

BOARD OF TRUSTEES MEETING
Wednesday, September 15, 2010
Meeting Room 1B
Immediately following Public Hearing on 2011 Budget

AGENDA

1. Call to Order –President Fred Risinger
2. Consent Agenda – action item – Sara Laughlin
 - a. Minutes of August 18, 2010 Board Meeting (page 1-10)
 - b. Minutes of September 8, 2010 Work Session (page 11-14)
 - c. Minutes of September 8, 2010 Executive Session (page 15)
 - d. Monthly Bills for Payment (page 16-20)
 - e. Monthly Financial Report (page 21-40)
 - f. Board Calendar (page 41)
 - g. Personnel Report (page 42-43)
3. Director’s Report (page 44-50) – Sara Laughlin
4. Old Business
 - a. Main Renovation Update – Mickey Needham
5. New Business
 - a. Internet and Computer Use Policy Annual Review and Revisions – action item – (page 51-54) – Ned Baugh
 - b. Contract with ECI for Payroll/HRIS/Time Management – Kyle Wickemeyer-Hardy
6. Public Comment
7. Adjournment

MONROE COUNTY PUBLIC LIBRARY
Board of Trustees Meeting
Meeting Room 1B
Wednesday, August 18, 2010

Attendance

Board Members Present: Dave Ferguson, Kari Isaacson, Steve Moberly, Randy Paul, Melissa Pogue, Fred Risinger, and John Walsh.

Staff: Dana Burton, Pat Combs, Phil Eskew, Bonnie Estell, Penny Gillie, Paula Gray-Overtoom, Ruth Green, Janet Harris, Margaret Harter, Shawn Henline, Chris Jackson, Joe Langfitt, Sara Laughlin, Dory Lynch, Faye Mark, Pete Mosora, Mickey Needham, Bobby Overman, Wendy Rubin, Jane Ruddick, Kathy Starks-Dyer, Bara Swinson, Pam Wasmer, Michael White, and Kyle Wickemeyer-Hardy.

Others: Tom Bunger and Rita Lichtenberg.

Call to Order

President Fred Risinger called the meeting to order at 5:45 p.m.

Consent Agenda

The consent agenda (Minutes of July 21, 2010 Board Meeting; Minutes of August 9, 2010 Executive Session, Minutes of August 11, 2010 Work Session; Monthly Bills for Payment; Monthly Financial Report; Board Calendar, and Personnel Report) was presented for approval.

Steve Moberly moved; Melissa Pogue seconded approval of the consent agenda as presented. Motion carried unanimously (Dave Ferguson absent for vote).

Director's Report

Sara Laughlin presented the Director's Report and explained that the longer, more detailed format aligns better with the Strategic Plan. Statistics for key goals are shown. Sara highlighted literacy efforts noting that 4,611 people attended 209 programs in the month of July.

Kari Isaacson asked about the status of discussions on moving the VITAL program to Broadview School. Sara explained that she was approached about this possibility late last year, but there have been changes at Broadview School since then. A survey was recently sent out regarding the possibility of such a move.

Randy Paul asked how much has been paid in legal fees for union negotiations. Sara responded that a total of \$29,473 has been spent to date including \$19,865 spent in 2009.

Randy Paul asked how much was spent for the salary study. Sara estimated that about \$40,000 was spent for this study in 2009.

Randy Paul asked how many of the reported "ending employment" positions in the personnel report would not be filled. Sara responded that the circulation clerk positions at Main and Ellettsville will not be filled.

Main Renovation Update

Mickey Needham presented a Main renovation update noting that we are in the final stages. The book collection is being moved to permanent locations and furniture will be arriving soon.

John Walsh asked about feedback on the new drive-up window location. Mickey responded that it has been mostly positive.

Randy Paul commented that the parking lot is great, especially for handicapped access. He felt that some people might not be utilizing the lay-by area because it is marked “loading area.”

2011 Budget

Sara Laughlin presented the 2011 Budget. This budget will be sent to the Monroe County Council for non-binding review on August 24. It will also be advertised at least 10 days prior to the public hearing on September 15. Library Budget Form 3 includes an excessive levy appeal in the amount of \$9,250 due to a rounding difference at the state level. Detailed line items for all funds are shown on Library Budget Form 1. At the request of the board, a new development position has been moved from the Rainy Day Fund to the Operating Fund.

Steve Moberly asked if the development position is now included in Line 1130. Sara Laughlin confirmed.

Randy Paul asked if the dollar amount for County Option Income Tax (COIT) for 2011 has been received. Sara Laughlin stated that it has not yet been received and that Bonnie Estell has been checking daily with the County Auditor’s office.

Randy Paul stated his belief that giving any pay raises for 2011 would not be prudent. He feared that giving pay increases while others in the community are losing jobs or going without raises for years would make those people feel that library employees think they’re better than them. He felt that political fallout would haunt the board for years to come and noted that over the next five years the library will need to raise a few million dollars from the public. He also felt that MCPL has known about budget cuts for six years and has continued to increase the budget even against advice of the Long Range Financial Planning Committee. He cited \$250,000 in pay raises and \$750,000 for the Radio Frequency Identification System (RFID) as examples.

Randy Paul moved that 1) The board conduct at least two open forums on the budget; 2) the board vote “no” on pay raises; 3) the board appoint a fund-raising task force comprised of board members, Friends of the Library members, and public before January 2011; and 4) the board

agree to operate under a “pay as you go” system from January 2011 through December 2013. Dave Ferguson seconded.

Dave Ferguson noted that often no members of the public show up at the advertised public hearings.

Fred Risinger added that the budget will not be approved until October 27 and there will be a public hearing before that time.

Steve Moberly called on Sara Laughlin to respond to Randy Paul’s comments. Sara explained that the total amount of recommended pay increases in the Salary Study was \$250,000. Half of the increases for staff were funded in the 2010 budget. Included in the 2011 budget is \$38,000 for the second half of the recommended raises to bring staff to the minimum for their pay grade. Additionally, \$34,000 has been requested to fund the first half of the managers’ pay raises as recommended by the study. Also included is a 1% increment in order to move employees through the pay schedule. The total increases for 2011 would be approximately \$110,000.

Referring to Randy Paul’s comment about spending \$1 million, Sara Laughlin explained that for the RFID system, \$250,000 came from one-time shortfall appeals money, and about \$500,000 was funded through the 2010 and 2011 Capital Projects Fund.

Randy Paul felt that it was still a million dollars no matter which fund it came from.

Fred Risinger stated that Sara Laughlin has provided a list of savings options for review. He felt that, rather than approve Randy Paul’s motion, the board should review the options as presented by Sara and noted that the budget for advertising purposes must be approved at this meeting.

John Walsh clarified that approving the budget for advertising does not approve any pay raises.

Steve Moberly moved; John Walsh seconded tabling Randy Paul’s four-part motion until the October 27 board meeting. Motion carried unanimously.

Steve Moberly commented that the proposed budget is an estimate of what we expect to receive and what we expect to spend. Line items are not necessarily expended in their entirety. More information will likely be available before the budget is adopted in October and the salary schedule will not be approved until December.

Randy Paul moved; Melissa Pogue seconded approval of the 2011 budget for advertising as presented (Operating Fund: \$7,464,532; Library Improvement Reserve Fund: \$296,932; Library Capital Projects Fund: \$404,000; Debt Service Fund: \$1,996,000; Rainy Day Fund: \$473,310; and Excessive Levy Appeal: \$9,250). Motion carried unanimously.

Joint Submission for Approval On Behalf of Monroe County Public Library and American Federation of State, County and Municipal Employees, AFL-CIO, and its Local Number 2802 (“AFSCME”)

Sara Laughlin presented for approval the negotiated agreement between the library and the AFL-CIO, AFSCME Local Number 2802. As background, Sara noted that the process started in December 2007 when the board adopted a “Resolution Establishing Policies Concerning Employee Organizations.” An election was held in April 2008 and library employees voted to proceed. The document being presented at this meeting was ratified by the union on July 30, 2010. Sara thanked the negotiating team members Phil Eskew, Bobby Overman, Jane Ruddick, Bonnie Estell, Chris Jackson, Mickey Needham, and Kyle Wickemeyer-Hardy. Sara recommended approval of the joint submission.

Kari Isaacson moved; Randy Paul seconded approval of the joint submission of the union agreement as presented. Motion carried 6-1 (Ferguson voting nay). [Motion was amended later in meeting to include effective dates.]

Randy Paul congratulated staff and administration.

Personnel Policy Changes Related to AFSCME Agreement: Sections 2.01 Recruitment and Hiring, 2.02 Nepotism, 4.11 Leave without Pay; 4.13 Bereavement Leave, 5.01 Safety, and 5.13 Business Travel

Sara Laughlin presented for approval changes to the personnel policy manual related to the AFSCME agreement. Sara explained that these changes are negotiated wording and cannot be changed. There may be additional changes in the future.

Referring to Section 2.01 Recruitment and Hiring, John Walsh asked if the library was compelled to post vacated positions. Sara Laughlin responded that the library was not compelled to post vacancies, but, if posted, positions must be posted for a minimum of seven days. The library can choose not to post positions or not to fill positions after posting.

John Walsh asked if the proposed changes had been reviewed by attorney Tom Bunker. Mr. Bunker responded that the changes are all part of the negotiated agreement.

Dave Ferguson asked if the bargaining unit had requested three bereavement days instead of the existing five days. Sara confirmed that three days were requested with a longer list of approved relationships.

Randy Paul moved; Kari Isaacson seconded approval of the changes to the personnel policy manual as presented. Motion carried unanimously.

Recommendation to Select Benefits Broker

Kyle Wickemeyer-Hardy reviewed the process for selecting a new insurance broker. A Request for Proposal (RFP) was sent to five reputable local and regional providers. One firm declined and one did not respond. Responses were received from RE Sutton, The Hylant Group, and JA Benefits. Following review and reference checks, JA Benefits was determined to be the best match for MCPL and notification was made on July 22.

Dave Ferguson expressed disappointment that the board was not involved in the decision or even aware of the decision. Having served

on the Health Care Task Force last year, he was also surprised that the Task Force was not involved.

Randy Paul was also surprised that the Health Care Task Force was not involved and commented that he felt RE Sutton had done an excellent job of working with the Task Force last year.

Fred Risinger commented that, according to Kyle, there was a considerable difference in the proposals. Kyle commented that based on her daily involvement with the broker, she felt that JA Benefits would be better.

Randy Paul felt that there was a cost involved in commissions even though not paid directly by the library.

Kari Isaacson felt that Kyle had done a thorough and professional search for a new broker.

Steve Moberly expressed disappointment that the board was not consulted, especially in view of the time and money that has been invested in health benefits by the board. He felt that a big mistake had been made in not consulting the board and hoped that a lesson has been learned. He also noted that the Monroe County Community School Corporation had recently switched from the broker that MCPL selected to the broker with whom MCPL previously worked.

Kyle Wickemeyer-Hardy stated that she had conducted a fair and balanced search.

Randy Paul asked why the Health Care Task Force was not involved. Sara Laughlin explained that the Task Force was a “task force” that was called together originally to assist with health insurance selection and begin wellness efforts; it was reconvened last year to provide feedback on insurance options. The task force has not met this year. A new staff Wellness Committee has been formed and is anxious to have a broker that will work with them. Randy believed that Kyle had stated at the work session that the task force was involved in the decision.

Melissa Pogue felt that the board should place trust in management to make the right decisions.

Randy Paul asked what would happen if the board did not approve the selection of a new broker. Sara Laughlin responded that the broker has been hired and Anthem has been notified of the change. If not approved, the process would have to be reversed.

Steve Moberly asked why the item was on the agenda since it was already a “done deal.”

Fred Risinger expressed confidence in Sara Laughlin and Kyle Wickemeyer-Hardy.

John Walsh asked attorney Tom Bunger if action was required. Mr. Bunger responded that the board should ratify or not ratify the decision.

Melissa Pogue moved; Kari Isaacson seconded approval of the recommendation to hire JA Benefits as the new health insurance broker for the library. First vote: three ayes; three nays; 1 abstention. A roll call vote was called: Kari Isaacson, aye; John Walsh, nay; Steve Moberly, aye; Fred Risinger, aye; Dave Ferguson, nay; Melissa Pogue, aye; and Randy Paul, nay. Motion carried 4-3.

Steve Moberly stated that he had changed his vote in order to save administration the embarrassment and time involved in reversing their action but added that he would not want to see this happen again.

Amended Motion for Approval of the Joint Submission of the AFSCME Agreement

President Fred Risinger stated that Bonnie Estell had pointed out that page 14 of the AFSCME agreement required dates to be filled in. The term of the agreement is three years and it was suggested that it become effective as of this date of approval and remain in effect until August 17, 2013. An amended motion was required.

John Walsh moved; Randy Paul seconded amending the motion to approve the joint submission of the AFSCME agreement with an effective date of August 18, 2010 and remaining in effect until August 17, 2013. Motion carried 6-1 (Dave Ferguson voting nay).

Recommendation to Select Payroll/HR Information System/Time Management Software

Kyle Wickemeyer-Hardy presented a recommendation to select Electronic Commerce, Inc. (ECI) as the library's provider of payroll, HR information system, and time management services. Kyle reported that the library has used a PC-based ADP system since 2004. This PC-based product is no longer being upgraded by ADP. The Human Resources Department executed a targeted search and selection process for payroll, HRIS and time management services by distributing a Request for Proposal to three service providers – ADP, Single Point, and Electronic Commerce, Inc. Following interviews and on-site presentations to managers and staff, it was determined that ECI offers the best match for MCPL's needs.

Randy Paul asked how much the service would cost. Kyle stated that it costs about \$24-\$25,000/year. ECI will provide more services for approximately the same amount of money as ADP's current PC-based system and for \$10,000 less than their new system.

Dave Ferguson asked what the next step would be and noted that no pricing details were included in the recommendation request. Sara Laughlin stated that there is a range of prices depending on the options selected by the library. Dave Ferguson commented that ADP services about 35% of all payrolls in the country and asked how many companies ECI serves. Kyle was unsure but stated that they service primarily companies our size and larger. Kyle stated that she conducted multiple reference checks with current and former employers using ECI. Dave Ferguson asked if ECI offers the same guarantees as ADP. Kyle confirmed.

Melissa Pogue asked if MCPL's old data would roll over to the new company and if there were maintenance fees. Kyle stated that the old data will roll over. Maintenance fees are included in the monthly rate.

Randy Paul asked how long ECI has been in business. Kyle stated that this information was in their proposal, but she could not recall the number.

John Walsh asked about implementation costs and why this information was not included in the report. Sara Laughlin explained that implementation will cost between \$5,000 and \$10,000, depending on what options are selected. John Walsh asked if this figure includes data migration. Sara confirmed.

Steve Moberly asked why there were no numbers in the report and stated that all requests for board approval should contain specific numbers.

Randy Paul moved; Melissa Pogue seconded approval of the selection of Electronic Commerce, Inc. as payroll, HR information system, and time management provider. Dave Ferguson suggested amending the motion to approve beginning negotiations with ECI with pricing details to come back to the board.

Randy Paul moved; Melissa Pogue seconded authorization to begin negotiations with Electronic Commerce, Inc. Motion carried 6-1 (Moberly voting nay).

Dave Ferguson asked attorney Tom Bunger if a final contract with ECI would require board approval. Tom Bunger confirmed.

Randy Paul expressed appreciation to Kyle Wickemeyer-Hardy for her efforts.

Public Comment

Phil Eskew, acting president of AFSCME Local 2802, thanked the board for their approval action and stated his belief that it was a good thing and would make the library a better place for all.

Meeting adjourned at 7:30 p.m.

MONROE COUNTY PUBLIC LIBRARY
Board of Trustees Work Session
Wednesday, September 8, 2010
Meeting Room 1B

Attendance

Board Members Present: Dave Ferguson, Kari Isaacson, Steve Moberly, Randy Paul, and Fred Risinger.

Board Members Absent: Melissa Pogue and John Walsh.

Staff: Steve Backs, Ned Baugh, Pat Combs, Bonnie Estell, Sara Laughlin, Mark Mobley, Mickey Needham, Bara Swinson, Pam Wasmer, Michael White, and Kyle Wickemeyer-Hardy.

