

BOARD OF TRUSTEES MEETING
Wednesday, February 16, 2011
Meeting Room 1B
5:45 p.m.

AGENDA

1. Call to Order and Introductions – President Kari Isaacson
2. Consent Agenda – action item – Sara Laughlin
 - a. Minutes of January 19, 2011 Board Meeting (page 1-5)
 - b. Minutes of January 19, 2011 Board of Finance (page 6-7)
 - c. Monthly Bills for Payment (page 8-10)
 - d. Monthly Financial Report (page 11-26)
 - e. Board Calendar (page 27)
 - f. Personnel Report (page 28)
3. Director’s Report (page 29-35) and 2010 Indiana State Library Annual Report (page 36-63) – Sara Laughlin
4. Old Business
5. New Business
 - a. 2011 Agreement with El Centro Comunal Latino (page 64-66) – Lillian Casillas
 - b. 2011 Agreement with Old National Bank for Lease of 19 Parking Spaces (page 67-68) – Mark Mobley
 - c. Agreement with Woollen, Molzan and Partners to Design Glass Wall for First Floor (page 69-75) – Sara Laughlin
 - d. Agreement with Specialty Vehicle Systems to Assist with Advertising Old Bookmobile (page 76-78) – Chris Jackson
6. Department Update: Community Outreach – Chris Jackson
7. Public Comment
8. Adjournment

MONROE COUNTY PUBLIC LIBRARY
Board of Trustees Meeting
Wednesday, January 19, 2011
Meeting Room 1B

Attendance

Board Members Present: Dave Ferguson, Kari Isaacson, Valerie Merriam, Melissa Pogue, and Fred Risinger

Board Members Absent: Steve Moberly and John Walsh

Staff: Sarah Bowman, Pat Combs, Ellie Craig, Chris Jackson, Sara Laughlin, Sue Murphy, Mickey Needham, Bara Swinson, Pam Wasmer, Michael White, and Kyle Wickemeyer-Hardy

Others: Tom Bungler, Anabel Newman, and Susan Welsand

Call to Order

President Fred Risinger called the meeting to order at 5:45 p.m. Board members introduced themselves to the viewing public.

Fred Risinger announced that if there were no objections the VITAL Report would be presented first.

VITAL Report

Sara Laughlin introduced Dr. Anabel Newman, a leader in literacy programs in Indiana.

Dr. Newman spoke regarding literacy programs and the importance of giving. Dr. Newman introduced Susan Welsand, recipient of the Anabel P. Newman Appreciation Award in December.

Susan Welsand spoke about her experiences as an ESL tutor noting that she has had 12 ESL students.

Sue Murphy, VITAL coordinator, showed a VITAL public service announcement.

Consent Agenda

The consent agenda (Minutes of December 15, 2010 board meeting; Minutes of January 12, 2011 work session; monthly bills for payment; monthly financial report; board calendar; and personnel report) was presented for approval.

Referring to page 23, Kari Isaacson asked if 5.4% was unspent in the 2010 budget. Sara Laughlin explained that the working budget was about .9% less than the approved Department of Local Government and Finance. We received about 99% of what we requested so actually spent about 7.7% less than budgeted.

Kari Isaacson moved; Melissa Pogue seconded approval of the consent agenda. Motion carried unanimously.

Director's Report

Sara Laughlin presented the Director's Report. Sara reported that the Homework Centers have been very busy. The Bookmobile has been delivered but is back in the shop for some start-up issues. The "Open Truck" celebration is scheduled for Friday, February 4, at the Main Library. Radio Frequency Identification (RFID) tagging has been completed. The quarterly report shows that circulation for 2010 was up .05 percent despite renovation upheaval.

Old Business

None.

New Business

Resolution to Transfer 2010 Funds

Sara Laughlin presented a Resolution to Transfer 2010 Funds with an itemized list of transfers. This is a routine end-of-year procedure. Sara explained that it is a larger total this year due to the fact that the shortfall appeal funds were put into one budget line, #44450 Building Renovation, and are now being transferred to budget lines where spent.

Valerie Merriam moved; Melissa Pogue seconded approval of the Resolution to Transfer 2010 Funds totaling \$217,700. Motion carried unanimously.

Resolution to Request Advance 2011 Tax Draws

Sara Laughlin presented a Resolution to Request Advance Tax Draws from the Monroe County Treasurer. This is a routine function requesting tax draws in advance of the regular tax settlements when funds are available.

Kari Isaacson moved; Melissa Pogue seconded the Resolution to Request Advance 2011 Tax Draws. Motion carried unanimously.

Collection Development Policy

Pam Wasmer presented the Collection Development Policy stating that it is reviewed every year. Minor changes are recommended this year such as removing specific references to selection tools, removing references to items no longer in our inventory (video and audio cassettes), and adding information on downloadable items. The name of the statewide consortium for sharing downloadable audiobooks, videos and E-books has been added (Indiana Digital Media).

Dave Ferguson moved; Kari Isaacson seconded approval of the revisions to the Collection Development Policy. Motion carried unanimously.

Memorandum of Understanding with WFHB to Continue CATS Week

Michael White presented the Memorandum of Understanding with WFHB to continue CATSWeek. This agreement is the same as last year's agreement. The \$10,000 funding for CATSWeek is paid from franchise fees from the City of Bloomington, Monroe County, and Town of Ellettsville. Michael announced that Will Murphy, general manager of WFHB, will be leaving his position. January Jones, news director at WHFB, will continue working with CATSWeek.

Dave Ferguson asked if CATSWeek is available in an audio format. Michael White reported that currently video only is available. They are checking into offering an audio version.

Kari Isaacson moved; Dave Ferguson seconded approval of the Memorandum of Understanding with WFHB to Continue CATS Week. Motion carried unanimously.

2011 Fee Schedule

Sara Laughlin presented the 2011 Fee Schedule. Sara reported that the \$10 collection agency fee has been added to the schedule and explained that the replacement cost of lost items varies depending on the actual cost of the item. The rest of the fee schedule remains unchanged. Sara reported that test proctoring fees and fees for out-of-county obituary requests raised about \$1,300 last year. Collected fees go into the Operating Fund.

Melissa Pogue moved; Valerie Merriam seconded approval of the 2011 Fee Schedule as presented. Motion carried unanimously.

Resolution to Match Gates Opportunity Online Hardware Grant

Sara Laughlin presented the Resolution to Match Gates Opportunity Online Hardware Grant. Sara explained that this is the second year of the grant and the matching funds will be \$10,400. The main library qualified for this grant because of the poverty rating in Bloomington. Ellettsville branch did not qualify. The funds will be used for hardware for public access computing.

Kari Isaacson moved; Valerie Merriam seconded approval of the Resolution to Match Gates Opportunity Online Hardware Grant as presented. Motion carried unanimously.

Resolution to Withdraw Bookmobile from Asset Inventory

Chris Jackson presented the Resolution to Withdraw Bookmobile from Asset Inventory. Chris reported that the new Bookmobile has arrived and is in service. There is still some “tweaking” to be done before the official open house. Chris reported that the old Bookmobile will be disposed by receiving sealed bids with a set minimum per state law.

Dave Ferguson moved; Valerie Merriam seconded the Resolution to Withdraw Bookmobile from Asset Inventory. Motion carried unanimously.

Contract for Grant from FINRA Foundation for \$79,582

Sara Bowman presented the Contract for a Grant from FINRA Investor Education Foundation in the amount of \$79,582. This grant is funded through the American Library Association. The program goal is to increase the capacity of libraries to provide unbiased financial and investment information. FINRA Foundation is funded with fines paid by the banking industry. MCPL is partnering with the Purdue Extension Office in Monroe County. The target audience for the project will be 15- through 29-year-olds. A secondary target will be people who work with the target audience in local agencies. Grant funding will pay for a part-time librarian-level employee to manage the project for two years; provide for about \$8,000 in collection acquisitions; and the remainder will go towards payments for presenters. The project coordinator position has been posted. Sara Bowman has just returned from training in San Diego.

Attorney Tom Bunger has reviewed the contract.

President Fred Risinger asked why both the Friends and MCPL board are signing the contract. Sara Laughlin explained that the Friends is the organizational body and will reimburse MCPL for expenses.

Kari Isaacson asked what type of issues will be addressed. Sarah Bowman explained that financial literacy will be the main component with areas to include making wise consumer choices; home ownership; managing credit; savings; investing; and avoiding scams/frauds. The name of the project is "It's Your Money."

Dave Ferguson moved; Kari Isaacson seconded approval of the contract for the FINRA grant in the amount of \$79,582 as presented. Motion carried unanimously.

Election of 2011 Officers

President Fred Risinger stated that he has enjoyed his first term on the board as well as his presidency for one year. He announced that he has been reappointed for his second term.

Fred Risinger proposed the following slate of officers for 2011:

Kari Isaacson – president

Melissa Pogue – vice-president

Steve Moberly – secretary

Dave Ferguson – treasurer

Valerie Merriam moved; Fred Risinger seconded the slate of officers for 2011 as proposed. Motion carried unanimously.

Public Comment

None.

Meeting adjourned at 6:35 p.m.

MONROE COUNTY PUBLIC LIBRARY
Board of Finance Meeting
Wednesday, January 19, 2011
Meeting Room 1B

Attendance

Board Members Present: Dave Ferguson, Kari Isaacson, Valerie Merriam, Melissa Pogue, and Fred Risinger

Board Members Absent: Steve Moberly and John Walsh

Staff: Pat Combs and Sara Laughlin

Others: Tom Bunger

Call to Order

President Fred Risinger called the meeting to order at 6:40 p.m. following the regular board meeting.

Election of President and Secretary of Board of Finance

Dave Ferguson moved; Kari Isaacson seconded the election of Fred Risinger as president and Melissa Pogue as secretary. Dave Ferguson, as treasurer of the board, serves as treasurer of the Board of Finance. Motion carried unanimously.

Review Investment Report

Sara Laughlin reviewed the Finance and Investment Policy as distributed in the packet. Sara announced that there has been one bank change in that Monroe Bank has merged with Old National Bank. The three banks being utilized as depositories are Old National Bank, Chase, and United Commerce.

The investment policy was discussed. Investments are tightly restricted by state law.

Fred Risinger asked who makes the decision as to where to deposit funds. Sara Laughlin responded that the Financial Officer makes the decision, based on cash flow needs.

Dave Ferguson suggested checking on adding additional depositories to help safeguard funds in the event of bank failure. Sara Laughlin commented that the Department of Local Government Finance (DLGF) told Bonnie Estell that in the event of bank failure the library would likely receive all funds but probably not immediately. The \$250,000 federally insured funds would likely be returned immediately, but any funds over that amount could take time. Dave Ferguson commented that this is exactly the reasoning behind his suggestion. He felt that any amount over \$250,000 should be spread around to more banks. In particular, the Library Improvement Reserve Fund (LIRF) should be widely distributed.

Sara Laughlin will discuss the matter with the new financial officer and Dave Ferguson will meet with the new financial officer as well.

Meeting adjourned at 6:55 p.m.

***Check Summary Register©**

January 14, 2011 to February 10, 2011

Name	Check Date	Check Amt	
06100 CHASE BANK CHECKING			
Paid Chk# 080729	AMERICAN UNITED LIFE INS.	1/25/2011	\$1,519.46 403b TSA-AUL W/H
Paid Chk# 080730	AT&T (IL)	1/25/2011	\$1,351.61 PHONE BILL
Paid Chk# 080731	AT&T (OK)	1/25/2011	\$94.74 PHONE BILL
Paid Chk# 080732	CITGO	1/25/2011	\$669.10 FUEL
Paid Chk# 080733	MIDWEST PRESORT SERVICE	1/25/2011	\$412.82 POSTAGE SERVICES
Paid Chk# 080734	MONROE CTY PUBLIC	1/25/2011	\$248.22 FSA W/H
Paid Chk# 080735	OVERDUE MEDIA LLC	1/25/2011	\$1,250.00 FD/STAFF-DAY/OCT 12, 2011
Paid Chk# 080736	SOUTH CENTRAL INDIANA REMC	1/25/2011	\$44.97 BKM ELECTRICITY
Paid Chk# 080737	VECTREN ENERGY DELIVERY	1/25/2011	\$52.72 NATURAL GAS
Paid Chk# 080738	VERIZON WIRELESS	1/25/2011	\$105.70 CELL PHONE
Paid Chk# 080739	ANSWER INDIANA	2/3/2011	\$9.85 PAGER
Paid Chk# 080740	AT&T ADVERTISING	2/3/2011	\$170.00 DIRECTORY LISTINGS
Paid Chk# 080741	AT&T MOBILITY	2/3/2011	\$250.37 CELL PHONES/CATS
Paid Chk# 080742	CHRISTIE BOWMAN	2/3/2011	\$37.50 1/2 ZONE 4 PARKING
Paid Chk# 080743	DUKE ENERGY	2/3/2011	\$1,944.62 ELECTRICITY
Paid Chk# 080744	ELLETTSVILLE UTILITIES	2/3/2011	\$225.99 WATER & SEWER
Paid Chk# 080745	GE MONEY BANK/AMAZON	2/3/2011	\$3,090.37 BOOKS
Paid Chk# 080746	ISU/ISBDC	2/3/2011	\$405.00 FD/CR/BOOTH RENTAL
Paid Chk# 080747	KAREN LAND	2/3/2011	\$600.00 FD/CHILD/2 PERFORMANCES
Paid Chk# 080748	MIDWEST PRESORT SERVICE	2/3/2011	\$895.05 POSTAGE SERVICES
Paid Chk# 080749	NANCY A. NEWTON	2/3/2011	\$20.00 REFUND ON LOST ITEM
Paid Chk# 080750	PATRICIA G. CALLISON	2/3/2011	\$300.00 FD/ADULT/PERFORMANCE
Paid Chk# 080751	SARA R. RUSH	2/3/2011	\$30.99 REFUND ON LOST ITEM
Paid Chk# 080752	SMITHVILLE DIGITAL, INC.	2/3/2011	\$1,225.00 INTERNET SERVICE
Paid Chk# 080753	SPECIALTY VEHICLE	2/3/2011	\$6,000.00 BKM CONSULTING SERVICES
Paid Chk# 080754	SUGAR DADDY'S CAKES &	2/3/2011	\$346.50 FD/BKM CELEBRATION/COOKIES
Paid Chk# 080755	THERESA A. KINDER	2/3/2011	\$26.99 REFUND ON LOST ITEM
Paid Chk# 080756	VECTREN ENERGY DELIVERY	2/3/2011	\$1,099.38 NATURAL GAS
Paid Chk# 080757	BUREAU OF MOTOR VEHICLES	2/4/2011	\$15.00 APPLICATION FEE FOR LICENSE/BKM
Paid Chk# 080758	AMERICAN UNITED LIFE INS.	2/8/2011	\$1,563.93 403b TSA-AUL W/H
Paid Chk# 080759	ANTHEM BLUE CROSS BLUE	2/8/2011	\$112,711.36 VISION INS. - JAN.'11
Paid Chk# 080760	COLONIAL LIFE	2/8/2011	\$119.63 POST-TAX INS. W/H
Paid Chk# 080761	GREAT LAKES HIGHER ED	2/8/2011	\$200.80 GARNISHMENT W/H
Paid Chk# 080762	HEALTH RESOURCES, INC.	2/8/2011	\$3,233.15 DENTAL INS. FEB.'11
Paid Chk# 080763	MONROE CIRCUIT COURT	2/8/2011	\$30.00 GARNISHMENT W/H
Paid Chk# 080764	MONROE CTY PUBLIC	2/8/2011	\$248.22 FSA W/H
Paid Chk# 080765	PRE-PAID LEGAL SERVICES,	2/8/2011	\$47.84 PRE-PAID LEGAL W/H
Paid Chk# 080766	SMITHVILLE	2/8/2011	\$232.67 TELEPHONE
Paid Chk# 080767	UNITED WAY	2/8/2011	\$178.00 JAN.'11 UNITED WAY W/H
Paid Chk# 080768	UNUM LIFE INS. CO. OF	2/8/2011	\$2,265.81 ADD'L LIFE INS. - FEB. '11
Paid Chk# 080769	VERIZON WIRELESS	2/8/2011	\$129.03 BKM DATA LINES
Paid Chk# 080770	A1 LANDSCAPE & HAULING	2/10/2011	\$3,025.00 SALT APPL/SNOW REMOVAL
Paid Chk# 080771	ADP, INC.	2/10/2011	\$9.00 BACK GROUND CHECKS
Paid Chk# 080772	ADP, INC.	2/10/2011	\$238.82 FSA & COBRA SERVICES
Paid Chk# 080773	ADP, INC.	2/10/2011	\$89.08 PAYROLL SERVICES
Paid Chk# 080774	ALL-PHASE ELECTRIC SUPPLY	2/10/2011	\$902.11 LIGHT BULBS
Paid Chk# 080775	ANBRO ELECTRIC CO., INC.	2/10/2011	\$201.78 INSTALLED PLUG FOR BKM
Paid Chk# 080776	AUDIOGO	2/10/2011	\$1,114.29 BOOKS
Paid Chk# 080777	DANIEL C. AYNES	2/10/2011	\$62.59 BLDG SPLS
Paid Chk# 080778	BAKER & TAYLOR BOOKS	2/10/2011	\$33,782.17 BOOKS
Paid Chk# 080779	BLACKSTONE AUDIO, INC.	2/10/2011	\$199.50 NONPRINT
Paid Chk# 080780	BLOOMINGTON COMMUNITY	2/10/2011	\$2,500.00 1ST QTR., WFHB/CATS NEWS PROGRAM
Paid Chk# 080781	BLOOMINGTON PAINT &	2/10/2011	\$57.21 PAINT & PAINTING SPLS
Paid Chk# 080782	BOOKS IN MOTION	2/10/2011	\$248.82 NONPRINT

MONROE COUNTY PUBLIC LIBRARY

02/10/11 10:37 AM

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*Check Summary Register©

January 14, 2011 to February 10, 2011

Name	Check Date	Check Amt	
Paid Chk# 080783 A. E. BOYCE CO., INC.	2/10/2011	\$36.75	OFFICIAL RECORDS
Paid Chk# 080784 BROADART CO.	2/10/2011	\$110.13	A/V CATALOGING SPLS
Paid Chk# 080785 BUNGER & ROBERTSON, LLP	2/10/2011	\$1,125.00	LEGAL SERVICES
Paid Chk# 080786 CARMICHAEL TRUCK &	2/10/2011	\$451.39	BKM REPAIR
Paid Chk# 080787 CDW GOVERNMENT, INC.	2/10/2011	\$290.83	IS SPLS
Paid Chk# 080788 CENTER POINT LARGE PRINT	2/10/2011	\$172.56	BOOKS
Paid Chk# 080789 CHARDON LABORATORIES,	2/10/2011	\$662.00	BOILER/COOLING TWR SERVICE
Paid Chk# 080790 CINTAS FIRST AID & SAFETY	2/10/2011	\$362.15	FIRST-AID SPLS
Paid Chk# 080791 DELUXE	2/10/2011	\$772.78	OFFICIAL RECORDS
Paid Chk# 080792 DEMCO, INC.	2/10/2011	\$493.19	CATALOGING SPLS
Paid Chk# 080793 DEZELAN-GDM INSURANCE	2/10/2011	\$3,200.00	D & O INS. RENEWAL
Paid Chk# 080794 EBSCO	2/10/2011	\$37.23	PERIODICALS
Paid Chk# 080795 ENVIRONMENTS, INC.	2/10/2011	\$476.00	FD/CHILD SPLS FOR PEC
Paid Chk# 080796 EVANCED SOLUTIONS, INC.	2/10/2011	\$1,062.00	MAINT. CONTRACT 4/1/11 - 3/31/12
Paid Chk# 080797 FREEDOM BUSINESS	2/10/2011	\$1,211.19	CARTRIDGES, PRINTERS, REPAIRS
Paid Chk# 080798 GALE	2/10/2011	\$2,437.73	BOOKS
Paid Chk# 080799 HP PRODUCTS	2/10/2011	\$2,657.24	CLEANING SPLS
Paid Chk# 080800 ICE MILLER LLP	2/10/2011	\$567.00	LEGAL SERVICES
Paid Chk# 080801 IMAGING OFFICE SYSTEMS,	2/10/2011	\$1,722.90	YRLY MAINT. CONTRACT
Paid Chk# 080802 INDIANA LIBRARY	2/10/2011	\$6,021.00	2011 ILF TRUSTEE DUES
Paid Chk# 080803 INDIANA UNIVERSITY	2/10/2011	\$75.00	FD/YOUTH CONF/STARKS-DYER
Paid Chk# 080804 INSIDE INDIANA	2/10/2011	\$65.00	1 YEAR SUBSCRIPTION
Paid Chk# 080805 J. A. SEXAUER	2/10/2011	\$350.85	BLDG SPLS
Paid Chk# 080806 JIM GORDON, INC	2/10/2011	\$116.59	COPIERS MNTHLY MAINT.
Paid Chk# 080807 JOHN WARD	2/10/2011	\$2,500.00	CATS EDIT NETWORK UPGRADE
Paid Chk# 080808 KLEINDORFER'S HDWE	2/10/2011	\$17.24	BLDG SPLS
Paid Chk# 080809 LOGISTECH, INC.	2/10/2011	\$321.82	BOOKS
Paid Chk# 080810 LOWE'S	2/10/2011	\$263.83	BLDG SPLS
Paid Chk# 080811 MAXWELLS OFFICE PRODUCTS	2/10/2011	\$1,420.71	PAPER
Paid Chk# 080812 MIDWEST TAPE	2/10/2011	\$23,577.37	NONPRINT
Paid Chk# 080813 NEW READERS PRESS	2/10/2011	\$224.86	BOOKS
Paid Chk# 080814 NOLAN'S LAWN CARE SERVICE	2/10/2011	\$39.00	BLDG SERVICES
Paid Chk# 080815 B,B & C POW PEST CONTROL,	2/10/2011	\$49.00	PEST CONTROL
Paid Chk# 080816 QUILL CORPORATION	2/10/2011	\$1,120.27	OFFICE SPLS
Paid Chk# 080817 RANDOM HOUSE, INC.	2/10/2011	\$1,383.20	NONPRINT
Paid Chk# 080818 RECORDED BOOKS, LLC	2/10/2011	\$945.00	NONPRINT
Paid Chk# 080819 SCHINDLER ELEVATOR	2/10/2011	\$3,366.69	QUARTERLY CONTACT 2/1 -4/30/11
Paid Chk# 080820 SPOKEN ARTS	2/10/2011	\$10.00	NONPRINT
Paid Chk# 080821 STANSIFER RADIO COMPANY	2/10/2011	\$303.54	VIDEO MAT'LS
Paid Chk# 080822 SUZANNE KERN - PETTY CASH	2/10/2011	\$38.56	POSTAGE & BKM VIN # FEE
Paid Chk# 080823 THE MACEXPRIENCE	2/10/2011	\$599.97	RAM UPGRADE ON SERVER
Paid Chk# 080824 THE STECHER AND HOROWITZ	2/10/2011	\$22.95	NONPRINT
Paid Chk# 080825 TOSHIBA BUSINESS	2/10/2011	\$116.00	BLACK INK
Paid Chk# 080826 WEST PAYMENT CENTER	2/10/2011	\$1,106.50	BOOKS
Paid Chk# 080827 WESTON WOODS STUDIOS	2/10/2011	\$72.85	NONPRINT
Total Checks		\$247,808.63	

