILLE COMMUNICATION/INDY | 6/5/2019 | | \$1,971.00 |
| 008813 | STEPH NIEMEYER | 6/5/2019 | | |
| 008814 | SYNCHRONY BANK/AMAZON | 6/5/2019 | | \$6,442.63 |
| 008815 | THE AWARDS CENTER | 6/5/2019 | | \$61.00 |
| 008816 | T-MOBILE | 6/5/2019 | | \$490.32 |
| 008817 | APPLE INC. | 6/5/2019 | | \$1,449.00 |
| 008818 | CDW GOVERNMENT, INC. | 6/5/2019 | | \$108.60 |
| 008819 | DELL MARKETING L.P. | 6/5/2019 | | \$1,441.76 |
| 008820 | DEMCO, INC. | 6/5/2019 | | \$183.27 |
| 008821 | ENVISIONWARE, INC. | 6/5/2019 | | |
| 008822 | QUILL CORPORATION | 6/5/2019 | | \$82.62 |
| 008823 | STEPH NIEMEYER | 6/5/2019 | | \$7.60 |
| 008824 | ENVISIONWARE, INC. | 6/5/2019 | | \$2,517.50 |
| 008825 | AFSCME COUNCIL 62 | 6/5/2019 | | \$1,251.26 |
| 008826 | ABBYGAIL ELAINE SMITH | 6/6/2019 | | \$25.65 |
| 008827 | AFSCME COUNCIL 62 | 6/6/2019 | | \$1,356.49 |
| 008828 | ELLETTSVILLE UTILITIES | 6/6/2019 | | \$227.66 |
| 008829 | FREEDOM BUSINESS SOLUTIONS | 6/6/2019 | | \$680.00 |

MONROE COUNTY PUBLIC LIBRARY

07/01/19 12:00 PM

Page 5

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1ST FIN/MAINSOU CKNG

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| 008830 | INDIANA DEPT WORKFORCE | 6/6/2019 | | \$1,560.00 |
| 008831 | LEGAL SHIELD/PRE-PAID LEGAL | 6/6/2019 | | \$135.30 |
| 008832 | TRANQUIL VIBE DAY SPA | 6/6/2019 | \$600.00 | |
| 008833 | UNITED WAY | 6/6/2019 | | \$88.00 |
| 008834 | AMERICAN UNITED LIFE INS. CO. | 6/12/2019 | | \$1,700.81 |
| 008835 | BAKER & TAYLOR BOOKS | 6/12/2019 | | \$23,294.87 |
| 008836 | BLACKSTONE, IN PUBLISHING | 6/12/2019 | | \$295.98 |
| 008837 | BUNGER & ROBERTSON, LLP | 6/12/2019 | | \$420.00 |
| 008838 | CENTURYLINK COMMUNICATIONS | 6/12/2019 | | \$17.37 |
| 008839 | DUKE ENERGY | 6/12/2019 | | \$21,403.43 |
| 008840 | EXACTHIRE | 6/12/2019 | | \$405.00 |
| 008841 | FINDAWAY WORLD, LLC | 6/12/2019 | | \$366.38 |
| 008842 | FREEDOM BUSINESS SOLUTIONS | 6/12/2019 | | \$293.00 |
| 008843 | GALE | 6/12/2019 | | \$662.71 |
| 008844 | GRASS ROOTS PRESS | 6/12/2019 | | \$404.11 |
| 008845 | HENRY COUNTRYMAN-DUSTIN | 6/12/2019 | | \$23.99 |
| 008846 | INDIANA UNIVERSITY (GEO/WA SU) | 6/12/2019 | | \$43.00 |
| 008847 | ISABELLA CASTNER | 6/12/2019 | \$29.99 | |
| 008848 | JENNA TIEMAN | 6/12/2019 | | |
| 008849 | MIDWEST PRESORT SERVICE | 6/12/2019 | | \$333.45 |
| 008850 | MIDWEST TAPE | 6/12/2019 | | \$5,546.22 |
| 008851 | MONROE COUNTY HISTORY CENTER | 6/12/2019 | | \$40.00 |
| 008852 | PENGUIN/RANDOM HOUSE LLC | 6/12/2019 | | \$30.00 |
| 008853 | SMITHVILLE COMMUNICATION/INDY | 6/12/2019 | | \$179.75 |
| 008854 | VECTREN ENERGY DELIVERY | 6/12/2019 | | \$55.14 |
| 008855 | VERIZON WIRELESS | 6/12/2019 | | \$120.03 |
| 008856 | AT&T (IL) | 6/13/2019 | | \$142.88 |
| 008857 | BANCTEC INC. | 6/13/2019 | | \$34.42 |
| 008858 | BRCJ, INC. | 6/13/2019 | | \$552.50 |
| 008859 | COMCAST | 6/13/2019 | | \$51.82 |
| 008860 | FERGUSON FACILITIES SUPPLY | 6/13/2019 | | \$125.48 |
| 008861 | FREEDOM BUSINESS SOLUTIONS | 6/13/2019 | | \$215.00 |
| 008862 | GIBSON TELDATA, INC. | 6/13/2019 | | \$1,728.30 |
| 008863 | HFI MECHANICAL CONTRACTORS | 6/13/2019 | | \$6,236.27 |
| 008864 | KLEINDORFER HDWE | 6/13/2019 | | \$30.98 |
| 008865 | LOWES | 6/13/2019 | | \$38.25 |
| 008866 | NATURES WAY, INC. | 6/13/2019 | | \$85.00 |
| 008867 | NEIDIGH CONSTRUCTION CORP. | 6/13/2019 | | \$17,368.83 |
| 008868 | OCLC, INC. | 6/13/2019 | | \$3,845.84 |
| 008869 | PUBLIC EMPLOYEES RETIREMENT | 6/13/2019 | | |
| 008870 | RJE BUSINESS INTERIORS | 6/13/2019 | | \$63.71 |
| 008871 | SAMS CLUB/SYNCHRONY BANK | 6/13/2019 | | \$205.00 |
| 008872 | SCHINDLER ELEVATOR CORPORATION | 6/13/2019 | | \$8,622.36 |
| 008873 | TIMBERLAND REGIONAL LIBRARY | 6/13/2019 | | \$34.99 |
| 008874 | VECTREN ENERGY DELIVERY | 6/13/2019 | | \$49.65 |
| 008875 | ALL-PHASE ELECTRIC SUPPLY CO. | 6/17/2019 | | \$4,460.25 |
| 008876 | BLOOMINGTON PAINT & WALLPAPER | 6/17/2019 | | \$32.69 |
| 008877 | B-TECH | 6/17/2019 | | \$302.70 |

MONROE COUNTY PUBLIC LIBRARY

07/01/19 12:00 PM

Page 6

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1ST FIN/MAINSOU CKNG

06600 FIRST CKG

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| 008878 | CITY OF BLOOMINGTON UTILITIES | 6/17/2019 | | \$3,039.60 |
| 008879 | DISCOUNT BLINDS/VERTICALS, INC | 6/17/2019 | | \$1,371.15 |
| 008880 | DONNA L. BRIGGS | 6/17/2019 | \$44.99 | |
| 008881 | FERGUSON FACILITIES SUPPLY | 6/17/2019 | | \$70.36 |
| 008882 | HFI MECHANICAL CONTRACTORS | 6/17/2019 | | \$13,850.00 |
| 008883 | JENNA TIEMAN | 6/17/2019 | \$40.00 | |
| 008884 | MIDWEST PRESORT SERVICE | 6/17/2019 | | \$352.56 |
| 008885 | MONSTER TRASH | 6/17/2019 | | \$187.02 |
| 008886 | NATHANIEL T. OWENS | 6/17/2019 | | \$30.00 |
| 008887 | NOLAN S LAWN CARE SERVICE INC. | 6/17/2019 | | \$320.10 |
| 008888 | RICOH USA, INC. (IL) | 6/17/2019 | | \$49.78 |
| 008889 | THE HOME DEPOT PRO | 6/17/2019 | | \$482.88 |
| 008890 | U PRINTING | 6/17/2019 | | \$119.64 |
| 008891 | UNIQUE MANAGEMENT SERVICES | 6/17/2019 | | \$1,798.95 |
| 008892 | WEX BANK/SUNOCO | 6/17/2019 | | \$34.15 |
| 008893 | WILDCARE, INC. | 6/17/2019 | | \$300.00 |
| 008894 | YOUR AUTOMATIC DOOR COMPANY | 6/17/2019 | | \$843.81 |
| 008895 | AFSCME COUNCIL 62 | 6/25/2019 | \$1,275.58 | |
| 008895 | AFSCME COUNCIL 62 | 6/25/2019 | | |
| 008896 | ALAN M PHESSA | 6/25/2019 | \$83.80 | |
| 008896 | ALAN M PHESSA | 6/25/2019 | | |
| 008897 | ALL-PHASE ELECTRIC SUPPLY CO. | 6/25/2019 | | |
| 008897 | ALL-PHASE ELECTRIC SUPPLY CO. | 6/25/2019 | \$112.50 | |
| 008898 | APPLE INC. | 6/25/2019 | | |
| 008898 | APPLE INC. | 6/25/2019 | \$129.00 | |
| 008899 | BAKER & TAYLOR BOOKS | 6/25/2019 | \$23,148.21 | |
| 008899 | BAKER & TAYLOR BOOKS | 6/25/2019 | | |
| 008900 | BLACKSTONE PUBLISHING | 6/25/2019 | \$307.97 | |
| 008900 | BLACKSTONE PUBLISHING | 6/25/2019 | | |
| 008901 | BLR-BUSINESS & LEGAL RESOURCES | 6/25/2019 | \$545.93 | |
| 008901 | BLR-BUSINESS & LEGAL RESOURCES | 6/25/2019 | | |
| 008902 | B-TECH LLC | 6/25/2019 | \$260.00 | |
| 008902 | B-TECH LLC | 6/25/2019 | | |
| 008903 | CDW GOVERNMENT, INC. | 6/25/2019 | | |
| 008903 | CDW GOVERNMENT, INC. | 6/25/2019 | | \$18,375.00 |
| 008904 | CENTER POINT LARGE PRINT | 6/25/2019 | | |
| 008904 | CENTER POINT LARGE PRINT | 6/25/2019 | \$230.10 | |
| 008905 | DELL MARKETING L.P. | 6/25/2019 | | |
| 008905 | DELL MARKETING L.P. | 6/25/2019 | \$48.99 | |
| 008906 | DEMCO SOFTWARE | 6/25/2019 | | |
| 008906 | DEMCO SOFTWARE | 6/25/2019 | \$1,584.52 | |
| 008907 | EBSCO | 6/25/2019 | | |
| 008907 | EBSCO | 6/25/2019 | \$23.76 | |
| 008908 | FINDAWAY WORLD, LLC | 6/25/2019 | | |
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| 008909 | FREEDOM BUSINESS SOLUTIONS | 6/25/2019 | | |
| 008909 | FREEDOM BUSINESS SOLUTIONS | 6/25/2019 | \$1,015.55 | |
| 008910 | GALE | 6/25/2019 | \$1,572.10 | |

MONROE COUNTY PUBLIC LIBRARY

07/01/19 12:00 PM
Page 7

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1ST FIN/MAINSOU CKNG 06600 FIRST CKG

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| 008910 | GALE | 6/25/2019 | | |
| 008911 | GENEALOGICAL PUBLISHING | 6/25/2019 | \$586.30 | |
| 008911 | GENEALOGICAL PUBLISHING | 6/25/2019 | | |
| 008912 | HFI MECHANICAL CONTRACTORS | 6/25/2019 | | \$256.56 |
| 008912 | HFI MECHANICAL CONTRACTORS | 6/25/2019 | | |
| 008913 | ICE MILLER LLP | 6/25/2019 | \$728.00 | |
| 008913 | ICE MILLER LLP | 6/25/2019 | | |
| 008914 | INDIANA CHAMBER OF COMMERCE | 6/25/2019 | | \$626.41 |
| 008914 | INDIANA CHAMBER OF COMMERCE | 6/25/2019 | | |
| 008915 | INDIANA UNIVERSITY | 6/25/2019 | | \$10,276.26 |
| 008915 | INDIANA UNIVERSITY | 6/25/2019 | | |
| 008916 | IU HEALTH BLOOMINGTON, INC. | 6/25/2019 | \$75.00 | |
| 008916 | IU HEALTH BLOOMINGTON, INC. | 6/25/2019 | | |
| 008917 | KOORSEN FIRE & SECURITY, INC. | 6/25/2019 | | \$528.00 |
| 008917 | KOORSEN FIRE & SECURITY, INC. | 6/25/2019 | | |
| 008918 | LEGAL SHIELD | 6/25/2019 | \$135.30 | |
| 008918 | LEGAL SHIELD | 6/25/2019 | | |
| 008919 | MICROCOSM PUBLISHING | 6/25/2019 | \$51.03 | |
| 008919 | MICROCOSM PUBLISHING | 6/25/2019 | | |
| 008920 | MIDWEST PRESORT SERVICE | 6/25/2019 | | |
| 008920 | MIDWEST PRESORT SERVICE | 6/25/2019 | \$311.71 | |
| 008921 | MIDWEST TAPE | 6/25/2019 | | |
| 008921 | MIDWEST TAPE | 6/25/2019 | \$8,654.61 | |
| 008922 | MUNICIPAL CODE CORPORATION | 6/25/2019 | \$98.70 | |
| 008922 | MUNICIPAL CODE CORPORATION | 6/25/2019 | | |
| 008923 | NAPA AUTO PARTS | 6/25/2019 | | |
| 008923 | NAPA AUTO PARTS | 6/25/2019 | | \$25.98 |
| 008924 | PENGUIN RANDOM HOUSE, LLC | 6/25/2019 | | |
| 008924 | PENGUIN RANDOM HOUSE, LLC | 6/25/2019 | \$224.05 | |
| 008925 | PROQUEST LLC | 6/25/2019 | \$154.50 | |
| 008925 | PROQUEST LLC | 6/25/2019 | | |
| 008926 | RECORDED BOOKS, INC. | 6/25/2019 | \$993.81 | |
| 008926 | RECORDED BOOKS, INC. | 6/25/2019 | | |
| 008927 | REGIONS BANK (AL) | 6/25/2019 | \$355,933.36 | |
| 008927 | REGIONS BANK (AL) | 6/25/2019 | | |
| 008928 | RICOH USA, INC. | 6/25/2019 | | |
| 008928 | RICOH USA, INC. | 6/25/2019 | | \$24.77 |
| 008929 | SCHINDLER ELEVATOR CORPORATION | 6/25/2019 | | \$1,127.04 |
| 008929 | SCHINDLER ELEVATOR CORPORATION | 6/25/2019 | | |
| 008930 | SCHOOL HEALTH CORPORATION | 6/25/2019 | | |
| 008930 | SCHOOL HEALTH CORPORATION | 6/25/2019 | | \$33.49 |
| 008931 | THOMSON REUTERS - WEST | 6/25/2019 | | |
| 008931 | THOMSON REUTERS - WEST | 6/25/2019 | \$506.44 | |
| 008932 | UNITED WAY OF MONROE COUNTY | 6/25/2019 | | |
| 008932 | UNITED WAY OF MONROE COUNTY | 6/25/2019 | \$44.00 | |
| 008933 | UNIVENTURE | 6/25/2019 | \$136.23 | |
| 008933 | UNIVENTURE | 6/25/2019 | | |
| 008934 | WESTON WOODS STUDIOS | 6/25/2019 | | |

MONROE COUNTY PUBLIC LIBRARY

07/01/19 12:00 PM

Page 8

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1ST FIN/MAINSOU CKNG

06600 FIRST CKG

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| 008934 | WESTON WOODS STUDIOS | 6/25/2019 | \$560.12 | |
| 008935 | WONDERLAB MUSEUM | 6/25/2019 | \$625.00 | |
| 008935 | WONDERLAB MUSEUM | 6/25/2019 | | |
| 008936 | ACTIVATE HEALTHCARE/CLINIC | 6/27/2019 | \$4,549.66 | |
| 008937 | ALL-PHASE ELECTRIC SUPPLY CO. | 6/27/2019 | \$307.32 | |
| 008938 | AMERICAN HERITAGE LIFE INS. CO | 6/27/2019 | \$255.32 | |
| 008939 | AMERICAN UNITED LIFE INS. CO. | 6/27/2019 | \$1,700.81 | |
| 008940 | AT&T (IL) | 6/27/2019 | \$1,307.57 | |
| 008941 | B & H PHOTO-VIDEO | 6/27/2019 | \$27,660.60 | |
| 008942 | BANCTEC INC. | 6/27/2019 | \$662.64 | |
| 008943 | CDW GOVERNMENT, INC. | 6/27/2019 | \$47.48 | |
| 008944 | CITY OF BLOOMINGTON GARAGES | 6/27/2019 | \$670.00 | |
| 008945 | DUKE ENERGY | 6/27/2019 | \$2,436.85 | |
| 008946 | FIRST INSURANCE GROUP, INC. | 6/27/2019 | \$260.00 | |
| 008947 | FREEDOM BUSINESS SOLUTIONS | 6/27/2019 | \$281.96 | |
| 008948 | GENERAL INTERIORS, INC. | 6/27/2019 | \$4,786.00 | |
| 008949 | GIBSON TELDATA, INC. | 6/27/2019 | \$1,234.63 | |
| 008950 | GUARDIAN LIFE INS. CO. | 6/27/2019 | \$8,563.31 | |
| 008951 | INDIANA UNIVERSITY/S. JORDAN | 6/27/2019 | \$2,342.00 | |
| 008952 | IU HEALTH BLOOMINGTON, INC. | 6/27/2019 | | |
| 008953 | JANE CRONKHITE | 6/27/2019 | \$1,011.11 | |
| 008954 | JIM GORDON, INC | 6/27/2019 | \$29.90 | |
| 008955 | KLEINDORFER HDWE | 6/27/2019 | \$15.27 | |
| 008956 | MATT NEER | 6/27/2019 | \$212.75 | |
| 008957 | MENARDS - BLOOMINGTON | 6/27/2019 | \$1,878.35 | |
| 008958 | NETWORK SERVICES COMPANY | 6/27/2019 | \$1,933.57 | |
| 008959 | POW PEST, INC/B,B & C POW PEST | 6/27/2019 | \$55.00 | |
| 008960 | RICOH USA, INC. (GA) | 6/27/2019 | \$33.61 | |
| 008961 | SCHINDLER ELEVATOR CORPORATION | 6/27/2019 | \$703.68 | |
| 008962 | U PRINTING | 6/27/2019 | \$759.90 | |
| Receipts/Deposits | | | \$0.00 | (\$5,171,203.75) |
| | | | Total Deposits | (\$5,171,203.75) |
| Payments/Withdrawals | | | \$467,718.95 | \$4,745,452.31 |
| Outstanding + Cleared Checks | | | = | Total Checks Written |
| | | | | \$5,213,171.26 |
| *NM Next Month items not included in Total Checks Written and Total | | | | |

TO: Monroe County Public Library – Board of Trustees
FROM: Kyle Wickemeyer-Hardy, Human Resources Manager
RE: Personnel Report
DATE July 10, 2019

Beginning Employment

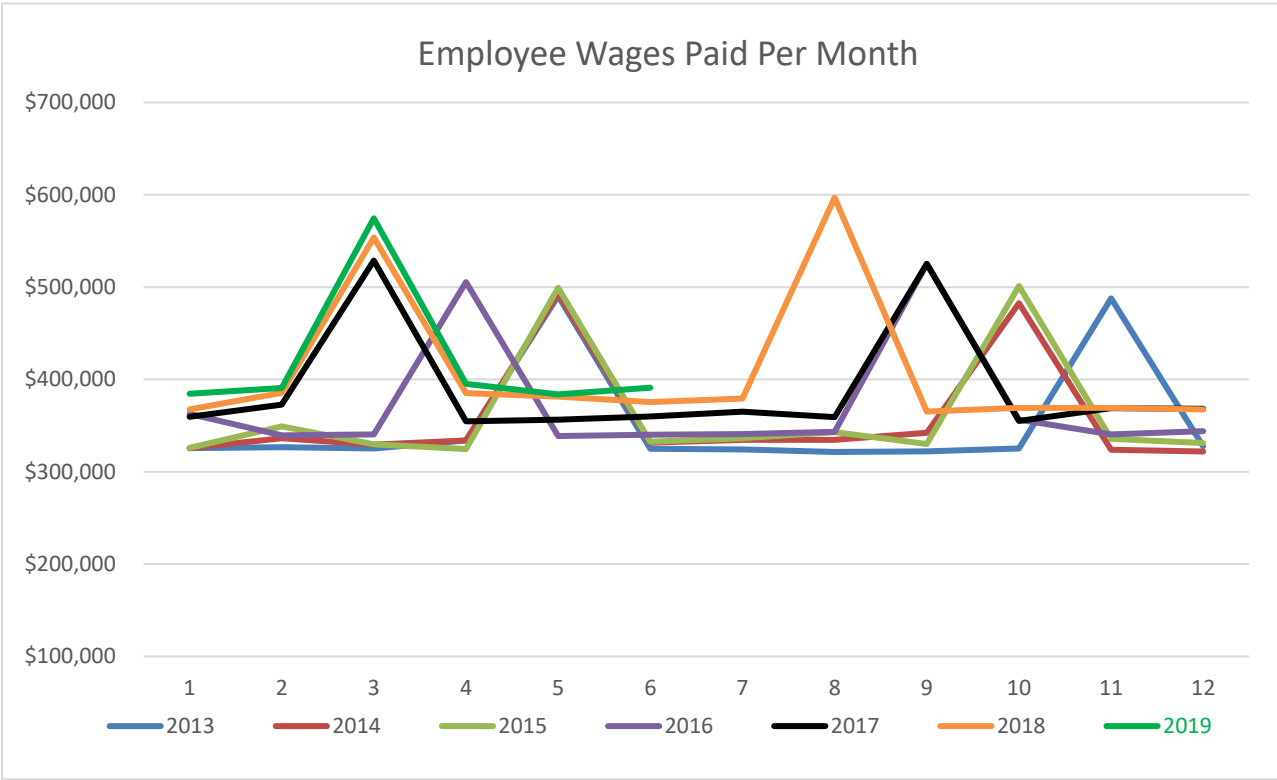
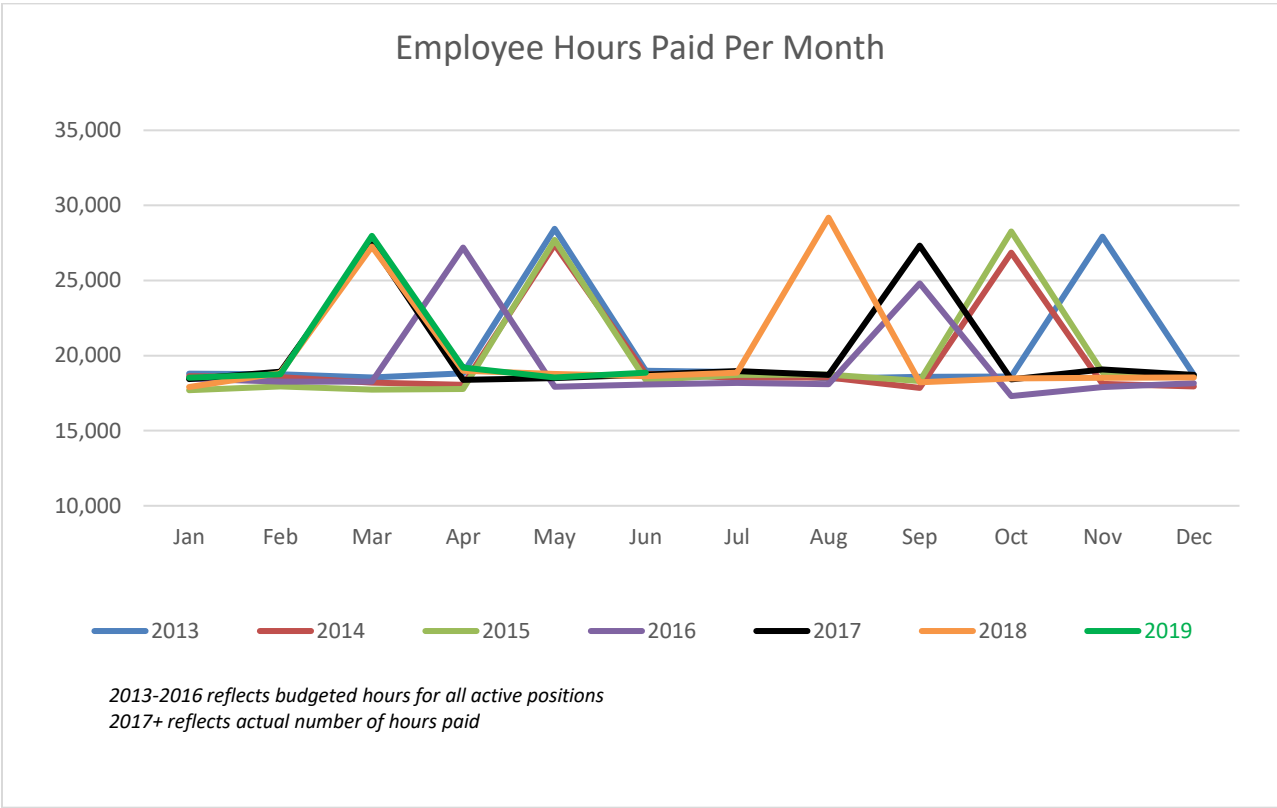
- None

Ending Employment

- Nathan Kroeger, Communications and Marketing, Writer and Online Content Specialist, Pay Grade 7, 37.5 hours per week effective July 5, 2019.
- Hilda Hurtado Garcia, Access & content Services, Material Handler, Pay Grade 1, 15 hours per week effective August 3, 2019.
- Joanna Butler, Access & Content Services, Material Handler, Pay Grade 1, 15 hours per week effective July 8, 2019.

Job Changes

- Maggie (Bruce) Hutt, Access & Content Services, Material Handler, Pay Grade 1, 15 hours per week to Community & Customer Engagement, Information Assistant, Pay Grade 3, 20 hours per week effective July 8, 2019.



