

**MONROE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES MEETING**  
**Wednesday, May 16, 2018; Meeting Room 1B; 5:45 p.m.**

**AGENDA**

1. Call to Order –John Walsh, President
2. Consent Agenda – action item – Marilyn Wood
  - a. Minutes of April 18, 2018 Public Hearing on Additional Appropriation (page 1)
  - b. Minutes of April 18, 2018 Board Meeting (page 2-4)
  - c. Monthly Bills for Payment (page 5-10)
  - d. Monthly Financial Report (page 11-34)
  - e. Personnel Report (page 35-41)
  - f. 2018 Board Meeting Calendar (page 42)
3. Director’s Monthly Report – Marilyn Wood, Director (page 43-53)
4. Old Business
  - a. Ellettsville Renovation Update – Jane Cronkhite
5. New Business – action items
  - a. Declaring Items Surplus – Gary Lettelleir (page 54-58)
  - b. Memo of Understanding with the Endwright Center – Jane Cronkhite (page 59-60)
  - c. Recommendation to Hire an Architect for a Branch Feasibility Study – Marilyn Wood (page 61-62)
  - d. Annual Review of Security Camera Policy – Marilyn Wood (page 63-64)
  - e. Resolution for PERF My Choice Retirement Fund Contribution for 2019 -- Kyle Wickemeyer-Hardy (page 65-69)
6. Updates.
  - a. Children’s Services – Lisa Champelli
7. Public Comment
8. Adjournment

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

**MONROE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES 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**  
**PUBLIC HEARING FOR AN ADDITIONAL APPROPRIATION**  
**April 18, 2018**  
**Main Library – Meeting Room 1B**  
**5:45 p.m.**

**Present**

**Board members:** Kari Esarey, David Ferguson, Christine Harrison, Kathy Loser, Valerie Merriam, Fred Risinger, John Walsh

**Library staff:** Ellen Arnholter, Jane Cronkhite, Elizabeth French, Alex Galarza, Sierra Gardner, Mandy Hussey, Gary Lettelleir, Mickey Needham, Ryan Stacy, Kathy Starks, David Walter, Marilyn Wood

**Others:** Tom Bunger

**Call to Order**

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

**Proposal for Additional Appropriation**

Valerie Merriam moved that the Library's proposal for an additional appropriation be approved. Kari Esarey seconded the motion. Library Financial Officer Gary Lettelleir submitted to the Board a request to approve an additional appropriation to the 2018 budget of \$1 million from the Library Improvement Reserve Fund (LIRF). This money will be used to fund a portion of the Ellettsville renovation. After a brief overview by Gary, the Board voted unanimously for its approval.

**Public Comment**

None.

**Adjournment**

Kathy Loser moved to adjourn the hearing, and Fred Risinger seconded her motion. The meeting adjourned at 5:51 p.m.

**MONROE COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
April 18, 2018  
Immediately Following Public Hearing  
for Additional Appropriation  
Main Library, Meeting Room 1B**

**Present**

**Board members:** Kari Esarey, David Ferguson, Chris Harrison, Kathy Loser, Valerie Merriam, Fred Risinger, John Walsh

**Library staff:** Ellen Arnholter, Jane Cronkhite, Elizabeth French, Alex Galarza, Sierra Gardner, Mandy Hussey, Gary Lettelleir, Mickey Needham, Ryan Stacy, Kathy Starks, David Walter, Marilyn Wood

**Others:** Tom Bunger

**Call to Order**

The meeting was called to order at 5:51 p.m. by Board President John Walsh.

**Consent Agenda**

Valerie Merriam moved to approve the consent agenda; David Ferguson seconded her motion. After a specific item in the Consent Agenda was clarified in response to the Board's question, the motion to adopt the consent agenda passed unanimously.

**Director's Monthly Report**

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

- As of the meeting date, six requests for proposal (RFPs) for a feasibility study for a new Library branch have been received. The next steps are to review the submitted RFPs, conduct interviews with selected potential firms, and submit a recommendation to award the contract, to the Board at the May meeting.
- The latest storybook installment of the Library's Story Walk at Bloomington's Reverend Butler Park is now complete. Marilyn plans to approach Monroe County with a proposal to partner on a new Story Walk at a County park soon.
- The American Library Association recently published its annual State of America's Libraries Report for 2018. The report identifies current trends and issues facing public libraries, such as a shift toward a more community center role, the changing service needs of an aging population and teens, and a continued focus on accessibility, diversity, and inclusion.

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

## **Old Business**

**Ellettsville Renovation Update.** Library Associate Director Jane Cronkhite reported on the latest progress on the planned renovation at the Ellettsville Branch. Among the items she discussed:

- A team of Library Staff focused on the renovation plan met in March to discuss potential plans for service during the Branch's closure from August to December of this year. Partnerships with local agencies (e.g., Endwright Center, Boys and Girls Club, RBBSC) and additional Bookmobile and Outreach Van stops throughout the Ellettsville community were among the most viable options discussed. Accordingly, an MOU with the Endwright Center is in the works, to be reviewed by the Library's legal counsel.
- A public survey conducted by the Library was recently concluded, and will be reviewed by the team at its next meeting.
- Before the closure, the Branch's highest-demand collection items will be moved to a space in CATS at the Main Library, to be made available to patrons through the appropriate service channels.
- Materials that remain at the Branch will be unavailable to the public, and will be suppressed in the Library's online catalog until they are made available again. The Library will discuss the specific steps needed to protect Library assets during the closure (books, computers, etc.) with the renovation contractors soon.

Jane answered specific questions by the Board throughout her update.

**General Obligation Bond Timeline and Options.** Marilyn and Library Financial Officer Gary Lettelleir related the outcome of recent discussions with Umbaugh, the Library's financial advising firm, related to the upcoming sale of a general obligation bond. The Library is advised to pursue a three-year bond option. Going this route would yield more funding, allow the Library more time to plan and amass savings ahead of a bond issuance for a new branch.

Marilyn and Gary also fielded the Board's questions related to the bond, clarifying specific points in the proposed terms and timeline.

## **New Business**

**Public Comment Policy.** Marilyn submitted a new draft of the public comment

policy for Library Board of Trustees meetings. David suggested that upon adoption, the new policy be attached to Board meeting agendas; Valerie raised a question regarding the Board's ability to directly respond to public comment. After a brief discussion, David moved to adopt the policy with a clarifying change of removing the last sentence in the opening paragraph. Fred seconded the motion, and so amended, it passed unanimously.

**Programming Mission and Guidelines.** Marilyn submitted a change in the Library's written Programming Mission and Guidelines to reflect updates to the overall Library Mission, as well as in the programming cycle (changing from a quarterly to a tri-annual planning and promotion cycle). After a brief discussion, David moved that the changes be adopted, with Kathy seconding his motion. The motion then passed unanimously.

### **Update: Community Engagement & Learning Services**

Mickey Needham, Customer Service Manager at the Library, updated the Board on her unit's activities. Among the items she discussed:

- Following the retirement of Assistant Customer Service Manager Mary Loro, Melissa Bruecks has accepted the position, to begin on April 30.
- Changes to the second floor at the Main Library are almost complete. To date, these changes have included new furniture, the relocation of certain collections, improved engagement with patrons, new self-check machines, and decentralized desk help.
- Along with the changes on the second floor is corresponding Staff training to provide better service, including dementia and mental health training.
- Further changes anticipated include better lines of sight between service desks, revisiting the size and location of displays, and other refinements as needed.

Mickey answered the Board's specific questions as she gave her report.

### **Public Comment**

None.

### **Adjournment**

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

# MONROE COUNTY PUBLIC LIBRARY

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## \*Check Summary Register©

April 1 – 30, 2018

Name	Check Date	Check Amt
<b>06600 MAINSOURCE CHECKING</b>		
Paid Chk# 006886 4IMPRINT, INC.	4/4/2018	\$381.00 CELL PHONE WALLETS/QUIZ BOWL
Paid Chk# 006887 AMERICAN UNITED LIFE INS.	4/4/2018	\$1,987.30 403b TSA-AUL W/H
Paid Chk# 006888 APPLE INC.	4/4/2018	\$3,398.00 2 LAPTOPS
Paid Chk# 006889 AT&T MOBILITY	4/4/2018	\$638.04 CELL PHONES
Paid Chk# 006890 BAKER & TAYLOR BOOKS	4/4/2018	\$27,562.74 BOOKS
Paid Chk# 006891 CHASE CARD SERVICES	4/4/2018	\$12,007.22 VARIOUS
Paid Chk# 006892 CONTEGIX	4/4/2018	\$650.00 MANAGED CLOUD HOSTING/APRIL
Paid Chk# 006893 DELPHI SIGNS & GRAPHICS,	4/4/2018	\$105.00 VINYL LETTERING FOR BOOKSTORE
Paid Chk# 006894 ELLETTSVILLE UTILITIES	4/4/2018	\$218.32 WATER & SEWER
Paid Chk# 006895 FINDAWAY WORLD, LLC	4/4/2018	\$740.44 NONPRINT
Paid Chk# 006896 FREEDOM BUSINESS	4/4/2018	\$546.99 CARTRIDGES
Paid Chk# 006897 GALE/CENGAGE LEARNING	4/4/2018	\$1,303.05 BOOKS
Paid Chk# 006898 INDIANA STATE LIBRARY	4/4/2018	\$1,950.00 1ST QTR. '18 PLAC
Paid Chk# 006899 IU HEALTH BLOOMINGTON, INC.	4/4/2018	\$600.00 YOGA W/BABY
Paid Chk# 006900 JULIANNE WALD	4/4/2018	\$527.28 TRAVEL EXPENSE FOR JOB APPLICANT
Paid Chk# 006901 KLEINDORFER'S HDWE	4/4/2018	\$74.18 BLDG SPLS
Paid Chk# 006902 LOWE'S	4/4/2018	\$26.22 BLDG SPLS
Paid Chk# 006903 MATRIX INTEGRATION LLC	4/4/2018	\$702.00 ASA SUPPORT MAINT.
Paid Chk# 006904 MIDWEST TAPE	4/4/2018	\$8,288.01 NONPRINT
Paid Chk# 006905 NATIONAL AUDUBON SOCIETY	4/4/2018	\$20.00 PERIODICALS
Paid Chk# 006906 PENGUIN RANDOM HOUSE, LLC	4/4/2018	\$712.80 NONPRINT
Paid Chk# 006907 QUILL CORPORATION	4/4/2018	\$162.30 OFFICE SPLS
Paid Chk# 006908 SMITHVILLE COMMUNICATIONS	4/4/2018	\$1,776.00 INTERNET SERVICES
Paid Chk# 006909 SYNCHRONY BANK/AMAZON	4/4/2018	\$3,408.69 BOOKS & NONPRINT
Paid Chk# 006910 THE ELLETTSVILLE JOURNAL	4/4/2018	\$14.53 ADD'L APPROPRIATIONS PUBLICATION
Paid Chk# 006911 THE ULTIMATE SOFTWARE	4/4/2018	\$760.00 PAYROLL SERVICES
Paid Chk# 006912 U PRINTING	4/4/2018	\$383.25 STORY WALK PANELS
Paid Chk# 006913 VERIZON WIRELESS	4/4/2018	\$120.03 BKM DATA LINES
Paid Chk# 006914 1818 APPAREL CO.	4/12/2018	\$120.00 TOTE BAGS FOR BOOK CLUB KITS
Paid Chk# 006915 A1 LANDSCAPE & HAULING INC.	4/12/2018	\$550.00 SALT APPLICATIONS
Paid Chk# 006916 ACTIVATE HEALTHCARE	4/12/2018	\$2,979.72 MARCH, 2018 CLINIC
Paid Chk# 006917 AMERICAN HERITAGE LIFE INS.	4/12/2018	\$270.04 MAR.'18 OTHER INS. W/H
Paid Chk# 006918 AT&T (IL)	4/12/2018	\$135.80 2 DEDICATED PHONE LINES
Paid Chk# 006919 BLOOMINGTON PAINT &	4/12/2018	\$122.27 PAINT
Paid Chk# 006920 BLOOMINGTON PUBLIC	4/12/2018	\$314.25 1ST QTR.'18 EMPLOYEE BUS PASSES
Paid Chk# 006921 CENTURYLINK	4/12/2018	\$20.26 LONG-DISTANCE PHONE CALLS
Paid Chk# 006922 CITY OF BLOOMINGTON	4/12/2018	\$1,357.92 WATER & SEWER
Paid Chk# 006923 COMCAST	4/12/2018	\$44.46 CABLE EQUIP. RENTAL
Paid Chk# 006924 DORIS LYNCH	4/12/2018	\$19.02 BOOKS PLUS REFRESHMENTS
Paid Chk# 006925 DUKE ENERGY	4/12/2018	\$22,260.00 ELECTRICITY
Paid Chk# 006926 EASTERN ENGINEERING	4/12/2018	\$2,995.00 HP DESIGNJET PRINTER
Paid Chk# 006927 GUARDIAN LIFE INS. CO.	4/12/2018	\$8,221.25 APR.'18 DENTAL, VISION, STD, LIFE INS.
Paid Chk# 006928 HEIDI BROWN	4/12/2018	\$65.00 KID'S YOGA PROGRAM
Paid Chk# 006929 HFI MECHANICAL CONTRACTOR	4/12/2018	\$255.00 CHILLER REPAIR
Paid Chk# 006930 HOOSIER TIMES	4/12/2018	\$402.25 SPR PAGE & PUBLIC NOTICE ADS
Paid Chk# 006931 KYLE R. ATKINSON	4/12/2018	\$28.90 REFUND ON LOST ITEM
Paid Chk# 006932 LEGAL SHIELD	4/12/2018	\$229.20 ID THEFT & PRE-PAID LEGAL W/H
Paid Chk# 006933 MENARDS - BLOOMINGTON	4/12/2018	\$1,137.31 LIGHTING PROJECT
Paid Chk# 006934 MIDWEST PRESORT SERVICE	4/12/2018	\$551.63 POSTAGE SERVICES
Paid Chk# 006935 NETWORK SERVICES COMPANY	4/12/2018	\$1,452.96 CLEANING SPLS
Paid Chk# 006936 OCLC, INC.	4/12/2018	\$3,703.87 OCLC USAGE
Paid Chk# 006937 ORLEE R. SPIER	4/12/2018	\$40.00 REFUND ON LOST ITEM
Paid Chk# 006938 QUILL CORPORATION	4/12/2018	\$641.71 OFFICE SPLS
Paid Chk# 006939 SIHO INSURANCE SERVICES	4/12/2018	\$43,911.00 APRIL '18 HEALTH INS.

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April 1 – 30, 2018

Name	Check Date	Check Amt
Paid Chk# 006940 SMITHVILLE COMMUNICATIONS	4/12/2018	\$179.59 TELEPHONE SERVICE
Paid Chk# 006941 STANSIFER RADIO COMPANY	4/12/2018	\$260.48 AUDIO/VIDEO SPLS
Paid Chk# 006942 THE MAY AGENCY, INC.	4/12/2018	\$3,256.00 MEDIA PROFESSIONAL LIABILITY
Paid Chk# 006943 UNITED WAY	4/12/2018	\$81.00 UNITED WAY W/H
Paid Chk# 006944 VECTREN ENERGY DELIVERY	4/12/2018	\$375.73 NATURAL GAS
Paid Chk# 006945 YOURMEMBERSHIP.COM	4/12/2018	\$325.00 ALA JOBLIST
Paid Chk# 006946 AMERICAN UNITED LIFE INS.	4/18/2018	\$1,987.30 403b TSA-AUL W/H
Paid Chk# 006947 BAKER & TAYLOR BOOKS	4/18/2018	\$19,267.60 BOOKS
Paid Chk# 006948 BANCTEC INC.	4/18/2018	\$33.42 MONTHLY FOLDER MAINT.
Paid Chk# 006949 BIBLIOTHECA LLC	4/18/2018	\$395.93 E-BOOKS
Paid Chk# 006950 BLACKSTONE PUBLISHING	4/18/2018	\$129.98 NONPRINT
Paid Chk# 006951 BLOOM MAGAZINE	4/18/2018	\$71.85 PERIODICALS
Paid Chk# 006952 BROWNING CHAPMAN, LLC	4/18/2018	\$11,899.00 MCPL BUILDING ENVELOPE REPAIR PROJECT
Paid Chk# 006953 B-TECH LLC	4/18/2018	\$509.25 KEYFOBS
Paid Chk# 006954 CENTER POINT LARGE PRINT	4/18/2018	\$230.10 BOOKS
Paid Chk# 006955 CITY OF BLOOMINGTON--	4/18/2018	\$1,172.00 PARKING GARAGE PERMITS
Paid Chk# 006956 DELPHI SIGNS & GRAPHICS,	4/18/2018	\$255.00 CUSTOMER ASSISTANCE DESK SIGNAGE
Paid Chk# 006957 EASTERN ENGINEERING	4/18/2018	\$942.00 PRINTER TONER FOR GRAPHICS
Paid Chk# 006958 FREEDOM BUSINESS	4/18/2018	\$520.95 PRINT CARTRIDGES
Paid Chk# 006959 GALE/CENGAGE LEARNING	4/18/2018	\$792.79 BOOKS
Paid Chk# 006960 IU HEALTH BLOOMINGTON, INC.	4/18/2018	\$75.00 YOGA W/BABY PROGRAM
Paid Chk# 006961 KEVIN MACDOWELL	4/18/2018	\$232.63 IAN CONFERENCE EXPENSES
Paid Chk# 006962 MALKE J. ROSENFELD	4/18/2018	\$75.00 MAKE & CREATE PROGRAM
Paid Chk# 006963 MIDWEST PRESORT SERVICE	4/18/2018	\$225.72 POSTAGE SERVICE
Paid Chk# 006964 MIDWEST TAPE	4/18/2018	\$9,074.19 BOOKS & NONPRINT
Paid Chk# 006965 NATURE'S WAY, INC.	4/18/2018	\$85.00 INTERIOR PLANT MAINT.
Paid Chk# 006966 PENGUIN RANDOM HOUSE, LLC	4/18/2018	\$293.30 NONPRINT
Paid Chk# 006967 B,B & C POW PEST CONTROL,	4/18/2018	\$95.00 PEST CONTROL
Paid Chk# 006968 QUILL CORPORATION	4/18/2018	\$167.78 OFFICE SPLS
Paid Chk# 006969 RECORDED BOOKS, INC.	4/18/2018	\$10,603.88 NONPRINT
Paid Chk# 006970 RICOH USA, INC.	4/18/2018	\$46.21 COPIERS/ADD'L IMAGES
Paid Chk# 006971 SAM'S CLUB/SYNCHRONY BANK	4/18/2018	\$94.68 STAFF DAY FOOD
Paid Chk# 006972 SCHINDLER ELEVATOR	4/18/2018	\$750.81 ELEVATOR REPAIR
Paid Chk# 006973 SPENCER EVENING WORLD	4/18/2018	\$101.00 NEWSPAPERS/12 MONTHS
Paid Chk# 006974 STEPHANIE HOLMAN	4/18/2018	\$35.19 CHILDRENS SPLS
Paid Chk# 006975 THOMSON REUTERS - WEST	4/18/2018	\$473.31 BOOKS
Paid Chk# 006976 U PRINTING	4/18/2018	\$589.56 BUSINESS CARDS
Paid Chk# 006977 UNIQUE MANAGEMENT	4/18/2018	\$1,074.00 COLLECTION AGENCY FEES
Paid Chk# 006978 UNITED LABORATORIES	4/18/2018	\$696.74 CLEANING SPLS
Paid Chk# 006979 VALERIA A. DECASTRO	4/18/2018	\$80.00 YOGA FOR THE COMMUNITY
Paid Chk# 006980 VIRGINIA H. RICHEY	4/18/2018	\$160.00 STORYTIMES/MARCH & APRIL PROGRAMS
Paid Chk# 006981 WESTON WOODS STUDIOS	4/18/2018	\$149.80 NONPRINT
Paid Chk# 006982 WEX BANK	4/18/2018	\$26.48 FUEL
Paid Chk# 006983 WORLD BOOK, INC.	4/18/2018	\$1,704.00 BOOKS
Paid Chk# 006984 ADP, INC.	4/26/2018	\$464.60 BACKGROUND CHECKS
Paid Chk# 006985 ADTEC	4/26/2018	\$530.00 E-RATE YR 2015/PHASE 3
Paid Chk# 006986 AT&T (IL)	4/26/2018	\$1,062.73 TELEPHONE SERVICE
Paid Chk# 006987 BAKER & TAYLOR BOOKS	4/26/2018	\$1,196.55 TEEN SRP BOOKS
Paid Chk# 006988 BUNGER & ROBERTSON, LLP	4/26/2018	\$1,580.00 LEGAL SERVICES
Paid Chk# 006989 CARPETSPLUS COLORTILE	4/26/2018	\$125.00 FLOORING
Paid Chk# 006990 CHARDON LABORATORIES, INC.	4/26/2018	\$662.00 BOILER/COOLING TWR MAINT
Paid Chk# 006991 DEPARTMENT OF THE	4/26/2018	\$98.54 FORM 941--3RD QTR. 2017 CORRECTION
Paid Chk# 006992 FREEDOM BUSINESS	4/26/2018	\$413.70 PRINT CARTRIDGES
Paid Chk# 006993 JAMEX, INC.	4/26/2018	\$840.00 ANNUAL PROCESSING SUBSCRIPTION
Paid Chk# 006994 JIM GORDON, INC	4/26/2018	\$37.82 COPIER OVERAGE

