

BOARD OF TRUSTEES MEETING

Wednesday, August 17, 2011

5:45 p.m.

Meeting Room 1B

AGENDA

1. Call to Order – Kari Isaacson, President
2. Consent Agenda – action item – Sara Laughlin
 - a. Minutes of July 20, 2011 Board Meeting (page 1-5)
 - b. Monthly Bills for Payment (page 6-11)
 - c. Monthly Financial Report (page 12-33)
 - d. Board Calendar (page 34)
 - e. Personnel Report (page 35-39)
3. Director's Report (page 40-55) and Quarterly Performance Report (page 56-57) – Sara Laughlin
4. Old Business
 - a. Approve 2012 Budget for Advertising (page 58-89) – action item – Gary Lettelleir and Sara Laughlin
 - b. Contract with Smithville Digital for Additional Bandwidth (page 90-101) – action item – Ned Baugh
5. New Business
 - a. Amendment to Personnel Manual Sections 5.17 and 6.10 to Incorporate IC 34-28-7-2 (page 102-106) – action item – Kyle Wickemeyer-Hardy
6. Department Update – Jennifer Kellams, Circulation
7. Public Comment
8. Adjournment

Board of Trustees Meeting
Wednesday, July 20, 2011

Trustees in attendance

Kari Isaacson, Valerie Merriam, Fred Risinger, John Walsh, Melissa Pogue, Steve Moberly.

Absent

David Ferguson

Also in attendance

Tom Bunger, Christine Friesel, Margaret Harter, Sara Laughlin, Gary Lettellier, Rita Lichtenberg, Mickey Needham, Karen Sater, sue Sater, Bara Swinson, Pam Wasmer, Michael White, Kyle Wickemeyer-Hardy.

Call to Order

Kari Isaacson called the meeting to order at 5:49 p.m.

Consent Agenda

The first item of discussion was the Consent Agenda which covered the following items:

- a. Minutes of June 15, 2011 Board Meeting
- b. Minutes of July 13, 2011 Work Session
- c. Monthly Bills for Payment
- d. Monthly Financial Report
- e. Board Calendar
- f. Personnel Report

Kari asked if there were any questions or comments. Valerie expressed her gratitude for all the explanations and information.

John moved to approve the Consent Agenda. Melissa seconded. Approved by all.

Director's Report

The next item was the Director's Report. Sara apologized for not having quarterly report available. She indicated that due to short staffing in Administration had not been possible to prepare the report, but it will be provided next month.

One of the highlights of the director's report is the focus on teen programming. Staff has been working hard to attract teens to the library.

Page 47 of the report talks about our teen librarian Chris Hosler working to develop Youth Council with many other organizations. The Council will be giving advice to any local group that wants to do something with teens, as well as working on leadership and program development. Chris Hosler has been serving on Board.

Sara also reported that the 9-bin sorter is in use in the Circulation department.

Freegal (free and legal) music download service has proven to be very popular already. 150 songs a day were downloaded in the last 9 days of June.

Kari commented on the Library YouTube channel and noted that the grant writing that goes on is quite amazing. The grant funds are being used for great things such as devices to watch movies at the library and a new bike rack.

Sara informed the Board that another proposal was submitted today to the Community Foundation for early literacy computers. Ours are worn out. The proposal also requested one for the Ellettsville Branch and one for the Head Start classroom at Fairview School. The staff is currently working on a \$100,000 proposal to the MacArthur Foundation.

Old Business

There was no old business to discuss.

New Business

a. Resolution to Proceed with General Obligation Bond Process.

Sara indicated that the Library will pay off its bond indebtedness for the 1997 addition to the Main Library in mid 2012. The tax rate supporting that bond payment will disappear. A downside for the Library is that the bond issue tax rate has resulted, for 15 years, in approximately \$500,000 in additional County Option Income Tax (COIT) revenue that we use for operations. Our portion of the county total is approximately 10.6% in 2011. That percentage will go down after we pay off the bond. The COIT income will not be lost to the county; the County and City will be the largest benefactors of our reducing our portion.

Our proposal to issue a three-year general obligation bond is complicated. Currently we have the library Operating Fund, Library Capital Projects Fund, and Bond Fund, all currently supported by property tax. The 2008 property tax reform legislation allowe libraries to add the Operating Fund and Library Capital Projects Fund levies and combine them into a single Operating Fund levy. We haven't done that to date, but now we propose to do that, in order to replace the lost COIT funds in the Operating Fund. However, this would leave us without any capital funds for the Main Library that is 40 years old in one part and 15 years old in another part along and the Ellettsville Branch that is 20+ years old. We face significant capital expenditures in upcoming years.

The second part of the proposal is to secure a three-year general obligation bond. After approval by the library Board, it must be approved by County Council. The amount would be \$1.8 million over three years.

The library's property tax rate would go from \$.11 on \$100 assessed evaluation to \$.09. Without the bond it would be go down to \$.08. Page 65 in packet shows impact on property owners' tax rates. For a \$150,000 home, for example, there would be a \$12. decrease with bond, \$18. decrease without bond.

Without bond we will have to make significant cuts between now and 2013, approximately \$500,000 of expenses from our Operating Fund budget.

Kari pointed out that in the Director's report, a chart shows the number of employees has dropped off. The bond money would be only be for capital improvements.

Steve indicated that he met with Sara today and went over packet. He had concerns about page 1 of the work session packet that had two budget scenarios. Steve clarified that passing a bond would have no impact on the 2012 budget. The impact would be in 2013. Steve felt that we needed to stress to the public that the bond proceeds could be used for capital projects only, not to supplement the operating budget. The additional funding for operations would come from merging the Library Capital Projects Fund and Operating Fund, resulting in a flat or slightly reduced operations, rather than a drastic cut.

Sara indicated that we are hoping to address the situation now and not wait until late in 2012 when time would be short to make such major reductions.

Sara also pointed out that the library has been downsizing for last two years in preparation. Eight positions have been eliminated and the start dates for all filled positions have been delayed for two weeks. The library is covering public service desks by adjusting schedules and cross training; reducing hours in Indiana Room after two retirements; shifting positions and eliminating positions with implementation of technology and administration. We have also worked to reduce

energy costs and increase fee recovery through adding a collection agency and installing new security gates.

Valerie stated that her personal preference from her experience on MCCSC board was to get this out to the public now to let them know we've been responsible in preparing for future.

John inquired about whether or not the Board had seen the actual budget for 2012 in the two scenarios presented for 2013. Sara indicated that Scenario One is the proposed budget for 2012. She also indicated that the Library shouldn't have to make very many painful cuts in 2012. We will have to make additional cuts during 2012 to prepare for 2013, especially if we don't do bond issue.

Valerie asked Sara how long the Library could forego hiring an assistant director. Sara indicated that it is an extremely important priority and it is in 2012 budget. Steve noted there have been two failed searches.

Kari asked members if there were any other questions about bond.

Steve pointed out that if bond was approved by the Board and County Council it would keep the budget close to flat and doesn't mean we can take our eye off the ball. He felt there would be other crunches down the line.

John asked if we approved the resolution would that not be the official approval. Sara deferred to Tom Bunger.

Tom indicated that once the Board has given their approval, a formal process would begin. The Board's approval would just be saying "We're moving forward." If we move forward with bond council, public notice would be given and public hearings held.

Fred made the motion to approve the resolution to proceed with the general obligation bond. Seconded by Valerie. Approved by all.

Sara informed the Board that we will proceed with the next steps but the bond will not actually be sold until end of 2012.

b. Amend 2011 Fee Schedule to Add Meeting Room Clean-up Charges

It was proposed at the work session last week that the fee for room clean-up be increased to \$25. Dave Ferguson had suggested the fee be \$40. Sara felt that \$25 would be a fair amount based on the hourly rate of employees working on this and that the Library is not trying to make money. All other room charges will remain the same.

Steve made the motion that the 2012 fee schedule be approved. Seconded by John. Approved by all.

c. Approve Contract for \$8,650 with Indiana State Library for Smithville News Digitization Project

Christine Friesel discussed the contract the Library received from the Indiana State Library to digitize the Smithville newspaper. This will be Federal money coming to the library; this is the first time the Indiana State Library has waived the local match. Because of the timing of the project, we will be doing publicity and the Library will pick up the mailing costs of postcards.

Valerie thanked Christine for her hard work and efforts in getting this contract.

John made the motion to approve the contract with Indiana State Library.

Seconded by Fred. Approved by all.

d. Approve Contract with Smithville Digital for Additional Bandwidth

Sara informed the Board that she wished to remove this item from the agenda, as there is still work to be done. The contract will be presented at a later session.

Public Comment:

Rita Litchenberg addressed the Board and indicated she was amazed by reduction of eight positions. Rita was very upset by this and by the proposal to hire an associate director. Rita also questioned the \$25 additional fee to clean up rooms and indicated that this seems like a huge barrier to the democratic process in this town. Rita hopes that there are some people out there watching that will back her up.

Valerie explained that the \$25 fee would only be charged if the group left a meeting room in a mess, not for every group reserving a room.

Sara also pointed out that budget is tightening and 70% of budget is personnel expenses. We can only eliminate so many other things before we have to reduce positions. Health insurance costs have increased 20-25% per year over the last few years. Sara has made a pledge to reduce positions by attrition. The Board offered an early exit incentive and so far four have accepted the offer, We are trying to protect services.

Adjournment

Meeting adjourned by Kari at 6:37 p.m.

Financial Report Comments

Reports as of 7-31-11

Board Meeting Date 8/17/11

Monthly Budget Report:

After seven months the spending guideline is 58.3% of the annual budget. As of July 31, 53.8% of the Operating Fund has been expended. One of the major contributing factors for being under budget is:

- The Associate Director position and the Development Officer position have not been filled. Approximate dollar impact is about \$70,000.

Other items:

Employer Contribution Insurance – July 2010 was \$16,871.17 vs. July 2011 which is \$59,066.74. Timing of last year's anthem payment resulted in a payment not being made in July 2010.

Circulation Supplies – July 2010 was \$157,544.19 compared to nothing on that line for July 2011. The difference is due to RFID supplies purchased last year.