MONROE COUNTY PUBLIC LIBRARY
CHASE CHECKING ACCOUNT
01/14/11 - 02/10/11

A/P Check Total		\$247,808.63
Add: Electronic Withdrawals		
	Merchant Services-Monthly Credit Card Fees (Jan.)	722.87
Add: Payrolls		
	Vouchers 01/14/11 Payroll (ECI)	118,349.92
	Electronic transfer (ECI) employee/employer taxes	42,611.85
	Electronic transfer (ECI) employee/employer "HSA"	21,276.43
	Vouchers 01/28/11 Payroll (ECI)	117,327.62
	Electronic transfer (ECI) employee/employer taxes	42,153.54
	Electronic transfer (ECI) employee "HSA"	<u>1,944.43</u>
TOTAL OF A/P AND PAYROLL CHECK REGISTERS		<u><u>\$592,195.29</u></u>

MONROE COUNTY PUBLIC LIBRARY
MONTHLY SUMMARY OF BUDGET CATEGORIES
AS OF JANUARY 31, 2011
ONE MONTH = 8.3%

	2010 DECEMBER	2009 DECEMBER	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	284,549.94	289,848.55	284,549.94	3,893,000.00	289,848.55	3,608,450.06	7.3%	92.7%
EMPLOYEE BENEFITS	40,362.94	76,835.28	40,362.94	1,264,175.00	76,835.28	1,223,812.06	3.2%	96.8%
OTHER WAGES	615.09	2,876.50	615.09	1,000.00	2,876.50	384.91	61.5%	38.5%
TOTAL PERSONNEL SERVICES	<u>325,527.97</u>	<u>369,560.33</u>	<u>325,527.97</u>	<u>5,158,175.00</u>	<u>369,560.33</u>	<u>4,832,647.03</u>	<u>6.3%</u>	<u>93.7%</u>
SUPPLIES								
OFFICE SUPPLIES	4,780.21	3,013.17	4,780.21	42,000.00	3,013.17	37,219.79	11.4%	88.6%
OPERATING SUPPLIES	7,356.47	8,859.79	7,356.47	77,100.00	8,859.79	69,743.53	9.5%	90.5%
REPAIR & MAINT. SUPPLIES	6,330.92	1,962.84	6,330.92	13,700.00	1,962.84	7,369.08	46.2%	53.8%
TOTAL SUPPLIES	<u>18,467.60</u>	<u>13,835.80</u>	<u>18,467.60</u>	<u>132,800.00</u>	<u>13,835.80</u>	<u>114,332.40</u>	<u>13.9%</u>	<u>86.1%</u>
OTHER SERVICES & CHARGES								
PROFESSIONAL SERVICES	29,103.24	26,893.64	29,103.24	252,000.00	26,893.64	222,896.76	11.5%	88.5%
COMMUNICATION & TRANSPORTATION	4,645.85	6,800.55	4,645.85	87,000.00	6,800.55	82,354.15	5.3%	94.7%
PRINTING & ADVERTISING	119.86	60.96	119.86	8,000.00	60.96	7,880.14	1.5%	98.5%
INSURANCE	3,200.00	0.00	3,200.00	54,700.00	0.00	51,500.00	5.9%	94.1%
UTILITIES	27,392.18	28,984.30	27,392.18	314,400.00	28,984.30	287,007.82	8.7%	91.3%
REPAIR & MAINTENANCE	1,430.24	16,456.66	1,430.24	102,500.00	16,456.66	101,069.76	1.4%	98.6%
RENTALS	9,706.00	19,601.50	9,706.00	32,100.00	19,601.50	22,394.00	30.2%	69.8%
OTHER CHARGES	7,061.00	990.00	7,061.00	215,500.00	990.00	208,439.00	3.3%	96.7%
TOTAL OTHER SERVICES & CHARGES	<u>82,658.37</u>	<u>99,787.61</u>	<u>82,658.37</u>	<u>1,066,200.00</u>	<u>99,787.61</u>	<u>983,541.63</u>	<u>7.8%</u>	<u>92.2%</u>
CAPITAL OUTLAY								
FURNITURE & EQUIPMENT	0.00	16,400.00	0.00	19,744.52	16,400.00	19,744.52	0.0%	100.0%
OTHER CAPITAL OUTLAY	83,514.15	117,691.01	83,514.15	1,089,000.00	117,691.01	1,005,485.85	7.7%	92.3%
TOTAL CAPITAL OUTLAY	<u>83,514.15</u>	<u>134,091.01</u>	<u>83,514.15</u>	<u>1,108,744.52</u>	<u>134,091.01</u>	<u>1,025,230.37</u>	<u>7.5%</u>	<u>92.5%</u>
TOTAL OPERATING EXPENDITURES	<u>510,168.09</u>	<u>617,274.75</u>	<u>510,168.09</u>	<u>7,465,919.52</u>	<u>617,274.75</u>	<u>6,955,751.43</u>	<u>6.8%</u>	<u>93.2%</u>
				2010 BUDGET	7,832,838.00			
				%USED IN 2010	7.9%			

MONROE COUNTY PUBLIC LIBRARY
MONTHLY BUDGET REPORT
AS OF JANUARY 31, 2011

	2011 JANUARY	2010 JANUARY	2011 Y-T-D ACTUAL	2011 BUDGET	2010 Y-T-D ACTUAL	2011 Y-T-D BUDGET REMAINING	2011 % OF BUDGET USED	2011 % OF BUDGET REMAINING
PERSONNEL SERVICES (1000'S)								
SALARIES								
1120 ADMINISTRATION	7,259.71	11,320.62	7,259.71	167,000.00	11,320.62	159,740.29	4.3%	95.7%
1130 PROFESSIONAL/SUPERVISORS	33,550.98	34,851.26	33,550.98	545,000.00	34,851.26	511,449.02	6.2%	93.8%
1140 PROFESSIONAL ASSISTANTS	104,938.41	100,263.12	104,938.41	1,351,000.00	100,263.12	1,246,061.59	7.8%	92.2%
1150 SPECIALISTS & TECHNICIANS	59,417.93	57,428.16	59,417.93	814,000.00	57,428.16	754,582.07	7.3%	92.7%
1160 CLERICAL ASSISTANTS	35,018.53	43,331.48	35,018.53	442,000.00	43,331.48	406,981.47	7.9%	92.1%
1170 PAGES	17,952.26	16,053.31	17,952.26	226,000.00	16,053.31	208,047.74	7.9%	92.1%
1190 BUILDING MAINTENANCE	26,412.12	26,600.60	26,412.12	348,000.00	26,600.60	321,587.88	7.6%	92.4%
TOTAL SALARIES	284,549.94	289,848.55	284,549.94	3,893,000.00	289,848.55	3,608,450.06	7.3%	92.7%
EMPLOYEE BENEFITS								
EMPLOYEE BENEFITS								
1210 EMPLOYER CONTRIBUTION/FICA	16,813.89	17,234.71	16,813.89	238,100.00	17,234.71	221,286.11	7.1%	92.9%
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	0.00	368,250.00	0.00	368,250.00	0.0%	100.0%
1240 EMPLOYER CONT/INSURANCE	19,616.77	55,569.88	19,616.77	602,100.00	55,569.88	582,483.23	3.3%	96.7%
1250 EMPLOYER CONT/MEDICARE	3,932.28	4,030.69	3,932.28	55,725.00	4,030.69	51,792.72	7.1%	92.9%
TOTAL EMPLOYEE BENEFITS	40,362.94	76,835.28	40,362.94	1,264,175.00	76,835.28	1,223,812.06	3.2%	96.8%
OTHER WAGES								
1310 WORKSTUDY	0.00	0.00	0.00	1,000.00	0.00	1,000.00	0.0%	100.0%
1180 TEMPORARY STAFF	615.09	2,876.50	615.09	0.00	2,876.50	-615.09	#DIV/0!	#DIV/0!
1350 STIPEND/RECLASSIFICATION	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
TOTAL OTHER WAGES	615.09	2,876.50	615.09	1,000.00	2,876.50	384.91	61.5%	38.5%
TOTAL PERSONNEL SERVICES	325,527.97	369,560.33	325,527.97	5,158,175.00	369,560.33	4,832,647.03	6.3%	93.7%
SUPPLIES (2000'S)								
OFFICE SUPPLIES								
2110 OFFICIAL RECORDS	809.53	0.00	809.53	1,000.00	0.00	190.47	81.0%	19.0%
2120 STATIONERY & PRINTING	0.00	0.00	0.00	1,000.00	0.00	1,000.00	0.0%	100.0%
2130 OFFICE SUPPLIES	1,697.91	1,578.48	1,697.91	18,100.00	1,578.48	16,402.09	9.4%	90.6%
2140 DUPLICATING	2,272.77	1,434.69	2,272.77	21,900.00	1,434.69	19,627.23	10.4%	89.6%
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	4,780.21	3,013.17	4,780.21	42,000.00	3,013.17	37,219.79	11.4%	88.6%

*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
MONTHLY BUDGET REPORT
AS OF JANUARY 31, 2011

	2011 JANUARY	2010 JANUARY	2011 Y-T-D ACTUAL	2011 BUDGET	2010 Y-T-D ACTUAL	2011 Y-T-D BUDGET REMAINING	2011 % OF BUDGET USED	2011 % OF BUDGET REMAINING
OPERATING SUPPLIES								
2210 CLEANING SUPPLIES	3,334.36	4,541.27	3,334.36	28,000.00	4,541.27	24,665.64	11.9%	88.1%
2220 FUEL, OIL, & LUBRICANTS	1,376.16	1,079.16	1,376.16	8,500.00	1,079.16	7,123.84	16.2%	83.8%
2230 CATALOGING SUPPLIES-BOOKS	144.24	1,395.51	144.24	5,500.00	1,395.51	5,355.76	2.6%	97.4%
2240 A/V SUPPLIES-CATALOGING	347.11	1,386.26	347.11	10,000.00	1,386.26	9,652.89	3.5%	96.5%
2250 CIRCULATION SUPPLIES	0.00	127.21	0.00	21,000.00	127.21	21,000.00	0.0%	100.0%
2260 LIGHT BULBS	2,080.95	330.38	2,080.95	3,000.00	330.38	919.05	69.4%	30.6%
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	1,000.00	0.00	1,000.00	0.0%	100.0%
2290 DISPLAY/EXHIBIT SUPPLIES	73.65	0.00	73.65	100.00	0.00	26.35	73.7%	26.4%
TOTAL OPERATING SUPPLIES	7,356.47	8,859.79	7,356.47	77,100.00	8,859.79	69,743.53	9.5%	90.5%
REPAIR & MAINTENANCE SUPPLIES								
2300 IS SUPPLIES	1,283.20	950.61	1,283.20	5,000.00	950.61	3,716.80	25.7%	74.3%
2310 BUILDING MATERIALS & SUPPLIES	4,990.51	979.00	4,990.51	8,500.00	979.00	3,509.49	58.7%	41.3%
2320 PAINT & PAINTING SUPPLIES	57.21	33.23	57.21	200.00	33.23	142.79	28.6%	71.4%
2340 OTHER REPAIR & BINDING	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/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	6,330.92	1,962.84	6,330.92	13,700.00	1,962.84	7,369.08	46.2%	53.8%
TOTAL SUPPLIES	18,467.60	13,835.80	18,467.60	132,800.00	13,835.80	114,332.40	13.9%	86.1%
OTHER SERVICES/CHARGES (3000'S)								
PROFESSIONAL SERVICES								
3110 CONSULTING SERVICES	0.00	0.00	0.00	3,000.00	0.00	3,000.00	0.0%	100.0%
3120 ENGINEERING/ARCHITECTURAL	606.48	375.54	606.48	3,000.00	375.54	2,393.52	20.2%	79.8%
31201 ENCUMBERED ENGINEER/ARCH	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
3130 LEGAL SERVICES	2,232.46	965.30	2,232.46	14,000.00	965.30	11,767.54	15.9%	84.1%
3140 BUILDING SERVICES	7,514.89	12,798.38	7,514.89	40,000.00	12,798.38	32,485.11	18.8%	81.2%
3150 MAINTENANCE CONTRACTS	7,557.56	6,933.67	7,557.56	95,000.00	6,933.67	87,442.44	8.0%	92.0%
3160 COMPUTER SERVICES (OCLC)	1,225.00	1,225.00	1,225.00	50,000.00	1,225.00	48,775.00	2.5%	97.6%
3170 ADMIN/ACCOUNTING SERVICES	9,966.85	4,595.75	9,966.85	47,000.00	4,595.75	37,033.15	21.2%	78.8%
TOTAL PROFESSIONAL SERVICES	29,103.24	26,893.64	29,103.24	252,000.00	26,893.64	222,896.76	11.5%	88.5%
COMMUNICATION & TRANSPORTATION								
3210 TELEPHONE	2,171.66	4,850.00	2,171.66	26,000.00	4,850.00	23,828.34	8.4%	91.6%
3220 POSTAGE	1,994.10	1,950.55	1,994.10	30,000.00	1,950.55	28,005.90	6.6%	93.4%
3230 TRAVEL EXPENSE	320.09	0.00	320.09	10,000.00	0.00	9,679.91	3.2%	96.8%
3240 PROFESSIONAL MTG. (OFF-SITE)	160.00	0.00	160.00	10,000.00	0.00	9,840.00	1.6%	98.4%
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	0.00	1,000.00	0.00	1,000.00	0.0%	100.0%
TOTAL COMMUNICATION & TRANSPORTATION	4,645.85	6,800.55	4,645.85	87,000.00	6,800.55	82,354.15	5.3%	94.7%

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MONROE COUNTY PUBLIC LIBRARY
MONTHLY BUDGET REPORT
AS OF JANUARY 31, 2011

	2011 JANUARY	2010 JANUARY	2011 Y-T-D ACTUAL	2011 BUDGET	2010 Y-T-D ACTUAL	2011 Y-T-D BUDGET REMAINING	2011 % OF BUDGET USED	2011 % OF BUDGET REMAINING
PRINTING & ADVERTISING								
3310 ADVERTISING & PUBLICATION	49.00	46.26	49.00	2,000.00	46.26	1,951.00	2.5%	97.6%
3320 PRINTING	<u>70.86</u>	<u>14.70</u>	<u>70.86</u>	<u>6,000.00</u>	<u>14.70</u>	<u>5,929.14</u>	<u>1.2%</u>	<u>98.8%</u>
TOTAL PRINTING & ADVERTISING	119.86	60.96	119.86	8,000.00	60.96	7,880.14	1.5%	98.5%
INSURANCE								
3410 OFFICIAL BOND	0.00	0.00	0.00	700.00	0.00	700.00	0.0%	100.0%
3420 OTHER INSURANCE	<u>3,200.00</u>	<u>0.00</u>	<u>3,200.00</u>	<u>54,000.00</u>	<u>0.00</u>	<u>50,800.00</u>	<u>5.9%</u>	<u>94.1%</u>
TOTAL INSURANCE	3,200.00	0.00	3,200.00	54,700.00	0.00	51,500.00	5.9%	94.1%
UTILITIES								
3510 GAS	52.72	54.29	52.72	5,600.00	54.29	5,547.28	0.9%	99.1%
3520 ELECTRICITY	26,186.07	28,091.55	26,186.07	293,000.00	28,091.55	266,813.93	8.9%	91.1%
3530 WATER	<u>1,153.39</u>	<u>838.46</u>	<u>1,153.39</u>	<u>15,800.00</u>	<u>838.46</u>	<u>14,646.61</u>	<u>7.3%</u>	<u>92.7%</u>
TOTAL UTILITIES	27,392.18	28,984.30	27,392.18	314,400.00	28,984.30	287,007.82	8.7%	91.3%
REPAIR & MAINTENANCE								
3610 BUILDING REPAIR	0.00	9,370.91	0.00	22,000.00	9,370.91	22,000.00	0.0%	100.0%
3630 OTHER EQUIP/FURNITURE REPAIRS	586.80	912.75	586.80	70,000.00	912.75	69,413.20	0.8%	99.2%
3640 VEHICLE REPAIR & MAINTENANCE	526.14	5,511.52	526.14	7,500.00	5,511.52	6,973.86	7.0%	93.0%
3650 MATERIAL BINDING/REPAIR SERV.	<u>317.30</u>	<u>661.48</u>	<u>317.30</u>	<u>3,000.00</u>	<u>661.48</u>	<u>2,682.70</u>	<u>10.6%</u>	<u>89.4%</u>
TOTAL REPAIR & MAINTENANCE	1,430.24	16,456.66	1,430.24	102,500.00	16,456.66	101,069.76	1.4%	98.6%
RENTALS								
3710 REAL ESTATE RENTAL/PARKING	9,706.00	19,601.50	9,706.00	32,000.00	19,601.50	22,294.00	30.3%	69.7%
3720 EQUIPMENT RENTAL	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>100.00</u>	<u>0.00</u>	<u>100.00</u>	<u>0.0%</u>	<u>100.0%</u>
TOTAL RENTALS	9,706.00	19,601.50	9,706.00	32,100.00	19,601.50	22,394.00	30.2%	69.8%
OTHER CHARGES								
3910 DUES/INSTITUTIONAL	6,101.00	30.00	6,101.00	6,500.00	30.00	399.00	93.9%	6.1%
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	200,000.00	0.00	200,000.00	0.0%	100.0%
3950 EDUCATIONAL SERV/LICENSING	960.00	960.00	960.00	6,500.00	960.00	5,540.00	14.8%	85.2%
3960 COMMUNITY NEWS SERVICES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>#DIV/0!</u>	<u>#DIV/0!</u>
TOTAL OTHER CHARGES	7,061.00	990.00	7,061.00	215,500.00	990.00	208,439.00	3.3%	96.7%
TOTAL OTHER SERVICES/CHARGES	82,658.37	99,787.61	82,658.37	1,066,200.00	99,787.61	983,541.63	7.8%	92.2%

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MONROE COUNTY PUBLIC LIBRARY
MONTHLY BUDGET REPORT
AS OF JANUARY 31, 2011

	2011 JANUARY	2010 JANUARY	2011 Y-T-D ACTUAL	2011 BUDGET	2010 Y-T-D ACTUAL	2011 Y-T-D BUDGET REMAINING	2011 % OF BUDGET USED	2011 % OF BUDGET REMAINING
CAPITAL OUTLAY (4000'S)								
FURNITURE & EQUIPMENT								
4410 FURNITURE	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
44105 ENCUMBERED FURNITURE	0.00	0.00	0.00	1,387.52	0.00	1,387.52	0.0%	100.0%
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	0.00	18,357.00	0.00	18,357.00	0.0%	100.0%
4440 LAND & BUILDINGS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
44450 BUILDING RENOVATIONS	0.00	16,400.00	0.00	0.00	16,400.00	0.00	#DIV/0!	#DIV/0!
444451 ENCUMBERED BLDG RENOVATIONS	0.00	0.00	0.00	0.00	0.00	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	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
4470 EQUIPMENT - CATS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
4475 SOFTWARE - CATS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
TOTAL FURNITURE & EQUIPMENT	0.00	16,400.00	0.00	19,744.52	16,400.00	19,744.52	0.0%	100.0%
OTHER CAPITAL OUTLAY								
4510 BOOKS	39,446.50	53,831.55	39,446.50	593,000.00	53,831.55	553,553.50	6.7%	93.3%
4520 PERIODICALS & NEWSPAPERS	189.84	4,265.60	189.84	48,000.00	4,265.60	47,810.16	0.4%	99.6%
4530 NONPRINT MATERIALS	29,020.17	44,643.72	29,020.17	379,000.00	44,643.72	349,979.83	7.7%	92.3%
4540 ELECTRONIC RESOURCES	14,857.64	14,950.14	14,857.64	69,000.00	14,950.14	54,142.36	21.5%	78.5%
TOTAL OTHER CAPITAL OUTLAY	83,514.15	117,691.01	83,514.15	1,089,000.00	117,691.01	1,005,485.85	7.7%	92.3%
TOTAL CAPITAL OUTLAY	83,514.15	134,091.01	83,514.15	1,108,744.52	134,091.01	1,025,230.37	7.5%	92.5%
TOTAL OPERATING EXPENDITURES	510,168.09	617,274.75	510,168.09	7,465,919.52	617,274.75	6,955,751.43	6.8%	93.2%