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April 1 – 30, 2018

Name	Check Date	Check Amt
Paid Chk# 006995 MARLA GRAY	4/26/2018	\$1,782.59 PAYROLL SOFTWARE CONF./PARKING
Paid Chk# 006996 MCPL FOUNDATION	4/26/2018	\$15.00 REIMBURSE FOR SALE OF T-SHIRTS
Paid Chk# 006997 MIDWEST PRESORT SERVICE	4/26/2018	\$284.05 POSTAGE SERVICE
Paid Chk# 006998 MONSTER TRASH	4/26/2018	\$187.02 TRASH SERVICES
Paid Chk# 006999 RICOH USA, INC.	4/26/2018	\$66.16 ADMIN COPIER RENTAL
Paid Chk# 007000 RICOH USA, INC.	4/26/2018	\$201.65 ADD'L IMAGES
Paid Chk# 007001 SANTAROSSA MOSAIC & TILE	4/26/2018	\$525.00 TERRAZZO STAIR TREAD REPAIRS
Paid Chk# 007002 TUMBLEWEED PRESS INC.	4/26/2018	\$1,140.00 E-BOOKS
Paid Chk# 007003 VIBE HCM, INC.	4/26/2018	\$395.00 ACCESS TO EMPOWER DATABASE
Paid Chk# 007004 WFHB	4/26/2018	\$6,000.00 WFHB/CATS NEWS-1ST & 2ND QTRS '18
<b>Total Checks</b>		<b>\$248,093.87</b>



MONROE COUNTY PUBLIC LIBRARY  
CHECKING ACCOUNTS  
4/01/18 - 4/30/18

MainSource Checking Account/Check Register Total	\$248,093.87
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Add: Electronic Withdrawals

MainSource Checking-Monthly Service Charge (Apr.'18)	21.00
German-American Bank-TSYS CC Fees (Apr.'18)	430.36
German-American Bank-Heartland CC Fees (Apr.'18)	168.58
German-American Bank-Online Bank Fee (Apr.'18)	53.30

Add: Payrolls

Electronic TASC "FSA" pymts. 4/03/18 from 3/30/18 Payroll	115.70
Electronic PERF pymt. 4/09/18 from 3/30/18 Payroll	20,620.97

Vouchers 4/13/18 Payroll (UltiPro)	140,777.67
Electronic transfer 4/12/18 (UltiPro) employee/employer taxes	49,898.27
Electronic transfer (UltiPro) employer "HSA" German-Amer.	3,063.88
Electronic transfer (UltiPro) employee "HSA" German-Amer.	2,685.59
Electronic PERF pymt. 4/18/18	20,687.36
Electronic transfer 04/17/18 (TASC) employee/employer "FSA"	115.70
Garnishment - employee 4/12/18	170.29

Vouchers 4/27/18 Payroll (UltiPro)	144,375.49
Electronic transfer 4/26/18 (UltiPro) employee/employer taxes	52,368.14
Electronic transfer (UltiPro) employer "HSA" German-Amer.	3,063.88
Electronic transfer (UltiPro) employee "HSA" German-Amer.	2,685.59
Electronic PERF pymt. 00/00/18	0.00
Electronic transfer 00/00/18 (TASC) employee/employer "FSA"	0.00
Garnishment - employee 4/26/18	170.29

TOTAL OF A/P AND PAYROLL CHECK REGISTERS	<hr style="border: none; border-top: 1px solid black; margin-bottom: 2px;"/> <u>\$689,565.93</u>
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ck# 6891

## ACCOUNTS PAYABLE VOUCHER

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

Payee		Claim 31818
CHASE CARD SERVICES		Purchase Order No. 0
CARDMEMBER SERVICE		Terms
PALATINE, IL 60094-4014		Date Due

Invoice Date	Invoice Number	Description (or note attached Invoice(s) or bill(s))	Amount
2/26/2018		E016-015-21350 MCPL/VITAL/QUIZ BOWL \$	\$65.00
3/5/2018		E019-011-21350 BLGTN SANDWICH/STAFF DAY LUNCH	\$1,000.00
3/7/2018		E019-011-21350 NOVELTY/SRP PRIZES	\$1,892.16
3/9/2018		E019-011-21350 GEDDES & CO./SRP PRIZES	\$1,148.40
3/14/2018		E019-001-32400 ALA/CONF.-J.LEHR	\$420.00
3/14/2018		E019-001-32400 ALA/CONF.-J. HOFFMAN	\$445.00
3/15/2018		E019-001-32400 DELTA AIR/ALA-J. LEHR	\$199.00
3/15/2018		E019-001-32400 DELTA AIR/ALA-J. HOFFMAN	\$199.00
3/15/2018		E019-001-32400 AMER. AIR/ALA-J. LEHR	\$239.50
3/15/2018		E019-001-32400 AMER.AIR/ALA-J. HOFFMAN	\$239.50
3/21/2018		E016-015-39100 NEW READER/PROLITERACY/SCHOLARSHIP	\$169.00
2/27/2018		E019-007-22900 DISPLAYS2GO/POSTER HOLDERS	\$153.79
2/28/2018		E001-007-33200 MAILCHIMP/ENEWSLETTER SVC	\$45.00
2/28/2018		E001-019-31500 WUNDERKINDER/MNTHLYSUB/SOFTWARE	\$24.95
3/10/2018		E001-019-31500 HOOTSUITE/SOCIAL MEDIA SUBSCRIPTION	\$10.69
2/27/2018		E001-018-45300 TWO BIRDS FILM/NONPRINT	\$82.00
3/7/2018		E001-018-22500 J.F.J.DISC REPAIR/CIRC. SPLS	\$161.91
3/21/2018		E001-018-45300 DARLING/NONPRINT	\$8.50
2/27/2018		E001-015-22200 CIRCLE S/FUEL	\$78.66
2/28/2018		E001-015-22200 CIRCLE S/FUEL	\$30.44
3/6/2018		E001-015-22200 CIRCLE S/FUEL	\$70.70
3/9/2018		E019-007-37300 BLGTN SOFTBALL/50+EXPO REGISTRATION	\$150.00
3/9/2018		E001-015-22200 EXXONMOBIL/FUEL	\$25.32
3/13/2018		E001-015-22200 CIRCLE S/FUEL	\$70.21
3/20/2018		E001-015-22200 CIRCLE S/FUEL	\$64.35
3/22/2018		E019-001-32400 AA INFLIGHT/PLA FLIGHT BEVERAGES	\$16.00
2/27/2018		E001-019-23000 NEWEGGBUS/IT SPLS	\$52.99
2/26/2018		E001-019-23000 BEST BUY/IT SPLS	\$15.57
2/28/2018		E001-019-23000 AMAZON/IT SPLS	\$59.98
3/2/2018		E029-019-44650 APPLE ITUNES/SOFTWARE	\$24.59
3/8/2018		E029-019-44650 TECHSOUP/SOFTWARE/OFFICE PROFESSIONAL PLUS	\$2,000.00
3/16/2018		E020-016-31500 DREAMHOST/CATS WEBSITE SVC	\$49.93
2/27/2018		E019-002-21350 ALA/STAFF WEBINAR TRAINING	\$20.00
3/1/2018		E001-008-22200 CIRCLE S/FUEL	\$55.09
3/5/2018		E019-001-21350 KROGER/STAFF DAY FOOD	\$110.64
3/12/2018		E001-004-32200 USPS/POSTAGE	\$14.18
2/26/2018		E019-026-21350 AMAZON/TEEN SPLS	\$24.64
2/25/2018		E019-026-21350 AMAZON/TEEN SPLS	\$131.81
3/2/2018		E001-026-23000 OCULUS/IT SPLS	\$9.99
3/16/2018		E019-026-21350 CAFÉ PIZZARIA/TEEN-FOOD	\$25.50

3/19/2018	E001-026-23000 AMAZON/IT SPLS	\$32.21
3/21/2018	E019-026-21350 CVS/TEEN SPLS	\$38.97
3/2/2018	E019-001-32400 HOTELS.COM/PLA HOTEL/JANE C.	\$1,096.69
2/25/2018	E019-010-21350 KROGER/ADULT FOOD	\$36.47
2/25/2018	E019-010-21350 KROGER/ADULT FOOD	\$21.94
2/26/2018	E019-010-21350 AMAZON/ADULT SPLS	\$27.01
2/27/2018	E019-010-21350 CARDINAL SPIRIT/BOOKS ON TAP SPLS	\$34.02
3/1/2018	E019-010-21350 KROGER/ADULT FOOD	\$16.04
2/28/2018	E019-010-21350 NICKS/ADULT-GIFT CERTIFICATE	\$25.00
3/2/2018	E019-010-21350 AMAZON/ADULT SPLS	\$7.99
3/6/2018	E019-010-21350 AMAZON/ADULT SPLS	\$6.49
3/5/2018	E019-001-32400 THE COMBINE/CONF./MATT NEER	\$127.69
3/5/2018	E019-010-21350 JOANN STORES/ADULT SPLS	\$19.95
3/7/2018	E019-010-21350 QUAFF ON/ADULT GIFT CERTIFICATE	\$25.00
3/8/2018	E019-010-21350 KROGER/ADULT FOOD	\$17.58
3/7/2018	E019-010-21350 NICKS/ADULT-GIFT CERTIFICATE	\$25.00
3/12/2018	E019-010-21350 UNDERGROUND CUPCAKE/ADULT GIFT CERTIFICATE	\$25.00
3/21/2018	E019-010-21350 KROGER/ADULT FOOD	\$43.54
2/26/2018	E019-011-21350 CARSON DELLOSA/RETURN SPLS	(\$25.64)
3/16/2018	E019-011-21350 CARSON DELLOSA/RETURN SPLS	(\$37.76)
2/22/2018	E019-011-21350 PARTY CITY/CHILD PROG. SPLS	\$46.23
2/22/2018	E019-011-21350 HOBBY LOBBY/CHILD PROG. SPLS	\$43.92
2/26/2018	E019-011-21350 CVS/CHILD SPLS	\$1.42
3/14/2018	E019-011-21350 LEGO/CHILD SPLS	\$18.17
2/23/2018	E001-008-23100 RAISEDBEDS/BLDG SPLS/GARDEN BEDS	\$480.70
2/27/2018	E001-008-23100 SOLID LIFT PARTS/BLDG SPLS	\$184.93
3/20/2018	E001-008-22200 CIRCLE S/FUEL	\$64.67
Total		\$12,007.22

VOUCHER NO. 31818

WARRANT NO. 6891

CHASE CARD SERVICES

ALLOWED

IN THE SUM OF \$ \$12,007.22

\$ \$12,007.22

ON ACCOUNT OF APPROPRIATION FOR

COST DISTRIBUTION LEDGER CLASSIFICATION  
IF CLAIM PAID MOTOR VEHICLE HIGHWAY FUND

Board/Council Member

Acct. No.	Account Title	Amount
	E016-015-21350	\$65.00
	E019-011-21350	\$1,000.00
	E019-011-21350	\$1,892.16
	E019-011-21350	\$1,148.40
	E019-001-32400	\$420.00
	E019-001-32400	\$445.00
	E019-001-32400	\$199.00
	E019-001-32400	\$199.00

## Financial Report Comments

Reports as of 04-30-18

Board Meeting Date 05/16/18

Monthly Budget Report:

The following table compares the actual percentage of the budget used so far in the major expense categories this year compared to the guideline which is 33.3% after four months.

	% Spending Guideline	Actual % Spending
	April 30, 2018	
Wages and Benefits	33.3%	33.1%
Supplies	33.3%	18.4%
Other Services & Charges	33.3%	34.4%
Capital Outlay	33.3%	27.3%
Total Operating Expenditures	33.3%	32.3%

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

MONROE COUNTY PUBLIC LIBRARY  
MONTHLY SUMMARY OF BUDGET CATEGORIES  
AS OF APRIL 30, 2018  
FOUR MONTHS = 33.3%

	2018 APRIL	2017 APRIL	2018 Y-T-D ACTUAL	2018 BUDGET	2017 Y-T-D ACTUAL	2018 Y-T-D BUDGET REMAINING	2018 % OF BUDGET USED	2018 % OF BUDGET REMAINING
PERSONNEL SERVICES								
SALARIES	341,834.89	319,286.81	1,498,469.31	4,439,436.51	1,463,993.53	2,940,967.20	33.8%	66.2%
EMPLOYEE BENEFITS	108,816.60	100,061.72	470,924.79	1,502,224.35	452,057.47	1,031,299.56	31.3%	68.7%
OTHER WAGES	0.00	0.00	0.00	17,000.00	0.00	17,000.00	0.0%	100.0%
TOTAL PERSONNEL SERVICES	<u>450,651.49</u>	<u>419,348.53</u>	<u>1,969,394.10</u>	<u>5,958,660.86</u>	<u>1,916,051.00</u>	<u>3,989,266.76</u>	<u>33.1%</u>	<u>66.9%</u>
SUPPLIES								
OFFICE SUPPLIES	3,599.35	3,914.11	14,553.19	64,100.00	16,146.35	49,546.81	22.7%	77.3%
OPERATING SUPPLIES	3,336.44	5,376.45	14,938.07	111,400.00	21,755.74	96,461.93	13.4%	86.6%
REPAIR & MAINT. SUPPLIES	<u>2,329.14</u>	<u>1,592.46</u>	<u>8,311.72</u>	<u>30,400.00</u>	<u>3,613.31</u>	<u>22,088.28</u>	<u>27.3%</u>	<u>72.7%</u>
TOTAL SUPPLIES	<u>9,264.93</u>	<u>10,883.02</u>	<u>37,802.98</u>	<u>205,900.00</u>	<u>41,515.40</u>	<u>168,097.02</u>	<u>18.4%</u>	<u>81.6%</u>
OTHER SERVICES & CHARGES								
PROFESSIONAL SERVICES	15,394.98	16,836.41	81,484.05	397,500.00	71,013.37	316,015.95	20.5%	79.5%
COMMUNICATION & TRANSPORTATION	4,854.96	2,958.40	15,845.60	81,800.00	10,954.95	65,954.40	19.4%	80.6%
PRINTING & ADVERTISING	398.78	181.00	1,996.51	3,350.00	831.02	1,353.49	59.6%	40.4%
INSURANCE	3,256.00	4,928.00	81,999.00	93,100.00	81,370.00	11,101.00	88.1%	11.9%
UTILITIES	24,211.97	24,664.15	113,629.67	365,450.00	102,800.15	251,820.33	31.1%	68.9%
REPAIR & MAINTENANCE	525.00	2,221.34	20,730.93	60,500.00	14,934.74	39,769.07	34.3%	65.7%
RENTALS	841.81	535.56	1,355.88	34,000.00	2,017.24	32,644.12	4.0%	96.0%
ELECTRONIC SERVICES	11,535.93	36,708.96	148,543.34	340,000.00	89,344.32	191,456.66	43.7%	56.3%
OTHER CHARGES	<u>12,833.33</u>	<u>35,583.00</u>	<u>69,897.46</u>	<u>181,000.00</u>	<u>160,268.83</u>	<u>111,102.54</u>	<u>38.6%</u>	<u>61.4%</u>
TOTAL OTHER SERVICES & CHARGES	<u>73,852.76</u>	<u>124,616.82</u>	<u>535,482.44</u>	<u>1,556,700.00</u>	<u>533,534.62</u>	<u>1,021,217.56</u>	<u>34.4%</u>	<u>65.6%</u>
CAPITAL OUTLAY								
FURNITURE & EQUIPMENT	0.00	216.18	0.00	34,000.00	1,752.80	34,000.00	0.0%	100.0%
OTHER CAPITAL OUTLAY	<u>71,405.28</u>	<u>71,785.63</u>	<u>278,753.93</u>	<u>985,500.00</u>	<u>314,611.63</u>	<u>706,746.07</u>	<u>28.3%</u>	<u>71.7%</u>
TOTAL CAPITAL OUTLAY	<u>71,405.28</u>	<u>72,001.81</u>	<u>278,753.93</u>	<u>1,019,500.00</u>	<u>316,364.43</u>	<u>740,746.07</u>	<u>27.3%</u>	<u>72.7%</u>
TOTAL OPERATING EXPENDITURES	<u><u>605,174.46</u></u>	<u><u>626,850.18</u></u>	<u><u>2,821,433.45</u></u>	<u><u>8,740,760.86</u></u>	<u><u>2,807,465.45</u></u>	<u><u>5,919,327.41</u></u>	<u><u>32.3%</u></u>	<u><u>67.7%</u></u>

2017 BUDGET  
% USED IN 2017

8,836,799.70  
31.8%

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

	2018 APRIL	2017 APRIL	2018 Y-T-D ACTUAL	2018 BUDGET	2017 Y-T-D ACTUAL	2018 Y-T-D BUDGET REMAINING	2018 % OF BUDGET USED	2018 % OF BUDGET REMAINING
PERSONNEL SERVICES (1000'S)								
SALARIES								
1120 ADMINISTRATION/DIRECTORS	15,021.88	14,619.82	66,560.47	195,284.31	65,789.19	128,723.84	34.1%	65.9%
1130 MANAGERS/ASST. MANAGERS	87,891.10	77,761.46	368,533.29	1,094,982.39	367,988.56	726,449.10	33.7%	66.3%
1140 LIBRARIANS, EXPERTS	79,807.95	75,219.28	367,605.03	1,086,832.81	350,454.99	719,227.78	33.8%	66.2%
1150 SPECIALISTS	17,514.54	16,448.42	69,742.15	239,502.90	74,017.86	169,760.75	29.1%	70.9%
1160 ASSISTANTS/PARAPROFESSIONALS	60,713.47	60,686.64	270,934.13	790,119.20	264,854.22	519,185.07	34.3%	65.7%
1170 TECH/OPERATORS/SECRETARIES	4,949.99	4,740.46	22,279.03	64,350.00	21,297.31	42,070.97	34.6%	65.4%
1190 BUILDING SERVICES/MAINTENANCE	12,775.44	11,796.96	58,172.60	166,260.90	54,877.66	108,088.30	35.0%	65.0%
1200 BUILDING SERVICES/SECURITY	8,571.13	7,319.84	37,196.89	114,857.60	35,525.78	77,660.71	32.4%	67.6%
1280 PRODUCTION ASSISTANTS	0.00	1,569.33	3,358.78	19,396.00	6,720.15	16,037.22	17.3%	82.7%
1290 INFORMATION ASST/MATERIAL/SUPPORT	32,872.23	32,040.96	148,466.40	437,850.40	141,563.51	289,384.00	33.9%	66.1%
1300 SUPPORT/MATERIAL HANDLERS	20,394.76	17,083.64	79,669.74	230,000.00	80,904.30	150,330.26	34.6%	65.4%
1320 TECHNICIANS	1,322.40	0.00	5,950.80	0.00	0.00	-5,950.80	#DIV/0!	#DIV/0!
TOTAL SALARIES	341,834.89	319,286.81	1,498,469.31	4,439,436.51	1,463,993.53	2,940,967.20	33.8%	66.2%
EMPLOYEE BENEFITS								
1210 EMPLOYER CONTRIBUTION/FICA	20,584.85	19,137.18	89,833.75	277,792.59	87,769.77	187,958.84	32.3%	67.7%
1220 UNEMPLOYMENT COMPENSATION	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.0%	100.0%
1230 EMPLOYER CONTRIBUTION/PERF	29,632.22	28,180.61	134,263.74	386,003.48	115,497.34	251,739.74	34.8%	65.2%
1235 EMPLOYEE/PERF	7,941.02	7,548.34	35,975.05	103,393.60	30,936.66	67,418.55	34.8%	65.2%
1240 EMPLOYER CONT/INSURANCE	45,867.39	40,719.84	189,865.79	662,572.24	197,326.87	472,706.45	28.7%	71.3%
1245 EMPLOYER INS/FSA	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
1250 EMPLOYER CONT/MEDICARE	4,791.12	4,475.75	20,986.46	62,462.44	20,526.83	41,475.98	33.6%	66.4%
TOTAL EMPLOYEE BENEFITS	108,816.60	100,061.72	470,924.79	1,502,224.35	452,057.47	1,031,299.56	31.3%	68.7%
OTHER WAGES								
1310 WORKSTUDY	0.00	0.00	0.00	7,000.00	0.00	7,000.00	0.0%	100.0%
1350 STIPEND/RECLASSIFICATION	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
1180 TEMPORARY STAFF	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.0%	100.0%
TOTAL OTHER WAGES	0.00	0.00	0.00	17,000.00	0.00	17,000.00	0.0%	100.0%
TOTAL PERSONNEL SERVICES	450,651.49	419,348.53	1,969,394.10	5,958,660.86	1,916,051.00	3,989,266.76	33.1%	66.9%
SUPPLIES (2000'S)								
OFFICE SUPPLIES								
2110 OFFICIAL RECORDS	0.00	0.00	0.00	1,100.00	0.00	1,100.00	0.0%	100.0%
2120 STATIONERY & PRINTING	49.83	0.00	127.35	400.00	74.81	272.65	31.8%	68.2%
2130 OFFICE SUPPLIES	811.86	649.62	2,588.38	11,250.00	2,686.79	8,661.62	23.0%	77.0%
2135 GENERAL SUPPLIES	0.00	42.71	114.98	0.00	42.71	-114.98	#DIV/0!	#DIV/0!
2140 DUPLICATING	2,737.66	3,221.78	11,722.48	51,350.00	13,113.04	39,627.52	22.8%	77.2%
21600 PUBLIC USE SUPPLIES	0.00	0.00	0.00	0.00	229.00	0.00	#DIV/0!	#DIV/0!
2150 PROMOTIONAL MATERIALS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
TOTAL OFFICE SUPPLIES	3,599.35	3,914.11	14,553.19	64,100.00	16,146.35	49,546.81	22.7%	13 77.3%