Pay Date 06/07/19
 Pay Period 05/13/2019 - 05/26/2019

Employee Earnings Report by Pay Date

| # | Fund Type | Employee Name | Status | Title | Unit |
|----|-----------|----------------------------|--------|--------------------------|---------------------------|
| 1 | Operating | Anderson, Erica A. | A | Materials Handler | ACCESS & CONTENT |
| 2 | | Butler, Joanna R. | A | Materials Handler | ACCESS & CONTENT |
| 3 | | Cagle, Alia M. | A | Materials Handler | ACCESS & CONTENT |
| 4 | | Desjardins, Vincent P. | A | Materials Handler | ACCESS & CONTENT |
| 5 | | Fak, Andrew V. | A | Materials Handler | ACCESS & CONTENT |
| 6 | | Fletcher, Kathy J. | A | Materials Handler | ACCESS & CONTENT |
| 7 | | Hagan, Elizabeth A. | A | Materials Handler | ACCESS & CONTENT |
| 8 | | Heppeard, Andrew D. | A | Materials Handler | ACCESS & CONTENT |
| 9 | | Hines, Michelle L. | A | Materials Handler | ACCESS & CONTENT |
| 10 | | Horton, Samantha M. | A | Materials Handler | ACCESS & CONTENT |
| 11 | | Hurtado Garcia, Hilda Mont | A | Materials Handler | ACCESS & CONTENT |
| 12 | | Hutt, Margaret M. | A | Materials Handler | ACCESS & CONTENT |
| 13 | | Ketring, Brittney M. | A | Materials Handler | ACCESS & CONTENT |
| 14 | | Kim, June Young | T | Materials Handler | ACCESS & CONTENT |
| 15 | | Koester, William D. | A | Materials Handler | ACCESS & CONTENT |
| 16 | | Kowalchuk, Jason M. | A | Materials Handler | ACCESS & CONTENT |
| 17 | | Kwiatkowski, Luke P. | A | Materials Handler | ACCESS & CONTENT |
| 18 | | Lemen, Brett A. | A | Materials Handler | ACCESS & CONTENT |
| 19 | | Mullens, Anna M. | A | Materials Handler | ACCESS & CONTENT |
| 20 | | Phillips, Amanda E. | A | Materials Handler | ACCESS & CONTENT |
| 21 | | Polley, Elizabeth A. | A | Materials Handler | ACCESS & CONTENT |
| 22 | | Price, Daniel A. | A | Materials Handler | ACCESS & CONTENT |
| 23 | | Rauh, Therese | A | Materials Handler | ACCESS & CONTENT |
| 24 | | Smith, Karen S. | A | Materials Handler | ACCESS & CONTENT |
| 25 | | Snell, Avalon M. | A | Materials Handler | ACCESS & CONTENT |
| 26 | | Winters, Emily J. | A | Materials Handler | ACCESS & CONTENT |
| 27 | | Ybarra, Sivanah K. | A | Materials Handler | ACCESS & CONTENT |
| 28 | | Balzer, Cynthia L. | A | Senior Information Asst | COMMUNITY & CUSTOMER ENGA |
| 29 | | Bowman-Sarkisian, Shanno | A | Information Assistant | COMMUNITY & CUSTOMER ENGA |
| 30 | | Cagle, Chantal G. | A | Information Assistant | COMMUNITY & CUSTOMER ENGA |
| 31 | | Clark, Marion C. | A | Senior Information Asst | COMMUNITY & CUSTOMER ENGA |
| 32 | | Duszynski, Paul A. | A | Senior Information Asst | COMMUNITY & CUSTOMER ENGA |
| 33 | | Gillespie, Charles F. | A | Information Assistant | COMMUNITY & CUSTOMER ENGA |
| 34 | | Greene, Troy J. | A | Security Technician | BUILDING SRV-SECURITY |
| 35 | | Icenogle, Rachel L. | A | Custodian | BUILDING SRV-MAINTENANCE |
| 36 | | Jackson, Ross A. | A | Security Technician | BUILDING SRV-SECURITY |
| 37 | | Lucas, Darryl L. | A | Information Assistant | COMMUNITY & CUSTOMER ENGA |
| 38 | | Mass, Shelby E. | A | Information Assistant | COMMUNITY & CUSTOMER ENGA |
| 39 | | OLeary, Barbara A. | A | Information Assistant | COMMUNITY & CUSTOMER ENGA |
| 40 | | Polley, Claudia M. | A | Custodian | BUILDING SRV-MAINTENANCE |
| 41 | | Purcell, Emily S. | A | Information Assistant | COMMUNITY & CUSTOMER ENGA |
| 42 | | Rogers, Addison C. | A | CATS-Master Control Op | CATS |
| 43 | | Sims, James L. | A | Security Technician | BUILDING SRV-SECURITY |
| 44 | | Sinex, Lucas C. | A | Information Tech Asst | INFORMATION TECHNOLOGY |
| 45 | | Snider, Benjamin B. | A | Information Assistant | COMMUNITY & CUSTOMER ENGA |
| 46 | | Thomas, Deborah D. | A | Custodian | BUILDING SRV-MAINTENANCE |
| 47 | | Weaver, William C. | A | Web Support | COMMUNICATIONS/MARKETI CM |
| 48 | | Wilke, Adam G. | A | Information Assistant | COMMUNITY & CUSTOMER ENGA |
| 49 | | Clark, Craig J. | A | Senior Materials Handler | ACCESS & CONTENT |
| 50 | | Crane, Deanna J. | A | Custodian | BUILDING SRV-MAINTENANCE |
| 51 | | Ellis, William P. | A | Information Assistant | COMMUNITY & CUSTOMER ENGA |
| 52 | | Hoagland, Ian M. | A | Information Assistant | COMMUNITY & CUSTOMER ENGA |
| 53 | | Jenness, Claire L. | A | Senior Materials Handler | ACCESS & CONTENT |
| 54 | | Jenness, Lillian M. | A | Information Assistant | COMMUNITY & CUSTOMER ENGA |
| 55 | | Jones, Christina M. | A | Community Librarian | COMMUNITY & CUSTOMER ENGA |
| 56 | | Loudenbarger, Audra C. | A | Information Assistant | COMMUNITY & CUSTOMER ENGA |
| 57 | | Mounlio, Daniel T. | A | Senior Information Asst | COMMUNITY & CUSTOMER ENGA |
| 58 | | Sowder, Christa N. | A | Senior Materials Handler | ACCESS & CONTENT |
| 59 | | Tincher, Cheryl L. | A | Custodian | BUILDING SRV-MAINTENANCE |
| 60 | | Vollmar, Justin M. | A | CATS - Production Asst | CATS |
| 61 | | Wise, Laura E. | A | Senior Information Asst | COMMUNITY & CUSTOMER ENGA |
| 62 | | Lenn, Tracy M. | A | Information Assistant | COMMUNITY & CUSTOMER ENGA |

Pay Date 06/07/19
 Pay Period 05/13/2019 - 05/26/2019

Employee Earnings Report by Pay Date

| | | | | |
|-----|-------------------------|---|---------------------------|---------------------------|
| 63 | Adams, Meghan E. | A | Copy Cataloger Asst | ACCESS & CONTENT |
| 64 | Arnholter, Ellen P. | A | Community Librarian | COMMUNITY & CUSTOMER ENGA |
| 65 | Baker, Kimberly A. | A | Community Librarian | COMMUNITY & CUSTOMER ENGA |
| 66 | Baugh, Ned T. | A | Info Technology MGR | INFORMATION TECHNOLOGY |
| 67 | Bell, Terri L. | A | Custodian | BUILDING SRV-MAINTENANCE |
| 68 | Blanchard, Annise D. | A | Community Librarian | COMMUNITY & CUSTOMER ENGA |
| 69 | Brown, Erica N. | A | Community Librarian | COMMUNITY & CUSTOMER ENGA |
| 70 | Bruecks, Melissa E. | A | CoCu Assistant Manager | COMMUNITY & CUSTOMER ENGA |
| 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 | COMMUNITY & CUSTOMER ENGA |
| 75 | Cheek, Jared P. | A | Senior Information Asst | COMMUNITY & CUSTOMER ENGA |
| 76 | Cooper, Burl | A | Senior Information Asst | COMMUNITY & CUSTOMER ENGA |
| 77 | Cronkrite, Jane M. | A | Director - Associate | ADMIN-ASSOCIATE DIRECTOR |
| 78 | Dockerty, Katelynn E. | A | Senior Information Asst | COMMUNITY & CUSTOMER ENGA |
| 79 | Duffy, Dana R. | A | Community Librarian | COMMUNITY & CUSTOMER ENGA |
| 80 | Dunnuck, Aubrey R. | A | Senior Information Asst | COMMUNITY & CUSTOMER ENGA |
| 81 | Fallwell, Edwin M. | A | Senior Information Asst | COMMUNITY & CUSTOMER ENGA |
| 82 | Fallwell, Susan L. | A | Acquisitions Technician | ACCESS & CONTENT |
| 83 | French, Elizabeth E. | A | Senior Information Asst | COMMUNITY & CUSTOMER ENGA |
| 84 | Friesel, Christine E. | A | Community Librarian | COMMUNITY & CUSTOMER ENGA |
| 85 | Galarza, Alejandria F. | A | Community Librarian | COMMUNITY & CUSTOMER ENGA |
| 86 | Gesten, Joshua F. | A | Senior Information Asst | COMMUNITY & CUSTOMER ENGA |
| 87 | Gossman, James A. | A | Community Librarian | COMMUNITY & CUSTOMER ENGA |
| 88 | Graham, Elsie W. | A | Financial Assistant | ADMIN-FINANCE |
| 89 | Gray-Overtom, Paula E. | A | Web Administrator | COMMUNICATIONS/MARKETI CM |
| 90 | Gray, Elizabeth L. | A | Adult Strategist | STRATEGIST-ADULT/ SERVI |
| 91 | Gray, Marla S. | A | Human Resources Spec | ADMIN-HUMAN RESOURCES |
| 92 | Green, Cheryl R. | A | Librarian Cataloger | ACCESS & CONTENT |
| 93 | Greene, Ronald | A | Custodian | BUILDING SRV-MAINTENANCE |
| 94 | Hoffman, Jennifer L. | A | Community Librarian | COMMUNITY & CUSTOMER ENGA |
| 95 | Holman, Stephanie A. | A | Community Librarian | COMMUNITY & CUSTOMER ENGA |
| 96 | Hosler, Christopher A. | A | Program-Branch Strat | STRATEGIST-PROGRAM/B |
| 97 | Hosler, Virginia J. | A | Community Librarian | COMMUNITY & CUSTOMER ENGA |
| 98 | Hussey, Amanda L. | A | Communications/Mrkt MGR | COMMUNICATIONS/MARKETI CM |
| 99 | Jackson, Christopher B. | A | Special Audience Strat | STRATEGIST-SPECIAL AUDIEN |
| 100 | Johnson, Michael J. | A | Security Technician | BUILDING SRV-SECURITY |
| 101 | Kelly, Bruce W. | A | Maintenance Expert | BUILDING SRV-MAINTENANCE |
| 102 | Kinser, Julia L. | A | Senior Information Asst | COMMUNITY & CUSTOMER ENGA |
| 103 | Kroeger, Nathan A. | A | Writer/Content Specialist | COMMUNICATIONS/MARKETI CM |
| 104 | Lehr, Jeannette C. | A | Subject Expert | COMMUNITY & CUSTOMER ENGA |
| 105 | Leibacher, Brian J. | A | BLDS MGR | BUILDING SRV-MAINTENANCE |
| 106 | Lettelleir, Gary P. | A | MGR Finance | ADMIN-FINANCE |
| 107 | Lovings, Jacqueline D. | A | Senior Information Asst | COMMUNITY & CUSTOMER ENGA |
| 108 | MacDowell, Kevin S. | A | Teen/Digital Create Strat | STRATEGIST-TEENS/DC |
| 109 | Matney, Jason L. | A | BLDS Asst Mgr | BUILDING SRV-MAINTENANCE |
| 110 | Meador, John D. | A | Information Assistant | COMMUNITY & CUSTOMER ENGA |
| 111 | Mestre, Amber C. | A | Senior Information Asst | COMMUNITY & CUSTOMER ENGA |
| 112 | Mosora, John P. | A | Maintenance Assistant | BUILDING SRV-MAINTENANCE |
| 113 | Mullis, Cody H. | A | Information Tech Spec | INFORMATION TECHNOLOGY |
| 114 | Neer, Matthew M. | A | CoCu Assistant Manager | COMMUNITY & CUSTOMER ENGA |
| 115 | Niemeyer, Stephanie R. | A | Access & Content Asst Mgr | ACCESS & CONTENT |
| 116 | Ody, Martha F. | A | Librarian Selector | ACCESS & CONTENT |
| 117 | Ott, Samuel W. | A | Community Librarian | COMMUNITY & CUSTOMER ENGA |
| 118 | Overman, Roberta J. | A | Community Librarian | COMMUNITY & CUSTOMER ENGA |
| 119 | Paull, Jonathon J. | A | Senior Information Asst | COMMUNITY & CUSTOMER ENGA |
| 120 | Rome, M Brandon | A | Senior Information Asst | COMMUNITY & CUSTOMER ENGA |
| 121 | Ruddick, Jane | A | Librarian Selector | ACCESS & CONTENT |
| 122 | Salvaggio, Elizabeth A. | A | Senior Information Asst | COMMUNITY & CUSTOMER ENGA |
| 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 Office Assistant | ADMIN-BUS OFFICE |
| 126 | Slater, Andrew R. | A | Senior Information Asst | COMMUNITY & CUSTOMER ENGA |

Pay Date 06/07/19
 Pay Period 05/13/2019 - 05/26/2019

Employee Earnings Report by Pay Date

| | | | | |
|-----|---------------------------|---|--------------------------|---------------------------|
| 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 | COMMUNITY & CUSTOMER ENGA |
| 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 | COMMUNITY & CUSTOMER ENGA |
| 134 | Turrentine, Bethany G. | A | Vital Coordinator | COMMUNITY & CUSTOMER ENGA |
| 135 | Wallace, Pamela J. | A | Admin Services Assistant | 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 | Wilder, Morning | A | Community Librarian | COMMUNITY & CUSTOMER ENGA |
| 139 | Wolf, Joshua | A | CoCu MGR | COMMUNITY & CUSTOMER ENGA |
| 140 | Wood, Marilyn D. | A | Director | ADMIN - DIRECTOR |
| 141 | Zdravecky, Leanne | A | Admin. Coordinator | ADMIN-BUS OFFICE |

| | | |
|---------------------------------|---------------------|-----------------|
| Sub-Total Operating Fund | \$181,928.47 | 8,712.50 |
|---------------------------------|---------------------|-----------------|

| | 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 | | Bookwalter, Mark J. | A | CATS - Production Asst | CATS |
| 10 | | Burns, Michael F. | A | FL Bookstore Oper | FRIENDS OF THE LIBRARY |
| 11 | | ONeill, Martin | A | CATS Asst Mgr Production | CATS |
| 12 | | Regoli, Mary Jean | A | FOL Office Manager | FRIENDS OF THE LIBRARY |
| 13 | | Stillwell, Adam A. | A | CATS Asst Mgr Program | CATS |
| 14 | | Stockwell, Robert R. | A | CATS Equip Oper Expert | CATS |
| 15 | | Walter, David P. | A | CATS - Production Asst | CATS |
| 16 | | White, Michael B. | A | CATS General MGR | CATS |

| | | |
|-------------------------------|--------------------|---------------|
| Sub-Total Special Fund | \$19,427.04 | 965.75 |
|-------------------------------|--------------------|---------------|

| | | |
|--------------------|---------------------|-----------------|
| Grand Total | \$201,355.51 | 9,678.25 |
|--------------------|---------------------|-----------------|

Pay Date 06/21/19
 Pay Period 05/27/2019 - 06/09/2019

Employee Earnings Report by Pay Date

| # | Fund Type | Employee Name | Status | Title | Unit |
|----|-----------|----------------------------|--------|--------------------------|---------------------------|
| 1 | Operating | Anderson, Erica A. | A | Materials Handler | ACCESS & CONTENT |
| 2 | | Butler, Joanna R. | A | Materials Handler | ACCESS & CONTENT |
| 3 | | Cagle, Alia M. | A | Materials Handler | ACCESS & CONTENT |
| 4 | | Desjardins, Vincent P. | A | Materials Handler | ACCESS & CONTENT |
| 5 | | Fak, Andrew V. | A | Materials Handler | ACCESS & CONTENT |
| 6 | | Fletcher, Kathy J. | A | Materials Handler | ACCESS & CONTENT |
| 7 | | Hagan, Elizabeth A. | A | Materials Handler | ACCESS & CONTENT |
| 8 | | Heppeard, Andrew D. | A | Materials Handler | ACCESS & CONTENT |
| 9 | | Hines, Michelle L. | A | Materials Handler | ACCESS & CONTENT |
| 10 | | Horton, Samantha M. | A | Materials Handler | ACCESS & CONTENT |
| 11 | | Hurtado Garcia, Hilda Mont | A | Materials Handler | ACCESS & CONTENT |
| 12 | | Hutt, Margaret M. | A | Materials Handler | ACCESS & CONTENT |
| 13 | | Ketring, Brittney M. | A | Materials Handler | ACCESS & CONTENT |
| 14 | | Koester, William D. | A | Materials Handler | ACCESS & CONTENT |
| 15 | | Kowalchuk, Jason M. | A | Materials Handler | ACCESS & CONTENT |
| 16 | | Kwiatkowski, Luke P. | A | Materials Handler | ACCESS & CONTENT |
| 17 | | Lemen, Brett A. | T | Materials Handler | ACCESS & CONTENT |
| 18 | | McDermott-Sipe, Elias F. | A | Materials Handler | ACCESS & CONTENT |
| 19 | | Mullens, Anna M. | A | Materials Handler | ACCESS & CONTENT |
| 20 | | Phillips, Amanda E. | A | Materials Handler | ACCESS & CONTENT |
| 21 | | Polley, Elizabeth A. | A | Materials Handler | ACCESS & CONTENT |
| 22 | | Price, Daniel A. | A | Materials Handler | ACCESS & CONTENT |
| 23 | | Rauh, Therese | A | Materials Handler | ACCESS & CONTENT |
| 24 | | Ruch, Cassie M. | A | Materials Handler | ACCESS & CONTENT |
| 25 | | Schrougham, Auston W. | A | Materials Handler | ACCESS & CONTENT |
| 26 | | Smith, Karen S. | A | Materials Handler | ACCESS & CONTENT |
| 27 | | Snell, Avalon M. | A | Materials Handler | ACCESS & CONTENT |
| 28 | | Winters, Emily J. | A | Materials Handler | ACCESS & CONTENT |
| 29 | | Ybarra, Sivanah K. | A | Materials Handler | ACCESS & CONTENT |
| 30 | | Balzer, Cynthia L. | A | Senior Information Asst | COMMUNITY & CUSTOMER ENGA |
| 31 | | Bowman-Sarkisian, Shanno | A | Information Assistant | COMMUNITY & CUSTOMER ENGA |
| 32 | | Cagle, Chantal G. | A | Information Assistant | COMMUNITY & CUSTOMER ENGA |
| 33 | | Clark, Marion C. | A | Senior Information Asst | COMMUNITY & CUSTOMER ENGA |
| 34 | | Duszynski, Paul A. | A | Senior Information Asst | COMMUNITY & CUSTOMER ENGA |
| 35 | | Gillespie, Charles F. | A | Information Assistant | COMMUNITY & CUSTOMER ENGA |
| 36 | | Greene, Troy J. | A | Security Technician | BUILDING SRV-SECURITY |
| 37 | | Icenogle, Rachel L. | A | Custodian | BUILDING SRV-MAINTENANCE |
| 38 | | Jackson, Ross A. | A | Security Technician | BUILDING SRV-SECURITY |
| 39 | | Lucas, Darryl L. | A | Information Assistant | COMMUNITY & CUSTOMER ENGA |
| 40 | | Mass, Shelby E. | A | Information Assistant | COMMUNITY & CUSTOMER ENGA |
| 41 | | OLEary, Barbara A. | A | Information Assistant | COMMUNITY & CUSTOMER ENGA |
| 42 | | Polley, Claudia M. | A | Custodian | BUILDING SRV-MAINTENANCE |
| 43 | | Purcell, Emily S. | A | Information Assistant | COMMUNITY & CUSTOMER ENGA |
| 44 | | Rogers, Addison C. | A | CATS-Master Control Op | CATS |
| 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 | COMMUNITY & CUSTOMER ENGA |
| 48 | | Thomas, Deborah D. | A | Custodian | BUILDING SRV-MAINTENANCE |
| 49 | | Weaver, William C. | A | Web Support | COMMUNICATIONS/MARKETI CM |
| 50 | | Wilke, Adam G. | A | Information Assistant | 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 | COMMUNITY & CUSTOMER ENGA |
| 54 | | Hoagland, Ian M. | A | Information Assistant | COMMUNITY & CUSTOMER ENGA |
| 55 | | Jenness, Claire L. | A | Senior Materials Handler | ACCESS & CONTENT |
| 56 | | Jenness, Lillian M. | A | Information Assistant | COMMUNITY & CUSTOMER ENGA |
| 57 | | Loudenbarger, Audra C. | A | Information Assistant | COMMUNITY & CUSTOMER ENGA |
| 58 | | Mounlio, Daniel T. | A | Senior Information Asst | COMMUNITY & CUSTOMER ENGA |
| 59 | | Sowder, Christa N. | A | Senior Materials Handler | ACCESS & CONTENT |
| 60 | | Tincher, Cherryl L. | A | Custodian | BUILDING SRV-MAINTENANCE |
| 61 | | Vollmar, Justin M. | A | CATS - Production Asst | CATS |
| 62 | | Wise, Laura E. | A | Senior Information Asst | COMMUNITY & CUSTOMER ENGA |

Pay Date 06/21/19
Pay Period 05/27/2019 - 06/09/2019

Employee Earnings Report by Pay Date

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

Pay Date 06/21/19
 Pay Period 05/27/2019 - 06/09/2019

Employee Earnings Report by Pay Date

| | | | | |
|-----|---------------------------|---|--------------------------|---------------------------|
| 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 | COMMUNITY & CUSTOMER ENGA |
| 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 | COMMUNITY & CUSTOMER ENGA |
| 134 | Turrentine, Bethany G. | A | Vital Coordinator | COMMUNITY & CUSTOMER ENGA |
| 135 | Wallace, Pamela J. | A | Admin Services Assistant | 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 | Wilder, Morning | A | Community Librarian | COMMUNITY & CUSTOMER ENGA |
| 139 | Wolf, Joshua | A | CoCu MGR | COMMUNITY & CUSTOMER ENGA |
| 140 | Wood, Marilyn D. | A | Director | ADMIN - DIRECTOR |
| 141 | Zdravecky, Leanne | A | Admin. Coordinator | ADMIN-BUS OFFICE |

| | | |
|---------------------------------|---------------------|-----------------|
| Sub-Total Operating Fund | \$170,642.76 | 8,250.75 |
|---------------------------------|---------------------|-----------------|

| | 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 | | Bookwalter, Mark J. | A | CATS - Production Asst | CATS |
| 10 | | Burns, Michael F. | A | FL Bookstore Oper | FRIENDS OF THE LIBRARY |
| 11 | | ONeill, Martin | A | CATS Asst Mgr Production | CATS |
| 12 | | Regoli, Mary Jean | A | FOL Office Manager | FRIENDS OF THE LIBRARY |
| 13 | | Stillwell, Adam A. | A | CATS Asst Mgr Program | CATS |
| 14 | | Stockwell, Robert R. | A | CATS Equip Oper Expert | CATS |
| 15 | | Walter, David P. | A | CATS - Production Asst | CATS |
| 16 | | White, Michael B. | A | CATS General MGR | CATS |

| | | |
|-------------------------------|--------------------|---------------|
| Sub-Total Special Fund | \$18,997.21 | 943.88 |
|-------------------------------|--------------------|---------------|

| | | |
|--------------------|---------------------|-----------------|
| Grand Total | \$189,639.97 | 9,194.63 |
|--------------------|---------------------|-----------------|

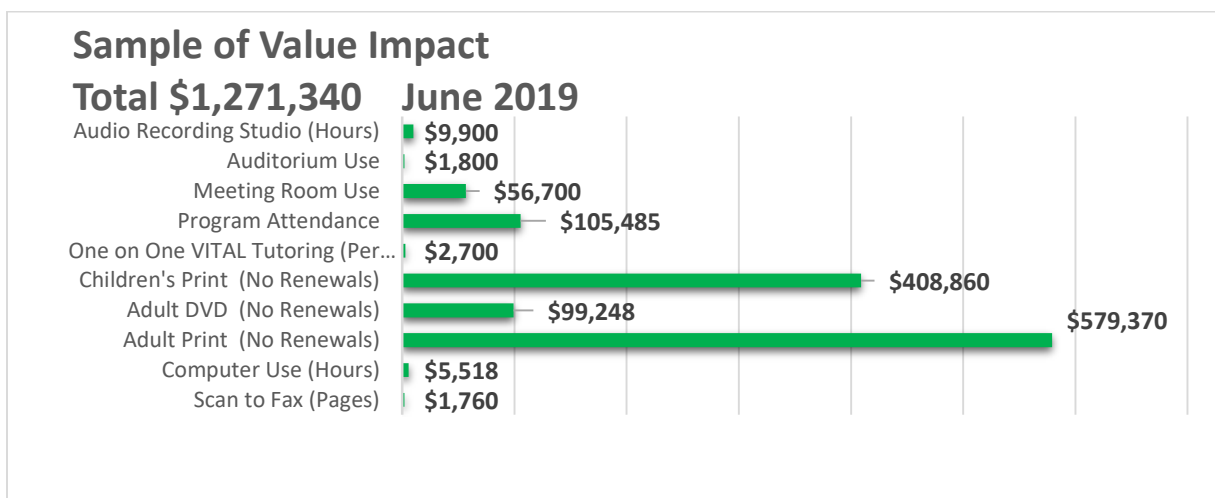
2019 BOARD OF TRUSTEE'S CALENDER
All meetings in Room 1B unless otherwise noted

| 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) | | | |

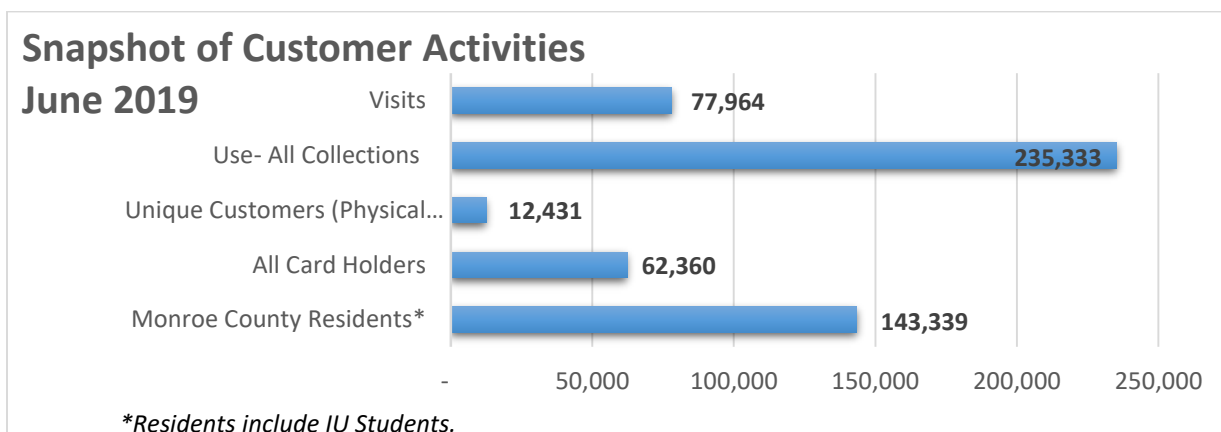


Director's Report June 2019

The Library averaged 2,599 visits per day and an overall visitor count of 77,964. Customers retrieved 45,345 digital collection items and checked out or renewed 189,988 physical collection items. 7,844 items were checked out or renewed daily. 12,431 unique individuals checked out an item and 20,036 unique users have checked out an item so far in 2019, 32% of the Library's total card holder population, which increased by 150 individuals. The library added 4,280 items to the collection and deleted 4,207 items.