***Check Summary Register©**

July 15, 2011 to August 11, 2011

Name	Check Date	Check Amt	
06500 FIFTH THIRD CHECKING			
Paid Chk# 001205 MONROE CTY PUBLIC	7/15/2011	\$496.44	FSA W/H EARLY-ACCT LOW
Paid Chk# 001206 AFSCME COUNCIL 62	7/19/2011	\$1,460.58	UNION DUES
Paid Chk# 001207 AMERICAN UNITED LIFE INS.	7/19/2011	\$1,445.64	403b TSA-AUL W/H C30048
Paid Chk# 001208 ANSWER INDIANA	7/19/2011	\$9.85	PAGER
Paid Chk# 001209 AT&T (IL)	7/19/2011	\$275.38	4 DEDICATED LINES
Paid Chk# 001210 BAKER & TAYLOR BOOKS	7/19/2011	\$134.88	STAFF ORDERS
Paid Chk# 001211 DUKE ENERGY	7/19/2011	\$22,396.39	ELECTRICITY
Paid Chk# 001212 FEDEX	7/19/2011	\$5.66	DELIVERY
Paid Chk# 001213 FLEET SERVICES	7/19/2011	\$41.02	FUEL
Paid Chk# 001214 JOSHUA WOLF	7/19/2011	\$12.31	FD/CHILD PROGRAM SPLS
Paid Chk# 001215 JPMORGAN CHASE BANK, NA	7/19/2011	\$6,152.76	VARIOUS
Paid Chk# 001216 LISA A. COMBS-CREECH	7/19/2011	\$210.00	SIGNING WITH BELLA FOR BEDTIME
Paid Chk# 001217 SMITHVILLE	7/19/2011	\$232.79	PHONE
Paid Chk# 001218 SOUTH CENTRAL INDIANA REMC	7/19/2011	\$44.34	ELECTRICITY
Paid Chk# 001219 UTILITIES DIST. OF WESTERN IN	7/19/2011	\$32.00	ELECTRICITY
Paid Chk# 001220 VERIZON WIRELESS	7/19/2011	\$105.79	CELL PHONE
Paid Chk# 001221 WENDY RUBIN	7/19/2011	\$16.07	FD/ADULT REFRESHMENTS
Paid Chk# 001222 AT&T (IL)	7/26/2011	\$1,289.97	TELEPHONE
Paid Chk# 001223 AT&T (OK)	7/26/2011	\$71.59	TELEPHONE
Paid Chk# 001224 AT&T ADVERTISING	7/26/2011	\$170.00	NUMBERS LISTED
Paid Chk# 001225 AT&T MOBILITY	7/26/2011	\$253.57	CELL PHONES
Paid Chk# 001226 MCPL FOUNDATION	7/26/2011	\$400.00	DEPOSIT ON OLD BKM SALE
Paid Chk# 001227 VECTREN ENERGY DELIVERY	7/26/2011	\$52.12	NATURAL GAS
Paid Chk# 001228 WONDERLAB MUSEUM	7/26/2011	\$450.00	FD/CHILD/PERFORMANCES
Paid Chk# 001229 AMERICAN UNITED LIFE INS.	8/1/2011	\$1,451.45	403b TSA-AUL W/H
Paid Chk# 001230 CHRISTINA JONES	8/1/2011	\$871.50	ALA EXPENSES & CHILDREN SPLS
Paid Chk# 001231 CITGO	8/1/2011	\$652.63	FUEL
Paid Chk# 001232 DUKE ENERGY	8/1/2011	\$1,454.39	ELECTRICITY
Paid Chk# 001233 GE MONEY BANK/AMAZON	8/1/2011	\$3,430.05	BOOKS
Paid Chk# 001234 JASON EVANS GROTH	8/1/2011	\$21.78	FINRA GRANT SPLS
Paid Chk# 001235 MIDWEST PRESORT SERVICE	8/1/2011	\$1,610.94	POSTAGE SERVICES
Paid Chk# 001236 VECTREN ENERGY DELIVERY	8/1/2011	\$35.98	NATURAL GAS
Paid Chk# 001237 DAVID CHARLES WEIGAND	8/1/2011	\$200.00	FD/CHILD PERFORMANCE
Paid Chk# 001238 ANTHEM BLUE CROSS BLUE	8/5/2011	\$54,743.08	HEALTH & VISION INS. - AUG.'11
Paid Chk# 001239 B & H PHOTO-VIDEO	8/5/2011	\$375.90	DVM TAPE
Paid Chk# 001240 CITY OF BLOOMINGTON	8/5/2011	\$1,666.55	WATER & SEWER
Paid Chk# 001241 COLONIAL LIFE	8/5/2011	\$119.63	POST-TAX INS.
Paid Chk# 001242 ELLETTSVILLE UTILITIES	8/5/2011	\$432.73	WATER & SEWER/2 LOCATIONS
Paid Chk# 001243 GREAT LAKES HIGHER ED	8/5/2011	\$301.20	GARNISHMENT
Paid Chk# 001244 HEALTH RESOURCES, INC.	8/5/2011	\$3,125.10	DENTAL INS. - AUG.'11
Paid Chk# 001245 MIDWEST PRESORT SERVICE	8/5/2011	\$391.81	POSTAGE SERVICES
Paid Chk# 001246 MONROE CIRCUIT COURT	8/5/2011	\$45.00	GARNISHMENT W/H
Paid Chk# 001247 MONROE COUNTY YMCA	8/5/2011	\$225.69	UNITED WAY W/H - AUG.'11
Paid Chk# 001248 PRE-PAID LEGAL SERVICES,	8/5/2011	\$71.76	PRE-PAID LEGAL W/H
Paid Chk# 001249 SMITHVILLE DIGITAL, INC.	8/5/2011	\$1,225.00	MNTHLY INTERNET
Paid Chk# 001250 UNITED WAY	8/5/2011	\$267.00	UNITED WAY W/H
Paid Chk# 001251 UNUM LIFE INS. CO. OF	8/5/2011	\$1,803.88	EMPLOYER LIFE INS.-AUG.'11
Paid Chk# 001252 ANSWER INDIANA	8/9/2011	\$9.85	PAGER
Paid Chk# 001253 AT&T (IL)	8/9/2011	\$275.30	4 DEDICATED LINES
Paid Chk# 001254 CITY OF BLOOMINGTON	8/9/2011	\$2,700.00	ZONE 4 PARKING PERMITS
Paid Chk# 001255 DUKE ENERGY	8/9/2011	\$23,271.31	ELECTRICITY
Paid Chk# 001256 SMITHVILLE	8/9/2011	\$233.39	TELEPHONE
Paid Chk# 001257 THE STATE HIST SOC OF	8/9/2011	\$15.00	ILL MATERIALS
Paid Chk# 001258 UNUM LIFE INS. CO. OF	8/9/2011	\$552.55	ADD'L LIFE INS. - AUG.'11

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08/11/11 9:55 AM

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*Check Summary Register©

July 15, 2011 to August 11, 2011

Name	Check Date	Check Amt	
Paid Chk# 001259 UNITED PARCEL SERVICE	8/9/2011	\$217.62	RFID MAT'LS SHIPPED BACK
Paid Chk# 001260 UTILITIES DIST. OF WESTERN IN	8/9/2011	\$32.00	BKM ELECTRICITY
Paid Chk# 001261 VERIZON WIRELESS	8/9/2011	\$129.03	BKM DATA LINES
Paid Chk# 001262 ACTIVATE HEALTHCARE	8/11/2011	\$12,180.00	4TH QTR. '11 CLINIC FEES
Paid Chk# 001263 ADP, INC.	8/11/2011	\$27.72	BACKGROUND CHECKS
Paid Chk# 001264 ADP, INC.	8/11/2011	\$245.37	FSA SERVICES
Paid Chk# 001265 AL'S TWO-WAY RADIO	8/11/2011	\$906.30	RADIOS & RADIO REPAIRS
Paid Chk# 001266 ARPHAX PUBLISHING CO.	8/11/2011	\$54.41	BOOKS
Paid Chk# 001267 AUDIOGO	8/11/2011	\$426.54	BOOKS
Paid Chk# 001268 AVCAFE	8/11/2011	\$121.88	NONPRINT
Paid Chk# 001269 BAKER & TAYLOR BOOKS	8/11/2011	\$43,874.42	BOOKS
Paid Chk# 001270 BIBLIOTHECA ITG, INC.	8/11/2011	\$11,395.48	RFID TAGS
Paid Chk# 001271 BLACKSTONE AUDIO, INC.	8/11/2011	\$147.00	NONPRINT
Paid Chk# 001272 BOOKS IN MOTION	8/11/2011	\$267.58	NONPRINT
Paid Chk# 001273 BUNGER & ROBERTSON, LLP	8/11/2011	\$2,415.00	LEGAL SERVICES
Paid Chk# 001274 CARMICHAEL TRUCK &	8/11/2011	\$571.60	VAN & BKM REPAIRS
Paid Chk# 001275 CENTER POINT LARGE PRINT	8/11/2011	\$172.56	BOOKS
Paid Chk# 001276 CHARDON LABORATORIES,	8/11/2011	\$2,682.00	QUARTERLY MAINT.
Paid Chk# 001277 CINTAS FIRST AID & SAFETY	8/11/2011	\$233.51	FIRST-AID SPLS
Paid Chk# 001278 COLONIAL ROOTS	8/11/2011	\$289.50	BOOKS
Paid Chk# 001279 DEMCO, INC.	8/11/2011	\$54.75	CIRC SPLS
Paid Chk# 001280 DUNCAN SUPPLY COMPANY,	8/11/2011	\$41.25	BLDG SPLS
Paid Chk# 001281 ELLETTSVILLE TRUE VALUE	8/11/2011	\$14.08	BLDG SPLS
Paid Chk# 001282 FREEDOM BUSINESS	8/11/2011	\$709.16	CARTRIDGES
Paid Chk# 001283 GALE	8/11/2011	\$2,037.80	BOOKS
Paid Chk# 001284 HOOSIER WINDOW	8/11/2011	\$646.00	SILVER COATED ALL DRIVE-UP RM
Paid Chk# 001285 HP PRODUCTS	8/11/2011	\$9,152.47	LIGHT BULBS & CLEANING SPLS
Paid Chk# 001286 ICE MILLER LLP	8/11/2011	\$207.50	LEGAL SERVICES
Paid Chk# 001287 JIM GORDON, INC	8/11/2011	\$87.03	MTHLY COPIER MAINT.
Paid Chk# 001288 KLEINDORFER'S HDWE	8/11/2011	\$67.68	BLDG SPLS
Paid Chk# 001289 LIBRARY VIDEO COMPANY	8/11/2011	\$16.90	NONPRINT
Paid Chk# 001290 LOGISTECH, INC.	8/11/2011	\$150.03	BOOKS
Paid Chk# 001291 LOWE'S	8/11/2011	\$129.13	CLEANING SPLS
Paid Chk# 001292 MAXWELLS OFFICE PRODUCTS	8/11/2011	\$564.00	YRLY COPIER MAINT.
Paid Chk# 001293 MCCALL'S QUICK QUILTS	8/11/2011	\$21.98	PERIODICALS
Paid Chk# 001294 MIDWEST TAPE	8/11/2011	\$23,753.26	BOOKS & NONPRINT
Paid Chk# 001295 NOLAN'S LAWN CARE SERVICE	8/11/2011	\$1,490.25	LAWN CARE SERVICES
Paid Chk# 001296 OVERDRIVE	8/11/2011	\$9,000.00	NONPRINT
Paid Chk# 001297 B,B & C POW PEST CONTROL,	8/11/2011	\$35.00	PEST CONTROL
Paid Chk# 001298 PROMPTCARE CENTER	8/11/2011	\$59.00	VACCINATION
Paid Chk# 001299 RANDOM HOUSE, INC.	8/11/2011	\$1,328.26	NONPRINT
Paid Chk# 001300 RAY WILSON & ASSOCIATES	8/11/2011	\$1,260.00	SESSION 5/PROCESS IMPROVEMENT
Paid Chk# 001301 RECORDED BOOKS, LLC	8/11/2011	\$957.50	NONPRINT
Paid Chk# 001302 SAM'S CLUB	8/11/2011	\$64.28	CLEANING SPLS
Paid Chk# 001303 SCHINDLER ELEVATOR	8/11/2011	\$2,280.42	ELEVATOR QTRLY MAINT.
Paid Chk# 001304 SIGNS NOW	8/11/2011	\$1,551.00	REFURBISH SIGN FACE
Paid Chk# 001305 SPOKEN ARTS	8/11/2011	\$32.50	NONPRINT
Paid Chk# 001306 STANSIFER RADIO COMPANY	8/11/2011	\$138.79	VIDEO MAT'LS
Paid Chk# 001307 TANTOR MEDIA	8/11/2011	\$399.39	NONPRINT
Paid Chk# 001308 THE MONROE CTY HIST.	8/11/2011	\$10.00	BOOKS
Paid Chk# 001309 THE SPENCER EVENING WORLD	8/11/2011	\$100.00	PERIODICALS
Paid Chk# 001310 THE STUDENT MEDIA GROUP,	8/11/2011	\$99.00	FD/CR/ADVERTISING PROMOTION
Paid Chk# 001311 UMPHRESS MASONRY, INC.	8/11/2011	\$650.00	BIKE RACK DRILLING/MAIN & ELL
Paid Chk# 001312 UNIQUE MANAGEMENT	8/11/2011	\$1,374.37	CIRC- COLLECTION AGENCY
Paid Chk# 001313 WEB COMMERCE PARTNERS,	8/11/2011	\$887.40	LABELS