Others: Tom Bunger and Valerie Merriam.

Call to Order

President Fred Risinger called the meeting to order at 5:45 p.m.

Fred Risinger announced that MCPL's website has been ranked #3 among the nation's public libraries, following Los Angeles and New York City public libraries. Fred congratulated the staff.

2011 Budget

Sara Laughlin reported that the Monroe County Council has reviewed the 2011 budget giving its non-binding recommendation for approval. The County Option Income Tax (COIT) distribution figure for 2011 has been received. The amount for 2011 is \$2,087,229, approximately \$130,000 less than received this year.

Fred Risinger commended Sara Laughlin on her presentation to the County Council.

Kari Isaacson felt strongly that since the Singer Group was hired to look at pay stabilization and the board approved funding half of the recommendation for staff in this year's budget, that it would be almost immoral not to fund the pay stabilization recommendations for managers. She felt that any budget cuts should not be done at the expense of staff.

Randy Paul asked for an update on the Friends of the Library campaign. Sara Laughlin reported that the \$25,000 goal has been met. Randy asked if this amount is gross or net and how the money will be spent. Sara explained that it is the gross amount and that the money goes directly to the Friends of the Library who will decide how it will be distributed. The focus of this campaign was on children and donors could direct their donations in one of three ways: 1) 90% for immediate programming needs and 10% to the endowment; 2) 100% to the endowment; or 3) where the need is greatest.

Randy Paul estimated that based on the number of donors required to raise \$25,000 it would take 2,500 donors to raise \$250,000 in 2012 and 5,000 to raise \$500,000 in 2013. He felt that if a development officer was hired that person would be unlikely to start before March or April 2011 and could not be expected to raise that amount of money that fast. He felt that the board has offered no Plan B to raising the funds.

Kari Isaacson asked what was his Plan B.

Randy Paul felt that a fund-raising structure should be established now with a committee comprised of board members, Sara Laughlin, and members of the public. That committee should work to identify donors. He stated that it has not yet been decided whether to even hire a development officer.

Steve Moberly stated that we will lose \$500,000 in 2012 due to paying off our bond issue and receiving less in County Option Income Tax (COIT). He felt that no one on the board thought or had suggested that we were going to raise \$500,000 in donations. The board was aware that

there were challenges ahead but continuing to talk about raising \$500,000 was a waste of the board's time.

Randy Paul stated that the development position was in the budget for 2011. Steve Moberly clarified that the budget has not yet been approved and the development position has been listed as one of the possible cuts on the list of savings options presented to the board at the August 18 meeting.

Energy Audit Presentation and Recommendations

Ted Mendoza, Gengee LLC, presented a report on the energy audit. The study identified about \$285,000 in projects that would save \$56,000 annually, (21%), resulting in a 5.1 year payback period. Also identified were projects costing \$55,000 that would save \$29,000 (53% of total savings) with a 1.9 year payback. Based on the study, the staff developed a list of Energy Efficiency Investments for 2011. The estimated cost of the improvements of the list is \$60,000 which has been budgeted in Operating Fund line 3630 Other Repair. Included in the \$60,000 are all items on Gengee LLC's recommendations list with less than a five-year payback, plus the purchase of some new generation T-8 light bulbs. The library's facilities department will do some installations (sensors, etc.) saving labor costs. Other items will be contracted out.

The board discussed the recommendations and various issues related to the library's heating/cooling system.

Steve Moberly asked about safety issues with occupancy sensors in restrooms. Mark Mobley clarified that emergency lights would not be controlled by sensors and would remain on.

Dave Ferguson asked when a balance report was last done on the heating and air equipment. Mark Mobley responded that a balance report has never been done on the system. A spot check was done to identify non-working controllers in 2009. Dave felt that clearly there were problems with the heating/cooling system and a balance report should be done.

Sara Laughlin commented that the retro-commission of HVAC

equipment listed on the energy efficiency investments should correct some of these issues.

Randy Paul asked what the break-even period would be for these investments. Mark Mobley estimated it to be about two years.

Internet and Computer Use Policy Annual Review and Revisions

Ned Baugh presented proposed changes to the Internet and Computer Use Policy. Ned stated that some language has been tightened up, but the basic policy remains unchanged.

Public Comment

Valerie Merriam, Monroe County Community School Corporation board member, commended the library on the renovations. She expressed concern about the parking lot doors not being automatic and the pavement in front of the doors being difficult to cross for people using walkers. Regarding the budget, she felt that the library board had the luxury of time before a budget crunch was felt and urged the board to plan ahead. She felt that the public was concerned about what would happen in the future. She cited other organizations that had frozen salaries for two years and urged that the library not fund pay increases for staff.

Meeting adjourned at 6:50 p.m.

MONROE COUNTY PUBLIC LIBRARY
Board of Trustees Executive Session
Board Room
Wednesday, September 8, 2010

Attendance

Board Members Present: Dave Ferguson, Kari Isaacson, Steve Moberly, and Fred Risinger.

Board Members Absent: Randy Paul, Melissa Pogue, and John Walsh.

Staff Members Present: Bonnie Estell and Sara Laughlin.

Others: Tom Bunger

Call to Order

President Fred Risinger called the meeting to order at 7 p.m.

The Board discussed the purchase or lease of real property [IC 5-14-1.5-6.1(D)] and a Job Performance Evaluation of an Individual Employee [IC 5-14-1.5-6.1(9)].

The meeting adjourned at 8:55.

*Check Summary Register©

August 12, 2010 to September 08, 2010

Name	Check Date	Check Amt	
06100 CHASE BANK CHECKING			
Paid Chk# 080038 AMERICAN UNITED LIFE INS.	8/13/2010	\$1,489.82	403b TSA-AUL W/H C10048
Paid Chk# 080039 ANSWER INDIANA	8/13/2010	\$9.85	PAGER
Paid Chk# 080040 ARTHUR HALDEMAN	8/13/2010	\$69.95	REFUND ON LOST ITEM
Paid Chk# 080041 AT&T (IL)	8/13/2010	\$255.66	4 PHONE LINES
Paid Chk# 080042 DUKE ENERGY	8/13/2010	\$23,214.71	ELECTRICITY
Paid Chk# 080043 HOOSIER DISPOSAL #686	8/13/2010	\$361.40	TRASH SERVICE
Paid Chk# 080044 INDIANA LITERACY ASSOC.,	8/13/2010	\$35.00	MEMBERSHIP DUES
Paid Chk# 080045 LUANN DILLON	8/13/2010	\$57.60	FD/MILEAGE-MIDWEST ROOTS CONF.
Paid Chk# 080046 MIDWEST PRESORT SERVICE	8/13/2010	\$1,003.27	POSTAGE SERVICES
Paid Chk# 080047 SHAWN R. LEWIS	8/13/2010	\$26.95	REFUND ON LOST ITEM
Paid Chk# 080048 SMITHVILLE TELEPHONE CO.	8/13/2010	\$230.52	PHONE CALLS
Paid Chk# 080049 UTILITIES DIST. OF WESTERN IN	8/13/2010	\$32.00	ELECTRICITY-BKM
Paid Chk# 080050 JPMORGAN CHASE BANK, NA	8/19/2010	\$4,592.07	VARIOUS
Paid Chk# 080051 VERIZON WIRELESS	8/19/2010	\$129.03	BKM DATA LINES
Paid Chk# 080052 AT&T (IL)	8/24/2010	\$1,299.86	PHONE
Paid Chk# 080053 AT&T (OK)	8/24/2010	\$50.14	L-D PHONE CALLS
Paid Chk# 080054 FLEET SERVICES	8/24/2010	\$60.27	FUEL
Paid Chk# 080055 JULIET ISTRABADI	8/24/2010	\$40.00	REFUND ON LOST ITEM
Paid Chk# 080056 LISA CHAMPELLI	8/24/2010	\$160.00	FD/CYPD CONF. FEE
Paid Chk# 080057 MIDWEST PRESORT SERVICE	8/24/2010	\$510.74	POSTAGE SERVICES
Paid Chk# 080058 SOUTH CENTRAL INDIANA REMC	8/24/2010	\$44.01	BKM ELECTRICITY
Paid Chk# 080059 VECTREN ENERGY DELIVERY	8/24/2010	\$52.41	NATURAL GAS
Paid Chk# 080060 VERIZON WIRELESS	8/24/2010	\$103.80	CELL PHONES
Paid Chk# 080061 AT&T ADVERTISING	8/30/2010	\$135.00	DIRECTORY LISTINGS
Paid Chk# 080062 AT&T MOBILITY	8/30/2010	\$253.31	CELL PHONES/CATS
Paid Chk# 080063 CITGO	8/30/2010	\$661.39	FUEL
Paid Chk# 080064 DUKE ENERGY	8/30/2010	\$1,250.54	ELECTRICITY
Paid Chk# 080065 INDIANA STATE UNIVERSITY	8/30/2010	\$48.00	LOST ILL BOOK
Paid Chk# 080066 MCPL FOUNDATION	8/30/2010	\$100.00	FRIENDS/CC MEMBERSHIP
Paid Chk# 080067 MIDWEST PRESORT SERVICE	8/30/2010	\$550.43	POSTAGE SERVICES
Paid Chk# 080068 SCOLA	8/30/2010	\$1,443.75	9/1/09 - 09/01/10 MEMBERSHIP
Paid Chk# 080069 SUPERIOR LAMP, INC.	8/30/2010	\$253.97	LIGHT BULBS
Paid Chk# 080070 ADDIE HIRSCHTEN	9/2/2010	\$125.00	FD/CYPD CONF. FEES
Paid Chk# 080071 AMERICAN UNITED LIFE INS.	9/2/2010	\$1,520.00	403b TSA-AUL W/H C30048
Paid Chk# 080072 ANTHEM BLUE CROSS BLUE	9/2/2010	\$52,644.95	HEALTH INS W/H/SEPT. '10
Paid Chk# 080073 COLONIAL LIFE	9/2/2010	\$106.57	POST-TAX INS. W/H
Paid Chk# 080074 G.T.M. VIDEO INC.	9/2/2010	\$39.71	SUPPLIES
Paid Chk# 080075 GE MONEY BANK/AMAZON	9/2/2010	\$3,552.68	BOOKS & NONPRINT
Paid Chk# 080076 GERALD A. JEROME	9/2/2010	\$800.00	FD/ADULT/PERFORMANCE
Paid Chk# 080077 GREAT LAKES HIGHER ED	9/2/2010	\$200.80	GARNISHMENT W/H
Paid Chk# 080078 HEALTH RESOURCES, INC.	9/2/2010	\$2,965.78	DENTAL INS. SEPT.'10
Paid Chk# 080079 MONROE CIRCUIT COURT	9/2/2010	\$30.00	GARNISHMENT W/H
Paid Chk# 080080 MONROE COUNTY YMCA	9/2/2010	\$145.86	YMCA W/H
Paid Chk# 080081 PRE-PAID LEGAL SERVICES,	9/2/2010	\$62.34	PRE-PAID LEGAL W/H
Paid Chk# 080082 UNITED WAY	9/2/2010	\$178.00	UNITED WAY W/H
Paid Chk# 080083 UNUM LIFE INS. CO. OF	9/2/2010	\$2,263.13	LIFE INS. - SEPT.'10
Paid Chk# 080084 VECTREN ENERGY DELIVERY	9/2/2010	\$46.00	NATURAL GAS
Paid Chk# 080085 3D PROFESSIONAL	9/8/2010	\$89,837.32	MAIN RENOVATION/FLOORING
Paid Chk# 080086 A.M. BEST COMPANY, INC.	9/8/2010	\$160.95	BOOKS
Paid Chk# 080087 ACM-CENTRAL STATES	9/8/2010	\$260.00	PHILO ENTRIES
Paid Chk# 080088 ADP, INC.	9/8/2010	\$158.78	BACKGROUND CHECKS
Paid Chk# 080089 ADP, INC.	9/8/2010	\$238.82	FSA & COBRA SERVICES
Paid Chk# 080090 ADP, INC.	9/8/2010	\$1,782.88	PAYROLL SERVICES
Paid Chk# 080091 ALLIANCE FOR COMMUNITY	9/8/2010	\$350.00	ORGANIZATIONAL MEMBERSHIP

MONROE COUNTY PUBLIC LIBRARY

09/08/10 8:43 AM

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***Check Summary Register©**

August 12, 2010 to September 08, 2010

	Name	Check Date	Check Amt	
Paid Chk#	080092 AUDIOGO	9/8/2010	\$268.14	BOOKS
Paid Chk#	080093 AVCAFE	9/8/2010	\$356.92	NONPRINT
Paid Chk#	080094 B & H PHOTO-VIDEO	9/8/2010	\$8,000.08	EQUIP.
Paid Chk#	080095 BAKER & TAYLOR BOOKS	9/8/2010	\$33,196.77	BOOKS & NONPRINT
Paid Chk#	080096 BANYON DATA SYSTEMS, INC.	9/8/2010	\$195.00	WINFIX ASSETS SUPPORT
Paid Chk#	080097 BAUGH ENTERPRISES, INC.	9/8/2010	\$190.25	FD/CR-READ POSTERS
Paid Chk#	080098 BLACKSTONE AUDIO, INC.	9/8/2010	\$193.50	NONPRINT
Paid Chk#	080099 BLAST OFF BALLOONS	9/8/2010	\$86.50	FD/CR-SPLS
Paid Chk#	080100 BOOKS IN MOTION	9/8/2010	\$113.82	NONPRINT
Paid Chk#	080101 BUNGER & ROBERTSON, LLP	9/8/2010	\$312.50	LEGAL SERVICES
Paid Chk#	080102 CENTER POINT LARGE PRINT	9/8/2010	\$127.02	BOOKS
Paid Chk#	080103 CINTAS FIRST AID & SAFETY	9/8/2010	\$143.85	FIRST-AID SPLS
Paid Chk#	080104 CLARK WIRE & CABLE	9/8/2010	\$284.59	VIDEO MA'LS/AUDIO CABLE
Paid Chk#	080105 DEMCO, INC.	9/8/2010	\$138.58	CATALOGING SPLS-AV
Paid Chk#	080106 DUBOIS CTY GENEALOGICAL	9/8/2010	\$34.00	BOOKS
Paid Chk#	080107 ELLETTSVILLE TRUE VALUE	9/8/2010	\$123.41	BLDG SPLS
Paid Chk#	080108 ENVIRONMENTS, INC.	9/8/2010	\$42.00	NONPRINT
Paid Chk#	080109 FEDEX OFFICE	9/8/2010	\$14.90	CUTTING SERVICES
Paid Chk#	080110 FREEDOM BUSINESS	9/8/2010	\$2,626.88	COLOR CARTRIDGES
Paid Chk#	080111 FRIENDS OF LINCOLN	9/8/2010	\$54.95	BOOKS
Paid Chk#	080112 GALE	9/8/2010	\$1,650.36	BOOKS
Paid Chk#	080113 GAYLORD BROS., INC.	9/8/2010	\$289.96	CATALOGING SPLS/BKS
Paid Chk#	080114 GENEALOGICAL PUBLISHING	9/8/2010	\$26.45	BOOKS
Paid Chk#	080115 GLOBAL GOV/ED	9/8/2010	\$18,145.00	COMPUTERS & MONITORS
Paid Chk#	080116 HAWTHORNE PUBLISHING	9/8/2010	\$25.00	BOOKS
Paid Chk#	080117 HOOSIER ELM DAR	9/8/2010	\$33.00	BOOKS
Paid Chk#	080118 HP PRODUCTS	9/8/2010	\$8,604.98	CLEANING SPLS
Paid Chk#	080119 ICE MILLER LLP	9/8/2010	\$611.50	LEGAL SERVICES
Paid Chk#	080120 INDIANA DAILY STUDENT	9/8/2010	\$323.65	DISPLAY ADS
Paid Chk#	080121 INDIANA SCHOOL BOARDS	9/8/2010	\$100.00	BOOKS
Paid Chk#	080122 INTEGRATED TECHNOLOGY	9/8/2010	\$28,050.00	IN-WALL BOOK RETURNS & RFID TAGS
Paid Chk#	080123 JANE'S INFORMATION GROUP,	9/8/2010	\$915.50	JOHN LLOYD GIFT/BOOK
Paid Chk#	080124 KLEINDORFER'S HDWE	9/8/2010	\$18.36	BLDG SPLS
Paid Chk#	080125 KOORSEN FIRE & SECURITY,	9/8/2010	\$238.75	FIRE ALARM REPAIR
Paid Chk#	080126 LATIN AMERICAN	9/8/2010	\$733.03	PERIODICALS
Paid Chk#	080127 LEARNING TREASURES	9/8/2010	\$186.85	NONPRINT
Paid Chk#	080128 LEGAL DIRECTORIES	9/8/2010	\$67.75	BOOKS
Paid Chk#	080129 LIVE OAK MEDIA	9/8/2010	\$8.51	NONPRINT
Paid Chk#	080130 LOGISTECH, INC.	9/8/2010	\$258.31	BOOKS
Paid Chk#	080131 LOWE'S	9/8/2010	\$245.34	BLDG SPLS
Paid Chk#	080132 MAXWELLS OFFICE PRODUCTS	9/8/2010	\$133.95	PAPER
Paid Chk#	080133 MCCALL'S QUICK QUILTS	9/8/2010	\$21.98	1 YR. SUBSCRIPTION
Paid Chk#	080134 MIDWEST TAPE	9/8/2010	\$21,075.18	BOOKS
Paid Chk#	080135 MITCHELL1	9/8/2010	\$1,499.00	ELECTRONIC RESOURCES
Paid Chk#	080136 MONROE COUNTY HISTORICAL	9/8/2010	\$35.00	MEMBERSHIP/BOOKS
Paid Chk#	080137 NAPA AUTO PARTS	9/8/2010	\$48.96	FUEL, OIL, LUBRICANTS
Paid Chk#	080138 NEW READERS PRESS	9/8/2010	\$397.92	BOOKS
Paid Chk#	080139 OVERDRIVE	9/8/2010	\$2,000.00	NONPRINT
Paid Chk#	080140 POPULAR SUBSCRIPTION	9/8/2010	\$3,181.23	PERIODICALS
Paid Chk#	080141 B,B & C POW PEST CONTROL,	9/8/2010	\$35.00	PEST CONTROL
Paid Chk#	080142 PROQUEST LLC	9/8/2010	\$1,542.24	PERIODICALS
Paid Chk#	080143 QUILL CORPORATION	9/8/2010	\$453.55	OFFICE SPLS
Paid Chk#	080144 RANDOM HOUSE, INC.	9/8/2010	\$598.63	NONPRINT
Paid Chk#	080145 RECORDED BOOKS, LLC	9/8/2010	\$3,269.55	NONPRINT
Paid Chk#	080146 ROCKFORD MAP PUBLISHERS,	9/8/2010	\$500.00	BOOKS