6,205 attendees enjoyed one of 187 Library sponsored programs. Customers used the Library's computers for 13,456 sessions, approximately 449 per day, for a total of 11,036 hours. The Library served as a community resource as the meeting rooms, audio or video studios, or auditorium spaces were used 756 times or an average of 25 times per day. The value of a few services offered by the Library is highlighted below.



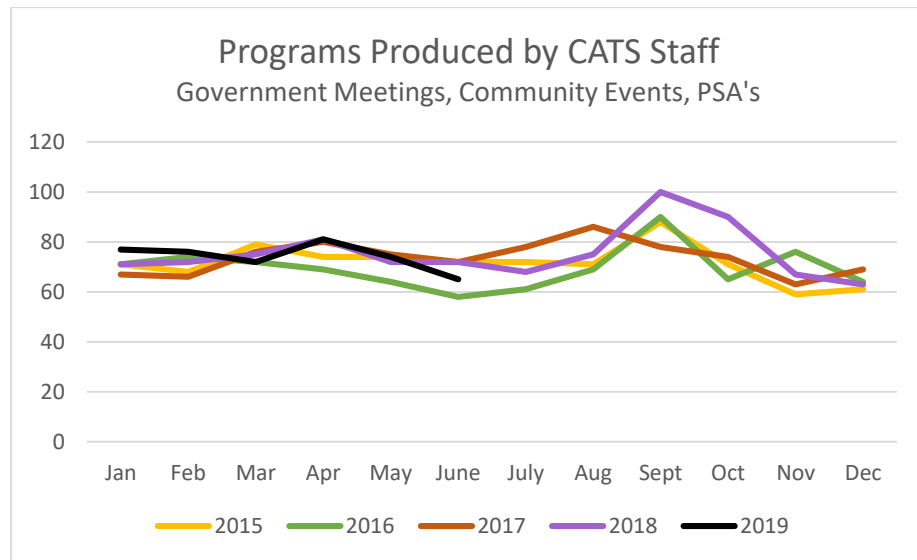
Monroe County Public Library Strategic Direction 2018-2020

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 Herald-Times published a front page [feature](#) on Monday, June 24th highlighting the Library's Homebound Service. Entitled "Beyond Books," the article describes how this program not only provides individuals with personally selected media, but also builds meaningful human connections. These relationships with both Library staff and volunteers can have a large impact on the quality of life for county residents who are often isolated. One patron of the service told the reporter, "I don't know what I would do without them. They have made my life so boundless in knowledge and entertainment." And another, "When you're active all your life and you get shut in, it's very hard. This has made my life happy. I get someone that I can relate to, and I can get materials that keep me connected."
- Last summer, after consulting with the Indiana University Hearing Clinic, the Library purchased components that make up an Assistive Listening Kit. Consisting of a sophisticated multi-directional microphone and individual receivers that pair with many hearing aids, cochlear implants, and headphones, the kit mitigates a barrier that prevents many from fully participating in Library program and events. It gets used weekly at the Main Library. The Library is now acquiring a second kit for use at the Ellettsville Branch.
- The Integrated Library System review process is well under way in Access and Content Services. The first round of staff surveys provided valuable feedback, and staff focus group sessions are planned for the month of July. The committee visited the Indianapolis Public Library on June 10 to understand their recent ILS review and subsequent decision to adopt Polaris. Onsite demonstration visits with Polaris and competing vendors will be scheduled for August for the purpose of seeing firsthand "roadmap" presentations on the future of their products as well as suggestions for enhancements to our current staff client interface among other key features. The committee expects to submit its findings and recommendations in September.
- ACS is also investing in CollectionHQ, a collection analysis platform that provides valuable analytics regarding use and relevance of library collections by directly interfacing with the Library catalog. Such tools will aid in the selection process by helping better identify "gaps" in o collections, quickly respond to trends in use, and ultimately spend materials funds with greater precision and purpose. The platform will be available for training purposes later this summer, and the Library expects to implement workflows in early 2020.
- The latest Think Library e-newsletter is out: <https://mailchi.mp/mcpl/july2019>
- This month's featured eLibrary resource of the month is Testing and Education Reference Center: mcpl.info/terc
- Erica Brown and Matt Neer interviewed Michael Koryta when he visited the Library for the Friends annual meeting. The interview can be found here: <https://youtu.be/97dl62B1dTk>

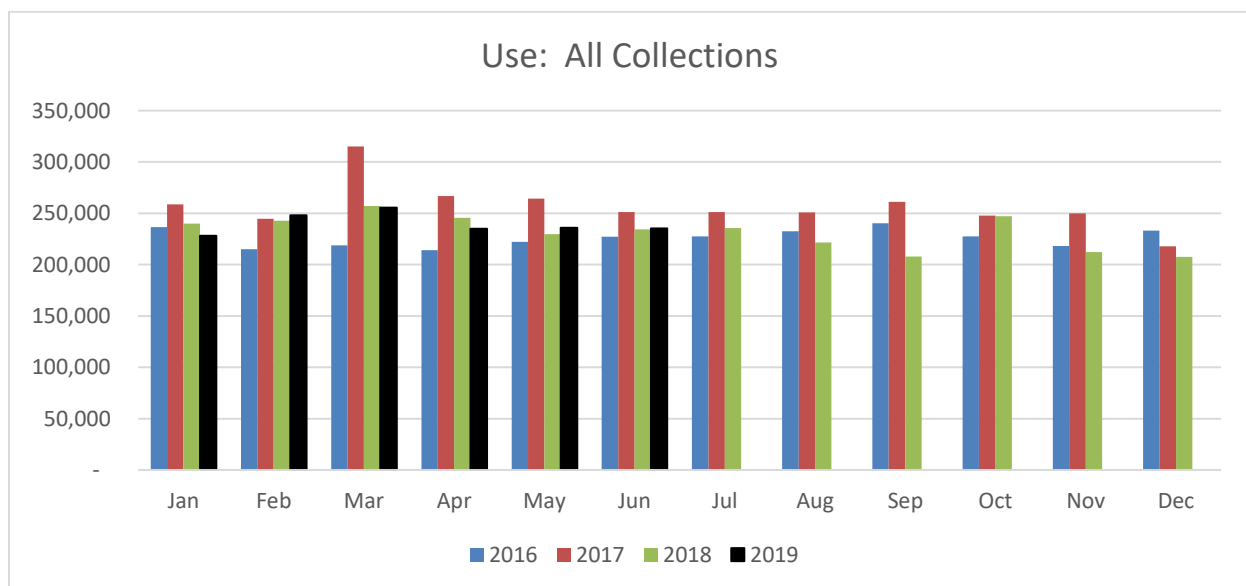
- A series of ads to promote Hoopla is running on B97 throughout June and July.
- *Bloom Magazine* wrote a story about Booking It: <http://www.magbloom.com/2019/06/public-library-now-offers-summer-running-program/>
- Coverage of government meetings remained significant during June, despite the recess of certain bodies. CATS crews covered forty-one meetings, including four *Community Conversations on Criminal Justice* on the 10th, 19th, 24th and 29th. Initiated by the Monroe County Commissioners, these meetings featured a variety of community voices discussing issues ranging from citizen-police relations to overcrowding in the jail. The intent is to create guidelines for addressing criminal justice issues in Monroe County.

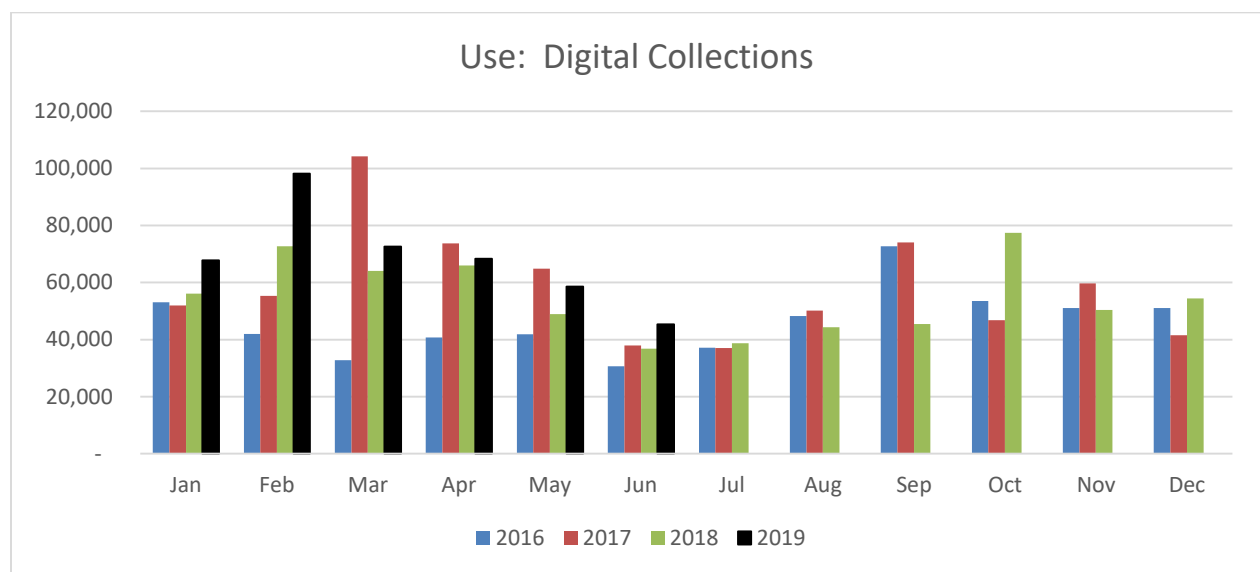
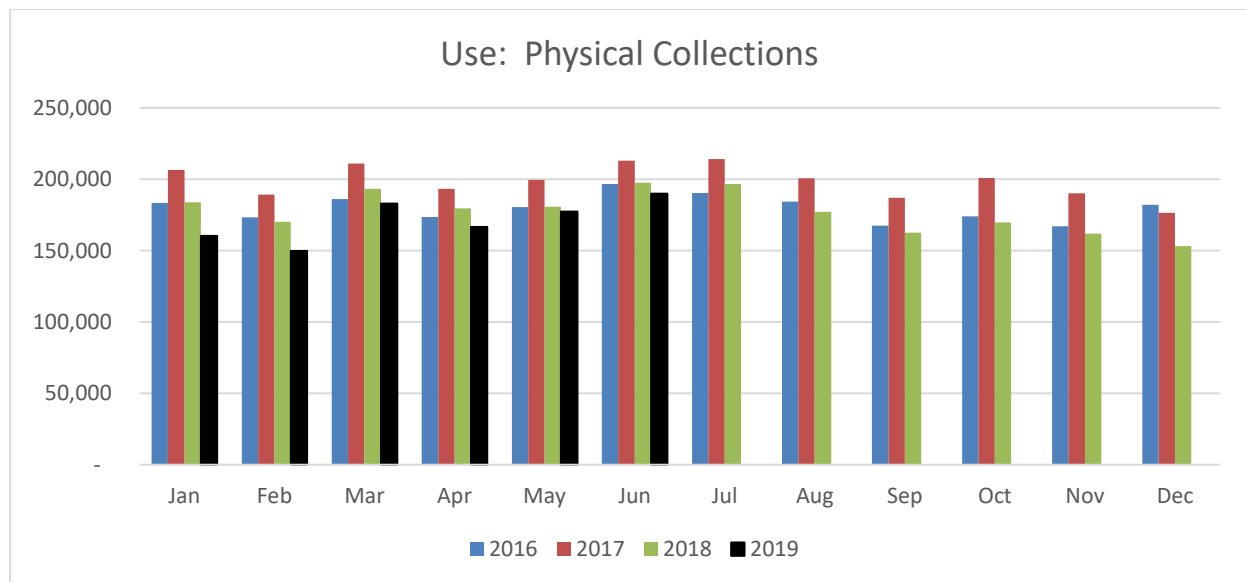


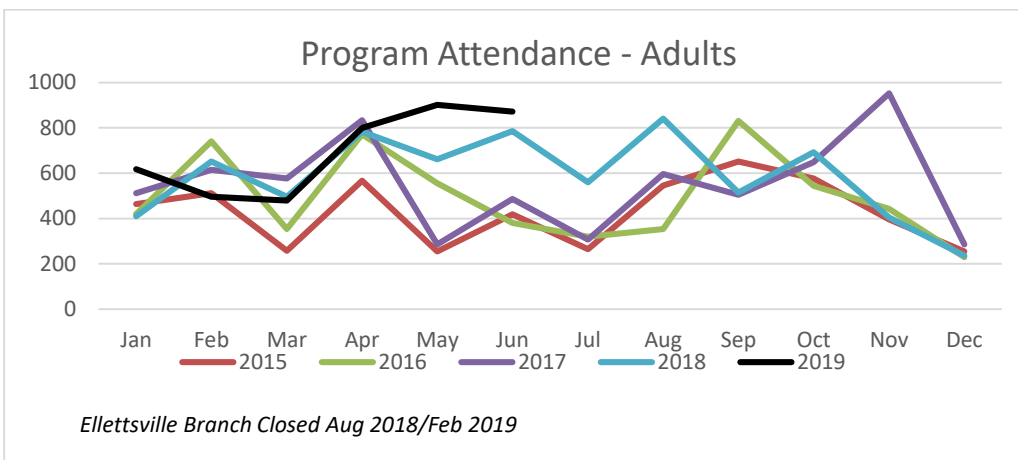
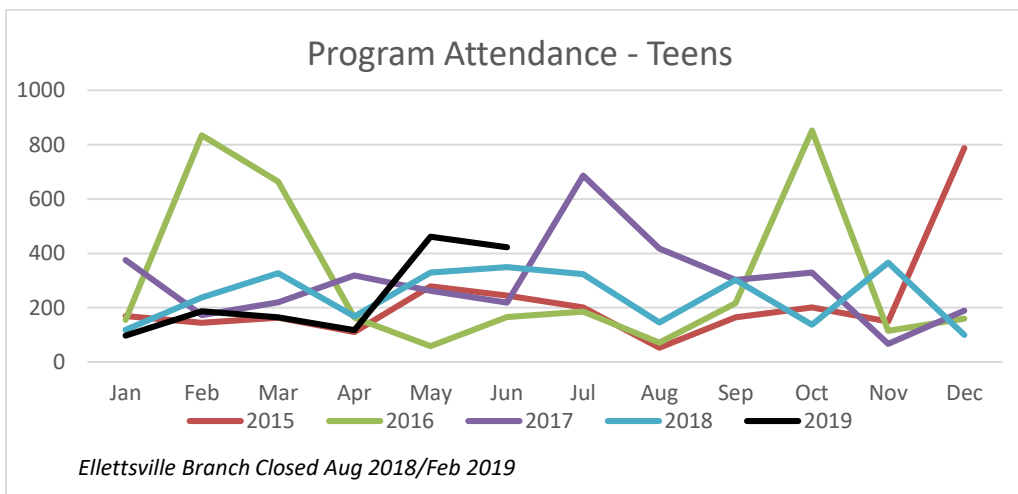
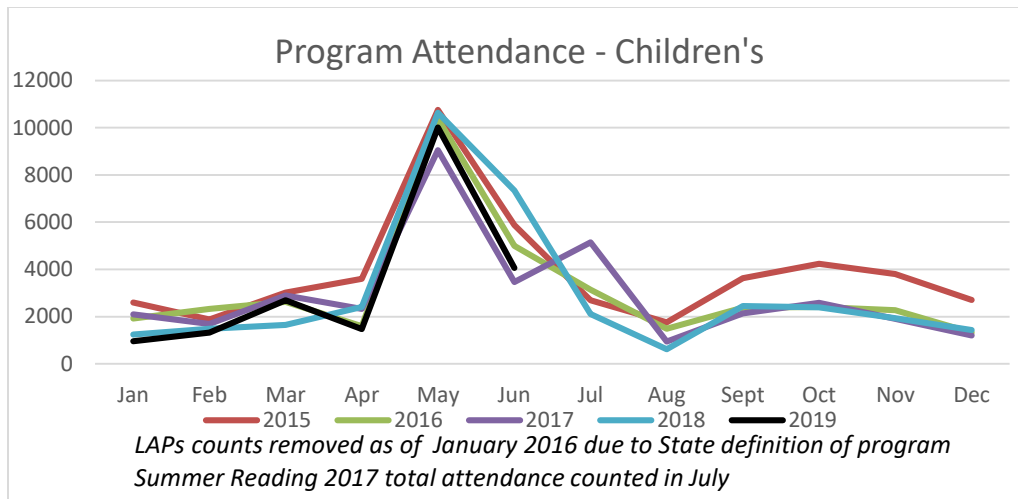
Goal 2: Support reading, 21st century literacy, and lifelong learning.

- Most of the participants in the Library's new Audiobook Book Club are blind or otherwise unable to read books in text formats. For their first discussion, facilitated by Special Audiences Strategist Chris Jackson, they chose the Pulitzer Prize winning novel *All the Light We Cannot See* by Anthony Doerr, which features a blind protagonist. They've selected the memoir *Educated* by Tara Westover for their next meeting in August.
- The Library is proud to introduce an exciting addition to local history and genealogy online resources in the form of NewspaperArchive.com. This database compliments the current subscription to Hoosier State Chronicles, as Library customers will now have access to Indiana historical newspaper publications ranging from the late 19th century to the early 21st century. As with all Library digital resources, access to NewspaperArchive.com is available 24/7 from anywhere in the world.
- Librarian Christine Friesel instructed 15 people in "Finding Images for Family History." Attendees discovered sites to find maps and photos that help reconstruct their family's history in an engaging way.
- The "Native Plant Walking Tour" drew a crowd of 33 with a variety of ages. Participants walked to Dunn Woods and through campus learning to identify native, non-native plants and invasive species of herbs, trees and shrubs. The Indiana Native Plant and Wildflower Society led the tour.

- The summer reading game for children continues to attract visitors to the Library. More than 1,400 children picked up a gameboard in June and more than 400 have already completed the game and claimed their final book prize. Parents convey their gratitude for how the game helps motivate their children to read, and many have appreciated the encouragement to discover something new. The Herald Times featured the Library's Summer Reading games in a front page [story](#) on June 12
- In addition to the regular complement of core programs for infants, toddlers and preschoolers, families enjoy more programs for school-age children during the summer. June events included opportunities to play with and learn about robots, learn about our universe from an astronomer and consultant to NASA, see some nocturnal animals up close, presented by WildCare, and learn about rocket science with WonderLab. Thank you to the Friends of the Library for helping to fund a variety of fun and educational programming.
- All Day VR was very popular, with 40 participants reserving time for a 1-hour Virtual Reality session. Participants experienced anything from games, interactive VR opera, VR experiences traveling the world, to virtual art creation tools. Two teen volunteers helped facilitate the entire day.
- The fourth episode of Girls Sound It Out! Podcast was produced during the first week of June. Along with Digital Creativity Specialist, Jeanette Lehr, five participants and two volunteers worked, Monday through Friday, brainstorming, writing segments, learning audio production and editing skills, and recording and sculpting their pieces. *Episode 4: The Talent Episode* includes girl showcasing their talents, an interview with a talented veterinarian, and a smart, lyric essay on talent in music, among others. The Talent Episode is available for listening pleasure on [Podbean](#) and [iTunes](#).
- A number of Ground Floor teens have begun to take on leadership roles. For instance, teen participants of the weekly program "Tuesday Crafternoon" filled in for a program when the presenter couldn't make it. They facilitated the craft, welcomed and integrated newcomers to the program and wore volunteer name tags. One of these teens even provided a tour to a newly-turned 12-year-old and welcomed her to the space.





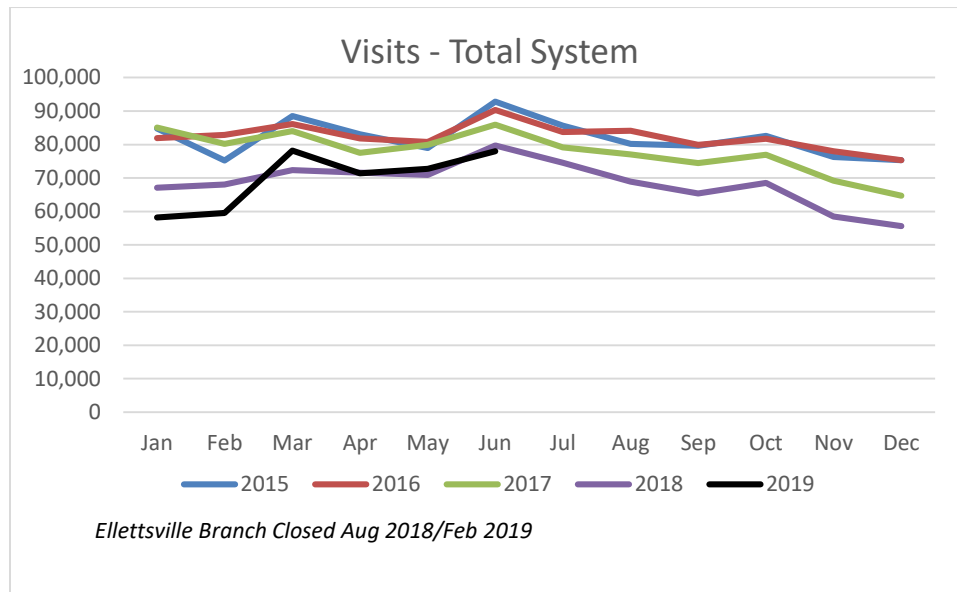


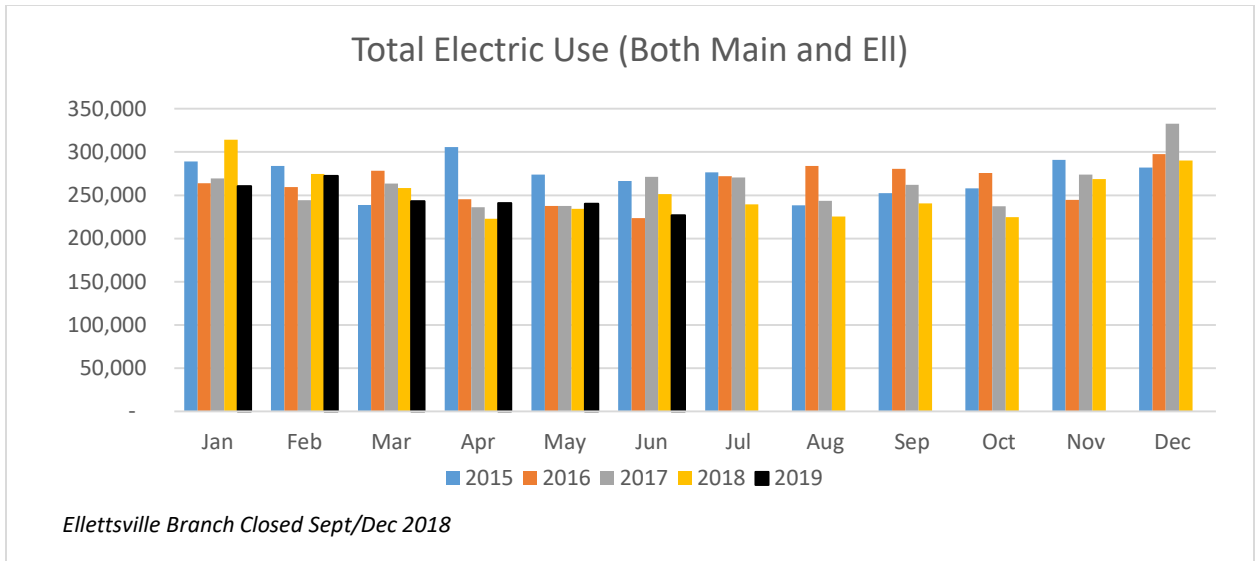
Goal 3: Provide a safe and welcoming place for all.

- The annual 8 Hour Comic Book Day proved to be a popular destination once again. Many clusters of tweens and teens arrived throughout the day and made comics and discussed all

things nerd and pop culture related. Several inter-generational family groups worked together on comics throughout the day and multiple camp groups dropped in to make some comics. Two teens stayed for the entire eight hours and made some truly impressive comics. It was a fun day and exciting to watch people make connections over shared interests and, as staff, it was a good opportunity to engage more deeply with library users over comics, library programs, and pop culture.