*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, 2011 to January 31, 2011
1 month = 8.3%

Object	Object Descr	2011 Budget	Jan 2011	2011 YTD Amt	2011 YTD Balance	2011 %YTD Budget
10040	MISCELLANEOUS	\$0.00	\$3,362.96	\$3,362.96	-\$3,362.96	100.00%
11200	ADMINISTRATION	\$167,000.00	\$7,259.71	\$7,259.71	\$159,740.29	4.00%
11300	PROF/SUPERVISORS	\$545,000.00	\$33,550.98	\$33,550.98	\$511,449.02	6.00%
11400	PROFESSIONAL	\$1,351,000.00	\$104,938.41	\$104,938.41	\$1,246,061.59	8.00%
11500	SPECIALIST/TECHNICIANS	\$814,000.00	\$59,417.93	\$59,417.93	\$754,582.07	7.00%
11600	CLERICAL ASSISTANTS	\$442,000.00	\$35,018.53	\$35,018.53	\$406,981.47	8.00%
11700	PAGES	\$226,000.00	\$17,952.26	\$17,952.26	\$208,047.74	8.00%
11800	TEMPORAY STAFF	\$0.00	\$615.09	\$615.09	-\$615.09	100.00%
11900	BUILDING	\$348,000.00	\$26,412.12	\$26,412.12	\$321,587.88	8.00%
12100	FICA/EMPLOYER	\$238,100.00	\$16,813.89	\$16,813.89	\$221,286.11	7.00%
12300	PERF/EMPLOYER	\$368,250.00	\$0.00	\$0.00	\$368,250.00	0.00%
12400	INS/EMPLOYER	\$602,100.00	\$19,616.77	\$19,616.77	\$582,483.23	3.00%
12500	MEDICARE/EMPLOYER	\$55,725.00	\$3,932.28	\$3,932.28	\$51,792.72	7.00%
13100	WORK STUDY	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
21100	OFFICIAL RECORDS	\$1,000.00	\$809.53	\$809.53	\$190.47	81.00%
21200	STATIONERY/PRINTING	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
21300	OFFICE SUPPLIES	\$18,100.00	\$1,697.91	\$1,697.91	\$16,402.09	9.00%
21400	DUPLICATING	\$21,900.00	\$2,272.77	\$2,272.77	\$19,627.23	10.00%
22100	CLEANING SUPPLIES	\$28,000.00	\$3,334.36	\$3,334.36	\$24,665.64	12.00%
22200	FUEL/OIL/LUBRICANTS	\$8,500.00	\$1,376.16	\$1,376.16	\$7,123.84	16.00%
22300	CATALOGING	\$5,500.00	\$144.24	\$144.24	\$5,355.76	3.00%
22400	A/V SUPPLIES/CATALOG	\$10,000.00	\$347.11	\$347.11	\$9,652.89	3.00%
22500	CIRCULATION SUPPLIES	\$21,000.00	\$0.00	\$0.00	\$21,000.00	0.00%
22600	LIGHT BULBS	\$3,000.00	\$2,080.95	\$2,080.95	\$919.05	69.00%
22800	UNIFORMS	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
22900	DISPLAY/EXHIBITS	\$100.00	\$73.65	\$73.65	\$26.35	74.00%
23000	IS SUPPLIES	\$5,000.00	\$1,283.20	\$1,283.20	\$3,716.80	26.00%
23100	BUILDING MATERIAL	\$8,500.00	\$4,990.51	\$4,990.51	\$3,509.49	59.00%
23200	PAINT/PAINTING SUPPLIES	\$200.00	\$57.21	\$57.21	\$142.79	29.00%
31100	CONSULTING SERVICES	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
31200	ENGINEERING/ARCHITE	\$3,000.00	\$606.48	\$606.48	\$2,393.52	20.00%
31300	LEGAL SERVICES	\$14,000.00	\$2,232.46	\$2,232.46	\$11,767.54	16.00%
31400	BUILDING SERVICES	\$40,000.00	\$7,514.89	\$7,514.89	\$32,485.11	19.00%
31500	MAINTENANCE	\$95,000.00	\$7,557.56	\$7,557.56	\$87,442.44	8.00%
31600	COMPUTER SERVICES	\$50,000.00	\$1,225.00	\$1,225.00	\$48,775.00	2.00%
31700	ADMIN/ACCOUNTING	\$47,000.00	\$9,966.85	\$9,966.85	\$37,033.15	21.00%
32100	TELEPHONE	\$26,000.00	\$2,171.66	\$2,171.66	\$23,828.34	8.00%
32200	POSTAGE	\$30,000.00	\$1,994.10	\$1,994.10	\$28,005.90	7.00%
32300	TRAVEL EXPENSE	\$10,000.00	\$320.09	\$320.09	\$9,679.91	3.00%
32400	PROFESSIONAL MTG/OFF	\$10,000.00	\$160.00	\$160.00	\$9,840.00	2.00%
32500	CONTINUING	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.00%
32600	FREIGHT/DELIVERY	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.00%
33100	ADVERTISING/PUBLICATI	\$2,000.00	\$49.00	\$49.00	\$1,951.00	2.00%
33200	PRINTING	\$6,000.00	\$70.86	\$70.86	\$5,929.14	1.00%
34100	OFFICIAL BOND INS.	\$700.00	\$0.00	\$0.00	\$700.00	0.00%
34200	OTHER INSURANCE	\$54,000.00	\$3,200.00	\$3,200.00	\$50,800.00	6.00%
35100	GAS	\$5,600.00	\$52.72	\$52.72	\$5,547.28	1.00%
35200	ELECTRICITY	\$293,000.00	\$26,186.07	\$26,186.07	\$266,813.93	9.00%
35300	WATER	\$15,800.00	\$1,153.39	\$1,153.39	\$14,646.61	7.00%
36100	BUILDING REPAIRS	\$22,000.00	\$0.00	\$0.00	\$22,000.00	0.00%
36300	OTHER	\$70,000.00	\$586.80	\$586.80	\$69,413.20	1.00%
36400	VEHICLE	\$7,500.00	\$526.14	\$526.14	\$6,973.86	7.00%
36500	MATERIALS	\$3,000.00	\$317.30	\$317.30	\$2,682.70	11.00%
37100	REAL ESTATE	\$32,000.00	\$9,706.00	\$9,706.00	\$22,294.00	30.00%
37200	EQUIPMENT RENTAL	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
39100	DUES/INSTITUTIONAL	\$6,500.00	\$6,101.00	\$6,101.00	\$399.00	94.00%
39200	INTEREST/TEMPORARY	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.00%
39400	TRANSFER TO LIRF	\$200,000.00	\$0.00	\$0.00	\$200,000.00	0.00%
39500	EDUCATIONAL/LICENSIN	\$6,500.00	\$960.00	\$960.00	\$5,540.00	15.00%

MONROE COUNTY PUBLIC LIBRARY

Operating Budget & Expenditure Report

January 1, 2011 to January 31, 2011
1 month = 8.3%

Object	Object Descr	2011 Budget	Jan 2011	2011 YTD Amt	2011 YTD Balance	2011 %YTD Budget
44105	ENCUMERED	\$1,387.52	\$0.00	\$0.00	\$1,387.52	0.00%
44300	OTHER EQUIPMENT	\$18,357.00	\$0.00	\$0.00	\$18,357.00	0.00%
45100	BOOKS	\$593,000.00	\$39,446.50	\$39,446.50	\$553,553.50	7.00%
45200	PERIODICALS/NEWSPAP	\$48,000.00	\$189.84	\$189.84	\$47,810.16	0.00%
45300	NONPRINT MATERIALS	\$379,000.00	\$29,020.17	\$29,020.17	\$349,979.83	8.00%
45400	ELECTRONIC RESOURCES	\$69,000.00	\$14,857.64	\$14,857.64	\$54,142.36	22.00%
		\$7,465,919.52	\$513,531.05	\$513,531.05	\$6,952,388.47	7.00%

MONROE COUNTY PUBLIC LIBRARY

LIRF Budget & Expenditure Report

January 1, 2011 to January 31, 2011
1 month = 8.3%

Object	Object Descr	2011 Budget	Jan 2011	YTD Amount	2011 YTD Balance	2011 %YTD Budget
31200	ENGINEERING/ARCHITECTU	\$42,100.00	\$0.00	\$0.00	\$42,100.00	0.00%
36100	BUILDING REPAIRS	\$21,458.00	\$0.00	\$0.00	\$21,458.00	0.00%
44300	OTHER EQUIPMENT	\$83,374.00	\$0.00	\$0.00	\$83,374.00	0.00%
44450	BUILDING RENOVATION	\$150,000.00	\$0.00	\$0.00	\$150,000.00	0.00%
		\$296,932.00	\$0.00	\$0.00	\$296,932.00	0.00%

MONROE COUNTY PUBLIC LIBRARY

Debt Service Budget & Expenditures Report

January 1, 2011 to January 31, 2011
1 month = 8.3%

Object	Object	2011	Jan	2011	2011	2011
Object	Descr	Budget	2011	YTD Amt	Balance	%YTD Budget
37100	REAL ESTATE	\$1,996,000.00	\$166,333.35	\$166,333.35	\$1,829,666.6	8.00%
39200	INTEREST/TE	\$0.00	\$0.00	\$0.00	\$0.00	100.00%
39250	PAYMENT ON	\$0.00	\$0.00	\$0.00	\$0.00	100.00%
39450	TRANSFER TO	\$0.00	\$0.00	\$0.00	\$0.00	100.00%
		\$1,996,000.00	\$166,333.35	\$166,333.35	\$1,829,666.6	8.00%

MONROE COUNTY PUBLIC LIBRARY

Rainy Day Budget & Expenditures Report

January 1, 2011 to January 31, 2011
1 month = 8.3%

Object	Object Descr	2011 Budget	Jan 2011	2011 YTD Amt	2011 YTD Balance	2011 %YTD Budget
12200	UNEMPLOYMENT	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.00%
21300	OFFICE SUPPLIES	\$50,000.00	\$0.00	\$0.00	\$50,000.00	0.00%
22100	CLEANING SUPPLIES	\$50,000.00	\$0.00	\$0.00	\$50,000.00	0.00%
22500	CIRCULATION SUPPLIES	\$87,048.00	\$0.00	\$0.00	\$87,048.00	0.00%
31100	CONSULTING SERVICES	\$50,000.00	\$0.00	\$0.00	\$50,000.00	0.00%
31300	LEGAL SERVICES	\$12,000.00	\$0.00	\$0.00	\$12,000.00	0.00%
36100	BUILDING REPAIRS	\$78,794.00	\$0.00	\$0.00	\$78,794.00	0.00%
44300	OTHER EQUIPMENT	\$29,825.00	\$0.00	\$0.00	\$29,825.00	0.00%
44450	BUILDING RENOVATION	\$105,643.00	\$0.00	\$0.00	\$105,643.00	0.00%
		\$473,310.00	\$0.00	\$0.00	\$473,310.00	0.00%

MONROE COUNTY PUBLIC LIBRARY

Special Revenue Budget & Expenditure Report

January 1, 2011 to January 31, 2011
1 month = 8.3%

Object Object Descr	2011 Budget	Jan 2011	YTD Amount	2011 YTD Balance	2011 %YTD Budget
11300 PROF/SUPERVISORS	\$64,000.00	\$4,564.32	\$4,564.32	\$59,435.68	7.00%
11400 PROFESSIONAL ASSISTANT	\$120,000.00	\$9,188.18	\$9,188.18	\$110,811.82	8.00%
11600 CLERICAL ASSISTANTS	\$173,000.00	\$12,328.97	\$12,328.97	\$160,671.03	7.00%
11800 TEMPORAY STAFF	\$11,000.00	\$0.00	\$0.00	\$11,000.00	0.00%
12100 FICA/EMPLOYER	\$0.00	\$1,537.81	\$1,537.81	-\$1,537.81	100.00
12400 INS/EMPLOYER	\$0.00	\$2,942.80	\$2,942.80	-\$2,942.80	100.00
12500 MEDICARE/EMPLOYER	\$0.00	\$359.65	\$359.65	-\$359.65	100.00
22200 FUEL/OIL/LUBRICANTS	\$0.00	\$34.76	\$34.76	-\$34.76	100.00
22700 VIDEO TAPE/CATS	\$0.00	\$6,138.50	\$6,138.50	-\$6,138.50	100.00
23000 IS SUPPLIES	\$0.00	\$599.97	\$599.97	-\$599.97	100.00
23500 VIDEO MATERIALS/CATS	\$0.00	\$303.54	\$303.54	-\$303.54	100.00
31200 ENGINEERING/ARCHITECT	\$0.00	\$2,500.00	\$2,500.00	-\$2,500.00	100.00
32100 TELEPHONE	\$0.00	\$0.00	\$0.00	\$0.00	100.00
37100 REAL ESTATE	\$0.00	\$696.00	\$696.00	-\$696.00	100.00
39600 COMMUNITY NEWS	\$10,000.00	\$2,500.00	\$2,500.00	\$7,500.00	25.00%
	\$378,000.00	\$43,694.50	\$43,694.50	\$334,305.50	12.00%

MONROE COUNTY PUBLIC LIBRARY

LCPF Budget & Expenditure Report

January 1, 2011 to January 31, 2011
1 month = 8.3%

Object	Object Descr	2011 Budget	Jan 2011	YTD Amount	2011 YTD Balance	2011 %YTD Budget
31100	CONSULTING	\$0.00	\$0.00	\$0.00	\$0.00	100.00%
31105	ENCUMBERED	\$6,000.00	\$0.00	\$0.00	\$6,000.00	0.00%
31200	ENGINEERING/ARCHI	\$0.00	\$0.00	\$0.00	\$0.00	100.00%
31201	ENCUMBERED	\$0.00	\$0.00	\$0.00	\$0.00	100.00%
31500	MAINTENANCE	\$0.00	\$1,396.00	\$1,396.00	-\$1,396.00	100.00%
44100	FURNITURE	\$0.00	\$0.00	\$0.00	\$0.00	100.00%
44300	OTHER EQUIPMENT	\$279,000.00	\$0.00	\$0.00	\$279,000.00	0.00%
44305	ENCUMBERED	\$95,635.00	\$86,250.25	\$86,250.25	\$9,384.75	90.00%
44450	BUILDING RENOVATION	\$0.00	\$0.00	\$0.00	\$0.00	100.00%
44451	ENCUMBERED BLDG	\$0.00	\$0.00	\$0.00	\$0.00	100.00%
44600	IS EQUIPMENT	\$50,000.00	\$0.00	\$0.00	\$50,000.00	0.00%
44650	IS SOFTWARE	\$25,000.00	\$0.00	\$0.00	\$25,000.00	0.00%
44700	EQUIPMENT - CATS	\$45,000.00	\$0.00	\$0.00	\$45,000.00	0.00%
44750	SOFTWARE - CATS	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
		\$505,635.00	\$87,646.25	\$87,646.25	\$417,988.75	17.00%

MONROE COUNTY PUBLIC LIBRARY

Expenditure Summary compared to last year

2011 compared to 2010: Period Ending January

Fund	Fund Descr	2011 Budget	January 2011 Amt	2011 YTD Amt	2010 Budget	January 2010 Amt	2010 YTD Amt	%Last YR YTD Diff
001	OPERATING	\$7,464,532.00	\$513,531.05	\$513,531.05	\$8,122,055.00	\$617,347.49	\$617,347.49	-17.00%
002	JAIL	\$0.00	\$0.00	\$0.00	\$6,000.00	\$0.00	\$0.00	0.00%
003	CLEARING	\$0.00	\$725.00	\$725.00	\$27,651.18	\$387.49	\$387.49	87.00%
004	GIFT	\$0.00	\$0.00	\$0.00	\$12,738.00	\$0.00	\$0.00	0.00%
005	PLAC	\$0.00	\$2,550.00	\$2,550.00	\$0.00	\$2,641.00	\$2,641.00	-3.00%
006	RETIREEES	\$0.00	\$56.60	\$56.60	\$0.00	\$1,465.07	\$1,465.07	-96.00%
007	LIRF	\$296,932.00	\$0.00	\$0.00	\$525,317.75	\$3,420.00	\$3,420.00	-100.00%
008	DEBT SERVICE	\$1,996,000.00	\$166,333.35	\$166,333.35	\$1,996,000.00	\$166,333.35	\$166,333.35	0.00%
009	RAINY DAY	\$473,310.00	\$0.00	\$0.00	\$206,488.00	\$2,993.50	\$2,993.50	-100.00%
010	PAYROLL	\$0.00	\$304,844.72	\$304,844.72	\$0.00	\$324,848.10	\$324,848.10	-6.00%
011	INVESTMENT-	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
012	TEEN COUNCIL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
015	LSTA	\$0.00	\$0.00	\$0.00	\$5,269.05	\$339.00	\$339.00	-100.00%
016	GIFT-RESTRICED	\$7,100.00	\$4,880.24	\$4,880.24	\$26,134.48	\$7,852.71	\$7,852.71	-38.00%
017	LEVY EXCESS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
018	IN KIND	\$0.00	\$0.00	\$0.00	\$225,233.24	\$0.00	\$0.00	0.00%
019	GIFT-FOUNDATION	\$0.00	\$2,751.15	\$2,751.15	\$74,118.76	\$6,742.10	\$6,742.10	-59.00%
020	SPECIAL	\$378,000.00	\$43,694.50	\$43,694.50	\$554,557.00	\$37,701.66	\$37,701.66	16.00%
021	CAPITAL	\$404,000.00	\$87,646.25	\$87,646.25	\$726,509.55	\$29,570.90	\$29,570.90	196.00%
022	GATES	\$0.00	\$0.00	\$0.00	\$15,600.00	\$0.00	\$0.00	0.00%
023	LSTA-CIVIL WAR	\$5,274.27	\$1,209.70	\$1,209.70	\$19,705.00	\$0.00	\$0.00	0.00%
		\$11,025,148.27	\$1,128,222.56	\$1,128,222.56	\$12,543,377.01	\$1,201,642.37	\$1,201,642.37	-6.00%

MONROE COUNTY PUBLIC LIBRARY

Cash Balances by fund

Current Period: January 2011

FUND Descr	01/01/2011	MTD Debit	MTD Credit	01/31/2011	Bal Sht Descr
OPERATING	\$639,151.07	\$340,987.85	\$738,966.02	\$241,172.90	CHASE/BANK ONE CHECKING
OPERATING	\$400,358.54	\$250,147.48	\$0.00	\$650,506.02	CHASE/BANK ONE SAVINGS
OPERATING	\$33,540.42	\$12,411.00	\$31,653.29	\$14,298.13	MONROE BANK CHECKING
OPERATING	\$92,224.81	\$11,534.36	\$0.00	\$103,759.17	UNITED COMMERCE BANK
Fund 001 OPERATING	\$1,165,274.84	\$615,080.69	\$770,619.31	\$1,009,736.22	
CLEARING	\$0.00	\$0.00	\$725.00	-\$725.00	CHASE/BANK ONE CHECKING
CLEARING	\$0.00	\$725.00	\$0.00	\$725.00	UNITED COMMERCE BANK
Fund 003 CLEARING	\$0.00	\$725.00	\$725.00	\$0.00	
GIFT UNRESTRICTED	\$39,024.79	\$732.27	\$20,000.00	\$19,757.06	CHASE/BANK ONE CHECKING
GIFT UNRESTRICTED	\$0.00	\$20,004.23	\$0.00	\$20,004.23	CHASE/BANK ONE SAVINGS
GIFT UNRESTRICTED	\$682.50	\$202.35	\$732.27	\$152.58	MONROE BANK CHECKING
GIFT UNRESTRICTED	\$0.00	\$1.00	\$0.00	\$1.00	UNITED COMMERCE BANK
Fund 004 GIFT UNRESTRICTED	\$39,707.29	\$20,939.85	\$20,732.27	\$39,914.87	
PLAC	\$1,300.00	\$1,300.00	\$2,550.00	\$50.00	CHASE/BANK ONE CHECKING
PLAC	\$1,200.00	\$350.00	\$1,300.00	\$250.00	MONROE BANK CHECKING
PLAC	\$50.00	\$900.00	\$0.00	\$950.00	UNITED COMMERCE BANK
Fund 005 PLAC	\$2,550.00	\$2,550.00	\$3,850.00	\$1,250.00	
RETIREES	\$0.00	\$581.99	\$56.60	\$525.39	CHASE/BANK ONE CHECKING
LIRF	\$479,824.95	\$0.00	\$300,000.00	\$179,824.95	CHASE/BANK ONE CHECKING
LIRF	\$561,022.16	\$300,195.55	\$0.00	\$861,217.71	CHASE/BANK ONE SAVINGS
Fund 007 LIRF	\$1,040,847.11	\$300,195.55	\$300,000.00	\$1,041,042.66	
DEBT SERVICE	\$117,778.97	\$50,193.67	\$117,778.97	\$50,193.67	CHASE/BANK ONE CHECKING
DEBT SERVICE	\$143.64	\$117,803.81	\$0.00	\$117,947.45	CHASE/BANK ONE SAVINGS
Fund 008 DEBT SERVICE	\$117,922.61	\$167,997.48	\$117,778.97	\$168,141.12	
RAINY DAY	\$2,989.54	\$0.00	\$0.00	\$2,989.54	CHASE/BANK ONE CHECKING
RAINY DAY	\$805,911.53	\$190.43	\$0.00	\$806,101.96	CHASE/BANK ONE SAVINGS
Fund 009 RAINY DAY	\$808,901.07	\$190.43	\$0.00	\$809,091.50	
PAYROLL	\$20,767.29	\$315,681.68	\$304,904.63	\$31,544.34	CHASE/BANK ONE CHECKING
GIFT-RESTRICED	\$74,706.36	\$6,720.20	\$44,880.24	\$36,546.32	CHASE/BANK ONE CHECKING
GIFT-RESTRICED	\$0.00	\$40,008.45	\$0.00	\$40,008.45	CHASE/BANK ONE SAVINGS
GIFT-RESTRICED	\$5,840.20	\$4,970.00	\$6,360.20	\$4,450.00	MONROE BANK CHECKING
GIFT-RESTRICED	\$0.00	\$320.00	\$0.00	\$320.00	UNITED COMMERCE BANK
Fund 016 GIFT-RESTRICED	\$80,546.56	\$52,018.65	\$51,240.44	\$81,324.77	
LEVY EXCESS	\$0.00	\$20,546.51	\$0.00	\$20,546.51	CHASE/BANK ONE SAVINGS
GIFT-FOUNDATION	\$9,124.50	\$0.00	\$2,150.15	\$6,974.35	CHASE/BANK ONE CHECKING
GIFT-FOUNDATION	\$0.00	\$19,584.91	\$0.00	\$19,584.91	MONROE BANK CHECKING
Fund 019 GIFT-FOUNDATION	\$9,124.50	\$19,584.91	\$2,150.15	\$26,559.26	
SPECIAL REVENUE	\$127,279.12	\$6.00	\$37,796.99	\$89,488.13	CHASE/BANK ONE CHECKING