MONROE COUNTY PUBLIC LIBRARY

09/08/10 8:43 AM

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*Check Summary Register©

August 12, 2010 to September 08, 2010

Name	Check Date	Check Amt
Paid Chk# 080147 SAM'S CLUB	9/8/2010	\$51.97 CLEANING SPLS
Paid Chk# 080148 SUZANNE KERN - PETTY CASH	9/8/2010	\$50.16 POSTAGE EXPENSES
Paid Chk# 080149 TANTOR MEDIA	9/8/2010	\$20.99 NONPRINT
Paid Chk# 080150 THE ELLETTSVILLE JOURNAL	9/8/2010	\$22.00 1 YR. SUBSCRIPTION
Paid Chk# 080151 THE SPENCER EVENING WORLD	9/8/2010	\$14.00 1 YR. SUBSCRIPTION/BLGTN & ELL
Paid Chk# 080152 THE TEACHING COMPANY	9/8/2010	\$529.75 NONPRINT
Paid Chk# 080153 TOSHIBA BUSINESS	9/8/2010	\$116.00 BLACK INK
Paid Chk# 080154 WEST PAYMENT CENTER	9/8/2010	\$101.00 BOOKS
Paid Chk# 080155 WESTON WOODS STUDIOS	9/8/2010	\$65.90 NONPRINT
Total Checks		\$338,794.94

MONROE COUNTY PUBLIC LIBRARY
CHASE CHECKING ACCOUNT
08/12/10 - 09/08/10

A/P Check Total		\$338,794.94
Add: Electronic Withdrawals		
	Merchant Services-Monthly Credit Card Fees (August)	577.56
Add: Payrolls		
00000320001-00000320175	Vouchers &	
68083075	Checks 8/13/10 Payroll (ADP)	129,099.80
	Electronic transfer (ADP) employee/employer taxes	43,828.35
00000340001-00000340176	Vouchers 8/27/10 Payroll (ADP)	125,577.26
	Electronic transfer (ADP) employee/employer taxes	<u>43,035.57</u>
	TOTAL OF A/P AND PAYROLL CHECK REGISTERS	<u><u>\$680,913.48</u></u>

ACCOUNTS PAYABLE VOUCHER
MONROE COUNTY PUBLIC LIBRARY*303 E KIRKWOOD AVEBLOOMINGTON, IN 47408**

Payee JPMORGAN CHASE BANK, NA PALATINE, IL 60094-4016	Claim 16868 Purchase Order No. 0 Terms Date Due
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Invoice Date	Invoice Number	Description (or note attached Invoice(s) or bill(s))	Amount
7/12/2010		E001-010-21300 DOLLAR DAYS/OFFICE SPLS	\$915.00
7/12/2010		E001-011-21300 DOLLAR DAYS/OFFICE SPLS	\$183.00
7/12/2010		E001-020-21300 DOLLAR DAYS/OFFICE SPLS	\$122.00
7/13/2010		E001-005-31700 PAY FLOW/CC FEES	\$73.05
7/20/2010		E001-006-31500 JJ KELLER/15 MONTH CONTRACT-PROSPERSMGMT TOOL	\$2,495.00
7/26/2010		E019-001-21350 MAND. ORNT/CREDIT FROM LAST MONTH	(\$89.19)
7/19/2010		E019-017-21350 KROGER/FD-FOOD VITAL	\$69.40
7/26/2010		E019-001-21350 MARSH/FD-BKM ROUND TABLE FOOD	\$35.01
7/28/2010		E001-004-32200 USPS/POSTAGE BAKER & TAYLOR PKG.	\$5.30
7/22/2010		E001-019-21200 PRINTING FOR LESS/VANESSA'S BUSINESS CARDS	\$80.55
7/8/2010		E001-018-45100 RON ARONS/BOOKS	\$54.99
7/8/2010		E001-018-45300 SEVENTHARTR/NONPRINT	\$64.00
7/8/2010		E001-018-45300 THE TV TEACHER/NONPRINT	\$121.24
7/21/2010		E001-018-45300 CENTURYMEDI/NONPRINT	\$25.00
7/23/2010		E001-018-45300 LITTLEFLOWER/NONPRINT	\$32.22
7/26/2010		E001-018-45300 LITTLEFLOWER/NONPRINT CREDIT	(\$32.22)
7/30/2010		E001-018-45100 ROSETHORN/BOOKS	\$74.98
7/12/2010		E001-018-45100 SOUPS ON/BOOKS	\$47.99
7/5/2010		E019-011-21350 QUALITYSHELLS/FD-CHILD SPLS	\$19.74
7/9/2010		E019-011-21350 HOBBY-LOBBY/FD-CHILD SPLS	\$28.34
8/4/2010		E019-011-21350 KROGER/FD-CHILD SRP SNACKS	\$71.44
7/12/2010		E019-010-21350 KROGER/FD-ADULT FOOD	\$14.48
7/12/2010		E019-010-21350 KROGER/FD-ADULT FOOD	\$14.11
7/13/2010		E019-010-21350 BLGFDS/FD-ADULT FOOD	\$4.48
7/21/2010		E019-010-21350 MARSH/FD-ADULT FOOD	\$22.95
7/21/2010		E019-010-21350 HOBBY-LOBBY-ADULT SPLS	\$4.26
8/3/2010		E019-010-21350 BLGFDS/FD-ADULT FOOD	\$7.57
7/22/2010		E019-010-21350 PIZZA HUT/FD-TEEN FOOD	\$112.97
7/21/2010		E019-010-21350 SARAGA MKT/FD-ADULT FOOD	\$14.41
Total			\$4,592.07

VOUCHER NO. 16868 WARRANT NO. 80050

JPMORGAN CHASE BANK, NA ALLOWED
 IN THE SUM OF \$ \$4,592.07

MONROE COUNTY PUBLIC LIBRARY
MONTHLY SUMMARY OF BUDGET CATEGORIES
AS OF AUGUST 31, 2010
EIGHT MONTHS = 66.6%

	2010 AUGUST	2009 AUGUST	2010 Y-T-D ACTUAL	2010 BUDGET	2009 Y-T-D ACTUAL	2010 Y-T-D BUDGET REMAINING	2010 % OF BUDGET USED	2010 % OF BUDGET REMAINING
PERSONNEL SERVICES								
SALARIES	291,085.36	273,450.81	2,443,515.53	3,794,503.00	2,432,422.19	1,350,987.47	64.4%	35.6%
EMPLOYEE BENEFITS	56,109.24	51,018.55	692,152.33	1,193,738.00	602,574.45	501,585.67	58.0%	42.0%
OTHER WAGES	7,794.90	2,983.94	35,308.17	46,446.00	27,245.54	11,137.83	76.0%	24.0%
TOTAL PERSONNEL SERVICES	<u>354,989.50</u>	<u>327,453.30</u>	<u>3,170,976.03</u>	<u>5,034,687.00</u>	<u>3,062,242.18</u>	<u>1,863,710.97</u>	<u>63.0%</u>	<u>37.0%</u>
SUPPLIES								
OFFICE SUPPLIES	4,520.95	2,528.99	28,937.32	45,244.00	21,716.91	16,306.68	64.0%	36.0%
OPERATING SUPPLIES	25,057.32	2,889.79	216,898.03	334,634.00	39,149.02	117,735.97	64.8%	35.2%
REPAIR & MAINT. SUPPLIES	443.44	2,270.86	16,818.18	24,200.00	8,884.02	7,381.82	69.5%	30.5%
TOTAL SUPPLIES	<u>30,021.71</u>	<u>7,689.64</u>	<u>262,653.53</u>	<u>404,078.00</u>	<u>69,749.95</u>	<u>141,424.47</u>	<u>65.0%</u>	<u>35.0%</u>
OTHER SERVICES & CHARGES								
PROFESSIONAL SERVICES	19,643.08	23,893.55	194,062.61	270,738.00	193,991.28	76,675.39	71.7%	28.3%
COMMUNICATION & TRANSPORTATION	4,903.17	9,496.12	40,747.42	98,250.00	41,781.77	57,502.58	41.5%	58.5%
PRINTING & ADVERTISING	63.90	48.40	2,659.61	27,000.00	3,519.51	24,340.39	9.9%	90.1%
INSURANCE	0.00	0.00	48,860.00	61,200.00	35,501.00	12,340.00	79.8%	20.2%
UTILITIES	27,975.07	27,300.38	195,774.69	316,212.00	198,598.62	120,437.31	61.9%	38.1%
REPAIR & MAINTENANCE	3,242.21	5,135.09	40,684.72	71,640.00	36,959.76	30,955.28	56.8%	43.2%
RENTALS	2,025.00	2,062.50	38,354.20	32,500.00	31,064.50	-5,854.20	118.0%	-18.0%
OTHER CHARGES	1,793.75	1,000.00	4,354.69	166,500.00	1,944.71	162,145.31	2.6%	97.4%
TOTAL OTHER SERVICES & CHARGES	<u>59,646.18</u>	<u>68,936.04</u>	<u>565,497.94</u>	<u>1,044,040.00</u>	<u>543,361.15</u>	<u>478,542.06</u>	<u>54.2%</u>	<u>45.8%</u>
CAPITAL OUTLAY								
FURNITURE & EQUIPMENT	10,183.32	0.00	40,375.93	289,618.00	23,520.00	249,242.07	13.9%	86.1%
OTHER CAPITAL OUTLAY	78,797.00	87,202.80	675,618.46	1,060,415.00	619,074.43	384,796.54	63.7%	36.3%
TOTAL CAPITAL OUTLAY	<u>88,980.32</u>	<u>87,202.80</u>	<u>715,994.39</u>	<u>1,350,033.00</u>	<u>642,594.43</u>	<u>634,038.61</u>	<u>53.0%</u>	<u>47.0%</u>
TOTAL OPERATING EXPENDITURES	<u><u>533,637.71</u></u>	<u><u>491,281.78</u></u>	<u><u>4,715,121.89</u></u>	<u><u>7,832,838.00</u></u>	<u><u>4,317,947.71</u></u>	<u><u>3,117,716.11</u></u>	<u><u>60.2%</u></u>	<u><u>39.8%</u></u>
				2009 BUDGET	6,680,256.00			
				%USED IN 2009	64.6%			

MONROE COUNTY PUBLIC LIBRARY
MONTHLY BUDGET REPORT
AS OF AUGUST 31, 2010

	2010 AUGUST	2009 AUGUST	2010 Y-T-D ACTUAL	2010 BUDGET	2009 Y-T-D ACTUAL	2010 Y-T-D BUDGET REMAINING	2010 % OF BUDGET USED	2010 % OF BUDGET REMAINING
PERSONNEL SERVICES (1000'S)								
SALARIES								
1120 ADMINISTRATION	11,320.62	7,048.28	96,225.27	151,527.00	63,434.52	55,301.73	63.5%	36.5%
1130 PROFESSIONAL/SUPERVISORS	34,851.26	57,525.58	296,235.71	467,539.00	514,886.28	171,303.29	63.4%	36.6%
1140 PROFESSIONAL ASSISTANTS	105,420.18	76,565.88	858,742.98	1,329,632.00	674,015.89	470,889.02	64.6%	35.4%
1150 SPECIALISTS & TECHNICIANS	72,050.60	51,234.36	502,030.33	755,902.00	466,611.95	253,871.67	66.4%	33.6%
1160 CLERICAL ASSISTANTS	24,167.59	40,964.85	323,213.48	497,785.00	374,559.93	174,571.52	64.9%	35.1%
1170 PAGES	17,926.45	17,703.61	147,611.75	226,865.00	145,663.50	79,253.25	65.1%	34.9%
1190 BUILDING MAINTENANCE	25,348.66	22,408.25	219,456.01	365,253.00	193,250.12	145,796.99	60.1%	39.9%
TOTAL SALARIES	291,085.36	273,450.81	2,443,515.53	3,794,503.00	2,432,422.19	1,350,987.47	64.4%	35.6%
EMPLOYEE BENEFITS								
EMPLOYEE BENEFITS								
1210 EMPLOYER CONTRIBUTION/FICA	17,665.42	16,476.09	146,314.99	236,545.00	146,572.69	90,230.01	61.9%	38.1%
1220 UNEMPLOYMENT COMPENSATION	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
1230 EMPLOYER CONTRIBUTION/PERF	0.00	0.00	162,816.31	351,413.00	160,048.78	188,596.69	46.3%	53.7%
1240 EMPLOYER CONT/INSURANCE	34,312.39	30,689.18	348,802.22	550,459.00	261,673.86	201,656.78	63.4%	36.6%
1250 EMPLOYER CONT/MEDICARE	4,131.43	3,853.28	34,218.81	55,321.00	34,279.12	21,102.19	61.9%	38.1%
TOTAL EMPLOYEE BENEFITS	56,109.24	51,018.55	692,152.33	1,193,738.00	602,574.45	501,585.67	58.0%	42.0%
OTHER WAGES								
1310 WORKSTUDY	0.00	0.00	102.59	4,000.00	290.76	3,897.41	2.6%	97.4%
1180 TEMPORARY STAFF	7,794.90	2,983.94	35,205.58	42,446.00	26,954.78	7,240.42	82.9%	17.1%
1350 STIPEND/RECLASSIFICATION	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
TOTAL OTHER WAGES	7,794.90	2,983.94	35,308.17	46,446.00	27,245.54	11,137.83	76.0%	24.0%
TOTAL PERSONNEL SERVICES	354,989.50	327,453.30	3,170,976.03	5,034,687.00	3,062,242.18	1,863,710.97	63.0%	37.0%
SUPPLIES (2000'S)								
OFFICE SUPPLIES								
2110 OFFICIAL RECORDS	0.00	0.00	0.00	1,000.00	842.89	1,000.00	0.0%	100.0%
2120 STATIONERY & PRINTING	80.55	0.00	2,388.03	2,500.00	879.12	111.97	95.5%	4.5%
2130 OFFICE SUPPLIES	2,156.18	0.00	11,170.02	21,744.00	3,814.03	10,573.98	51.4%	48.6%
2140 DUPLICATING	2,284.22	2,528.99	15,379.27	20,000.00	16,180.87	4,620.73	76.9%	23.1%
2150 PROMOTIONAL MATERIALS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
2160 PUBLIC USE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
2170 TRAINING MATERIALS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
TOTAL OFFICE SUPPLIES	4,520.95	2,528.99	28,937.32	45,244.00	21,716.91	16,306.68	64.0%	36.0%

*NOTE: BUDGET LINES THAT HAVE BEEN EXCEEDED WILL HAVE MONEY TRANSFERRED INTO THEM FROM BUDGET LINES THAT HAVE EXCESS MONEY IN THEM AT THE END OF THE YEAR.