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July 15, 2011 to August 11, 2011

Name	Check Date	Check Amt
Paid Chk# 001314 WESTON WOODS STUDIOS	8/11/2011	\$131.19 NONPRINT
	Total Checks	\$273,230.49

MONROE COUNTY PUBLIC LIBRARY
CHECKING ACCOUNTS
07/15/11 - 08/11/11

Fifth Third Checking Account/Check Register Total	\$273,230.49
Add: Electronic Withdrawals	
Merchant Services-Monthly Credit Card Fees (July '11)	672.57
Fifth Third Checking-Monthly Service Charge	3.00
Fifth Third Savings-Monthly Service Charge	25.25
Old National Checking-Monthly Service Charge	43.72
Add: Payrolls	
Vouchers 07/15/11 Payroll (ECI)	117,091.06
Electronic transfer (ECI) employee/employer taxes	41,376.96
Electronic transfer (ECI) employee/employer "HSA"	1,894.43
Electronic transfer (ECI) employee semi-annual "HSA"	5,274.14
Vouchers 07/29/11 Payroll (ECI)	128,126.64
Electronic transfer (ECI) employee/employer taxes	48,451.52
Electronic transfer (ECI) employee "HSA"	<u>2,140.27</u>
TOTAL OF A/P AND PAYROLL CHECK REGISTERS	<u><u>\$618,330.05</u></u>

ck # 1215

ACCOUNTS PAYABLE VOUCHER

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

<p style="text-align: center;">Payee</p> <p>JPMORGAN CHASE BANK, NA</p> <p>PALATINE, IL 60094-4016</p>	<p style="text-align: right;">Claim 19145</p> <p>Purchase Order No. 0</p> <p>Terms</p> <p>Date Due</p>
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Invoice Date	Invoice Number	Description (or note attached Invoice(s) or bill(s))	Amount
7/18/2011		E019-001-32300 FD/ALA PERSONAL EXPENSE	(\$377.96)
6/14/2011		E001-005-31700 PAY FLOW PRO/PAYPAL CC FEE	\$98.25
6/23/2011		E019-001-32300 AIRPORT SHUTTLE/ALA	\$38.00
6/23/2011		E019-001-32300 MESON/ALA FOOD	\$63.71
6/24/2011		E019-001-32300 DELMONICO/ALA FOOD	\$66.00
6/26/2011		E019-001-32300 STELLA/ALA FOOD	\$125.37
6/27/2011		E019-001-32300 INDY AIRPORT/PARKING	\$18.00
6/29/2011		E019-001-32300 HILTON HOTEL/ALA	\$569.70
6/10/2011		E019-017-21350 KROGER/VITAL-FOOD	\$49.06
6/10/2011		E019-017-21350 KROGER/VITAL-SALES TAX	(\$1.10)
6/22/2011		E019-017-21350 KROGER/VITAL-FOOD	\$5.00
6/22/2011		E019-017-21350 JIMMY JOHN'S/VITAL-FOOD	\$35.00
6/23/2011		E001-007-21400 I STOCK/GRAHICS/PHOTO'S	\$175.00
6/24/2011		E019-007-21350 SHINDIGZ/FD-FAIR ITEMS	\$8.59
6/27/2011		E019-007-21350 SHINDIGZ/FD-FAIR ITEMS	\$148.14
6/16/2011		E021-016-44700 IU MEM. UNION/3-IPD2'S	\$2,113.98
6/27/2011		E021-016-44700 PC MALL GOV/IPAD2	\$707.80
6/20/2011		E001-018-45200 GREENE CO DAILY WORLD/NEWSPAPER	\$132.00
6/10/2011		E019-011-21350 PBD ALA/FD-ECRR SPLS	\$75.00
6/28/2011		E019-011-32300 HILTON/ALA HOTEL	\$564.48
6/14/2011		E019-010-21350 MICHAELS/FD-TEEN SPLS	\$70.73
6/17/2011		E019-010-21350 AMAZON/WRP	\$140.94
6/30/2011		E019-010-21350 MICHAELS/TEEN SPLS	\$15.99
7/1/2011		E019-010-21350 AMAZON/TEEN SPLS	\$17.82
6/16/2011		E019-010-21350 SUBWAY/TEEN FOOD	\$164.95
6/16/2011		E019-010-21350 MAD MUSHROOM/TEEN FOOD	\$76.50
6/27/2011		E019-010-21350 CHOCOLATE MOOSE/WRP	\$100.00
6/6/2011		E001-001-32500 AMAZON/KINDLE-TRAINING MAT'LS	\$13.90
6/15/2011		E001-001-32500 AMAZON/KINDLE-TRAINING MAT'LS	\$13.90
6/15/2011		E001-001-32500 AMAZON/KINDLE-CR TRAINING MAT'LS	(\$13.90)
6/23/2011		E001-001-32500 AMAZON/KINDLE-TRAINING MAT'LS	\$13.90
6/9/2011		E001-007-21400 ARVEY PAPER/PAPER	\$499.21
6/9/2011		E001-015-33100 HERALD-TIMES/OLD BKM AD.	\$159.85
6/14/2011		E001-005-10040 SQUARE/TEST TRIAL-FOR VIDEO TAPE	\$1.00
6/16/2011		E001-019-23000 YAHOO/FLICKR/PHOTO SHARING	\$24.95
6/21/2011		E001-005-31500 SURVEYMONKEY/UPGRADE SURVEY	\$239.00
Total			\$6,152.76

MONROE COUNTY PUBLIC LIBRARY
MONTHLY SUMMARY OF BUDGET CATEGORIES
AS OF JULY 31, 2011
SEVEN MONTHS = 58.3%

	2011 JULY	2010 JULY	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								
SALARIES	443,844.09	429,180.87	2,157,215.17	3,893,000.00	2,152,430.17	1,735,784.83	55.4%	44.6%
EMPLOYEE BENEFITS	173,493.69	129,712.20	692,626.85	1,264,175.00	636,043.09	571,548.15	54.8%	45.2%
OTHER WAGES	2,698.35	6,527.36	10,394.32	1,000.00	27,513.27	-9,394.32	1039.4%	-939.4%
TOTAL PERSONNEL SERVICES	<u>620,036.13</u>	<u>565,420.43</u>	<u>2,860,236.34</u>	<u>5,158,175.00</u>	<u>2,815,986.53</u>	<u>2,297,938.66</u>	<u>55.5%</u>	<u>44.5%</u>
SUPPLIES								
OFFICE SUPPLIES	2,721.28	2,500.16	26,533.66	42,000.00	24,416.37	15,466.34	63.2%	36.8%
OPERATING SUPPLIES	6,064.85	162,615.58	40,224.72	77,100.00	191,840.71	36,875.28	52.2%	47.8%
REPAIR & MAINT. SUPPLIES	993.62	4,414.60	11,177.93	13,700.00	16,374.74	2,522.07	81.6%	18.4%
TOTAL SUPPLIES	<u>9,779.75</u>	<u>169,530.34</u>	<u>77,936.31</u>	<u>132,800.00</u>	<u>232,631.82</u>	<u>54,863.69</u>	<u>58.7%</u>	<u>41.3%</u>
OTHER SERVICES & CHARGES								
PROFESSIONAL SERVICES	38,781.05	70,852.56	186,622.07	252,000.00	174,419.53	65,377.93	74.1%	25.9%
COMMUNICATION & TRANSPORTATION	5,269.32	4,744.32	36,743.97	87,000.00	35,844.25	50,256.03	42.2%	57.8%
PRINTING & ADVERTISING	446.28	1,175.29	2,790.06	8,000.00	2,595.71	5,209.94	34.9%	65.1%
INSURANCE	0.00	360.00	53,247.00	54,700.00	48,065.00	1,453.00	97.3%	2.7%
UTILITIES	25,596.03	24,189.87	167,224.91	314,400.00	167,799.62	147,175.09	53.2%	46.8%
REPAIR & MAINTENANCE	873.99	1,165.49	7,958.55	102,500.00	37,442.51	94,541.45	7.8%	92.2%
RENTALS	0.00	7,062.20	29,424.50	32,100.00	36,329.20	2,675.50	91.7%	8.3%
OTHER CHARGES	0.00	110.77	8,136.00	215,500.00	2,560.94	207,364.00	3.8%	96.2%
TOTAL OTHER SERVICES & CHARGES	<u>70,966.67</u>	<u>109,660.50</u>	<u>492,147.06</u>	<u>1,066,200.00</u>	<u>505,056.76</u>	<u>574,052.94</u>	<u>46.2%</u>	<u>53.8%</u>
CAPITAL OUTLAY								
FURNITURE & EQUIPMENT	0.00	0.00	2,984.01	19,744.52	30,192.61	16,760.51	15.1%	84.9%
OTHER CAPITAL OUTLAY	68,849.41	105,229.16	580,598.47	1,089,000.00	596,821.46	508,401.53	53.3%	46.7%
TOTAL CAPITAL OUTLAY	<u>68,849.41</u>	<u>105,229.16</u>	<u>583,582.48</u>	<u>1,108,744.52</u>	<u>627,014.07</u>	<u>525,162.04</u>	<u>52.6%</u>	<u>47.4%</u>
TOTAL OPERATING EXPENDITURES	<u><u>769,631.96</u></u>	<u><u>949,840.43</u></u>	<u><u>4,013,902.19</u></u>	<u><u>7,465,919.52</u></u>	<u><u>4,180,689.18</u></u>	<u><u>3,452,017.33</u></u>	<u><u>53.8%</u></u>	<u><u>46.2%</u></u>
				2010 BUDGET %USED IN 2010	7,832,838.00 53.4%			