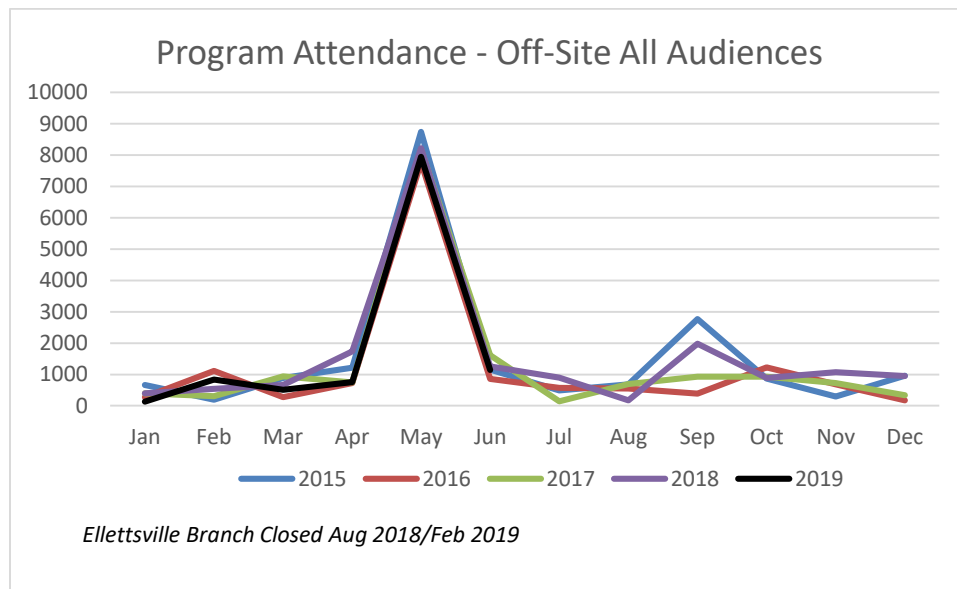
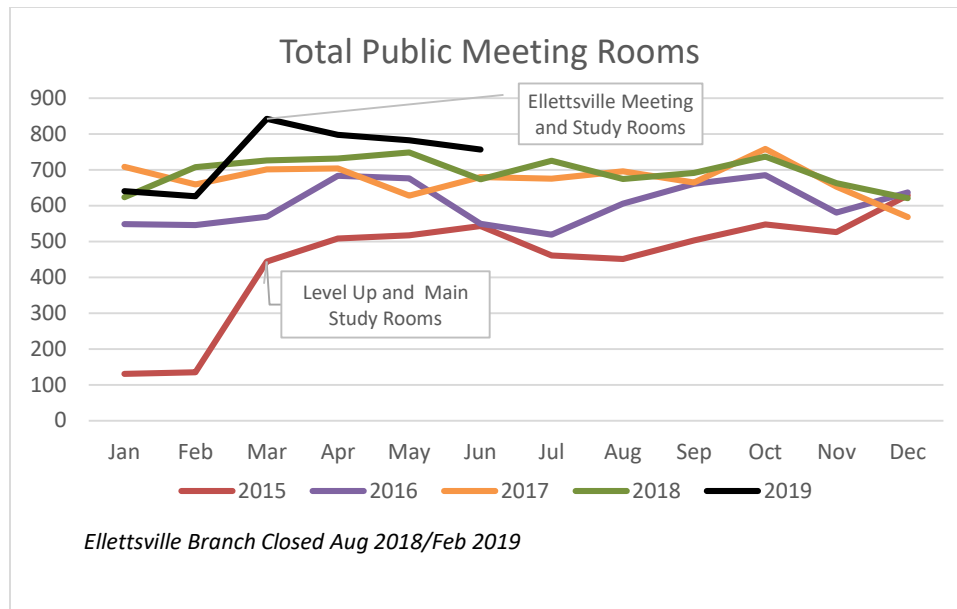
- A teen recently visited the Ground Floor and exclaimed, “I really like coming here because I can be who I really am – a goof!”
- 63 children participating in summer camp at Banneker Community Center picked out a gift book to start them on their summer reading. Children’s Strategist Lisa Champelli coordinates with Banneker Center staff to arrange time to meet with children and enroll them in the summer reading game.
- During the “Art Bootcamp” program, three teens started talking about their sculptures and art. After the program ended, they started hanging out together to go through each other’s sketchbooks. They have since returned many times and have forged a fast friendship.





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

- Forty-five clients of Shalom House visited with Librarian Annise Blanchard and Senior Information Assistant Amber Mestre while enjoying food provided by Bloomingfoods. Library staff issued a new card, gave replacement cards and assisted patrons in clearing up issues with their accounts. Visitors also received water bottles left over from a previous Library program.
- Librarian Erica Brown met with a group at Mother Hubbard's Cupboard to make food and discuss the book *Bento Box in the Heartland: My Japanese Girlhood in Whitebread America* by Linda Furiya who grew up in Versailles, Indiana. Participants made onigiri and miso soup.
- Rainbow Crafts, led by Librarian Annise Blanchard, attracted 24 participants of all ages, including a group from the PRISM Youth Community. Crafts included rainbow Perler bead earrings, fairylight jars and kumihimo braiding.



Community Engagement, Relationship Building and Partnerships

- The Bookmobile participated in Bloomington Parks and Recreation’s Touch a Truck event, and was visited by well over 1,000 children and their caregivers. While the popularity contest is intense when the bookmobile is up against fire engines and race cars, the library on wheels is a perennial favorite with many who appreciate a truck which transports not just materials, but also minds and imaginations.
- For the past several years, reading instructors have requested children’s Librarians tell stories to children receiving reading instruction and attending summer camp at Fairview Elementary school. This year, Stephanie Holman, Lisa Champelli and Josh Wolf stepped in to share folktales and other stories with children in grades 1-3. One of the teachers pointed out to Lisa how the

storytelling met a couple different curriculum standards, including helping children learn about stories from other cultures.

- During a rainy spring, the Picnic at Flatwoods Park landed on a beautiful sunny day. More than 230 people attended this event conducted in partnership with IU Health and Monroe County Parks and Recreation, among other community partners. Librarian Stephanie Holman introduced the new Story Walk to a number of families and helped them make starfinders.
- Staff from the ILS Review Committee, Administration, and the Foundation visited the Indianapolis Public Library on June 10 to discuss Polaris migration and content discovery solutions, Foundation strategic planning and budgeting, bookstore and volunteer programming, and to tour their administrative facilities and the main branch downtown. MCPL staff learned much about the processes behind many of IPL's recent initiatives (including branch planning and community engagement, communication and marketing strategies, website and content integration) and benefited from the perspectives and experiences shared by our colleagues in Indianapolis. We're grateful to IPL for being such gracious hosts and for sharing valuable information that will help us in our own comparable projects.

Evolving Areas in Libraries and Librarianship

- While visiting Indianapolis Public Library we learned more about their plans for building for the future: https://www.ibj.com/articles/74082-undaunted-by-internet-indianapolis-public-library-adds-branches-boosts-visits?utm_source=eight-at-8&utm_medium=newsletter&utm_campaign=2019-06-10
- Staff members Jane Cronkhite, Matt Neer, and Morning Wilder attended the American Library Association Annual Conference in Washington, DC in June. Staff attended sessions on topics ranging from Fighting Fake News, Developing Programming, Entrepreneurship in Libraries, Serving Adults with Disabilities, Censorship Topics in Libraries and heard from keynote speakers such as Sonia Sotomayor, George Takei, and Frank Miller. Staff also connected with furniture, database and software vendors and will be examining demos of products with fellow MCPL staff in coming months.

Monroe County Public Library 2020 Budget

The financial plan for 2020 considers initiatives and ongoing services outlined as priorities in the Library's strategic direction 2018-2020. The 2020 budget plan includes long term consideration for capital investments in a new branch as well as continuing to provide support to meet these critical goals:

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

Here is a comparison of the Operating Fund projected 2020 spending budget vs. the 2019 spending budget:

| Operating Fund Spending Budget | 2020 | 2019 | change | % increase |
|--------------------------------|-----------|-----------|---------|------------|
| Wages and Benefits | 6,519,658 | 6,282,892 | 236,766 | 3.77% |
| Supplies | 216,400 | 222,750 | (6,350) | -2.85% |
| Other Services & Charges | 1,642,250 | 1,512,850 | 129,400 | 8.55% |
| Capital Outlay | 1,114,000 | 1,052,500 | 61,500 | 5.84% |
| Total Operating Expenditures | 9,492,308 | 9,070,992 | 421,316 | 4.64% |

Wage and Benefit Assumptions

Wages and benefits account for 69% of the 2020 budget. The estimated increase in the wages & benefits category for 2020 compared to the previous year is 3.77%. The estimated increase for health insurance is about 15%. The annual staff salary calculations are based on a \$.75/hr increase or 2.75%, whichever is the highest amount for the employee. A final decision on the allocation of the increase between wages and cost of benefits will be made around the end of the year when we see what happens to the cost of health insurance.

2020 Revenue Summary

The total Operating Fund revenue projection for 2020 is about \$9,356,000, an increase of about 3.6% compared to 2019 revenue projections. The property tax revenue projection is based on an increase of 3.5% - the 2020 Growth Quotient. The Local Income Tax estimate is based on the 2019 LIT plus about 2%. We should receive the final 2020 LIT figure soon. The other revenue lines which include fines, fees, and miscellaneous state tax revenue make up about 7% of the annual total operating fund revenue and they are based on the previous year amounts.

Budgeted Deficit – Expected Surplus

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

Here is a look at how actual 2018 results compared to the budget:

| | 2018 | 2018 | | |
|--------------------------------------------------|------------------|----------------|-----------|---------|
| <u>Operating Fund</u> | Actual | Budget | Increase | % |
| <u>Revenue</u> | | | | |
| Property Tax Receipts | 5,991,974 | 6,030,073 | (38,099) | -0.6% |
| Local Income Tax | 2,431,965 | 2,286,738 | 145,227 | 6.4% |
| Investment Income | 106,584 | 4,000 | 102,584 | 2564.6% |
| Fines and Fees | 84,752 | 150,000 | (65,248) | -43.5% |
| Other Revenue | 535,951 | 291,986 | 243,965 | 83.6% |
| | 9,151,226 | 8,762,797 | 388,429 | 4.4% |
| <u>Spending</u> | | | | |
| Wages and Benefits | 5,790,786 | 5,958,661 | (167,875) | -2.8% |
| Supplies | 152,953 | 205,900 | (52,947) | -25.7% |
| Services and Charges | 1,272,516 | 1,402,700 | (130,184) | -9.3% |
| Capital | 931,835 | 1,019,500 | (87,665) | -8.6% |
| | 8,148,090 | 8,586,761 | (438,671) | -5.1% |
| | | | | |
| <u>Surplus (Deficit) before transfers</u> | 1,003,136 | 176,036 | 827,100 | 469.8% |
| Transfers | 500,191 | 154,000 | | |
| total spending plus transfers | 8,648,281 | 8,740,761 | | |

Minimum Cash Reserve Balance

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

2021 and Beyond! – next - a financial roadmap for bond planning

2020-2021 Branch Bond Planning and Future Revenue and Expense Scenarios for new Branch Planning

The Current MCPL tax rate for debt levy is about 1 penny per \$100 of assessed value. The 2019 G O Bond renewal remains the same. The 2019 GOB project includes renovation and improvements to existing Library facilities, acquisition of library equipment, maintenance and improvements, and certain acquisition, design and construction costs for a new Library branch. 2019 Bond proceeds after bond related expenses are around \$1,900,000. The debt levy will be around \$711,000 per year.

Accumulated Funds December 2018

| | LIRF | | Rainy Day |
|------------------------------|-----------|------------------|---------------------|
| Dec 30, 2018 balance | | 2,911,599 | 1,982,794 |
| 2018 net receipts operations | | | 1,003,136 |
| 12/31/18 balance | \$ | 2,911,599 | \$ 2,985,930 |
| less reserve balance | \$ | (1,000,000) | \$ (1,000,000) |
| less Ell project | \$ | (750,000) | |
| 12/31/18 balance | \$ | 1,161,599 | \$ 1,985,930 |

Bond Planning Scenario

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

| Year | Proceeds from GOB | Facility Bond | Equipment & IT | Facility Maint & Impr. | New Branch Allocation |
|--------------------|-------------------|---------------|----------------|------------------------|-----------------------|
| 2019-2021 | \$ 1,900,000 | | \$ 1,131,900 | \$ 449,700 | \$318,400 |
| 2021 -2040* | | \$ 4,600,000 | | | \$ 4,600,000 |
| 2022-2027 | \$ 1,900,000 | | \$ 950,000 | \$ 950,000 | |
| 2028-2033 | \$ 1,900,000 | | \$ 950,000 | \$ 950,000 | |

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

Funds Available for New Branch Project with these Scenarios

| | | | |
|--------------------------------------------|-----------|-------------------|-----------------------------|
| 2018 year end LIRF balance | \$ | 1,161,599 | Maintains 1 million reserve |
| 2018 year end Rainy Day balance | \$ | 1,985,930 | Maintains 1 million reserve |
| 2019-2021 bond estimated branch allocation | \$ | 318,400 | |
| 2021 Facility Bond | \$ | 4,600,000 | |
| 2019 Net Operating receipts | \$ | 800,000 | |
| 2020 Net Operating receipts | \$ | 700,000 | |
| 2021 Net Operating receipts | \$ | 700,000 | |
| FUNDS AVAILABLE | \$ | 10,265,929 | |

2020 Budget - estimated revenue, expense, and cash balances

| Worksheet A | | 2019 Budget after 1782 | 2020 Estimates | |
|-------------------------------|----------------------------------------------------|---------------------------|---------------------|----------------|
| | | Operating Fund | | |
| Asses. Val. | | 7,115,729,204 | 7,300,000,000 | 184,270,796.00 |
| INCOME | | | | 2.5896% |
| | <i>Property Tax 2019 - growth quotient = 1.035</i> | | | increase |
| Property Tax | | 6,233,379 | 6,451,547 | 3.5000% |
| Tax Cap adj | | (200,613) | (200,613) | |
| County Option Income Tax | \$ | 2,355,340 | \$ 2,400,000 | \$ 44,660 |
| Commercial Vehicle Excise Tax | \$ | 44,226 | \$ 43,597 | |
| Financial Institutions Tax | \$ | 18,300 | \$ 20,070 | |
| License Excise | \$ | 400,000 | \$ 462,860 | |
| Fines/Fees | \$ | 150,000 | \$ 50,000 | |
| Investment Income | \$ | 4,000 | \$ 100,000 | |
| Other - meeting rooms | \$ | 4,000 | \$ 4,000 | |
| Copier fees | \$ | 12,500 | \$ 12,500 | |
| Other - PLAC | \$ | 12,500 | \$ 12,500 | 7.54% |
| | TOTAL projected revenue | \$ 9,033,632 | \$ 9,356,461 | 322,829.27 |
| EXPENSES | | | | 3.5736% |
| Personnel Services | \$ | 6,282,892 | \$ 6,519,658 | |
| Supplies | \$ | 222,750 | \$ 216,400 | |
| Other Services/Charges | \$ | 1,512,850 | \$ 1,642,250 | |
| Capital | \$ | 1,052,500 | \$ 1,114,000 | |
| | TOTAL projected operating cost | \$9,070,992 | \$9,492,308 | 421,316 |
| | | | | 4.64% |
| FUND BALANCE | | | | |
| Beginning | | \$2,067,282 | \$ 2,029,922 | |
| xfer rainy day | | | \$ (1,003,136) | |
| Income less exp. | \$ | (37,360) | \$ (135,847) | |
| Ending balance | \$ | 2,029,922 | \$ 890,939 | |

| Worksheet A | | 2019 Budget after 1782 | 2020 Estimates |
|-----------------------------------------|-----------------------------------|---------------------------|---------------------|
| | | Debt Service | |
| INCOME | | | |
| | Property Tax | \$ 683,110 | \$ 712,000 |
| | Circuit Breaker | | |
| | Commercial Vehicle Excise Tax | 5,007 | 5,007 |
| | Financial Institutions Tax | 2,129 | 2,129 |
| | License Excise | 34,174 | 34,174 |
| | TOTAL | \$ 724,420 | \$ 753,310 |
| EXPENSES | | | |
| | Bond Payment (30K from rainy day) | \$ 712,000 | \$ 712,000 |
| FUND BALANCE | | | |
| | Beginning | \$19,657 | \$ (9,233) |
| | Income less exp. | -\$28,890 | \$ 41,310 |
| | Ending balance | \$ (9,233) | \$ 32,077 |
| Library Improvement Reserve Fund | | | |
| INCOME | | | |
| | Transfer | | |
| EXPENSES | | | |
| | Other Services/Charges | \$ 114,000 | \$ 114,000 |
| | Capital | \$ 897,000 | \$ 696,000 |
| | TOTAL | \$1,011,000 | \$810,000 |
| FUND BALANCE | | | |
| | Beginning | \$ 2,911,599 | \$ 1,911,599 |
| | cost | \$ (1,000,000) | |
| | Total | \$ 1,911,599 | \$ 1,911,599 |

| Worksheet A | | 2019 Budget after 1782 | 2020 Estimates |
|--------------|------------------------|-----------------------------------|-----------------------|
| | | Rainy Day Fund | |
| INCOME | Transfer - repay | \$ 1,003,136 | |
| EXPENSES | | | |
| | Other Services/Charges | | \$ 85,000 |
| | Capital | | \$ 200,000 |
| | TOTAL | | \$285,000 |
| FUND BALANCE | | | |
| | Beginning | \$ 1,982,794 | \$ 2,985,930 |
| | xfer | \$ 1,003,136 | |
| | | | \$ (285,000) |
| | Total | \$ 2,985,930 | \$ 2,700,930 |

| | | | | | | | |
|--|--|-----------------------------------------|------------------|------|-----------|--------------|------------------|
| | | | 2020 | 2020 | 2020 | 2020 | 2020 |
| | | 2020 BUDGET | OPERATING | LIRF | RAINY DAY | DEBT SERVICE | TOTAL FUNDS |
| | | worksheet B | | | | | |
| | | PERSONNEL SERVICES | | | | | |
| | | SALARIES | | | | | |
| | | 1120 ADMINISTRATION | 206,173 | | | | |
| | | 1130 MANAGERS | 1,104,791 | | | | |
| | | 1140 LIBRARIANS, EXPERTS | 1,089,127 | | | | |
| | | 1150 SPECIALISTS | 239,694 | | | | |
| | | 1160 ASSISTANTS-PARAPROFESSIONALS | 853,593 | | | | |
| | | 1170 TECH / SECRETARIES | 70,200 | | | | |
| | | 1180 -see "Other Wages" below | | | | | |
| | | 1190 BUILDING SERVICES-MAINT. | 193,911 | | | | |
| | | 1200 BUILDING SERVICES-SECURITY | 119,079 | | | | |
| | | 1280 PRODUCTION ASSISTANTS | 19,422 | | | | |
| | | 1290 INFO ASST. / MATERIAL SUPPORT | 526,744 | | | | |
| | | 1300 MATERIAL HANDLER | 309,722 | | | | |
| | | 1350 WAGE CONTINGENCY | 60,000 | | | | |
| | | TOTAL SALARIES | 4,792,456 | | - | - | 4,792,456 |
| | | EMPLOYEE BENEFITS | | | | | |
| | | 1210 EMPLOYER CONTRIBUTION/FICA | 293,412 | | | | |
| | | 1220 UNEMPLOYMENT COMPENSATION | 10,000 | | | | |
| | | 1230 EMPLOYER CONTRIBUTION/PERF | 423,484 | | | | |
| | | 1235 EMPLOYEE CONTRIBUTION/PERF | 113,509 | | | | |
| | | 1240 EMPLOYER CONT/INSURANCE | 802,176 | | | | |
| | | 1250 EMPLOYER CONT/MEDICARE | 68,621 | | | | |
| | | TOTAL EMPLOYEE BENEFITS | 1,711,202 | | - | | 1,711,202 |
| | | OTHER WAGES | | | | | |
| | | 1310 WORKSTUDY | 6,000 | | | | |
| | | 1180 TEMPORARY STAFF | 10,000 | | | | |
| | | 1350 STIPEND | - | | | | |
| | | TOTAL OTHER WAGES | 16,000 | | | | 16,000 |
| | | TOTAL PERSONNEL SERVICES (1000s) | 6,519,658 | | - | | 6,519,658 |
| | | | | | | | |
| | | | | | | | |

| | | 2020 | 2020 | 2020 | 2020 | 2020 |
|---------------------------------------|------------------------------------------------|----------------|------|-----------|--------------|----------------|
| | 2020 BUDGET | OPERATING | LIRF | RAINY DAY | DEBT SERVICE | TOTAL FUNDS |
| | worksheet B | | | | | |
| SUPPLIES (2000s) | | | | | | |
| | OFFICE SUPPLIES | | | | | |
| | 2110 OFFICIAL RECORDS | 1,200 | | | | |
| | 2120 STATIONERY & PRINTING | 500 | | | | |
| | 2130 OFFICE SUPPLIES | 15,200 | | | | |
| | 2140 DUPLICATING | 32,000 | | | | |
| | 2150 PROMOTIONAL MATERIALS | - | | | | |
| | TOTAL OFFICE SUPPLIES | 48,900 | | - | | 48,900 |
| | OPERATING SUPPLIES | | | | | |
| | 2210 CLEANING SUPPLIES | 40,000 | | | | |
| | 2220 FUEL, OIL, & LUBRICANTS | 13,000 | | | | |
| | 2230 CATALOGING SUPPLIES | 10,000 | | | | |
| | 2240 AUDIO VISUAL SUPPLIES | 7,500 | | | | |
| | 2250 CIRCULATION SUPPLIES | 41,500 | | | | |
| | 2260 LIGHT BULBS | 10,000 | | | | |
| | 2280 UNIFORMS | 2,000 | | | | |
| | 2290 DISPLAY/EXHIBIT SUPPLIES | 4,000 | | | | |
| | TOTAL OPERATING SUPPLIES | 128,000 | | - | | 128,000 |
| | REPAIR & MAINTENANCE SUPPLIES | | | | | |
| | 2300 IS SUPPLIES | 11,000 | | | | |
| | 2310 BUILDING MATERIALS & SUPPLIES | 27,000 | | | | |
| | 2320 PAINT & PAINTING SUPPLIES | 1,500 | | | | |
| | 2340 OTHER REPAIR & BINDING | - | | | | |
| | TOTAL REPAIR & MAINTENANCE SUPPLIES | 39,500 | | | | 39,500 |
| | TOTAL SUPPLIES (2000s) | 216,400 | | - | | 216,400 |
| OTHER SERVICES/CHARGES (3000s) | | | | | | |
| | PROFESSIONAL SERVICES | | | | | |
| | 3110 CONSULTING SERVICES | 11,000 | | 20,000 | | |
| | 3120 ENGINEERING/ARCHITECTURAL | 7,000 | | 20,000 | | |
| | 3130 LEGAL SERVICES | 21,000 | | 20,000 | | |
| | 3140 BUILDING SERVICES | 42,000 | | | | |

| | | 2020 | 2020 | 2020 | 2020 | 2020 |
|--|-------------------------------------------------|----------------|----------|---------------|--------------|----------------|
| | 2020 BUDGET | OPERATING | LIRF | RAINY DAY | DEBT SERVICE | TOTAL FUNDS |
| | worksheet B | | | | | |
| | 3150 MAINTENANCE CONTRACTS | 236,600 | | | | |
| | 3160 OCLC & COMPUTER SERVICES | 91,000 | | | | |
| | 3170 ADMIN/ACCOUNTING SERVICES | 101,000 | | | | |
| | 3175 COLLECTION AGENCY SERVICE | 18,000 | | | | |
| | TOTAL PROFESSIONAL SERVICES | 527,600 | - | 60,000 | | 587,600 |
| | COMMUNICATION & TRANSPORTATION | | | | | |
| | 3210 TELEPHONE | 33,000 | | | | |
| | 3220 POSTAGE | 20,000 | | | | |
| | 3230 TRAVEL EXPENSE | - | | | | |
| | 3240 PROFESSIONAL MEETINGS | 30,000 | | | | |
| | 3250 CONTINUING EDUCATION | - | | | | |
| | 3260 FREIGHT & DELIVERY | 1,900 | | | | |
| | TOTAL COMMUNICATION & TRANSPORTATION | 84,900 | | | | 84,900 |
| | PRINTING & ADVERTISING | | | | | |
| | 3310 ADVERTISING & PUBLICATION | 4,700 | | | | |
| | 3320 PRINTING | 32,000 | | | | |
| | TOTAL PRINTING & ADVERTISING | 36,700 | | | | 36,700 |
| | INSURANCE | | | | | |
| | 3410 OFFICIAL BOND | 800 | | | | |
| | 3420 OTHER INSURANCE | 108,000 | | | | |
| | TOTAL INSURANCE | 108,800 | | | | 108,800 |
| | UTILITIES | | | | | |
| | 3510 GAS | 5,650 | | | | |
| | 3520 ELECTRICITY | 363,000 | | | | |
| | 3530 WATER | 36,500 | | | | |
| | TOTAL UTILITIES | 405,150 | | | | 405,150 |
| | REPAIR & MAINTENANCE | | | | | |
| | 3610 BUILDING REPAIR | 34,000 | 114,000 | 25,000 | | |
| | 3630 OTHER REPAIR | 18,000 | | | | |
| | 3640 VEHICLE REPAIR & MAINTENANCE | 17,000 | | | | |
| | 3650 MATERIALS BINDING/REPAIR | 1,500 | | | | |

| | | 2020 | 2020 | 2020 | 2020 | 2020 |
|--|---------------------------------------------|------------------|----------------|----------------|----------------|------------------|
| | 2020 BUDGET | OPERATING | LIRF | RAINY DAY | DEBT SERVICE | TOTAL FUNDS |
| | worksheet B | | | | | |
| | TOTAL REPAIR & MAINTENANCE | 70,500 | 114,000 | 25,000 | | 209,500 |
| | RENTALS | | | | | |
| | 3710 REAL ESTATE RENTAL/BOND PMT. | 40,000 | | | 712,000 | |
| | 3720 EQUIPMENT RENTAL | - | | | | |
| | TOTAL RENTALS | 40,000 | | | 712,000 | 752,000 |
| | OTHER CHARGES | | | | | |
| | 3845 ELEC. REOURCES-DATABASES | 190,000 | | | | |
| | 3846 E-BOOKS | 150,000 | | | | |
| | 3910 DUES/INSTITUTIONAL | 8,600 | | | | |
| | 3920 INTEREST/TEMPORARY LOAN | - | | | | |
| | 3930 TAXES & ASSESSMENTS | - | | | | |
| | 3940 TRANSFER TO LIRF | - | | | | |
| | 3944 CATS SUBSIDY | 15,000 | | | | |
| | 3945 TRANSFER TO RAINY DAY | - | | | | |
| | 3950 EDUCATIONAL LICENSING/SERVICES | 5,000 | | | | |
| | TOTAL OTHER CHARGES | 368,600 | | | | 368,600 |
| | TOTAL OTHER SERVICES/CHARGES (3000s) | 1,642,250 | 114,000 | 85,000 | 712,000 | 2,553,250 |
| | CAPITAL OUTLAY (4000s) | | | | | |
| | FURNITURE & EQUIPMENT | | | | | |
| | 4410 FURNITURE | 10,000 | 25,000 | 25,000 | | |
| | 4420 AUDIO VISUAL EQUIPMENT | - | | | | |
| | 4430 OTHER EQUIPMENT | 15,000 | 125,000 | 25,000 | | |
| | 4440 LAND & BUILDINGS | - | | | | |
| | 4450 BUILDING RENOVATION - | 5,000 | 546,000 | 150,000 | | |
| | 4460 IS EQUIPMENT | - | | | | |
| | 4465 IS SOFTWARE | - | | | | |
| | 4470 EQUIPMENT - CATS | - | | | | |
| | 4475 SOFTWARE - CATS | - | | | | |
| | TOTAL FURNITURE & EQUIPMENT | 30,000 | 696,000 | 200,000 | | 926,000 |
| | OTHER CAPITAL OUTLAY | | | | | |
| | 4510 BOOKS | 635,000 | | | | |

| | | | | | | | |
|--|--|-----------------------------------|------------------|----------------|----------------|----------------|-------------------|
| | | | 2020 | 2020 | 2020 | 2020 | 2020 |
| | | 2020 BUDGET | OPERATING | LIRF | RAINY DAY | DEBT SERVICE | TOTAL FUNDS |
| | | worksheet B | | | | | |
| | | 4520 PERIODICALS & NEWSPAPERS | 43,000 | | | | |
| | | 4530 NONPRINT MATERIALS | 340,000 | | | | |
| | | to get to 15% | 66,000 | | | | |
| | | 4540 ELECTRONIC RESOURCES | - | | | | |
| | | TOTAL OTHER CAPITAL OUTLAY | 1,084,000 | | | | 1,084,000 |
| | | | 15.00% | | | | |
| | | TOTAL CAPITAL OUTLAY | 1,114,000 | 696,000 | 200,000 | | 2,010,000 |
| | | | | | | | |
| | | TOTAL EXPENDITURES 2020 | 9,492,308 | 810,000 | 285,000 | 712,000 | 11,299,308 |
| | | TOTAL BUDGET 2019 | 9,070,992 | 1,011,000 | 150,000 | 685,150 | 10,917,142 |
| | | Increase from 2019 | 4.64% | -19.88% | 90.00% | 3.92% | 3.50% |