MONTHLY BUDGET REPORT
AS OF AUGUST 31, 2010

	2010 AUGUST	2009 AUGUST	2010 Y-T-D ACTUAL	2010 BUDGET	2009 Y-T-D ACTUAL	2010 Y-T-D BUDGET REMAINING	2010 % OF BUDGET USED	2010 % OF BUDGET REMAINING
OPERATING SUPPLIES								
2210 CLEANING SUPPLIES	2,626.50	0.00	20,565.00	32,000.00	7,475.52	11,435.00	64.3%	35.7%
2220 FUEL, OIL, & LUBRICANTS	711.02	1,136.29	5,612.81	11,000.00	4,506.32	5,387.19	51.0%	49.0%
2230 CATALOGING SUPPLIES-BOOKS	289.96	0.00	2,812.57	7,500.00	4,771.24	4,687.43	37.5%	62.5%
2240 A/V SUPPLIES-CATALOGING	878.56	1,487.64	6,273.19	12,000.00	9,045.27	5,726.81	52.3%	47.7%
2250 CIRCULATION SUPPLIES	20,150.36	0.00	178,417.31	263,434.00	10,364.07	85,016.69	67.7%	32.3%
2260 LIGHT BULBS	400.92	265.86	3,122.73	8,000.00	2,899.34	4,877.27	39.0%	61.0%
2270 VIDEOTAPE - CATS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
2280 UNIFORMS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
2290 DISPLAY/EXHIBIT SUPPLIES	0.00	0.00	94.42	700.00	87.26	605.58	13.5%	86.5%
TOTAL OPERATING SUPPLIES	25,057.32	2,889.79	216,898.03	334,634.00	39,149.02	117,735.97	64.8%	35.2%
REPAIR & MAINTENANCE SUPPLIES								
2300 IS SUPPLIES	0.00	1,132.60	5,790.59	5,500.00	2,719.60	-290.59	105.3%	-5.3%
2310 BUILDING MATERIALS & SUPPLIES	436.49	1,138.26	10,836.51	17,200.00	6,098.20	6,363.49	63.0%	37.0%
2320 PAINT & PAINTING SUPPLIES	6.95	0.00	191.08	500.00	66.22	308.92	38.2%	61.8%
2340 OTHER REPAIR & BINDING	0.00	0.00	0.00	1,000.00	0.00	1,000.00	0.0%	100.0%
2350 VIDEO MATERIALS - CATS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
TOTAL REPAIR & MAINTENANCE SUPPLIES	443.44	2,270.86	16,818.18	24,200.00	8,884.02	7,381.82	69.5%	30.5%
TOTAL SUPPLIES	30,021.71	7,689.64	262,653.53	404,078.00	69,749.95	141,424.47	65.0%	35.0%
OTHER SERVICES/CHARGES (3000'S)								
PROFESSIONAL SERVICES								
3110 CONSULTING SERVICES	1,260.00	0.00	7,560.00	10,000.00	370.00	2,440.00	75.6%	24.4%
3120 ENGINEERING/ARCHITECTURAL	0.00	1,654.21	18,747.26	31,000.00	9,503.69	12,252.74	60.5%	39.5%
31201 ENCUMBERED ENGINEER/ARCH	0.00	6,101.00	0.00	0.00	31,751.00	0.00	#DIV/0!	#DIV/0!
3130 LEGAL SERVICES	554.54	3,273.90	6,533.46	23,100.00	12,247.47	16,566.54	28.3%	71.7%
3140 BUILDING SERVICES	2,882.15	3,162.35	26,662.65	36,638.00	23,006.48	9,975.35	72.8%	27.2%
3150 MAINTENANCE CONTRACTS	7,360.07	6,247.30	59,694.90	92,000.00	36,352.53	32,305.10	64.9%	35.1%
3160 COMPUTER SERVICES (OCLC)	2,450.00	1,225.00	40,904.36	50,000.00	60,346.46	9,095.64	81.8%	18.2%
3170 ADMIN/ACCOUNTING SERVICES	5,136.32	2,229.79	33,959.98	28,000.00	20,413.65	-5,959.98	121.3%	-21.3%
TOTAL PROFESSIONAL SERVICES	19,643.08	23,893.55	194,062.61	270,738.00	193,991.28	76,675.39	71.7%	28.3%
COMMUNICATION & TRANSPORTATION								
3210 TELEPHONE	2,213.86	3,664.99	20,973.26	31,000.00	16,525.57	10,026.74	67.7%	32.3%
3220 POSTAGE	2,689.31	5,293.61	18,811.69	37,000.00	23,688.71	18,188.31	50.8%	49.2%
3230 TRAVEL EXPENSE	0.00	537.52	232.00	10,000.00	989.32	9,768.00	2.3%	97.7%
3240 PROFESSIONAL MTG. (OFF-SITE)	0.00	0.00	22.00	10,000.00	0.00	9,978.00	0.2%	99.8%
3250 CONTINUING ED. (ON-SITE)	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.0%	100.0%
3260 FREIGHT & DELIVERY	0.00	0.00	708.47	250.00	578.17	-458.47	283.4%	-183.4%
TOTAL COMMUNICATION & TRANSPORTATION	4,903.17	9,496.12	40,747.42	98,250.00	41,781.77	57,502.58	41.5%	58.5%

*NOTE: BUDGET LINES THAT HAVE BEEN EXCEEDED WILL HAVE MONEY TRANSFERRED INTO THEM FROM BUDGET LINES THAT HAVE EXCESS MONEY IN THEM AT THE END OF THE YEAR.

MONTHLY BUDGET REPORT
AS OF AUGUST 31, 2010

	2010 AUGUST	2009 AUGUST	2010 Y-T-D ACTUAL	2010 BUDGET	2009 Y-T-D ACTUAL	2010 Y-T-D BUDGET REMAINING	2010 % OF BUDGET USED	2010 % OF BUDGET REMAINING
PRINTING & ADVERTISING								
3310 ADVERTISING & PUBLICATION	49.00	48.40	842.16	8,000.00	2,643.75	7,157.84	10.5%	89.5%
3320 PRINTING	14.90	0.00	1,817.45	19,000.00	875.76	17,182.55	9.6%	90.4%
TOTAL PRINTING & ADVERTISING	63.90	48.40	2,659.61	27,000.00	3,519.51	24,340.39	9.9%	90.1%
INSURANCE								
3410 OFFICIAL BOND	0.00	0.00	660.00	1,200.00	300.00	540.00	55.0%	45.0%
3420 OTHER INSURANCE	0.00	0.00	48,200.00	60,000.00	35,201.00	11,800.00	80.3%	19.7%
TOTAL INSURANCE	0.00	0.00	48,860.00	61,200.00	35,501.00	12,340.00	79.8%	20.2%
UTILITIES								
3510 GAS	98.41	188.78	1,716.40	8,000.00	2,646.88	6,283.60	21.5%	78.5%
3520 ELECTRICITY	25,721.44	25,271.44	184,494.19	291,212.00	186,972.22	106,717.81	63.4%	36.6%
3530 WATER	2,155.22	1,840.16	9,564.10	17,000.00	8,979.52	7,435.90	56.3%	43.7%
TOTAL UTILITIES	27,975.07	27,300.38	195,774.69	316,212.00	198,598.62	120,437.31	61.9%	38.1%
REPAIR & MAINTENANCE								
3610 BUILDING REPAIR	0.00	4,278.94	14,854.04	45,640.00	24,199.61	30,785.96	32.5%	67.5%
3630 OTHER EQUIP/FURNITURE REPAIRS	1,055.00	0.00	14,691.80	15,000.00	5,464.59	308.20	97.9%	2.1%
3640 VEHICLE REPAIR & MAINTENANCE	2,187.21	856.15	10,114.94	8,000.00	6,424.57	-2,114.94	126.4%	-26.4%
3650 MATERIAL BINDING/REPAIR SERV.	0.00	0.00	1,023.94	3,000.00	870.99	1,976.06	34.1%	65.9%
TOTAL REPAIR & MAINTENANCE	3,242.21	5,135.09	40,684.72	71,640.00	36,959.76	30,955.28	56.8%	43.2%
RENTALS								
3710 REAL ESTATE RENTAL/PARKING	2,025.00	2,062.50	31,292.00	32,000.00	31,064.50	708.00	97.8%	2.2%
3720 EQUIPMENT RENTAL	0.00	0.00	7,062.20	500.00	0.00	-6,562.20	1412.4%	-1312.4%
TOTAL RENTALS	2,025.00	2,062.50	38,354.20	32,500.00	31,064.50	-5,854.20	118.0%	-18.0%
OTHER CHARGES								
3910 DUES/INSTITUTIONAL	350.00	0.00	1,303.00	8,000.00	210.00	6,697.00	16.3%	83.7%
3920 INTEREST/TEMPORARY LOAN	0.00	0.00	0.00	2,500.00	0.00	2,500.00	0.0%	100.0%
3930 TAXES & ASSESSMENTS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
3940 TRANSFER TO LIRF	0.00	0.00	0.00	150,000.00	0.00	150,000.00	0.0%	100.0%
3950 EDUCATIONAL SERV/LICENSING	1,443.75	1,000.00	3,051.69	6,000.00	1,734.71	2,948.31	50.9%	49.1%
3960 COMMUNITY NEWS SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
TOTAL OTHER CHARGES	1,793.75	1,000.00	4,354.69	166,500.00	1,944.71	162,145.31	2.6%	97.4%
TOTAL OTHER SERVICES/CHARGES	59,646.18	68,936.04	565,497.94	1,044,040.00	543,361.15	478,542.06	54.2%	45.8%

*NOTE: BUDGET LINES THAT HAVE BEEN EXCEEDED WILL HAVE MONEY TRANSFERRED INTO THEM FROM BUDGET LINES THAT HAVE EXCESS MONEY IN THEM AT THE END OF THE YEAR.

MONTHLY BUDGET REPORT
AS OF AUGUST 31, 2010

	2010 AUGUST	2009 AUGUST	2010 Y-T-D ACTUAL	2010 BUDGET	2009 Y-T-D ACTUAL	2010 Y-T-D BUDGET REMAINING	2010 % OF BUDGET USED	2010 % OF BUDGET REMAINING
CAPITAL OUTLAY (4000'S)								
FURNITURE & EQUIPMENT								
4410 FURNITURE	0.00	0.00	350.00	70,000.00	0.00	69,650.00	0.5%	99.5%
4420 AUDIO VISUAL EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
4430 OTHER EQUIPMENT	0.00	0.00	55.79	0.00	0.00	-55.79	#DIV/0!	#DIV/0!
4440 LAND & BUILDINGS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
44450 BUILDING RENOVATIONS	10,183.32	0.00	36,820.14	216,000.00	0.00	179,179.86	17.0%	83.0%
444451 ENCUMBERED BLDG RENOVATIONS	0.00	0.00	0.00	0.00	14,195.00	0.00	#DIV/0!	#DIV/0!
4460 IS EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
4465 IS SOFTWARE	0.00	0.00	3,150.00	3,618.00	9,325.00	468.00	87.1%	12.9%
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	10,183.32	0.00	40,375.93	289,618.00	23,520.00	249,242.07	13.9%	86.1%
OTHER CAPITAL OUTLAY								
4510 BOOKS	39,709.58	50,263.55	384,853.69	577,714.00	359,751.55	192,860.31	66.6%	33.4%
4520 PERIODICALS & NEWSPAPERS	211.43	1,090.05	7,609.64	44,007.00	4,342.81	36,397.36	17.3%	82.7%
4530 NONPRINT MATERIALS	34,816.21	29,794.20	256,485.26	370,721.00	234,053.80	114,235.74	69.2%	30.8%
4540 ELECTRONIC RESOURCES	4,059.78	6,055.00	26,669.87	67,973.00	20,926.27	41,303.13	39.2%	60.8%
TOTAL OTHER CAPITAL OUTLAY	78,797.00	87,202.80	675,618.46	1,060,415.00	619,074.43	384,796.54	63.7%	36.3%
TOTAL CAPITAL OUTLAY	88,980.32	87,202.80	715,994.39	1,350,033.00	642,594.43	634,038.61	53.0%	47.0%
TOTAL OPERATING EXPENDITURES	533,637.71	491,281.78	4,715,121.89	7,832,838.00	4,317,947.71	3,117,716.11	60.2%	39.8%

*NOTE: BUDGET LINES THAT HAVE BEEN EXCEEDED WILL HAVE MONEY TRANSFERRED INTO THEM FROM BUDGET LINES THAT HAVE EXCESS MONEY IN THEM AT THE END OF THE YEAR.