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

	2011 JULY	2010 JULY	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	10,889.58	16,980.93	54,447.89	167,000.00	84,904.65	112,552.11	32.6%	67.4%
1130 PROFESSIONAL/SUPERVISORS	56,381.26	52,276.89	273,833.20	545,000.00	261,384.45	271,166.80	50.2%	49.8%
1140 PROFESSIONAL ASSISTANTS	172,371.11	151,045.49	802,001.78	1,351,000.00	753,322.80	548,998.22	59.4%	40.6%
1150 SPECIALISTS & TECHNICIANS	85,839.82	86,011.75	438,841.63	814,000.00	429,979.73	375,158.37	53.9%	46.1%
1160 CLERICAL ASSISTANTS	49,689.54	57,889.63	254,459.70	442,000.00	299,045.89	187,540.30	57.6%	42.4%
1170 PAGES	28,888.80	26,975.63	135,070.15	226,000.00	129,685.30	90,929.85	59.8%	40.2%
1190 BUILDING MAINTENANCE	39,783.98	38,000.55	198,560.82	348,000.00	194,107.35	149,439.18	57.1%	42.9%
TOTAL SALARIES	443,844.09	429,180.87	2,157,215.17	3,893,000.00	2,152,430.17	1,735,784.83	55.4%	44.6%
EMPLOYEE BENEFITS								
EMPLOYEE BENEFITS								
1210 EMPLOYER CONTRIBUTION/FICA	26,396.14	25,735.18	127,503.59	238,100.00	128,649.57	110,596.41	53.6%	46.4%
1220 UNEMPLOYMENT COMPENSATION	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
1230 EMPLOYER CONTRIBUTION/PERF	81,857.43	81,087.14	164,971.46	368,250.00	162,816.31	203,278.54	44.8%	55.2%
1240 EMPLOYER CONT/INSURANCE	59,066.74	16,871.17	370,288.78	602,100.00	314,489.83	231,811.22	61.5%	38.5%
1250 EMPLOYER CONT/MEDICARE	6,173.38	6,018.71	29,863.02	55,725.00	30,087.38	25,861.98	53.6%	46.4%
TOTAL EMPLOYEE BENEFITS	173,493.69	129,712.20	692,626.85	1,264,175.00	636,043.09	571,548.15	54.8%	45.2%
OTHER WAGES								
1310 WORKSTUDY	0.00	0.00	2,961.29	1,000.00	102.59	-1,961.29	296.1%	-196.1%
1180 TEMPORARY STAFF	2,698.35	6,527.36	7,433.03	0.00	27,410.68	-7,433.03	#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	2,698.35	6,527.36	10,394.32	1,000.00	27,513.27	-9,394.32	1039.4%	-939.4%
TOTAL PERSONNEL SERVICES	620,036.13	565,420.43	2,860,236.34	5,158,175.00	2,815,986.53	2,297,938.66	55.5%	44.5%
SUPPLIES (2000'S)								
OFFICE SUPPLIES								
2110 OFFICIAL RECORDS	0.00	0.00	1,613.26	1,000.00	0.00	-613.26	161.3%	-61.3%
2120 STATIONERY & PRINTING	0.00	80.55	301.57	1,000.00	2,307.48	698.43	30.2%	69.8%
2130 OFFICE SUPPLIES	876.24	519.10	8,202.96	18,100.00	9,013.84	9,897.04	45.3%	54.7%
2140 DUPLICATING	1,845.04	1,900.51	16,415.87	21,900.00	13,095.05	5,484.13	75.0%	25.0%
2150 PROMOTIONAL MATERIALS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
2160 PUBLIC USE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
2170 TRAINING MATERIALS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
TOTAL OFFICE SUPPLIES	2,721.28	2,500.16	26,533.66	42,000.00	24,416.37	15,466.34	63.2%	36.8%

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

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

	2011 JULY	2010 JULY	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	3,300.39	3,065.55	20,394.33	28,000.00	17,938.50	7,605.67	72.8%	27.2%
2220 FUEL, OIL, & LUBRICANTS	730.08	520.97	4,607.40	8,500.00	4,901.79	3,892.60	54.2%	45.8%
2230 CATALOGING SUPPLIES-BOOKS	233.85	0.00	2,255.95	5,500.00	2,522.61	3,244.05	41.0%	59.0%
2240 A/V SUPPLIES-CATALOGING	229.65	164.15	3,086.42	10,000.00	5,394.63	6,913.58	30.9%	69.1%
2250 CIRCULATION SUPPLIES	0.00	157,544.19	4,226.78	21,000.00	158,266.95	16,773.22	20.1%	79.9%
2260 LIGHT BULBS	1,555.13	1,226.30	4,201.76	3,000.00	2,721.81	-1,201.76	140.1%	-40.1%
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	1,261.00	1,000.00	0.00	-261.00	126.1%	-26.1%
2290 DISPLAY/EXHIBIT SUPPLIES	15.75	94.42	191.08	100.00	94.42	-91.08	191.1%	-91.1%
TOTAL OPERATING SUPPLIES	6,064.85	162,615.58	40,224.72	77,100.00	191,840.71	36,875.28	52.2%	47.8%
REPAIR & MAINTENANCE SUPPLIES								
2300 IS SUPPLIES	24.95	1,661.35	3,157.96	5,000.00	5,790.59	1,842.04	63.2%	36.8%
2310 BUILDING MATERIALS & SUPPLIES	1,128.35	2,647.82	6,402.92	8,500.00	10,400.02	2,097.08	75.3%	24.7%
2315 ENERGY AUDIT MAT'LS & SPLS	-159.68	0.00	1,490.37	0.00	0.00	-1,490.37	#DIV/0!	#DIV/0!
2320 PAINT & PAINTING SUPPLIES	0.00	105.43	126.68	200.00	184.13	73.32	63.3%	36.7%
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	993.62	4,414.60	11,177.93	13,700.00	16,374.74	2,522.07	81.6%	18.4%
TOTAL SUPPLIES	9,779.75	169,530.34	77,936.31	132,800.00	232,631.82	54,863.69	58.7%	41.3%
OTHER SERVICES/CHARGES (3000'S)								
PROFESSIONAL SERVICES								
3110 CONSULTING SERVICES	0.00	0.00	90.00	3,000.00	6,300.00	2,910.00	3.0%	97.0%
3120 ENGINEERING/ARCHITECTURAL	0.00	1,487.97	2,862.66	3,000.00	18,747.26	137.34	95.4%	4.6%
31201 ENCUMBERED ENGINEER/ARCH	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
3130 LEGAL SERVICES	1,183.94	300.00	9,059.06	14,000.00	5,978.92	4,940.94	64.7%	35.3%
3140 BUILDING SERVICES	1,260.25	733.98	13,873.89	40,000.00	23,780.50	26,126.11	34.7%	65.3%
3150 MAINTENANCE CONTRACTS	30,464.18	27,678.58	58,210.71	95,000.00	52,334.83	36,789.29	61.3%	38.7%
3160 COMPUTER SERVICES (OCLC)	1,225.00	31,104.36	42,511.46	50,000.00	38,454.36	7,488.54	85.0%	15.0%
3170 ADMIN/ACCOUNTING SERVICES	3,063.53	9,547.67	25,941.64	47,000.00	28,823.66	21,058.36	55.2%	44.8%
3175 COLLECTION AGENCY SERVICES	1,584.15	0.00	34,072.65	0.00	0.00	-34,072.65	#DIV/0!	#DIV/0!
TOTAL PROFESSIONAL SERVICES	38,781.05	70,852.56	186,622.07	252,000.00	174,419.53	65,377.93	74.1%	25.9%
COMMUNICATION & TRANSPORTATION								
3210 TELEPHONE	3,727.01	2,336.92	16,073.45	26,000.00	18,759.40	9,926.55	61.8%	38.2%
3220 POSTAGE	858.85	2,384.41	12,493.85	30,000.00	16,122.38	17,506.15	41.6%	58.4%
3230 TRAVEL EXPENSE	0.00	0.00	2,029.06	10,000.00	232.00	7,970.94	20.3%	79.7%
3240 PROFESSIONAL MTG. (OFF-SITE)	0.00	0.00	246.00	10,000.00	22.00	9,754.00	2.5%	97.5%
3250 CONTINUING ED. (ON-SITE)	27.80	0.00	5,100.38	10,000.00	0.00	4,899.62	51.0%	49.0%
3260 FREIGHT & DELIVERY	655.66	22.99	801.23	1,000.00	708.47	198.77	80.1%	19.9%
TOTAL COMMUNICATION & TRANSPORTATION	5,269.32	4,744.32	36,743.97	87,000.00	35,844.25	50,256.03	42.2%	57.8%

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

	2011 JULY	2010 JULY	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	446.28	107.29	914.42	2,000.00	793.16	1,085.58	45.7%	54.3%
3320 PRINTING	0.00	1,068.00	1,875.64	6,000.00	1,802.55	4,124.36	31.3%	68.7%
TOTAL PRINTING & ADVERTISING	446.28	1,175.29	2,790.06	8,000.00	2,595.71	5,209.94	34.9%	65.1%
INSURANCE								
3410 OFFICIAL BOND	0.00	360.00	450.00	700.00	660.00	250.00	64.3%	35.7%
3420 OTHER INSURANCE	0.00	0.00	52,797.00	54,000.00	47,405.00	1,203.00	97.8%	2.2%
TOTAL INSURANCE	0.00	360.00	53,247.00	54,700.00	48,065.00	1,453.00	97.3%	2.7%
UTILITIES								
3510 GAS	143.62	100.16	1,507.76	5,600.00	1,617.99	4,092.24	26.9%	73.1%
3520 ELECTRICITY	23,806.32	22,816.99	158,223.07	293,000.00	158,772.75	134,776.93	54.0%	46.0%
3530 WATER	1,646.09	1,272.72	7,494.08	15,800.00	7,408.88	8,305.92	47.4%	52.6%
TOTAL UTILITIES	25,596.03	24,189.87	167,224.91	314,400.00	167,799.62	147,175.09	53.2%	46.8%
REPAIR & MAINTENANCE								
3610 BUILDING REPAIR	0.00	735.00	760.31	22,000.00	14,854.04	21,239.69	3.5%	96.5%
3630 OTHER EQUIP/FURNITURE REPAIRS	178.90	0.00	2,357.58	70,000.00	13,636.80	67,642.42	3.4%	96.6%
3640 VEHICLE REPAIR & MAINTENANCE	695.09	430.49	4,207.78	7,500.00	7,927.73	3,292.22	56.1%	43.9%
3650 MATERIAL BINDING/REPAIR SERV.	0.00	0.00	632.88	3,000.00	1,023.94	2,367.12	21.1%	78.9%
TOTAL REPAIR & MAINTENANCE	873.99	1,165.49	7,958.55	102,500.00	37,442.51	94,541.45	7.8%	92.2%
RENTALS								
3710 REAL ESTATE RENTAL/PARKING	0.00	0.00	29,424.50	32,000.00	29,267.00	2,575.50	92.0%	8.0%
3720 EQUIPMENT RENTAL	0.00	7,062.20	0.00	100.00	7,062.20	100.00	0.0%	100.0%
TOTAL RENTALS	0.00	7,062.20	29,424.50	32,100.00	36,329.20	2,675.50	91.7%	8.3%
OTHER CHARGES								
3910 DUES/INSTITUTIONAL	0.00	0.00	7,176.00	6,500.00	953.00	-676.00	110.4%	-10.4%
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/LICENSES	0.00	110.77	960.00	6,500.00	1,607.94	5,540.00	14.8%	85.2%
3960 COMMUNITY NEWS SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
TOTAL OTHER CHARGES	0.00	110.77	8,136.00	215,500.00	2,560.94	207,364.00	3.8%	96.2%
TOTAL OTHER SERVICES/CHARGES	70,966.67	109,660.50	492,147.06	1,066,200.00	505,056.76	574,052.94	46.2%	53.8%