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

	2018 APRIL	2017 APRIL	2018 Y-T-D ACTUAL	2018 BUDGET	2017 Y-T-D ACTUAL	2018 Y-T-D BUDGET REMAINING	2018 % OF BUDGET USED	2018 % OF BUDGET REMAINING
OPERATING SUPPLIES								
2210 CLEANING SUPPLIES	2,332.24	1,363.37	6,335.90	40,000.00	7,406.05	33,664.10	15.8%	84.2%
2220 FUEL, OIL, & LUBRICANTS	459.44	2,157.51	1,627.27	9,000.00	3,042.96	7,372.73	18.1%	81.9%
2230 CATALOGING SUPPLIES-BOOKS	0.00	1,696.33	2,944.57	6,000.00	3,399.50	3,055.43	49.1%	50.9%
2240 A/V SUPPLIES-CATALOGING	0.00	147.99	2,831.20	6,000.00	969.36	3,168.80	47.2%	52.8%
2250 CIRCULATION SUPPLIES	161.91	11.25	816.28	32,500.00	6,490.60	31,683.72	2.5%	97.5%
2260 LIGHT BULBS	382.85	0.00	382.85	12,000.00	272.50	11,617.15	3.2%	96.8%
2280 UNIFORMS	0.00	0.00	0.00	1,900.00	174.77	1,900.00	0.0%	100.0%
2290 DISPLAY/EXHIBIT SUPPLIES	0.00	0.00	0.00	4,000.00	0.00	4,000.00	0.0%	100.0%
TOTAL OPERATING SUPPLIES	3,336.44	5,376.45	14,938.07	111,400.00	21,755.74	96,461.93	13.4%	86.6%
REPAIR & MAINTENANCE SUPPLIES								
2300 IT SUPPLIES	170.74	372.14	2,868.47	6,500.00	873.65	3,631.53	44.1%	55.9%
2310 BUILDING MATERIALS & SUPPLIES	2,008.02	1,002.05	5,189.38	23,000.00	2,435.91	17,810.62	22.6%	77.4%
2320 PAINT & PAINTING SUPPLIES	150.38	218.27	253.87	900.00	303.75	646.13	28.2%	71.8%
2340 OTHER REPAIR & BINDING	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
TOTAL REPAIR & MAINTENANCE SUPPLIES	2,329.14	1,592.46	8,311.72	30,400.00	3,613.31	22,088.28	27.3%	72.7%
TOTAL SUPPLIES	9,264.93	10,883.02	37,802.98	205,900.00	41,515.40	168,097.02	18.4%	81.6%
OTHER SERVICES/CHARGES (3000'S)								
PROFESSIONAL SERVICES								
3004 MISC. UNAPPROPRIATED	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
3110 CONSULTING SERVICES	530.00	0.00	530.00	11,000.00	144.37	10,470.00	4.8%	95.2%
3120 ENGINEERING/ARCHITECTURAL	0.00	0.00	0.00	7,000.00	0.00	7,000.00	0.0%	100.0%
3130 LEGAL SERVICES	1,789.96	1,129.92	5,627.56	18,000.00	3,192.72	12,372.44	31.3%	68.7%
3140 BUILDING SERVICES	2,378.83	847.02	12,371.89	40,000.00	8,244.01	27,628.11	30.9%	69.1%
3150 MAINTENANCE CONTRACTS	2,310.88	6,368.98	18,904.45	170,500.00	21,206.84	151,595.55	11.1%	88.9%
3160 COMPUTER SERVICES (OCLC)	5,479.87	5,347.18	23,127.46	74,000.00	21,388.19	50,872.54	31.3%	68.7%
3170 ADMIN/ACCOUNTING SERVICES	1,831.44	2,686.86	16,286.59	59,000.00	12,952.94	42,713.41	27.6%	72.4%
3175 COLLECTION AGENCY SERVICES	1,074.00	456.45	4,636.10	18,000.00	3,884.30	13,363.90	25.8%	74.2%
TOTAL PROFESSIONAL SERVICES	15,394.98	16,836.41	81,484.05	397,500.00	71,013.37	316,015.95	20.5%	79.5%
COMMUNICATION & TRANSPORTATION								
3210 TELEPHONE	1,740.12	1,531.46	6,779.56	31,400.00	6,181.82	24,620.44	21.6%	78.4%
3215 CABLE TV	13.34	13.32	53.36	0.00	53.34	-53.36	#DIV/0!	#DIV/0!
3220 POSTAGE	791.63	946.72	4,163.18	19,000.00	4,230.99	14,836.82	21.9%	78.1%
3230 TRAVEL EXPENSE	527.28	383.32	1,241.93	0.00	383.32	-1,241.93	#DIV/0!	#DIV/0!
3240 PROFESSIONAL MTG.	1,782.59	0.00	3,582.59	30,000.00	0.00	26,417.41	11.9%	88.1%
3250 CONTINUING ED.	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
3260 FREIGHT & DELIVERY	0.00	83.58	24.98	1,400.00	105.48	1,375.02	1.8%	98.2%
TOTAL COMMUNICATION & TRANSPORTATION	4,854.96	2,958.40	15,845.60	81,800.00	10,954.95	65,954.40	19.4%	80.6%

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

	2018 APRIL	2017 APRIL	2018 Y-T-D ACTUAL	2018 BUDGET	2017 Y-T-D ACTUAL	2018 Y-T-D BUDGET REMAINING	2018 % OF BUDGET USED	2018 % OF BUDGET REMAINING
PRINTING & ADVERTISING								
3310 ADVERTISING & PUBLICATION	353.78	136.00	1,861.51	3,100.00	696.02	1,238.49	60.0%	40.0%
3320 PRINTING	<u>45.00</u>	<u>45.00</u>	<u>135.00</u>	<u>250.00</u>	<u>135.00</u>	<u>115.00</u>	<u>54.0%</u>	<u>46.0%</u>
TOTAL PRINTING & ADVERTISING	398.78	181.00	1,996.51	3,350.00	831.02	1,353.49	59.6%	40.4%
INSURANCE								
3410 OFFICIAL BOND	0.00	0.00	654.00	600.00	654.00	-54.00	109.0%	-9.0%
3420 OTHER INSURANCE	<u>3,256.00</u>	<u>4,928.00</u>	<u>81,345.00</u>	<u>92,500.00</u>	<u>80,716.00</u>	<u>11,155.00</u>	<u>87.9%</u>	<u>12.1%</u>
TOTAL INSURANCE	3,256.00	4,928.00	81,999.00	93,100.00	81,370.00	11,101.00	88.1%	11.9%
UTILITIES								
3510 GAS	375.73	241.61	2,078.61	4,450.00	1,306.95	2,371.39	46.7%	53.3%
3520 ELECTRICITY	22,260.00	22,746.53	106,017.51	332,000.00	96,356.64	225,982.49	31.9%	68.1%
3530 WATER	<u>1,576.24</u>	<u>1,676.01</u>	<u>5,533.55</u>	<u>29,000.00</u>	<u>5,136.56</u>	<u>23,466.45</u>	<u>19.1%</u>	<u>80.9%</u>
TOTAL UTILITIES	24,211.97	24,664.15	113,629.67	365,450.00	102,800.15	251,820.33	31.1%	68.9%
REPAIR & MAINTENANCE								
3610 BUILDING REPAIR	525.00	637.42	12,797.67	29,000.00	7,173.95	16,202.33	44.1%	55.9%
3630 OTHER EQUIP/FURNITURE REPAIRS	0.00	1,583.92	3,599.65	16,000.00	3,702.93	12,400.35	22.5%	77.5%
3640 VEHICLE REPAIR & MAINTENANCE	0.00	0.00	3,667.44	14,000.00	3,814.74	10,332.56	26.2%	73.8%
3650 MATERIAL BINDING/REPAIR SERV.	<u>0.00</u>	<u>0.00</u>	<u>666.17</u>	<u>1,500.00</u>	<u>243.12</u>	<u>833.83</u>	<u>44.4%</u>	<u>55.6%</u>
TOTAL REPAIR & MAINTENANCE	525.00	2,221.34	20,730.93	60,500.00	14,934.74	39,769.07	34.3%	65.7%
RENTALS								
3710 REAL ESTATE RENTAL/PARKING	841.81	535.56	1,355.88	34,000.00	2,017.24	32,644.12	4.0%	96.0%
3720 EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
3730 EVENTS-BOOTH & EQUIP. RENTAL	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>#DIV/0!</u>	<u>#DIV/0!</u>
TOTAL RENTALS	841.81	535.56	1,355.88	34,000.00	2,017.24	32,644.12	4.0%	96.0%
ELECTRONIC SERVICES								
38450 DATABASES SERVICES	10,000.00	24,563.22	19,425.00	190,000.00	36,222.69	170,575.00	10.2%	89.8%
38460 E-BOOKS SERVICES	<u>1,535.93</u>	<u>12,145.74</u>	<u>129,118.34</u>	<u>150,000.00</u>	<u>53,121.63</u>	<u>20,881.66</u>	<u>86.1%</u>	<u>13.9%</u>
TOTAL ELECTRONIC SERVICES	11,535.93	36,708.96	148,543.34	340,000.00	89,344.32	191,456.66	43.7%	56.3%
OTHER CHARGES								
3910 DUES/INSTITUTIONAL	0.00	0.00	5,554.12	7,500.00	5,913.83	1,945.88	74.1%	25.9%
3920 INTEREST/TEMPORARY LOAN	0.00	0.00	0.00	2,000.00	0.00	2,000.00	0.0%	100.0%
3940 TRANSFER TO LIRF	12,833.33	35,583.00	51,333.34	154,000.00	142,332.00	102,666.66	33.3%	66.7%
3944 TRANSFER TO CATS SUBSIDY	0.00	0.00	13,010.00	13,000.00	12,023.00	-10.00	100.1%	-0.1%
3945 TRANSFER TO ANOTHER (CHANGE) FUND	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
3950 EDUCATIONAL SERV/LICENSING	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>4,500.00</u>	<u>0.00</u>	<u>4,500.00</u>	<u>0.0%</u>	<u>100.0%</u>
TOTAL OTHER CHARGES	<u>12,833.33</u>	<u>35,583.00</u>	<u>69,897.46</u>	<u>181,000.00</u>	<u>160,268.83</u>	<u>111,102.54</u>	<u>38.6%</u>	<u>61.4%</u>
TOTAL OTHER SERVICES/CHARGES	73,852.76	124,616.82	535,482.44	1,556,700.00	533,534.62	1,021,217.56	34.4%	15 65.6%



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

	2018 APRIL	2017 APRIL	2018 Y-T-D ACTUAL	2018 BUDGET	2017 Y-T-D ACTUAL	2018 Y-T-D BUDGET REMAINING	2018 % OF BUDGET USED	2018 % OF BUDGET REMAINING
CAPITAL OUTLAY (4000'S)								
FURNITURE & EQUIPMENT								
4410 FURNITURE	0.00	216.18	0.00	10,000.00	630.17	10,000.00	0.0%	100.0%
4430 OTHER EQUIPMENT	0.00	0.00	0.00	19,000.00	1,122.63	19,000.00	0.0%	100.0%
4440 LAND & BUILDINGS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
4445 BUILDING RENOVATIONS	0.00	0.00	0.00	5,000.00	0.00	5,000.00	0.0%	100.0%
4460 IT EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
4465 IT SOFTWARE	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
4470 EQUIPMENT - CATS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
4475 SOFTWARE - CATS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
TOTAL FURNITURE & EQUIPMENT	0.00	216.18	0.00	34,000.00	1,752.80	34,000.00	0.0%	100.0%
OTHER CAPITAL OUTLAY								
4510 BOOKS	50,017.30	42,415.60	174,789.22	602,500.00	190,677.03	427,710.78	29.0%	71.0%
4520 PERIODICALS & NEWSPAPERS	192.85	1,798.67	2,938.82	43,000.00	2,918.51	40,061.18	6.8%	93.2%
4530 NONPRINT MATERIALS	21,195.13	27,571.36	101,025.89	340,000.00	121,016.09	238,974.11	29.7%	70.3%
TOTAL OTHER CAPITAL OUTLAY	71,405.28	71,785.63	278,753.93	985,500.00	314,611.63	706,746.07	28.3%	71.7%
TOTAL CAPITAL OUTLAY	71,405.28	72,001.81	278,753.93	1,019,500.00	316,364.43	740,746.07	27.3%	72.7%
TOTAL OPERATING EXPENDITURES	605,174.46	626,850.18	2,821,433.45	8,740,760.86	2,807,465.45	5,919,327.41	32.3%	67.7%

# MONROE COUNTY PUBLIC LIBRARY

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## Operating Budget & Expenditure Report

January 1, 2018 to April 30, 2018

4 months = 33.3%

Object	Object Descr	2018 Budget	Jan.	Feb.	Mar.	Apr.	2018 YTD Amt	2018 YTD Balance	2018 %YTD Budget
11200	ADMINISTRATION	\$195,284.31	\$15,021.87	\$15,021.88	\$21,494.84	\$15,021.88	\$66,560.47	\$128,723.84	34.08%
11300	MANAGERS/ASST.	\$1,094,982.39	\$79,533.78	\$79,494.69	\$121,613.72	\$87,891.10	\$368,533.29	\$726,449.10	33.66%
11400	LIBRARIANS, EXPERTS	\$1,086,832.81	\$80,862.42	\$91,700.29	\$115,234.37	\$79,807.95	\$367,605.03	\$719,227.78	33.82%
11500	SPECIALISTS	\$239,502.90	\$14,881.14	\$14,964.14	\$22,382.33	\$17,514.54	\$69,742.15	\$169,760.75	29.12%
11600	ASSISTANTS/PARAPRO	\$790,119.20	\$59,857.89	\$60,153.78	\$90,208.99	\$60,713.47	\$270,934.13	\$519,185.07	34.29%
11700	TECH/OPERATORS/SEC	\$64,350.00	\$4,950.01	\$4,954.05	\$7,424.98	\$4,949.99	\$22,279.03	\$42,070.97	34.62%
11800	TEMPORAY STAFF	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%
11900	BUILDING	\$166,260.90	\$12,838.58	\$13,267.43	\$19,291.15	\$12,775.44	\$58,172.60	\$108,088.30	34.99%
12000	BUILDING	\$114,857.60	\$6,761.37	\$8,563.05	\$13,301.34	\$8,571.13	\$37,196.89	\$77,660.71	32.39%
12100	FICA/EMPLOYER	\$277,792.59	\$19,453.32	\$20,553.81	\$29,241.77	\$20,584.85	\$89,833.75	\$187,958.84	32.34%
12200	UNEMPLOYMENT	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%
12300	PERF/EMPLOYER	\$386,003.48	\$14,321.76	\$61,408.86	\$28,900.90	\$29,632.22	\$134,263.74	\$251,739.74	34.78%
12350	PERF/EMPLOYEE	\$103,393.60	\$3,836.16	\$16,453.98	\$7,743.89	\$7,941.02	\$35,975.05	\$67,418.55	34.79%
12400	INS/EMPLOYER	\$662,572.24	\$49,281.34	\$44,471.11	\$50,245.95	\$45,867.39	\$189,865.79	\$472,706.45	28.66%
12500	MEDICARE/EMPLOYER	\$62,462.44	\$4,549.60	\$4,806.87	\$6,838.87	\$4,791.12	\$20,986.46	\$41,475.98	33.60%
12800	PRODUCTION	\$19,396.00	\$1,474.49	\$1,419.00	\$465.29	\$0.00	\$3,358.78	\$16,037.22	17.32%
12900	INFORMATION	\$437,850.40	\$31,982.51	\$34,165.82	\$49,445.84	\$32,872.23	\$148,466.40	\$289,384.00	33.91%
13000	SUPPORT/MATERIAL	\$230,000.00	\$15,628.41	\$17,812.91	\$25,833.66	\$20,394.76	\$79,669.74	\$150,330.26	34.64%
13100	WORK STUDY	\$7,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,000.00	0.00%
13200	TECHNICIANS	\$0.00	\$1,322.40	\$1,322.40	\$1,983.60	\$1,322.40	\$5,950.80	-\$5,950.80	0.00%
21100	OFFICIAL RECORDS	\$1,100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,100.00	0.00%
21200	STATIONERY/BUS.	\$400.00	\$0.00	\$0.00	\$77.52	\$49.83	\$127.35	\$272.65	31.84%
21300	OFFICE SUPPLIES	\$11,250.00	\$253.82	\$1,500.28	\$22.42	\$811.86	\$2,588.38	\$8,661.62	23.01%
21350	GENERAL SUPPLIES	\$0.00	\$0.00	\$0.00	\$114.98	\$0.00	\$114.98	-\$114.98	0.00%
21400	DUPLICATING	\$51,350.00	\$1,622.27	\$5,557.52	\$1,805.03	\$2,737.66	\$11,722.48	\$39,627.52	22.83%
21500	PROMOTIONAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
22100	CLEANING SUPPLIES	\$40,000.00	\$95.18	\$2,453.19	\$1,455.29	\$2,332.24	\$6,335.90	\$33,664.10	15.84%
22200	FUEL/OIL/LUBRICANTS	\$9,000.00	\$113.83	\$520.59	\$533.41	\$459.44	\$1,627.27	\$7,372.73	18.08%
22300	CATALOGING	\$6,000.00	\$0.00	\$2,944.57	\$0.00	\$0.00	\$2,944.57	\$3,055.43	49.08%
22400	A/V	\$6,000.00	\$2,033.53	\$0.00	\$797.67	\$0.00	\$2,831.20	\$3,168.80	47.19%
22500	CIRCULATION	\$32,500.00	\$437.01	\$0.00	\$217.36	\$161.91	\$816.28	\$31,683.72	2.51%
22600	LIGHT BULBS	\$12,000.00	\$0.00	\$0.00	\$0.00	\$382.85	\$382.85	\$11,617.15	3.19%
22800	UNIFORMS	\$1,900.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,900.00	0.00%
22900	DISPLAY/EXHIBITS	\$4,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,000.00	0.00%
23000	IT SUPPLIES	\$6,500.00	\$879.93	\$637.51	\$1,180.29	\$170.74	\$2,868.47	\$3,631.53	44.13%
23100	BUILDING MATERIAL	\$23,000.00	\$625.86	\$1,374.14	\$1,181.36	\$2,008.02	\$5,189.38	\$17,810.62	22.56%
23200	PAINT/PAINTING	\$900.00	\$0.00	\$0.00	\$103.49	\$150.38	\$253.87	\$646.13	28.21%
31100	CONSULTING SERVICES	\$11,000.00	\$0.00	\$0.00	\$0.00	\$530.00	\$530.00	\$10,470.00	4.82%
31200	ENGINEERING/ARCHITE	\$7,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,000.00	0.00%
31300	LEGAL SERVICES	\$18,000.00	\$872.32	\$1,800.00	\$1,165.28	\$1,789.96	\$5,627.56	\$12,372.44	31.26%