MONROE COUNTY PUBLIC LIBRARY

Operating Budget Expenditure Report

January 1, 2010 to August 31, 2010

8 months = 66.6%

Object	Object Descr	2010 Budget	Jan 2010	Feb 2010	Mar 2010	Apr 2010	May 2010	June 2010	July 2010	Aug 2010	2010 YTD Amt	2010 YTD Balance	2010 %YTD Budget
10040	MISCELLANEOUS UNAPP	\$0.00	\$72.74	\$29.95	\$69.95	\$102.43	\$25.99	\$100.00	\$205.88	\$136.90	\$743.84	-\$743.84	100.00%
11200	ADMINISTRATION SALARI	\$150,927.00	\$11,320.62	\$11,320.62	\$11,320.62	\$11,320.62	\$11,320.62	\$11,320.62	\$16,980.93	\$11,320.62	\$96,225.27	\$54,701.73	64.00%
11300	PROF/SUPERVISORS	\$454,797.00	\$34,851.26	\$34,851.26	\$34,851.26	\$34,851.26	\$34,851.26	\$34,851.26	\$52,276.89	\$34,851.26	\$296,235.71	\$158,561.29	65.00%
11400	PROFESSIONAL ASSISTA	\$1,310,080.00	\$100,263.12	\$100,392.49	\$100,392.49	\$100,392.49	\$100,392.49	\$100,444.24	\$151,045.49	\$105,420.18	\$858,742.98	\$451,337.02	66.00%
11500	SPECIALIST/TECHNICIAN	\$793,998.00	\$57,428.16	\$57,313.91	\$57,310.74	\$57,307.69	\$57,321.19	\$57,286.29	\$86,011.75	\$72,050.60	\$502,030.33	\$291,967.67	63.00%
11600	CLERICAL ASSISTANTS	\$504,780.00	\$43,331.48	\$41,006.09	\$38,658.04	\$39,341.52	\$39,480.54	\$39,338.59	\$57,889.63	\$24,167.59	\$323,213.48	\$181,566.52	64.00%
11700	PAGES	\$222,873.00	\$16,053.31	\$19,411.69	\$18,167.29	\$16,240.03	\$15,769.41	\$17,067.94	\$26,975.63	\$17,926.45	\$147,611.75	\$75,261.25	66.00%
11800	TEMPORAY STAFF	\$52,446.00	\$2,876.50	\$3,464.81	\$3,647.75	\$3,379.69	\$3,672.88	\$3,841.69	\$6,527.36	\$7,794.90	\$35,205.58	\$17,240.42	67.00%
11900	BUILDING MAINTENANCE/	\$345,774.00	\$26,600.60	\$29,766.19	\$24,653.13	\$24,325.87	\$24,924.75	\$25,836.26	\$38,000.55	\$25,348.66	\$219,456.01	\$126,317.99	63.00%
12100	FICA/EMPLOYER CONTRI	\$236,545.00	\$17,234.71	\$17,580.99	\$17,051.18	\$16,943.13	\$16,973.38	\$17,131.00	\$25,735.18	\$17,665.42	\$146,314.99	\$90,230.01	62.00%
12300	PERF/EMPLOYER CONTRI	\$351,963.00	\$0.00	\$0.00	\$0.00	\$81,729.17	\$0.00	\$0.00	\$81,087.14	\$0.00	\$162,816.31	\$189,146.69	46.00%
12400	INS/EMPLOYER CONTRIB	\$514,550.00	\$55,569.88	\$40,361.06	\$80,022.99	\$39,323.42	\$0.00	\$82,341.31	\$16,871.17	\$34,312.39	\$348,802.22	\$165,747.78	68.00%
12500	MEDICARE/EMPLOYER C	\$55,900.00	\$4,030.69	\$4,111.69	\$3,987.77	\$3,962.51	\$3,969.58	\$4,006.43	\$6,018.71	\$4,131.43	\$34,218.81	\$21,681.19	61.00%
13100	WORK STUDY	\$1,600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$102.59	\$0.00	\$0.00	\$102.59	\$1,497.41	6.00%
21100	OFFICIAL RECORDS	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
21200	STATIONERY/PRINTING	\$2,500.00	\$0.00	\$1,134.18	\$0.00	\$0.00	\$0.00	\$1,092.75	\$80.55	\$80.55	\$2,388.03	\$111.97	96.00%
21300	OFFICE SUPPLIES	\$22,244.00	\$1,578.48	\$1,688.08	\$1,413.51	\$627.60	\$1,245.33	\$1,941.74	\$519.10	\$2,156.18	\$11,170.02	\$11,073.98	50.00%
21400	DUPLICATING	\$20,000.00	\$1,434.69	\$2,432.49	\$1,572.96	\$1,124.36	\$2,798.09	\$1,831.95	\$1,900.51	\$2,284.22	\$15,379.27	\$4,620.73	77.00%
22100	CLEANING SUPPLIES	\$31,000.00	\$4,541.27	\$607.65	\$3,860.53	\$1,720.12	\$2,034.63	\$2,108.75	\$3,065.55	\$2,626.50	\$20,565.00	\$10,435.00	66.00%
22200	FUEL/OIL/LUBRICANTS	\$9,500.00	\$1,079.16	\$25.98	\$1,329.42	\$615.46	\$67.17	\$1,263.63	\$520.97	\$711.02	\$5,612.81	\$3,887.19	59.00%
22300	CATALOG SUPPLIES/B	\$6,500.00	\$1,395.51	\$857.48	\$0.00	\$0.00	\$269.62	\$0.00	\$0.00	\$289.96	\$2,812.57	\$3,687.43	43.00%
22400	A/V SUPPLIES/CATALOG	\$11,000.00	\$1,386.26	\$470.93	\$1,359.94	\$2,013.35	\$0.00	\$0.00	\$164.15	\$878.56	\$6,273.19	\$4,726.81	57.00%
22500	CIRCULATION SUPPLIES	\$235,364.00	\$127.21	\$0.00	\$71.86	\$158.57	\$267.89	\$97.23	\$157,544.19	\$20,150.36	\$178,417.31	\$56,946.69	76.00%
22600	LIGHT BULBS	\$4,000.00	\$330.38	\$421.25	\$729.06	\$0.00	\$14.82	\$0.00	\$1,226.30	\$400.92	\$3,122.73	\$877.27	78.00%
22900	DISPLAY/EXHIBITS SUPPL	\$10,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$94.42	\$0.00	\$94.42	\$10,405.58	1.00%
23000	IS SUPPLIES	\$5,000.00	\$950.61	\$67.82	\$565.29	\$842.52	\$1,599.00	\$104.00	\$1,661.35	\$0.00	\$5,790.59	-\$790.59	116.00%
23100	BUILDING MATERIAL SUP	\$9,300.00	\$979.00	\$3,172.24	\$1,220.26	\$1,545.59	\$484.88	\$350.23	\$2,647.82	\$436.49	\$10,836.51	-\$1,536.51	117.00%
23200	PAINT/PAINTING SUPPLIE	\$500.00	\$33.23	\$0.00	\$0.00	\$0.00	\$45.47	\$0.00	\$105.43	\$6.95	\$191.08	\$308.92	38.00%
31100	CONSULTING SERVICES	\$10,000.00	\$0.00	\$2,520.00	\$0.00	\$1,260.00	\$1,260.00	\$1,260.00	\$0.00	\$1,260.00	\$7,560.00	\$2,440.00	76.00%
31200	ENGINEERING/ARCHITEC	\$22,890.00	\$375.54	\$8,943.54	\$231.18	\$311.75	\$126.08	\$7,271.20	\$1,487.97	\$0.00	\$18,747.26	\$4,142.74	82.00%
31300	LEGAL SERVICES	\$16,100.00	\$965.30	\$962.80	\$1,609.94	\$188.36	\$1,765.02	\$187.50	\$300.00	\$554.54	\$6,533.46	\$9,566.54	41.00%
31400	BUILDING SERVICES	\$34,600.00	\$12,798.38	\$4,064.01	\$1,675.86	\$490.97	\$3,312.18	\$705.12	\$733.98	\$2,882.15	\$26,662.65	\$7,937.35	77.00%
31500	MAINTENANCE CONTRAC	\$76,635.00	\$6,933.67	\$4,988.73	\$3,095.84	\$798.91	\$6,037.52	\$2,801.58	\$27,678.58	\$7,360.07	\$59,694.90	\$16,940.10	78.00%
31600	COMPUTER SERVICES	\$49,420.00	\$1,225.00	\$1,225.00	\$1,225.00	\$1,225.00	\$1,225.00	\$1,225.00	\$31,104.36	\$2,450.00	\$40,904.36	\$8,515.64	83.00%
31700	ADMIN/ACCOUNTING SER	\$31,750.00	\$4,595.75	\$3,888.70	\$2,501.31	\$2,654.57	\$2,764.73	\$2,870.93	\$9,547.67	\$5,136.32	\$33,959.98	-\$2,209.98	107.00%
32100	TELEPHONE	\$26,400.00	\$4,850.00	\$2,114.28	\$2,664.12	\$2,431.72	\$794.02	\$3,568.34	\$2,336.92	\$2,213.86	\$20,973.26	\$5,426.74	79.00%
32200	POSTAGE	\$35,000.00	\$1,950.55	\$2,456.16	\$2,720.81	\$2,240.87	\$1,527.00	\$2,842.58	\$2,384.41	\$2,689.31	\$18,811.69	\$16,188.31	54.00%
32300	TRAVEL EXPENSE	\$10,000.00	\$0.00	\$16.80	\$170.40	\$0.00	\$0.00	\$44.80	\$0.00	\$0.00	\$232.00	\$9,768.00	2.00%
32400	PROFESSIONAL MTG/OFF	\$10,000.00	\$0.00	\$0.00	\$0.00	\$22.00	\$0.00	\$0.00	\$0.00	\$0.00	\$22.00	\$9,978.00	0.00%
32500	CONTINUING EDUCATION/	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%
32600	FREIGHT/DELIVERY	\$1,000.00	\$0.00	\$18.19	\$0.00	\$7.44	\$0.00	\$659.85	\$22.99	\$0.00	\$708.47	\$291.53	71.00%

MONROE COUNTY PUBLIC LIBRARY

Operating Budget _ Expenditure Report

January 1, 2010 to August 31, 2010

8 months = 66.6%

Object	Object Descr	2010 Budget	Jan 2010	Feb 2010	Mar 2010	Apr 2010	May 2010	June 2010	July 2010	Aug 2010	2010 YTD Amt	2010 YTD Balance	2010 %YTD Budget
33100	ADVERTISING/PUBLICATI	\$3,450.00	\$46.26	\$274.41	\$0.00	\$49.00	\$246.13	\$70.07	\$107.29	\$49.00	\$842.16	\$2,607.84	24.00%
33200	PRINTING	\$8,000.00	\$14.70	\$10.80	\$0.00	\$212.95	\$496.10	\$0.00	\$1,068.00	\$14.90	\$1,817.45	\$6,182.55	23.00%
34100	OFFICIAL BOND INS.	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00	\$0.00	\$360.00	\$0.00	\$660.00	\$40.00	94.00%
34200	OTHER INSURANCE	\$58,000.00	\$0.00	\$10,932.00	\$34,473.00	\$2,000.00	\$0.00	\$0.00	\$795.00	\$0.00	\$48,200.00	\$9,800.00	83.00%
35100	GAS	\$4,000.00	\$54.29	\$507.41	\$660.64	\$54.31	\$87.12	\$154.06	\$100.16	\$98.41	\$1,716.40	\$2,283.60	43.00%
35200	ELECTRICITY	\$281,212.00	\$28,091.55	\$24,694.43	\$25,327.49	\$20,606.67	\$17,417.47	\$19,818.15	\$22,816.99	\$25,721.44	\$184,494.19	\$96,717.81	66.00%
35300	WATER	\$16,200.00	\$838.46	\$819.25	\$307.10	\$1,461.08	\$1,216.45	\$1,493.82	\$1,272.72	\$2,155.22	\$9,564.10	\$6,635.90	59.00%
36100	BUILDING REPAIRS	\$44,220.00	\$9,370.91	\$1,312.50	\$975.00	\$0.00	\$1,880.63	\$580.00	\$735.00	\$0.00	\$14,854.04	\$29,365.96	34.00%
36300	OTHER EQUIP/FURNITUR	\$29,000.00	\$912.75	\$3,791.92	\$410.19	\$887.75	\$3,001.10	\$4,633.09	\$0.00	\$1,055.00	\$14,691.80	\$14,308.20	51.00%
36400	VEHICLE MAINTENANCE/	\$9,000.00	\$5,511.52	\$1,056.04	\$54.39	\$640.06	\$138.00	\$97.23	\$430.49	\$2,187.21	\$10,114.94	-\$1,114.94	112.00%
36500	MATERIALS BINDING/REP	\$3,000.00	\$661.48	\$171.27	\$0.00	\$0.00	\$191.19	\$0.00	\$0.00	\$0.00	\$1,023.94	\$1,976.06	34.00%
37100	REAL ESTATE RENTAL/PA	\$32,000.00	\$19,601.50	\$37.50	\$75.00	\$30.00	\$75.00	\$9,448.00	\$0.00	\$2,025.00	\$31,292.00	\$708.00	98.00%
37200	EQUIPMENT RENTAL	\$7,540.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,062.20	\$0.00	\$7,062.20	\$477.80	94.00%
39100	DUES/INSTITUTIONAL	\$7,350.00	\$30.00	\$100.00	\$823.00	\$0.00	\$0.00	\$0.00	\$0.00	\$350.00	\$1,303.00	\$6,047.00	18.00%
39200	INTEREST/TEMPORARY L	\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0.00%
39400	TRANSFER TO LIRF	\$150,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150,000.00	0.00%
39500	EDUCATIONAL/LICENSING	\$6,500.00	\$960.00	\$0.00	\$454.70	\$82.47	\$0.00	\$0.00	\$110.77	\$1,443.75	\$3,051.69	\$3,448.31	47.00%
44100	FURNITURE	\$70,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$350.00	\$0.00	\$0.00	\$350.00	\$69,650.00	1.00%
44300	OTHER EQUIPMENT	\$55.79	\$0.00	\$0.00	\$0.00	\$55.79	\$0.00	\$0.00	\$0.00	\$0.00	\$55.79	\$0.00	100.00%
44450	BUILDING RENOVATION	\$196,000.00	\$16,400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,236.82	\$0.00	\$10,183.32	\$36,820.14	\$159,179.86	19.00%
44650	IS SOFTWARE	\$8,750.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,150.00	\$0.00	\$0.00	\$0.00	\$3,150.00	\$5,600.00	36.00%
45100	BOOKS	\$577,714.00	\$53,831.55	\$44,563.35	\$58,715.89	\$38,418.98	\$42,601.56	\$47,958.73	\$59,054.05	\$39,709.58	\$384,853.69	\$192,860.31	67.00%
45200	PERIODICALS/NEWSPAPE	\$44,007.00	\$4,265.60	\$1,236.63	\$87.47	\$453.20	\$383.60	\$748.21	\$223.50	\$211.43	\$7,609.64	\$36,397.36	17.00%
45300	NONPRINT MATERIALS	\$370,721.00	\$44,643.72	\$24,415.58	\$26,685.02	\$30,502.90	\$23,437.80	\$32,297.42	\$39,686.61	\$34,816.21	\$256,485.26	\$114,235.74	69.00%
45400	ELECTRONIC RESOURCE	\$67,973.00	\$14,950.14	\$0.00	\$1,394.95	\$0.00	\$0.00	\$0.00	\$6,265.00	\$4,059.78	\$26,669.87	\$41,303.13	39.00%
		\$7,696,328.79	\$617,347.49	\$515,610.15	\$568,594.34	\$544,954.15	\$430,962.68	\$553,781.00	\$950,841.31	\$533,774.61	\$4,715,865.73	\$2,980,463.06	61.00%

MONROE COUNTY PUBLIC LIBRARY

LIRF Budget Expenditure Report

January 1, 2010 to August 31, 2010

8 months = 66.6%

Object	Object Descr	2010 Budget	Jan 2010	Feb 2010	Mar 2010	Apr 2010	May 2010	June 2010	July 2010	Aug 2010	YTD Amount	2010 YTD Balance	2010 %YTD Budget
31100	CONSULTING SERVICES	\$18,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$18,500.00	0.00%
31201	ENCUMBERED ENGINEER/AR	\$10,260.00	\$3,420.00	\$1,140.00	\$1,140.00	\$1,710.00	\$1,140.00	\$1,140.00	\$0.00	\$0.00	\$9,690.00	\$570.00	94.00%
31400	BUILDING SERVICES	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
36100	BUILDING REPAIRS	\$20,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000.00	0.00%
44100	FURNITURE	\$26,479.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$26,479.00	0.00%
44300	OTHER EQUIPMENT	\$32,942.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,999.95	\$5,999.95	\$26,942.05	18.00%
44450	BUILDING RENOVATION	\$42,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$42,000.00	\$0.00	\$0.00	\$42,000.00	\$0.00	100.00%
44451	ENCUMBERED BLDG RENOV	\$151,057.75	\$0.00	\$0.00	\$0.00	\$0.00	\$91,034.60	\$60,023.15	\$0.00	\$0.00	\$151,057.75	\$0.00	100.00%
44600	IS EQUIPMENT	\$85,702.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15,521.84	\$4,050.00	\$19,571.84	\$66,130.16	23.00%
44650	IS SOFTWARE	\$133,377.00	\$0.00	\$0.00	\$0.00	\$5,400.00	\$0.00	\$0.00	\$51,100.00	\$0.00	\$56,500.00	\$76,877.00	42.00%
		\$525,317.75	\$3,420.00	\$1,140.00	\$1,140.00	\$7,110.00	\$92,174.60	\$103,163.15	\$66,621.84	\$10,049.95	\$284,819.54	\$240,498.21	54.00%