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

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

	2011 JULY	2010 JULY	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	300.82	0.00	350.00	-300.82	#DIV/0!	#DIV/0!
44105 ENCUMBERED FURNITURE	0.00	0.00	1,387.52	1,387.52	0.00	0.00	100.0%	0.0%
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	1,295.67	18,357.00	55.79	17,061.33	7.1%	92.9%
4440 LAND & BUILDINGS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
44450 BUILDING RENOVATIONS	0.00	0.00	0.00	0.00	26,636.82	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	3,150.00	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	0.00	2,984.01	19,744.52	30,192.61	16,760.51	15.1%	84.9%
OTHER CAPITAL OUTLAY								
4510 BOOKS	39,084.49	59,054.05	321,142.03	593,000.00	345,144.11	271,857.97	54.2%	45.8%
4520 PERIODICALS & NEWSPAPERS	1,252.71	223.50	5,987.98	48,000.00	7,398.21	42,012.02	12.5%	87.5%
4530 NONPRINT MATERIALS	25,302.21	39,686.61	230,045.87	379,000.00	221,669.05	148,954.13	60.7%	39.3%
4540 ELECTRONIC RESOURCES	3,210.00	6,265.00	23,422.59	69,000.00	22,610.09	45,577.41	33.9%	66.1%
TOTAL OTHER CAPITAL OUTLAY	68,849.41	105,229.16	580,598.47	1,089,000.00	596,821.46	508,401.53	53.3%	46.7%
TOTAL CAPITAL OUTLAY	68,849.41	105,229.16	583,582.48	1,108,744.52	627,014.07	525,162.04	52.6%	47.4%
TOTAL OPERATING EXPENDITURES	769,631.96	949,840.43	4,013,902.19	7,465,919.52	4,180,689.18	3,452,017.33	53.8%	46.2%

*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 July 31, 2011
7 months = 58.3%

Object	Object Descr	2011 Budget	Jan 2011	Feb 2011	Mar 2011	Apr 2011	May 2011	June 2011	July 2011	2011 YTD Amt	2011 YTD Balance	2011 %YTD Budget
10040	MISCELLANEOUS	\$0.00	\$3,362.96	\$3,250.63	-\$6,077.41	\$82.09	\$96.93	\$303.78	\$1.00	\$1,019.98	-\$1,019.98	0.00%
11200	ADMINISTRATION	\$167,000.00	\$7,259.71	\$7,259.72	\$7,259.72	\$7,259.72	\$7,259.72	\$7,259.72	\$10,889.58	\$54,447.89	\$112,552.11	32.60%
11300	PROF/SUPERVISORS	\$545,000.00	\$33,550.98	\$33,550.97	\$37,587.48	\$37,587.49	\$37,587.49	\$37,587.53	\$56,381.26	\$273,833.20	\$271,166.80	50.24%
11400	PROFESSIONAL	\$1,351,000.00	\$104,938.41	\$104,938.42	\$104,938.44	\$104,938.48	\$104,938.47	\$104,938.45	\$172,371.11	\$802,001.78	\$548,998.22	59.36%
11500	SPECIALIST/TECHNICIANS	\$814,000.00	\$59,417.93	\$59,066.91	\$58,837.99	\$58,855.18	\$58,833.08	\$57,990.72	\$85,839.82	\$438,841.63	\$375,158.37	53.91%
11600	CLERICAL ASSISTANTS	\$442,000.00	\$35,018.53	\$34,613.61	\$34,074.98	\$34,186.70	\$33,966.93	\$32,909.41	\$49,689.54	\$254,459.70	\$187,540.30	57.57%
11700	PAGES	\$226,000.00	\$17,952.26	\$17,845.73	\$18,151.20	\$17,921.27	\$16,504.04	\$17,806.85	\$28,888.80	\$135,070.15	\$90,929.85	59.77%
11800	TEMPORAY STAFF	\$0.00	\$615.09	\$0.00	\$0.00	\$0.00	\$2,029.51	\$2,090.08	\$2,698.35	\$7,433.03	-\$7,433.03	0.00%
11900	BUILDING	\$348,000.00	\$26,412.12	\$26,454.22	\$26,448.99	\$26,437.40	\$26,491.92	\$26,532.19	\$39,783.98	\$198,560.82	\$149,439.18	57.06%
12100	FICA/EMPLOYER	\$238,100.00	\$16,813.89	\$16,729.21	\$16,943.81	\$16,738.50	\$16,951.73	\$16,930.31	\$26,396.14	\$127,503.59	\$110,596.41	53.55%
12300	PERF/EMPLOYER	\$368,250.00	\$0.00	\$0.00	\$0.00	\$83,114.03	\$0.00	\$0.00	\$81,857.43	\$164,971.46	\$203,278.54	44.80%
12400	INS/EMPLOYER	\$602,100.00	\$19,616.77	\$93,393.39	\$46,715.78	\$85,899.46	\$65,596.64	\$0.00	\$59,066.74	\$370,288.78	\$231,811.22	61.50%
12500	MEDICARE/EMPLOYER	\$55,725.00	\$3,932.28	\$3,912.50	\$3,962.63	\$3,958.33	\$3,964.47	\$3,959.43	\$6,173.38	\$29,863.02	\$25,861.98	53.59%
13100	WORK STUDY	\$1,000.00	\$0.00	\$2,961.29	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,961.29	-\$1,961.29	296.13%
21100	OFFICIAL RECORDS	\$1,000.00	\$809.53	\$29.74	\$0.00	\$0.00	\$0.00	\$773.99	\$0.00	\$1,613.26	-\$613.26	161.33%
21200	STATIONERY/BUS. CARDS	\$1,000.00	\$0.00	\$0.00	\$0.00	\$301.57	\$0.00	\$0.00	\$0.00	\$301.57	\$698.43	30.16%
21300	OFFICE SUPPLIES	\$18,100.00	\$1,697.91	\$1,131.41	\$1,387.09	\$1,052.67	\$1,736.70	\$320.94	\$876.24	\$8,202.96	\$9,897.04	45.32%
21400	DUPLICATING	\$21,900.00	\$2,272.77	\$4,135.23	\$1,658.34	\$1,065.18	\$891.35	\$4,547.96	\$1,845.04	\$16,415.87	\$5,484.13	74.96%
22100	CLEANING SUPPLIES	\$28,000.00	\$3,334.36	\$2,438.89	\$4,125.18	\$1,568.48	\$2,089.51	\$3,537.52	\$3,300.39	\$20,394.33	\$7,605.67	72.84%
22200	FUEL/OIL/LUBRICANTS	\$8,500.00	\$1,376.16	\$0.00	\$1,366.59	\$639.45	\$495.12	\$0.00	\$730.08	\$4,607.40	\$3,892.60	54.20%
22300	CATALOGING	\$5,500.00	\$144.24	\$184.80	\$60.87	\$1,477.96	\$25.14	\$129.09	\$233.85	\$2,255.95	\$3,244.05	41.02%
22400	A/V SUPPLIES/CATALOG	\$10,000.00	\$347.11	\$63.72	\$373.56	\$0.00	\$345.63	\$1,726.75	\$229.65	\$3,086.42	\$6,913.58	30.86%
22500	CIRCULATION SUPPLIES	\$21,000.00	\$0.00	\$14.72	\$2,053.14	\$0.00	\$16.76	\$2,142.16	\$0.00	\$4,226.78	\$16,773.22	20.13%
22600	LIGHT BULBS	\$3,000.00	\$2,080.95	\$0.00	\$423.88	\$19.78	\$122.02	\$0.00	\$1,555.13	\$4,201.76	-\$1,201.76	140.06%
22800	UNIFORMS	\$1,000.00	\$0.00	\$1,261.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,261.00	-\$261.00	126.10%
22900	DISPLAY/EXHIBITS	\$100.00	\$73.65	\$0.00	\$14.22	\$87.46	\$0.00	\$0.00	\$15.75	\$191.08	-\$91.08	191.08%
23000	IS SUPPLIES	\$5,000.00	\$1,283.20	\$499.30	\$53.96	\$1,129.30	\$0.00	\$167.25	\$24.95	\$3,157.96	\$1,842.04	63.16%
23100	BUILDING MATERIAL	\$8,500.00	\$4,990.51	\$793.44	-\$2,114.83	\$885.15	\$41.11	\$679.19	\$1,128.35	\$6,402.92	\$2,097.08	75.33%
23150	ENERGY AUDIT MAT'LS &	\$0.00	\$0.00	\$0.00	\$1,536.05	\$114.00	\$0.00	\$0.00	-\$159.68	\$1,490.37	-\$1,490.37	0.00%
23200	PAINT/PAINTING SUPPLIES	\$200.00	\$57.21	\$69.47	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$126.68	\$73.32	63.34%
31100	CONSULTING SERVICES	\$3,000.00	\$0.00	\$0.00	\$0.00	\$90.00	\$0.00	\$0.00	\$0.00	\$90.00	\$2,910.00	3.00%
31200	ENGINEERING/ARCHITE	\$3,000.00	\$606.48	\$400.00	\$1,805.00	\$0.00	\$0.00	\$51.18	\$0.00	\$2,862.66	\$137.34	95.42%
31300	LEGAL SERVICES	\$14,000.00	\$2,232.46	\$1,272.20	\$1,941.82	\$498.00	\$1,930.64	\$0.00	\$1,183.94	\$9,059.06	\$4,940.94	64.71%
31400	BUILDING SERVICES	\$40,000.00	\$7,514.89	\$2,267.00	\$565.00	\$234.00	\$1,230.00	\$802.75	\$1,260.25	\$13,873.89	\$26,126.11	34.68%
31500	MAINTENANCE	\$95,000.00	\$7,557.56	\$5,892.08	\$278.23	\$1,254.82	\$9,794.20	\$2,969.64	\$30,464.18	\$58,210.71	\$36,789.29	61.27%
31600	COMPUTER SERVICES	\$50,000.00	\$1,225.00	\$1,225.00	\$1,225.00	\$1,225.00	\$1,225.00	\$35,161.46	\$1,225.00	\$42,511.46	\$7,488.54	85.02%
31700	ADMIN/ACCOUNTING	\$47,000.00	\$9,966.85	\$16,675.64	\$2,474.45	-\$12,444.38	\$2,953.30	\$3,252.25	\$3,063.53	\$25,941.64	\$21,058.36	55.19%
31750	COLLECTION AGENCY	\$0.00	\$0.00	\$0.00	\$0.00	\$30,940.15	\$1,548.35	\$0.00	\$1,584.15	\$34,072.65	-\$34,072.65	0.00%
32100	TELEPHONE	\$26,000.00	\$2,171.66	\$971.68	\$3,877.39	\$2,274.84	\$2,296.61	\$754.26	\$3,727.01	\$16,073.45	\$9,926.55	61.82%
32200	POSTAGE	\$30,000.00	\$1,994.10	\$2,418.04	\$1,757.59	\$2,028.54	\$2,197.17	\$1,239.56	\$858.85	\$12,493.85	\$17,506.15	41.65%
32300	TRAVEL EXPENSE	\$10,000.00	\$320.09	\$701.95	\$0.00	\$0.00	\$548.20	\$458.82	\$0.00	\$2,029.06	\$7,970.94	20.29%