Object	Object Descr	2018 Budget	Jan.	Feb.	Mar.	Apr.	2018 YTD Amt	2018 YTD Balance	2018 %YTD Budget
31400	BUILDING SERVICES	\$40,000.00	\$3,076.52	\$4,011.02	\$2,905.52	\$2,378.83	\$12,371.89	\$27,628.11	30.93%
31500	MAINTENANCE	\$170,500.00	\$998.96	\$6,261.18	\$9,333.43	\$2,310.88	\$18,904.45	\$151,595.55	11.09%
31600	COMPUTER SERVICES	\$74,000.00	\$5,479.87	\$6,172.22	\$5,995.50	\$5,479.87	\$23,127.46	\$50,872.54	31.25%
31700	ADMIN/ACCOUNTING	\$59,000.00	\$442.80	\$12,932.04	\$1,080.31	\$1,831.44	\$16,286.59	\$42,713.41	27.60%
31750	COLLECTION AGENCY	\$18,000.00	\$1,181.40	\$1,315.65	\$1,065.05	\$1,074.00	\$4,636.10	\$13,363.90	25.76%
32100	TELEPHONE	\$31,400.00	\$481.07	\$1,748.60	\$2,809.77	\$1,740.12	\$6,779.56	\$24,620.44	21.59%
32150	CABLE TV SERVICE	\$0.00	\$13.34	\$13.34	\$13.34	\$13.34	\$53.36	-\$53.36	0.00%
32200	POSTAGE	\$19,000.00	\$558.77	\$1,229.52	\$1,583.26	\$791.63	\$4,163.18	\$14,836.82	21.91%
32300	TRAVEL EXPENSE	\$0.00	\$0.00	\$714.65	\$0.00	\$527.28	\$1,241.93	-\$1,241.93	0.00%
32400	PROFESSIONAL	\$30,000.00	\$0.00	\$5.00	\$1,795.00	\$1,782.59	\$3,582.59	\$26,417.41	11.94%
32600	FREIGHT/DELIVERY	\$1,400.00	\$24.98	\$0.00	\$0.00	\$0.00	\$24.98	\$1,375.02	1.78%
33100	ADVERTISING/PUBLICA	\$3,100.00	\$0.00	\$520.31	\$987.42	\$353.78	\$1,861.51	\$1,238.49	60.05%
33200	PRINTING SERVICES	\$250.00	\$0.00	\$45.00	\$45.00	\$45.00	\$135.00	\$115.00	54.00%
34100	OFFICIAL BOND INS.	\$600.00	\$654.00	\$0.00	\$0.00	\$0.00	\$654.00	-\$54.00	109.00%
34200	OTHER INSURANCE	\$92,500.00	-\$2,372.00	\$20,928.00	\$59,533.00	\$3,256.00	\$81,345.00	\$11,155.00	87.94%
35100	GAS	\$4,450.00	\$442.49	\$775.49	\$484.90	\$375.73	\$2,078.61	\$2,371.39	46.71%
35200	ELECTRICITY	\$332,000.00	\$28,555.52	\$28,458.61	\$26,743.38	\$22,260.00	\$106,017.51	\$225,982.49	31.93%
35300	WATER	\$29,000.00	\$1,272.34	\$1,457.98	\$1,226.99	\$1,576.24	\$5,533.55	\$23,466.45	19.08%
36100	BUILDING REPAIRS	\$29,000.00	\$5,875.00	\$1,456.81	\$4,940.86	\$525.00	\$12,797.67	\$16,202.33	44.13%
36300	OTHER	\$16,000.00	\$1,215.32	\$670.00	\$1,714.33	\$0.00	\$3,599.65	\$12,400.35	22.50%
36400	VEHICLE	\$14,000.00	\$544.78	\$343.89	\$2,778.77	\$0.00	\$3,667.44	\$10,332.56	26.20%
36500	MATERIALS	\$1,500.00	\$0.00	\$204.99	\$461.18	\$0.00	\$666.17	\$833.83	44.41%
37100	REAL ESTATE	\$34,000.00	\$795.80	-\$605.13	\$323.40	\$841.81	\$1,355.88	\$32,644.12	3.99%
38450	DATABASES	\$175,000.00	\$2,550.00	\$0.00	\$6,875.00	\$10,000.00	\$19,425.00	\$155,575.00	11.10%
38460	E-BOOKS	\$205,000.00	\$124,701.56	\$1,800.00	\$1,080.85	\$1,535.93	\$129,118.34	\$75,881.66	62.98%
39100	DUES/INSTITUTIONAL	\$7,500.00	\$4,774.12	\$0.00	\$780.00	\$0.00	\$5,554.12	\$1,945.88	74.05%
39200	INTEREST/TEMPORARY	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0.00%
39400	TRANSFER TO LIRF	\$154,000.00	\$0.00	\$0.00	\$38,500.01	\$12,833.33	\$51,333.34	\$102,666.66	33.33%
39440	TRANSFER TO CATS	\$13,000.00	\$0.00	\$0.00	\$13,010.00	\$0.00	\$13,010.00	-\$10.00	100.08%
39500	EDUCATIONAL/LICENSI	\$4,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,500.00	0.00%
44100	FURNITURE	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%
44300	OTHER EQUIPMENT	\$19,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$19,000.00	0.00%
44450	BUILDING RENOVATION	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
45100	BOOKS	\$564,000.00	\$52,236.86	\$36,988.24	\$35,546.82	\$50,017.30	\$174,789.22	\$389,210.78	30.99%
45200	PERIODICALS/NEWSPA	\$41,000.00	\$880.22	\$1,821.75	\$44.00	\$192.85	\$2,938.82	\$38,061.18	7.17%
45300	NONPRINT MATERIALS	\$340,500.00	\$33,606.08	\$21,053.93	\$25,170.75	\$21,195.13	\$101,025.89	\$239,474.11	29.67%
		\$8,740,760.86	\$691,480.60	\$657,644.96	\$867,133.43	\$605,174.46	\$2,821,433.45	\$5,919,327.41	32.28%

**LIRF Budget & Expenditure Report**

January 1, 2018 to April 30, 2018

4 months = 33.3%

Object Object Descr	2018 Budget	Jan.	Feb.	Mar.	Apr.	YTD Amount	2018 YTD Balance	2018 %YTD Budget
36100 BUILDING REPAIRS	\$125,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$125,000.00	0.00%
44300 OTHER EQUIPMENT	\$150,000.00	\$0.00	\$0.00	\$11,440.75	\$0.00	\$11,440.75	\$138,559.25	7.63%
44450 BUILDING	\$708,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$708,000.00	0.00%
	\$983,000.00	\$0.00	\$0.00	\$11,440.75	\$0.00	\$11,440.75	\$971,559.25	1.16%

# MONROE COUNTY PUBLIC LIBRARY

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## Debt Service Budget & Expenditures Report

January 1, 2018 to April 30, 2018

4 months = 33.3%

Object	2018					2018	2018	2018
Object Descr	Budget	Jan.	Feb.	Mar.	Apr.	YTD Amt	YTD Balance	%YTD Budget
37100 REAL ESTATE	\$685,150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$685,150.00	0.00%
39200 INTEREST/TEMPO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39250 PAYMENT ON	\$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%
	\$685,150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$685,150.00	0.00%

# MONROE COUNTY PUBLIC LIBRARY

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## Rainy Day Budget & Expenditures Report

January 1, 2018 to April 30, 2018

4 months = 33.3%

Object	Object Descr	2018 Budget	Jan.	Feb.	Mar.	Apr.	2018 YTD Amt	2018 YTD Balance	2018 %YTD Budget
31100	CONSULTING SERVICES	\$20,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000.00	0.00%
31200	ENGINEERING/ARCHITE	\$20,000.00	\$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	\$20,000.00	0.00%
36100	BUILDING REPAIRS	\$25,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,000.00	0.00%
44100	FURNITURE	\$25,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,000.00	0.00%
44300	OTHER EQUIPMENT	\$25,000.00	\$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	\$15,000.00	0.00%
		\$150,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150,000.00	0.00%

# MONROE COUNTY PUBLIC LIBRARY

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## Special Revenue Budget & Expenditure Report

January 1, 2018 to April 30, 2018

4 months = 33.3%

Object	Object Descr	2018 Budget	Jan.	Feb.	Mar.	Apr.	YTD Amount	2018 YTD Balance	2018 %YTD Budget
11300	MANAGERS/ASST.	\$166,731.97	\$12,901.02	\$13,053.05	\$19,350.22	\$12,988.39	\$58,292.68	\$108,439.29	34.96%
11800	TEMPORAY STAFF	\$11,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11,000.00	0.00%
12100	FICA/EMPLOYER	\$25,027.54	\$1,803.78	\$1,831.29	\$2,734.85	\$1,873.84	\$8,243.76	\$16,783.78	32.94%
12300	PERF/EMPLOYER	\$29,974.00	\$1,145.66	\$4,661.66	\$2,326.87	\$2,321.41	\$10,455.60	\$19,518.40	34.88%
12350	PERF/EMPLOYEE CONTRIB.	\$8,028.75	\$306.88	\$1,248.68	\$623.28	\$621.83	\$2,800.67	\$5,228.08	34.88%
12400	INS/EMPLOYER	\$48,936.84	\$3,259.12	\$3,760.63	\$3,886.11	\$3,586.72	\$14,492.58	\$34,444.26	29.61%
12500	MEDICARE/EMPLOYER	\$5,779.52	\$421.85	\$428.30	\$639.60	\$438.23	\$1,927.98	\$3,851.54	33.36%
12800	PRODUCTION ASSISTANTS	\$153,939.50	\$10,249.80	\$10,464.88	\$15,489.91	\$10,777.05	\$46,981.64	\$106,957.86	30.52%
12900	INFORMATION	\$41,912.00	\$3,202.72	\$3,285.13	\$5,140.20	\$3,729.93	\$15,357.98	\$26,554.02	36.64%
13100	WORK STUDY	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
13200	TECHNICIANS	\$41,086.50	\$3,222.00	\$3,222.00	\$4,870.59	\$3,222.00	\$14,536.59	\$26,549.91	35.38%
21200	STATIONERY/BUS. CARDS	\$100.00	\$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	\$600.00	0.00%
21400	DUPLICATING	\$700.00	\$0.00	\$41.42	\$475.00	\$0.00	\$516.42	\$183.58	73.77%
22200	FUEL/OIL/LUBRICANTS	\$1,000.00	\$29.14	\$27.29	\$0.00	\$26.48	\$82.91	\$917.09	8.29%
22700	VIDEO TAPE/MEDIA	\$7,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,000.00	0.00%
23000	IT SUPPLIES	\$1,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,200.00	0.00%
23500	AUDIO/VIDEO	\$6,000.00	\$0.00	\$28.97	\$1,191.00	\$260.48	\$1,480.45	\$4,519.55	24.67%
31100	CONSULTING SERVICES	\$15,000.00	\$174.00	\$0.00	\$0.00	\$0.00	\$174.00	\$14,826.00	1.16%
31300	LEGAL SERVICES	\$500.00	\$0.00	\$0.00	\$0.00	\$254.64	\$254.64	\$245.36	50.93%
31500	MAINTENANCE	\$5,000.00	\$0.00	\$50.00	\$2,741.72	\$49.93	\$2,841.65	\$2,158.35	56.83%
31600	COMPUTER SERVICES	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
31650	DIGITIZATION SERVICES	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
31700	ADMIN/ACCOUNTING	\$400.00	\$2.72	\$3.18	\$3.61	\$2.79	\$12.30	\$387.70	3.08%
32100	TELEPHONE	\$3,000.00	\$0.00	\$176.33	\$176.33	\$416.33	\$768.99	\$2,231.01	25.63%
32150	CABLE TV SERVICE	\$300.00	\$31.12	\$31.12	\$31.12	\$31.12	\$124.48	\$175.52	41.49%
32200	POSTAGE	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$700.00	0.00%
32300	TRAVEL EXPENSE	\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00	0.00%
32400	PROFESSIONAL DEVELOP.	\$800.00	\$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	\$100.00	0.00%
36300	OTHER EQUIP/FURNITURE	\$6,000.00	\$0.00	\$0.00	\$210.00	\$0.00	\$210.00	\$5,790.00	3.50%
37100	REAL ESTATE	\$3,000.00	-\$48.92	-\$89.68	-\$142.16	-\$95.44	-\$376.20	\$3,376.20	-12.54%
39100	DUES/INSTITUTIONAL	\$3,000.00	\$0.00	\$99.00	\$1,200.00	\$0.00	\$1,299.00	\$1,701.00	43.30%
39500	EDUCATIONAL/LICENSIN	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
39600	COMMUNITY NEWS	\$14,500.00	\$0.00	\$0.00	\$0.00	\$6,000.00	\$6,000.00	\$8,500.00	41.38%
44100	FURNITURE	\$11,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11,000.00	0.00%
44700	EQUIPMENT - CATS	\$110,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$110,000.00	0.00%
		\$730,116.62	\$36,700.89	\$42,323.25	\$60,948.25	\$46,505.73	\$186,478.12	\$543,638.50	25.54%

# MONROE COUNTY PUBLIC LIBRARY

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## Gen. Obligation Bond Budget & Expenditure 2016

January 1, 2018 to April 30, 2018

4 months = 33.3%

Object	Object Descr	2018 Budget	Jan.	Feb.	Mar.	Apr.	YTD Amount	2018 YTD Balance	2018 %YTD Budget
22900	DISPLAY/EXHIBITS	\$0.00	\$0.00	\$664.00	\$79.61	\$0.00	\$743.61	-\$743.61	0.00%
23100	BUILDING MATERIAL	\$0.00	\$132.22	\$102.70	\$0.00	\$0.00	\$234.92	-\$234.92	0.00%
31200	ENGINEERING/ARCHI	\$0.00	\$0.00	\$25,252.18	\$0.00	\$0.00	\$25,252.18	-\$25,252.18	0.00%
31300	LEGAL SERVICES	\$0.00	\$0.00	\$0.00	\$360.00	\$0.00	\$360.00	-\$360.00	0.00%
31500	MAINTENANCE	\$0.00	\$650.00	\$650.00	\$650.00	\$650.00	\$2,600.00	-\$2,600.00	0.00%
44100	FURNITURE	\$0.00	\$73,697.60	\$31,623.82	\$0.00	\$0.00	\$105,321.42	-\$105,321.42	0.00%
44300	OTHER EQUIPMENT	\$0.00	\$0.00	\$0.00	\$399.00	\$0.00	\$399.00	-\$399.00	0.00%
44450	BUILDING	\$0.00	\$475.00	\$0.00	\$0.00	\$0.00	\$475.00	-\$475.00	0.00%
44452	BLDG LONG-TERM	\$0.00	\$6,093.50	\$0.00	\$0.00	\$11,899.00	\$17,992.50	-\$17,992.50	0.00%
44600	IT EQUIPMENT	\$0.00	\$0.00	\$199.00	\$2,711.93	\$6,393.00	\$9,303.93	-\$9,303.93	0.00%
44650	IT SOFTWARE	\$0.00	\$0.00	\$0.00	\$5,935.93	\$2,024.59	\$7,960.52	-\$7,960.52	0.00%
44700	EQUIPMENT - CATS	\$0.00	\$0.00	\$0.00	\$1,432.95	\$0.00	\$1,432.95	-\$1,432.95	0.00%
		\$0.00	\$81,048.32	\$58,491.70	\$11,569.42	\$20,966.59	\$172,076.03	-\$172,076.03	0.00%



# MONROE COUNTY PUBLIC LIBRARY

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## Expenditure Summary compared to last year

2018 compared to 2017: Period Ending April

Fund	Fund Descr	2018 Budget	April 2018 2018 Amt	YTD Amt	2017 Budget	April 2017 2017 Amt	YTD Amt	%Last YR YTD Diff
001	OPERATING	\$8,740,760.86	\$605,174.46	\$2,821,433.45	\$8,836,799.70	\$626,850.18	\$2,807,465.45	0.50%
002	JAIL	\$0.00	\$1,658.02	\$1,658.02	\$0.00	\$1,012.20	\$1,012.20	63.80%
003	CLEARING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
004	GIFT	\$0.00	\$0.00	\$0.00	\$0.00	\$51.91	\$119.30	-100.00%
005	PLAC	\$0.00	\$1,950.00	\$3,187.00	\$0.00	\$2,015.00	\$3,315.00	-3.86%
006	RETIREEES	\$0.00	\$436.00	\$1,744.00	\$0.00	\$0.00	\$0.00	0.00%
007	LIRF	\$983,000.00	\$0.00	\$11,440.75	\$525,000.00	\$0.00	\$0.00	0.00%
008	DEBT SERVICE	\$685,150.00	\$0.00	\$0.00	\$688,500.00	\$0.00	\$0.00	0.00%
009	RAINY DAY	\$150,000.00	\$0.00	\$0.00	\$150,000.00	\$0.00	\$0.00	0.00%
010	PAYROLL	\$0.00	\$380,618.48	\$1,657,233.62	\$0.00	\$357,345.86	\$1,607,740.00	3.08%
011	INVESTMENT-GIFT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
012	TEEN COUNCIL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
015	LSTA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
016	GIFT-RESTRICED	\$0.00	\$9,030.71	\$39,341.58	\$0.00	\$8,806.31	\$38,712.00	1.63%
017	LEVY EXCESS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
018	IN KIND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
019	GIFT-	\$0.00	\$13,792.32	\$33,235.11	\$0.00	\$13,774.82	\$44,756.78	-25.74%
020	SPECIAL REVENUE	\$730,116.62	\$46,505.73	\$186,478.12	\$703,787.16	\$38,411.39	\$173,727.40	7.34%
021	CAPITAL PROJECTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
022	GATES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
023	LSTA-CIVIL WAR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
024	FINRA GRANT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
025	LSTA-SMITHVILLE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
026	G O BOND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
027	COMMUNITY FDTN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
028	FINRA 2014	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
029	GO BOND 2016	\$0.00	\$20,966.59	\$172,076.03	\$0.00	\$13,287.84	\$88,390.83	94.68%
030	GO BOND 2019	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$11,289,027.48	\$1,080,132.31	\$4,927,827.68	\$10,904,086.86	\$1,061,555.51	\$4,765,238.96	3.41%

# MONROE COUNTY PUBLIC LIBRARY

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## Revenue Totals Budget Forms (all funds)

Source Descr	2018 YTD Budget	Jan	Feb	Mar	April	2018 YTD Amt	2018 YTD Balance	2018 % of Budget
Fund 001 OPERATING								
PROPERTY	\$6,030,073.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,030,073.00	0.00%
INTANGIBLES TAX	\$12,546.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12,546.00	0.00%
LICENSE EXCISE TAX	\$353,931.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$353,931.00	0.00%
LOCAL/COUNTY	\$2,286,738.00	\$190,754.08	\$190,754.08	\$190,754.08	\$190,754.08	\$763,016.32	\$1,523,721.68	33.37%
COMMERCIAL	\$44,226.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$44,226.00	0.00%
US FORESTRY FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ELL	\$0.00	\$424.10	\$501.86	\$440.33	\$560.59	\$1,926.88	-\$1,926.88	0.00%
LOST/DAMAGED	\$0.00	\$1,911.00	\$1,389.92	\$1,099.22	\$1,833.16	\$6,233.30	-\$6,233.30	0.00%
FINES	\$150,000.00	\$6,347.51	\$4,799.82	\$5,931.30	\$5,487.91	\$22,566.54	\$127,433.46	15.04%
COLLECTION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
BLGTN COPIERS &	\$12,500.00	\$1,239.92	\$1,491.58	\$1,463.85	\$1,467.59	\$5,662.94	\$6,837.06	45.30%
MISCELLANEOUS	\$0.00	\$4,708.50	\$533.70	\$0.00	\$114.25	\$5,356.45	-\$5,356.45	0.00%
PUBLIC LIBRARY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MEETING ROOM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
GARNISHMENT FEES	\$0.00	\$2.86	\$2.86	\$3.29	\$1.86	\$10.87	-\$10.87	0.00%
E-RATE RECEIPTS	\$0.00	\$5,576.48	\$0.00	\$0.00	\$0.00	\$5,576.48	-\$5,576.48	0.00%
PLAC DISTRIBUTION	\$12,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12,500.00	0.00%
REALESTATE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
STATE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
READER PRINTER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
OBITS	\$0.00	\$54.00	\$0.00	\$57.00	\$75.00	\$186.00	-\$186.00	0.00%
COIN TELEPHONE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTEREST FROM	\$4,000.00	\$8,201.00	\$8,341.44	\$6,068.20	\$5,517.66	\$28,128.30	-\$24,128.30	703.21%
TEMPORARY LOANS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INVESTMENT	\$0.00	\$977.63	\$1,084.62	\$1,077.58	\$1,090.93	\$4,230.76	-\$4,230.76	0.00%
CABLE ACCESS FEES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CABLE ACCESS FEES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CABLE ACCESS FEES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MCPL OPERATING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
RENT INCOME	\$4,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,000.00	0.00%
LSTA INKIND GRANT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 001 OPERATING	\$8,910,514.00	\$220,197.08	\$208,899.88	\$206,894.85	\$206,903.03	\$842,894.84	\$8,067,619.16	9.46%
Fund 002 JAIL								
RECEIPTS	\$0.00	\$0.00	\$2,000.00	\$4,000.00	\$0.00	\$6,000.00	-\$6,000.00	0.00%
Fund 002 JAIL	\$0.00	\$0.00	\$2,000.00	\$4,000.00	\$0.00	\$6,000.00	-\$6,000.00	0.00%
Fund 003 CLEARING								
CONFERENCE/RECEI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
REALESTATE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
YMCA RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
PHONE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

Source Descr	2018 YTD Budget	Jan	Feb	Mar	April	2018 YTD Amt	2018 YTD Balance	2018 % of Budget
MCPLF CC RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MCPLF RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ILL FINES/FEES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
REIMBURSEMENT/CL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INSURANCE/COBRA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FEMA/CLEARING FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INSURANCE/CLAIMS-	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 003 CLEARING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 004 GIFT UNRESTRICTED								
MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTEREST FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TRANSFER FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
UNRESTRICTED GIFT	\$0.00	\$511.76	\$49.52	\$79.05	\$55.69	\$696.02	-\$696.02	0.00%
INTEREST/DIVIDEND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 004 GIFT	\$0.00	\$511.76	\$49.52	\$79.05	\$55.69	\$696.02	-\$696.02	0.00%
Fund 005 PLAC								
PUBLIC LIBRARY	\$0.00	\$780.00	\$390.00	\$780.00	\$520.00	\$2,470.00	-\$2,470.00	0.00%
Fund 005 PLAC	\$0.00	\$780.00	\$390.00	\$780.00	\$520.00	\$2,470.00	-\$2,470.00	0.00%
Fund 006 RETIREES								
RETIREES	\$0.00	\$1,064.03	\$476.75	\$476.75	\$476.75	\$2,494.28	-\$2,494.28	0.00%
Fund 006 RETIREES	\$0.00	\$1,064.03	\$476.75	\$476.75	\$476.75	\$2,494.28	-\$2,494.28	0.00%
Fund 007 LIRF								
MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
LIRF RECEIPTS	\$154,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$154,000.00	0.00%
INTEREST FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TEMPORARY LOANS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TRANSFER FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
RENT INCOME	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 007 LIRF	\$154,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$154,000.00	0.00%
Fund 008 DEBT SERVICE								
PROPERTY	\$685,150.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$685,150.00	0.00%
INTANGIBLES TAX	\$2,129.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,129.00	0.00%
LICENSE EXCISE TAX	\$34,174.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$34,174.00	0.00%
COMMERCIAL	\$5,007.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,007.00	0.00%
US FORESTRY FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTEREST FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TEMPORARY LOANS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TRANSFER FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 008 DEBT	\$726,460.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$726,460.00	0.00%
Fund 009 RAINY DAY								