MONROE COUNTY PUBLIC LIBRARY
Debt Service Budget Expenditures Report

January 1, 2010 to August 31, 2010
8 months = 66.6%

Object Object Descr	2010 Budget	Jan 2010	Feb 2010	Mar 2010	Apr 2010	May 2010	June 2010	July 2010	Aug 2010	2010 YTD Amt	2010 YTD Balance	2010 %YTD Budget
37100 REAL ESTATE	\$1,996,000.00	\$166,333.35	\$166,333.33	\$166,333.33	\$166,333.33	\$166,333.33	\$166,333.33	\$166,333.35	\$166,333.33	\$1,330,666.68	\$665,333.32	67.00%
39200 INTEREST/TE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	100.00%
39250 PAYMENT ON	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	100.00%
39450 TRANSFER TO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	100.00%
	\$1,996,000.00	\$166,333.35	\$166,333.33	\$166,333.33	\$166,333.33	\$166,333.33	\$166,333.33	\$166,333.35	\$166,333.33	\$1,330,666.68	\$665,333.32	67.00%

MONROE COUNTY PUBLIC LIBRARY

Rainy Day Budget Expenditures Report

January 1, 2010 to August 31, 2010

8 months = 66.6%

Object	Object Descr	2010 Budget	Jan 2010	Feb 2010	Mar 2010	Apr 2010	May 2010	June 2010	July 2010	Aug 2010	2010 YTD Amt	2010 YTD Balance	2010 %YTD Budget
12200	UNEMPLOYMENT COMPENSATION	\$10,000.00	\$0.00	\$0.00	\$888.00	\$717.82	\$283.01	\$141.90	\$50.45	\$149.76	\$2,230.94	\$7,769.06	22.00%
21300	OFFICE SUPPLIES	\$20,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000.00	0.00%
22100	CLEANING SUPPLIES	\$20,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000.00	0.00%
31100	CONSULTING SERVICES	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50,000.00	0.00%
31300	LEGAL SERVICES	\$80,000.00	\$2,993.50	\$202.50	\$0.00	\$1,710.50	\$4,336.50	\$121.50	\$243.00	\$447.60	\$10,055.10	\$69,944.90	13.00%
44450	BUILDING RENOVATION	\$26,488.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$26,488.00	0.00%
		\$206,488.00	\$2,993.50	\$202.50	\$888.00	\$2,428.32	\$4,619.51	\$263.40	\$293.45	\$597.36	\$12,286.04	\$194,201.96	6.00%

MONROE COUNTY PUBLIC LIBRARY

Special Revenue Budget Expenditure Report

January 1, 2010 to August 31, 2010

8 months = 66.6%

Obj#	Object Descr	2010 Budget	Jan 2010	Feb 2010	Mar 2010	Apr 2010	May 2010	June 2010	July 2010	Aug 2010	YTD Amount	2010 YTD Balance	2010 %YTD Budget
1130	PROF/SUPERVISORS	\$58,595.00	\$4,507.54	\$4,507.54	\$4,507.54	\$4,507.54	\$4,507.54	\$4,507.54	\$6,761.31	\$4,507.54	\$38,314.09	\$20,280.91	65.00%
1140	PROFESSIONAL ASSISTANT	\$118,264.00	\$9,097.20	\$9,097.20	\$9,097.20	\$9,097.20	\$9,097.20	\$9,097.20	\$13,645.80	\$9,097.20	\$77,326.20	\$40,937.80	65.00%
1160	CLERICAL ASSISTANTS	\$180,394.00	\$14,506.58	\$15,254.78	\$15,943.60	\$14,948.83	\$15,957.78	\$14,221.18	\$22,301.86	\$15,547.31	\$128,681.92	\$51,712.08	71.00%
1180	TEMPORAY STAFF	\$10,880.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,880.00	0.00%
1210	FICA/EMPLOYER CONTRIBU	\$22,824.00	\$1,653.20	\$1,700.55	\$1,737.90	\$1,680.44	\$1,739.75	\$1,639.54	\$2,522.62	\$1,723.02	\$14,397.02	\$8,426.98	63.00%
1230	PERF/EMPLOYER CONTRIBU	\$21,665.00	\$0.00	\$0.00	\$0.00	\$4,999.73	\$0.00	\$0.00	\$4,999.73	\$0.00	\$9,999.46	\$11,665.54	46.00%
1240	INS/EMPLOYER CONTRIBUTI	\$42,792.00	\$4,632.55	\$2,952.24	\$6,940.06	\$3,197.17	\$0.00	\$5,899.97	\$2,197.00	\$2,982.68	\$28,801.67	\$13,990.33	67.00%
1250	MEDICARE/EMPLOYER CON	\$5,338.00	\$386.64	\$397.71	\$406.45	\$393.00	\$406.88	\$383.45	\$589.97	\$402.97	\$3,367.07	\$1,970.93	63.00%
1310	WORK STUDY	\$450.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$450.00	0.00%
2120	STATIONERY/PRINTING	\$1,000.00	\$0.00	\$267.74	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$267.74	\$732.26	27.00%
2130	OFFICE SUPPLIES	\$500.00	\$208.05	\$0.00	\$0.00	\$171.60	\$0.00	\$0.00	\$0.00	\$0.00	\$379.65	\$120.35	76.00%
2140	DUPLICATING	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
2220	FUEL/OIL/LUBRICANTS	\$500.00	\$124.11	\$0.00	\$27.20	\$34.69	\$0.00	\$28.82	\$119.11	\$57.27	\$391.20	\$108.80	78.00%
2270	VIDEO TAPE/CATS	\$20,000.00	\$117.19	\$3,976.50	\$0.00	\$0.00	\$4,850.65	\$0.00	\$7,948.15	\$0.00	\$16,892.49	\$3,107.51	84.00%
2300	IS SUPPLIES	\$4,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,000.00	0.00%
2350	VIDEO MATERIALS/CATS	\$10,000.00	\$348.61	\$1,283.46	\$473.73	\$78.46	\$834.26	\$0.00	\$896.69	\$0.00	\$3,915.21	\$6,084.79	39.00%
3130	LEGAL SERVICES	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$62.50	\$0.00	\$0.00	\$80.64	\$143.14	\$856.86	14.00%
3160	COMPUTER SERVICES	\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00	0.00%
3165	DIGITIZATION SERVICES	\$0.00	\$653.59	\$0.00	\$0.00	\$0.00	\$0.00	\$690.00	\$615.00	\$0.00	\$1,958.59	-\$1,958.59	100.00%
3210	TELEPHONE	\$3,500.00	\$239.40	\$88.02	\$244.89	\$255.21	\$0.00	\$253.46	\$513.02	\$253.31	\$1,847.31	\$1,652.69	53.00%
3220	POSTAGE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5.60	\$0.00	\$5.60	-\$5.60	100.00%
3230	TRAVEL EXPENSE	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0.00%
3240	PROFESSIONAL MTG/OFF SI	\$525.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$525.00	0.00%
3260	FREIGHT/DELIVERY	\$750.00	\$0.00	\$0.00	\$0.00	\$143.68	\$0.00	\$0.00	\$0.00	\$0.00	\$143.68	\$606.32	19.00%
3630	OTHER EQUIP/FURNITURE R	\$4,000.00	\$0.00	\$443.60	\$0.00	\$0.00	\$399.00	\$0.00	\$643.50	\$0.00	\$1,486.10	\$2,513.90	37.00%
3710	REAL ESTATE RENTAL/PARK	\$2,000.00	\$1,227.00	\$0.00	\$0.00	\$0.00	\$0.00	\$228.00	\$0.00	\$75.00	\$1,530.00	\$470.00	77.00%
3910	DUES/INSTITUTIONAL	\$480.00	\$0.00	\$0.00	\$0.00	\$400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$400.00	\$80.00	83.00%
3950	EDUCATIONAL/LICENSING S	\$400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$400.00	0.00%
3960	COMMUNITY NEWS SERVIC	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,500.00	\$2,500.00	\$0.00	\$0.00	\$5,000.00	\$5,000.00	50.00%
4470	EQUIPMENT - CATS	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%
4475	SOFTWARE - CATS	\$5,000.00	\$0.00	\$399.95	\$0.00	\$0.00	\$0.00	\$0.00	\$350.00	\$0.00	\$749.95	\$4,250.05	15.00%
		\$538,557.00	\$37,701.66	\$40,369.29	\$39,378.57	\$39,907.55	\$40,355.56	\$39,449.16	\$64,109.36	\$34,726.94	\$335,998.09	\$202,558.91	62.00%

MONROE COUNTY PUBLIC LIBRARY

LCPF Budget Expenditure Report

January 1, 2010 to August 31, 2010

8 months = 66.6%

Object	Object Descr	2010 Budget	Jan 2010	Feb 2010	Mar 2010	Apr 2010	May 2010	June 2010	July 2010	Aug 2010	YTD Amount	2010 YTD Balance	2010 %YTD Budget
31100	CONSULTING SERVIC	\$7,300.00	\$1,300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,300.00	\$6,000.00	18.00%
44100	FURNITURE	\$0.00	\$0.00	\$2,390.16	\$279.88	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,670.04	-\$2,670.04	100.00%
44300	OTHER EQUIPMENT	\$188,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$188,200.00	0.00%
44450	BUILDING RENOVATI	\$189,654.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$110,000.00	\$0.00	\$79,654.00	\$189,654.00	\$0.00	100.00%
44451	ENCUMBERED BLDG	\$214,499.55	\$4,015.66	\$52,705.43	\$79,102.55	\$0.00	\$78,160.90	\$515.01	\$0.00	\$0.00	\$214,499.55	\$0.00	100.00%
44600	IS EQUIPMENT	\$68,955.00	\$23,744.50	\$15,285.50	\$0.00	\$0.00	\$10,759.00	\$8,459.00	\$0.00	\$0.00	\$27,677.00	\$41,278.00	40.00%
44650	IS SOFTWARE	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,061.00	\$7,349.99	\$0.00	\$9,410.99	-\$4,410.99	188.00%
44700	EQUIPMENT - CATS	\$45,961.00	\$510.74	\$9,763.47	\$1,098.97	\$355.97	\$10,513.96	\$0.00	\$0.00	\$0.00	\$22,243.11	\$23,717.89	48.00%
44750	SOFTWARE - CATS	\$3,000.00	\$0.00	\$1,997.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,997.00	\$1,003.00	67.00%
		\$722,569.55	\$29,570.90	\$51,570.56	\$80,481.40	\$355.97	\$99,433.86	\$121,035.01	\$7,349.99	\$79,654.00	\$469,451.69	\$253,117.86	65.00%

MONROE COUNTY PUBLIC LIBRARY

Expenditure Summary compared to last year

2010 compared to 2009: Period Ending August

Fund	Fund Descr	2010 Budget	August 2010 Amt	2010 YTD Amt	2009 Budget	August 2009 Amt	2009 YTD Amt	%Last YR YTD Diff
001	OPERATING	\$7,836,198.00	\$533,774.61	\$4,715,865.73	\$7,040,556.00	\$491,281.78	\$4,318,790.33	9.00%
002	JAIL	\$6,000.00	\$676.21	\$2,924.38	\$6,000.00	\$420.55	\$3,186.37	-8.00%
003	CLEARING	\$27,651.18	\$812.50	\$31,076.22	\$0.00	\$1,415.05	\$4,672.44	565.00%
004	GIFT UNRESTRIC	\$12,738.00	\$710.10	\$4,066.23	\$0.00	\$80.64	\$2,331.09	74.00%
005	PLAC	\$0.00	\$0.00	\$8,842.00	\$0.00	\$0.00	\$7,410.00	19.00%
006	RETIREEES	\$0.00	\$1,465.07	\$11,720.56	\$0.00	\$1,232.39	\$8,304.10	41.00%
007	LIRF	\$525,317.75	\$10,049.95	\$284,819.54	\$223,831.25	\$38,916.00	\$209,091.25	36.00%
008	DEBT SERVICE	\$1,996,000.00	\$166,333.33	\$1,330,666.68	\$1,996,000.00	\$166,333.33	\$1,330,666.68	0.00%
009	RAINY DAY	\$206,488.00	\$597.36	\$12,286.04	\$323,200.00	\$3,633.06	\$79,308.40	-85.00%
010	PAYROLL	\$0.00	\$339,859.06	\$2,761,301.12	\$0.00	\$313,211.17	\$2,730,199.69	1.00%
011	INVESTMENT-GIF	\$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	\$5,269.05	\$0.00	\$5,234.18	\$21,132.00	\$6,394.34	\$11,856.88	-56.00%
016	GIFT-RESTRICED	\$26,134.48	\$4,096.62	\$47,778.61	\$0.00	\$4,096.84	\$36,218.32	32.00%
017	LEVY EXCESS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
018	IN KIND CONTRIB	\$225,233.24	\$0.00	\$225,233.24	\$0.00	\$0.00	\$0.00	0.00%
019	GIFT-FOUNDATIO	\$73,993.76	\$716.43	\$41,346.21	\$107,352.01	\$7,862.38	\$69,677.53	-41.00%
020	SPECIAL REVENU	\$538,557.00	\$34,726.94	\$335,998.09	\$518,605.64	\$36,524.59	\$345,431.87	-3.00%
021	CAPITAL PROJEC	\$722,569.55	\$79,654.00	\$469,451.69	\$535,621.45	\$10,367.67	\$447,500.48	5.00%
022	GATES HARDWA	\$15,600.00	\$0.00	\$15,285.50	\$0.00	\$0.00	\$0.00	0.00%
023	LSTA-CIVIL WAR	\$19,705.00	\$2,476.98	\$5,623.67	\$0.00	\$0.00	\$0.00	0.00%
		\$12,237,455.01	\$1,175,949.16	\$10,309,519.69	\$10,772,298.35	\$1,081,769.79	\$9,604,645.43	7.00%

MONROE COUNTY PUBLIC LIBRARY
Monthly Revenue Report (Cash Basis)

Current Period compared to Prior Period

Current Period: August 2010

Operating Fund

Source	Source Descr	2010 Budget	August 2010 Amt	2010 YTD Amt	2009 Budget	August 2009 Amt	2009 YTD Amt	%Last YR YTD Diff
00100	PROPERTY TAX/ADVANCES	\$4,861,253.00	\$0.00	\$3,092,124.09	\$3,626,642.00	\$808,272.11	\$3,558,364.51	-13.00%
00200	INTANGIBLES TAX	\$12,699.00	\$0.00	\$4,914.50	\$11,500.00	\$5,949.50	\$5,949.50	-17.00%
00300	LICENSE EXCISE TAX	\$346,364.00	\$0.00	\$327,565.86	\$332,000.00	\$143,635.73	\$338,397.24	-3.00%
00400	COUNTY OPTION INCOME TAX	\$2,217,128.00	\$184,760.67	\$1,478,085.36	\$1,995,000.00	\$183,574.00	\$1,468,592.00	1.00%
00500	COMMERCIAL VEHICLE EXCISE TA	\$40,163.00	\$0.00	\$17,035.19	\$34,000.00	\$0.00	\$18,815.30	-9.00%
00600	US FORESTRY FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
03400	ELL COPIERS/PRINTERS	\$4,000.00	\$268.80	\$2,775.30	\$0.00	\$226.39	\$2,500.55	11.00%
03500	LOST/DAMAGED	\$12,000.00	\$2,043.86	\$17,835.94	\$0.00	\$1,219.86	\$10,114.13	76.00%
03600	FINES/FEES	\$180,000.00	\$16,197.73	\$136,416.61	\$120,750.00	\$13,546.74	\$111,509.65	22.00%
03650	COLLECTION AGENCY FEE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
03700	BLGTN COPIERS/PRINTERS	\$12,000.00	\$1,138.80	\$8,764.83	\$16,000.00	\$948.05	\$8,377.82	5.00%
03900	MISCELLANEOUS RECEIPTS	\$0.00	\$255.32	\$4,746.83	\$0.00	\$643.89	\$24,929.14	-81.00%
04100	PUBLIC LIBRARY ACCESS CARD	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
04500	PLAC DISTRIBUTION	\$10,000.00	\$0.00	\$0.00	\$20,000.00	\$0.00	\$0.00	0.00%
10000	REALESTATE RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
11500	STATE DISTRIBUTION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
17000	READER PRINTER RECEIPTS	\$1,000.00	\$143.70	\$884.28	\$0.00	\$135.35	\$1,222.57	-28.00%
18000	COIN TELEPHONE RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
18500	INTEREST FROM CHECKING/SAVIN	\$0.00	\$346.06	\$1,274.89	\$0.00	\$11.11	\$421.76	202.00%
19000	TEMPORARY LOANS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
20000	CABLE ACCESS FEES -BLOOMINGT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
20100	CABLE ACCESS FEES - COUNTY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
20200	CABLE ACCESS FEES - ELLETTSVI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
53000	LSTA INKIND GRANT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$7,696,607.00	\$205,154.94	\$5,092,423.68	\$6,155,892.00	\$1,158,162.73	\$5,549,194.17	-8.00%