MONROE COUNTY PUBLIC LIBRARY

Operating Budget & Expenditure Report

January 1, 2011 to July 31, 2011
7 months = 58.3%

Object	Object Descr	2011 Budget	Jan 2011	Feb 2011	Mar 2011	Apr 2011	May 2011	June 2011	July 2011	2011 YTD Amt	2011 YTD Balance	2011 %YTD Budget
32400	PROFESSIONAL MTG/OFF	\$10,000.00	\$160.00	\$0.00	\$36.00	\$0.00	\$0.00	\$50.00	\$0.00	\$246.00	\$9,754.00	2.46%
32500	CONTINUING	\$10,000.00	\$0.00	\$1,260.00	\$0.00	\$0.00	\$2,541.89	\$1,270.69	\$27.80	\$5,100.38	\$4,899.62	51.00%
32600	FREIGHT/DELIVERY	\$1,000.00	\$0.00	\$0.00	\$23.93	\$24.01	\$0.00	\$97.63	\$655.66	\$801.23	\$198.77	80.12%
33100	ADVERTISING/PUBLICATI	\$2,000.00	\$49.00	\$79.19	\$0.00	\$193.11	\$0.00	\$146.84	\$446.28	\$914.42	\$1,085.58	45.72%
33200	PRINTING SERVICES	\$6,000.00	\$70.86	\$35.31	\$1,070.00	\$0.00	\$662.99	\$36.48	\$0.00	\$1,875.64	\$4,124.36	31.26%
34100	OFFICIAL BOND INS.	\$700.00	\$0.00	\$0.00	\$450.00	\$0.00	\$0.00	\$0.00	\$0.00	\$450.00	\$250.00	64.29%
34200	OTHER INSURANCE	\$54,000.00	\$3,200.00	\$11,790.00	\$36,785.00	\$429.00	\$2,002.00	-\$1,409.00	\$0.00	\$52,797.00	\$1,203.00	97.77%
35100	GAS	\$5,600.00	\$52.72	\$1,151.25	\$54.47	\$52.80	\$52.90	\$0.00	\$143.62	\$1,507.76	\$4,092.24	26.92%
35200	ELECTRICITY	\$293,000.00	\$26,186.07	\$28,657.78	\$23,385.50	\$19,130.03	\$18,187.59	\$18,869.78	\$23,806.32	\$158,223.07	\$134,776.93	54.00%
35300	WATER	\$15,800.00	\$1,153.39	\$885.06	\$335.82	\$1,207.73	\$1,174.06	\$1,091.93	\$1,646.09	\$7,494.08	\$8,305.92	47.43%
36100	BUILDING REPAIRS	\$22,000.00	\$0.00	\$0.00	\$0.00	\$440.31	\$0.00	\$320.00	\$0.00	\$760.31	\$21,239.69	3.46%
36300	OTHER	\$70,000.00	\$586.80	\$205.00	\$0.00	\$990.94	\$0.00	\$395.94	\$178.90	\$2,357.58	\$67,642.42	3.37%
36400	VEHICLE	\$7,500.00	\$526.14	\$0.00	\$977.35	\$38.90	\$1,298.45	\$671.85	\$695.09	\$4,207.78	\$3,292.22	56.10%
36500	MATERIALS	\$3,000.00	\$317.30	\$0.00	\$192.61	\$0.00	\$0.00	\$122.97	\$0.00	\$632.88	\$2,367.12	21.10%
37100	REAL ESTATE	\$32,000.00	\$9,706.00	\$37.50	\$0.00	\$30.00	\$9,945.00	\$9,706.00	\$0.00	\$29,424.50	\$2,575.50	91.95%
37200	EQUIPMENT RENTAL	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
39100	DUES/INSTITUTIONAL	\$6,500.00	\$6,101.00	\$0.00	\$250.00	\$825.00	\$0.00	\$0.00	\$0.00	\$7,176.00	-\$676.00	110.40%
39200	INTEREST/TEMPORARY	\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0.00%
39400	TRANSFER TO LIRF	\$200,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200,000.00	0.00%
39500	EDUCATIONAL/LICENSIN	\$6,500.00	\$960.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$960.00	\$5,540.00	14.77%
44100	FURNITURE	\$0.00	\$0.00	\$0.00	\$300.82	\$0.00	\$0.00	\$0.00	\$0.00	\$300.82	-\$300.82	0.00%
44105	ENCUMBERED	\$1,387.52	\$0.00	\$0.00	\$1,387.52	\$0.00	\$0.00	\$0.00	\$0.00	\$1,387.52	\$0.00	100.00%
44300	OTHER EQUIPMENT	\$18,357.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,295.67	\$0.00	\$1,295.67	\$17,061.33	7.06%
45100	BOOKS	\$593,000.00	\$39,446.50	\$38,996.69	\$64,085.61	\$49,481.73	\$42,754.23	\$47,292.78	\$39,084.49	\$321,142.03	\$271,857.97	54.16%
45200	PERIODICALS/NEWSPAP	\$48,000.00	\$189.84	\$102.23	\$56.25	\$550.92	\$3,627.23	\$208.80	\$1,252.71	\$5,987.98	\$42,012.02	12.47%
45300	NONPRINT MATERIALS	\$379,000.00	\$29,020.17	\$29,404.45	\$42,389.62	\$27,496.37	\$25,458.34	\$50,974.71	\$25,302.21	\$230,045.87	\$148,954.13	60.70%
45400	ELECTRONIC RESOURCES	\$69,000.00	\$14,857.64	\$0.00	\$1,354.95	\$0.00	\$0.00	\$4,000.00	\$3,210.00	\$23,422.59	\$45,577.41	33.95%
		\$7,465,919.52	\$513,531.05	\$559,026.37	\$546,841.59	\$612,311.47	\$511,412.42	\$502,166.31	\$769,632.96	\$4,014,922.17	\$3,450,997.35	53.78%

MONROE COUNTY PUBLIC LIBRARY

LIRF Budget & Expenditure Report

January 1, 2011 to July 31, 2011

7 months = 58.3%

Object	Object Descr	2011 Budget	Jan 2011	Feb 2011	Mar 2011	Apr 2011	May 2010	June 2011	July 2011	YTD Amount	2011 YTD Balance	2011 %YTD Budget
31200	ENGINEERING/ARCHITECTU	\$42,100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$42,100.00	0.00%
35300	WATER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$87.44	\$87.01	\$102.86	\$277.31	-\$277.31	0.00%
36100	BUILDING REPAIRS	\$21,458.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$21,458.00	0.00%
44300	OTHER EQUIPMENT	\$83,374.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$83,374.00	0.00%
44400	LAND/BUILDINGS	\$0.00	\$0.00	\$97,315.37	\$0.00	\$1,167.25	\$0.00	\$0.00	\$0.00	\$98,482.62	-\$98,482.62	0.00%
44450	BUILDING RENOVATION	\$150,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150,000.00	0.00%
		\$296,932.00	\$0.00	\$97,315.37	\$0.00	\$1,167.25	\$87.44	\$87.01	\$102.86	\$98,759.93	\$198,172.07	33.26%

MONROE COUNTY PUBLIC LIBRARY
Debt Service Budget & Expenditures Report

January 1, 2011 to July 31, 2011
7 months = 58.3%

Object	Object Descr	2011 Budget	Jan 2011	Feb 2011	Mar 2011	Apr 2011	May 2011	June 2011	July 2011	2011 YTD Amt	2011 YTD Balance	2011 %YTD Budget
37100	REAL ESTATE	\$1,996,000.00	\$166,333.3	\$166,333.33	\$166,333.33	\$166,333.33	\$166,333.33	\$166,333.3	\$166,333.3	\$1,164,333.35	\$831,666.65	58.33%
39200	INTEREST/TE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39250	PAYMENT ON	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39450	TRANSFER TO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$1,996,000.00	\$166,333.3	\$166,333.33	\$166,333.33	\$166,333.33	\$166,333.33	\$166,333.3	\$166,333.3	\$1,164,333.35	\$831,666.65	58.33%

MONROE COUNTY PUBLIC LIBRARY

Rainy Day Budget & Expenditures Report

January 1, 2011 to July 31, 2011

7 months = 58.3%

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

MONROE COUNTY PUBLIC LIBRARY

Special Revenue Budget & Expenditure Report

January 1, 2011 to July 31, 2011
7 months = 58.3%

Object	Object Descr	2011 Budget	Jan 2011	Feb 2011	Mar 2011	Apr 2011	May 2011	June 2011	July 2011	YTD Amount	2011 YTD Balance	2011 %YTD Budget
11300	PROF/SUPERVISORS	\$64,000.00	\$4,564.32	\$4,564.32	\$4,564.32	\$4,564.32	\$4,564.32	\$4,564.32	\$6,846.48	\$34,232.40	\$29,767.60	53.49%
11400	PROFESSIONAL ASSISTANT	\$120,000.00	\$9,188.18	\$9,188.16	\$9,188.16	\$9,188.16	\$9,188.16	\$9,188.16	\$13,782.25	\$68,911.23	\$51,088.77	57.43%
11600	CLERICAL ASSISTANTS	\$173,000.00	\$12,328.97	\$13,195.22	\$13,321.23	\$13,304.77	\$13,828.82	\$11,406.84	\$20,326.60	\$97,712.45	\$75,287.55	56.48%
11800	TEMPORAY STAFF	\$11,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11,000.00	0.00%
12100	FICA/EMPLOYER	\$21,500.00	\$1,537.81	\$1,588.88	\$1,596.71	\$1,594.60	\$1,625.65	\$1,483.56	\$2,420.79	\$11,848.00	\$9,652.00	55.11%
12300	PERF/EMPLOYER	\$22,000.00	\$0.00	\$0.00	\$0.00	\$5,067.40	\$0.00	\$0.00	\$5,761.71	\$10,829.11	\$11,170.89	49.22%
12400	INS/EMPLOYER	\$45,500.00	\$2,942.80	\$9,650.59	\$4,254.90	\$7,539.28	\$6,136.68	\$0.00	\$10,083.96	\$40,608.21	\$4,891.79	89.25%
12500	MEDICARE/EMPLOYER	\$5,000.00	\$359.65	\$371.60	\$373.42	\$372.94	\$380.19	\$346.96	\$566.15	\$2,770.91	\$2,229.09	55.42%
13100	WORK STUDY	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
21200	STATIONERY/BUS. CARDS	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
21300	OFFICE SUPPLIES	\$500.00	\$0.00	\$0.00	\$0.00	\$129.95	\$0.00	\$0.00	\$0.00	\$129.95	\$370.05	25.99%
21400	DUPLICATING	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
22200	FUEL/OIL/LUBRICANTS	\$1,000.00	\$34.76	\$0.00	\$40.00	\$139.20	\$0.00	\$42.26	\$41.02	\$297.24	\$702.76	29.72%
22700	VIDEO TAPE/CATS	\$20,000.00	\$6,138.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,138.50	\$13,861.50	30.69%
23000	IS SUPPLIES	\$1,000.00	\$599.97	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$599.97	\$400.03	60.00%
23500	VIDEO MATERIALS/CATS	\$10,000.00	\$303.54	\$183.50	\$59.98	\$328.84	\$1,714.30	\$202.66	\$1,329.77	\$4,122.59	\$5,877.41	41.23%
31100	CONSULTING SERVICES	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%
31200	ENGINEERING/ARCHITECT	\$0.00	\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,500.00	-\$2,500.00	0.00%
31300	LEGAL SERVICES	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
31650	DIGITIZATION SERVICES	\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0.00%
32100	TELEPHONE	\$3,500.00	\$0.00	\$250.37	\$499.49	\$254.18	\$248.18	\$0.00	\$505.50	\$1,757.72	\$1,742.28	50.22%
32200	POSTAGE	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
32300	TRAVEL EXPENSE	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
32400	PROFESSIONAL MTG/OFF	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
32600	FREIGHT/DELIVERY	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$21.10	\$85.93	\$0.00	\$107.03	\$392.97	21.41%
36300	OTHER EQUIP/FURNITURE	\$4,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,256.65	\$0.00	\$923.94	\$3,180.59	\$819.41	79.51%
37100	REAL ESTATE	\$2,000.00	\$696.00	\$0.00	\$0.00	\$0.00	\$1,170.00	\$696.00	\$0.00	\$2,562.00	-\$562.00	128.10
39100	DUES/INSTITUTIONAL	\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$520.00	\$0.00	\$0.00	\$520.00	\$980.00	34.67%
39500	EDUCATIONAL/LICENSING	\$400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$400.00	0.00%
39600	COMMUNITY NEWS	\$10,000.00	\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,500.00	\$5,000.00	\$5,000.00	50.00%
44100	FURNITURE	\$1,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,200.00	0.00%
44700	EQUIPMENT - CATS	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%
44750	SOFTWARE - CATS	\$5,000.00	\$0.00	\$0.00	\$0.00	\$70.00	\$0.00	\$0.00	\$0.00	\$70.00	\$4,930.00	1.40%
		\$549,300.00	\$43,694.50	\$38,992.64	\$33,898.21	\$42,553.64	\$41,654.05	\$28,016.69	\$65,088.17	\$293,897.90	\$255,402.10	53.50%