Source Descr	2018 YTD Budget	Jan	Feb	Mar	April	2018 YTD Amt	2018 YTD Balance	2018 % of Budget
LOCAL/COUNTY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTEREST FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MCPL OPERATING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TRANSFER FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 009 RAINY DAY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 010 PAYROLL								
GROSS PAYROLL	\$0.00	\$360,262.94	\$378,437.02	\$541,889.79	\$378,168.05	\$1,658,757.80	-\$1,658,757.80	0.00%
Fund 010 PAYROLL	\$0.00	\$360,262.94	\$378,437.02	\$541,889.79	\$378,168.05	\$1,658,757.80	-\$1,658,757.80	0.00%
Fund 013 PETTY CASH								
RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 013 PETTY CASH	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 014 CHANGE								
RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 014 CHANGE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 016 GIFT-RESTRICED								
MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTEREST FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
RECEIPTS	\$0.00	\$10,017.58	\$0.00	\$0.00	\$24,616.51	\$34,634.09	-\$34,634.09	0.00%
TRANSFER FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
RESTRICED GIFT	\$0.00	\$0.00	\$1,000.00	\$0.00	\$490.00	\$1,490.00	-\$1,490.00	0.00%
INTEREST/DIVIDEND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 016 GIFT-	\$0.00	\$10,017.58	\$1,000.00	\$0.00	\$25,106.51	\$36,124.09	-\$36,124.09	0.00%
Fund 019 GIFT-FOUNDATION								
MISCELLANEOUS	\$0.00	\$0.00	\$900.00	\$0.00	\$0.00	\$900.00	-\$900.00	0.00%
RESTRICED GIFT	\$0.00	\$0.00	\$0.00	\$11,250.00	\$0.00	\$11,250.00	-\$11,250.00	0.00%
Fund 019 GIFT-	\$0.00	\$0.00	\$900.00	\$11,250.00	\$0.00	\$12,150.00	-\$12,150.00	0.00%
Fund 020 SPECIAL REVENUE								
MISCELLANEOUS	\$0.00	\$90.00	\$90.00	\$130.00	\$100.00	\$410.00	-\$410.00	0.00%
CABLE ACCESS FEES	\$438,022.00	\$0.00	\$0.00	\$0.00	\$109,505.50	\$109,505.50	\$328,516.50	25.00%
CABLE ACCESS FEES	\$265,051.00	\$0.00	\$66,262.75	\$0.00	\$66,262.75	\$132,525.50	\$132,525.50	50.00%
CABLE ACCESS FEES	\$16,056.00	\$0.00	\$0.00	\$4,014.00	\$0.00	\$4,014.00	\$12,042.00	25.00%
CONTRACT-	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MCPL OPERATING	\$13,010.00	\$0.00	\$0.00	\$13,010.00	\$0.00	\$13,010.00	\$0.00	100.00%
Fund 020 SPECIAL	\$732,139.00	\$90.00	\$66,352.75	\$17,154.00	\$175,868.25	\$259,465.00	\$472,674.00	35.44%
Fund 021 CAPITAL PROJECTS								
PROPERTY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTANGIBLES TAX	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
LICENSE EXCISE TAX	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
COMMERCIAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTEREST FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TEMPORARY LOANS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 021 CAPITAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

Source Descr	2018 YTD Budget	Jan	Feb	Mar	April	2018 YTD Amt	2018 YTD Balance	2018 % of Budget
Fund 024 FINRA GRANT								
RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 024 FINRA GRANT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 026 G O BOND								
BOND SALE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 026 G O BOND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 027 COMMUNITY FDTN GRANT								
RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 027	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 028 FINRA 2014								
RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TRANSFER FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 028 FINRA 2014	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 029 GO BOND 2016								
RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 029 GO BOND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 030 GO BOND 2019								
RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 030 GO BOND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	\$10,523,113.00	\$592,923.39	\$658,505.92	\$782,524.44	\$787,098.28	\$2,821,052.03	\$7,702,060.97	26.81%

# MONROE COUNTY PUBLIC LIBRARY

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## Cash Balances by fund

Current Period: April 2018

FUND Descr	04/01/18	MTD Debit	MTD Credit	04/30/18	Bal Sht Descr	Act Status
OPERATING	\$22,078.51	\$4,490.82	\$21,786.38	\$4,782.95	OLD NATIONAL BANK CHECKING	Active
OPERATING	\$33,105.48	\$5,352.53	\$5,852.76	\$32,605.25	GERMAN AMER./CHECKING	Active
OPERATING	-\$185,384.81	\$614,268.91	\$588,519.81	-\$159,635.71	MAINSOURCE CHECKING	Active
OPERATING	\$144,375.19	\$5,517.66	\$400,000.00	-\$250,107.15	MAINSOURCE SAVINGS	Active
OPERATING	\$8,395.52	\$1,090.93	\$0.00	\$9,486.45	INVEST. CD/MAINSOURCE	Active
Fund 001 OPERATING	\$22,569.89	\$630,720.85	\$1,016,158.95	-\$362,868.21		
JAIL	\$2,000.00	\$0.00	\$1,658.02	\$341.98	MAINSOURCE CHECKING	Active
JAIL	\$0.00	\$4,000.00	\$0.00	\$4,000.00	MONEY TRANSFERS	Active
Fund 002 JAIL	\$2,000.00	\$4,000.00	\$1,658.02	\$4,341.98		
CLEARING	\$0.00	\$4,000.00	\$0.00	\$4,000.00	MAINSOURCE CHECKING	Active
CLEARING	\$0.00	\$0.00	\$4,000.00	-\$4,000.00	MONEY TRANSFERS	Active
Fund 003 CLEARING	\$0.00	\$4,000.00	\$4,000.00	\$0.00		
GIFT UNRESTRICTED	\$663.01	\$68.99	\$663.01	\$68.99	OLD NATIONAL BANK CHECKING	Active
GIFT UNRESTRICTED	\$3.00	\$1.70	\$3.00	\$1.70	GERMAN AMER./CHECKING	Active
GIFT UNRESTRICTED	\$9,817.51	\$666.01	\$15.00	\$10,468.52	MAINSOURCE CHECKING	Active
Fund 004 GIFT UNRESTRICTED	\$10,483.52	\$736.70	\$681.01	\$10,539.21		
PLAC	\$455.00	\$65.00	\$455.00	\$65.00	OLD NATIONAL BANK CHECKING	Active
PLAC	\$2,080.00	\$455.00	\$2,080.00	\$455.00	GERMAN AMER./CHECKING	Active
Fund 005 PLAC	\$2,535.00	\$520.00	\$2,535.00	\$520.00		
RETIREEES	-\$941.78	\$1,540.78	\$436.00	\$163.00	MAINSOURCE CHECKING	Active
Fund 006 RETIREES	-\$941.78	\$1,540.78	\$436.00	\$163.00		
LIRF	\$15,621.28	\$0.00	\$0.00	\$15,621.28	MAINSOURCE CHECKING	Active
LIRF	\$2,224,188.56	\$0.00	\$0.00	\$2,224,188.56	MAINSOURCE SAVINGS	Active
LIRF	\$1,197,735.57	\$0.00	\$0.00	\$1,197,735.57	INVEST. CD/MAINSOURCE	Active
Fund 007 LIRF	\$3,437,545.41	\$0.00	\$0.00	\$3,437,545.41		
DEBT SERVICE	\$122,993.39	\$0.00	\$0.00	\$122,993.39	MAINSOURCE CHECKING	Active
Fund 008 DEBT SERVICE	\$122,993.39	\$0.00	\$0.00	\$122,993.39		
RAINY DAY	\$20,384.18	\$0.00	\$0.00	\$20,384.18	MAINSOURCE CHECKING	Active
RAINY DAY	\$1,616,269.19	\$0.00	\$0.00	\$1,616,269.19	MAINSOURCE SAVINGS	Active
Fund 009 RAINY DAY	\$1,636,653.37	\$0.00	\$0.00	\$1,636,653.37		
PAYROLL	-\$2,685.59	\$0.00	\$5,371.18	-\$8,056.77	GERMAN AMER./CHECKING	Active
PAYROLL	\$15,751.90	\$384,295.81	\$381,375.06	\$18,672.65	MAINSOURCE CHECKING	Active
Fund 010 PAYROLL	\$13,066.31	\$384,295.81	\$386,746.24	\$10,615.88		
GIFT-RESTRICED	\$11,017.58	\$24,786.51	\$11,017.58	\$24,786.51	OLD NATIONAL BANK CHECKING	Active
GIFT-RESTRICED	-\$154.54	\$0.00	\$309.08	-\$463.62	GERMAN AMER./CHECKING	Active
GIFT-RESTRICED	\$25,083.02	\$11,337.58	\$8,721.63	\$27,698.97	MAINSOURCE CHECKING	Active

FUND Descr	04/01/18	MTD Debit	MTD Credit	04/30/18	Bal Sht Descr	Act Status
Fund 016 GIFT-RESTRICED	\$35,946.06	\$36,124.09	\$20,048.29	\$52,021.86		
GIFT-FOUNDATION	\$47,395.33	\$22,138.40	\$13,930.72	\$55,603.01	MAINSOURCE CHECKING	Active
Fund 019 GIFT-FOUNDATION	\$47,395.33	\$22,138.40	\$13,930.72	\$55,603.01		
SPECIAL REVENUE	-\$182.69	\$100.00	\$747.34	-\$830.03	GERMAN AMER./CHECKING	Active
SPECIAL REVENUE	\$70,709.54	\$180,004.08	\$45,980.22	\$204,733.40	MAINSOURCE CHECKING	Active
SPECIAL REVENUE	\$655,000.00	\$0.00	\$0.00	\$655,000.00	MAINSOURCE SAVINGS	Active
Fund 020 SPECIAL REVENUE	\$725,526.85	\$180,104.08	\$46,727.56	\$858,903.37		
GO BOND 2016	\$70,769.53	\$0.00	\$20,966.59	\$49,802.94	MAINSOURCE CHECKING	Active
GO BOND 2016	\$824,033.96	\$0.00	\$0.00	\$824,033.96	MAINSOURCE SAVINGS	Active
Fund 029 GO BOND 2016	\$894,803.49	\$0.00	\$20,966.59	\$873,836.90		
GO BOND 2019	-\$3,150.00	\$0.00	\$0.00	-\$3,150.00	MAINSOURCE CHECKING	Active
Fund 030 GO BOND 2019	-\$3,150.00	\$0.00	\$0.00	-\$3,150.00		
	\$6,947,426.84	\$1,264,180.71	\$1,513,888.38	\$6,697,719.17		

# MONROE COUNTY PUBLIC LIBRARY

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## \*Check Reconciliation©

### ONB CHECKING 06300 ONB/MONROE

April 2018

#### Account Summary

Beginning Balance on	4/1/2018	\$65,292.13
+		\$29,411.32
-	Payments (Checks and Withdrawals)	\$65,000.00
Ending Balance as of	4/30/2018	\$29,703.45

#### Check Book

Active	G 001-06300	OPERATING	\$4,782.95
Active	G 002-06300	JAIL	\$0.00
Active	G 003-06300	CLEARING	\$0.00
Active	G 004-06300	GIFT UNRESTRICTED	\$68.99
Active	G 005-06300	PLAC	\$65.00
Active	G 006-06300	RETIREEES	\$0.00
Active	G 007-06300	LIRF	\$0.00
Active	G 008-06300	DEBT SERVICE	\$0.00
Active	G 009-06300	RAINY DAY	\$0.00
Active	G 012-06300	TEEN COUNCIL	\$0.00
Active	G 015-06300	LSTA	\$0.00
Active	G 016-06300	GIFT-RESTRICED	\$24,786.51
Active	G 019-06300	GIFT-FOUNDATION	\$0.00
Active	G 020-06300	SPECIAL REVENUE	\$0.00
Active	G 024-06300	FINRA GRANT	\$0.00
Active	G 027-06300	COMMUNITY FDTN	\$0.00
Active	G 028-06300	FINRA 2014	\$0.00
Active	G 029-06300	GO BOND 2016	\$0.00

Cash Balance **\$29,703.45**

Beginng Balance	\$65,292.13
+ Total Deposits	\$29,411.32
- Checks Written	\$65,000.00

Check Book	\$29,703.45
Difference	\$0.00



**MONROE COUNTY PUBLIC LIBRARY**05/07/18 12:14 PM  
Page 1**\*Check Reconciliation©****GERMAN-AMER/CHECKING****06400 GER AME/UC****April 2018****Account Summary**

Beginning Balance on	4/1/2018	\$32,165.66
+		\$5,906.44
-	Payments (Checks and Withdrawals)	\$14,360.57
Ending Balance as of	4/30/2018	\$23,711.53

**Check Book**

Active	G 001-06400	OPERATING	\$32,605.25
Active	G 003-06400	CLEARING	\$0.00
Active	G 004-06400	GIFT UNRESTRICTED	\$1.70
Active	G 005-06400	PLAC	\$455.00
Active	G 007-06400	LIRF	\$0.00
Active	G 009-06400	RAINY DAY	\$0.00
Active	G 010-06400	PAYROLL	-\$8,056.77
Active	G 016-06400	GIFT-RESTRICED	-\$463.62
Active	G 019-06400	GIFT-FOUNDATION	\$0.00
Active	G 020-06400	SPECIAL REVENUE	-\$830.03
Active	G 029-06400	GO BOND 2016	\$0.00

**Cash Balance** **\$23,711.53**

Beginng Balance	\$32,165.66
+ Total Deposits	\$5,906.44
- Checks Written	\$14,360.57

Check Book	\$23,711.53
Difference	\$0.00

# MONROE COUNTY PUBLIC LIBRARY

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## \*Check Reconciliation©

### MAINSOURCE CHECKING

06600 MAINSO CKG

April 2018

### Account Summary

Beginning Balance on	4/1/2018	\$231,129.02
+		\$834,573.27
-	Payments (Checks and Withdrawals)	\$671,726.41
Ending Balance as of	4/30/2018	\$393,975.88

### Check Book

Active	G 001-06600	OPERATING	-\$159,635.71
Active	G 002-06600	JAIL	\$341.98
Active	G 003-06600	CLEARING	\$4,000.00
Active	G 004-06600	GIFT UNRESTRICTED	\$10,468.52
Active	G 005-06600	PLAC	\$0.00
Active	G 006-06600	RETIREEES	\$163.00
Active	G 007-06600	LIRF	\$15,621.28
Active	G 008-06600	DEBT SERVICE	\$122,993.39
Active	G 009-06600	RAINY DAY	\$20,384.18
Active	G 010-06600	PAYROLL	\$18,672.65
Active	G 016-06600	GIFT-RESTRICED	\$27,698.97
Active	G 017-06600	LEVY EXCESS	\$0.00
Active	G 019-06600	GIFT-FOUNDATION	\$55,603.01
Active	G 020-06600	SPECIAL REVENUE	\$204,733.40
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	\$49,802.94
Active	G 030-06600	GO BOND 2019	-\$3,150.00
		Cash Balance	<b>\$367,697.61</b>
	Beginng Balance	\$231,129.02	
	+ Total Deposits	\$834,573.27	
	- Checks Written	\$698,004.68	
	Check Book	\$367,697.61	
	O/S Checks	\$26,278.27	

# MONROE COUNTY PUBLIC LIBRARY

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## \*Check Reconciliation©

### MAINSOURCE SAVINGS

06610 MAINSO SAV

April 2018

### Account Summary

Beginning Balance on	4/1/2018	\$5,463,866.90
+		\$5,517.66
- Payments (Checks and Withdrawals)		\$400,000.00
Ending Balance as of	4/30/2018	\$5,069,384.56

### Check Book

Active	G 001-06610	OPERATING	-\$250,107.15
Active	G 002-06610	JAIL	\$0.00
Active	G 003-06610	CLEARING	\$0.00
Active	G 004-06610	GIFT UNRESTRICTED	\$0.00
Active	G 005-06610	PLAC	\$0.00
Active	G 006-06610	RETIRES	\$0.00
Active	G 007-06610	LIRF	\$2,224,188.56
Active	G 008-06610	DEBT SERVICE	\$0.00
Active	G 009-06610	RAINY DAY	\$1,616,269.19
Active	G 010-06610	PAYROLL	\$0.00
Active	G 016-06610	GIFT-RESTRICED	\$0.00
Active	G 019-06610	GIFT-FOUNDATION	\$0.00
Active	G 020-06610	SPECIAL REVENUE	\$655,000.00
Active	G 024-06610	FINRA GRANT	\$0.00
Active	G 026-06610	G O BOND	\$0.00
Active	G 027-06610	COMMUNITY FDTN	\$0.00
Active	G 028-06610	FINRA 2014	\$0.00
Active	G 029-06610	GO BOND 2016	\$824,033.96
Active	G 030-06610	GO BOND 2019	\$0.00

Cash Balance **\$5,069,384.56**

Beginng Balance	\$5,463,866.90
+ Total Deposits	\$5,517.66
- Checks Written	\$400,000.00

Check Book	\$5,069,384.56
Difference	\$0.00

TO: Monroe County Public Library – Board of Trustees  
FROM: Kyle Wickemeyer-Hardy, Human Resources Manager  
RE: Personnel Report  
DATE May 16, 2018

### **Beginning Employment**

- Sarah Scott, Communications & Marketing, Graphic Designer, Pay Grade 7, 37.5 hours per week effective April 30, 2018.
- Justin Vollmar, CATS, Production Assistant, Pay Grade 4, 25 hours per week effective April 30, 2018.

### **Ending Employment**

- Logan Farlee, Access & Content Services, Material Handler, Pay Grade 1, 15 hours per week effective April 25, 2018.