MONROE COUNTY PUBLIC LIBRARY

Cash Balances by fund

Current Period: January 2011

FUND Descr	01/01/2011	MTD Debit	MTD Credit	01/31/2011	Bal Sht Descr
CAPITAL PROJECTS	\$98,515.83	\$18,715.72	\$93,646.25	\$23,585.30	CHASE/BANK ONE CHECKING
LSTA-CIVIL WAR	-\$4,361.74	\$0.00	\$1,209.70	-\$5,571.44	CHASE/BANK ONE CHECKING
	\$3,507,074.48	\$1,534,814.46	\$1,704,710.31	\$3,337,178.63	

MONROE COUNTY PUBLIC LIBRARY

Monthly Revenue Report (Cash Basis)

Current Period compared to Prior Period

Current Period: January 2011

Operating Fund

Source	Source Descr	2011 Budget	January 2011 Amt	2011 YTD Amt	2010 Budget	January 2010 Amt	2010 YTD Amt	%Last YR YTD Diff
00100	PROPERTY TAX/ADVANCES	\$0.00	\$116,647.66	\$116,647.66	\$4,861,253.00	\$450,137.10	\$450,137.10	-74.00%
00200	INTANGIBLES TAX	\$0.00	\$0.00	\$0.00	\$12,699.00	\$0.00	\$0.00	0.00%
00300	LICENSE EXCISE TAX	\$0.00	\$18,038.70	\$18,038.70	\$346,364.00	\$174,513.59	\$174,513.59	-90.00%
00400	COUNTY OPTION INCOME TAX	\$0.00	\$173,935.75	\$173,935.75	\$2,217,128.00	\$184,760.67	\$184,760.67	-6.00%
00500	COMMERCIAL VEHICLE EXCISE TAX	\$0.00	\$0.00	\$0.00	\$40,163.00	\$0.00	\$0.00	0.00%
00600	US FORESTRY FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
03400	ELL COPIERS/PRINTERS	\$0.00	\$248.45	\$248.45	\$4,000.00	\$209.41	\$209.41	19.00%
03500	LOST/DAMAGED	\$0.00	\$3,022.75	\$3,022.75	\$12,000.00	\$1,365.83	\$1,365.83	121.00%
03600	FINES/FEES	\$0.00	\$18,659.06	\$18,659.06	\$180,000.00	\$14,139.32	\$14,139.32	32.00%
03650	COLLECTION AGENCY FEE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
03700	BLGTN COPIERS/PRINTERS	\$0.00	\$924.45	\$924.45	\$12,000.00	\$1,099.50	\$1,099.50	-16.00%
03900	MISCELLANEOUS RECEIPTS	\$0.00	\$1,558.25	\$1,558.25	\$0.00	\$603.44	\$603.44	158.00%
04100	PUBLIC LIBRARY ACCESS CARD	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
04500	PLAC DISTRIBUTION	\$0.00	\$0.00	\$0.00	\$10,000.00	\$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	\$0.00	\$61.89	\$61.89	\$1,000.00	\$37.95	\$37.95	63.00%
18000	COIN TELEPHONE RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
18500	INTEREST FROM	\$0.00	\$160.14	\$160.14	\$0.00	\$0.50	\$0.50	31928.00%
19000	TEMPORARY LOANS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
20000	CABLE ACCESS FEES -	\$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 -	\$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%
		\$0.00	\$333,257.10	\$333,257.10	\$7,696,607.00	\$826,867.31	\$826,867.31	-60.00%

2011 BOARD OF TRUSTEES CALENDAR

<i>Month</i>	<i>Date</i>	<i>Date</i>	<i>Topic</i>
January	12	Work Session	
	19	Board Meeting	Annual Transfer of Appropriations Resolution to Request Advance Tax Draws Election of Board Officers
	19	Board of Finance	Review Investment Report and Policy
February	9	Work Session	
	16	Board Meeting	
March	9	Work Session	Draft Library Capital Projects Fund
	23	Board Meeting	Approve Library Capital Projects Fund Plan for advertising
April	13	Work Session	
	20	Public Hearing	Library Capital Projects Fund Plan
	20	Board Meeting	Adopt Library Capital Projects Fund Plan and forward to County Council
May	11	Work Session	
	18	Board Meeting	Program Update: Summer Reading
June	8	Work Session	Budget Timeline and Priorities
	15	Board Meeting	Program Update: Indiana Bedrock Project
July	13	Work Session	Draft 2012 Budget
	20	Board Meeting	
August	10	Work Session	Revised 2011 Budget
	17	Board Meeting	Approve 2012 Budget for advertising
September	14	Work Session	
	21	Public Hearing	2012 Budget
	21	Board Meeting	
October	19	Work Session	2012 Budget, as recommended by County Council
	26	Board Meeting	Adopt 2012 Budget
November	9	Work Session	Approve 2012 employee insurance package
	16	Board Meeting	
December	14	Work Session	
	21	Board Meeting	Approve 2012 salary schedule

TO: Monroe County Public Library – Board of Trustees
FROM: Kyle Wickemeyer-Hardy, Human Resources Manager
RE: Personnel Report
DATE: February 16, 2011

Job Changes

- Julie Martin, Adult & Teen Services, Reference Assistant, Pay Grade F, 37.5 hours per week to Adult & Teen Services, Reference Assistant, Pay Grade F, 15 hours per week and Children's Services, Reference Assistant, Pay Grade F, 22.5 hours per week effective January 31, 2011.

Beginning Employment

- Gary Lettelleir, Administration, Finance Manager, Pay Grade J, 37.5 hours per week, effective February 14, 2011.

Ending Employment

- Nathaniel Brewer, Circulation, Page, Pay Grade A, 15-18 hours per week, effective January 30, 2011.

Goal 1: Strengthen support for literacy and lifelong learning.

January Programs		Children		Young Adult		Adult		All Ages	
Department	Location	Program	Attend	Program	Attend	Program	Attend	Program	Attend
Admin	On Site								
	Off Site								
Adult	On Site			7	41	18	406		
Children	On Site	50	1,290			1	10	2	254
Outreach	Off Site	8	115						
Ellettsville	On Site	8	220	4	7			2	54
Information	On Site					17	86		
VITAL	On Site					25	368		
Total by Audience		66	1625	11	48	61	870	4	308
Total Off-Site		8	115	0	0	1	10	0	0
Total Programs								142	
Total Attendance									2,851

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

- Planning continues for the Get Reading/Get Moving summer partnership. Partners met and approved a logo designed by Michael Hoerger and a blurb description for use in each agency's summer publicity. We also confirmed several new "Get Moving" programs which will be provided for library patrons by IU Health and Bloomington Parks and Recreation.
- More than 190 people attended our annual Martin Luther King Jr. celebration: A Day On, not a Day Off. Ellen Arnholter organized volunteers and kept multiple stations running.
- Weather related school closings had a significant impact on Head Start story times (and most other Outreach services) this month, but all classrooms did receive new deposit collections. Polly Nuest described one of her activities: "Using the book *Owl Babies*, we explored vocabulary-expanding words you can use to describe your emotions (such as scared, worried, happy and brave). During the first read, we discussed how and why the owls felt a certain way. Then I turned off the classroom lights to set the night time scene. I read the book again, this time having the children act out the parts of the baby owls, using visual cues of each emotion with the story providing context. At one point during the story, the owls/kids closed their eyes while wishing their mommy would come back. When they opened their eyes, I was flying a surprise mommy owl puppet over their heads. I like having at least one surprise per story time!

1B: Support development of reading, language, and comprehension of K-6 students.

- Children's Services hosted two intensive research tours for 6th grade ALPS students from University Elementary.
- Stephanie Holman attended a "Partners in Education" meeting at Stinesville Elementary to plan a literacy program at the school this spring.

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

- In order to meet the sometimes overwhelming demand during high traffic hours, Children's Homework Center Coordinator Stori Snyder designed and mounted a new wall hanging reservation system for Homework Help students.

- Chris Jackson, Mickey Needham, and Penny Gillie brainstormed ideas for increasing attendance in Reading and Writing Homework Help for Teens before meeting with Sarah Bowman and Allie Robertson, the program coordinator, to determine actions for 2011.

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

- 300 VITAL participants, partners, and supporters received winter newsletters.
- Program planners finalized content for March-May program brochures.

1E. Strengthen literacy skills of adults.

- Sara Laughlin, Michael Simmons, Bloomington Parks & Recreation, and Kathy Loser, Bloomington High School North, participated in an hour-long program hosted by William Morris on WFHB. Laughlin announced the 2011 One Book/One Bloomington and Beyond (OBOB) winner: *Let the Great World Spin*, by Colum McCann. The Library and partners are sponsoring a number of programs and opportunities for discussion of the book. Community Relations created the OBOB bookmark, which will be distributed throughout the community, January-April.
- 68 VITAL learners were matched with individual tutors; 89 students attended an ESL conversation practice class; 3 attended ESL Book Club meetings and 3 ABE Transitions group tutoring meetings.
- 24 people attended Express Computer Classes. The numbers for each session continue to be low, but evaluations are positive and indicate that the service is highly appreciated by those who attend and receive more individualized attention. Adult and Teen Services remains convinced that these are an important component of information literacy education.

1F. Strengthen readers' advisory services.

- Ellettsville Reference Assistant Andrea Spaulding worked with Stephanie to update each of the "Too Good to Miss" booklists for grades K-6 and the Caldecott and Newbery booklists.

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

- VITAL held the semi-annual VITAL Advocacy Council meeting to discuss department updates and receive updates from partner agencies that are represented on the Council.
- Margaret Harter and Sara Laughlin met with Scott Witzke and Mary Ducette, WTIU, to discuss a partnership for the Library's Suesspicious Behavior program and other possibilities.
- Chris Jackson submitted an article on the new Bookmobile and Bookmobile service, to be published in the upcoming *Safety-Net*.
- Laughlin joined Barry Lessow, United Way; Mayor Mark Kruzan; Todd Lare, South Central Community Action Program, and representatives from the IRS at a press conference to announce the availability of tax help and Earned Income Tax Credits.
- In her role with the Marketing and Events Committee, Penny Gillie gathered additional responses to the partnership survey conducted in April. Results will be presented to the Board at their February meeting.

Goal 2: Expand access to information.

January Access		
Circulation	Main	186,834
	ELL	25,747
	Outreach	10,513
	Overdrive	1,310
	TOTAL	224,404

Registration	Resident	90,493
	Non-resident PLAC	591
	Subscription	6
	TOTAL	91,090
	New registrants	740
	Deleted registrants	400
Visits	Main	75,287
	ELL	13,347
	Outreach	n/a
	TOTAL	88,634
Website Visits	Home page hits	89,866
	Catalog hits	3,358,974
	Other hits	2,611,814
	TOTAL	6,060,654
Read It Off	Number registered	405
	Charges waived	\$555.53
	Number individuals with charged waived	73
	Number exiting program	26
Interlibrary loan	Items loaned	17
	Items borrowed	198
CATS	Government programs produced	39
	Patron programs produced	94
	CATS programs produced	26
	Hours cablecast	2,024
	In-house viewings	21
	Editing sessions	99
	Dubs delivered	133
	Programs added to collection	292

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

- Information Systems provided Ellettsville staff with technology to prepare for enhanced tax help at the Branch.
- As part of the LSTA digitization grant, *At War & At Home*, Digitization Technician Matthew Carruthers worked with the Monroe County History Center to scan the last items from their collection - documents and letters created during the 1855 – 1875 time period.

2B. Improve web access.

2C. Deliver information through CATS.

- Stephanie Holman recorded a PSA inviting families and children to visit the new Children's Room at the Ellettsville Branch.

2D. Replace Bookmobile.

- We took delivery of the new Bookmobile on January 7th, with all drivers participating in a day-long training session given by the manufacturer. Community Outreach staff performed a quick

transfer of collections from the old vehicle and put the new vehicle in service the very next day. As anticipated, the vehicle still needs some tweaks and fixes, but overall, it is much easier to drive than the old one, with substantially better visibility and handling. The hybrid generator system dramatically reduces noise, vibration, and fumes. The response from our patrons has been very positive. The new Bookmobile should serve the county well for the next 15 years.

2E. Investigate changing or expanding hours.

2F. Open a second branch location.

2G. Improve service for people with disabilities.

Goal 3: Deliver exemplary service.

January Service		
Meeting Rooms	Total reserved	105
	Main Library meeting rooms used	79
	Main Library auditorium used	18
	Main Library atrium	1
	Ellettsville Branch	7
TOTAL MEETING ROOMS USED		105
Public Computing	Computing sessions	18,004
	Hours of computing	13945:20
	Average session length (minutes)	46.5
Author Alert	Holdings placed	193

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

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

- Ellettsville staff received RFID training in check-in processes from Mary Loro and all check-in processes are now being done with our RFID antennas.
- Main implement staff checkout and Express Check using RFID antennas.

3C. Improve materials security.

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

3E. Remodel Main Library to improve space utilization and update worn areas. PHASE 1, 2, and 2A COMPLETED

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

3G. Provide high quality public technology services.

3H: Create engaging library experiences.

- The small display case located just inside the inner doors to the Ellettsville Branch continues to draw small crowds who stop to admire the collections area children have brought in to share with library visitors. January's displays included a colorful assortment of rocks and minerals, artfully arranged and tagged by the 10-year-old owner, followed by drawings and plaster models created by a pre-teen artist. The display case has proved so popular with young collectors that it is booked solid through the rest of 2011!

- Chris Hosler put up a display of new, teen-interest nonfiction in the YA section.
- Thanks to the Friends of the Library, Adult and Teen Services rolled out a new Playstation 3 at the Game Club in January. The Library's Wii and PS3 are used not only in Game Club, but also in Anime Club and at Ellettsville. We appreciate the generosity of the Friends of the Library in outfitting us with the newest and coolest! So far many teens are bringing their own games, so we don't have to make too many upgrade purchases for new games.
- Christine Friesel worked with several instructors from IU SPEA to provide training for their students on how to use the Foundation Center's online databases and portal.

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

- Mary Frasier met with children's librarians and began planning for the re-hanging of artwork and additional decorative and activity purchases for the children's department.
- Margaret Harter and Michael Hoerger created new signage to meet Ellettsville Branch needs.

3J. Offer regular customer service training and updates.

- Ellettsville staff assisted many patrons with the new Author Alert system during January.
- Ellettsville staff will be offering new programs to help patrons utilize our catalog and manage Author Alert processes and saved lists this spring.

3K. Implement training to enhance technology core competencies.

- Ellettsville staff received RFID training, which will continue in February.

3L. Offer regular feedback opportunities for employees.

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

Goal 4: Maintain High Quality Collections

<i>January Collections</i>		
Items added	Adult print	2,055
	Adult AV	971
	Children's print	1,165
	Children's AV	365
	TOTAL ADDED	4,556
Items deleted	Adult print	1,762
	Adult AV	287
	Children's print	585
	Children's AV	10
	TOTAL ADDED	2,644
Items reviewed	Reviewed (main)	3,556
	Discarded	860

Items returned/not returned	Items returned	148,750
	Accounts to collection agency	1,160
	Value recovered (cash and items)	\$16,420

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

4B. Maintain functional and attractive library collections.

- Lisa Champelli organized the reference assistants to undertake another weeding of the children's collection.
- VITAL installed Browsing Boxes (purchased with Friends' grant) in its collection area to house the many books that make up the low vocabulary adult literacy fiction collection, easing patrons' book searches in this area.

4C. Continue to explore new formats.

4D. Improve patron satisfaction with movies collection.

4E. Improve the weeding process. COMPLETED

4F. Develop a children's collection endowment.

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

5A. Implement recommendations from classification and compensation study.

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

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

- Sara Laughlin and Sarah Bowman attended ALA Midwinter Meeting. Bowman participated in training for the It's Your Money project funded by the FINRA Foundation; Laughlin presented a preconference, convened a committee, and visited the exhibits.
- Laughlin attended a meeting hosted by the Midwest Library Consortium and the Indiana Library Federation to plan a series of staff development opportunities to explore the future of libraries.

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

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

- Eight SLIS interns will be working with Adult and Teen Services this semester, contributing to all service points.

January Volunteers		
Volunteers	Number of individual volunteers	160
	Number of hours contributed	899
	New volunteer applications received	16

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

5G. Support improvement of key processes.

- Managers compiled and then refined a list of more than 300 library processes, in preparation for rating them for importance and condition and choosing four for the next round of improvement.

- New payroll vendor ECI successfully produced two payrolls in January; time management training began with three “pilot” departments.

5H. Continue sustainability efforts to reduce energy consumption.

- Facilities performed preventive maintenance on the air handlers at the Main Library.

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

5J. Maximize tax support.

- New County Council members Ryan Langley and Sam Allison toured the Library and Director Sara Laughlin explained library funding processes.
- Board member Valerie Merriam and Laughlin attended the Chamber's legislative preview.

5K. Increase funding from non-tax sources.

- VITAL kicked off Quiz Bowl 2011 fundraiser in its first ever double elimination format. Qualifying rounds were held January 24 & 25. The two evenings of play was recorded by CATS and will be broadcast in 11 shows leading up to live QB April 18-21. The new format provides greater promotion opportunities for potential sponsors.
- Margaret Harter and Sara Laughlin met with Priscilla Barnes, graduate student in the IU School of Health, Physical Education and Recreation, to discuss participation in a National Center of Child Health and Human Development Academic-Community Conference proposal to examine the root causes of disparities contributing to overweight and obesity in Monroe County; the Library submitted a letter of support.

5L. Work closely with Friends of the Library.

- Laughlin and Barbara Wilcox from the Friends met with Sarah Baumgart to discuss her involvement in the Friends' next steps in fund raising.
- Ellettsville staff began work with Barbara Wilcox and the Friends to staff the Fall Booksale event.

MONROE COUNTY PUBLIC LIBRARY

Indiana Public Library Annual Report 2010

CURRENT YEAR

PREVIOUS YEAR

Part 1 - General Information

PLEASE CHECK TO MAKE SURE YOUR DATA IS FILLED IN THE RESPONDENT IDENTIFICATION SECTION.

@ indicates question is related to standards

Respondent Identification

A*	Library Code	7531	7531
B*	Library Director	Sara Laughlin	<i>Sara Laughlin</i>
C*	Library Name	Monroe County Public Library	<i>Monroe County Public Library</i>
D*	Street Address	303 E. Kirkwood Ave.	<i>303 E. Kirkwood Ave.</i>
E*	Street City	Bloomington	<i>Bloomington</i>
F*	State	IN	<i>IN</i>
G*	ZIP+4	47408-3534	<i>47408-3534</i>
H*	Mailing Address	303 E. Kirkwood	<i>303 E. Kirkwood</i>
I*	Mailing City	Bloomington	<i>Bloomington</i>
J*	State	IN	<i>IN</i>
K*	Mailing ZIP+4	47408-3534	<i>47408-3534</i>
@L*	Phone	(812) 349-3050	<i>(812) 349-3050</i>
@M*	FAX	(812) 349-3051	<i>(812) 349-3051</i>
N*	TDD	N/A	<i>N/A</i>
O*	Dial-In Access Number	N/A	<i>N/A</i>
P*	Congressional District #	9	<i>9</i>
@Q*	Public Library E-Mail Address	askus@mcpl.info	<i>askus@mcpl.info</i>
@R*	World Wide Web Address	http://www.mcpl.info	<i>http://www.mcpl.info</i>
S*	Time and Day of the Month of Regular Library Board Meetings	3rd Wednesday 5:45 p.m.	<i>3rd Wednesday 5:45 p.m.</i>
T*	Does your library have a Friends of the Library Group?	Yes	<i>Yes</i>
U*	If yes, has your Friends group received a 501(c)3 designation from the IRS? Yes or No	Yes	<i>Yes</i>
V*	Person Preparing Report	Sara Laughlin	<i>Sara Laughlin</i>
W*	Phone	(812) 349-3050	<i>(812) 349-3050</i>
X*	Time zone in which library district headquarters is located.	Eastern Time	<i>Eastern Time</i>
1a.	The year the current central building was built	1970	<i>1970</i>
1b.	Date of most recent structural addition or alteration to current central building	1997	<i>1997</i>
2	What is the square footage of the central building?	135,000	<i>135,000</i>

3	Are you currently involved in a new building construction project, an addition to an existing building, or remodeling a building?	No	<i>Yes</i>
---	---	----	------------

Answer question 4 only if question 3 was checked YES

4a.	Planning a construction project	No	
4b.	Starting a construction project	No	
4c.	In the midst of a construction project	No	
4d.	Have completed a construction project	No	<i>Yes</i>
4e	Non-building capital project	Yes	<i>Yes</i>
4f	Interior renovation	Yes	<i>Yes</i>

Daily Schedule for Central Library Only

5a.	Monday Open	9:00 AM	<i>9:00 AM</i>
5b.	Monday Close	9:00 PM	<i>9:00 PM</i>
5c.	Tuesday Open	9:00 AM	<i>9:00 AM</i>
5d.	Tuesday Close	9:00 PM	<i>9:00 PM</i>
5e.	Wednesday Open	9:00 AM	<i>9:00 AM</i>
5f.	Wednesday Close	9:00 PM	<i>9:00 PM</i>
5g.	Thursday Open	9:00 AM	<i>9:00 AM</i>
5h.	Thursday Close	9:00 PM	<i>9:00 PM</i>
5i.	Friday Open	9:00 AM	<i>9:00 AM</i>
5j.	Friday Close	6:00 PM	<i>6:00 PM</i>
5k.	Saturday Open	9:00 AM	<i>9:00 AM</i>
5l.	Saturday Close	5:00 PM	<i>5:00 PM</i>
5m.	Sunday Open	1:00 PM	<i>1:00 PM</i>
5n.	Sunday Close	5:00 PM	<i>5:00 PM</i>
@5	Total Regular Weekly Hours	69	<i>69</i>
5aa.	Number of Weeks Library is Open	52	
5x	Total Public Service Hours per Year PLSC	8,164.00	<i>8,164.00</i>

NEW FOR 2011 ANNUAL REPORT (each branch and bookmobile will be separately reported)

5xa	Total weekly winter hours central library (Choice is reported in 5)	69.00	
5xb	# of weeks for winter hours schedule central library (Choice is Number or N/A)	69	
5xc	Total weekly summer hours central library (Choice is Number or N/A)	69	
5xd	# of weeks for summer hours schedule central library (Choice is Number or N/A)	N/A	

@6	Total Evenings Open after 6:00 p.m. Each Week	4	<i>4</i>
----	---	---	----------

7	How many Sundays was your library open last year?	52	<i>52</i>
---	---	----	-----------

Branch Information

AA	Does your library have a branch? Yes or No	Yes	<i>Yes</i>
----	--	-----	------------

If yes, please enter branch information, it is required. If no please enter 0 in 8aa.