MONROE COUNTY PUBLIC LIBRARY

LCPF Budget & Expenditure Report

January 1, 2011 to July 31, 2011

7 months = 58.3%

Object	Object Descr	2011 Budget	Jan 2011	Feb 2011	Mar 2011	Apr 2011	May 2011	June 2011	July 2011	YTD Amount	2011 YTD Balance	2011 %YTD Budget
31105	ENCUMBERED	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,000.00	\$0.00	100.00%
31500	MAINTENANCE	\$0.00	\$1,396.00	\$0.00	\$0.00	\$0.00	\$0.00	\$16,189.92	\$0.00	\$17,585.92	-\$17,585.92	0.00%
44300	OTHER EQUIPMENT	\$279,000.00	\$0.00	\$0.00	\$572.65	\$0.00	\$0.00	\$48,750.00	\$199,665.00	\$248,987.65	\$30,012.35	89.24%
44305	ENCUMBERED	\$95,635.00	\$86,250.25	\$0.00	\$8,564.75	\$0.00	\$0.00	\$0.00	\$0.00	\$94,815.00	\$820.00	99.14%
44450	BUILDING RENOVATION	\$0.00	\$0.00	\$0.00	\$0.00	\$522.30	\$5,830.00	\$0.00	\$0.00	\$6,352.30	-\$6,352.30	0.00%
44600	IS EQUIPMENT	\$50,000.00	\$0.00	\$0.00	\$3,509.00	\$2,027.88	\$0.00	\$10,225.78	\$0.00	\$15,762.66	\$34,237.34	31.53%
44650	IS SOFTWARE	\$25,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,000.00	0.00%
44700	EQUIPMENT - CATS	\$45,000.00	\$0.00	\$2,384.10	\$0.00	\$1,498.98	\$19,356.79	\$4,020.91	\$12,053.24	\$39,314.02	\$5,685.98	87.36%
44750	SOFTWARE - CATS	\$5,000.00	\$0.00	\$0.00	\$0.00	\$158.99	\$0.00	\$0.00	\$0.00	\$158.99	\$4,841.01	3.18%
		\$505,635.00	\$87,646.25	\$8,384.10	\$12,646.40	\$4,208.15	\$25,186.79	\$79,186.61	\$211,718.24	\$428,976.54	\$76,658.46	84.84%

MONROE COUNTY PUBLIC LIBRARY

Expenditure Summary compared to last year

2011 compared to 2010: Period Ending July

Fund	Fund Descr	2011 Budget	July 2011 Amt	2011 YTD Amt	2010 Budget	July 2010 Amt	2010 YTD Amt	%Last YR YTD Diff
001	OPERATING	\$7,465,919.52	\$769,632.96	\$4,014,922.17	\$8,122,055.00	\$950,841.31	\$4,182,091.12	-4.00%
002	JAIL	\$0.00	\$283.68	\$2,978.34	\$6,000.00	\$231.91	\$2,248.17	32.00%
003	CLEARING	\$0.00	\$420.00	\$2,782.18	\$27,651.18	\$0.00	\$30,263.72	-91.00%
004	GIFT	\$0.00	\$83.45	\$120.39	\$12,738.00	\$1,120.38	\$3,356.13	-96.00%
005	PLAC	\$0.00	\$2,452.00	\$8,652.00	\$0.00	\$3,001.00	\$8,842.00	-2.00%
006	RETIREEES	\$0.00	\$1,622.79	\$12,439.53	\$0.00	\$0.00	\$10,255.49	21.00%
007	LIRF	\$296,932.00	\$102.86	\$98,759.93	\$525,317.75	\$66,621.84	\$274,769.59	-64.00%
008	DEBT SERVICE	\$1,996,000.00	\$166,333.35	\$1,164,333.35	\$1,996,000.00	\$166,333.35	\$1,164,333.35	0.00%
009	RAINY DAY	\$473,310.00	\$0.00	\$0.00	\$206,488.00	\$293.45	\$11,688.68	-100.00%
010	PAYROLL	\$0.00	\$488,151.33	\$2,400,174.22	\$0.00	\$465,560.97	\$2,421,442.06	-1.00%
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	\$0.00	\$5,234.18	-100.00%
016	GIFT-RESTRICED	\$7,100.00	\$9,984.64	\$48,686.44	\$26,134.48	\$11,915.92	\$43,681.99	11.00%
017	LEVY EXCESS	\$0.00	\$0.00	\$20,550.83	\$0.00	\$0.00	\$0.00	0.00%
018	IN KIND	\$0.00	\$0.00	\$0.00	\$225,233.24	\$0.00	\$225,233.24	-100.00%
019	GIFT-FOUNDATION	\$0.00	\$5,692.92	\$36,568.64	\$74,118.76	\$5,582.82	\$40,629.78	-10.00%
020	SPECIAL	\$549,300.00	\$65,088.17	\$293,897.90	\$554,557.00	\$64,109.36	\$301,271.15	-2.00%
021	CAPITAL	\$505,635.00	\$211,718.24	\$428,976.54	\$726,509.55	\$7,349.99	\$389,797.69	10.00%
022	GATES	\$0.00	\$0.00	\$10,400.00	\$15,600.00	\$0.00	\$15,285.50	-32.00%
023	LSTA-CIVIL WAR	\$5,274.27	\$0.00	\$5,134.59	\$19,705.00	\$3,146.69	\$3,146.69	63.00%
024	FINRA GRANT	\$0.00	\$2,047.04	\$5,522.52	\$0.00	\$0.00	\$0.00	0.00%
025	LSTA-SMITHVILLE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$11,299,470.79	\$1,723,613.43	\$8,554,899.57	\$12,543,377.01	\$1,746,108.99	\$9,133,570.53	-6.00%

MONROE COUNTY PUBLIC LIBRARY

Monthly Revenue Report (Cash Basis)

Current Period compared to Prior Period
 Current Period: July, 2011
 Operating Fund

Source	Source Descr	2011 Budget	July 2011 Amt	2011 YTD Amt	2010 Budget	July 2010 Amt	2010 YTD Amt	%Last YR YTD Diff
00100	PROPERTY TAX/ADVANCES	\$4,521,806.00	\$0.00	\$2,587,663.98	\$4,861,253.00	\$0.00	\$3,092,124.09	-16.00%
00200	INTANGIBLES TAX	\$8,500.00	\$0.00	\$5,115.46	\$12,699.00	\$0.00	\$4,914.50	4.00%
00300	LICENSE EXCISE TAX	\$263,000.00	\$0.00	\$178,720.02	\$346,364.00	\$0.00	\$327,565.86	-45.00%
00400	COUNTY OPTION INCOME TAX	\$1,817,000.00	\$173,115.12	\$1,215,908.99	\$2,217,128.00	\$184,760.67	\$1,293,324.69	-6.00%
00500	COMMERCIAL VEHICLE EXCISE TAX	\$30,000.00	\$0.00	\$17,308.52	\$40,163.00	\$0.00	\$17,035.19	2.00%
00600	US FORESTRY FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
03400	ELL COPIERS/PRINTERS	\$0.00	\$300.71	\$2,263.58	\$4,000.00	\$275.51	\$2,506.50	-10.00%
03500	LOST/DAMAGED	\$10,000.00	\$1,760.32	\$18,139.67	\$12,000.00	\$1,817.86	\$15,792.08	15.00%
03600	FINES/FEES	\$150,000.00	\$14,503.68	\$130,696.15	\$180,000.00	\$14,268.57	\$120,218.88	9.00%
03650	COLLECTION AGENCY FEE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
03700	BLGTN COPIERS/PRINTERS	\$5,700.00	\$1,210.17	\$8,127.41	\$12,000.00	\$689.37	\$7,626.03	7.00%
03900	MISCELLANEOUS RECEIPTS	\$0.00	\$171.94	\$23,111.36	\$0.00	\$1,070.76	\$4,491.51	415.00%
04100	PUBLIC LIBRARY ACCESS CARD	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
04500	PLAC DISTRIBUTION	\$10,000.00	\$0.00	\$0.00	\$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	\$207.57	\$1,539.16	\$1,000.00	\$101.65	\$740.58	108.00%
18000	COIN TELEPHONE RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
18500	INTEREST FROM	\$0.00	\$1,767.11	\$4,243.87	\$0.00	\$438.40	\$928.83	357.00%
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%
21300	RENT INCOME	\$0.00	\$900.00	\$2,700.00	\$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%
		\$6,816,006.00	\$193,936.62	\$4,195,538.17	\$7,696,607.00	\$203,422.79	\$4,887,268.74	-14.00%