### **Job Changes**

None

Pay Date 04/13/18  
 Pay Period 03/19/2018 to 04/01/2018

## Employee Earnings Report by Pay Date

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

Pay Date 04/13/18  
 Pay Period 03/19/2018 to 04/01/2018

## Employee Earnings Report by Pay Date

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

Pay Date 04/13/18  
 Pay Period 03/19/2018 to 04/01/2018

## Employee Earnings Report by Pay Date

127	Ody, Martha F.	A	Librarian Selector	ACCESS & CONTENT
128	Ott, Samuel W.	A	Community Engag Librarian	COMMUNITY ENGAGEMENT/LEAR
129	Overman, Roberta J.	A	Community Engag Librarian	COMMUNITY ENGAGEMENT/LEAR
130	Paull, Jonathon J.	A	Senior Information Asst	CUSTOMER SERVICE
131	Rome, M Brandon	A	Senior Information Asst	CUSTOMER SERVICE
132	Ruddick, Jane	A	Librarian Selector	ACCESS & CONTENT
133	Salvaggio, Elizabeth A.	A	Senior Information Asst	CUSTOMER SERVICE
134	Sater, Susan J.	A	Admin. Coordinator	ADMIN-BUS OFFICE
135	Schwegman, Vanessa M.	A	Information Tech Analyst	INFORMATION TECHNOLOGY
136	Seibel, Brenda D.	A	Admin. Receptionist	ADMIN-BUS OFFICE
137	Slater, Andrew R.	A	Senior Information Asst	CUSTOMER SERVICE
138	Smith, Benjamin E.	A	Security Technician	BUILDING SRV-SECURITY
139	Sneed, Christine M.	A	Copy Cataloger Asst	ACCESS & CONTENT
140	Stacy, Ryan P.	A	Writer/Content Specialist	COMMUNICATIONS/MARKETI CM
141	Starks-Dyer, Kathleen R.	A	Senior Information Asst	CUSTOMER SERVICE
142	Swinson, Barbara M.	A	Professional Devel Strat	STRATEGIST-PROFESSION
143	Thompson, Timothy J.	A	Senior Materials Handler	ACCESS & CONTENT
144	Turrentine, Bethany G.	A	Community Learn Asst Mgr	COMMUNITY ENGAGEMENT/LEAR
145	Wallace, Pamela J.	A	Admin. Technician	ADMIN-BUS OFFICE
146	White, Pamela K.	A	Acquisitions Specialist	ACCESS & CONTENT
147	Wickemeyer-Hardy, Kyle A.	A	MGR Human Resources	ADMIN-HUMAN RESOURCES
148	Wolf, Joshua	A	Community Engagement MGR	COMMUNITY ENGAGEMENT/LEAR
149	Wood, Marilyn D.	A	Director	ADMIN - DIRECTOR
150	Zdravecky, Leanne	A	Senior Information Asst	CUSTOMER SERVICE
<b>Sub-Total Operating Fund</b>			<b>\$170,906.05</b>	<b>8,416.53</b>

	Fund Type	Employee Name	Status	Title	Unit	
1	<b>Special Revenue</b>	Arena, Nile J.	A	CATS-Master Control Op	CATS	
2		Kroeger, Nathan A.	A	CATS-Master Control Op	CATS	
3		Muyskens-Toth, Casey L.	A	CATS-Master Control Op	CATS	
4		Bookwalter, Mark J.	A	CATS - Production Asst	CATS	
5		Gardner, Sierra L.	A	CATS - Production Asst	CATS	
6		Myers, Glenn J.	A	CATS - Production Asst	CATS	
7		Schuster, Steven M.	A	CATS - Production Asst	CATS	
8		Adams, Michael D.	A	CATS - Production Asst	CATS	
9		Burns, Michael F.	A	FL Bookstore Oper	FRIENDS OF THE LIBRARY	
10		ONeill, Martin	A	CATS Asst Mgr Production	CATS	
11		Regoli, Mary Jean	A	S FL Office Coord Expert	FRIENDS OF THE LIBRARY	
12		Stillwell, Adam A.	A	CATS Asst Mgr Program	CATS	
13		Stockwell, Robert R.	A	CATS Equip Oper Expert	CATS	
14		Walter, David P.	A	CATS - Production Asst	CATS	
15		White, Michael B.	A	CATS General MGR	CATS	
<b>Sub-Total Special Fund</b>			<b>\$18,343.99</b>	<b>941.50</b>		
<b>Grand Total</b>			<b>\$189,250.04</b>	<b>9,358.03</b>		

Pay Date 04/27/18  
 Pay Period 04/02/2018 to 04/15/2018

## Employee Earnings Report by Pay Date

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



Pay Date 04/27/18  
Pay Period 04/02/2018 to 04/15/2018

## Employee Earnings Report by Pay Date

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

Pay Date 04/27/18  
 Pay Period 04/02/2018 to 04/15/2018

## Employee Earnings Report by Pay Date

127	Ott, Samuel W.	A	Community Engag Librarian	COMMUNITY ENGAGEMENT/LEAR
128	Overman, Roberta J.	A	Community Engag Librarian	COMMUNITY ENGAGEMENT/LEAR
129	Paull, Jonathon J.	A	Senior Information Asst	CUSTOMER SERVICE
130	Rome, M Brandon	A	Senior Information Asst	CUSTOMER SERVICE
131	Ruddick, Jane	A	Librarian Selector	ACCESS & CONTENT
132	Salvaggio, Elizabeth A.	A	Senior Information Asst	CUSTOMER SERVICE
133	Sater, Susan J.	A	Admin. Coordinator	ADMIN-BUS OFFICE
134	Schwegman, Vanessa M.	A	Information Tech Analyst	INFORMATION TECHNOLOGY
135	Seibel, Brenda D.	A	Admin. Receptionist	ADMIN-BUS OFFICE
136	Slater, Andrew R.	A	Senior Information Asst	CUSTOMER SERVICE
137	Smith, Benjamin E.	A	Security Technician	BUILDING SRV-SECURITY
138	Sneed, Christine M.	A	Copy Cataloger Asst	ACCESS & CONTENT
139	Stacy, Ryan P.	A	Writer/Content Specialist	COMMUNICATIONS/MARKETI CM
140	Starks-Dyer, Kathleen R.	A	Senior Information Asst	CUSTOMER SERVICE
141	Swinson, Barbara M.	A	Professional Devel Strat	STRATEGIST-PROFESSION
142	Thompson, Timothy J.	A	Senior Materials Handler	ACCESS & CONTENT
143	Turrentine, Bethany G.	A	Community Learn Asst Mgr	COMMUNITY ENGAGEMENT/LEAR
144	Wallace, Pamela J.	A	Admin. Technician	ADMIN-BUS OFFICE
145	White, Pamela K.	A	Acquisitions Specialist	ACCESS & CONTENT
146	Wickemeyer-Hardy, Kyle A.	A	MGR Human Resources	ADMIN-HUMAN RESOURCES
147	Wolf, Joshua	A	Community Engagement MGR	COMMUNITY ENGAGEMENT/LEAR
148	Wood, Marilyn D.	A	Director	ADMIN - DIRECTOR
149	Zdravecky, Leanne	A	Senior Information Asst	CUSTOMER SERVICE
<b>Sub-Total Operating Fund</b>			<b>\$176,997.60</b>	<b>8,653.25</b>

	Fund Type	Employee Name	Status	Title	Unit
1	<b>Special</b>	Arena, Nile J.	A	CATS-Master Control Op	CATS
2	<b>Revenue</b>	Kroeger, Nathan A.	A	CATS-Master Control Op	CATS
3		Muyskens-Toth, Casey L.	A	CATS-Master Control Op	CATS
4		Bookwalter, Mark J.	A	CATS - Production Asst	CATS
5		Gardner, Sierra L.	A	CATS - Production Asst	CATS
6		Myers, Glenn J.	A	CATS - Production Asst	CATS
7		Schuster, Steven M.	A	CATS - Production Asst	CATS
8		Adams, Michael D.	A	CATS - Production Asst	CATS
9		Burns, Michael F.	A	FL Bookstore Oper	FRIENDS OF THE LIBRARY
10		ONeill, Martin	A	CATS Asst Mgr Production	CATS
11		Regoli, Mary Jean	A	S FL Office Coord Expert	FRIENDS OF THE LIBRARY
12		Stillwell, Adam A.	A	CATS Asst Mgr Program	CATS
13		Stockwell, Robert R.	A	CATS Equip Oper Expert	CATS
14		Walter, David P.	A	CATS - Production Asst	CATS
15		White, Michael B.	A	CATS General MGR	CATS
<b>Sub-Total Special Fund</b>			<b>\$19,012.07</b>	<b>979.25</b>	
<b>Grand Total</b>			<b>\$196,009.67</b>	<b>9,632.50</b>	

## 2018 BOARD OF TRUSTEE'S CALENDER

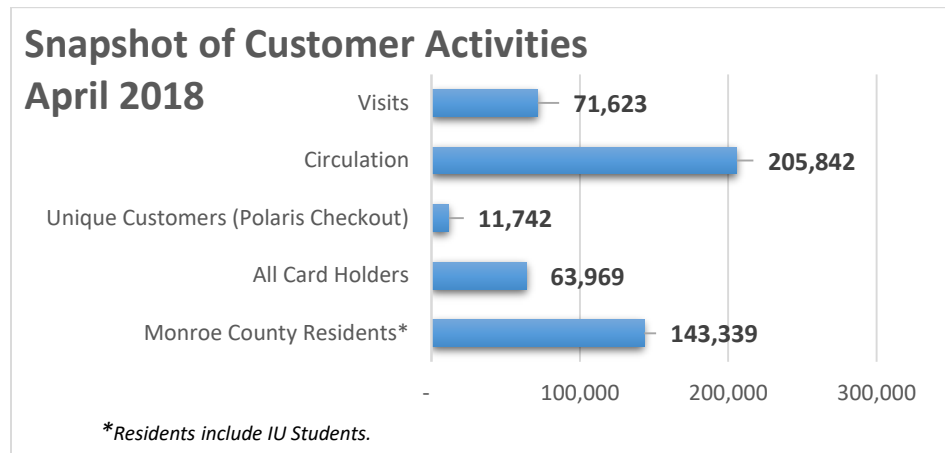
All meetings in Room 1B unless otherwise noted

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

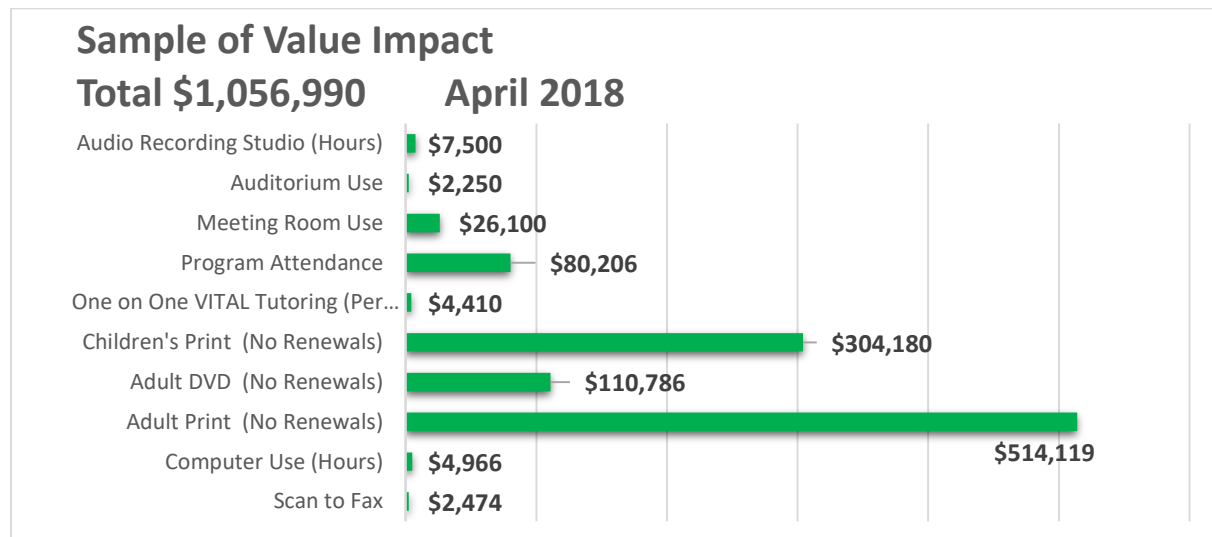


Director's Report April 2018  
Month at a Glance – Snapshot of Library Activities in April

The Library averaged 2,470 visits per day and an overall visitor count of 71,623. 7,098 items were checked out or renewed daily. 11,742 unique individuals checked out an item and 17,363 unique users have checked out an item so far in 2018, 27% of the Library's total card holder population, which decreased by 234 to a total of 63,969.



4,718 attendees enjoyed one of 204 Library sponsored programs. Customers used the Library's computers for 12,261 sessions, approximately 423 per day, for a total of 9,931 hours. The Library served as a community resource as the meeting rooms, audio or video studios, or auditorium spaces were used 731 times or an average of 25 times per day. The value of a few services offered by the Library is highlighted below.

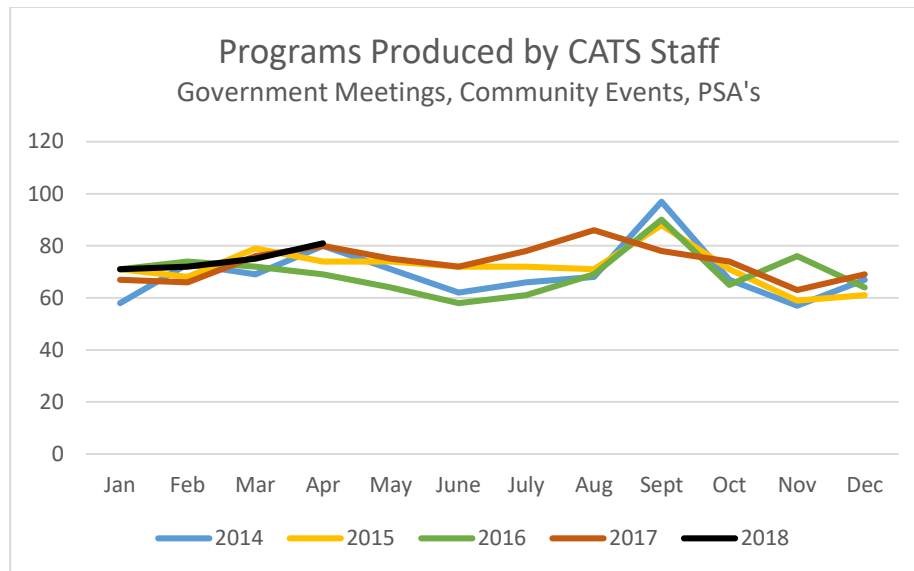


## **Monroe County Public Library Strategic Direction 2018-2020**

**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.**

- As Access & Content Services moves quickly to fill Materials Handler positions, the training program is being redesigned with an emphasis on efficiency, consistency, and accountability. The first stages of a new shelf-reading program will also be introduced beginning with the latest group of Materials Handlers. Preparations are underway for selecting and transferring high-use materials and other portions of the Ellettsville Branch collection in order to make them available during the renovation. A review of our mobile hotspot program is also underway, as we look to find solutions to some of the collection's operational and financial challenges in order to continue providing this unique and important service to the community.
- The Customer Service unit has a new assistant manager, Melissa Bruecks, who began work on April 30<sup>th</sup>. The Customer Service Unit also continues to refine ways to provide excellent customer service in our newly re-designed 2<sup>nd</sup> floor spaces. Staff, as we explore possibilities and move equipment and furniture, are very attuned to our patron needs and reactions. They continue to share comments, observations and new ideas that may further improve the space.
- Tax Help season wrapped up in April at the Ellettsville Branch. In conjunction with Volunteer Income Tax Assistance volunteers and United Way, 120 low-income members of the Ellettsville community filed their federal and state income taxes this year.
- Human Resources Manager Kyle Wickemeyer-Hardy coordinated a Wellness lunch and learn for staff. The workshop, titled Leveraging your Clinic Experience & SIHO RX Education, included guest speakers Dr. Mitcheff (Activate Clinic) and Carolyn Daily (SIHO). Dr. Mitcheff talked about the benefits of receiving annual physicals, acute and wellness services, and the savings staff enjoy from no or low-cost office visits, and the additional cost savings provided by the clinic lab. Carolyn Daily discussed tools that help staff locate highly rated medical providers in the area and the benefits of comparison-shopping for prescriptions. Additional information and web links were shared in the Library's weekly Staff Announcements.
- Digital Creativity Specialist Jeannette Lehr spoke at Indiana University's School of Education on "Virtual Reality Beyond Google Cardboard: Practical Considerations for Educators". Jeannette and SIA Foster Gesten also facilitated hands on demos of different VR apps for the attendees.

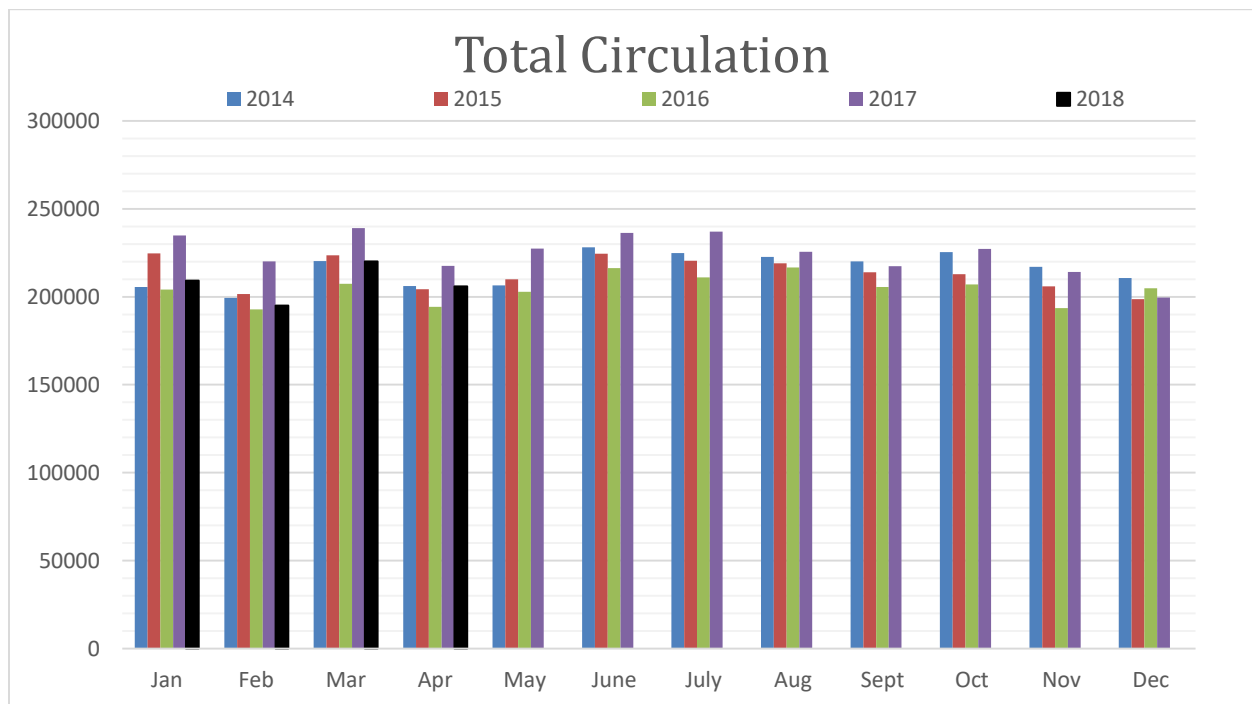


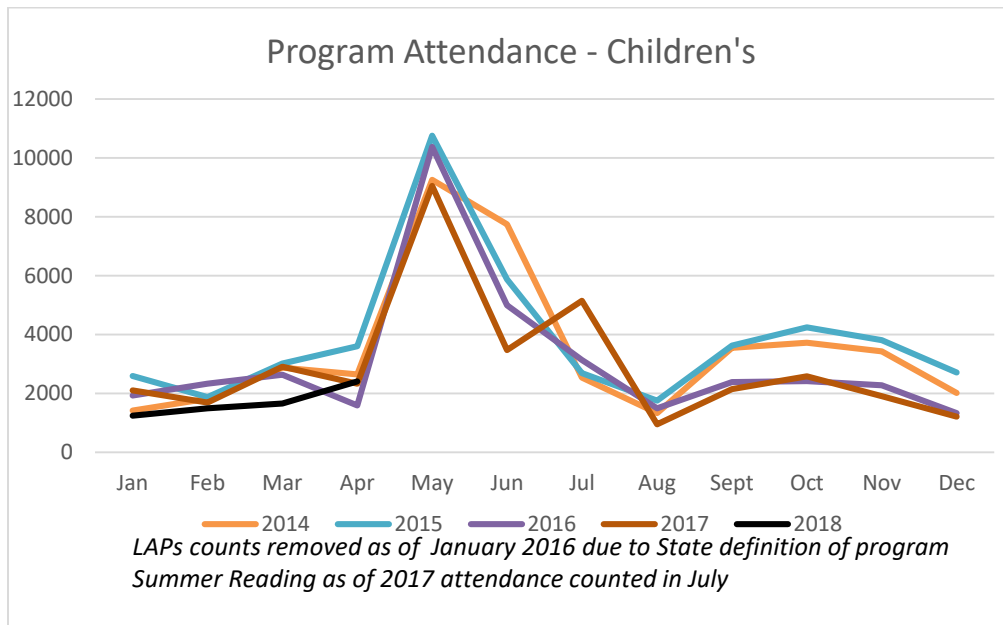
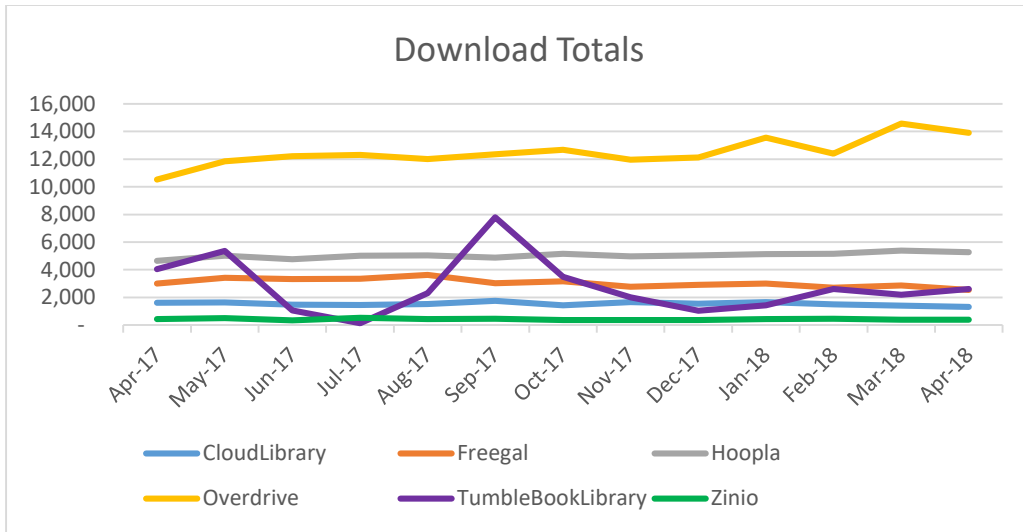
## Goal 2: Support reading, 21<sup>st</sup> century literacy, and lifelong learning.