MONROE COUNTY PUBLIC LIBRARY
2020 BUDGET COMPARISON

| Worksheet C | | 2020 | 2019 | 2018 | 2017 |
|------------------------------------|--|-----------|-----------|-----------|-----------|
| | | BUDGET | BUDGET | ACTUAL | ACTUAL |
| PERSONNEL SERVICES (1000'S) | | | | | |
| SALARIES | | | | | |
| 1120 ADMINISTRATION | | 206,173 | 200,655 | 187,511 | 190,058 |
| 1130 MANAGERS | | 1,104,791 | 1,190,772 | 1,081,605 | 1,068,125 |
| 1140 LIBRARIANS, EXPERTS | | 1,089,127 | 1,067,979 | 1,036,101 | 982,699 |
| 1150 SPECIALISTS | | 239,694 | 253,785 | 222,601 | 209,536 |
| 1160 ASSISTANTS-PARAPROFESSIONALS | | 853,593 | 822,255 | 772,374 | 784,145 |
| 1170 TECH / SECRETARIES | | 70,200 | 57,275 | 64,374 | 61,479 |
| 1180 -see "Other Wages" below | | | | | |
| 1190 BUILDING SERVICES-MAINT. | | 193,911 | 174,158 | 167,951 | 157,241 |
| 1200 BUILDING SERVICES-SECURITY | | 119,079 | 114,594 | 114,148 | 107,913 |
| 1280 PRODUCTION ASSISTANTS | | 19,422 | 19,422 | 13,644 | 19,282 |
| 1290 INFO ASST. / MATERIAL SUPPORT | | 526,744 | 451,487 | 429,901 | 404,069 |
| 1300 MATERIAL HANDLER | | 309,722 | 307,889 | 236,639 | 233,139 |
| 1350 WAGE CONTINGENCY | | 60,000 | - | 14,550 | 5,740 |
| TOTAL SALARIES | | 4,792,456 | 4,660,271 | 4,341,399 | 4,223,426 |
| EMPLOYEE BENEFITS | | | | | |
| 1210 EMPLOYER CONTRIBUTION/FICA | | 293,412 | 282,137 | 259,824 | 253,885 |
| 1220 UNEMPLOYMENT COMPENSATION | | 10,000 | 10,000 | | |
| 1230 EMPLOYER CONTRIBUTION/PERF | | 423,484 | 397,538 | 401,386 | 358,123 |
| 1235 EMPLOYEE CONTRIBUTION/PERF | | 113,509 | 108,563 | 108,439 | 95,647 |
| 1240 EMPLOYER CONT/INSURANCE | | 802,176 | 742,897 | 617,709 | 571,803 |
| 1250 EMPLOYER CONT/MEDICARE | | 68,621 | 64,286 | 60,133 | 61,218 |
| TOTAL EMPLOYEE BENEFITS | | 1,711,202 | 1,605,421 | 1,447,491 | 1,340,676 |
| OTHER WAGES | | | | | |
| 1310 WORKSTUDY | | 6,000 | 7,200 | 1,896 | 2,709 |
| 1180 TEMPORARY STAFF | | 10,000 | 10,000 | | 2,770 |
| 1350 STIPEND/RECLASSIFICATION | | | | | |
| TOTAL OTHER WAGES | | 16,000 | 17,200 | 1,896 | 5,479 |
| TOTAL PERSONNEL SERVICES | | 6,519,658 | 6,282,892 | 5,790,786 | 5,569,581 |
| | | 68.68% | 69.26% | 66.96% | 60.24% |

| Worksheet C | 2020 BUDGET | 2019 BUDGET | 2018 ACTUAL | 2017 ACTUAL |
|-------------------------------------|----------------|----------------|----------------|----------------|
| SUPPLIES (2000'S) | | | | |
| OFFICE SUPPLIES | | | | |
| 2110 OFFICIAL RECORDS | 1,200 | 1,100 | 142 | 46 |
| 2120 STATIONERY & PRINTING | 500 | 550 | 435 | 635 |
| 2130 OFFICE SUPPLIES | 15,200 | 11,050 | 10,426 | 7,887 |
| 2140 DUPLICATING | 32,000 | 60,250 | 45,473 | 45,090 |
| 2150 PROMOTIONAL MATERIALS | | | 123 | |
| TOTAL OFFICE SUPPLIES | 48,900 | 72,950 | 56,599 | 53,658 |
| OPERATING SUPPLIES | | | | |
| 2210 CLEANING SUPPLIES | 40,000 | 40,000 | 24,566 | 22,650 |
| 2220 FUEL, OIL, & LUBRICANTS | 13,000 | 11,000 | 7,871 | 7,506 |
| 2230 CATALOGING SUPPLIES-BOOKS | 10,000 | 7,500 | 6,522 | 7,363 |
| 2240 A/V SUPPLIES-CATALOGING | 7,500 | 6,000 | 6,008 | 4,001 |
| 2250 CIRCULATION SUPPLIES | 41,500 | 38,000 | 20,411 | 34,085 |
| 2260 LIGHT BULBS | 10,000 | 10,000 | 6,715 | 5,056 |
| 2280 UNIFORMS | 2,000 | 1,900 | 987 | 1,346 |
| 2290 DISPLAY/EXHIBIT SUPPLIES | 4,000 | 4,000 | 1,282 | |
| TOTAL OPERATING SUPPLIES | 128,000 | 118,400 | 74,362 | 82,007 |
| REPAIR & MAINTENANCE SUPPLIES | | | | |
| 2300 IS SUPPLIES | 11,000 | 7,500 | 7,613 | 5,213 |
| 2310 BUILDING MATERIALS & SUPPLIES | 27,000 | 23,000 | 13,453 | 7,381 |
| 2320 PAINT & PAINTING SUPPLIES | 1,500 | 900 | 926 | 603 |
| 2340 OTHER REPAIR & BINDING | | | | |
| TOTAL REPAIR & MAINTENANCE SUPPLIES | 39,500 | 31,400 | 21,992 | 13,197 |
| TOTAL SUPPLIES | 216,400 | 222,750 | 152,953 | 148,862 |
| OTHER SERVICES/CHARGES (3000'S) | | | | |
| PROFESSIONAL SERVICES | | | | |
| 3110 CONSULTING SERVICES | 11,000 | 11,000 | 2,474 | 5,316 |
| 3120 ENGINEERING/ARCHITECTURAL | 7,000 | 7,000 | 10 | - |
| 3130 LEGAL SERVICES | 21,000 | 18,000 | 13,747 | 10,349 |

Worksheet C

| | 2020 BUDGET | 2019 BUDGET | 2018 ACTUAL | 2017 ACTUAL |
|-------------------------------------------------|----------------|----------------|----------------|----------------|
| 3140 BUILDING SERVICES | 42,000 | 40,000 | 29,517 | 18,722 |
| 3150 MAINTENANCE CONTRACTS | 236,600 | 217,600 | 142,583 | 162,197 |
| 3160 COMPUTER SERVICES (OCLC) | 91,000 | 83,500 | 67,158 | 64,829 |
| 3170 ADMIN/ACCOUNTING SERVICES | 101,000 | 70,000 | 57,882 | 31,898 |
| 3175 COLLECTION AGENCY SERVICES | 18,000 | 18,000 | 13,210 | 11,698 |
| TOTAL PROFESSIONAL SERVICES | 527,600 | 465,100 | 326,581 | 305,009 |
| COMMUNICATION & TRANSPORTATION | | | | |
| 3210 TELEPHONE | 33,000 | 31,800 | 22,230 | 19,814 |
| 3220 POSTAGE | 20,000 | 20,000 | 14,216 | 13,469 |
| 3230 TRAVEL EXPENSE | | | 1,799 | 575 |
| 3240 PROFESSIONAL MTG. (OFF-SITE) | 30,000 | 30,000 | 13,659 | 10,043 |
| 3250 CONTINUING ED. (ON-SITE) | | | | 1,569 |
| 3260 FREIGHT & DELIVERY | 1,900 | 1,900 | 950 | 1,085 |
| TOTAL COMMUNICATION & TRANSPORTATION | 84,900 | 83,700 | 52,854 | 46,555 |
| PRINTING & ADVERTISING | | | | |
| 3310 ADVERTISING & PUBLICATION | 4,700 | 3,600 | 3,740 | 2,549 |
| 3320 PRINTING | 32,000 | | 230 | 3,941 |
| TOTAL PRINTING & ADVERTISING | 36,700 | 3,600 | 3,970 | 6,490 |
| INSURANCE | | | | |
| 3410 OFFICIAL BOND | 800 | 700 | 654 | 654 |
| 3420 OTHER INSURANCE | 108,000 | 106,000 | 85,553 | 90,112 |
| TOTAL INSURANCE | 108,800 | 106,700 | 86,207 | 90,766 |
| UTILITIES | | | | |
| 3510 GAS | 5,650 | 4,450 | 3,079 | 2,338 |
| 3520 ELECTRICITY | 363,000 | 353,000 | 288,284 | 285,575 |
| 3530 WATER | 36,500 | 30,000 | 25,499 | 23,122 |
| TOTAL UTILITIES | 405,150 | 387,450 | 316,862 | 311,035 |
| REPAIR & MAINTENANCE | | | | |

Worksheet C

| | 2020 BUDGET | 2019 BUDGET | 2018 ACTUAL | 2017 ACTUAL |
|------------------------------------|----------------|----------------|----------------|----------------|
| 3610 BUILDING REPAIR | 34,000 | 29,000 | 23,234 | 13,627 |
| 3630 OTHER EQUIP/FURNITURE REPAIRS | 18,000 | 16,000 | 5,414 | 4,935 |
| 3640 VEHICLE REPAIR & MAINTENANCE | 17,000 | 16,000 | 10,705 | 10,036 |
| 3650 MATERIAL BINDING/REPAIR SERV. | 1,500 | 1,500 | 836 | 437 |
| TOTAL REPAIR & MAINTENANCE | 70,500 | 62,500 | 40,189 | 29,035 |
| RENTALS | | | | |
| 3710 REAL ESTATE RENTAL/BOND PMT. | 40,000 | 35,200 | 23,842 | 27,361 |
| 3720 EQUIPMENT RENTAL | | | | |
| TOTAL RENTALS | 40,000 | 35,200 | 23,842 | 27,754 |
| OTHER CHARGES | | | | |
| 3845 ELEC. RECOURCES-DATABASES | 190,000 | 190,000 | 171,569 | 154,757 |
| 3846 E-BOOKS | 150,000 | 150,000 | 231,134 | 200,914 |
| 3910 DUES/INSTITUTIONAL | 8,600 | 8,600 | 6,299 | 6,684 |
| 1004 MISCELLANEOUS | | | | |
| 3920 INTEREST/TEMPORARY LOAN | | | - | - |
| 3930 TAXES & ASSESSMENTS | | | | |
| 3940 TRANSFER TO LIRF | | | 154,000 | 1,356,978 |
| 3944 CATS SUBSIDY | 15,000 | 15,000 | 13,010 | 12,023 |
| 3945 TRANSFER TO ANOTHER FUND | | | 346,190 | 200 |
| 3950 EDUCATIONAL SERV/LICENSING | 5,000 | 5,000 | | 2,714 |
| TOTAL OTHER CHARGES | 368,600 | 368,600 | 922,202 | 1,734,270 |
| TOTAL OTHER SERVICES/CHARGES | 1,642,250 | 1,512,850 | 1,772,707 | 2,550,914 |
| CAPITAL OUTLAY (4000'S) | | | | |
| FURNITURE & EQUIPMENT | | | | |
| 4410 FURNITURE | 10,000 | 10,000 | 837 | 630 |
| 44105 ENCUMBERED FURNITURE | | | | |
| 4420 AUDIO VISUAL EQUIPMENT | | | | |
| 4430 OTHER EQUIPMENT | 15,000 | 19,000 | 2,621 | 1,123 |
| 4440 LAND & BUILDINGS | | | | |
| 4450 BUILDING RENOVATIONS | 5,000 | 5,000 | | 2,275 |
| 4460 IS EQUIPMENT | | | 5,900 | 329 |

Worksheet C

| | 2020 BUDGET | 2019 BUDGET | 2018 ACTUAL | 2017 ACTUAL |
|-------------------------------|----------------|----------------|----------------|----------------|
| 4465 IS SOFTWARE | | | | |
| 4470 EQUIPMENT - CATS | | | | |
| 4475 SOFTWARE - CATS | | | | |
| TOTAL FURNITURE & EQUIPMENT | 30,000 | 34,000 | 9,358 | 4,357 |
| OTHER CAPITAL OUTLAY | | | | |
| 4510 BOOKS | 635,000 | 602,500 | 566,965 | 584,143 |
| 4520 PERIODICALS & NEWSPAPERS | 43,000 | 43,000 | 35,012 | 37,311 |
| 4530 NONPRINT MATERIALS | 340,000 | 340,000 | 320,500 | 350,128 |
| to get to 15% | 66,000 | 33,000 | - | - |
| 4540 ELECTRONIC RESOURCES | - | - | - | - |
| TOTAL OTHER CAPITAL OUTLAY | 1,084,000 | 1,018,500 | 922,477 | 971,582 |
| | 15.00% | 14.98% | 15.32% | 14.36% |
| TOTAL CAPITAL OUTLAY | 1,114,000 | 1,052,500 | 931,835 | 975,939 |
| TOTAL OPERATING EXPENDITURES | 9,492,308 | 9,070,992 | 8,648,281 | 9,245,296 |
| transfer | | | 500,190 | 1,356,978 |
| less transfer | | | 8,148,091 | 7,888,318 |

Monroe County Public Library
2020 Budget: Line Item Detail Narrative
Updated June 18, 2019

OPERATING FUND

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

| <u>Line</u> | <u>Comment</u> |
|--------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1120-1320 | The 2020 wage projection is based on an estimated 2.75% increase in wages and benefits from the previous year budget. The allocation of the increase will depend on health insurance cost (1240). |
| 1180 | Small reserve fund set aside in order to address temporary staffing shortages. |
| 1210 | FICA = 6.2% of total wages |
| 1220 | The library is self-insuring for unemployment insurance. This amount is appropriated to cover any claims during 2020. |
| 1230 | The rate that the library contributes for full-time employees to the Indiana Public Employees Retirement System for the employer contribution is 11.2% in 2020. PERF Hybrid plan (traditional) - normal cost 3.4%, unfunded liability 7.8% for 2020. My Choice (new option) – normal cost 4.2%, supplemental cost 7.0% |
| 1235 | The library contributes 3% of wages for full-time employees to the Indiana Public Employees Retirement System for the employee contribution. |
| 1240 | Employer contribution to health insurance is estimated at a 15% rate increase. |
| 1310 | Wages for temporary staff, including work-study students. |
| 3110-3120 | Consulting and engineering fees are in the budget as a placeholder. |
| 3630 | Funds allocated for equipment repair and for repair and replacement of chairs for patrons and staff. |
| 3940 | Transfer to LIRF for future facility needs. |
| 4510-4540 | Collection materials expenditures equal 15% of Operating Fund budget (including 3845 |

and 3846) to continue to meet State Standards for materials expenditures at the enhanced level.

LIBRARY IMPROVEMENT RESERVE FUND (LIRF)

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

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

RAINY DAY FUND

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

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

DEBT SERVICE FUND

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

- | | |
|------|-----------------------------------------------------------|
| 3710 | Second year payment on 2019-2021 general obligation bond. |
|------|-----------------------------------------------------------|

2020 Spending Estimates

| | <i>2019</i> | <i>2020</i> | <i>% Change</i> | <i>\$ Change</i> |
|-----------------------------------------|-------------------|-------------------|-----------------|------------------|
| Operating Fund | | | | |
| Personnel Services | 6,282,892 | 6,519,658 | 3.77% | 236,766 |
| Supplies | 222,750 | 216,400 | -2.85% | (6,350) |
| Other Services/Charges | 1,512,850 | 1,642,250 | 8.55% | 129,400 |
| Capital | 1,052,500 | 1,114,000 | 5.84% | 61,500 |
| | 9,070,992 | 9,492,308 | 4.6% | 421,316 |
| Debt Fund | | | | |
| Debt Service - G.O. Bond Payment | 683,110 | 712,000 | 4.2% | 28,890 |
| Library Improvement Reserve Fund | | | | |
| Contingency Appropriations | 1,011,000 | 810,000 | -19.9% | (201,000) |
| Rainy Day Fund | | | | |
| Contingency Appropriations | 150,000 | 285,000 | 90.0% | 135,000 |
| Total Budget | 10,915,102 | 11,299,308 | 3.5% | 384,206 |

2020 Operating Fund Revenue Estimate

| <i>Revenue Source</i> | <i>2019</i> | <i>2020</i> | <i>% Change</i> | <i>\$ Change</i> |
|-------------------------------|--------------------|--------------------|-----------------|------------------|
| Property Tax | \$6,233,379 | \$6,451,547 | 3.50% | \$218,168 |
| Tax Cap adj | (\$200,613) | (\$200,613) | 0.00% | \$0 |
| Local Income Tax | \$2,355,340 | \$2,400,000 | 1.90% | \$44,660 |
| Commercial Vehicle Excise Tax | \$44,226 | \$43,597 | -1.42% | (\$629) |
| Financial Institutions Tax | \$18,300 | \$20,070 | 9.67% | \$1,770 |
| License Excise Tax | \$400,000 | \$462,860 | 15.72% | \$62,860 |
| Fines and Fees | \$150,000 | \$50,000 | -66.67% | (\$100,000) |
| Other Fees (Copier/PLAC) | \$25,000 | \$25,000 | 0.00% | \$0 |
| Interest / meeting rooms | \$8,000 | \$104,000 | 1200.00% | \$96,000 |
| TOTAL REVENUE | \$9,033,632 | \$9,356,461 | 3.57% | \$322,829 |

Policy Updates

There are a number of Library policies with review requirements. Others, primarily for implementation of library specific operations, don't require review.

The Library undertook a major review of all policies this spring to ensure they are up to date. In that process, many policies were updated simply to clarify meaning or correct and normalize the use of terminology or syntax. Five policies require more significant revision to bring them up to date.

In addition, many policies had various ways to note they were approved, e.g.: Approved By Board, Revised By Board of Trustees, Adopted by Library Board, etc. The Library is now proposing each policy be posted with the most recent policy update noted and in this format: Approved by the Library Board of Trustees, date.

An additional document (Schedule of Adoption, Revision and Review of Board Approved Library Policies) is maintained by the Library to identify all policies which are in place and the dates of their approval or review. A copy of both the current and updated version noting all revision dates is included in the packet.

Attached for your review are the following policies with minor updates:

1. 3D printer
2. Behavioral rules
3. Bylaws of Monroe County Public Library Board of Trustees (this fulfills our requirement to review every three years)
4. CATs access limitations
5. CATS access use
6. CATS government meeting guidelines
7. Compensation Philosophy
8. Customer Service
9. Fee Schedule
10. Finance and Investment
11. Gift
12. Grievance Procedure under the Americans with Disabilities Act
13. Meeting Room
14. Photography
15. Privacy Policy Regarding Web and Email Communication
16. Programming Mission and Guidelines
17. Prohibition of Firearms at Public Meetings
18. Public Comment
19. Resolution on Access to Public Records
20. Security Camera (this fulfills our annual review requirement)
21. Social Media
22. Study Room

Also attached for your review are the following policies with more significant content changes:

1. American with Disabilities Act Notice (major update includes who to contact)

2. Art Exhibit and Display
3. Checkout
4. Internet and Computer Use
5. Personnel 6.08.01

Monroe County Public Library 3D Printer Policy

Purpose: Monroe County Public Library strengthens our community and enriches lives by providing equitable access to information and opportunities to read, learn, connect, and create. The Library supports reading, 21st century literacy, and lifelong learning.

~~MCPL's~~ The Library's 3D pPrinter is available without cost to the public to make three-dimensional objects using a design that is uploaded from a digital computer file.

1. The 3D pPrinter may be used for lawful purposes only. ~~Patrons~~Customers will not be permitted to use the printer to create objects that are:
 - Prohibited by local, state, or federal law.
 - In violation of another's intellectual property rights; such as, subject to copyright, patent, or trademark protection.
 - Unsafe, harmful, or dangerous, or that may pose an immediate threat to the well-being of others; for example, guns, knives, or other lethal weapons.
 - Obscene or otherwise inappropriate for the Library environment.
 - Larger than is deemed appropriate by staff
2. The Library reserves the right to refuse any 3D-print request.
3. Items printed from the 3D printer that are not picked up within 7 days will become property of the Library. Items must be picked up by the individual who printed them.
4. ~~Patrons~~Customers may only use the printer alongside designated Library staff or volunteers. Use of the 3D printer is at the discretion of Library staff.
5. ~~Patrons~~Customers using the printer must abide by the Library's behavioral rules policy.

Approved by the Library Board of Trustees ~~October 17, 2018~~July 17, 2019

Monroe County Public Library Behavioral Rules

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As a visitor to the Library, you can expect excellent service, respect for your privacy, and a welcoming environment. The Library is a place that belongs to everyone. The Library has established basic rules of courtesy so that its facilities are pleasant places for all to visit.

If your conduct or activities violate these rules, you will be asked to change your disruptive behavior. Failure to do so may result in the loss of Library privileges, up to and including removal from Library premises and contacting police. The [Library](#) defines "disruptive behavior" as any act that interferes with Library service or with someone else's use of the Library.

Disruptive behavior includes, but is not limited to:

- Possession of alcohol, illegal substances, or a weapon (except as permitted under Indiana Code 35-47-11.1) on Library property
- Abusive, threatening, or harassing behavior in any form
- Mutilation, defacement, or theft of Library materials and equipment or the private property of staff or other visitors
- Selling, polling, soliciting, panhandling, or loitering on Library property
- Intoxication or impairment
- Sexual behavior
- Use of devices that disrupt others' use of the Library
- Use of furniture, Library equipment, and facilities in a manner for which they were not intended
- Trespassing by entering or remaining on Library premises after having been notified by an authorized individual not to do so, and entering or remaining on the Library premises during the period in which an individual has been banned from the premises
- Refusing to follow the directions of Library staff

Other rules for the comfort and safety of visitors and staff include, but are not limited to:

- Children under the age of 7 may not be left unattended anywhere in the [Library](#).
- The use of tobacco, tobacco products, and smoking-related products^{*} is strictly prohibited in Library buildings, [in Library and](#) vehicles, and on Library property. The [Library](#) is 100% tobacco-free, both inside and out. ^{*}Prohibited products include, but are not limited to, cigarettes, electronic cigarettes (e-cigs), vaporizers, cigars and cigarillos, hookah-smoked products, pipes,

and oral tobacco (e.g., spit and spitless, smokeless, chew, snuff) and nasal tobacco (e.g. snus). Any product intended to mimic tobacco products or the smoking of any other substance is prohibited.

- Food is allowed in the Library. Drink containers must have secure lids. [Leftover](#) food and containers must be disposed of promptly and properly. The Library has designated specific areas for food and drink.
- Use of Library office equipment and/or telephones [by visitors](#) is not permitted. Courtesy phones for emergencies are available at the information desks at any facility.
- Only service animals or animals involved in Library programs are allowed in the Library. No unattended animals are allowed on Library property.
- Visitors who wish to take photographs or videotape or use other recording devices have the sole responsibility of obtaining permission from the individuals involved or by the parents or guardians of minors.
- All briefcases, luggage, handbags, packages, overcoats, and shopping bags may be inspected by Library security staff at any time.
- All visitors must wear shoes and shirts while in the Library.
- Visitors may not enter non-public areas unless accompanied by Library staff.
- No roller blades, scooters, or skateboards may be used on Library property.

Banning and Ban Appeal Procedure:

After staff determine that a person has engaged in severe or repeat misconduct and staff has determined that the individual involved should be banned:

1. Staff will issue, or cause to be issued, a written ban notice to the individual involved notifying the individual that they are banned from all Monroe County Public Library locations. The letter shall indicate the reason for the ban and the time period of the ban, and the process for appealing the ban.
2. The Director and/or her designee will review and may reconsider the decision to ban an individual upon written request of the individual and may shorten or terminate the banning period if information submitted by the individual warrants such modification. Until such time as staff banning letter has been reviewed and/or modified by the Director or designee, the individual may not use the [Library](#).