8c Has Your Library System Closed a Branch or Branches? No

8cc If Yes, List Name(s) of Branch(es) Closed

NEW FOR 2011 ANNUAL REPORT QUESTIONS R, S, T AND U (each branch and bookmobile will be separately reported)

A*	Branch Name	Ellettsville Branch	<i>Ellettsville Branch</i>
B*	Street Address	600 W. Temperance	<i>600 W. Temperance</i>
C*	City	Ellettsville	<i>Ellettsville</i>
D*	State	IN	<i>IN</i>
E*	Zip+4	47429*1324	<i>47429*1324</i>
F*	Mail Address	600 W. Temperance	<i>600 W. Temperance</i>
G*	Square Footage	12,000	<i>12,000</i>
H*	Year Built	1990	<i>1990</i>
I	Year of Addition or Alteration	2009	<i>2009</i>
J*	Phone	(812) 349-2515	<i>(812) 349.2515</i>
K*	Fax	(812) 876-2515	<i>(812) 876-2515</i>
L*	Total hours open per week	65	<i>65</i>
@M*	Internet access	Yes	<i>Yes</i>
N*	Type of Internet Access	DS3	<i>DS3</i>
@O*	Speed of Internet Access	100 MB	<i>100 MB</i>
@P*	Does this branch have a wireless hub?	Yes	<i>Yes</i>
Q*	Number of Weeks Branch is Open	52	
R	Total weekly winter hours all branches (Choice is answered in L* or N/A)	65	
S	# of weeks for winter hours schedule branches (Choice is Number or N/A)	52	
T	Total weekly summer hours branches (Choice is Number or N/A)	65	
U	# of weeks for summer hours schedule branches (Choice is Number or N/A)	N/A	
8aa	Total Number of Branches	1	<i>1</i>
8b	Total Annual Hours of Branches	3,380.00	<i>3,380.00</i>
BB	Do you have a bookmobile? Yes or No	Yes	<i>Yes</i>

NEW FOR 2011 ANNUAL REPORT QUESTIONS M, N, O AND P (each branch and bookmobile will be separately reported)

If yes, please enter bookmobile information, it is required. If no please enter 0 in 9aa.

Bookmobile

A*	Bookmobile Name	Monroe County Public Library Bookmobile	<i>Monroe County Public Library Bookmobile</i>
B*	Street Address	303 E. Kirkwood	<i>303 E. Kirkwood</i>
C*	City	Bloomington	<i>Bloomington</i>
D*	State	IN	<i>IN</i>
E*	Zip+4	47408	<i>47408</i>
F*	Mail Address	303 E. Kirkwood	<i>303 E. Kirkwood</i>
G*	Phone	(812) 349.3050	<i>(812) 349.3050</i>
H*	Fax	(812) 349-3051	<i>(812) 349-3051</i>
I*	Total hours per week	23 38	<i>23</i>

J*	Number of Weeks Bookmobile is Open	52	
K*	Internet Access	Yes	<i>Yes</i>
L*	Type of Internet Access	Other	<i>Other</i>
M	Total weekly winter hours all bookmobiles (Choice is reported in J* or N/A)	23	
N	# of weeks for winter hours schedule bookmobile (Choice is Number or N/A)	52	
O	Total weekly summer hours bookmobiles (Choice is Number or N/A)	23	
P	# of weeks for summer hours schedule bookmobiles (Choice is Number or N/A)	N/A	
9aa	Total Number of Bookmobiles	1	<i>1</i>
9b	Total Annual Hours of Bookmobiles	1,196.00	<i>1,196.00</i>

Part 2 - Registrations

10a.	Total Number of Individual Resident Registered Borrowers	88,666	<i>85,043</i>
10b.	Total Number of Family/Household Resident Registered Borrowers	0	<i>0</i>
11a.	Total Number of Individual Non-Resident (non-taxed) Registered Borrowers	7	<i>4</i>
11b.	Total Number of Family/Household Non-Resident (non-taxed) Registered Borrowers	0	<i>0</i>
12	Total Number of Reciprocal Borrowers	0	<i>0</i>
12a	Total Number of PLAC Borrowers	533	
13a	Total Number of Non-Resident Cards Issued to Student Borrowers	0	<i>0</i>
13b	Total Number of Non-Resident Cards Issued to School Employees	0	
13c	Total Number of Non-Resident Cards Issued to Library Employees	0	
@14a	Individual Non-Resident Fee (required by law)	\$60.00	<i>\$60.00</i>
14b	Date Library Board adopted this fee	12/20/2006	<i>12/20/2006</i>
@15	Most Recent Year Patron File was Weeded	January 2011	<i>January 2010</i>
@16	On what time table is Patron File Weeded?	Every three years	<i>Every three years</i>

Part 3 - Libraries & Political Subdivisions

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

17a	County Name of Primary County	Monroe	<i>Monroe</i>
17b	Total Assessed Valuation for Library District	\$6,038,823,452	<i>\$5,896,978,162</i>
17c	Operating Tax Rate	.0805 39	<i>.0615</i>

17d	BIRF/Lease Rental Tax Rate	.0300	.0282
17e	LCPF Tax Rate	.0076	.0066
17f	Did you roll the LCPF into the operating tax rate?	No	
18a	County Name of Additional County or County Contractual (May leave blank if there is not another county in the library district and it is not a county contractual)	N/A	N/A
18b	Total Assessed Valuation for Library District		\$0
18c	Operating Tax Rate		0
18d	BIRF/Lease Rental Tax Rate		0
18e	LCPF Tax Rate		0
18f	Did you roll the LCPF into the operating tax rate?	No	
19	Total population without contract	120,563	120,563
19a	Total population with contracts	0	0
PLEASE CHECK TO MAKE SURE YOUR DATA IS FILLED IN ACCURATELY			
20a	Political Subdivision Name	Monroe County	Monroe County
20b	Type of Political Unit (Taxed Units 1, 2, 3, 4, 9, 11, 12 Only)	3	3
20c	Population 2000 Census (Units in 20b Only)	120,563	120,563
20d	Type of Political Unit (Contracting Units 5, 6, 7, 8, 10 Only)	N/A	N/A
20e	Population 2000 Census (Units served by contract in 20d Only)	N/A	N/A

Part 4 - Library Operating Fund Income

Local Government Operating Fund Income

28a	Property Tax or CEDIT Operating Fund Income From Library Tax Rate	\$4,785,035	\$4,890,755
28b	CAGIT Property Tax Replacement Credit	\$0	\$0
28c	CAGIT Certified Shares	\$0	\$0
28d	CAGIT Special Fund	\$0	\$0
28e	County Option Income Tax (COIT)	\$2,217,128	\$2,202,888
28f	Contractual Revenue Received for Service	\$0	\$0
28g	Local Option Income Tax (LOIT)	\$0	\$0
28	Total Local Operating Fund Income	\$7,002,163	\$7,093,643

State Government Operating Fund Income

29a	Financial Institutions Tax (FIT)	\$9,829	\$11,899
29b	License Excise and Commercial Vehicle Excise Tax (CVET)	\$372,135	\$369,948
29c	Other State Operating Fund Income	\$0	\$0
29d	Source(s):	N/A	N/A
29	Total State Operating Fund Income	\$381,964	\$381,847

Federal Government Operating Fund Income

30a	LSTA Grants	\$19,665	
30b	Name of Non-Operating Fund	LSTA (IN Bedrock) and LSTA-Civil War	<i>LSTA Fund</i>
30c	Amount of LSTA grant placed in Non-Operating Fund	\$19,665	<i>\$14,095</i>
30d	Other Federal Grants Operating Fund Income	\$0	<i>\$0</i>
30e	List Source	N/A	<i>0</i>
30	Total Federal Operating Fund Income	\$19,665	<i>\$0</i>
Other Operating Fund Income			
31a	Fines and Fees	\$252,093	<i>\$195,380</i>
31b	Interest on Investments	\$1,830	<i>\$482</i>
31c	Gift Receipts Operating Fund Income	\$0	<i>\$0</i>
31d	Private and Public Foundation Grants Operating Fund Income	\$0	<i>\$0</i>
31e	Miscellaneous Operating Fund Income	\$12,295	<i>\$41,862</i>
31f	Source(s)	PLAC	<i>PLAC, Coin Phone, Misc.</i>
31	Total Other Operating Fund Income	\$266,218	<i>\$237,724</i>
31d1	Total Public and Private Foundation Grants Income (deposited into any fund)	\$204,728	<i>\$117,600</i>
32	TOTAL OPERATING FUND INCOME	\$7,670,010	<i>\$7,713,214</i>

Part 5 - Expenditure Data

Personal Services

33a	Salaries/Wages of All Library Staff	\$3,714,578	<i>\$3,547,540</i>
33b	Employee benefits	\$1,142,037	<i>\$989,225</i>
33c	Other Personal Services	\$53,016	<i>\$39,822</i>
33	Total Personal Services IN	\$4,909,631	<i>\$4,576,587</i>
33x	Total Staff Expenditures PLSC	\$4,856,615	<i>\$4,536,765</i>
34	Total Supplies	\$302,976	<i>\$89,778</i>

Other Services and Charges

35a	Professional Services	\$257,336	<i>\$262,067</i>
35b	Communication and Transportation	\$61,001	<i>\$58,216</i>
35c	Printing and Advertising	\$4,384	<i>\$4,311</i>
35d	Insurance	\$48,065	<i>\$38,956</i>
35e	Utility Services	\$294,448	<i>\$284,634</i>
35f	Repairs and Maintenance	\$57,365	<i>\$57,648</i>
35g	Rentals	\$38,467	<i>\$31,477</i>
35h	Debt Service (Operating Expenditures only)	\$0	<i>\$0</i>
35i	Lease Rental (Operating Expenditures only)	\$0	<i>\$0</i>
35j	Other (exclude LIRF)	\$155,923	<i>\$8,293</i>
35	Total Other Services and Charges	\$916,989	<i>\$745,602</i>

Capital Outlays - Operating Fund Expenditures

36a	Land	\$0	<i>\$0</i>
36b	Buildings	\$0	<i>\$0</i>

36c	Improvements Other Than Buildings	\$0	\$0
36d	Furniture and Equipment	\$221,067	\$41,399
@36e	Books (include Book Lease)	\$586,780	\$580,677
@36f	Periodicals and Newspapers	\$42,489	\$39,456
@36g	Nonprinted Materials, Microforms & AV, not Electronic	\$376,471	\$367,209
@36h	Public Access Physical Electronic/Computer Format (pulled out from Nonprinted Materials and reported separately)	\$54,862	\$44,558
@36i	Public Access Purchased/Leased/Licensed/Locally Digitized Electronic Format	\$0	
@36x	Print Materials Expenditures PLSC	\$643,069	\$637,497
@36xx	Electronic Materials Expenditures PLSC	\$54,862	\$44,558
@36xxx	Other Materials Expenditures PLSC	\$376,471	\$374,621
@36xxxx	Total Collection Expenditures PLSC	\$1,074,402	\$1,056,676
36	Total Capital Outlays - Operating Fund	\$1,281,669	\$1,073,299
36.5	Other Operating Expenditures PLSC	\$1,441,032	\$876,779
Non-Operating Fund Collection Expenditures (from gift, grant, any other funds) PLSC			
@36.1a	Books (Include Book Lease)	\$13,800	\$16,864
@36.1b	Periodicals and Newspapers	\$0	\$500
@36.1c	Nonprinted Materials, Microforms & AV, not Electronic	\$0	\$7,412
@36.1d	Public Access Physical Electronic/Computer Format (pulled out from Nonprinted Materials and reported separately)	\$0	\$0
@36.1e	Public Access Purchased/Leased/Licensed/Locally Digitized Electronic Format	\$0	
37	TOTAL OPERATING FUND EXPENDITURES IN	\$7,411,265	\$6,485,266
37a	Operating Expenditures per Capita	\$61.47	
37x	Total Operating Expenditures PLSC Other Specific/Special Expenditures (May Include Operating Fund)	\$7,372,049	\$6,470,220
Capital Fund Expenditures (<u>NOT</u> Operating Fund Expenditures)			
38a	Total Capital Fund Expenditures	\$1,050,955	\$348,834

Part 6 - Capital Revenue

39a	Local government capital revenue	\$487,902	\$315,279
39b	State government capital revenue	\$0	\$7,371
39c	Federal government capital revenue	\$15,600	\$10,491
39d	Other capital revenue	\$0	\$23,064
39	Total capital revenue	\$503,502	\$356,205

Part 7 - Employment Data

40a	Total Number of ALL Librarians with an ALA-MLS	36.00	37.00
40b	Total Hours Paid Per Week For ALL ALA-MLS Librarians	1,265	1,295
40c	FTE for ALL Librarians with an ALA-MLS	31.63	32.38
41a	Total Number of ALL Librarians, including ALA-MLS Librarians	51.00	52.00
41b	Total Hours Paid Per Week For ALL Librarians, including ALA-MLS Librarians	1,810	1,840
41c	FTE for ALL Librarians	45.25	46.00
42a	Total Number of ALL OTHER PAID STAFF	121.00	132.00
42b	Total Hours Paid Per Week For ALL OTHER PAID STAFF	2,972.5	3,225
42c	FTE for ALL OTHER PAID STAFF	74.31	80.63
43a	Total Number of ALL PAID STAFF	172.00	184.00
43b	Total Hours Paid per week for ALL PAID STAFF	4,782.50	5,065.00
43c	FTE for ALL PAID STAFF	119.56	126.63
44	Number of hours per week considered to be full-time employment in your library.	37.5	37.5

Part 8 - Library Service and Technology

Inter-Library Loans

45a	Provided To Other Libraries	2,750	2,710
45b	Received From Other Libraries	239	290

Annual Local Library Service

@46a	# Children's Programs in Library	1,034	925
@46aa	# Children's Programs Outside Library (outreach)	273	158
@46aaa	Total # of Children's programs	1,307	1,083
@46ab	# of Children's Summer Reading Programs (in library and outreach)	80	
@46b	# Young Adult Programs in Library	110	84
@46bb	# Young Adult Programs Outside Library (outreach)	1	0
@46bc	# Young Adult Summer Reading Programs (in library and Outreach)	21	
@46c	# Adult Programs in Library (18+)	580	524
@46cc	# Adult Programs Outside Library (18+) (outreach)	19	23
@46cd	Adult Summer Reading Programs (in library and outreach)	0	
@46d	# General Programs in Library (All age groups)	71	55
@46dd	# General Programs outside Library (ALL AGE GROUPS) (outreach)	3	4

@46de	# Family Summer Reading Programs (in library and outreach)	23	
@46	Total # of Programs	2,091	1,773
46.11	Did the Library Offer a 6 Week Summer Reading Program for Children at Each Fixed Location?	Yes	Yes
46.a1	# of Non-Library Sponsored Programs/meetings/events	1,229	1,566
47a	Children's Program Attendance in library	29,340	24,582
47aa	Children's Program Attendance outside library (outreach)	11,325	11,416
47aaa	Total Children's Program Attendance	40,665	35,998
47ab	Children's Summer Reading Program Attendance (in library and outreach)	3,359	
47b	Young Adult Program Attendance in library	767	822
47bb	Young Adult Program Attendance outside library (outreach)	120	0
47bc	Young Adult Summer Reading Program Attendance (in library and outreach)	389	
47c	Adult Program Attendance in library (18+)	5,795	5,246
47cc	Adult Program Attendance outside library (outreach) (18+)	782	2,073
47cd	Adult Summer Reading Program Attendance (in library and Outreach)	0	
47d	General Program Attendance in library (All age groups)	5,114	5,361
47dd	General Program Attendance outside library (outreach) (All age groups)	1,026	472
47de	Family Summer Reading Program Attendance (in library and outreach)	2,234	
47	Total Program Attendance	54,269	49,972
47.a1	Total Non-Library Sponsored Programs/meetings/events Attendance	N/A	N/A
48	Total Visits In Library Per Year (Multiply typical week count by 52, if you don't have annual figure)	1,085,108	1,425,556
@49	Total Reference Transactions Per year (Multiply typical week count by 52, if you don't have annual figure)	124,842	170,352
Electronic Services			
50a	# Local Licensed Databases (source of access)	16	16
50b	# State Licensed Databases (source of access)	58	43
50c	# Other Licensed Databases (source of access)	0	0
50d	Total Licensed Databases	74	
Database Usage Measure			

50e	# Searches of Databases to which the Library Subscribes or N/A	117,231	1,594,911
50ee	# Sessions of Databases to which the Library Subscribes or N/A	7,031	
50f	Name(s) of Public Use Databases to which the Library Subscribes or N/A	CLCD Consumer Reports Footnote.com Novilist Plus Foundation Center Associations Unlimited Reference USA Mitchell On Demand 5 Ancestry Library Hertiage Quest SIRS Researcher Grolier Multimedia Tumblebooks.com	<i>CLCD, Magill on Literature Plus, Novelist Plus, Associations Unlimited, Reference USA, Learning Express, Mitchell 1, Ancestry Plus, Heritage Quest, SIRS, Nonfiction connection, Fiction Connection, Grolier Online, Tumblebooks.com, World Book</i>
50g	Subject(s) of Public Use Databases which the Library Both Produced and Owns or N/A	Community organization file, Monroe County high school yearbooks, Obituary, Bedrock	<i>Community organization file, Monroe County high school yearbooks, Obituary index, Herald-Times index</i>
51a	Users of Public Internet Computers per Year (Multiply typical week count by 52, if you don't have annual figure)	219,728	288,640
51a1	Users of Wireless Internet Connections in Building (or Outside) per Year	N/A	
51b	# of Hours Public Internet Computers Used per Year	161,372	137,435
Internet Usage Measures (please supply whatever count is available or answer not applicable). Providing only one count is acceptable.			
51c	Total # of Page Views on All Web Pages in the Library's Domain AND/OR	59,668,816	54,635,505
51d	Total # of Page Views on the Library's Home Page AND/OR	1,301,490	659,825
51e	Total # of Hits or Page Views on the Library's Public Access Catalog	36,407,847	35,593,420
@52a	Internet Access	Yes	Yes
52b	Type of Internet Access in Central Building ONLY (If central building does have two types of Internet access, they must choose the higher speed)	Fiber Optic	<i>Fiber Optic</i>
52c	Specify Other		
@52d	Speed of Internet Access	10MB	10MB
@53a	Number Computer Terminals Used by General Public and Connected to Internet System-wide	130	113
@53aa	Number of Printers Connected to Computer Terminals Used by the General Public System-wide	4	6
@53aaa	Number of Scanners for the General Public System-wide	0	0
@53b	Number of Computer Terminals Used by Staff with Office Software and Connected to the Internet System-wide	149	173
@53bb	Is there a Printer for Staff Computer Use?	Yes	Yes

@54a	Is there a Wireless Hub in the Central Building?	Yes	Yes
54b	Voice over IP?	No	No
Library System Bookkeeping and Circulation			
55a	Does Your Library Have an Automated Bookkeeping System?	Yes	Yes
55b	Name of System	Banyon	Banyon Data
@56a	Does Your Library Use an integrated Library System?	Yes	Yes
56b	Name of System	Polaris	Polaris
56c	Is the Library Catalog Online?	Yes	Yes

Part 9 - Circulation and Holdings

Circulation

57a	TOTAL Circulation of All Materials	2,615,926	2,601,327
57b	Circulation of All Children's (0-14 years) Materials	889,911	797,153
57c	Total In-house Usage of Materials	N/A	N/A
57d	Did Your Library Circulate Laptops?	No	No
57e	Number of Annual Circulations of Laptops	0	0
57f	Did Your Library Circulate Kindles, Playaways, MP3s or Other Book Reading or Music Playing Devices	No	No
57g	Number of Annual Circulations of Book Reading or Music Playing Devices	0	0
57h	Did Your Library Circulate Other Equipment?	No	No
57i	Number of Annual Circulations of Other Equipment	0	0

Selected Holdings

58a	Books	389,248	409,421
58b	Bound Serials	521	513
58c	Video Materials - Physical Units	53,004	52,098
58cc	Video Materials - Downloadable Titles	84	
58d	Audio Materials - Physical Units	50,057	49,274
58dd	Audio Materials - Downloadable Titles	1,795	
58e	Electronic Format	17	16
58f	Electronic books (E-books)	1,240	0
58.1	Print Materials PLSC	389,769	409,934
58g	Current Serial Subscriptions	491	495

Part 10 - Library Board

Please enter the most current information available.