- The New Arrivals section at the Main Library is undergoing changes in terms of layout and collection size, the goal being to rotate titles more frequently in order to keep the collection fresh and engaging while encouraging more browsing. Internal review of the Library's website is underway and, along with improvements in navigation, we are reconsidering the overall organization of digital collections and online resources in order to enhance their accessibility and to better promote their use.
- **Children at Richland Bean Blossom Elementary Schools** enjoyed stories and research help from Librarian Stephanie Holman on several occasions in April. Stephanie was the Keynote Speaker for Edgewood Primary School's Young Authors Conference Celebrating Earth Day. An audience of more than 300 children and teachers reveled in her original story about her pet chicken. **Students from both Rogers and Bloomington Montessori** visited the Library to learn about information resources and conduct research for school assignments. **More than 75 parents and toddlers** were delighted with the first session of Totally Untidy Toddlers, planned and presented by Librarian Ginny Hosler. Many asked when the next session of this Saturday program would be held. **Children and caregivers learned about coding** while playing with the Dash and Dot robots during an evening "Tween Tech" program led by Librarian Alex Galarza. **Children and families** had multiple opportunities to enjoy stories in a live theater environment, as both Stages Bloomington and Cardinal Stage Theater presented preview performances of upcoming productions. The Library helped produce a study guide for children attending the student matinees of Cardinal's Robin Hood. The guide is available online: <https://mcpl.info/childrens/first-theater-experiences> The Library's Storyhour Extravaganza program also features live music and storytelling, and provides children with a theater experience.
- New Bookmobile stops often take a year or more to hit their stride, but two of the three stops added this past February have already surpassed expectations. The Wednesday evening stop at the Monroe County Habitat for Humanity's Trail View neighborhood is seeing a regular group of Latino families and children who are checking out materials in both English and Spanish. The

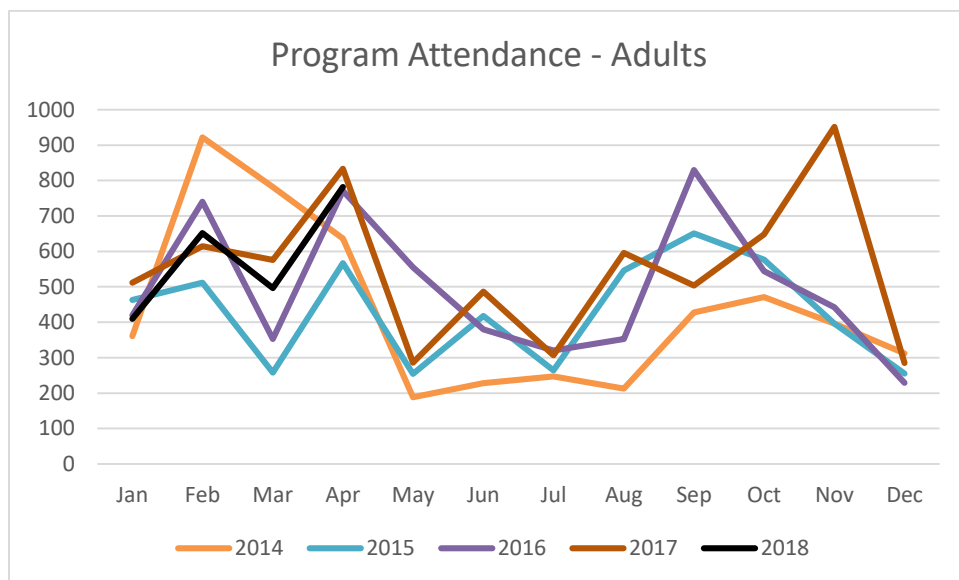
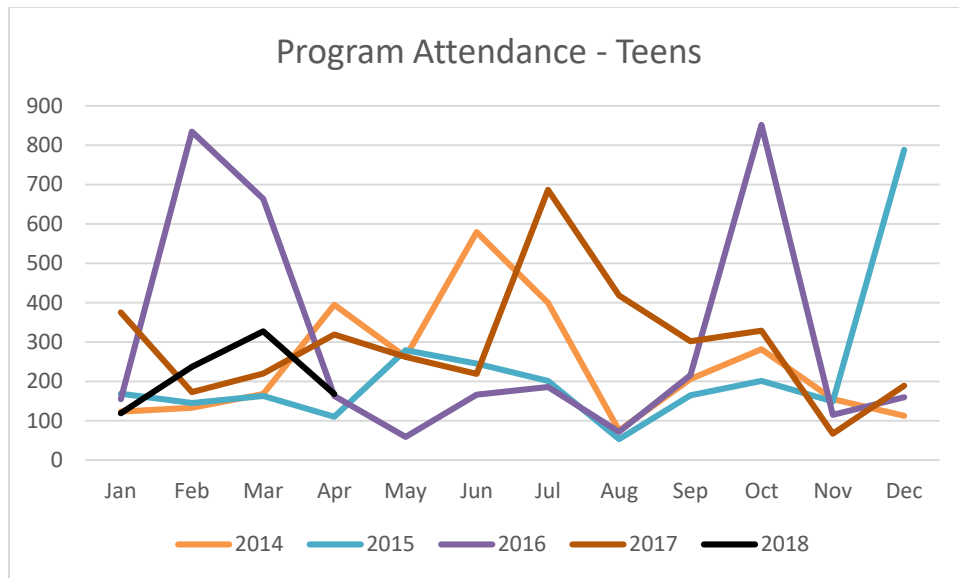
Sunday stop at the Stonechase community off of West State Road 48 had been a huge hit—we are looking at how to lengthen it to meet the demand.

- Librarians and Strategists began new program planning procedures designed to help manage staff and monetary resources. Programs are now submitted for approval in the middle of the planning stage, allowing Managers and Strategists to see a big picture of the upcoming program season and to make changes to alleviate staffing concerns and ensure the Library’s strategic goals are being addressed.
- In a Level Up workshop led by Jeannette Lehr and Foster Gesten, participants designed and modeled chess pieces in a simple 3D modeling software. Each unique design will be printed on the library’s 3D printer and will create a full chess set which will be available for use in Level Up.
- The 35th annual VITAL Quiz Bowl event ran from April 23-26<sup>th</sup> in the Library Auditorium and was aired live by CATS. This year’s competition included 31 teams representing all the wonderful things Bloomington has to offer including social groups, churches, local businesses, philanthropic organizations, direct service providers, Library staff, educators, government agencies, and trivia buffs. We’d like to congratulate this year’s rookie team, Trivial Pursuit, for winning the contest in their first year of competition. This event plays a key role in raising awareness about literacy and educational opportunities for adults in our community. We’d like to extend our thanks and appreciation to all who provide support to this MCPL tradition.







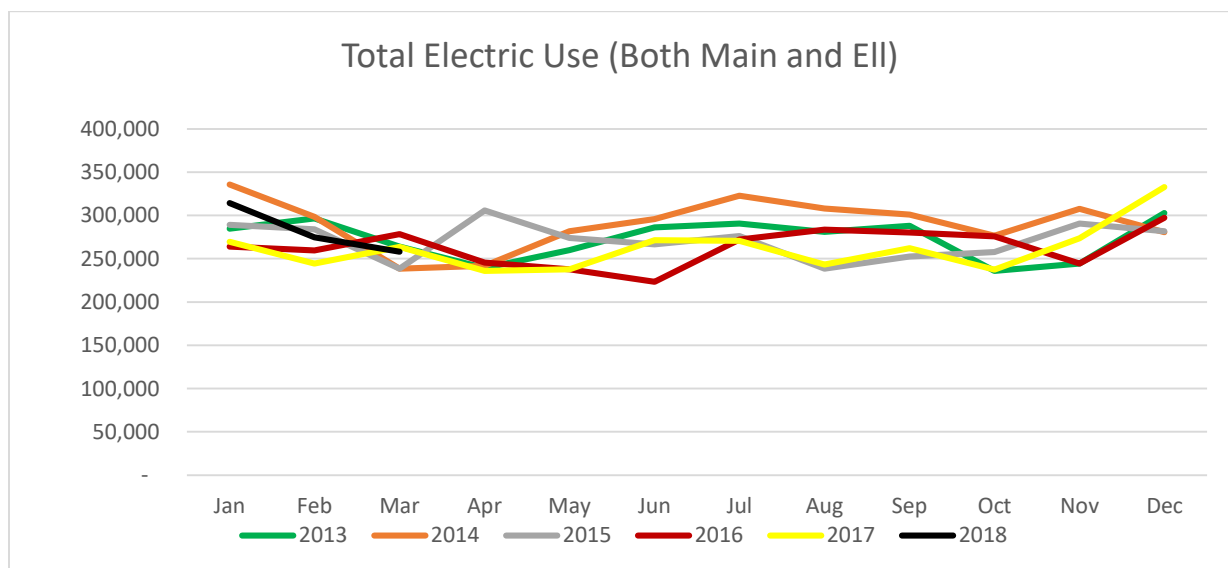


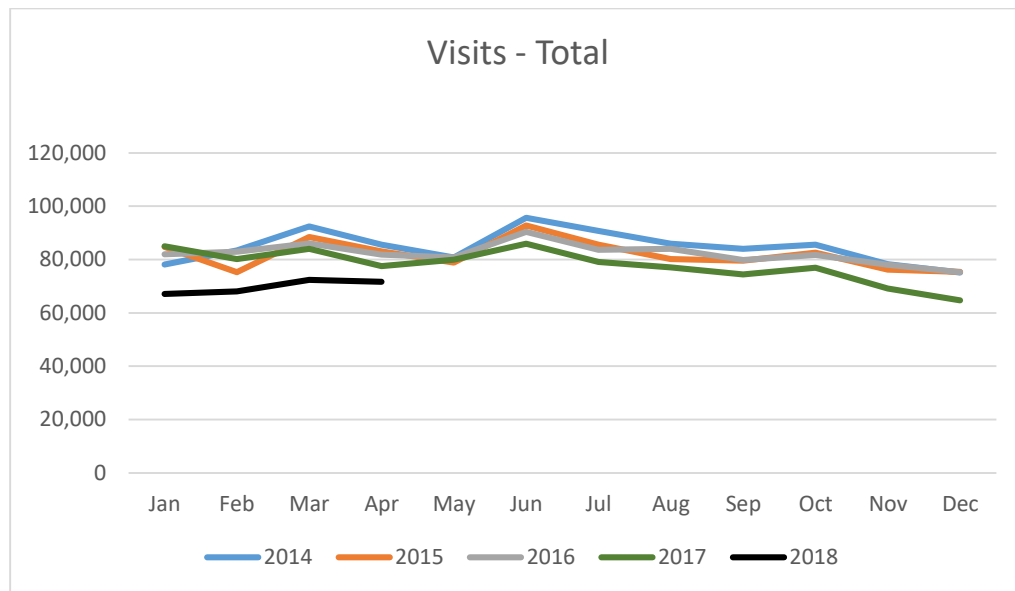
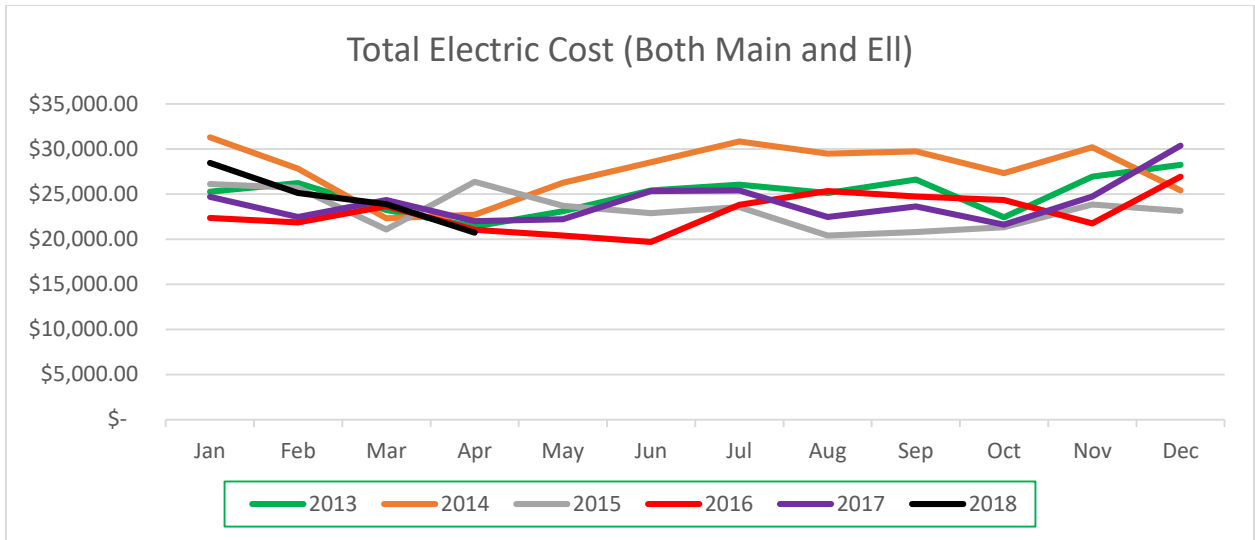
### Goal 3: Provide a safe and welcoming place for all.

- Teen librarian Sam Ott hosted “Don’t be a Cybersucker” in partnership with Thomas Mason from IU Cyberinfrastructure. This class delved into the world of online cybersecurity and provided attendees with excellent tips about best safety practices and how to counter online threats.
- The Ellettsville Renovation Team reconvened to plan for the Branch’s closure this fall. The Team is working on an inventory of furniture, technology, and collection; staff duties during closure; collection moving/storage logistics; a frequently asked questions list for the public; and off-site services in the community during closure. Stephanie Holman has also been meeting with faculty at all RBBCSC schools to make them aware of the closure and determine staff and student

support needs to help identify portions of the collection to move to the Main Library for accessibility during the closure.

- Marilyn Wood and Chris Hosler worked together to create a Memorandum of Understanding with representatives from the Endwright Center, for the Library's use of the Center's space while the Ellettsville Branch is closed during renovation.
- Six architectural firms submitted a proposal for the Branch Feasibility Study. Three firms were selected for an interview and two spoke with Marilyn Wood, Josh Wolf and Chris Hosler about their proposal.
- Jane Cronkhite, Gary Lettelleir, and Marilyn Wood participated in a conference call with representatives from Umbaugh CPA, and Bose McKinney & Evans LLP, to discuss General Obligation Bond options for the Library's upcoming bond issuance proposal.
- In anticipation of the Ellettsville Branch renovations and CATS station upgrades this summer, CATS staff went through hundreds of pieces of old gear and dedicated much of it for surplus in April. The empty space created will soon be used for temporary storage to house high volume circulating collections from Ellettsville, which will be accessible for holds and the bookmobile or Endwright center stops while the Ellettsville Branch is closed.
- Building Services staff hosted volunteers during Ivy Tech's O'Bannon Day of Service, with outstanding results. Overall 20 volunteers, including several firefighters, helped in this effort to distribute two truck-loads of mulch, and other gardening activities, to beautify about 1/2 of the Library's landscape.

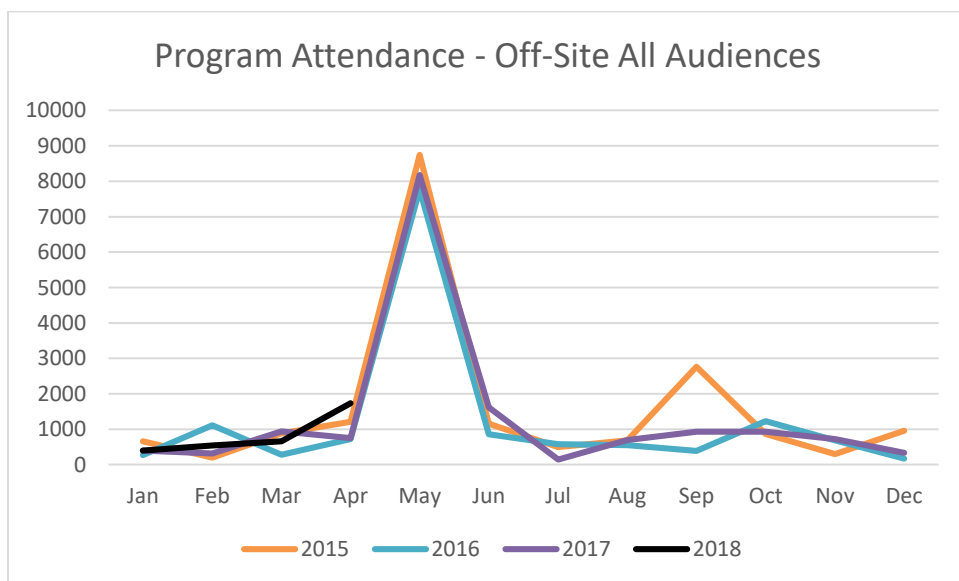
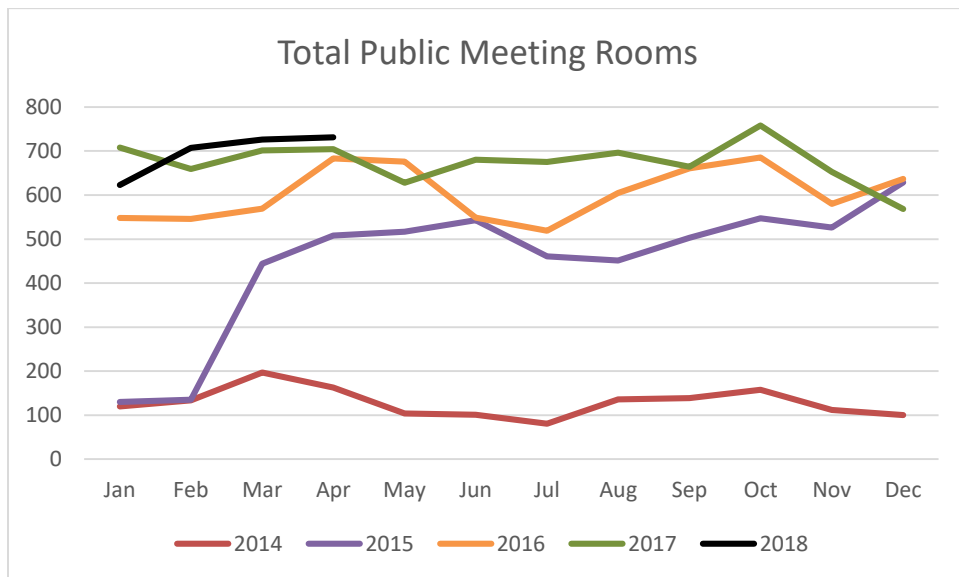




#### **Goal 4: Promote a climate of civility, inclusiveness, and compassion.**

- Mary Ann Macklin and Scott McNeill, ministers with the Unitarian Universalist Church of Bloomington, led a discussion on the intersection of spirituality and the LGBTQ+ community as part of the “Bloomington PRIDE Workshop Series” created by Librarian Erica Brown. The 16 attendees talked about the difference between spirituality and religion, why LGBTQ+ people leave religion, and why there might be stigma against religion and spirituality in the LGBTQ+ community. Participants shared their stories and discussed their views.

- Teen librarians Sam Ott and Jen Hoffman hosted a popular after hours laser tag program. One teen exclaimed “I love the Library! The Library is my home.”
- Special Audiences Strategist Chris Jackson rode the Book Bike to the Monroe County Autism Foundation’s Fun Day at Olcutt Park where he promoted Library programs and services and served as a carnival barker for some of the activities.
- “Books on Tap” met at C3 and 17 people discussed the book *Dark Matter* by Blake Crouch. The Library received positive comments about programming, auto-renewals, digital holdings, and the Facebook page. *Bloom Magazine* plans a small write-up of the program for their next issue, so they attended to take notes and pictures.



## Community Engagement, Relationship Building and Partnerships

- As Chair of the Bloomington Council for Community Accessibility's Accessibility Committee, Chris Jackson participated in the Breaking Down the Barriers event that celebrated local businesses which accommodate customers of all abilities. He is also planning accessibility surveys for Monroe County Community School Corporation buildings that will take place this summer.
- Forty-two people attended "Nerd Night" at the Bishop, coordinated by Librarian Matt Neer. Attendees enjoyed learning about new subjects like the history of hip hop and feminism in bowling, as well as a performance by local band Full Sun. A participant sent a comment to the Library detailing how much they enjoyed this program, as well as other recently developed and on-going programs targeting younger adults.
- Thirty-nine attendees learned more about local history and legends from two folklore PhD students. They performed an episode of their podcast *Encounters* for a live audience and answered audience questions during a lively Q&A session, including some about the supernatural.
- Cathy Meyers of the Indiana Native Plant and Wildflower Society provided a one and a half hour walking tour from the Library, through downtown, Dunn's Woods, Dunn Meadow, and the IU campus for a "Native Plants Walking Tour." She pointed out many local plants, talked about invasive plants, and answered questions from attendees. Twenty-seven people attended the event, including several families.
- More than 450 children and caregivers learned how to say greetings in various languages by using puppets to interact with Community Engagement Manager Josh Wolf at the Lotus Blossoms Festival at Fairview Elementary. Families also learned about library programs and services at the festival.
- A new story, *Don't Wake Up the Tiger*, was installed in the Story Walk at Reverend Butler Park on 9<sup>th</sup> Street near Fairview Elementary School. Volunteers from the City of Bloomington's Read for 200 literacy initiative joined Librarian Christina Jones and Banneker Center Librarian Jennifer Perry to present a special storytime at the park
- The Library participated in the Bicentennial Celebration on Kirkwood with crafts, games and a stage. Library customers and staff performed a variety of musical acts and other talents. Many of the patrons are regular users of Level Up to record their music. The Library also had spoken word presentations each hour. Members of the community and several volunteers for the "Read for 200" initiative led by The City of Bloomington Commission on the Status of Black Males read poems for the crowd. The Library engaged with more than 200 people at the event.
- Marilyn Wood serves as a member of the Indiana University Advisory Committee for Professional Programs for the Department of Information and Library Science. She attended a recent meeting to review and discuss the *Plan for the Self-Study* report for re-accreditation, which was submitted to ALA earlier this month. This report includes areas of curriculum development and preparation for librarianship.
- The Leadership Team hosted 11 staff members from the Greenwood Public Library who visited to learn more about MCPL's outreach, user experience, and use of brand in marketing and reading initiatives. Greenwood PL also toured the Library to look at technology and STEM/maker areas as a resource for them as they work on their strategic plan.