3. Individuals banned for more than 30 days need to meet with the Building Services and Security Manager and/or their designee to review [Monroe County Public](#) Library behavior rules before being allowed to resume Library services.

Approved by the Board of Trustees on October 18, 2006. Updated on June 15, 2011, January 18, 2012, June 17, 2015, April 17, 2019. Approved by the Library Board of Trustees July 17, 2019

Bylaws of Monroe County Public Library Board

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ARTICLE I AUTHORITY

The activities of the Monroe County Public Library Board shall be governed by the 1947 Indiana Library Law (IC 36-12) as amended and these ~~Bylaws~~bylaws. -In the event of conflict between the provisions of any Indiana ~~Laws~~laws and these ~~B~~ybylaws, the former shall apply and be followed by the Board.

ARTICLE II MEMBERSHIP

The ~~Monroe County Public~~Library Board shall consist of seven (7) members chosen in accordance with the provisions of 1947 Library Law as amended for their fitness for public library trusteeships.

ARTICLE III OFFICERS

SECTION 1. -The officers shall consist of a president, vice ~~-~~president, secretary~~_~~, and a treasurer.

SECTION 2. -The officers shall be elected at a February meeting for a term of one year. -Vacancies in office shall be filled at the next regular meeting of the ~~B~~board after the vacancy occurs.

SECTION 3. -The duties of the officers shall be such as by custom and law and the rules of this board usually devolve upon such officers in accordance with their titles.

ARTICLE IV MEETINGS

SECTION 1. -The ~~L~~ibrary ~~B~~board shall meet at least once a month at a regularly scheduled meeting at the ~~Monroe County Public~~Library. -Notice stating the time and place of any meeting and the purpose for which it is called shall be given to the public, the media, and each member of the board at least forty-eight (48) hours in advance of such meeting and in accordance with the Open Door Law of Indiana.

SECTION 2. -Regular, special, and executive session meetings will be publicized and conducted in accordance with the Open Door Law of Indiana (IC 5-14-1.5).

SECTION 3. Special meetings may be called by the President, or upon written request of two (2) members, for the transaction of business as stated in the call. -Notice stating the time and place of any special meeting and the purpose for which it is called shall be given to the public, the media, and each member of the board at least forty-eight (48) hours in advance of such meeting and in accordance with the Open Door Law of Indiana.

SECTION 4. A quorum for transaction of business shall consist of a simple majority.

SECTION 5. Order of business shall be:

- Call to order
- Approval of minutes
- Approval of bills
- Personnel report
- Report of the director
- Old business
- New business
- Public/Board of Trustees comments
- Adjournment

SECTION 6. *-Sturgis Standard Code of Parliamentary Procedure*, last revised edition, shall govern the parliamentary procedure of the board.

**ARTICLE V
COMMITTEES**

Special committees for carrying out projects passed by the board, and for study and investigation of proposed projects, may be appointed by the president as occasion demands, such committees to serve until completion of the work for which they were appointed. ~~All~~ committee meetings will be held in accordance with the Open Door Law of Indiana.

**ARTICLE VI
LIBRARIAN**

SECTION 1. ~~The Director~~director shall be appointed by the Board in accordance with the Certification Law of Indiana.

SECTION 2. ~~The Director~~director shall be considered the chief executive officer of the Board and shall have responsibility for the administration of the Library under the direction and review of the Board. ~~The Director~~director shall be held responsible for the care of the buildings and equipment, for the employment and direction of the staff, for the efficiency of the library's service to the public, and for the operation of the Library under the financial conditions set forth in the annual budget. ~~The Director~~director shall attend all Board meetings, except those at which his/her appointment, salary, or performance is to be discussed and decided.

SECTION 3. ~~Appointments on the staff shall be recommended by the Director~~director and approved by the Board. ~~All~~ appointments shall conform to the Indiana Library Certification Board Rules and existing personnel policies which have been approved by this Board.

**ARTICLE VII
NEPOTISM**

SECTION 1. -Persons related to any [MCPL Library](#) Board of Trustees member or to the Library ~~Director~~ [director](#) as father, mother, brother, sister, uncle, aunt, husband, wife, son, daughter, son-in-law, daughter-in-law, niece, ~~or~~ nephew, or person living in the same household, shall not be eligible to hold any paid position with [the MCPLibrary](#). Nor shall any such relative or person be entitled to receive any compensation for his or her services out of any appropriation.

SECTION 2. -Persons related to [MCPL Library](#) employees as father, mother, brother, sister, uncle, aunt, husband, wife, son, daughter, son-in-law, daughter-in-law, niece, ~~or~~ nephew, or person living in the same household of the employee, may not be hired or transferred to a position that causes a direct supervisory-subordinate relationship.

ARTICLE VIII CONFLICT OF INTEREST

SECTION 1. Board members, in the capacity of trust imposed upon them, shall observe high ethical standards and abide by the [Lib](#)rary's ~~Values-values~~ as adopted by the Board.

SECTION 2. Board members shall avoid situations in which personal interests might be served or financial benefits gained at the expense of [Lib](#)rary users, colleagues, or the institution.

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

ARTICLE IX AMENDMENTS

These ~~b~~[b](#)ylaws may be amended at any regular meeting of the Library Board with a quorum present, by a majority vote of the members present, providing the Amendment was either read at the last previous regular meeting or was stated in the call for the meeting.

~~Revised February 22, 1980; January 20, 2010; September 19, 2012; September 16, 2015; September 21, 2016~~

Approved by the Library Board of Trustees July 17, 2019

CATS-Community Access Television Services (CATS)---Access Limitations

1. All access producers shall adhere carefully to all applicable federal, state, and local regulations concerning limits of public speech and television programming content.
2. Advertising or material designed to promote the sale of commercial products or services is expressly prohibited. Political advertising or commercials produced by or on behalf of a legally qualified candidate for public office is similarly prohibited.
3. Producers who want to create programs which are produced for commercial venture or profit shall be prohibited from using the access facilities.
4. Underwriting of programming is allowed solely for programs produced by the staff of CATS. Attribution is limited to a graphic stating the name of the individual or company. The use of logos, slides, phone numbers, or video clips of business locations are strictly prohibited. Reference to FCC regulation 76.221 sections A & E.
5. No program shall be transmitted over the community access channels which contains any material which would subject the producer or the supplier thereof to prosecution under any applicable local, state, or federal law for the production or presentation of obscene material, libel, slander, invasion of privacy, or copyright or trademark infringement. Neither CATS nor the [MCPL-Library](#) will attempt to make a determination as to the constitutional legality of any content presented for telecast. A cable operator may refuse to transmit any public access program that the operator reasonably believes contains obscenity. (47 C.F.R. (76.702). (Determinations of obscenity, libel, slander, etc., are legal questions which can be determined only after due process by a judge and/or jury).
6. No program shall be transmitted over the community access channels which contains a lottery or information promoting any device, scheme, plan, promotion, contest, or other program and/or presentation which involves directly or indirectly the elements of a prize, chance, and/or consideration of money or a thing of value. Reference Section 76.213 of the rules of the FCC.
7. The producer of an access program agrees to indemnify and hold the [MCPL-Library](#) and CATS harmless from all liability for damages, costs, and losses resulting from, arising out of, or in any way connected with the use of the cable channels, and/or video streams by the producer, its officers, agents, or employees.
8. CATS reserves the right to refuse facility use to anyone reasonably suspected of being under the influence of alcohol or any disabling drug and therefore not legally responsible for his or her own actions. CATS also reserves the right to refuse facility use to anyone who is disruptive, rude with staff or ~~patron~~[customers](#), abuses the equipment, or fails to return equipment on time. Any use which is disruptive to [MCPL-Library](#) ~~patron~~[customers](#), CATS ~~patron~~[customers](#), [MCPL-Library](#) operations, or CATS operations may be refused or revoked.
9. CATS will revoke the access privileges of any individual or group misrepresenting themselves as under the employ of CATS, the [MCPL-Library](#), or any other community channel designation under the control of the [MCPL-Library](#).
10. The [MCPL-Library](#), CATS, and cable operators shall not be liable for any loss of transmission time or transmission of programming due to equipment failure or for any other reason beyond the control of the parties.
11. Any person, group, or organization who abuses or has abused the privilege of access by violating any of the provisions of this part may be denied use of the access facilities. Violations of access

policy will result in revocation of access privileges for a period of time to be determined by the CATS General Manager in conjunction with MCPL-Library Administration~~administration~~.

12. Because revocation of access privileges is such a significant loss of the right to free speech, any decision by CATS and the Library administration may be appealed by writing the MCPL-Library Board of Trustees for review. Their decision will be final.
13. The MCPL-Library reserves the right to interpret any and all guidelines in accordance with existing Library policies and procedures. The Library also reserves the right to suspend any and all guidelines for Library programming.
14. In the event that CATS or the Library~~MCPL~~ incurs any attorney fees or court costs in pursuing any of the remedies available to them, they shall be entitled to recover the same from the producer or any other party liable as a result of the use of Library~~the MCPL~~ facilities, channels, or staff.

~~Approved by the MCPL Board of Trustees January 17, 2018~~Approved by the Library Board of Trustees July 17, 2019

Community Access Television Services (CATS) – Access Use

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The rules and regulations set forth below have been adopted to assure compliance with current federal, state and municipal laws and regulations governing the availability and use of Community Access Television Services (CATS) at Monroe County Public Library. The policies and regulations set forth herein supersede any and all others previously issued:

1. The Monroe County Public Library operates CATS as a service to the community and in fulfillment of Library goals. Any resident of Monroe County may use the facilities of CATS. All rules and regulations outlined below apply equally to all access channels unless specifically stated otherwise.
2. The Monroe County Public Library and CATS will allow great latitude with respect to freedom of speech. However, all programming shall be non-commercial and consistent with legal constraints and community standards. No part of any program shall contain: any solicitation for funds or other property of value, or obscene or defamatory material.
3. The community access channels are operated by the Library as a dedicated constitutional forum. Programs are not rejected because either they or their spokespersons are controversial. CATS does not attempt to verify the accuracy or lack of bias in the programming it carries, nor does CATS attempt to achieve a balance in regards to any issue, faith, or ideology. The producer of each program is exercising her/his first amendment right to free speech and is solely responsible for the program's content. Reference to Section 611 (E) and Section 639 of the Cable Communications Policy Act of 1984 & 1992.
4. The producer of an access program is the person who signs the application for use of the access facilities as outlined below. The producer of each access program is solely responsible for its content. The producer must obtain all talent releases, copyright authorizations, and other necessary licenses or approvals. By signing the application, the producer accepts all responsibility and any associated liability for the content of the program. Programs without a signed release will not be telecast.
5. Upon the filing of an appropriate request, the community access equipment and public access channel will be available to any Monroe County resident, group, or organization. Programming produced outside of Monroe County will require a written request from a local resident or organization for telecast on CATS. All requests are reviewed on a first-come, first-served, non-discriminatory basis. All access use is subject to the availability of time, staff, and facilities.
6. Any organization or individual may sponsor candidate forums, providing written notification of all candidates thirty days prior to the forum. Any appearances by political candidates in other CATS programming are acceptable providing they are not advocating their candidacy nor criticizing the opposing candidate or party. (The Communications Act of 1934, specifically the "equal time ruling", does not apply to access television). Given the submission of a program pProposal and sufficient notice, providing staffing and equipment availability, CATS will provide coverage of local Primary and General Election candidate forums. -To ensure all candidates have been registered, CATS will only provide this coverage for candidate forums after the deadline for candidate registration, within the same year as the primary or general election.
7. Use of the access facilities: studio, equipment, personnel, and other technical resources must be for the sole purpose and/or intent of producing programming for CATS.
8. Use of the access facilities must be requested through the program proposal form provided by CATS. A signed proposal must be on file prior to scheduling use of the facilities.
9. Applications on behalf of a minor must be signed by a parent or a legally appointed adult guardian who will accept responsibility for any liability resulting from the use of the facilities by the minor.
10. All programming produced by CATS staff except government meetings which are in the public domain) remains the sole copyright of CATS. -Content produced by members of the public and

submitted to CATS for telecast on the pPublic channel remains the sole copyright of the individual program producer. -All intellectual property, responsibility for music licensing, permissions and liability for that content exists solely with the producer of that program.

Approved by the Library Board of Trustees June 19, 2019
Approved by the MCPL Board of Trustees January 17, 2018

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Community Access Television Services (CATS)ATS –Governmental Meeting Coverage Guidelines

In the interest of providing consistent, neutral, and transparent coverage of live and recorded government meetings, the following guidelines are set forth:

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1. CATS will provide coverage of any public meeting in accordance with the definitions established in Indiana code IC 5-14-1.5. Public Meetings (Open Door Law). Though CATS has contractual obligations to cover specific government meetings, CATS will endeavor to cover other public meetings upon request from local individuals or organizations.
2. In an effort to provide viewers with the best possible sense of proceedings in the room or chamber, CATS will employ an establishing wide shot at the beginning, ending, and for all recesses during public meetings.
3. CATS crew members will avoid the practice of taking reaction shots unless there is an active dialogue taking place. Similarly, tight close-ups will not be employed, as they could represent an element of visual editorializing, and hence the perception of a departure from neutrality.
4. Whenever possible, CATS will employ the use of lower-third graphic superimpositions (name supers) to identify officials, name of meeting, and date. ~~CATS will also W~~when technically possible, CATS will also provide a ~~LIVE-live~~ "bug", which will be removed for replay of the meeting.
5. Whenever possible, CATS will present meetings, boards, and councils via ~~liveLIVE~~ telecast on ~~itsour~~ designated cable channels, as well as via ~~our-its~~ website. CATS will also work to ensure that all meetings will be available on ~~our-its~~ website by 9:00 AM the following day.
6. As neutrality of CATS governmental coverage is an essential function of ~~our-its~~ network and is a vital component of local democracy, CATS reserves the right to refuse suggestions from any individual, group, or organization to: turn off the cameras, alter established protocols for shot composition, or to limit the public comments of any person speaking during a public meeting. Any public discussions or demonstrations which occur when meetings are adjourned or in recess will not be televised.
7. CATS will feature royalty-free music in the background during wide shots, before and after meetings, and during all recesses.
8. To ensure the integrity and neutrality of all meetings appearing on ~~the~~ CATS' government channels, CATS will only telecast, stream, and archive government meetings produced by CATS. ~~Patron~~Customer or organizations wishing to share their noncommercial programming or meetings may do so via the CATS Public ~~A~~access ~~C~~channel, upon the submission of a written request.

Approved by the Library Board of Trustees June 19/July 17, 2019
Approved by the MCPL Board of Trustees January 17, 2018

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Monroe County Public Library Compensation Philosophy

In order to carry out its mission and provide exemplary service ~~to our patrons~~ customers, the Monroe County Public Library strives to be an employer of choice in the Bloomington region as well as among public libraries nationwide.

The Library recognizes that pay is one of several factors involved in successful recruitment and retention as well as in being an employer of choice. The Library's strategy is to attract, develop, and retain talented, motivated, creative, engaged, and high-performing employees.

To achieve this strategy, the Library will strive to be competitive with the identified market by:

- Periodically evaluating the classification and compensation plan, including:
 - reviewing positions for significant changes in job responsibilities and reflecting updates in job descriptions
 - reviewing relevant salary survey data and aligning current Library positions and pay ranges
- Providing employees with appropriate training, development, and job enrichment opportunities.
- Maintaining a workplace that respects and appreciates the efforts of all employees and provides recognition for performance, contribution, knowledge, skills, and experience.
- Complying with applicable laws, regulations, and contracts.

In addition to base compensation, the Library also considers the value of non-monetary components, including the importance of work/life balance, and a pleasant and positive work environment, among other workplace attributes and opportunities.

The Library Board and Administration assume responsibility for the on-going administration, update, and revision of the compensation plan and philosophy.

~~Approved by the Library Board of Trustees July 17, 2019~~
~~Approved by Library Board of Trustees June 17, 2009~~

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Monroe County Public Library Customer Service Policy

Monroe County PublicThe Library is committed to providing courteous, responsive, quality service to our customers by fostering a respectful, positive, and welcoming environment for all.

OurThe Library's customer service philosophy:

- The LibraryWe cares about all of our customers and seeks to give each one attentive service.
- OurLibrary customers are entitled to efficient service from knowledgeable, motivated, and well-trained staff members.
- WeThe Library listenss to our customers and respondss to their suggestions and concerns.
- WeThe Library seekss out innovative approaches to serve our customers in the best ways possible.
- WeThe Library acts responsibly to fulfill ourits mission of fair and equitable access to information and our commitment to the best stewardship possible of Library resources.
- Adopted by the MCPL Board of Trustees October 18, 2006, reaffirmed September 16, 2015

Approved by the Library Board of Trustees July 17, 2019

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Fee Schedule

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Monroe County Public Library 2019 Fee Schedule

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

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~~Approved February 20, 2019~~

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Approved by the Library Board of Trustees July 17, 2019

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Monroe County Public Library Finance and Investment Policy

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Board of Finance

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The duly appointed members of the Monroe County Public Library Board of Trustees are the fiscal body of the Library and thus constitute "The Board of Finance". The members serve without compensation. (IC 5-13-7-5), (IC 36-1-2-6)

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Annual Meeting

The ~~Monroe County Public Library~~ Board of Finance shall meet annually immediately following the January Board of Trustees Meeting to elect a president and secretary, review the written report of the Library's investments during the previous calendar year and review the Library's investment policy. (IC 5-13-7-6), (IC 5-13-7-7)

Fiscal Officer

The duly elected treasurer of the ~~Monroe County Public Library~~ Board of Finance is the fiscal officer of the Library. (IC 36-12-2-22) The Treasurer shall serve without compensation.

Deposits

All funds received by the Library shall be deposited in one or more designated depositories not later than the business day following receipt and shall be deposited in the same form in which they were received. (IC 5-13-6-1)

Investments

The Treasurer is authorized to invest Library funds in the following (IC 5-13-9);

1. United States Government Securities or discount notes backed by the full faith and credit of the United States Treasury or fully guaranteed by the United States and issued by:
 - a. The United States Treasury;
 - b. a federal agency;
 - c. federal instrumentality
 - d. a federal government sponsored enterprise.
2. Repurchase Agreements (including standing repurchase agreements, commonly known as sweep accounts):
 - a. With depositories designated by the State Board of Finance as depositories for state investments under IC 5-13-9.5; and
 - b. Involving the political subdivision's purchase and guaranteed resale of any interest-bearing obligations issued; or fully insured or guaranteed; by the United States, a United States government agency, an instrumentality of the United States, or a federal government sponsored enterprise.

3. Money Market Mutual Funds in the form of securities of or interests in an open-end, no-load, management-type investment company or investment trust registered under the provisions of the federal Investment Company Act of 1940, as amended (15 U.S.C. 80a et seq.). -These investments shall be made in depositories designated by state board of finance as depositories under IC 5-13-9.5.

Investments made by the Library's fiscal officer must have a stated final maturity of not more than two (2) years after the date of purchase of entry into a repurchase agreement (IC 5-13-9-5.6) except for investments with a final maturity more than (2) years but not more than (5) years which may not exceed 25% of the total portfolio as permitted by (IC 5-13-9-5.7).

Interest Earnings

All interest earnings derived from an investment by the Library's fiscal officer shall be receipted to the ~~Operating operating Fund~~fund.

Depositories

All public funds of ~~the Monroe County Public~~the Library shall be deposited in the designated depositories located in the territorial limits of the Library District. (IC 5-13-8-9)

Investment Cash Management

The ~~Monroe County Public~~ Library Board of Finance may contract with a state designated depository for the operation of an investment cash management system. (IC 5-13-9-4) Investment decisions and record keeping shall follow IC 5-13-9-4.

Transaction Accounts

The fiscal officer of the Library shall maintain deposits that are invested or reinvested in at least two (2) of the Library's designated depositories. (IC 5-13-9-4)

Electronic Transfer of Library Funds

The following type of transactions may be conducted by electronic transfer between financial institutions in order to expedite the transfer of funds as well as maximize interest earnings:

1. Transfer to cover expenditures for payroll for Library employees.
2. Transfer to pay debt service payments.
3. Other transfers with the approval of the Library director.

The fiscal officer will maintain appropriate documentation of the transactions so these may be audited as required by statute. (IC 36-12-3-16.5)

Approved by the Library Board of Trustees ~~June 19~~ July 17, 2019 Reviewed by Board of
Trustees 1/20/2010; 6/15/2011; 1/18/2012; 1/16/2013; 1/15/2014; 1/21/2015; 1/20/2016; 1/18/2017;
1/17/2018; updated Approved by the Library Board of Trustees February 20, 2019 2/20/2019

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Gift Policy

Monroe County Public Library Gift Policy

Policy Statement

The Monroe County Public Library (MCPL) Board of Trustees encourages gifts to the Library consistent with the Library's mission and policies. Donations are not intended to replace regularly budgeted Library expenditures; however, private resources can extend and enrich Library services.

Donations can also be made directly to the Monroe County Public Library (MCPL) Library Foundation, a 501(c)(3) nonprofit organization. The foundation (commonly known as the Friends of the Library) exists to handle monetary gifts, gifts of materials, bequests, endowments, and other gifts of an enduring nature to support the Library's vital role in the community. Additional information about the Friends of the Library is available online at www.mcpl.info/friends.

Acceptance of Gifts

1. The Library accepts donations of materials on behalf of the Library MCPL Foundation. Only outright gifts in usable condition are accepted. Materials are added to the Library's collection as prescribed in the [Collection Development Policy](#). Materials not added to the collection are typically included in book sales to benefit the Library.
2. Unrestricted gifts of money are gratefully accepted by the Library to be used at its discretion. Unrestricted funds allow the Library to address its most pressing needs. The director of the Library will consult with the MCPL Library Board of Trustees on the use of gifts greater than \$5,000.
3. Gifts-in-kind (i.e., furnishings, equipment, art, and other decorative objects) and all gifts of consequence (i.e., real property, stocks, annuities, and large monetary gifts) will be considered individually and accepted at the discretion of the MCPL Library Board of Trustees, in consultation with the Library Director.
4. The Library MCPL Board of Trustees and Library staff reserve the right to refuse any gift. Because the Library does not serve the function of a museum, gifts of items for permanent display or preservation are not normally accepted.
5. Once a gift is accepted by the Library, it becomes the property of the Library, and may be disposed of accordingly. The gift will not be returned to the donor.
6. All grants are approved by the director of the library Library Director. Grants are approved based on their ability to assist the Library in the pursuit of its mission.
7. Those wishing to honor or memorialize a person or occasion through the a gift may do so through the Library MCPL Foundation foundation.
8. Because monetary gifts with restrictions are expensive to handle, expend, and track, the Library does not accept restricted gifts directly. Any restricted gift of money must be made directly to the MCPL Library Foundation.

Donor Responsibilities

1. The Library cannot assume the responsibility for estimating the value of donated materials for income tax or other purposes.

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2. Gifts to the Library are tax-deductible as provided by law. Donors should consult their tax adviser. The Library gift form, or the acknowledgment letter, serves as the donor's record and receipt.

Acknowledgment and Recognition of Gifts

1. All gifts will be acknowledged in writing by the Library. -Checks should have the donor's current address and be made out to "Monroe County Public Library."
2. Gifts of materials are generally acknowledged only through the Library gift form, which must be filled out at the time of donation.
3. Monetary gifts and gifts of consequence to the Library will be acknowledged by letter from the Library ~~director~~ Director (or the director's ~~designated~~ designee). Gifts of consequence also will be acknowledged by a letter from the President of the Board of Trustees. Acknowledgments are sent to individuals whom donors wish to notify of the gift.

Policy Administration

1. The Library ~~Director is responsible for the administration of this policy.~~
2. The MCPL-Library Board of Trustees reserves the right to amend this policy at any time.

Approved by the Library Board of Trustees June 19, 2019 ~~Approved by the Board of Trustees June 12, 2003~~
Effective September 1, 2003, Revised November 18, 2015

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Grievance Procedure under the Americans with Disabilities Act

This Grievance Procedure is established to meet the requirements of the Americans with Disabilities Act of 1990 ("ADA"). It may be used by anyone who wishes to file a complaint alleging discrimination on the basis of disability in the provision of services, activities, programs, or benefits by Monroe County Public Library. The Library's ~~Personnel-personnel p~~Policy governs employment-related complaints of disability discrimination.

The complaint should be in writing and contain information about the alleged discrimination such as name, address, phone number of complainant ~~and~~ location, date, and description of the problem. Alternative means of filing complaints, such as personal interviews or a ~~tape~~ recording of the complaint, will be made available for persons with disabilities upon request.

The complaint should be submitted by the grievant and/or ~~his/her~~their designee as soon as possible but no later than 60 calendar days after the alleged violation to:

~~Associate Director~~Special Audiences Strategist/~~and~~ ADA Coordinator
Monroe County Public Library
303 E. Kirkwood Avenue
Bloomington, IN 47408

Within 15 calendar days after receipt of the complaint, the ADA Coordinator or designee will meet with the complainant to discuss the complaint and the possible resolutions. Within 15 calendar days of the meeting, the ADA Coordinator or designee will respond in writing, and where appropriate, in a format accessible to the complainant. The response will explain the position of ~~Monroe County Public~~the Library and offer options for substantive resolution of the complaint.

If the response by the ADA Coordinator or ~~his/her~~their designee does not satisfactorily resolve the issue, the complainant and/or ~~his/her~~their designee may appeal the decision within 15 calendar days after receipt of the response to the Library Director or ~~his/her~~their designee.

Within 15 calendar days after receipt of the appeal, the Library Director or ~~his/her~~their designee will meet with the complainant to discuss the complaint and possible resolutions. Within 15 calendar days after the meeting, the Library Director or ~~his/her~~their designee will respond in writing, and, where appropriate, in a format accessible to the complainant, with a final resolution of the complaint.

All written complaints received by the ADA Coordinator or ~~his/her~~their designee, appeals to the Library Director or ~~his/her~~their designee, and responses from these two offices will be retained by ~~Monroe County Public~~the Library for at least three years.