MONROE COUNTY PUBLIC LIBRARY

Cash Balances by fund

Current Period: August 2010

FUND Descr	8/1/2010	MTD Debit	MTD Credit	8/31/2010 Bal Sht Descr
OPERATING	\$75,698.99	\$185,671.67	\$533,001.03	-\$271,630.37 CHASE/BANK ONE CHECKING
OPERATING	\$1,049,429.73	\$339.58	\$0.00	\$1,049,769.31 CHASE/BANK ONE SAVINGS
OPERATING	\$10,351.11	\$11,035.35	\$224.53	\$21,161.93 MONROE BANK CHECKING
OPERATING	\$45,328.13	\$9,233.87	\$0.00	\$54,562.00 UNITED COMMERCE BANK
Fund 001 OPERATING	\$1,180,807.96	\$206,280.47	\$533,225.56	\$853,862.87
JAIL	\$3,751.83	\$0.00	\$676.21	\$3,075.62 CHASE/BANK ONE CHECKING
CLEARING	\$0.00	\$712.50	\$812.50	-\$100.00 CHASE/BANK ONE CHECKING
CLEARING	\$0.00	\$100.00	\$0.00	\$100.00 UNITED COMMERCE BANK
Fund 003 CLEARING	\$0.00	\$812.50	\$812.50	\$0.00
GIFT UNRESTRICTED	\$23,787.55	\$0.00	\$724.10	\$23,063.45 CHASE/BANK ONE CHECKING
GIFT UNRESTRICTED	\$274.20	\$257.47	\$0.00	\$531.67 MONROE BANK CHECKING
GIFT UNRESTRICTED	\$1.00	\$2.00	\$0.00	\$3.00 UNITED COMMERCE BANK
Fund 004 GIFT UNRESTRICTED	\$24,062.75	\$259.47	\$724.10	\$23,598.12
PLAC	\$50.00	\$0.00	\$0.00	\$50.00 CHASE/BANK ONE CHECKING
PLAC	\$212.00	\$500.00	\$0.00	\$712.00 MONROE BANK CHECKING
PLAC	\$500.00	\$600.00	\$0.00	\$1,100.00 UNITED COMMERCE BANK
Fund 005 PLAC	\$762.00	\$1,100.00	\$0.00	\$1,862.00
LIRF	\$5,546.44	\$0.00	\$0.00	\$5,546.44 CHASE/BANK ONE CHECKING
LIRF	\$1,059,468.51	\$343.84	\$0.00	\$1,059,812.35 CHASE/BANK ONE SAVINGS
Fund 007 LIRF	\$1,065,014.95	\$343.84	\$0.00	\$1,065,358.79
DEBT SERVICE	\$289,813.50	\$93.68	\$0.00	\$289,907.18 CHASE/BANK ONE SAVINGS
RAINY DAY	\$156.19	\$0.00	\$392.76	-\$236.57 CHASE/BANK ONE CHECKING
RAINY DAY	\$809,822.60	\$262.93	\$0.00	\$810,085.53 CHASE/BANK ONE SAVINGS
Fund 009 RAINY DAY	\$809,978.79	\$262.93	\$392.76	\$809,848.96
PAYROLL	\$20,418.33	\$333,604.81	\$339,859.06	\$14,164.08 CHASE/BANK ONE CHECKING
GIFT-RESTRICED	\$84,132.28	\$6,932.67	\$4,126.94	\$86,938.01 CHASE/BANK ONE CHECKING
GIFT-RESTRICED	\$160.00	\$755.95	\$0.00	\$915.95 MONROE BANK CHECKING
Fund 016 GIFT-RESTRICED	\$84,292.28	\$7,688.62	\$4,126.94	\$87,853.96
LEVY EXCESS	\$20,542.28	\$0.00	\$0.00	\$20,542.28 CHASE/BANK ONE CHECKING
GIFT-FOUNDATION	\$448.87	\$16,300.19	\$1,612.88	\$15,136.18 CHASE/BANK ONE CHECKING
SPECIAL REVENUE	\$150,435.44	\$54,010.23	\$43,394.65	\$161,051.02 CHASE/BANK ONE CHECKING
CAPITAL PROJECTS	\$25,033.12	\$0.00	\$0.00	\$25,033.12 CHASE/BANK ONE CHECKING
CAPITAL PROJECTS	\$75,393.87	\$24.48	\$0.00	\$75,418.35 CHASE/BANK ONE SAVINGS

MONROE COUNTY PUBLIC LIBRARY

Cash Balances by fund

Current Period: August 2010

FUND Descr	8/1/2010	MTD Debit	MTD Credit	8/31/2010 Bal Sht Descr
Fund 021 CAPITAL PROJECTS	\$100,426.99	\$24.48	\$0.00	\$100,451.47
GATES HARDWARE GRANT	\$314.50	\$0.00	\$0.00	\$314.50 CHASE/BANK ONE CHECKING
LSTA-CIVIL WAR	-\$3,146.69	\$0.00	\$2,476.98	-\$5,623.67 CHASE/BANK ONE CHECKING
	\$3,747,923.78	\$620,781.22	\$927,301.64	\$3,441,403.36

MONROE COUNTY PUBLIC LIBRARY

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***Check Reconciliation©
CHASE BANK CHECKING
06100 BANKONECK
August 2010**

Account

Beginning Balance on 8/1/2010	\$412,283.57	Cleared	\$85,247.45
+ Receipts/Deposits	\$267,943.29	Statement	\$85,247.45
- Payments (Checks and Withdrawals)	\$594,979.41	Difference	\$0.00
Ending Balance as of 8/31/2010	\$85,247.45		

Check Book Balance

Active	G 001-06100	OPERATING	-\$271,630.37
Active	G 002-06100	JAIL	\$3,075.62
Active	G 003-06100	CLEARING	-\$100.00
Active	G 004-06100	GIFT UNRESTRICTED	\$23,063.45
Active	G 005-06100	PLAC	\$50.00
Active	G 006-06100	RETIREEES	\$0.00
Active	G 007-06100	LIRF	\$5,546.44
Active	G 008-06100	DEBT SERVICE	\$0.00
Active	G 009-06100	RAINY DAY	-\$236.57
Active	G 010-06100	PAYROLL	\$14,164.08
Active	G 012-06100	TEEN COUNCIL	\$0.00
Active	G 015-06100	LSTA	\$0.00
Active	G 016-06100	GIFT-RESTRICED	\$86,938.01
Active	G 017-06100	LEVY EXCESS	\$20,542.28
Active	G 019-06100	GIFT-FOUNDATION	\$15,136.18
Active	G 020-06100	SPECIAL REVENUE	\$161,051.02
Active	G 021-06100	CAPITAL PROJECTS	\$25,033.12
Active	G 022-06100	GATES HARDWARE	\$314.50
Active	G 023-06100	LSTA-CIVIL WAR	-\$5,623.67
		Cash Balance	\$77,324.09

Beginng Balance	\$412,283.57
+ Total Deposits	\$267,943.29
- Checks Written	\$602,902.77

Check Book Balance	\$77,324.09
Difference	\$0.00

MONROE COUNTY PUBLIC LIBRARY

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CHASE BANK SAVINGS

06110 BANKONESV

August 2010

Account

Beginning Balance on 8/1/2010	\$3,283,928.21	Cleared	\$3,284,992.72
+ Receipts/Deposits	\$1,064.51	Statement	\$3,284,992.72
- Payments (Checks and Withdrawals)	\$0.00	Difference	\$0.00
Ending Balance as of 8/31/2010	\$3,284,992.72		

Check Book Balance

Active	G 001-06110	OPERATING	\$1,049,769.31
Active	G 007-06110	LIRF	\$1,059,812.35
Active	G 008-06110	DEBT SERVICE	\$289,907.18
Active	G 009-06110	RAINY DAY	\$810,085.53
Active	G 016-06110	GIFT-RESTRICED	\$0.00
Active	G 017-06110	LEVY EXCESS	\$0.00
Active	G 019-06110	GIFT-FOUNDATION	\$0.00
Active	G 021-06110	CAPITAL PROJECTS	\$75,418.35

Cash Balance **\$3,284,992.72**

Beginng Balance	\$3,283,928.21
+ Total Deposits	\$1,064.51
- Checks Written	\$0.00

Check Book Balance	\$3,284,992.72
Difference	\$0.00

MONROE COUNTY PUBLIC LIBRARY

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MONROE BANK CHECKING

06300 MONROECK

August 2010

Account

Beginning Balance on 8/1/2010	\$10,997.31	Cleared	\$23,321.55
+ Receipts/Deposits	\$12,548.77	Statement	\$23,321.55
- Payments (Checks and Withdrawals)	\$224.53	Difference	\$0.00
Ending Balance as of 8/31/2010	\$23,321.55		

Check Book Balance

Active	G 001-06300	OPERATING	\$21,161.93
Active	G 002-06300	JAIL	\$0.00
Active	G 003-06300	CLEARING	\$0.00
Active	G 004-06300	GIFT UNRESTRICTED	\$531.67
Active	G 005-06300	PLAC	\$712.00
Active	G 006-06300	RETIREEES	\$0.00
Active	G 007-06300	LIRF	\$0.00
Active	G 008-06300	DEBT SERVICE	\$0.00
Active	G 012-06300	TEEN COUNCIL	\$0.00
Active	G 015-06300	LSTA	\$0.00
Active	G 016-06300	GIFT-RESTRICED	\$915.95
Active	G 019-06300	GIFT-FOUNDATION	\$0.00
Active	G 020-06300	SPECIAL REVENUE	\$0.00
		Cash Balance	\$23,321.55
	Beginng Balance	\$10,997.31	
	+ Total Deposits	\$12,548.77	
	- Checks Written	\$224.53	
	Check Book Balance	\$23,321.55	
	Difference	\$0.00	

MONROE COUNTY PUBLIC LIBRARY

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UNITED COMMERCE

06400 UNITED COM

August 2010

Account

Beginning Balance on 8/1/2010	\$45,829.13	Cleared	\$55,765.00
+ Receipts/Deposits	\$9,935.87	Statement	\$55,765.00
- Payments (Checks and Withdrawals)	\$0.00	Difference	\$0.00
Ending Balance as of 8/31/2010	\$55,765.00		

Check Book Balance

Active	G 001-06400	OPERATING	\$54,562.00
Active	G 003-06400	CLEARING	\$100.00
Active	G 004-06400	GIFT UNRESTRICTED	\$3.00
Active	G 005-06400	PLAC	\$1,100.00
Active	G 016-06400	GIFT-RESTRICED	\$0.00
		Cash Balance	\$55,765.00
	Beginng Balance	\$45,829.13	
	+ Total Deposits	\$9,935.87	
	- Checks Written	\$0.00	
	Check Book Balance	\$55,765.00	
	Difference	\$0.00	

2010 BOARD OF TRUSTEES CALENDAR

<i>Month</i>	<i>Date</i>	<i>Date</i>	<i>Topic</i>
January	13	Work Session	
	20	Board Meeting	Annual Transfer of Appropriations Resolution to Request Advance Tax Draws
		Board of Finance	Review Investment Report and Policy
February		Work Session	
		Board Meeting	Election of Board Officers
March	10	Work Session	Draft Library Capital Projects Fund
	24	Board Meeting	Approve Library Capital Projects Fund Plan for advertising
April	14	Work Session	
	21	Public Hearing	Library Capital Projects Fund Plan
	21	Board Meeting	Adopt Library Capital Projects Fund Plan and forward to County Council
May	12	Work Session	
	19	Board Meeting	Program Update: Summer Reading
June	9	Work Session	Budget Timeline and Priorities
	16	Board Meeting	Program Update: Indiana Bedrock Project
July	14	Work Session	Draft 2011 Budget
	21	Board Meeting	
August	11	Work Session	Revised 2011 Budget
	18	Board Meeting	Approve 2011 Budget for advertising
September	8	Work Session	
	15	Public Hearing	2011 Budget
	15	Board Meeting	
October	20	Work Session	2011 Budget, as recommended by County Council
	27	Board Meeting	Adopt 2011 Budget
November	10	Work Session	
	17	Board Meeting	Approve 2011 employee insurance package
December	8	Work Session	
	15	Board Meeting	Approve 2011 salary schedule

TO: Monroe County Public Library – Board of Trustees
FROM: Kyle Wickemeyer-Hardy, Human Resources Manager
RE: Personnel Report
DATE: September 15, 2010

Job Changes

- Adam Stillwell, CATS, Production Supervisor to Production Coordinator, Grade H to Grade I, effective 01-01-2010.
- Jason Radke, CATS, Operations Supervisor to Equipment Operations Associate; title change only, effective 01-01-2010.

Beginning Employment

- Andrew Beargie, CATS, Production Assistant, Pay Grade D, 25 hours per week, effective August 27, 2010.
- Joseph Mattucci, CATS, Production Assistant, Pay Grade D, 25 hours per week, effective September 3, 2010.

Ending Employment

- Benjamin Delgado, Circulation, Page, Pay Grade A, 15-18 hours per week, effective May 6, 2010.
- Mary Schoenfelder, Circulation, Page, Pay Grade A, 15-18 hours per week, effective August 25, 2010.
- James D. Gray, Collection Services, Temporary, RFID project, Pay Grade A, 15-18 hours per week, effective August 22, 2010.
- Kendra Wainscott, Circulation, Page, Page Grade A, 15-18 hours per week, effective September 9, 2010.
- Emily Musgrave, Circulation, Page, Pay Grade A, 15-18 hours per week, effective September 11, 2010.
- Curtis Wyant, Adult & Teen Services, Temporary, Reference Assistant, Pay Grade F, 20 hours per week, effective September 17, 2010.
- Emily Johnson, Community Relations, Temporary, Graphic Design Project, Pay Grade G, effective August 13, 2010.

Monroe County Public Library
Active Employees/Last Pay Date of Each Month

Pay Date	Employees			Hours/Status			Funds		
	Operating Fund	Special/Other	Total EEs	Operating Fund	Special/Other	Total Hours	Operating Fund	Special/Other	Total Funds
January 15, 2010	154	21	175	4,370	560	4,930	142,872	16,520	159,393
January 29, 2010	160	24	184	4,470	610	5,080	147,421	17,582	165,003
February 12, 2010	160	24	184	4,490	610	5,100	148,044	17,428	165,471
February 26, 2010	158	24	182	4,425	610	5,035	149,770	17,993	167,763
March 12, 2010	157	24	181	4,400	610	5,010	143,389	18,366	161,754
March 26, 2010	153	24	177	4,328	610	4,938	144,153	17,880	162,032
April 9, 2010	158	24	182	4,425	610	5,035	149,770	17,228	166,998
April 23, 2010	157	24	181	4,400	610	5,010	143,389	17,880	161,268
May 7, 2010	155	24	179	4,348	610	4,958	142,259	18,357	160,616
May 21, 2010	157	22	179	4,388	580	4,968	143,434	17,173	160,607
June 4, 2010	156	22	178	4,343	575	4,918	143,981	17,037	161,018
June 18, 2010	153	21	174	4,328	560	4,888	144,153	16,936	161,089
July 2, 2010	155	25	180	4,328	625	4,953	144,334	17,729	162,063
July 16, 2010	153	21	174	4,328	560	4,888	144,153	16,936	161,089
July 30, 2010	152	24	176	4,315	600	4,915	144,321	18,406	162,727
August 13, 2010	153	23	176	4,330	575	4,905	149,879	18,907	168,786
August 27, 2010	151	23	174	4,330	575	4,905	149,879	18,907	168,786
September 10, 2010	153	23	176	4,305	575	4,880	146,193	18,625	164,819
September 24, 2010			0			0			0
October 8, 2010			0			0			0
October 22, 2010			0			0			0
November 5, 2010			0			0			0

Note: "Active Employee" is defined as actively receiving payroll. Does not include non-benefitted staff taking unpaid time off lasting entire pay period.