List all county contractual board members, if appropriate.

PLEASE CHECK TO MAKE SURE YOUR DATA IS FILLED IN ACCURATELY

59a	Position	Member	President
59b	First Name	John	John
59c	Middle Initial/Name	A.	A.

59d	Last Name	Walsh	<i>Walsh</i>
59e	Home address	1320 E. 10th St., LI 029	<i>1320 E. 10th St., LI 029</i>
59f	City	Bloomington	<i>Bloomington</i>
59g	Zip Code	47405	<i>47405</i>
59h	E-mail address	jawalsh@indiana.edu	<i>jawalsh@indiana.edu</i>
59i	Appointing Authority	County Council	<i>County Council</i>
59j	Date Term Expires	1-31-2010	<i>1-31-2010</i>
59k	Number of Consecutive Terms	1	<i>1</i>
59l	Date Initially Appointed	2-1-2006	<i>2-1-2006</i>
59a	Position	President	<i>Vice President</i>
59b	First Name	Fred	<i>Fred</i>
59c	Middle Initial/Name		
59d	Last Name	Risinger	<i>Risinger</i>
59e	Home address	7039 E. St. Rd. 45	<i>7039 E. St. Rd. 45</i>
59f	City	Bloomington	<i>Bloomington</i>
59g	Zip Code	47408	<i>47408</i>
59h	E-mail address	risinger@indiana.edu	<i>risinger@indiana.edu</i>
59i	Appointing Authority	County Council	<i>County Council</i>
59j	Date Term Expires	1-31-2011	<i>1-31-2011</i>
59k	Number of Consecutive Terms	1	<i>1</i>
59l	Date Initially Appointed	4-1-2007	<i>4-1-2007</i>
59a	Position	Member	<i>Secretary</i>
59b	First Name	Stephen	<i>Stephen</i>
59c	Middle Initial/Name	C.	<i>C.</i>
59d	Last Name	Moberly	<i>Moberly</i>
59e	Home address	2638 E. Windermere Woods Drive	<i>2638 E. Windermere Woods Drive</i>
59f	City	Bloomington	<i>Bloomington</i>
59g	Zip Code	47401	<i>47401</i>
59h	E-mail address	moberlys@iquest.net	<i>moberlys@iquest.net</i>
59i	Appointing Authority	County Commissioners	<i>County Commissioners</i>
59j	Date Term Expires	1-31-2010	<i>1-31-2010</i>
59k	Number of Consecutive Terms	1	<i>1</i>
59l	Date Initially Appointed	2-1-2005	<i>2-1-2005</i>
59a	Position	Treasurer	<i>Treasurer</i>
59b	First Name	David	<i>David</i>
59c	Middle Initial/Name	L.	<i>L.</i>
59d	Last Name	Ferguson	<i>Ferguson</i>
59e	Home address	403 E. 6th Street	<i>403 E. 6th Street</i>
59f	City	Bloomington	<i>Bloomington</i>
59g	Zip Code	47408	<i>47408</i>
59h	E-mail address	dlf@ferglaw.com	<i>dlf@ferglaw.com</i>
59i	Appointing Authority	County Council	<i>County Council</i>
59j	Date Term Expires	1-31-2012	<i>1-31-2012</i>
59k	Number of Consecutive Terms	1	<i>1</i>
59l	Date Initially Appointed	2-1-2008	<i>2-1-2008</i>
59a	Position	Member	<i>Member</i>
59b	First Name	Randy	<i>Randy</i>
59c	Middle Initial/Name		

59d	Last Name	Paul	<i>Paul</i>
59e	Home address	101 S. Glenwood West	<i>101 S. Glenwood West</i>
59f	City	Bloomington	<i>Bloomington</i>
59g	Zip Code	47401	<i>47401</i>
59h	E-mail address	helpkidsreadmore@hotmail.com	<i>helpkidsreadmore@hotmail.com</i>
59i	Appointing Authority	Monroe County Community School Corporation	<i>Monroe County Community School Corporation</i>
59j	Date Term Expires	1-31-2011	<i>1-31-2011</i>
59k	Number of Consecutive Terms	1	<i>1</i>
59l	Date Initially Appointed	2-1-2007	<i>2-1-2007</i>
59a	Position	Secretary	<i>Member</i>
59b	First Name	Melissa	<i>Melissa</i>
59c	Middle Initial/Name		
59d	Last Name	Pogue	<i>Pogue</i>
59e	Home address	1101 W. Temperance St.	<i>1101 W. Temperance St.</i>
59f	City	Ellettsville	<i>Ellettsville</i>
59g	Zip Code	47429	<i>47429</i>
59h	E-mail address	mpog9469@rbbcsc.k12.in.us	<i>mpog9469@rbbcsc.k12.in.us</i>
59i	Appointing Authority	Richland Bean Blossom School Corporation	<i>Richland Bean Blossom School Corporation</i>
59j	Date Term Expires	1-31-2013	<i>1-31-2013</i>
59k	Number of Consecutive Terms	1	<i>1</i>
59l	Date Initially Appointed	2-1-2009	<i>2-1-2009</i>
59a	Position	Vice President	<i>Member</i>
59b	First Name	Kari	<i>Kari</i>
59c	Middle Initial/Name		
59d	Last Name	Isaacson	<i>Isaacson</i>
59e	Home address	807 Brighton Court	<i>807 Brighton Court</i>
59f	City	Bloomington	<i>Bloomington</i>
59g	Zip Code	47401	<i>47401</i>
59h	E-mail address	kisaacso@mccsc.edu	<i>kisaacso@mccsc.edu</i>
59i	Appointing Authority	Monroe County Community School Corporation	<i>Monroe County Community School Corporation</i>
59j	Date Term Expires	1-31-2013	<i>1-31-2013</i>
59k	Number of Consecutive Terms	1	<i>1</i>
59l	Date Initially Appointed	2-1-2009	<i>2-1-2009</i>

Part 11 - Salary Section

Complete minimum hourly rate and maximum hourly rate, using dollars and cents.

Director			
74a	Director's Annual Salary	\$91,628	<i>\$89,301</i>
74b	Does the director have a contract?	No	<i>No</i>
74c	Director's Certification Level	Level 1	<i>I</i>
75	Job Title	Department Head, Manager or Supervisor	<i>Department Head, Manager or Supervisor</i>
75a	Also indicate certification level for each position (not person)	LC 2	<i>LC 2</i>
75b	Minimum Hourly Rate	\$22.86 ⁴⁸	<i>\$22.8</i>

75c	Maximum Hourly Rate	\$35.43	\$34.25
75	Job Title	Branch Head	<i>Branch Head</i>
75a	Also indicate certification level for each position (not person)	LC 2	<i>LC 2</i>
75b	Minimum Hourly Rate	\$22.86	\$25.08
75c	Maximum Hourly Rate	\$35.43	\$38.30
75	Job Title	Administrative Assistant	<i>Administrative Assistant</i>
75a	Also indicate certification level for each position (not person)	Not Applicable	<i>Not Applicable</i>
75b	Minimum Hourly Rate	\$12.31	\$10.76
75c	Maximum Hourly Rate	\$17.32	\$15.60
75	Job Title	Automation/Network/System Manager	<i>Automation/Network/System Manager</i>
75a	Also indicate certification level for each position (not person)	Not Applicable	<i>Not Applicable</i>
75b	Minimum Hourly Rate	\$22.86	\$22.8
75c	Maximum Hourly Rate	\$34.25	\$34.25
75	Job Title	Circulation Librarian	<i>Business Manager</i>
75a	Also indicate certification level for each position (not person)	LC 3	<i>Not Applicable</i>
75b	Minimum Hourly Rate	\$19.39	\$22.8
75c	Maximum Hourly Rate	\$29.09	\$34.25
75	Job Title	Business Manager	<i>Cataloging or Technical Services Librarian</i>
75a	Also indicate certification level for each position (not person)	Not Applicable	<i>LC 3</i>
75b	Minimum Hourly Rate	\$22.86	\$17.13
75c	Maximum Hourly Rate	\$34.25	\$25.77
75	Job Title	Cataloging or Technical Services Librarian	<i>@Children's Librarian</i>
75a	Also indicate certification level for each position (not person)	LC 3	<i>LC 3</i>
75b	Minimum Hourly Rate	\$17.54	\$17.13
75c	Maximum Hourly Rate	\$26.31	\$25.77
75	Job Title	@Children's Librarian	<i>@General Reference or Adult Librarian</i>
75a	Also indicate certification level for each position (not person)	LC 3	<i>LC 3</i>
75b	Minimum Hourly Rate	\$19.39	\$17.13
75c	Maximum Hourly Rate	\$29.09	\$25.77
75	Job Title	@General Reference or Adult Librarian	<i>@Young Adult Librarian</i>
75a	Also indicate certification level for each position (not person)	LC 3	<i>LC 3</i>
75b	Minimum Hourly Rate	\$17.54	\$17.13
75c	Maximum Hourly Rate	\$26.31	\$25.77
75	Job Title	Indiana History, Local History or Genealogy Librarian	<i>Circulation Librarian</i>
75a	Also indicate certification level for each position (not person)	LC 3	<i>LC 3</i>
		\$19.39	\$17.13

75b	Minimum Hourly Rate		
75c	Maximum Hourly Rate	\$29.09	\$25.77
75	Job Title	Specialist (Professional)	<i>Indiana History, Local History or Genealogy Librarian</i>
75a	Also indicate certification level for each position (not person)	Not Applicable	<i>LC 3</i>
75b	Minimum Hourly Rate	\$19.39	\$17.13
75c	Maximum Hourly Rate	\$29.09	\$25.77
75	Job Title	Library Assistant	<i>Specialist (Professional)</i>
75a	Also indicate certification level for each position (not person)	LC 6	<i>Not Applicable</i>
75b	Minimum Hourly Rate	\$13.51	\$18.84
75c	Maximum Hourly Rate	\$19.59	\$28.44
75	Job Title	@Young Adult Librarian	<i>Library Assistant</i>
75a	Also indicate certification level for each position (not person)	LC 3	<i>LC 6</i>
75b	Minimum Hourly Rate	\$19.39	\$11.84
75c	Maximum Hourly Rate	\$29.09	\$17.31
75	Job Title	Bookkeeper or Treasurer	<i>Bookkeeper or Treasurer</i>
75a	Also indicate certification level for each position (not person)	Not Applicable	<i>Not Applicable</i>
75b	Minimum Hourly Rate	\$14.91	\$22.8
75c	Maximum Hourly Rate	\$21.62	\$34.25
75	Job Title	Security	<i>Specialist (Professional)</i>
75a	Also indicate certification level for each position (not person)	Not Applicable	<i>LC 3</i>
75b	Minimum Hourly Rate	\$12.37	\$18.84
75c	Maximum Hourly Rate	\$17.32	\$28.44
75	Job Title	Maintenance, Custodian, Janitor, Housekeeper	<i>Secretary or Receptionist</i>
75a	Also indicate certification level for each position (not person)	Not Applicable	<i>Not Applicable</i>
75b	Minimum Hourly Rate	\$10.42	\$10.23
75c	Maximum Hourly Rate	\$14.59	\$14.05
75	Job Title	Secretary or Receptionist	<i>Library Technicians (including Computer)</i>
75a	Also indicate certification level for each position (not person)	Not Applicable	<i>Not Applicable</i>
75b	Minimum Hourly Rate	\$10.42	\$13.01
75c	Maximum Hourly Rate	\$14.59	\$19.23
75	Job Title	Library Technicians (including Computer)	<i>Clerical or Aide</i>
75a	Also indicate certification level for each position (not person)	Not Applicable	<i>Not Applicable</i>
75b	Minimum Hourly Rate	\$13.51	\$10.23
75c	Maximum Hourly Rate	\$19.59	\$14.05
75	Job Title	Clerical or Aide	<i>Maintenance, Custodian, Janitor, Housekeeper</i>
75a	Also indicate certification level for each position (not person)	Not Applicable	<i>Not Applicable</i>

75b	Minimum Hourly Rate	\$10.42	\$10.23
75c	Maximum Hourly Rate	\$14.59	\$14.05
75	Job Title	Page, Intern or Student Assistant	Security
75a	Also indicate certification level for each position (not person)	Not Applicable	Not Applicable
75b	Minimum Hourly Rate	\$7.43	\$10.23
75c	Maximum Hourly Rate	\$9.98	\$14.05
Job Titles not listed above			
100	Job Title	Maintenance Supervisor	Maintenance Supervisor
100a	Also indicate certification level for each position (not person)	Not Applicable	Not Applicable
100b	Minimum Hourly Rate	\$19.39	\$17.13
100c	Maximum Hourly Rate	\$29.09	\$25.77
100	Job Title	Maintenance Technician	Maintenance Technician
100a	Also indicate certification level for each position (not person)	Not Applicable	Not Applicable
100b	Minimum Hourly Rate	\$14.91	\$14.32
100c	Maximum Hourly Rate	\$21.33	\$21.33
100	Job Title	Security Lead	Security Lead
100a	Also indicate certification level for each position (not person)	Not Applicable	Not Applicable
100b	Minimum Hourly Rate	\$13.51	\$11.84
100c	Maximum Hourly Rate	\$19.59	\$17.31
100	Job Title	Page Team Leader	Page Crew Chief
100a	Also indicate certification level for each position (not person)	Not Applicable	Not Applicable
100b	Minimum Hourly Rate	\$8.34	\$8.08
100c	Maximum Hourly Rate	\$11.68	\$11.09
Employee Fringe Benefit Information			
101	Benefit	PERF	PERF
101a	Full Time Employees	Yes	Yes
101b	Part Time Employees	No	No
101	Benefit	Health Insurance	
101a	Full Time Employees	Yes	
101b	Part Time Employees	Yes	
101	Benefit	Health Savings Account (HSA)	
101a	Full Time Employees	Yes	
101b	Part Time Employees	Yes	
101	Benefit	Dental Insurance	
101a	Full Time Employees	Yes	
101b	Part Time Employees	Yes	
101	Benefit	Vision Insurance	
101a	Full Time Employees	Yes	
101b	Part Time Employees	Yes	
101	Benefit	Disability	
101a	Full Time Employees	Yes	
101b	Part Time Employees	No	
101	Benefit	Continuing Education	
101a	Full Time Employees	Yes	

101b	Part Time Employees	Yes	
Other			
109a	Other Benefit (specify)		<i>Group Health Insurance</i>
109b	Full Time Employees		<i>Yes</i>
109c	Part Time Employees		<i>Yes</i>
Paid Days Off per Year			
Number of Vacation Days			
111a	Full Time Librarian	24	24
111b	Part Time Librarian	24	24
111c	Full Time Support Staff	14-24	14-24
111d	Part Time Support Staff	14-24	14-24
Number of Sick Days			
112a	Full Time Librarian	12	12
112b	Part Time Librarian	12	12
112c	Full Time Support Staff	12	12
112d	Part Time Support Staff	12	12
Number of Personal Days			
113a	Full Time Librarian	NA	N/A
113b	Part Time Librarian	NA	N/A
113c	Full Time Support Staff	NA	N/A
113d	Part Time Support Staff	NA	N/A
Number of Holidays			
114a	Full Time Librarian	9	9
114b	Part Time Librarian	9	9
114c	Full Time Support Staff	9	9
114d	Part Time Support Staff	9	9
Number of Funeral/Bereavement Days			
115a	Full Time Librarian	1-5	1-5
115b	Part Time Librarian	1-5	1-5
115c	Full Time Support Staff	1-5	1-5
115d	Part Time Support Staff	1-5	1-5
Other Days			
116a	Full Time Librarian	NA	N/A
116b	Part Time Librarian	NA	N/A
116c	Full Time Support Staff	NA	N/A
116d	Part Time Support Staff	NA	N/A

Part 12 - PLAC Loans

of PLAC Loans

117aa	If you made no PLAC loans, enter "0" in this box	N/A	73847
117a	Home library of patron using a PLAC card to borrow materials	Avon-Washington Township	<i>Aurora</i>
117b	How many loans?	2	19
117a	Home library of patron using a PLAC card to borrow materials	Bartholomew County	<i>Bartholomew County</i>
117b	How many loans?	171	353

117a	Home library of patron using a PLAC card to borrow materials	Bedford Public Lilbrary	<i>Bedford Public Lilbrary</i>
117b	How many loans?	8,285	<i>9,051</i>
117a	Home library of patron using a PLAC card to borrow materials	Bicknell-Vigo Township	<i>Benton County</i>
117b	How many loans?	1	<i>14</i>
117a	Home library of patron using a PLAC card to borrow materials	Bloomfield-Eastern Greene	<i>Bloomfield-Eastern Greene</i>
117b	How many loans?	16,335	<i>22,239</i>
117a	Home library of patron using a PLAC card to borrow materials	Brown County	<i>Brown County</i>
117b	How many loans?	15,026	<i>16,247</i>
117a	Home library of patron using a PLAC card to borrow materials	Danville-Center Township	<i>Greenwood</i>
117b	How many loans?	10	<i>9</i>
117a	Home library of patron using a PLAC card to borrow materials	Hamilton East	<i>Hamilton East</i>
117b	How many loans?	79	<i>41</i>
117a	Home library of patron using a PLAC card to borrow materials	Hussey-Mayfield Memorial	<i>Indianapolis-Marion County</i>
117b	How many loans?	1	<i>572</i>
117a	Home library of patron using a PLAC card to borrow materials	Indianapolis-Marion County	<i>Johnson County</i>
117b	How many loans?	409	<i>137</i>
117a	Home library of patron using a PLAC card to borrow materials	Jackson County	<i>Knox County</i>
117b	How many loans?	68	<i>61</i>
117a	Home library of patron using a PLAC card to borrow materials	Johnson County	<i>Lawrenceburg</i>
117b	How many loans?	79	<i>27</i>
117a	Home library of patron using a PLAC card to borrow materials	Knox County	<i>Loogootee</i>
117b	How many loans?	70	<i>249</i>
117a	Home library of patron using a PLAC card to borrow materials	Loogootee	<i>Marion Public Library</i>
117b	How many loans?	285	<i>171</i>
117a	Home library of patron using a PLAC card to borrow materials	Marion Public Library	<i>Mitchell Community</i>
117b	How many loans?	139	<i>1,548</i>
117a	Home library of patron using a PLAC card to borrow materials	Mitchell Community	<i>Mooreville</i>
117b	How many loans?	803	<i>156</i>
117a	Home library of patron using a PLAC card to borrow materials	Morgan County	<i>Morgan County</i>
117b	How many loans?	3,440	<i>1,393</i>
117a	Home library of patron using a PLAC card to borrow materials	Odon Winkelpleck	<i>Odon Winkelpleck</i>
117b	How many loans?	53	<i>174</i>
117a	Home library of patron using a PLAC card to borrow materials	Owen County	<i>Orleans Town & Township</i>
117b	How many loans?	19,061 53	<i>31</i>

117a	Home library of patron using a PLAC card to borrow materials	Paoli	<i>Owen County</i>
117b	How many loans?	188	<i>15,624</i>
117a	Home library of patron using a PLAC card to borrow materials	Putnam County	<i>Paoli</i>
117b	How many loans?	774	<i>172</i>
117a	Home library of patron using a PLAC card to borrow materials	Shelbyville-Shelby County	<i>Putnam County</i>
117b	How many loans?	4	<i>1,061</i>
117a	Home library of patron using a PLAC card to borrow materials	Shoals	<i>Shoals</i>
117b	How many loans?	2,736	<i>3,579</i>
117a	Home library of patron using a PLAC card to borrow materials	Spencer County	<i>Spencer County</i>
117b	How many loans?	63	<i>21</i>
117a	Home library of patron using a PLAC card to borrow materials	Sullivan County	<i>Sullivan County</i>
117b	How many loans?	38	<i>13</i>
117a	Home library of patron using a PLAC card to borrow materials	Union City	<i>Union City</i>
117b	How many loans?	58	<i>235</i>
117a	Home library of patron using a PLAC card to borrow materials	Vigo County	<i>Vigo County</i>
117b	How many loans?	16	<i>365</i>
117a	Home library of patron using a PLAC card to borrow materials	Wabash Carnegie	<i>Washington Carnegie</i>
117b	How many loans?	26	<i>100</i>
117a	Home library of patron using a PLAC card to borrow materials	Washington Carnegie	<i>Whiting</i>
117b	How many loans?	45	<i>41</i>
117a	Home library of patron using a PLAC card to borrow materials	Worthington Jefferson Township	<i>Worthington Jefferson Township</i>
117b	How many loans?	260	<i>144</i>
117	TOTAL Loans	68,525	<i>73,847</i>

Part 13A - Statement of Compliance with Current Standards for Public Libraries

@ indicates standard which is verified by annual report question

** indicates current and future standard

~~ indicates slight difference in future standard

++ indicates substantial change in future standard

Please answer either "yes", "no", or "n/a" if applicable, and DO NOT skip a question.