~~Adopted by the Board of Trustees, April 18, 2012; revised and adopted February 19, 2014.~~

Approved by the Library Board of Trustees on July 17, 2019

Monroe County Public Library Meeting Room Policy

Monroe County Public Library (MCPL) ~~The Monroe County Public Library~~ provides meeting rooms for public use. The **Meeting Room Policy** is developed in accordance with the Library's mission. Meeting rooms are available, free of charge, to all Monroe County organizations and local units of government on equal terms regardless of opinion or affiliation. Some rooms are also available to local businesses for a fee established annually by the Board of Trustees in the Library's ~~Fee-fee Schedules~~ schedule.

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

This policy is for use of the Library for outside groups and does not apply to Library programs, Library-sponsored programs, or approved use by ~~MCPL Library~~ MCPL Library-affiliated ~~groups~~ groups. ~~Use of meeting rooms for Library programs and Library-affiliated programs takes precedence over use by outside groups.~~

General Guidelines:

The Library has written procedures for the use and scheduling of the meeting rooms that are in the best interest of the Library and the community. Requirements for persons to reserve a meeting room:

- ~~Must be age 18 or older~~
- ~~Must be age 18 or older~~
- Possess an active Monroe County Public Library ~~Card~~ card*
- Be a nonprofit organization, unit of government, or business operating in Monroe County
- Read and accept ~~the mMeeting Room-room Policy~~ the mMeeting Room Policy

*A Library card is not required for reservation by a government agency.

Meeting rooms can be reserved online, ~~over theby~~ by telephone, or in person. ~~Groups are limited to 24 reservations per year.~~ ~~Meeting room reservations should be made at least a week in advance, and may be reserved up to 90 days in advance.~~ ~~Reservations requested less than 72 hours in advance must be made by telephone or in person in the Main Library Administration-administration Officeoffice,~~ Monday-Friday, 9 ~~AM-a.m.~~ AM-5 ~~PM-p.m.~~ PM, or by telephone ~~at, (812)-349-3050,~~ to ensure that meeting room use is approved.

Meeting rooms are only available during hours the Library is open to the public.

The public is welcome at all meetings, unless the reserving group has noted otherwise in the reservation. ~~The Library reserves the right to:~~

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- Share the contact information of any individual/organization that books a meeting room, if a request is made by a member of the public.
- Preempt or reschedule meetings when the Library needs the meeting room space.
- Refuse or discontinue any use which is disruptive to the normal operation of the Library, destructive to the building or equipment, fails to follow the Library's Behavioral-behavioral Rulesrules, or if information is falsified on the meeting room application. Meeting room use that generates excessive noise will be considered disruptive.
- Allow staff to enter any meeting room to ensure adherence to Library policies and to ask groups to vacate the building before Library closing.
- -Cancel scheduled meeting room use when Library policy has been or will be violated.

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The Library's Art-art Display-display pPolicy shall apply in a meeting room when it is being used for an art exhibition.

No charge may be made for admission and no freewill collection may be made in the Library. Items, services, and memberships may not be sold or promoted.

Groups showing copyrighted movies in the Library are solely responsible for obtaining written public performance licensing rights. Borrowing, renting, or purchasing a movie does not carry with it the right to show the movie outside the home.

Use by Nonprofit Organizations and Local Units of Government:

Nonprofit organizations operating in Monroe County and units of local government may reserve rooms. Use by nonprofit organizations and units of local government is free of charge. Organizations claiming nonprofit status may be asked to provide a copy of their IRS Form 501(c)(3), Articles of Incorporation, or a Tax Exempt Certificate.

It is the responsibility of the nonprofit organization or unit of local government to contact

Library administration if a meeting has been canceled. If Community Access Television Services (CATS) is scheduled to record a public meeting, the organization must also notify CATS of the cancellation.

Use by Businesses:

Businesses operating in Monroe County may reserve meeting rooms for a fee established by the Board of Trustees in the annual Fee Schedulefee schedule.

Payment for use by a local business is due when the reservation is made.

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It is the responsibility of the business to contact Library administration when a meeting has been canceled. If a business cancels a reservation less than one week before the meeting was scheduled, no refund will be made. The Library will refund fees as follows:

- 50% of the fee if a business cancels a reservation more than one week before the meeting was scheduled.
- 100% of the fee if a business cancels a reservation more than two weeks before the meeting was scheduled.
- 100% of the fee if the Library cancels the meeting at any time.

Facility Setup:

Meeting room users are responsible for meeting room and equipment setup and cleanup. Each meeting room has a set configuration. The Library provides no setup at ~~the Ellettsville Branch or Main Library~~ any of its locations. If a group decides to use a different room setup, the room must be returned to its original configuration upon departure.

Groups that have questions about Library meeting room equipment, or auditorium setup and use, should plan to visit the Library between 9 ~~a.m.-AM~~ and 5 ~~P.M.-pm~~, Monday through Friday, and/or schedule a training session with the Meeting Room Coordinator (812) -349-3050 x4041, pwallace@mcpl.info, at least one week before their event.

The Library is not responsible for the loss of and/or damage to equipment or materials owned by groups. The Library cannot store supplies or equipment belonging to a group. All materials left are turned into ~~Lost-lost~~ and ~~Foundfound~~.

Light refreshments may be served during meetings in all public meeting rooms. ~~The group using the room must provide supplies and equipment for serving refreshments. The~~ Library does not have full kitchen facilities.

-

Meeting Room Usage Subject to Clean-up Fees:

If a group fails to leave a meeting room or equipment in its original configuration and condition, or does not vacate the room by the scheduled reservation time, it will be charged a fee, as approved by the Board of Trustees in the ~~Fee-fee~~ Scheduleschedule.

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Adopted by the Library Board of Trustees April 21, 2004
Amended June 15, 2011, November 16, 2011 and September 21, 2016
Approved by the Library Board of Trustees July 17, 2019

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Monroe County Public Library Policy on Photography, Videotaping, and Use of Other Recording Devices

The Library's primary mission is to provide library services to the residents of Monroe County. Photography, videotaping, or use of other recording devices may not interfere with the provision of library these services. Staff will terminate any photography, videotaping, or recording session that appears to compromise public safety or security.

Individual Photography/Videotaping

Persons photographing, videotaping, or recording on library premises have the sole responsibility for obtaining the necessary releases and permissions from persons who are to be photographed, videotaped, or recorded. Taking photographs or videotaping of a minor requires the permission of the minor's parent or guardian. The library undertakes no responsibility for obtaining these releases.

Commercial Photography/Videotaping

The library does not permit commercial photography or filming. Any exception requires the express written permission from the Library Director or the director's designee.

Community organizations holding scheduled events or meetings in the library auditorium and/or library meeting rooms may arrange for their own commercial photography or videotaping/recording of their event. Such commercial photography and videotaping is restricted to the space reserved by the group, and the group is responsible for any necessary releases and permissions.

Library Staff Photography/Videotaping

The library reserves the right to document its services and the public's use of the library. Official representatives of the library may take photographs, videotape, or use other recording devices within the library and at library-related events and activities for library purposes. These photographs and video may be copied, displayed, published (including on the library's website), and telecast for such purposes as promotion, publicity, and news to inform the public about the library. All such photography/videotaping will be in accordance with library procedures.

This policy extends to photographs and filming by library staff at Friends of the Library events and at library booths and programs at public events in the community.

See also: [MCPL Behavioral Rules](#)

~~Approved by the Library Board of Trustees June 19 July 17, 2019 Adopted by MCPL Board of Trustees March 19, 2008~~

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Monroe County Public Library Privacy Policy Regarding Web and E-mail Communications

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This policy explains the types of information ~~the~~ Monroe County Public Library collects when people visit ~~it~~ the library's web-site or send e-mail to the library and what the library does with that information.

The library is committed to protecting the privacy of the people who use the library and who communicate with the library electronically via e-mail or the website. Except when compelled by a court order, the library does not share personal information about patrons with any other outside organizations. Any personal information the library may collect about library patrons is viewed by staff members for the library's internal and confidential use only.

The following is the only information collected when a patron visits the library's website:

- The IP address and domain name associated with the patron's computer.
- The browser software and operating system used to access the library website.
- The address of the web-site that referred the patron to the library website.
- The date and time of the visit to the library web-site.
- The pages visited on the library website.
- The search terms used that led the patron to the library website.

The library uses the information collected to count the number and type of visitors to the pages on the website. Information in individual library accounts is not associated with a patron's use of the Webweb.

The library uses cookies^[1] with its Webweb-based catalog to keep track of what scope of the catalog a patron has chosen to search or to remember the list of items a patron has exported. Cookies saved on the library's Web-web server do not store any personal information and expires after 24 hours.

The library acknowledges that, in general, e-mail is not a secure method of communication, and patrons assume sole responsibility for all electronic communications.

The library asks patrons to share an e-mail address in order that the library may send notices and reminders quickly and conveniently.

If patrons send a question or comment via e-mail, the library may save the message and any personal information it contains in files stored on its e-mail server. The recipient of the e-mail message may forward it to other library employees. The library does not give or sell the e-mail addresses of its patrons to any outside agencies.

For more information about how the library preserves patrons' privacy, please see the related documents:

- [Resolution on Access to Public Records h](#)eld by the Monroe County Public Library
- [Internet and Computer Use Policy](#)
- [Behavioral Rules](#)

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[1] "Cookies," also known as **HTTP cookies**, **web cookies**, or **browser cookies**, are used for an origin website to send state information to a user's browser and for the browser to return the state information to the origin site. The state information can be used for **authentication**, identification of a user **session**, user's preferences, **shopping cart** contents, or anything else that can be accomplished through storing text data on the user's computer. Cookies cannot be programmed, cannot carry **viruses**, and cannot install **malware** on the host computer.

Approved by the Library Board of Trustees ~~June 19~~ July 17, 2019 Adopted by the Board of Trustees of the Monroe County Public Library, February 21, 2002.

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Monroe County Public Library Programming Mission and Guidelines

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Programming Mission:

Monroe County Public Library offers programs that create connections among the community and the Library's resources to enrich lives and provide opportunities to read, learn, connect, and create.

Definition:

A program sponsored by ~~Monroe County Public~~the Library is an event in which Library employees are involved in the planning, implementation, and/or evaluation, regardless of locale or time commitment. Library programs are considered a core service and are designed to support the overall mission of the Library.

Guidelines:

1. ~~Monroe County Public~~The Library focuses its programming efforts on meeting community needs and promoting Library resources to further the mission of the Library.
2. All programs are developed in accordance with the Library's strategic goals and include a method for evaluation.
3. Library programs are free of charge and non-commercial in nature. (With prior arrangement, performers may sell and sign copies of their work as a supplement to the content of the program.)
4. The Library generally avoids competing with other community agencies offering free programs.
5. Programs may be educational, informational, or for entertainment and are intended to create an engaging Library experience.
6. Library program audiences include ~~library~~ patrons, potential Library patrons, teachers, students, families, caregivers, non-profit organizations, and the Bloomington/Monroe County community at large.
7. The Library is committed to providing equal opportunities and equal access to Library facilities and programs. The Library may restrict access to programs with a stated target audience (e.g., by age).
8. Every attempt will be made to accommodate all who wish to attend a program. Attendance may be limited, however, when the safety or success of a program requires it.
9. Program partnerships with community organizations or corporate sponsorship of programs should aim to reach a broad audience, enhance the Library's image in the community, support the Library's mission, and benefit both parties.
10. Programs that continue to meet community needs or further the mission of the Library may be offered on a recurring basis. However, the Library has limited time, resources, funds, and personnel to support programs. Proposals and requests for programs which do not fit the Library's needs and schedule may be refused by program coordinators.
11. The Library follows a tri-annual program planning cycle. Programs are planned and promoted three to five months in advance.
12. Appropriate effort will be made to provide programs as advertised. The Library reserves the right to cancel any program where unavoidable conflicts arise.

~~Approved by the Library Board of Trustees July 17, 2019~~
~~Approved by Library Board of Trustees, February 19, 2014, revised April 18, 2018~~

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Prohibition of Firearms at Public Meetings Policy

Monroe County Public Library prohibits the intentional display of a firearm or other weapon at a public meeting.

Approved by the Library Board of Trustees ~~June 19~~ July 17, 2019

Adopted by the MCPL Board of Trustees June 15, 2011

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Monroe County Public Library Public Comment Policy

The ~~MCPL~~ Monroe County Public Library 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 by the Board of Trustees of the Monroe County Public Library, April 18, 2018~~

Approved by the Library Board of Trustees July 17, 2019

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Resolution on Access to Public Records Held by the Monroe County Public Library

Be it resolved by the Board of Trustees of the Monroe County Public Library that in the interest of protecting and respecting the right of an individual to privacy, and in respect to other needs of the Library to protect the public interest, that under the authority granted to the board under [IC 5-14-3-4](#), and under such other authority as may be granted to the board, that all records and information maintained by the Library which the board may designate as exempt from public disclosure are hereby designated as exempt.

~~Approved~~*deoted* by the Library Board of Trustees ~~of the Monroe County Public Library this July 2, 1997~~
July 17, 2019.

Monroe County Public Library Security Camera Policy

The Monroe County Public Library strives to offer a welcoming environment where customers can use the Library's resources in safety and comfort. Security cameras are in use at the Library for the narrow purpose of enhancing the physical security of the Library, its property, staff, and customers. The purpose of this policy is to establish guidelines for the placement and use of the cameras, as well as the access and retrieval of recorded images.

Security Camera Purpose and Placement Guidelines

- Security cameras will be used in public places to document events involving the safety and security of patrons, staff, and Library property. Cameras will not be installed in areas of the Library where individuals have a reasonable expectation of privacy, such as restrooms, private offices, or staff break rooms. Cameras will be placed in indoor and outdoor areas.
- Cameras will not be positioned to identify a person's reading, viewing, or listening activities in the Library.
- Signs/Notices are posted at the Library entrances informing the public and staff that cameras are in use.
- Cameras are not installed for the purpose of monitoring staff performance and will not be used for the purpose of routine staff performance evaluations.
- Cameras are not continuously monitored and therefore individuals should continue to take appropriate precautions for their safety and for the security of their personal property.
- Camera locations will not be changed without permission from the Director or designee.

Use and Disclosure of Video Records

- Digital records may be used to identify the person or persons responsible for Library policy violations, criminal activity, damage or destruction of Library property, or actions disruptive to normal Library operations.
- Data from the cameras is recorded and stored on an onsite DVR. Recorded data is considered confidential and secure. Access to recorded data is limited to the following Library staff: Library Director, Security/Security staff, or the Director's designated appointees. Authorized individuals may review recorded data in order to identify those responsible for suspected Library policy violations or criminal activity on Library property.
- Digital security records are not to be used to identify the activities of individual Library patrons except as viewed in relation to suspected criminal activity, suspected violation of the Library's policies, or incidents where there is reasonable basis to believe a claim may be made against the Library for civil liability.
- The Director or his/her designee may use a still shot or selected portions of recorded data to request law enforcement review of a specific individual or for investigating a crime on Library property.
- A copy of digital security data will be made available to law enforcement upon request and with the approval of the Director or his/her designee. Recorded data will be accorded the same level of confidentiality and protection provided to Library users by Indiana state law and the Library's policies.
- Images may be shared with Library security staff to identify person(s) suspended from Library property.

- Confidentiality and privacy issues prevent the Library from allowing the public to view security camera footage. If the Library receives a request from the general public to view recorded camera footage, the public will be advised to file a police report.
- Video images are stored digitally and retained for approximately 30 days or as storage space allows.
- In the event of a suspected crime or incident, still shots or selected portions of the recorded data will be maintained until resolution of the specific incident.
- Occasional spot-checking of images and recordings will occur to assure proper operation of security equipment.
- Live viewing of data may occur to alert staff to customers in an unstaffed public area of the Library or in cases of suspected criminal activity.

• Recordings shall not be used or disclosed other than as specifically authorized by this policy. Staff who misuse this data will be subject to disciplinary action.

• ~~Policy adopted by the Board of Trustees on May 17, 2017, reaffirmed May 16, 2018~~

Policy will be reviewed annually by the Board

Approved by the Library Board of Trustees July 17, 2019

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Monroe County Public Library Social Media Policy

Purpose

This policy governs ~~Monroe County Public~~the Library's social media use, defined here as websites and applications that enable users to create and share content or to participate in social networking. This includes, but is not limited to, Facebook, Twitter, Instagram, YouTube, Meetup, SoundCloud, BuzzFeed, and Flickr. The Library makes use of these platforms to communicate with and be easily accessible to the public, providing information on topics related to the Library's mission, collections, programs, and services.

Rights and Responsibilities of the Library

All official Library-represented social media platforms will be selected, created, and moderated by the Communications and Marketing unit, or those specifically designated by that unit.

User comments and posts will be moderated for content and relevancy. The Library reserves the right to remove any content (comments, tags, and/or images) at its discretion.

User Responsibilities and Use Restrictions

Users will follow the guidelines of individual social media platforms, and be moderated by those individual platforms. The Library is not responsible for, nor does it endorse, the content of its followers.

Public user posts may be shared by the Library.

Related Library policies include:

[Internet and Computer Use Policy](#)

[Privacy Policy Regarding Web and Email Communications](#)

~~*Approved by the MCPL Board of Trustees March 23, 2011*~~

~~*Updated: November 14, 2018*~~

Approved by the Library Board of Trustees July 17, 2019

Monroe County Public Library Study Room Policy

Approved by Board of Trustees, January 21, 2015

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

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

Reserving a Study Room

Study rooms covered by this Policy may be reserved free of charge for two-hour periods on a first-come, first-served basis by individuals with a Monroe County Public Library card. Reservations may be made up to 24 hours in advance of intended use.

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

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

The Library reserves the right to:

- In rare circumstances, preempt or reschedule meetings when the Library needs the study room space.
- Refuse or discontinue any use which is disruptive to the normal operation of the Library, destructive to the building or equipment, fails to follow the Library's [Behavioral Rules](#) or if information is falsified on the study room application. Meeting room use that generates excessive noise will be considered disruptive.
- Allow staff to enter any study room to ensure adherence to Library policies and to ask users to vacate the room before [Library closing](#).
- [The Library may](#) Cancel scheduled room use when Library policy has been violated.

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

Study Room Setup

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

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

Study Room Usage Subject to Clean-up Fees

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

~~Updated July 18, 2018~~

Approved by the Library Board of Trustees July 17, 2019

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Monroe County Public Library Americans with Disabilities Act Notice

~~Monroe County Public Library~~The Library is committed to serving people with disabilities in full compliance with the Americans with Disabilities Act (ADA). -The Library will provide appropriate [aids and services](#) leading to effective, accessible communication for people with varying types of disabilities.

The Library will also make any reasonable modifications to policies and procedures to ensure that people with disabilities have an equal opportunity to enjoy [Library's](#) programs, services, and activities. -None of these accommodations will result in a fee or other surcharge to the user.

Because the Library cannot anticipate all accommodations that may be needed, individuals who require special services or policy modifications are requested to contact the ~~Associate Director~~[Special Audiences Strategist](#), who functions as the ADA ~~Coordinator~~[coordinator](#), as far in advance as possible. The ~~Associate Director~~[Special Audiences Strategist](#) may be reached by [tele](#)phone at (812) 349-3050 or email at ada@mcpl.info.

The ADA does not require ~~Monroe County Public~~[the](#) Library to take any action that would fundamentally alter the nature of its programs or services, or impose an undue financial or administrative burden. - Anyone who is concerned the Library is not fulfilling its obligation to serve the needs of people with disabilities is encouraged to contact the ADA Coordinator, above, or follow the [Grievance Procedure under the Americans with Disabilities Act](#).

Employment

~~Monroe County Public~~[The](#) Library does not discriminate on the basis of disability in its hiring or employment practices and complies with all regulations enacted by the U.S. Equal Employment Opportunity Commission under title I of the ADA.

~~Adopted by the Library Board of Trustees April 12, 2012; revised and adopted February 19, 2014~~

[Approved by the Library Board of Trustees July 17, 2019](#)

Monroe County Public Library Art Exhibit and Display Policy

Policy

The Monroe County Public Library provides art exhibit and display spaces for public use. The Art Exhibit and Display Policy is developed in accordance with the Library's mission, vision, and values. Exhibit and display spaces are available to individuals and community nonprofit groups on equal terms regardless of opinion or affiliation. The Library does not sponsor nor endorse the views of any individual or group using the exhibit and display spaces.

This policy is for use of the Library by external groups and individuals and does not apply to use by Library staff, the Library Foundation/Friends, and groups collaborating with the Library on an exhibit or display. It applies to all spaces used by the public for display or exhibit, including Library meeting rooms or other areas of the Library.

The Library reserves its display cases and display windows for the primary purpose of presenting itself and the Library Foundation/Friends to the community.

The Library administration has written procedures for the use and scheduling of exhibit and display spaces that are in the best interest of the Library and the community.

General Guidelines: Individuals and groups can reserve space through the Library's Meeting Room/Space reservation webpage or by calling the Administrative Services Assistant at (812) 349-3050 ext. 4041, by completing an application. Approval is the responsibility of library administration.

- Those reserving exhibit and display spaces are asked to remember that these spaces are public areas readily accessible to Library patroncustomers of all ages.
- The Library reserves the right to deny requests for any reason and to remove exhibits and displays at any time.
- Direct sale of works on exhibit is not permitted on Library property. There shall be no pricing information posted with the works.
- The Library reserves the right to pre-empt and schedule exhibit and display spaces for Library events and promotions as it deems necessary and appropriate.
- The Library is not responsible for any loss, theft, or damage that may occur while works are on exhibit. All who choose to exhibit will be required to sign a form releasing the Library from all such liability.
- Exhibits and display uses are limited to no more than one month. Exceptions are made by Library administration only.

Setup:

- The individual or group reserving space is required to provide all hardware and supplies for displaying materials and is responsible for installing and removing works.

- Library staff will not be available to assist with an exhibit or display.
- Both installation and removal must be completed during regular Library hours. The individual or group installing the display shall be responsible for any damage caused to the exhibit space while installing or removing the exhibit or display.
- The title of the exhibit and the name of the individual or group that is mounting it, as well as contact information, must appear prominently with the exhibit or display.

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Gallery, first floor, Main Library, Bloomington

1• Art Exhibits

Art exhibit space is available on four ~~carpeted walls~~ (Walls-walls (A, B, C, and D). Please refer to the gallery setup form.

The Library accepts donations from artists for works sold as a result of being on exhibit at the Library.

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2• Public Displays

Space for informational/educational displays is available on wall C. Please refer to the gallery setup form. This space is also ~~is~~ available for art exhibits.

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Ellettsville Branch

The Ellettsville Branch ~~has an Art Exhibit space located in the meeting room lobby. -This space features hardware for seven h=wall-hung pieces. -does not have a Gallery. Opportunities for art exhibits and displays by the public are limited. Interested individuals and groups should contact~~ This space may be requested through the Library's mMeeting rRoom/sSpace reservation webpage, or by calling -the Ellettsville Branch Manager at (812) 876-1272.

~~Board of Trustees January 17, 2007 (pending lawyer approval)~~

~~Lawyer approval with added language June 6, 2007~~

~~Number of walls available for public exhibits adjusted January, 2007.~~

Approved by the Library Board of Trustees July 17, 2019

Monroe County Public Library Checkout Policy

~~Approved by Board of Trustees December 20, 2006~~

~~Revised July 18, 2012~~

~~Revised December 17, 2014~~

Purpose

~~Monroe County Public~~The Library promotes responsible lifelong Library use with minimal barriers to facilitate fair and equitable sharing of the community's collections. This policy is designed to encourage users to keep their accounts in good standing so they may continue to borrow and return materials. Abuse of circulation privileges will result in the suspension of Library privileges.

Intellectual Freedom

Individual ~~patron~~customers determine for themselves what Library materials are appropriate for personal checkout or viewing. Parents or guardians are responsible for determining what their children borrow, view, or use in the Library. Library staff will not monitor or restrict any patron's borrowing or use of the Library, its materials, or its resources based on a ~~patron~~customer's age, background, or views. The ~~Monroe County Public~~ Library endorses and defends the concepts of intellectual freedom, as protected by the United States Constitution and as described in the Library Bill of Rights.

The Library adheres to and supports the American Library Association's "Library Bill of Rights" (Appendix A), "Freedom to Read" (Appendix B), "Freedom to View" (Appendix C), and "Interpretations of the Library Bill of Rights" (Appendix D).

Confidentiality

Library users' account information, including names, addresses, telephone numbers, email addresses, items borrowed, items requested, activity dates, and all other data particular to an account, is confidential. The Library does not provide such information to anyone other than the account's owner, with the following exceptions:

- When issued with a valid subpoena or warrant;
- When requested by the parent or legal guardian of a minor for the purpose of paying fines or recovering lost items;
- ~~When an account with lost materials or unpaid fines is turned over to a collection agency;~~
- ~~When trained volunteers are selecting and delivering materials to homebound customers;~~
- When sharing specific identification data with school partners for the limited purpose of creating and maintaining Library accounts for their students. -Account use information, including items borrowed, items requested, and activity dates, remains confidential.

Within these exceptions, only limited and precise information is disclosed to satisfy the specific need of the request.

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Eligibility for Library Cards

Resident Library Card

Individuals of all ages are eligible for a [Monroe County Public Library](#) card if they meet the following criteria:

1. Live at a Monroe County address, OR
2. Own real property in Monroe County, AND
3. Can demonstrate an ability to receive notices.

Indiana University students who meet the above criteria are eligible for a library card.

Employees of [Monroe County Public Library](#) will receive a library card for the duration of their employment.

Students attending Monroe County schools which have partnerships with the [Library](#) are eligible for a resident card for the duration of their registration at the school.

Teachers and other educators employed at any pre-school or K-12 school physically located in Monroe County, regardless of their personal residence, are eligible for a resident library card for the duration of their employment.

As circumstances change any of the above criteria, card eligibility will also change. Individuals who are not eligible for a resident card under these criteria may apply under the policy for non-resident cards.

Non-Resident Library Card

Individuals living outside of Monroe County who hold a valid Indiana public library card may purchase a [Public Library Access Card \(PLAC\)](#). A PLAC provides access to all public libraries in the state of Indiana. PLAC holders must provide a valid Indiana public [Library](#) card and proper identification in order to obtain a non-resident Monroe County Public Library Card.

Individuals living outside of Monroe County in an area that does not receive library service may purchase an annual subscription card; cost of the card is included in the [fee schedule adopted by the Board of Trustees](#). This subscription card provides access to the Monroe County Public Library only. Individuals eligible for this subscription card include:

- those who do not live in a library taxing district
- those whose home library service is received under annual contract
- those who are out-of-state residents.