## Evolving Areas in Libraries and Librarianship

- Children's Strategist Lisa Champelli attended a workshop at the Technology in Early Childhood Center of the Erickson Institute in Chicago to learn about latest research and participate in discussion of the question: **How is children's play impacted by technology?** Main takeaway: Child development doesn't change, context does. We need to stop focusing on "screen time" and focus on the content and context of how children use technology. "Screen time" is an outdated term referring to one child, sitting and passively watching one TV. Instead, we need to consider not just the time spent with a screen, but the content, quality of engagement and social interactions involved.

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

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

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

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

Local Tag	Description	Serial #
	See attached list - CATS equipment	
	1 slide projector	
	1 broken 65 inch TV (from TGF).	
460401631	Graphics Printer Asset tag	
460401719	computer	
	computer	2UA8450VV2
	computer	MXL9421BP8
	computer	2UA8450VVJ
	computer	2UA8450VVV

ADOPTED THIS 16th DAY OF MAY, 2018

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Table 1

Item	Quantity	Serial Number	Broken	Obsolete
19" Computer CRT	1	9QMG04B005521		X
36' Audio Snake	1		X	X
4' equipment rack	2			X
6' Double Width equipment rack	5			X
6' Equipment Rack With Door	1			X
ADC Audio Patch Pannels	7			x
AJA IoLA Video Interface	1	G48227		x
APC Power Stack	1			x
APC ups PS250	2		X	
ASD RS242 Patch Pannel	1		x	x
AVS Manuscript 2000 Series	1			x
AVS Manuscript Elite Series	1	9803		x
Bogen 3056 Tripod Wheels	2			X
Bogen 3068 tripod	1			X
Bogen 3191 Tripod and 3066 Head	1			X
Bogen 3191 tripod	1			X
BVS LD200 Lumped Video Delay	6			x
Canare Video Patch Pannels	4		x	x
Canon CR10 Camera Servo	2			X
Casablanca Video Editor	1			X
Chaparral Monterey 100c Descrambler	1		x	x
Corio Scan Converter	1		X	X
Crown D-45 Power Amp	2		x	
Custom Video Distribution Amps	3			x
DA Cards	12			x
Dell Computer	1	9S0D711		X
Dell Computer	1	2H1NW11	X	X
Dell Computer	1	936Y111		X
Dell Computer	1	JYGLW11		X
Ditital Processing RC-220 Remote Control Unite	1	6A617017		x
DPS 235 Frame Sync	1	8E235018		x
Drake M2410 Video Modulator	1	70900194	x	x
Echolab MVS Switcher	1	M5745		x
Echolab MVS Tally Relay Box	1			x
Echolab MVS5 Switcher/Contronler	1	M5746		x
Epson Perfection V350 Photo Scanner	1		X	x
External Firewire DVD Drive Enclosure	1		X	X
External Firewire Hard Drive Enclosure	1		X	X

Item	Quantity	Serial Number	Broken	Obsolete
Extron SW4 AR Video Switcher	5			x
Field Fire DV Media Converter	1		X	X
GE CG9808SE VHS Camcorder with Case	1	6L2Z01926	X	X
Generic 9" CRT Black and white Monitor	1		X	X
Gentner Teleswitch	1			x
Grass Valley Ten X Switcher	6			x
Hitachi RU-Z1 Operation Unit	3			x
Hitachi Z2010A Camera With Lenz, CRT Viewfinder, Focus and Zoom Controls	1	8020242		X
Hitachi Z2010A Camera With Lenz, CRT Viewfinder, Focus and Zoom Controls	1	8020241		X
Hitachi Z2010A Camera With Lenz, CRT Viewfinder, Focus and Zoom Controls	1	8020243		X
iMac	1	QP9050EA0KM	X	X
Insignia 17" LCD Monitor	2		X	
JVC 13" CRT Monitor	1		X	X
Kramer Broadcast 1042 Video Component Distributor	4			x
Kramer Broadcast 4041C Component Encoder	1	560238		x
Kramer Broadcast 4043 Component Transcoders	5			x
Leitch DPS-220 Frame Synchronizer	3			x
Leitch DPS-235 Transcoding Synchronizer	3			x
Leitch FR-684 Video Distribution Frame	4			x
Leitch FR-884 Audio Distribution Amp Frame	2			x
Leitch Router Head 32x1p	10		x	x
Leitch Router Head 32X32p	1		x	x
Leitch VIA-32 Audio Router	1			x
Leitch VIA-32 Video Router	1			x
MAC G4 Power PC	1	XB9390B8HFZ	x	x
MAC G4 Power PC	1	XB0460UPJ3B		X
Memorex TV	1		x	x
Novablox Video Processing System	1	60640		x
Olsen Technology OTD-2000 Modulator	1	31	x	x
Panasonic 13" CRT Monitor	1		X	X
Panasonic 2068 CRT TV	1		X	X
Panasonic 9" CRT Monitor	4		X	X
Panasonic AG-7400 Field Recorder	1	D1TA00011		x
Panasonic Camcorder PV-GS120	1		X	X
Panasonic Camcorder PV-GS7D	1		X	X
Panasonic Fuse Power AC Adaptor	1	K2A40312	x	x
Panasonic Live Switcher AW-SW350	1	K3TUIA0007	x	x
Panasonic WJ-MX50 AV Mixer	1		X	X

Item	Quantity	Serial Number	Broken	Obsolete
Panasonic Edit Controller	1	71292133		X
QTV prompter with controller	1		X	X
Sachtler Tripod Legs	2			X
Scan Do Pro II Computer Video Scan Converter	1		x	x
Sigma Electronics SDA-2682 Video Distribution Unit	1			x
Sigma Series SLX Video Audio Switcher	2			x
Sigma TSG-440 Test Sync Generator	2			x
Sony 17' CRT Monitor	6		X	X
Sony 27" CRT TV	1			X
Sony 9" CRT Monitor	10		?	X
Sony Camcorder DCR-TRV230	1	701575	X	X
Sony Camcorder DCR-TRV525	1	1000957	X	X
Sony DSR-300 Camcorder with Lenz	1	12927		X
Sony DSR-300 Camcorder with Lenz	1	12970		X
Sony DSR-300 Camcorder with Lenz	1	12967		X
Sony DXC M2 with External Battery enclosure	1	10989		X
Sony DXC M2 with External Battery enclosure	1	10412		X
Sony Edit Controller RM450	1	82038		X
Sony Hardshell Camera Case	6			X
Sony KV-20EXR10 CRT TV	1		X	X
Sony Trinitron Monitor	1	2007661		x
Sony Trinitron Monitor 21'	2			x
Sony Trinitron Preview Monitor	2	6015484		x
Sony VX-1000 Camcorder with Case and Extra Lenz	1	68177	X	X
Standard Agile 40C/K Modulator	1	32U400010	x	x
Standard TVM 450 Modulator	1		X	X
Stubby Quickset Tripod	1		X	X
Symetric 422 Stereo Leveler	3		x	x
Symetrix 620 A/D Converter	1			x
Tecnec Burbank Series A/B Switchers	5			x
TecNec Smart A/B Switch	2			X
Tectronix 1701 J Waveform Monitor	3			x
Tectronix 1720 Vector Scope	3			x
Telex Lav Receiver	1			x
Uniden USD 7700at	1	95003847		x
VDA Cards	35			x
Video Control Switch (generic)	1		X	X
Viewsonic GS790 19" Computer CRT	1	31E014827006		X

**Memorandum of Understanding  
Between Monroe County Public Library and the Endwright Center**

This memorandum of Understanding (MOU), effective from August 6, 2018-December 15, 2018, is hereby made and entered into by and between the Monroe County Public Library ("Library"), having an Ellettsville Branch Library with an address of 600 W. Temperance Street, Ellettsville, Indiana, and Area 10 Agency on Aging, ("Area 10") 631 Edgewood Drive, Ellettsville, IN.

Whereas the parties to this agreement are dedicated to collaborative solutions to community issues, and

Whereas the Ellettsville Branch Library will be closed for renovation from August to December, 2018, and

Whereas, Area 10 has space available for the Library to make use of to deliver library services through the Endwright Center.

Therefore, the parties agree as follows:

- Area 10 will make space available to the Monroe County Public Library, during business and non-business hours, from August 6 – December 15, 2018.
- Area 10 will provide keys for the Library's possession from August 1-December 15, for access to the facility during non-business hours.
- The Library will provide Area 10 a copy of their Certificate of Liability that will list Area 10 Agency on Aging as an additional insured during this time.
- The Library will be responsible for opening the space (with keys provided by Area 10), and ensuring it is locked and secure at closing.
- Area 10 will provide access to WiFi, electricity, restrooms, lobby and program room(s) spaces within the Endwright Center facility, and parking in the Center lot, for Library customers and staff. Staff and visitors will not leave the Endwright Center space and enter the greater office area.
- The Library will provide limited Library services (books, Library supplied laptop computers, reference assistance, programming) in the Endwright Center on Wednesdays, 3-7 PM and Saturday from 11 AM – 4 PM. Staff members may be in the building up to a half hour prior to opening and after close.
- Each day of Library services will be staffed by a minimum of a MCPL Librarian and a Customer Service staff member.
- Library staff and customers will adhere to all Area 10 use policies.
- Library staff and customers will adhere to all Library Behavioral Rules.
- The Library will park the Library Van for unloading lobby stop materials in the Area 10 lot, or in the Edgewood Apartments lot on days of service delivery.
- The Library will not be responsible for custodial care or maintenance of the facility; however, Library staff will vacuum the carpeting (with a vacuum supplied by Area 10) if it requires

cleaning after Library programming. The Library will promptly notify the Area 10 staff of any custodial care or maintenance needed beyond vacuuming.

- The contact person for the Area 10 space will be: Rebecca Ball, Endwright Center Director, 812.876.3383 ext. 582, [rball@area10agency.org](mailto:rball@area10agency.org).
- The contact person for the Library will be: Chris Hosler, Programming & Branch Services Strategist, 812.349.3210, [chosler@mcpl.info](mailto:chosler@mcpl.info).

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John Walsh, President  
Monroe County Public Library Board of Trustees

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Chris Myers, Chief Executive Officer  
Area 10 Agency on Aging

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Date

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Date

## **Recommendation to Hire Architect for Branch Feasibility Study**

### **RFP Process & Proposals Received**

On March 21, the Library Board of Trustees approved issuing a Request for Proposal to solicit interest from qualified architectural firms to develop a feasibility study for a new Branch Library in Monroe County.

On March 22, the RFP was emailed to 11 local or regional architectural firms. On April 18, six firms submitted a proposal (Browning Day Mullins Dierdorf; Krm Architecture; Matheu Architects; Odle McGuire Shook; synthesis MSR; VPS Architecture).

### **Scope of Work and Evaluation of Submissions**

The RFP detailed the scope of work as follows, The Feasibility Study shall include basic processes to:

1. Gain community involvement through a community engagement process.
2. Develop with staff a program and service plan.
3. Identify building size required to meet service needs.
4. Develop site specifications.
5. Identify site location options and recommendations.
6. Develop optional building project cost estimates to meet requirements.
7. Develop a well-organized report booklet and electronic presentation.

Proposals were evaluated on the following:

1. Proven qualifications and project experience in conducting similar public project feasibility studies.
2. Demonstrated track record of working with communities and stakeholder groups.
3. Ability of proposer to provide quality and timely products and services.
4. Quality of information presented in the proposal. Demonstration of clear understanding of scope of services and deliverables.
5. Client References.
6. The proposer's fee proposal for the project.
7. Other factors determined to be in the best interest of the Library.

The proposals received were reviewed by Marilyn Wood, Jane Cronkhite, Chris Hosler, and Joshua Wolf. Three firms were selected for an interview:

- Matheu Architects
- Odle, McGuire, Shook
- VPS Architecture

On April 24 and 25<sup>th</sup>, two of the finalists were interviewed. VPS was unable to attend and withdrew due to their workload.

## Recommendation

We recommend Matheu Architects serve as the architectural firm for the Feasibility Study.

Their project team will include:

- Christine Matheu, lead architect; primary communication with MCPL and the Monroe County community
- Kristopher Floyd, assisting architect
- Bledsoe Riggert Cooper James, Inc., Civil engineers, land surveying, landscape architects, site design, land planning, etc.
- John L West, Jr – Principle Broker/Owner, F.C. Tucker Bloomington, REALTORS
- J.R. Keller, LLC, library planning and design consultant
- Toni Garvey, Garvey Library Consulting, library service plan development, feasibility studies, facilities master planning

Matheu Architects is recommended based on the following:

- Their team credentials and experience. They have assembled a team with extensive experience and expertise in all areas of our feasibility study scope.
- Their ability to listen and respond to the parameters and needs of our proposed study.
- The clarity of their plan to conduct the study.
- Their vision and exploration of potential strategies to reach the community in creative and practical ways.
- Location of their firm in Bloomington.
- Their knowledge of local government processes and officials, and opportunities to partner.
- Their excitement in developing a solution that will enrich Monroe County.

## Project Timeline

1. Library Board votes on recommendation at May 16, 2018 meeting
2. Successful candidate notified on May 17, 2018.
3. Contract for services reviewed by the Library and Counsel between May 17-June 6, 2018.
4. Library Board votes on approval of contract on June 20, 2018
5. Feasibility Study may begin on June 21, 2018.
6. Feasibility Study completed and report submitted to MCPL on December 1, 2018.

## **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 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 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

Policy will be reviewed annually by the Board

# MONROE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES

## RESOLUTION ELECTING TO JOIN THE PUBLIC EMPLOYEES' RETIREMENT FUND AS ADMINISTERED BY THE INDIANA PUBLIC RETIREMENT SYSTEM

WHEREAS, the Monroe County Public Library is the governing body of Monroe County, a political subdivision or miscellaneous participating entity in the STATE OF INDIANA; and

WHEREAS, for the purposes of this document and interpretation of statutes governing the Public Employees Retirement Fund ("PERF"), "Plan" refers to the public employees' defined contribution plan under IC 5-10.3-12 ("ASA Only"). "Fund" refers to the PERF Hybrid defined benefit pension fund ("PERF Hybrid").

WHEREAS, political subdivisions may participate in ASA Only and choose whether employees are required to become members of the **Plan**, the **Fund** or may choose membership in either the **Plan** or the **Fund**.

WHEREAS, The governing body is fully cognizant that, if it is resolved that the governing body will place any employees in the **Fund**, the percentage of cost of gross annual payroll of covered employees has been set at   % [to be filled in by INPRS] by the actuary of the Fund, and that the Board of Trustees of the Indiana Public Retirement System directs the actuary to annually review the status of the employees covered and shall adjust the cost percentage accordingly so that the Fund will remain on an actuarially sound basis; and

WHEREAS, The governing body is fully cognizant that, if it is resolved that the governing body will require employees to enter the **Plan** or offer employees a choice between **Fund** and **Plan** membership, the governing body shall submit a resolution with the following information regarding their participation in the **Plan**:

1. Specify the political subdivision's contribution rate to the plan as a percentage of each member's compensation AND pay such contributions as required under IC 5-10.3-12-23; and IC 5-10.3-12-24.5. Such rates must be greater than or equal to zero percent (0%) and may not exceed the percentage that would produce the normal cost for participation in the fund under IC 5-10.2-2-11.
2. Specify the political subdivision's matching rate that is the percentage of each member's additional contributions to the plan that the political subdivision will match. A political subdivision may specify only:
  - (1) zero percent (0%); or
  - (2) fifty percent (50%).
3. Specify whether the political subdivision will pay any part of a member's contribution on behalf of the member;
4. Specify whether employees will automatically be enrolled in the **Fund** or the **Plan** if

an eligible employee does not make an affirmative election.

WHEREAS, if such governing body participates in **Fund**, such governing body acknowledges its liability and that, pursuant to law, it and its successors in office, must appropriate sufficient funds each year to retire the employees' prior service liability in an orderly manner and also fund the current cost accruing annually.

WHEREAS, if such governing body participates in **Plan**, such governing body acknowledges its liability and that, pursuant to law, it and its successors in office, must appropriate sufficient funds each year to meet all contribution obligations required by law.

WHEREAS, such governing body acknowledges and agrees to make a supplemental contribution to the fund in an amount necessary to pay the employer's share of the fund's actuarial unfunded liability that other employers would otherwise be required to pay because the employer's employees are becoming members of the plan instead of the fund.

WHEREAS, such governing body acknowledges and agrees, when an employee separates from service before the member is fully vested in the employer contribution subaccount, the amount in the employer contribution subaccount is forfeited as of the date the member separates from service and that such forfeited amounts shall be used to reduce the unfunded accrued liability of the fund as determined under IC 5-10.2-2-11(a)(3) and IC 5-10.2-2-11(a)(4). Employers without an unfunded liability, such as employers joining PERF for the first time and offering only Plan membership, such forfeited amounts will be returned to the employer in the form of a credit to the employer contribution subaccount.

WHEREAS, the General Assembly of the State of Indiana has authorized covered employers to pick-up all or part of members' mandatory contributions.

**NOW THEREFORE, BE IT ORDAINED** by the governing body of the Monroe County Public Library in the State of Indiana:

**SECTION ONE:** The Monroe County Public Library elects to become a participating political subdivision or miscellaneous participating entity in the Public Employees' Retirement Fund by including classes of employees as stated below in the coverage under Chapter 340 of the Acts of 1945, and all Acts amendatory thereof and supplemental thereto.

**SECTION TWO:** The Monroe County Public Library elects to offer the following retirement plan(s) under the Public Employees' Retirement Fund:

<input type="checkbox"/>
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PERF Hybrid

ASA Only

Both PERF Hybrid and ASA Only to all employees, allowing the employee to choose in which retirement plan the employee will participate, as permitted by law.

☐

ASA Only, in addition to PERF Hybrid, for which this governing body has already submitted a resolution to join PERF Hybrid.

☐

PERF Hybrid only to certain classes of employees and ASA Only to certain classes of employees as set forth in an attached document.

☐

Both PERF Hybrid and ASA Only to certain classes of employees, as set forth in an attached document, allowing those employees to choose in which retirement plan the employee will participate, as permitted by law.

**SECTION THREE:** If an employee is eligible to choose membership in either the Fund or the Plan, and that employee fails to make an election within the period set forth in IC 5-10.3-12-20 and 35 IAC 1.3-4-1, said employee will be automatically and irrevocably enrolled in the following plan:

☐

PERF Hybrid

☒

ASA Only

**SECTION FOUR:** That, effective as of the 1<sup>st</sup> day of January \_\_\_\_\_, 20 19, this participating political subdivision or miscellaneous participating entity shall pick up **all** of the mandatory contribution for **all** employees who are members of PERF. Said employees shall not be entitled to choose to receive the contributed amounts directly instead of having them paid by the employer to the specified pension fund.

#### CHOOSE EITHER 4A OR 4B

☒

**4A. New Money Pick-Up** - That the above contributions, even though designated as employee contributions for state law purposes, are being paid by the employer in addition to regular compensation as a supplemental contribution that is separate and distinct from the employees' current or future compensation, and in lieu of contributions by the employees. Such contributions will not be included in the gross income of the employees for any tax reporting purposes, such as for federal, state or local income tax withholding, or FICA taxes, until distributed either through a pension benefit or a lump sum payment. These contributions are made on a pre-tax basis and are paid by the employer on behalf of the employee.

☐

**4B. Salary Reduction Pick-Up** - That said contributions, even though designated as employee contributions for state law purposes, are being paid by the employer via a reduction in salary. Such contributions will not be included in the gross income of the employees for certain tax reporting purposes, that is, for federal, state, or local income tax withholding, until distributed either through a pension benefit or a lump sum payment. Such contributions will be

included in the gross income of the employees for FICA taxes when they are made. These contributions are made on a pre-tax basis but are paid by the employee through a payroll deduction.

**SECTION FIVE:** The Monroe County Public Library, as a participating political subdivision, offering the Plan, agrees to pay a contribution rate to the Plan as a percentage of each member's compensation in the amount of 4.2 %. This amount may range from 0% to the percentage that would produce the normal cost for participation in the fund under IC 5-10.2-2-11.

**SECTION SIX:** The Monroe County Public Library, as a participating political subdivision, offering the Plan, agrees to pay a matching rate in the amount of:

☐

Fifty Percent (50%)

☒

Zero Percent (0%)

which is the percentage of each member's additional voluntary contributions to the Plan that governing body will match.

**SECTION SEVEN:** The positions listed on an attached document are declared covered by the **Fund**, the **Plan**, or **Both** as indicated in the attached document.

**SECTION EIGHT:** It is hereby declared that none of the classifications or positions specified in Section Three are compensated on a fee basis or of an emergency nature, or in a part-time category.

**SECTION NINE:** The active participation membership of the Monroe County Public Library

(Name of Political Sub) shall begin on January 1, 2019.

**SECTION TEN:** This resolution shall be in full force and effect from date of passage and upon approval of the Board of Trustees of the Indiana Public Retirement System, except that active participating membership shall begin on the date set forth in Section Nine (9).

**RESOLUTION ELECTING TO JOIN THE PUBLIC EMPLOYEES' RETIREMENT  
FUND:**

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

AYE

NAY

_____	_____
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**Appendix A**

<b>Covered Position(s)</b>	<b>Eligible Plan(s)</b>
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