Is your library in compliance with:

**118a	IC 36-12, Indiana Public Library Law?	Yes	<i>Yes</i>
**118b	IC 4-23-7 and IC 4-23-7.1, Indiana Library and Historical Department Law?	Yes	<i>Yes</i>
118c	IC 36-12-1-12, requiring an Internet usage and computer network policy that is reviewed annually?	Yes	<i>Yes</i>

118d	IC 36-12-2-25c, requiring a minimum fee for a nonresident card?	Yes	Yes
**~119	Does your library comply with federal laws affecting employment practice and facilities management?	Yes	Yes
**~120	Is your library board governed by written bylaws that outline its purpose and operational procedures?	Yes	Yes
**121	Does your library have a written long-range plan of service for two (2) to five (5), including a statement of community needs, goals, measurable objectives, and a method for periodic review and evaluation?	Yes	Yes
**++122	Does your library have a current written 3-year technology plan?	Yes	Yes
**123	Has your library board adopted a written collection development policy and principles of access to all library materials and services?	Yes	Yes
**~124	Does the library board maintain separate functions from the director, with the board being responsible for governance and the director being responsible for administration?	Yes	Yes
**~125	Do all the library trustees follow the principles discussed in <i>IN the Public Trust</i> ?	Yes	Yes
Does your library director:			
**126a	Work Full-time?	Yes	Yes
**126b	Hold the appropriate certificate required by the Indiana public library certification laws?	Yes	Yes
**~127	Does your library board classify employees, adopt schedules of salaries, and prescribe duties of employees, all with the advice and recommendations of the library director?	Yes	Yes
**~128	Does your library have written personnel policies and procedures that address the following: employment practices, personnel actions, salary administration, employee benefits, conditions or work and leave?	Yes	Yes
**129	Does the library support continuing education for staff and trustees?	Yes	Yes
**130	Are library facilities, including central buildings and branches, in compliance with local, state and federal building and health and safety codes?	Yes	Yes
**~131	Does the library comply with provisions of the federal Americans with Disabilities Act to make its services available to everyone?	Yes	Yes

@**++What hours of service does your library system provide⁵⁵ (answer yes only to the statement that most accurately

reflects your hours; answer n/a otherwise):

132a	20 hours a week, 1 evening and some hours on a weekend day	N/A	N/A
132b	45 hours a week, 2 evenings and 1 weekend day?	N/A	N/A
132c	55 hours a week, 3 evenings and 1 weekend day?	Yes	Yes

**~~Does your library provide the following minimum services?

133a	Acquisition, organization and loan of materials?	Yes	Yes
133b	Availability of general collections to the public at all times the library is open?	Yes	Yes
@133c	A telephone listed in the library's name?	Yes	Yes
133d	Interlibrary loan free of charge?	Yes	Yes

**++Does your library provide the following services?

135a	Reference services?	Yes	Yes
135b	Children's services?	Yes	Yes
135c	Library sponsored programming?	Yes	Yes
135d	Audiovisual services?	Yes	Yes
135e	Special services?	Yes	Yes
136	Does your library inform the public of services available and encourage use of these services?	Yes	Yes
**++137	Does your library provide at least a base level of technology consisting of a computer, @fax, printer, and software?	Yes	Yes

Part 13B - Statement of Compliance with New Standards for Public Libraries

Effective January 1, 2011

This section is intended to assist the library and board in determining where your library is in the process of working towards compliance with the proposed standards.

@ indicates standard which is verified by annual report question

^^ indicates proposed standard

++ indicates addition to current standard

~~ indicates revision of current standard

Please answer either "yes", "no", or "n/a" if applicable, not both and DO NOT skip a question

^^138	Does your library follow all other Indiana laws that affect municipal units?	Yes	Yes
^^139	With the advice and recommendations of the library director, has the library board adopted the proposed library budget?	Yes	Yes
++140. Written personnel policies and procedures address at least the following:			
140a	Recruitment?	Yes	Yes
140b	Selection?	Yes	Yes
140c	Appointment?	Yes	Yes

^^141	The library board has written by-laws that address conflicts of interest issues and nepotism?	Yes	Yes
++142.	At a minimum, the long-range plan of service includes the following:		
142a	A statement of community needs and goals.	Yes	Yes
142b	Measurable objectives and service responses to the community needs and goals.	Yes	Yes
142c	An assessment of facilities, services, technology, and operations.	Yes	Yes
142d	An ongoing annual evaluation process.	Yes	Yes
142e	Financial resources and sustainability.	Yes	Yes
142f	Collaboration with other public libraries.	Yes	Yes
142g	Collaboration with other community partners.	Yes	Yes
++143.	At a minimum, the technology plan includes the following:		
143a	Goals and realistic strategy for using telecommunications and information technology.	Yes	Yes
143b	A professional development strategy.	Yes	Yes
143c	An assessment of telecommunication services, hardware, software, and other services needed.	Yes	Yes
143d	An equipment replacement schedule.	Yes	Yes
143e	Financial resources and sustainability.	Yes	Yes
143f	An ongoing annual evaluation process.	Yes	Yes
143g	An automation plan which conforms to national cataloging standards.	Yes	Yes
++144	The library complies with provisions of the federal Americans with Disabilities Act to make its digital services available to everyone.	Yes	Yes
^^145.	Does the library expend at least		
@145a	7.5% of its operating fund expenditures for library collections (Minimum)?	Yes	No
@145b	The equivalent of 15% of its operating expenditures, (which includes operating, gift and related funds) (Enhanced)	Yes	Yes
@145c	The equivalent of 20% of its operating expenditures, (which includes operating, gift and related funds), for library collections (Excellent)	N/A	N/A
^^146.	The library provides the following means of communication with the public:		
146a	An answering machine, voicemail, or other similar technology to provide operating hours of the library?	Yes	Yes
@146b	An email address or a means of electronic contact for the library listed on the library's website?	Yes	Yes

146c	A means to provide copies to the public at each location?	Yes	Yes
146d	Technology available to transmit documents electronically or through phone lines, ex. @fax machine?	Yes	Yes
^^147. A website to include:			
147a	Hours of operation, physical address(es) and map for each fixed service location, phone number and an email address?	Yes	Yes
147b	Electronic resources provided free of charge to the citizens of Indiana by the State of Indiana, e.g. INSPIRE?	Yes	Yes
147c	Public service policies regarding circulation policies, fees, internet use, etc. adopted by the library board?	Yes	Yes
147d	The library's online public access catalog?	Yes	Yes
147e	A calendar of events and programs which shall be updated at least monthly?	Yes	Yes
^^148. The library lends materials through at least one of the following:			
148a	Statewide reciprocal borrowing program?	No	No
148b	OCLC Resource Sharing?	Yes	Yes
148c	Evergreen Indiana?	No	No
148d	Local reciprocal borrowing with at least one other public library district within your county or an adjacent county?	No	No
^^149. The library participates in the statewide delivery service provided by the Indiana state library with the following frequency from a single fixed location within the library district:			
@149a	Class A Library (40,000 population and up) If N/A is checked, library is not required to answer b, c, and d)	Yes	Yes
149b	3 days per week (Minimum/Basic)	Yes	No
149c	4 days per week (Exceeding/Enhanced)	Yes	
149d	5 days per week (Exceptional/Exemplary)	Yes	
@149e	Class B Library (10,000 - 39,999 population) If N/A is checked, library is not required to answer f, g or h)	N/A	N/A
149f	2 days per week (Minimum/Basic)		
149g	3 days per week (Exceeding/Enhanced)		
149h	4 days per week (Exceptional/Exemplary)		
@149i	Class C Library (up to 9,999 population) (If N/A is checked, library is not required to answer j, k, or l)	N/A	N/A
149j	1 days per week (Minimum/Basic)		
149k	2 days per week (Exceeding/Enhanced)		
149l	3 days per week (Exceptional/Exemplary)		
^^150. Adult services			

150a	Provide adult services including programs and reference by a qualified individual holding the appropriate librarian certificate.	Yes	Yes
150b	Knowledge of and access to reference materials, including INSPIRE.	Yes	Yes
150c	Provide a collection of materials for adults.	Yes	Yes
150d	Provide space designated in the library for adult services.	Yes	Yes
150e	Enhanced - designate one or more staff to serve at least part-time as an adult services librarian by a qualified individual holding the appropriate librarian certificate at each fixed location.	Yes	N/A
150f	Exceptional/Exemplary - designate one full time equivalent staff member designated as an adult services librarian by a qualified individual holding the appropriate librarian certificate at each fixed location.	Yes	Yes
^^151. Young Adult services			
151a	Provide young adult services including programs and reference by a qualified individual holding the appropriate librarian certificate.	Yes	Yes
151b	Knowledge of and access to reference materials, including INSPIRE.	Yes	Yes
151c	Provide a collection of materials for young adults.	Yes	Yes
151d	Provide space designated in the library for young adult services.	Yes	Yes
151e	Enhanced - designate one or more staff to serve at least part-time as a young adult services librarian by a qualified individual holding the appropriate librarian certificate at each fixed location.	Yes	Yes
151f	Exceptional/Exemplary - designate one full time equivalent staff member designated as a young adult services librarian by a qualified individual holding the appropriate librarian certificate at each fixed location.		N/A
^^152. Children's services			
152a	Provide children's services including programs and reference by a qualified individual holding the appropriate librarian certificate.	Yes	Yes
152b	Provide a collection of materials for children, parents, and caregivers in each fixed location.	Yes	Yes

152c	Provide space in each fixed location designated in the library for children's services.	Yes	Yes
@152d	Provide an annual summer reading program for a minimum of six weeks at each fixed location.	Yes	Yes
152e	Enhanced - designate one or more staff to serve at least part-time as a children's services librarian by a qualified individual holding the appropriate librarian certificate at each fixed location.	Yes	N/A
152f	Exceptional/Exemplary - designate one full time equivalent staff member designated as a children's services librarian by a qualified individual holding the appropriate librarian certificate at each fixed location.	Yes	Yes
^^@153. Library sponsored programming shall be provided with the following minimum frequency within each library district:			
@153a	5 library programs for every 1,000 people served per year, with a minimum of 12 library programs per year regardless of population served (Minimum/Basic)	Yes	No
@153b	at least 10 library programs for every 1,000 people served per year, with a minimum of 12 library programs per year regardless of population served (Exceeding/Enhanced).	N/A	Yes
@153c	at least 15 library programs for every 1,000 people served per year, with a minimum of 12 library programs per year regardless of population served (Exceptional/Exemplary).	Yes	N/A
++154.	Provide access directly or through the Indiana State Library to large print books, Braille books, audio books, and enhanced media to patrons who are unable to read regular print, because of a visual or a physical disability.	Yes	Yes
@155.	An Integrated Library System with an Online Public Access Catalog available on the library's website.	Yes	Yes
^^156. Technology			
@156a	The library provides public access computers with a minimum Internet connection speed of 1.5 Mbps per fixed service location.	Yes	Yes

156b	The library provides public access computers to all persons regardless of residency, so long as such use would not violate any laws or other legally binding prohibitions imposed upon the person, including, but not limited to, fines owed to the library or violations of library policies.	Yes	Yes
156c	The library has a base level of technology consisting of at least one staff computer with office software and operating systems, connected to the internet and a printer.	Yes	Yes

Public access computers shall be connected to the Internet and printers as detailed below:

Minimum/Basic

@156d	Class A and B Public Library (population from 10,000 on up)	N/A	Yes
@156e	1 Public Access Computer connected to the Internet per 2,000 served.		Yes
@156f	Wireless Internet access for patrons in at least one location.		Yes
156g	Class C Public Library (population up to 9,999)	N/A	N/A
@156h	1 Public Access Computer connected to the Internet per 2,000 served or a minimum of 2 whichever is greater.		

Exceeding/Enhanced

@156i	Class A and B Public Library (population from 10,000 on up)	N/A	N/A
@156j	1 Public Access Computer connected to the Internet per 1,000 served or a minimum of 2 whichever is greater.		
@156k	Wireless Internet access for patrons in at least one location.		
@156l	Scanner for patrons.		
@156m	Class C Public Library	N/A	N/A
@156n	1 Public Access Computer connected to the Internet per 1,000 served or a minimum of 2 whichever is greater.		
@156o	Wireless Internet access for patrons in at least one location.		
@156p	Scanner for patrons		

Exceptional/Exemplary

@156q	Class A and B Public Library (population from 10,000 on up)	Yes	N/A
@156r	1 Public Access Computer connected to the Internet per 500 served or a minimum of 2 whichever is greater.		
@156s	Wireless Internet access for patrons in all public locations.		
@156t	Scanner for patrons.		
@156u	Class C Public Library	N/A	N/A

@156v	1 Public Access Computer connected to the Internet per 500 served or a minimum of 2 whichever is greater		
@156w	Wireless Internet access for patrons in all public locations	Yes	
@156x	Scanner for patrons.	Yes	
@^^157	The library purges or marks inactive unused library patron cards at least once every three years, deleting those patrons who have not used the card in the last three years and do not owe materials, fines, or fees to the library.	Yes	Yes
@~~ ++	158. Hours of service are provided to allow the greatest possible access for the community as follows for each public library.		
@158a	Class A Libraries (population 40,000 and up)	Yes	Yes
@158b	55 hours per week including, 6 (six) evening hours, and 1 (one) weekend day (Minimum/Basic).	Yes	No
@158c	60 hours per week, 8 evening hours, and 1 weekend day or 60 hours per week, 6 evening hours, and 2 weekend days. (Exceeding/Enhanced)	Yes	N/A
@158d	65 hours per week, 8 evening hours, 2 weekend days or 65 hours per week, 10 evening hours and 1 weekend day. (Exceptional/Exemplary)	Yes	Yes
@158e	Class B Libraries (population 10,000 up to 39,999)	N/A	N/A
@158f	40 hours per week including 4 (four) evening hours, and 1 (one) weekend day. (Minimum/Basic)		
@158g	50 hours per week, 4 evening hours, and 1 weekend day. (Exceeding/Enhanced)		
@158h	55 hours per week, 6 evening hours, 2 weekend days or 55 hours per week, 8 evening hours and 1 weekend day. (Exceptional/Exemplary)		
@158i	Class C Libraries (population up to 9,999)	N/A	N/A
@158j	20 hours per week including 2 (two) evening hours and 1 (one) weekend day. (Minimum/Basic)		
@158k	30 hours per week including 2 evening hours, and 1 weekend day. (Exceeding/Enhanced)		
@158l	40 hours per week including 4 evening hours, and 2 weekend days or 40 hours per week, 6 evening hours and 1 weekend day. (Exceptional/Exemplary)		

Part 14 - Statement of Intent

159 Details for NO answers in part 13A,
Statement of Compliance with Current
Standards for Public Libraries.

Response has been entered

Part 15 - Supplement (Mostly new questions)

Please answer with a response as indicated.

2010 Questions

160 How much money did your library
receive from the sale of non-resident \$120
cards in 2010?

Historic Newspapers

161 Does your library make available to
patrons historic newspapers (pre-1923) Yes
from Indiana locations?

162. In what format are these newspapers available?

162a Paper No

162b Microform (microfilm or microfiche) Yes

162c Digital No

162d Combination No

163 Do you have silver negatives of these
newspapers No

164 Are you considering digitizing any
newspapers in your collection Yes

165a Public Use Computer Database
Licensing, Maintenance and Purchase
Fees (do NOT include staff use \$46,282
databases) (total expenditures from all
funds, including Operating, Gift, Grant,
Foundation, etc.)

165b Computers for Public Access (do NOT
include Staff, OPAC or ILS) (total
expenditures from all funds, including, \$24,500
Grant, Operating, Gift, Foundation,
LCPF, LIRF, etc.)

AGREEMENT BETWEEN MONROE COUNTY PUBLIC LIBRARY AND EL CENTRO COMUNAL LATINO, INC.

This Agreement is made and entered into this ____ day of _____, 2011, by and between the El Centro Comunal Latino, Inc. (the Latino Community Center), and the Monroe County Public Library (the Library).

WHEREAS, the Library is dedicated to reaching out into the community through on-going outreach activities in an effort to serve Latino community residents; and

WHEREAS, the Library's purpose and goals coincide with El Centro Comunal Latino, Inc. goals for offering services and information to the Latino community, and

WHEREAS, the El Centro Comunal Latino, Inc. and the Library desire to cooperate in the continuation of an El Centro Comunal Latino, Inc. office at the Monroe County Public Library; and

WHEREAS, the Library has the ability to provide office space at the Main Library; and

WHEREAS the El Centro Comunal Latino, Inc. is authorized to plan and develop partnerships and contractual arrangements with non-city organizations to ensure delivery of services.

NOW THEREFORE, the parties do mutually agree to continue a mutually beneficial partnership, as follows:

1. Purpose of Agreement:

The purpose of this agreement is to outline a program partnership which will provide office space for El Centro Comunal Latino, Inc. within the Monroe County Public Library.

2. Duration of Agreement:

The term of this Agreement shall begin January 1, 2011 and run through December 31, 2011. The parties may agree in writing to renew or extend the term of the Agreement.

3. El Centro Comunal Latino, Inc. agrees to:

- A. Display the hours that the office is available to the public.
- B. Notify the Library of any office closings within 2 weeks of closing.
- C. Keep and report basic service statistics on a monthly basis to the Library Administration.
- D. Agrees to meet with the Library Administration on an annual basis to discuss the value of the partnership.
- E. Encourage future programming and outreach options that further the goals of each partner.

- F. Include information about the Library in El Centro Comunal Latino, Inc. brochures and publications.
- G. Provide its own supplies for its designated operations on an ongoing basis.
- H. Pay the sum of \$3,600 in quarterly installments of \$900, which shall be due and payable on the first of January, April, July, and October for the succeeding three months.
- I. Represent El Centro Comunal Latino, Inc., in a professional manner and reflect its commitment to quality services and customer satisfaction.

4. The Monroe County Public Library agrees to:

- A. Agrees to meet with El Centro Comunal Latino, Inc. staff on an annual basis to discuss operations.
- B. Provide an adequate office space, and equipment and furnishings as needed.
- C. Work with El Centro Comunal Latino, Inc. to provide information on their services via the Library website and provide El Centro Comunal Latino, Inc. staff with access to the Library's website.
- D. Develop programming as needs are identified and staffing allows.
- E. Include information about El Centro Comunal Latino, Inc. in its promotional materials.
- F. Represent the Library in a professional manner and reflect its commitment to quality services and customer satisfaction.

5. Release of Liability

El Centro Comunal Latino, Inc. shall release, hold harmless, and forever indemnify the Monroe County Public Library and its officers, employees, agents and assigns from any and all claims which may arise as a result of El Centro Comunal Latino, Inc. activities at, or use of, the Monroe County Public Library. This includes claims for personal injury, property damage, or any other type of claim which might be brought by THE LIBRARY, its employees, agents, or patrons, or any third party.

6. Insurance

El Centro Comunal Latino, Inc. shall maintain comprehensive general Liability insurance with coverage for bodily injury per person in any one occurrence and for any one occurrence for all persons in that occurrence, and property damage. El Centro Comunal Latino, Inc. shall notify THE LIBRARY within ten (10) days of any insurance cancellation.

7. Termination

Termination by mutual agreement: The parties may terminate this Agreement prior to December 31, 2009 by mutual written agreement. Unilateral termination: In the event that

one of the parties to this Agreement breaches any of its terms and conditions, the non-breaching party shall serve written notice of the breach to the other party by certified mail. The offending party shall then have ten (10) days from the date of mailing in which to cure the breach. If the offending party fails to cure the breach within ten (10) days, the non-breaching party may, at its option and in writing, unilaterally terminate the Agreement.

8. Notice

Notice regarding any significant concerns or issues of non-compliance shall be given to those contacts as follows:

El Centro Comunal Latino, Inc.

Lillian Casillas
715 E. Seventh St.
Bloomington, IN 47408
812-855-0174

Monroe County Public Library

Sara Laughlin, Director
303 E. Kirkwood Ave.
Bloomington, IN 47408
812-349-3050

Representatives for the day to day operational implementation of this agreement are:

El Centro Comunal Latino, Inc.

Lillian Casillas, 812-855-0174

The Monroe County Public Library

Sue Sater, 349-3050

IN WITNESS WHEREOF, the parties have signed this Agreement on the date first set forth.

EL CENTRO COMUNAL LATINO, INC.

MONROE COUNTY PUBLIC LIBRARY

President, Board of Trustees
El Centro Comunal Latino, Inc.

President, Board of Trustees
Monroe County Public Library

LEASE OF PARKING SPACES

Old National Bank (“Lessor”) does hereby lease to Monroe County Public Library (“Lessee”) nineteen (19) parking spaces located in the Fourth and Grant Street gated parking lot located on the 300 block of East 4th Street, Bloomington, IN, effective January 1, 2011.

TERM

The initial term of this lease shall commence on January 1, 2011 and terminate on December 31, 2011. This lease shall automatically renew for successive one year terms unless cancelled pursuant to this Agreement.

RIGHT TO TERMINATE LEASE

Both the Lessee and the Lessor have the right to terminate this lease by providing the other party written notice of their intent to terminate the lease at least thirty (30) days prior to the intended termination date.

RENT

The Lessee shall pay rental in the sum of \$11,115.00 per year, with payment being due on or before January 22, 2011. The Lease payment for any successive year shall be made within 21 days of the commencement of the term (prior to January 21 of any renewal year).

ALTERATIONS

The Lessee shall not, during the term of this agreement, have the right to make alterations or improvements to the leased space without the written consent of the Lessor.

MAINTENANCE AND SNOW REMOVAL

The Lessor shall be responsible for general maintenance of said parking spaces including snow removal.

LIABILITY

The Lessor shall not be responsible for any injuries to person or damage to property concerning any persons utilizing these parking spaces during the term of this Lease, and the Lessee shall hold the Lessor harmless thereon.

INSURANCE

The Lessee shall, at its sole cost and expense, maintain liability insurance policy(s) covering the parking spaces that are the subject of this lease. This policy(s) must be endorsed to include Lessor as an additional insured under the policy(s). The policy shall not be less than \$1,000,000 and be the primary insurance as regards any other insurance which may be carried by Lessor.