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Institutional Cards

~~Only Institutions institutions receiving deposit collection service from Community community Outreach outreach are eligible for an institutional card. The card can only be used for items delivered to the institution by Community community Outreach outreach.~~

Agency Cards

Certain types of organizations in Monroe County are eligible for an agency card that confers ~~organizational institutional~~ borrowing privileges. These include senior and assisted living facilities; Head Start and preschool programs; and social service agencies providing out-of-school care or transitional housing. The Library reserves the right to decline agency cards due to capacity limitations.

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Issuing Cards

Patrons may apply online or in person. Acceptable identification and address verification must be provided in person before initial checkout.

Homebound ~~patron customers~~ and eligible ~~agency institutions~~ register separately through the Library's Community community Outreach outreach Department staff department.

Use of Library Card

Patron Customer Obligations

Use of the library card implies acceptance of and adherence to all regulations of the Monroe County Public Library.

The Library assumes no liability for any damage caused by the use or misuse of any Library materials.

~~Patron Customers~~ are financially responsible for all materials checked out on their library card.

~~Patron Customers~~ must inform the Library of any change in contact information for account notifications.

~~Patron Customers~~ are required to report lost or stolen cards to the Library immediately. The charge for a replacement card is included in the fee schedule adopted by the Board of Trustees.

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PatronCustomers Who Do Not Present Card at Checkout

PatronCustomers may borrow materials without a library card, if they can verify identity.

PatronCustomers Using Other PatronCustomers' Library Cards

PatronCustomers who have a library card in their possession are assumed to have the authority to use that library card. PatronCustomers may not check out items on another patroncustomer's account as a means of avoiding payment of fines and fees on their own account.

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Picking Up Holds For Another PatronCustomer

Due to confidentiality concerns, patroncustomers must have permission to pick up holds for other patroncustomers.

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Following confidentiality guidelines, holds for patroncustomers under 18 will be given to parents without prior permission.

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Suspension of Borrowing Privileges

The Library may suspend borrowing privileges when patroncustomers abuse circulation policies.

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Financial Penalties

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Fines

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Due date information is provided at checkout and materials are expected to be returned on time. Overdue fines are charged on most materials and are assessed on a per-item/per-day basis. Daily fines and maximum overdue amounts are charged at a daily rate established in the fee adopted by the Board of Trustees.

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Fines are not charged for children's materials housed in juvenile shelving areas. (Parent/Teacher Resource Collection materials intended for an adult audience do incur fines.)

Fines are not charged for items checked out from Community-community Outreach-outreach locations. Homebound patroncustomers and institutional-agency cards registered with Community-community Outreach-outreach Services-services do not incur fines.

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Employees of Monroe County Publicthe Library do not incur fines.

Replacement and Processing Fees

~~Patron~~Customers (including ~~Monroe County Public~~ Library employees) are charged replacement charges for items that are lost, damaged, or unreturned.

Collection Agency and Legal Action

The Library may use the service of a collection agency. When an account is submitted, the Library will add a fee as established in the ~~fee schedule adopted by the Board of Trustees~~. The Library reserves the right to take legal action to recover fines or fees owed.

Exceptions to Financial Penalties

~~Patron~~Customer Claims Not Responsible

~~Patron~~Customers may request removal of responsibility in the cases of "Claims Not Checked Out," "Claims Not Damaged," and "Claims Returned." The library imposes limits for the number of each type of claim.

Credits and Refunds for Found Lost/~~Paid~~ Items

~~Patron~~Customers may be issued credit or refunded the replacement cost if the complete item is found and returned in good condition within 90 days of payment. Refunds will not be given for single parts of a set. Account credits will be assigned for amounts less than \$20.

Fine Option Program

Fine Option Program: Volunteer Work for Credit

In cases of financial hardship, ~~patron~~customers age 14 and over may make arrangements with a ~~circulation supervisor~~the Administrative Coordinator, to ~~perform~~ volunteer work at the Library in lieu of payment of fines and fees. Credit may be earned for each hour of designated work. See the ~~fee~~ schedule adopted by the Board of Trustees for current rate of credit per hour.

Fine Option Program for Children and Teens: [Read It Off](#)

The Library is committed to developing children's reading skills and Library habits so that they become responsible lifelong Library users. ~~Patron~~Customers under the age of 18 may choose to enroll in a reading/literacy program in lieu of payment of all types of charges. Credit may be earned through each use and return of designated Library material. See the ~~fee~~ schedule adopted by the Board of Trustees for current rate of credit.

Limited borrowing privileges apply to participants enrolled in this program.

Food for Fines

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The Library supports local efforts to feed the hungry. During announced "Food for Fines" events, the Library will accept designated non-perishable food items in lieu of payment for overdue fines. Credit may only be applied against overdue fines and is not applicable against replacement/damage/repair costs or ~~Collection-collection~~ Feesfees. See the fee schedule adopted by the Board of Trustees for current rate of credit for food items.

Removal of ~~Patron~~Customer Obligations

~~Patron~~Customers may request removal of financial obligations in part or whole in the case of catastrophic loss or extraordinary hardship situations.

Structure and Maintenance

Borrowing ~~L~~imits

The Library may impose borrowing limits when necessary.

~~Loan periods~~ Loan Periods

Loan periods for materials are established for fair and equitable periods of time.

Inactive Library ~~C~~ards

The Library will conduct periodic purges of inactive library cards.

Approved by the Library Board of Trustees July 17~~ne 19~~, 2019

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Internet and Computer Use Policy

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INTRODUCTION

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This is a library-wide policy for the management of computer data networks and the resources they make available, as well as stand-alone computers that are owned and administered by the Monroe County Public Library (MCPL). The policy reflects the principles of MCPL. It specifies the Library's objectives in providing computing resources for public use, and the responsibilities assumed by the users of such resources.

In accordance with Indiana Code (IC 36-12-1-12), MCPL the Library performs a public review of this Internet and Computer Use Policy annually.

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Monroe County Public Library provides access to computers and computer-based resources for informational, educational, and recreational purposes. This policy governs the management of computers and computer data networks that are owned and administered by the library.

Access

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Residents, using their library card, and guests using approved guest credentials are eligible to access the Library's computers and resources. Computer use is on a first-come, first-served basis. To promote equitable access to computer resources, MCPL the Library utilizes time management software. Staff may also take other measures to manage computer access. Internet time including (but not restricted to) reserving terminals for individuals or groups with specific needs.

Free wireless access is available for all Library visitors with their own personal notebooks, laptops, and mobile devices. Use is governed by the Library's internet use policy. Use of the Library's wireless network is entirely at the risk of the user.

Confidentiality

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In keeping with the Library's general policies, information stored on computers is treated as confidential. The Library does not disclose information about an individual's use of computer resources unless compelled to do so by local, state, or federal law, or approved by the Director or their designee. Viewing information in the course of normal system maintenance does not constitute disclosure.

Information stored by a user on the Library's public computers will be removed by operating system procedures and software tools at the conclusion of each user session. However, no guarantees can be made in this regard and customers should exercise caution when exposing any private information.

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OBJECTIVES

MCPL provides computers which allow public access to a variety of electronic resources, including in-house databases (the library catalog, magazine indexes, and business directories), productivity software (word processors, spreadsheets, etc.), and the Internet (primarily through Web browsers). While MCPL does not provide email accounts, patron customers may send and receive email if they have an account accessible through the World Wide Web.

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In keeping with our general policies, MCPL protects patron customers' rights to privacy and confidentiality. MCPL keeps any communications that reside on its computer network confidential. However, in general, electronic communication is not secure and networks are sometimes susceptible to outside intervention. As part of normal system maintenance, network administrators do monitor system activity, but the library does not reveal information about an individual's use of computer resources unless compelled to do so by a court order.

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~~To promote equitable access to computer resources, MCPL utilizes time management software. To access the Internet, an individual must use his or her own library card number or guest pass number. Staff may also take other measures to manage Internet time including (but not restricted to) reserving terminals for individuals or groups with specific needs.~~

USER RESPONSIBILITIESCustomer Responsibilities

To ensure fair and proper use of library computing resources, users must follow the legal and cooperative rules listed below.

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Users should be aware of computer viruses and other destructive programs, and take steps to avoid being a victim or an unwitting distributor. -Ultimate responsibility for resolution of problems related to the invasion of the user's privacy or loss of data rests with the user. -The Library assumes no liability for loss or damage to the user's data or devices, nor for any personal damage or injury incurred as a result of using the Library's computing resources. -This includes damage or injury sustained from invasion of the user's privacy.

Legal Responsibilities:

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Computing resources may only be used for legal purposes. Examples of illegal use include, but are not limited to, the following:

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- Attempting to alter or damage computer equipment, software configurations, or files belonging to MCPLthe Library, other users, or external networks
- Attempting unauthorized entry to MCPL's-the Library's network or external networks
- Intentional propagation of computer viruses, trojansmalware, etc.
- Violation of copyright or communications laws
- Violation of software license agreements
- Transmission of speech not protected by the First Amendment, such as libel and obscenity

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Cooperative Responsibilities:

MCPL-The Library strives to balance the rights of users to access different information resources with the rights of users to work in a public environment free from harassing sounds and visuals. We ask The Library asks all our library-users to remain sensitive to the fact that they are working in a public environment shared by people of all ages, with a variety of information interests and needs. In order to ensure an efficient, productive computing environment, the Library insists on the practice of cooperative computing. This includes:

- Respecting the privacy of other users
- Not using computer accounts, access codes, or network identification codes assigned to others
- Refraining from overuse of connect time, information storage space, printing facilities, processing capacities, or bandwidth capacities
- Refraining from the use of sounds and visuals which might disrupt the ability of other Library patroncustomers to use the Library and its resources

SANCTIONS

MCPL-The Library relies on the cooperation of its users-in order to efficiently and effectively provide shared resources and ensure community access to a wide range of information. If individuals break violate these acceptable use rules in any way, their right to use networked resources may be suspended for a specified time. depending on the damage caused by their actions. They will be notified of the length of and reason for the suspension. Individuals using Library computing resources for illegal purposes may also be subject to prosecution.

COMPUTER USE AT MCPL INCLUDES PUBLIC ACCESS TO THE INTERNET

MCPL aims to develop collections, resources, and services that meet the cultural, educational, informational and recreational needs of its diverse community, and which respond to advances in technology. With this goal in mind, and as part of its mission to meet the changing needs of the community, MCPL offers access to the Internet.

A global network of computers, the Internet provides access to a wide variety of educational, recreational and reference resources, many of which are not available in print, but there is no central control over its content or users. The Internet contains a diverse range of information, some of which may be objectionable or offensive. MCPL cannot protect users from offensive Internet content, but librarians can offer advice and suggestions to help ensure effective Internet searching.

MCPL has investigated filters designed to restrict access to various online content, but has found them to be both overly broad (restricting access to materials that no one would find objectionable) and not fully effective (allowing access to a considerable number of sites of the sort they purport to block). Given these limitations, MCPL has not installed such software. In order to provide alternatives for minors, MCPL does provide links through the Children's site to search engines with filters.

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Internet Disclaimer ~~DISCLAIMERS~~

The internet is a global electronic network with no central control of its users or content. ~~The iInternet~~ contains a diverse range of information, some of which may be objectionable or offensive. The Library cannot protect users from offensive ~~iInternet~~ content, but librarians can offer advice and suggestions to help ensure effective ~~iInternet~~ searching.

~~Except for the wWeb pages produced by the Library, internally, the Library~~ MCPL does not control ~~iInternet~~ content and makes no general effort to limit ~~iInternet~~ access. However, when informed of a violation of ~~MCPL's~~ the Library's Internet and Computer Use Policy, library staff will enforce the legal and cooperative responsibilities outlined above.

~~As with other materials, parents and guardians of minor children—not the Llibrary nor its staff—are responsible for supervising their children's use of iInternet resources at the Llibrary.~~

The Library has investigated filters designed to restrict access to various online content, but has found them to be both overly broad (restricting access to materials that no one would find objectionable) and not fully effective (allowing access to a considerable number of sites of the sort they purport to block). Given these limitations, the Library has not installed such software. In order to provide alternatives for minors, the Library does provide links through the cChildren's website pages to search engines with filters.

~~Except for the Web pages produced by the Library, MCPL does not control Internet content and makes no general effort to limit Internet access. However, when informed of a violation of MCPL's Internet and Computer Use Policy, library staff will enforce the legal and cooperative responsibilities outlined above.~~

~~As with other materials, parents and guardians of minor children—not the library nor its staff—are responsible for supervising their children's use of Internet resources at the library.~~

~~MCPL Except for the Web pages produced by the Library, MCPL does not control Internet content and makes no general effort to limit Internet access. However, when informed of a violation of MCPL's Internet and Computer Use Policy, library staff will enforce the legal and cooperative responsibilities outlined above.~~

~~As with other materials, parents and guardians of minor children—not the library nor its staff—are responsible for supervising their children's use of Internet resources at the library.~~

The Library cannot ensure the availability nor the accuracy of external electronic resources. Like print materials, not all electronic sources provide accurate, complete, or current information. Users need to be good information consumers, questioning the validity of information.

In accordance with Indiana Code (IC 36-12-1-12), the Library performs a public review of this Internet and Computer Use Policy annually.

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LIMITATION OF LIABILITY

~~MCPL assumes no liability for any loss or damage to users' data or devices, nor for any personal damage or injury incurred as a result of using MCPL's computing resources. This includes damage or injury sustained from invasions of the user's privacy.~~

~~Adopted by the Board of Trustees of the Monroe County Public Library on March 5, 1997, amended June 21, 2001; June 20, 2002; and July 17, 2003; reaffirmed June 16, 2004; revised June 15, 2005; reaffirmed June 20, 2007; June 17, 2009, September 15, 2010; September 19, 2012; January 21, 2015 and January 20, 2016, January 18, 2017.~~

Approved by the Library Board of Trustees July 17, 2019

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6.08.1 Counseling

Counseling is a meeting between the employee and the supervisor, or another managerial employee, or member of the Leadership Team, which may focus on a specific incident, an aspect of an employee's performance identified as needing improvement, or the employee's overall performance or conduct. Counseling differs from shift leadership ~~that is provided by a person in charge, —~~ which may involve mentorship, minor process correction, and staff guidance — that does not rise to the level of counseling. The counseling process is initiated and conducted by the supervisor/leadership member and is not discipline. It is a face-to-face meeting between the employee and supervisor, conducted in private, and its intended outcome is to provide constructive feedback to the employee. Except in the case of an egregious infraction meriting disciplinary action, the supervisor/leadership member should consider the following steps when counseling an employee:

- Counsel the employee about the specific issue and its effects.
- Provide training to the employee to make sure the employee has the knowledge and skills needed to address the issue.
- Remove any obstacles or interference that prevents the employee from succeeding.
- Provide consequences for good job performance.
- Provide feedback to the employee.

Schedule of Adoption, Revision and Review of Board Approved Library Policies

| Policy and Plans Required by Law | Latest Revision or Review | Review Requirements | Next Board Review Date |
|-------------------------------------------------------------------------|---------------------------|--------------------------|--------------------------|
| Access to Public Records (Records Exempted from Disclosure)* | July 2, 1997 | NA | |
| Annual Budget Adoption | October 17, 2018 | annual | October 16, 2019 |
| Bylaws of Monroe County Public Library Board* | September 21, 2016 | Every three years | Fall 2019 |
| Checkout Policy* (Policy Principles of Access) | December 17, 2014 | NA | |
| Collection Development Policy* | July 20, 2016 | annual (internal review) | Only changes go to Board |
| Disaster Recovery Plan for Computer Systems (copy in Director's office) | October 17, 2018 | annual | Fall 2019 |
| Finance and Investment Policy * | February 20, 2019 | annual | January 2020 |
| Fines & Fees (Fee Schedule)* | February 20, 2019 | annual | December 18, 2019 |
| Internal Control Standards ~ | June 15, 2016 | NA | |

| Policy and Plans Required by Law | Latest Revision or Review | Review Requirements | Next Board Review Date |
|-------------------------------------------------------------------------------------------------------------------------|---------------------------|----------------------------------------|------------------------|
| Internet and Computer Use Policy* | January 18, 2017 | annual | 2019 |
| Long Range Plan (Strategic Plan & Technology Plan)+ | December 13, 2017 | Three-five years - new plan is created | December 2020 |
| Materiality Policy~ | June 15, 2016 | NA | |
| Personnel policy and procedures (including among other things, Moving and Interview Expense Policy, and Travel Policy)~ | Various | NA | |
| Small Purchase Policy~ | March 22, 2017 | NA | |
| Wage and Salary Schedule (Annual Classification of Employees Schedules of Salaries)~ | December 12, 2018 | annual | December 18, 2019 |

| Policies and Plans Approved by the Board and Updated Periodically for Operational or Labor/Management needs~ | Latest Approval | Review Requirement | Next Review Date |
|--------------------------------------------------------------------------------------------------------------|-------------------|--------------------|-------------------|
| Holiday & Closing Schedule~ | December 12, 2018 | annual | December 18, 2019 |

Schedule of Adoption, Revision and Review of Board Approved Library Policies

| | | | |
|----------------------------------|-------------------|-------------|-------------------|
| Management Labor Agreement~ | August 17, 2016 | Three Years | August 2019 |
| Personnel: Pay Schedule (dates)~ | December 12, 2018 | annual | December 18, 2019 |
| Employee Insurance Package~ | October 17, 2018 | annual | October 16, 2019 |

| Other Policies and Plans Adopted by the Board* | Adoption or Latest Revision Date | Review Requirement | Next Review Date |
|---------------------------------------------------------------------------------------------------------------------------------|----------------------------------|--------------------|------------------|
| 3D Printer Policy | October 17, 2018 | NA | |
| Americans with Disabilities Act Notice | February 19, 2014 | NA | |
| Art Exhibit and Display Policy | June 6, 2007 | NA | |
| Behavioral Rules | April 17, 2019 | NA | |
| Community Access Television Services (CATS) policies (Governmental Meeting Coverage Guidelines; Access Use; Access Limitations) | January 17, 2018 | NA | |
| Compensation Philosophy | June 17, 2009 | NA | |
| Customer Service Policy | September 16, 2015 | NA | |
| Gift Policy | November 18, 2015 | NA | |
| Grievance Procedure under the Americans w/ Disabilities Act | February 19, 2014 | NA | |
| Meeting Room Policy | September 21, 2016 | NA | |
| Photography, Videotaping, & use of other recording devices | March 19, 2008 | NA | |
| Privacy Policy regarding Web and Email Communications | April 18, 2012 | NA | |
| Programming Mission and Guidelines | April 18, 2018 | NA | |
| Prohibition of firearms at Public Meetings Policy | June 15, 2011 | NA | |
| Public Comment Policy (during Board Meetings) | April 18, 2018 | NA | |
| Other Policies and Plans Adopted by the Board* | Adoption or Latest Revision Date | Review Requirement | Next Review Date |
| Security Camera Policy | May 16, 2018 | annually | |
| Social Media Policy | 11/14/18 | NA | |
| Study Room Policy | July 18, 2018 | NA | |

Schedule of Adoption, Revision and Review of Board Approved Library Policies

* Documents available at: <http://mcpl.info/geninfo/board-policies>

~ /Documents available on Lint (employee internal network)

+ Documents available at: <https://mcpl.info/about/plans-and-reports>

Requirements for adoption and review taken from: http://www.in.gov/library/files/NDM2016_Chapter_03.pdf

Indiana State Library New Director's Information 2016 version

ISL document indicates Indiana Code and other resources for laws and guidelines

Updated: 5/24/2019

Schedule of Adoption, Revision and Review of Board Approved Library Policies

| Policy and Plans Required by Law | Latest Revision or Review | Review Requirements | Former approval or Revision Dates*** | Next Board Review Date |
|-------------------------------------------------------------------------|---------------------------|--------------------------|------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| Access to Public Records (Records Exempted from Disclosure)* | July 17, 2019 | NA | July 2, 1997 | |
| Annual Budget Adoption | October 17, 2018 | annual | annual | October 16, 2019 |
| Bylaws of Monroe County Public Library Board* | July 17, 2019 | Every three years | Reviewed or Revised February 22, 1980; January 20, 2010; September 19, 2012; September 16, 2015; September 21, 2016 | Fall 2022 |
| Checkout Policy* (Policy Principles of Access) | July 17, 2019 | NA | Approved December 20, 2006; revised 7/18/12; 12/17/14 | |
| Collection Development Policy* | 7/20/16 | annual (internal review) | Adopted 10/18/06; revised 4/16/09; 1/19/11; 3/21/12; 2/20/13; 11/18/15 | Only changes go to Board |
| Disaster Recovery Plan for Computer Systems (copy in Director's office) | October 17, 2018 | annual | Approved 11/8/15; Revised 10/19/16; 10/18/17; 10/17/2018 | Fall 2019 |
| Finance and Investment Policy * | July 17, 2019 | annual | reviewed 1/20/10; 6/15/11; 1/18/12; 1/16/13; 1/15/14; 1/21/15; 1/20/16; 1/18/17; 1/17/18; revised 2/20/19 | January 2020 |
| Fines & Fees (Fee Schedule)* | July 17, 2019 | annual | annual | December 18, 2019 |
| Internal Control Standards ~ | June 15, 2016 | NA | | |

Schedule of Adoption, Revision and Review of Board Approved Library Policies

| Policy and Plans Required by Law | Latest Revision or Review | Review Requirements | Former approval or Revision Dates*** | Next Board Review Date |
|-------------------------------------------------------------------------------------------------------------------------|---------------------------|----------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|
| Internet and Computer Use Policy* | July 17, 2019 | annual | Adopted 3/5/97; revised or reaffirmed on: 6/21/01; 6/20/02; 7/17/03; 6/16/04; 6/15/05; 6/20/07; 6/17/09; 9/15/10; 9/19/12; 1/21/15; 1/20/16; 1/18/17 | 2019 |
| Long Range Plan (Strategic Plan & Technology Plan)+ | December 13, 2017 | Three-five years - new plan is created | | December 2020 |
| Materiality Policy~ | June 15, 2016 | NA | | |
| Personnel policy and procedures (including among other things, Moving and Interview Expense Policy, and Travel Policy)~ | Various | NA | various | |
| Small Purchase Policy~ | March 22, 2017 | NA | | |
| Wage and Salary Schedule (Annual Classification of Employees Schedules of Salaries)~ | December 12, 2018 | annual | annual | December 18, 2019 |

| Policies and Plans Approved by the Board and Updated Periodically for Operational or Labor/Management needs~ | Latest Approval | Review Requirement | Former approval or Revision Dates*** | Next Review Date |
|--------------------------------------------------------------------------------------------------------------|-------------------|--------------------|--------------------------------------|-------------------|
| Holiday & Closing Schedule~ | December 12, 2018 | annual | annual | December 18, 2019 |
| Management Labor Agreement~ | July 17, 2019 | Three Years | 8/18/10, 8/21/13; 8/17/16 | August 2022 |
| Personnel: Pay Schedule (dates)~ | December 12, 2018 | annual | annual | December 18, 2019 |
| Employee Insurance Package~ | October 17, 2018 | annual | annual | October 16, 2019 |

Schedule of Adoption, Revision and Review of Board Approved Library Policies

| Other Policies and Plans Adopted by the Board* | Adoption or Latest Revision Date | Review Requirement | Former approval or Revision Dates*** | Next Review Date |
|---------------------------------------------------------------------------------------------------------------------------------|----------------------------------|--------------------|-----------------------------------------------------------------------|------------------|
| 3D Printer Policy | July 17, 2019 | NA | 10/17/18 | |
| Americans with Disabilities Act Notice | July 17, 2019 | NA | Adopted 4/12/12; revised 4/19/14 | |
| Art Exhibit and Display Policy | July 17, 2019 | NA | Board approved 1/17/07, revised 6/6/07 (w/attorney approved language) | |
| Behavioral Rules | July 17, 2019 | NA | Approved 10/18/06; Revised: 6/15/11/1/18/12; 6/17/15; 4/17/19 | |
| Community Access Television Services (CATS) policies (Governmental Meeting Coverage Guidelines; Access Use; Access Limitations) | July 17, 2019 | NA | 1/17/18 | |
| Compensation Philosophy | July 17, 2019 | NA | 6/17/09 | |
| Customer Service Policy | July 17, 2019 | NA | Adopted 10/18/06; reaffirmed: 9/16/15 | |
| Gift Policy | July 17, 2019 | NA | Approved 6/12/03; revised 11/18/15 | |
| Grievance Procedure under the Americans w/ Disabilities Act | July 17, 2019 | NA | Adopted 4/18/12; revised 2/19/14 | |
| Meeting Room Policy | July 17, 2019 | NA | Adopted 4/21/04; revised 6/15/11; 11/16/11; 9/21/16 | |
| Photography, Videotaping, & use of other recording devices | July 17, 2019 | NA | 3/19/08 | |
| Privacy Policy regarding Web and Email Communications | July 17, 2019 | NA | Adopted 2/21/02; revised: 4/18/12 | |
| Programming Mission and Guidelines | July 17, 2019 | NA | Approved 2/19/14; revised: 4/18/18 | |
| Prohibition of firearms at Public Meetings Policy | July 17, 2019 | NA | 6/15/11 | |
| Public Comment Policy (during Board Meetings) | July 17, 2019 | NA | Approved 1998; Revised 4/18/18 | |

Schedule of Adoption, Revision and Review of Board Approved Library Policies

| Other Policies and Plans Adopted by the Board* | Adoption or Latest Revision Date | Review Requirement | Former approval or Revision Dates*** | Next Review Date |
|------------------------------------------------|----------------------------------|--------------------|---------------------------------------|------------------|
| Security Camera Policy | July 17, 2019 | annually | Adopted 5/17/17; reviewed 5/16/18 | |
| Social Media Policy | July 17, 2019 | NA | Approved 3/23/11; revised 11/14/18 | |
| Study Room Policy | July 17, 2019 | NA | Approved 1/21/15; Revised 7/18/18 | |

* Documents available at: <http://mcpl.info/geninfo/board-policies>

~ /Documents available on Lint (employee internal network)

+ Documents available at: <https://mcpl.info/about/plans-and-reports>

Requirements for adoption and review taken from: http://www.in.gov/library/files/NDM2016_Chapter_03.pdf

Indiana State Library New Director's Information 2016 version

ISL document indicates Indiana Code and other resources for laws and guidelines

***Dates as noted on published policies as of 5/17/19 review.

Schedule Updated: 7/17/19