Goal 1: Strengthen support for literacy and lifelong learning.

August Programs		Children		Young Adult		Adult		All Ages	
Department	Location	Program	Attend	Program	Attend	Program	Attend	Program	Attend
Adult	On Site			4	34	20	273		
Children	On Site	35	890			1	8	3	457
	Off Site					1	10		
Outreach	Off Site	4	47						
Ellettsville	On Site	19	72	2	19	1	3	1	14
Information	On Site					13	69		
VITAL	On Site					9	122		
	Off Site					1	75		
Total by Audience		58	1,009	6	53	36	363	4	471
Total Off-Site		4	47			2	85		
Total Programs									104
Total Attendance									1,896

1A. Increase pre-literacy skills among low-income children and families.

- The Read It Off committee met to review the program after the first year. They simplified applications and discussed promotion and metrics for assessment. For 2010, 1,805 items have been lent to Read It Off participants who might not otherwise have been able to use the library.
- Christina Jones presented an Every Child Ready to Read workshop for Head Start teachers on August 5.
- Mary Frasier began work on a proposal to Subaru Foundation for new AWE computers. The original computers, supplied by a State Library grant, are starting to fail due to constant use.
- In Outreach, Polly Nuest has been busy creating new Head Start schedules for the fall semester. There are four new teachers this year and a new site in Ellettsville.

1B. Support development of reading, language, and comprehension of K-6 (and MS and HS) students.

- The Ellettsville Branch supported the Governor's initiative "Parents as Partners in Education Week" with a bulletin board display in the Children's Room highlighting homework help services and booklists leading to the collection for homework help.
- On August 17, Children's, Ellettsville, and Outreach wrapped up the Summer Reading Program. In all, we gave out reading guides and explained the program to 4,069 children in Monroe County. 2,935 children returned to claim their first prize, and 2,144 children finished the program and picked out a paperback book.
- Nearly 50 teens participated in the Teen Summer Reading Program.
- Sara Laughlin, Josh Wolf, and Chris Hosler met with Cameron Rains and Jan Bergeson, MCCSC curriculum directors, on August 9 to identify best communication channels through schools, share information about mutual literacy initiatives and staff training, and tour the renovated Main Library facility. Children's staff offered staff development sessions for MCCSC teachers in 2010-2011, but their training schedule is shifting and we are awaiting more details.
- With input from the staff development committee and representatives from Children's Services, ELL, VITAL, and ATS, the Library requested proposals for reading level assessment coaching from three literacy experts.

1C. Increase effectiveness of volunteer tutoring programs, including Children's Math and Reading Team, Math Homework Help, and VITAL.

- Stori Snyder planned Homework Center tutor training. Literacy specialists Fran Stewart and Marilyn Schwarzkopf will provide a session, as will Jenny Noble Kutchera, ENL Coordinator for Rogers Elementary. Stori met with Choonhyun Jeon, MCCSC 's overall ENL Coordinator, to discuss new ways that tutors and teacher's could coordinate their efforts to help ENL students.

1D. Inform community members about the Library's response to literacy needs.

- Ellettsville Branch staff worked with Edgewood Junior High School Parent and Teacher Organization to add MCPL items to their website "Homework Help Clearinghouse Publication."
- Josh Wolf and Lisa Champelli met with representatives from Bloomington Hospital, Monroe County Parks and Recreation, and Bloomington Parks and Recreation to discuss a community-wide summer program for 2011 that would encompass the Summer Reading Program and a new fitness initiative. We are at the early planning stages, but everyone is excited about possibilities.
- VITAL Coordinator Sue Murphy was a guest at Victor Oolitic Stone Company staff meeting and shared information about library services, highlighting the adult literacy program. 75 were in attendance. The following week Sue returned to conduct five intake interviews.

1E. Strengthen literacy skills of adults.

- VITAL – 54 learners are involved in one-to-one tutoring matches.
- VITAL – 42 learners participated in the 3 ESL Conversation Practice classes.
- VITAL – 18 individuals are on waiting lists for volunteer tutors.

1F. Strengthen readers' advisory services.

- The Readers' Advisory team continued to refine questions about patrons' use of readers' advisory services.
- Adult/Teen Services configured the new "staff picks" area, located within new arrivals. This expanded set of shelves includes staff picks, Oprah Club (which continues to generate high demand), and "Book Lists" picks.

1G. Develop and evaluate partnerships to better serve target audiences.

- Branch staff worked with Edgewood High School Partners in Education team to promote "Email for Beginners" classes. The school is going paperless and teamed with the library to teach adults how to access email to learn of student progress.
- Ten participants attended the last two "Lawyers in the Library" programs. Due to budget and staffing shortfalls, District 10 Pro Bono has had to cut this popular program at the library.

Goal 2: Expand access to information.

August Access		
Circulation	Main	189,218
	ELL	26,361
	Outreach	11,558
	Overdrive	974
	TOTAL	228,111
Registration	Resident	88,805
	Non-resident PLAC	594
	Subscription	NA
	TOTAL	89,399

	New registrants	1,011
	Deleted registrants	471
Visits	Main	83,475
	ELL	14,735
	Outreach	NA
	TOTAL	98,210
Website Visits	Home page hits	89,154
	Catalog hits	3,129,785
	Other database hits	N/A
	Other hits	2,031,325
	TOTAL	5,161,110
Read It Off	Number registered	476
	Charges waived	\$1,012
	Number individuals with charged waived	95
	Number exiting program	17
Interlibrary loan	Items loaned	253
	Items borrowed	24

2A. Employ technology to facilitate better access to information.

- The data collection phase for the Payroll/HRIS/Time Management project began. Contract specifications and Implementation schedule will be identified following review of reporting and coordination needs with other HR and Library projects and programs.

2B. Improve web access.

- Master stone carver Amy Brier promoted the Indiana Bedrock website in a recent edition of the *Stone Carvers Guild Newsletter*. The project was also mentioned in the Herald-Times in an article about the "At War & At Home" project. When Sue Murphy visited the Victor Oolitic Stone Company, she took postcards, posters, and brochures about the project, which were warmly received by the workers there.
- Memos of understanding for "At War & At Home: Monroe County Timeline (1855 – 1875)" were finalized and signed with the Monroe County History Center, IU Lilly Library, and Wylie House Museum. A press release about the grant with a "call out" to the community for contributions appeared on the front page of *Herald Times Online*.
- Volunteer Mandy Yates worked to merge two spreadsheets from indexes created by the Library and *Bloom Magazine*. The index is expected to be online in September.
- ATS Clerk Jared Thompson updated the database to more accurately reflect just under 1,000 community groups in the county.
- "Getting the Most out of Genealogy Databases": Christine Friesel taught 10 patrons about genealogical research using Heritage Quest, Ancestry.com, and Footnote.com. Several participants collaborated with others and exchanged ideas and stories.

2C. Deliver information through CATS.

CATS Activities	
Government programs produced	30
Patron programs produced	66
CATS programs produced	28
Hours cablecast	2,193
In-house viewings	12
Editing sessions	122
Dubs delivered	115
Programs added to collection	212

2D. Replace Bookmobile.

- Utilimaster is currently working on attaching the shell to the Bookmobile chassis. Primary vendor OBS should take delivery by mid-September and anticipates 90 days to turn the truck into a Bookmobile.

2E: Investigate changing or expanding hours.

- Public service desks tracked reference questions by hour during the week of August 23-29.

2F. Open a second branch location.

- Margaret Harter and Sara Laughlin met with County Engineer Bill Williams to review potential locations.

2G. Improve service for people with disabilities.

- VITAL Coordinator Sue Murphy met with representatives from MCCSC Transitions and Stonebelt to discuss the recent cancellation of the Adult Basic Education class that served adults with developmental disabilities and explore how VITAL could help address their needs.

Goal 3: Deliver exemplary service.

August Service		
Meeting Rooms	Main Library meeting rooms used	75
	Main Library auditorium used	4
	Main Library atrium	0
	Ellettsville Branch	13
	TOTAL MEETING ROOMS USED	92
Public Computing	Computing sessions	20677
	Hours of computing	14966:38
	Average session length (minutes)	43.43
Author Alert	Holdings placed	740

3A. Improve parking for patrons and staff at Main Library. **COMPLETED**

3B. Improve efficiency of checkout, check-in, and holds processes.

- Express Check use was up 1% for system-wide use (46% of total checkout) and Main use (54%).
- In the first full month of the new Drive-up location, staff served 1,102 patrons. Average number served from January-July 2010 at the Grant Street location was 864.

3C. Improve materials security.

Items tagged: 222,000 since beginning of project

Staff hours: 763 (August); 1569 (total)

Volunteer hours: 51 (August); 94 (total)

*Tagging numbers are estimates based on the number of rolls of tags used each.

- All RFID items approved for 2010 purchase have been ordered. Remaining staff and self-check hardware should arrive in September and new security gates in mid-November.

3D. Complete children's addition at Ellettsville Branch. COMPLETED

3E. Remodel Main Library to improve space utilization and update worn areas.

- Renovation neared completion; plans are underway for celebrations with staff, Friends, and community.

3F. Make exterior improvements and replace landscaping at Main Library and Ellettsville.

3G. Provide high quality public technology services.

3H. Create engaging library experiences.

- Duct Tape Mania: Seven teens braved some very sticky tape to make wallets, change purses, and belts out of duct tape.
- Our Golden Door: Introduction to Immigration: Genealogist Ron Darrah described how to research immigrant ancestors.
- The Summer Film Series focusing on films from and about the depression brought in more than 100 attendees in August. *The Grapes of Wrath* was most popular.

3I. Improve signage, maps, and promotional capacity inside Main Library and Ellettsville Branch.

3J. Offer regular customer service training and updates.

- Collection Services clerks completed orientation for Circulation express check and holds pickup support.
- Managers approved the Person-in-Charge Committee proposal to implement expansion of former Manager-in-Charge coverage during evenings and weekends. Professional staff in public positions will rotate responsibility. Training documents are updated and implementation plan is ready.
- Staff from Administration, Adult & Teen Services, Children's Services, Circulation, Collection Services, Community Outreach, and Information Services assisted other departments.

3K. Implement training to enhance technology core competencies.

3L. Offer regular feedback opportunities for employees.

- All-staff meetings in August focused on key elements of Joint Agreement.

3M. Provide regular opportunities for community members to make suggestions for improving library services.

- Adult/Teen Services completed a survey of movie users and submitted draft report.

Goal 4: Maintain High Quality Collections

<i>August Collections</i>		
Items added	Adult print	2,010
	Adult AV	1,111
	Children's print	1,163
	Children's AV	411
	TOTAL ADDED	4,695
Items deleted		
	Adult print	3,297
	Adult AV	879
	Children's print	1,959
	Children's AV	91
	TOTAL ADDED	6,226
Items reviewed		
	Reviewed (Main)	4,417
	Discarded	510
Items returned/not returned		
	Items returned	166,794
	Accounts to collection agency	235
	Value recovered (cash and items)	\$8,401

4A. Purchase print materials that respond to community needs.

- Selectors met with public service staff for semi-annual review of the selection profile. CS staff also reviewed the results of the Music and Movies survey and met with ATS staff to discuss the implications of survey results on collection development.

4B. Maintain functional and attractive library collections.

- In Ellettsville, a patron commented that she missed books "face out" on display. Books are now on top of shelving again, but fewer so that both a cleaner look and marketing can continue.

4C. Continue to explore new formats.

4D. Improve patron satisfaction with Movies Collection.

- Adult & Teen Services staff compared movie survey and focus group results and met with Collection Services to discuss changes to purchasing, implementation of "catch of the day," expanded displays of genres and/or arrangement of special sections.

4E. Improve the weeding process.

- August is traditionally a month for weeding in J and YA areas; approximately 1,150 items were weeded from these two fiction collections. Adult & Teen Services also continued to weed, and in Ellettsville, weeding in advance of RFID tagging has helped staff see areas needing replacement copies of worn materials and new selections. As weeding occurred, items that will remain but need to have a newer copy purchased were shared with selectors.

4F. Develop a children's collection endowment.

Goal 5: Optimize stewardship of the library's resources.

August Collections		
Volunteers	Number of individual volunteers	134
	Number of hours contributed	671
	New volunteer applications received	13

5A. Implement recommendations from classification and compensation study. COMPLETED JULY 2010

5B. Implement certification in employee hiring, development, and promotion.

- HR integrated certification into job descriptions, as appropriate, in June 2010 and continues to support during recruitment, hiring, development, and promotion.

5C. Create staff development plan aligned with strategic plan.

- Staff Development Committee continued planning for 2010 Staff Day on October 13.

5D. Complete negotiations for and begin implementation of first union contract.

- Three-year Joint Agreement and policy changes were approved by board on August 18.
- HR began integrating policy changes into personnel manual and assisting managers and staff to understand and consistently apply terms of policies and agreements.

5E. Optimize use of interns, volunteers, and work-study employees.

- HR processed 17 work-study applications and placements for the 2010-2011 fall semester (continues through September). HR Specialist Marla Gray wrote job descriptions, coordinated participation of departments, and attended IU Fall Work Study Job Fair.
- Friends gained a paid intern for the 2010-11 school year, as a partner with SPEA/Service Corps.
- Four unpaid interns in Adult/Teen Services and two in Children's began work for fall semester.
- VITAL reorganized the VITAL Advisory (now Advocacy) Council to more efficiently use their expertise.

5F. Increase efforts to be an inclusive and attractive employer.

5G. Support improvement of key processes.

- HR met with benefits broker to explore options to reduce costs and increase service.

5H. Continue sustainability efforts to reduce energy consumption.

- Facilities reviewed the energy audit and created a plan to implement top-tier recommendations.

5I. Develop long-term facilities, equipment, and technology maintenance and replacement schedule.

- Information Systems updated the Tech Atlas inventory of computer hardware and software.

5J. Maximize tax support.

- Monroe County Council made a non-binding recommendation to approve the 2011 Budget.

5K. Increase funding from non-tax sources.

- The Library renewed the agreement with United Way to underwrite the \$1,000 cost of the Foundation Center's Database of Grantmakers.

5L. Work closely with Friends of the Library.

- The Friends of the Library board met at the Ellettsville Branch. Penny shared a slideshow of children enjoying Friends-sponsored programs and took board members on a tour of the new Children's Room. She pointed out a pegboard wall filled with hand puppets purchased with funds provided by the Friends.

Internet and Computer Use Policy: 2009

Version with Proposed Changes Highlighted

INTRODUCTION

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

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

OBJECTIVES

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

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

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

USER RESPONSIBILITIES

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

Legal Responsibilities:

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

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

Cooperative Responsibilities:

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

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

SANCTIONS

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

COMPUTER USE AT ~~MCPL~~ THE LIBRARY INCLUDES PUBLIC ACCESS TO THE INTERNET

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

information and opportunities for literacy, learning, and enjoyment, the Library ~~to meet the changing needs of the community, MCPL~~ offers access to the Internet.

A global network of computers, the Internet ~~presents~~ ~~provides access to~~ a wide variety of educational, recreational and reference resources, ~~many of which are not available in print, but there is no central control over its content or users. The~~ Some Internet contains a diverse range of information, ~~some of which~~ content may be objectionable or offensive, but, in accordance with the Library's commitment to intellectual freedom and the First Amendment to the United States Constitution, the Library does not employ filters that censor content. ~~MCPL cannot protect users from offensive Internet content, but librarians can offer advice and suggestions to help ensure effective Internet searching.~~

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

DISCLAIMERS

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

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

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

LIMITATION OF LIABILITY

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

Adopted by the [Board of Trustees](#) of the Monroe County Public Library on June 20, 2007. MCPL thanks the [Saint Joseph County Public Library](#) for allowing us to adapt their Computer Usage Policy as well as the many public libraries across the country who have shared

information and made their policies accessible.

Reaffirmed by Board of Trustees, June 17, 2009

Amended and adopted by the Board of Trustees, _____