Lessee shall provide to Lessor a Certificate of Insurance naming Lessor as an additional insured issued by the insurance carrier(s) at Lessor's request.

Dated this _____ day of January, 2011

LESSOR

OLD NATIONAL BANK

By: _____

Title: _____

LESSEE

MONROE COUNTY PUBLIC LIBRARY

By: _____

Title: _____

Agreement with Woollen, Molzan and Partners to Design Glass Wall for First Floor

We have been working with engineers from Integrated Technology group (ITG), the vendors of our RFID equipment, to finalize site plans in preparation for the final step in this project – installing the automated materials handling equipment in three locations.

1. Ellettsville Branch. This installation is relatively simple. The 3-bin sorter will be located in the storage room. It will have two input points, one using the existing outside book drop slot and the second one using a new slot in the lobby. We need to cut a hole in the wall to insert the slot. Power is already present nearby. Our maintenance staff are planning to complete this work.
2. Second floor, in the circulation workroom. This installation is also relatively simple. The 9-bin sorter will be located north of the existing external book drops, which were installed during the renovation with this configuration in mind. Power is available.
3. First floor, behind the new circulation desk. This third installation is the most problematic. We initially believed that we could use hook the sorter to the existing conveyor belts in the workroom area. When the ITG engineer visited in December, he determined that this solution was not workable. We arrived at a better solution, and now plan to install a 3-bin sorter (rather than the 5-bin sorter we initially proposed) just behind the circulation desk. Working with the ITG engineer and with advice from Kevin Huse, Woollen, Molzan and Partners, the architects of our recent renovation, we propose to add a glass wall to match the atrium walls and new wall just behind the circulation desk, with a slot for returns.

This will have several advantages:

- a. The staff member can tend the sorter and still provide help to patrons.
- b. The 3-bin sorter and simpler installation will cost less than the initial estimate; we will be able to return the ‘smart return’ we planned to use outside and use existing returns there.
- c. The glass wall will allow patrons to see the sorter and sorting, which we heard from other libraries was a big attraction for children and adults.
- d. The glass wall, even though it will not completely enclose the atrium, will provide a partial barrier between the staff at the desk and the cold air that comes down the stairs.
- e. The glass wall will provide a more consistent ‘look’ to the front entrance.

Our facilities staff has agreed to manage the project, but installing the glass wall and sorter does involve some complications that are beyond our capabilities. The ceiling in that area is partially drywall, partially false ceiling, and partially no ceiling at all. We need to run power and data from the existing wall through the window sills to power the sorter. We will need some help in installing the windows.

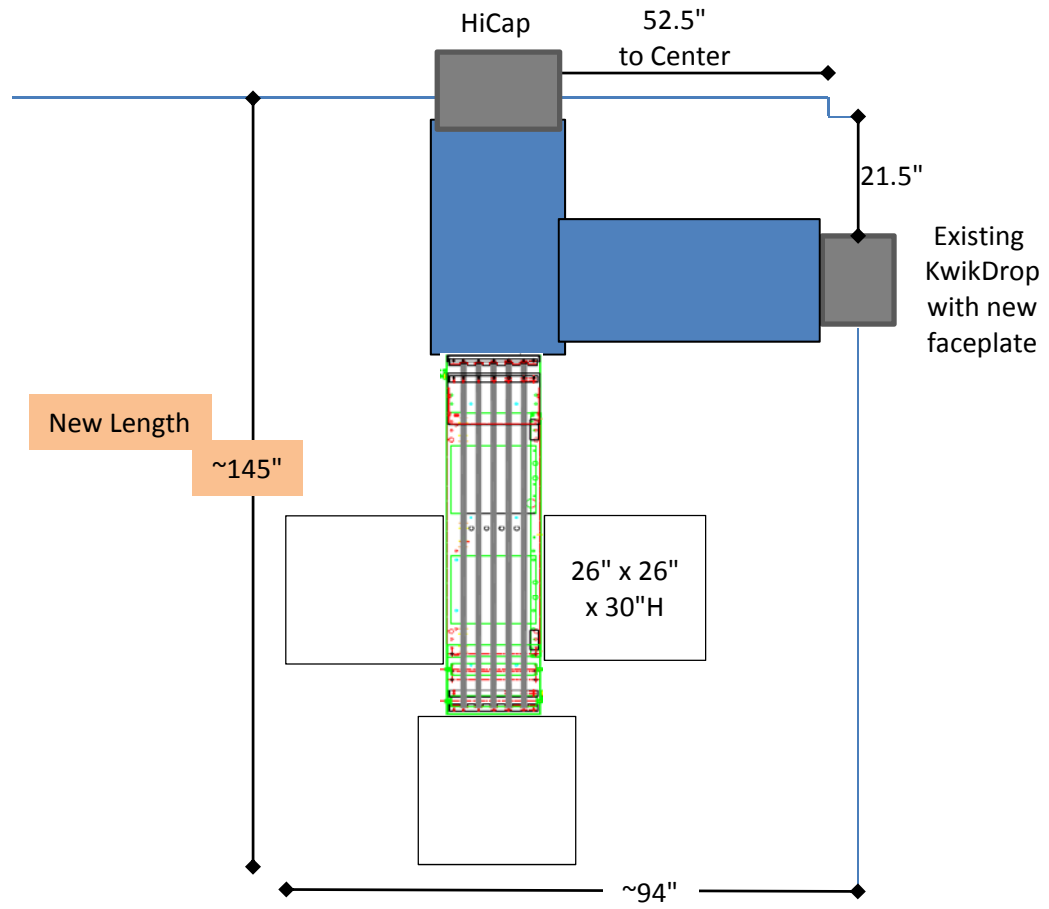
We would like to request that the Board authorize us to proceed with this project and contract with Woollen, Molzan as outlined in the proposal attached.

We estimate the project will cost no more than \$24,000:

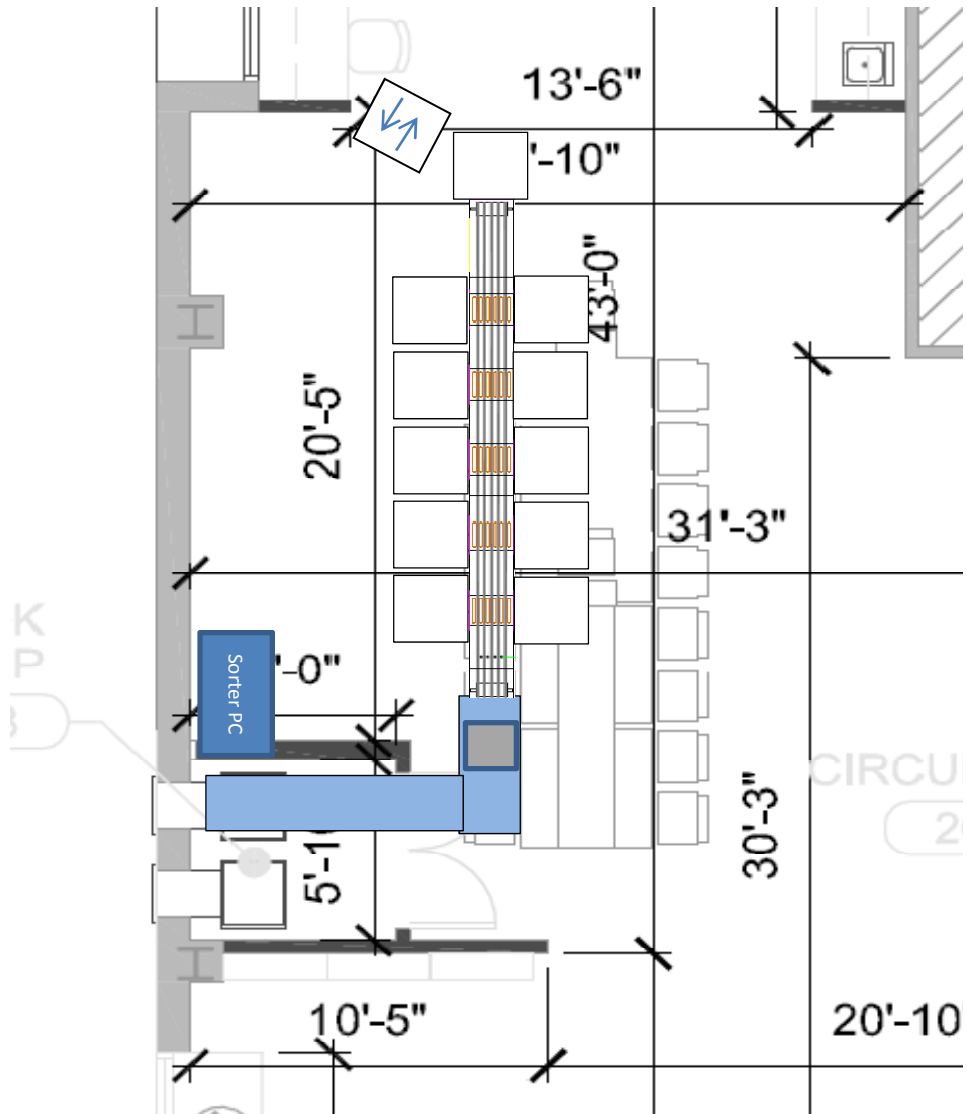
\$ 2,000 architect’s fees

\$20,000	window construction and installation
\$ 2,000	electrical work

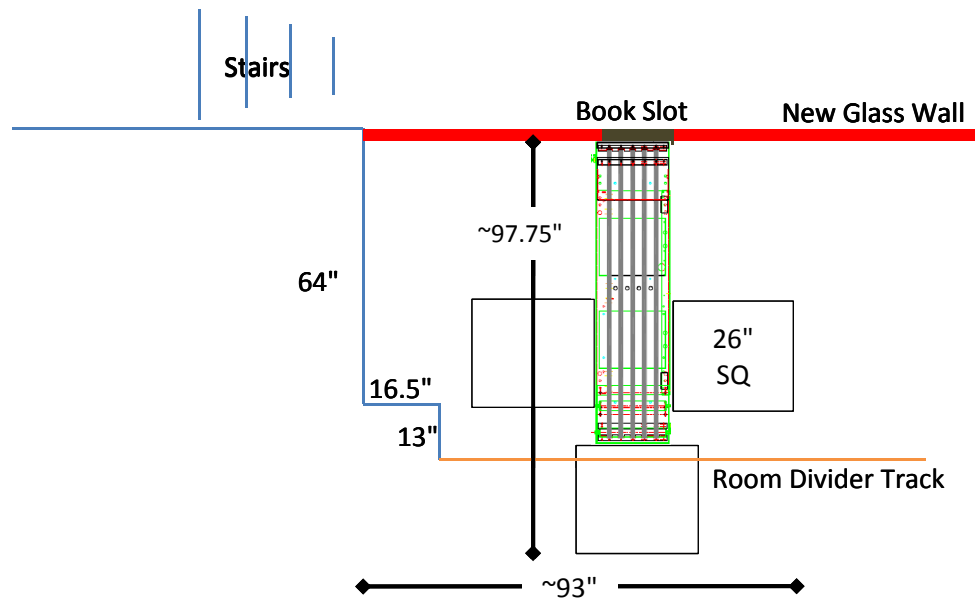
We may be able to cover some of the cost from reduced costs for AMH equipment. The balance will come from the Library Improvement Reserve Fund, which currently has a balance of \$1,040,000.



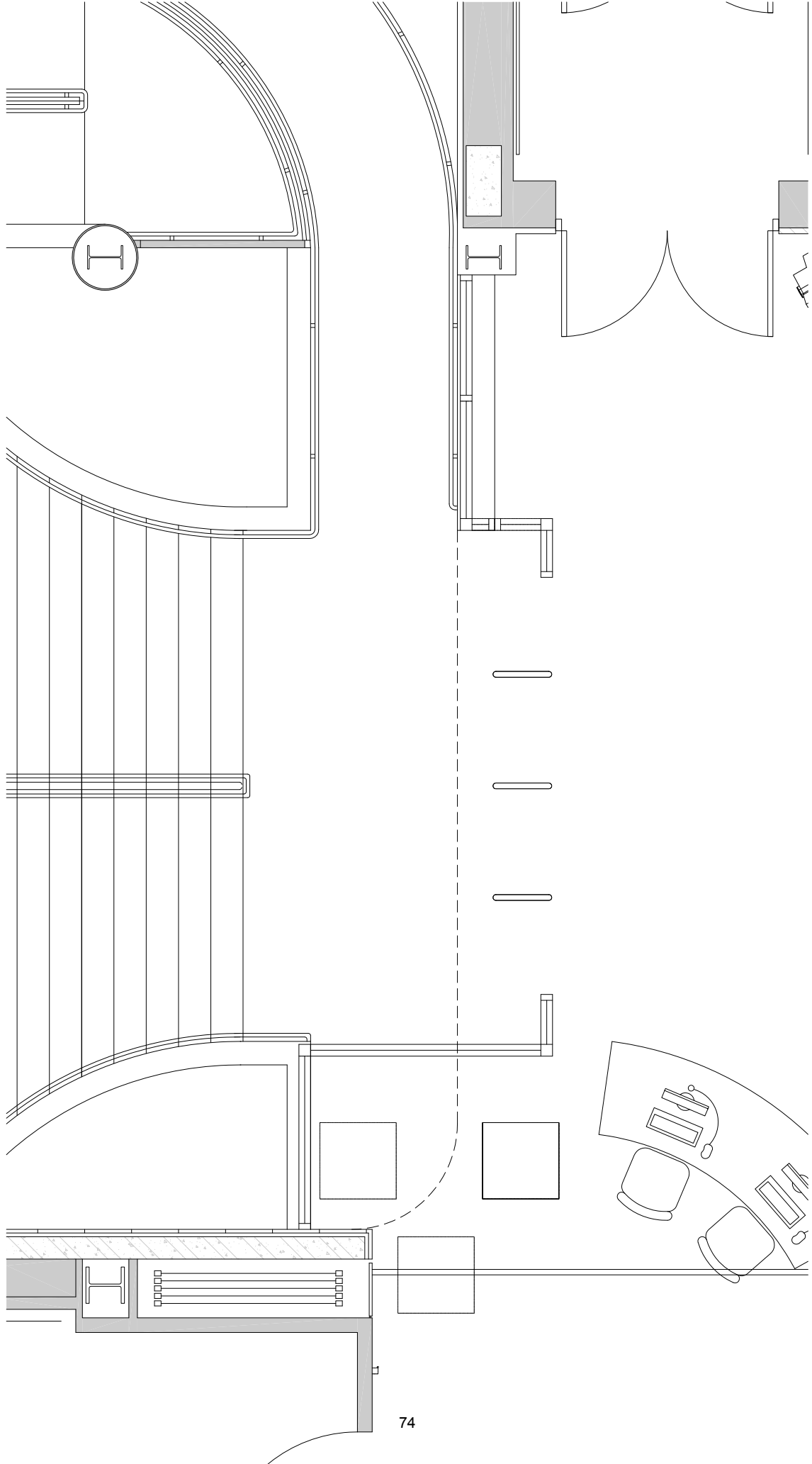
Monroe, IN - Ellettsville Branch ITG 3-Bin Dual 2-8-2011



Monroe - Main Second Floor ITG 11-Bin 12-20-2010



Monroe - Main First Floor ITG 5-Bin Compact 2-8-2011



■ ■ ■
**WOOLLEN, MOLZAN
AND PARTNERS, INC.**
ARCHITECTURE

February 3, 2011

Ms. Sara Laughlin, Library Director
Monroe County Public Library
303 East Kirkwood Avenue
Bloomington, Indiana 47408

Re: Main Library Lower Level Glass Walls

Dear Sara:

After reviewing the specific building conditions with you early this week, I believe that you would benefit from our creating a document to describe the scope of work for the proposed new glass walls. The variety of attachments to existing elements of the building, the electronic sorter, and electrical and data interfaces make this an involved, but doable project (see attached preliminary drawing).

We propose a small scope of work, which will describe, in annotated drawings, the configuration of the glass walls and their relationship to the various surfaces to which they will attach. We also will coordinate- with your automated sorting technology vendor- the appropriate interface with the return slot in the glass wall, and will recommend an appropriate route for power and data to reach the sorter from the ceiling above. We recommend that the electrical and data wiring work be coordinated by the Library through subcontractors familiar with your facility.

We will complete our assignment in two weeks' time, working hourly at \$95/hour, with a not-to-exceed amount of \$2,000. All consulting to date will be gratis.

Please let me know if this is acceptable and we will proceed at once.

Sincerely,



Kevin F. Huse, RA
President

Enclosure

Consignment Agreement

Agreement made, effective as of _____, 2011, by and between the Monroe County Public Library, of 303 E. Kirkwood, City of Bloomington, State of Indiana, subsequently referred to as "Principal", and Specialty Vehicle Services, of W196 S8406 Plum Creek Blvd., Muskego, Wisconsin, subsequently referred to as "Consignee".

RECITALS

The parties recite and declare:

- A. Principal conducts a business described as follows: public library.
- B. Principal desires to arrange for the sale of its used bookmobile ("Specialty Vehicle") throughout the United States and worldwide. This agreement shall encompass the marketing and sale of the aforementioned Specialty Vehicle only.
- C. Consignee has agreed to undertake the marketing of Principal's Specialty Vehicle on the terms set forth in this agreement.

In consideration of the above recitals, the terms and covenants of this agreement, and other valuable consideration, the receipt of which is acknowledged, the parties agree as follows:

1. Appointment. Consignee shall have the right to market the Principal's Specialty Vehicle throughout the United States and other Countries during the term of this agreement.

2. Delivery of Merchandise.

- A. Not applicable.

3. Sale of Merchandise.

- A. Consignee shall devote its best efforts to the marketing of Principal's merchandise throughout the territory referred to above.
- B. All sales shall be made directly between Principal and Purchaser for cash.
- C. Principal shall fix final sales price.

4. Compensation.

- A. Consignee shall be paid an amount equal to ten-percent (10%) of the total final price upon sale.
- B. Principal shall pay Consignee within ten (10) days from receipt of sale proceeds of the Specialty Vehicle.

- C. Principal shall provide evidence of final sales price in the form of verified bill of sale, payment check or bank transfer from Purchaser. Consignee reserves the right to validate stated sales amount using any or all means available to it.

5. Management of Consignee's Business.

- A. Consignee shall have entire charge of the management and operation of its business; it shall furnish all marketing methods, and hire and pay the wages of all assistants and employees required for the operation of its business.
- B. Principal reserves no supervision or control over Consignee in the facilities, employees, and methods to be used and employed by Consignee in carrying out the purposes of this agreement, and shall in no event be responsible for negligence of Consignee or Consignee's employees.

6. Title to Merchandise. Consigned merchandise shall remain the property of Principal until sold in the regular course of business.

7. Employee Benefit Payments. Consignee shall and does accept full and exclusive liability for the payment of any and all premiums, contributions, and taxes for workers' compensation insurance, unemployment insurance, and for pensions, annuities, and retirement benefits, now or later imposed by or pursuant to federal and state laws, which are measured by the wages, salaries, or other remuneration paid to persons employed by Consignee in connection with the performance of this agreement. Consignee shall indemnify Principal against any and all liability for any premiums, taxes, or contributions respecting consignee's employees that may be assessed against Principal. Consignee shall enter into any agreement that has been or may later be prescribed by any federal or state governmental body or authority to effectuate the above-stated purposes.

8. Termination. This agreement is not assignable and may be terminated by either party on thirty (30) days' written notice to the other.

9. Governing Law. It is agreed that this agreement shall be governed by, construed, and enforced in accordance with the laws of the State of Wisconsin.

10. No Waiver. The failure of either party to this agreement to insist on the performance of any of the terms and conditions of this agreement, or the waiver of any breach of any of the terms and conditions of this agreement, shall not be construed as waiving any terms and conditions, but such terms and conditions shall continue and remain in full force and effect as if no forbearance or waiver had occurred.

11. Arbitration of Disputes. All disputes, claims, and questions regarding the rights and obligations of the parties under the terms of this agreement are subject to binding arbitration. Either party may make a demand for arbitration by filing such demand in writing with the other party within thirty (30) days after the dispute first arises. Subsequently, arbitration shall be conducted by three arbitrators acting under the rules of commercial arbitration of the American Arbitration Association.

12. Attorney Fees. In the event that any demand for binding arbitration is filed in relation to this agreement, the unsuccessful party in the arbitration shall pay to the successful party, in addition to all the sums that either party may be called on to pay, a reasonable sum for the successful party's attorney fees.

13. Effect of Partial Invalidity. The invalidity of any part of this agreement will not and shall not be deemed to affect the validity of any other part. In the event that any provision of this agreement is held to be invalid, the parties agree that the remaining provisions shall be deemed to be in full force and affect as if both parties subsequent to the expungement of the invalid provision had executed them.

14. Entire Agreement. This agreement shall constitute the entire agreement between the parties. Any prior understanding or representation of any kind preceding the date of this agreement shall not be binding on either party except to the extent incorporated in this agreement.

15. Modification of Agreement. Any modification of this agreement or additional obligation assumed by either party in connection with this agreement should be binding only if evidenced in a writing signed by each party or an authorized representative of each party.

16. Paragraph Headings. The titles to the paragraphs of this agreement are solely for the convenience of the parties and shall not be used to explain, modify, simplify, or aid in the interpretation of the provisions of this agreement.

17. Counterparts. This agreement may be executed in any number of counterparts, each of which shall be deemed to be an original, but all of which together shall constitute but one and the same instrument.

18. Signatures. In witness of the above, each party to this agreement has caused it to be executed at Specialty Vehicle Services in Muskego, Wisconsin on the date indicated below.

PRINCIPAL

CONSIGNEE

Signature: _____

Signature: 

Printed Name: Kari Isaacson

Printed Name: *Michael Swendrowski*

Title: President, Board of Trustees

Title: *President*

Date: _____