MONROE COUNTY PUBLIC LIBRARY

Cash Balances by fund

Current Period: July 2011

FUND Descr	MTD 07/01/2011	MTD Debit	Credit	07/31/2011	Bal Sht Descr
OPERATING	-\$137.68	\$0.00	\$0.00	-\$137.68	CHASE/BANK ONE CHECKING
OPERATING	\$49.04	\$8.73	\$0.00	\$57.77	CHASE/BANK ONE SAVINGS
OPERATING	\$24,227.42	\$8,935.85	\$30,158.67	\$3,004.60	ONB/MONROE BANK CHECKING
OPERATING	\$24,288.58	\$9,196.27	\$30,344.00	\$3,140.85	UNITED COMMERCE BANK
OPERATING	\$367,746.35	\$586,059.95	\$769,645.25	\$184,161.05	FIFTH THIRD BANK CHECKING
OPERATING	\$1,505,413.47	\$1,776.40	\$351,525.62	\$1,155,664.25	FIFTH THIRD BANK SAVINGS
Fund 001 OPERATING	\$1,921,587.18	\$605,977.20	\$1,181,673.54	\$1,345,890.84	
JAIL	\$3,305.34	\$0.00	\$283.68	\$3,021.66	FIFTH THIRD BANK CHECKING
GIFT UNRESTRICTED	\$339.62	\$248.51	\$574.88	\$13.25	ONB/MONROE BANK CHECKING
GIFT UNRESTRICTED	\$41,763.05	\$658.37	\$83.45	\$42,337.97	FIFTH THIRD BANK CHECKING
Fund 004 GIFT UNRESTRICTED	\$42,102.67	\$906.88	\$658.33	\$42,351.22	
PLAC	\$1,250.00	\$450.00	\$1,650.00	\$50.00	UNITED COMMERCE BANK
PLAC	\$800.00	\$2,152.00	\$2,452.00	\$500.00	FIFTH THIRD BANK CHECKING
Fund 005 PLAC	\$2,050.00	\$2,602.00	\$4,102.00	\$550.00	
RETIREES	-\$320.72	\$2,419.17	\$1,622.79	\$475.66	FIFTH THIRD BANK CHECKING
LIRF	\$20,000.00	\$0.00	\$0.00	\$20,000.00	CHASE/BANK ONE CHECKING
LIRF	\$50,013.55	\$0.00	\$0.00	\$50,013.55	CHASE/BANK ONE SAVINGS
LIRF	\$20,314.55	\$152.62	\$102.86	\$20,364.31	FIFTH THIRD BANK CHECKING
LIRF	\$855,993.67	\$0.00	\$0.00	\$855,993.67	FIFTH THIRD BANK SAVINGS
Fund 007 LIRF	\$946,321.77	\$152.62	\$102.86	\$946,371.53	
DEBT SERVICE	\$254,422.09	\$0.00	\$0.00	\$254,422.09	FIFTH THIRD BANK SAVINGS
RAINY DAY	\$5,000.00	\$0.00	\$0.00	\$5,000.00	FIFTH THIRD BANK CHECKING
RAINY DAY	\$804,669.12	\$0.00	\$0.00	\$804,669.12	FIFTH THIRD BANK SAVINGS
Fund 009 RAINY DAY	\$809,669.12	\$0.00	\$0.00	\$809,669.12	
PAYROLL	\$14,704.00	\$494,467.38	\$488,151.33	\$21,020.05	FIFTH THIRD BANK CHECKING
GIFT-RESTRICED	\$83,669.00	\$3,455.00	\$9,984.64	\$77,139.36	FIFTH THIRD BANK CHECKING
GIFT-FOUNDATION	\$32,333.69	\$379.06	\$6,071.98	\$26,640.77	FIFTH THIRD BANK CHECKING
SPECIAL REVENUE	\$47,387.89	\$76,251.56	\$65,089.73	\$58,549.72	FIFTH THIRD BANK CHECKING
SPECIAL REVENUE	\$150,000.00	\$0.00	\$75,000.00	\$75,000.00	FIFTH THIRD BANK SAVINGS
Fund 020 SPECIAL REVENUE	\$197,387.89	\$76,251.56	\$140,089.73	\$133,549.72	
CAPITAL PROJECTS	\$21,937.92	\$73,499.63	\$211,718.24	-\$116,280.69	FIFTH THIRD BANK CHECKING
LSTA-CIVIL WAR	-\$9,496.33	\$0.00	\$0.00	-\$9,496.33	CHASE/BANK ONE CHECKING

MONROE COUNTY PUBLIC LIBRARY

Cash Balances by fund

Current Period: July 2011

FUND Descr	MTD 07/01/2011	MTD Debit	Credit	07/31/2011	Bal Sht Descr
FINRA GRANT	\$36,315.52	\$0.00	\$2,047.04	\$34,268.48	FIFTH THIRD BANK CHECKING
	\$4,355,989.14	\$1,260,110.50	\$2,046,506.16	\$3,569,593.48	

MONROE COUNTY PUBLIC LIBRARY

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***Check Reconciliation©**
CHASE BANK CHECKING
06100 BANKONECK
July 2011

Account

Beginning Balance on 7/1/2011	\$129,804.33	Cleared	\$11,108.84
+ Receipts/Deposits	\$0.00	Statement	\$11,108.84
- Payments (Checks and Withdrawals)	\$118,695.49	Difference	\$0.00
Ending Balance as of 7/29/2011	\$11,108.84		

Check Book Balance

Active	G 001-06100	OPERATING	-\$137.68
Active	G 002-06100	JAIL	\$0.00
Active	G 003-06100	CLEARING	\$0.00
Active	G 004-06100	GIFT UNRESTRICTED	\$0.00
Active	G 005-06100	PLAC	\$0.00
Active	G 006-06100	RETIREES	\$0.00
Active	G 007-06100	LIRF	\$20,000.00
Active	G 008-06100	DEBT SERVICE	\$0.00
Active	G 009-06100	RAINY DAY	\$0.00
Active	G 010-06100	PAYROLL	\$0.00
Active	G 012-06100	TEEN COUNCIL	\$0.00
Active	G 015-06100	LSTA	\$0.00
Active	G 016-06100	GIFT-RESTRICED	\$0.00
Active	G 017-06100	LEVY EXCESS	\$0.00
Active	G 019-06100	GIFT-FOUNDATION	\$0.00
Active	G 020-06100	SPECIAL REVENUE	\$0.00
Active	G 021-06100	CAPITAL PROJECTS	\$0.00
Active	G 022-06100	GATES HARDWARE	\$0.00
Active	G 023-06100	LSTA-CIVIL WAR	-\$9,496.33
Active	G 024-06100	FINRA GRANT	\$0.00
		Cash Balance	\$10,365.99
	Beginng Balance	\$129,804.33	
	+ Total Deposits	\$0.00	
	- Checks Written	\$119,438.34	
	Check Book Balance	\$10,365.99	
	O/S Checks	\$742.85	

MONROE COUNTY PUBLIC LIBRARY

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CHASE BANK SAVINGS

06110 BANKONESV

July 2011

Account

Beginning Balance on	7/1/2011	\$50,062.59	Cleared	\$50,071.32
+	Receipts/Deposits	\$8.73	Statement	\$50,071.32
-	Payments (Checks and Withdrawals)	\$0.00	Difference	\$0.00
Ending Balance as of	7/29/2011	\$50,071.32		

Check Book Balance

Active	G 001-06110	OPERATING	\$57.77
Active	G 004-06110	GIFT UNRESTRICTED	\$0.00
Active	G 007-06110	LIRF	\$50,013.55
Active	G 008-06110	DEBT SERVICE	\$0.00
Active	G 009-06110	RAINY DAY	\$0.00
Active	G 016-06110	GIFT-RESTRICED	\$0.00
Active	G 017-06110	LEVY EXCESS	\$0.00
Active	G 019-06110	GIFT-FOUNDATION	\$0.00
Active	G 021-06110	CAPITAL PROJECTS	\$0.00
		Cash Balance	\$50,071.32

Beginng Balance	\$50,062.59
+ Total Deposits	\$8.73
- Checks Written	\$0.00

Check Book Balance	\$50,071.32
Difference	\$0.00

MONROE COUNTY PUBLIC LIBRARY

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Page 1

***Check Reconciliation©**
ONB MONROE CHECKING
06300 ONB/MONROE
July 2011

Account

Beginning Balance on 7/1/2011	\$28,211.66	Cleared	\$3,017.85
+ Receipts/Deposits	\$10,849.91	Statement	\$3,017.85
- Payments (Checks and Withdrawals)	\$36,043.72	Difference	\$0.00
Ending Balance as of 7/31/2011	\$3,017.85		

Check Book Balance

Active	G 001-06300	OPERATING	\$3,004.60
Active	G 002-06300	JAIL	\$0.00
Active	G 003-06300	CLEARING	\$0.00
Active	G 004-06300	GIFT UNRESTRICTED	\$13.25
Active	G 005-06300	PLAC	\$0.00
Active	G 006-06300	RETIREEES	\$0.00
Active	G 007-06300	LIRF	\$0.00
Active	G 008-06300	DEBT SERVICE	\$0.00
Active	G 012-06300	TEEN COUNCIL	\$0.00
Active	G 015-06300	LSTA	\$0.00
Active	G 016-06300	GIFT-RESTRICED	\$0.00
Active	G 019-06300	GIFT-FOUNDATION	\$0.00
Active	G 020-06300	SPECIAL REVENUE	\$0.00
		Cash Balance	\$3,017.85
	Beginng Balance	\$28,211.66	
	+ Total Deposits	\$10,849.91	
	- Checks Written	\$36,043.72	
	Check Book Balance	\$3,017.85	
	Difference	\$0.00	

MONROE COUNTY PUBLIC LIBRARY

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Page 1

***Check Reconciliation©**

UNITED COMMERCE

06400 UNITED COM

July 2011

Account

Beginning Balance on 4/1/2011	\$25,542.58	Cleared	\$3,190.85
+ Receipts/Deposits	\$9,648.27	Statement	\$3,190.85
- Payments (Checks and Withdrawals)	\$32,000.00	Difference	\$0.00
Ending Balance as of 4/29/2011	\$3,190.85		

Check Book Balance

Active	G 001-06400	OPERATING	\$3,140.85
Active	G 003-06400	CLEARING	\$0.00
Active	G 004-06400	GIFT UNRESTRICTED	\$0.00
Active	G 005-06400	PLAC	\$50.00
Active	G 016-06400	GIFT-RESTRICED	\$0.00
		Cash Balance	\$3,190.85
	Beginng Balance	\$25,542.58	
	+ Total Deposits	\$9,648.27	
	- Checks Written	\$32,000.00	
	Check Book Balance	\$3,190.85	
	Difference	\$0.00	

MONROE COUNTY PUBLIC LIBRARY

08/04/11 1:05 PM
Page 1

***Check Reconciliation©**
FIFTH THIRD CHECKING
06500 FIFTHCKNG
July 2011

Account

Beginning Balance on 7/1/2011	\$515,354.84	Cleared	\$202,672.19
+ Receipts/Deposits	\$745,001.98	Statement	\$364,869.07
- Payments (Checks and Withdrawals)	\$1,057,684.63	Difference	(\$162,196.88)
		(7/1/11 Net Payroll and Taxes cleared bank on 6/30/11)	
Ending Balance as of 7/29/2011	\$364,869.07		

Check Book Balance

Active	G 001-06500	OPERATING	\$184,161.05
Active	G 002-06500	JAIL	\$3,021.66
Active	G 003-06500	CLEARING	\$0.00
Active	G 004-06500	GIFT UNRESTRICTED	\$42,337.97
Active	G 005-06500	PLAC	\$500.00
Active	G 006-06500	RETIREES	\$475.66
Active	G 007-06500	LIRF	\$20,364.31
Active	G 008-06500	DEBT SERVICE	\$0.00
Active	G 009-06500	RAINY DAY	\$5,000.00
Active	G 010-06500	PAYROLL	\$21,020.05
Active	G 016-06500	GIFT-RESTRICED	\$77,139.36
Active	G 019-06500	GIFT-FOUNDATION	\$26,640.77
Active	G 020-06500	SPECIAL REVENUE	\$58,549.72
Active	G 021-06500	CAPITAL PROJECTS	-\$116,280.69
Active	G 022-06500	GATES HARDWARE	\$0.00
Active	G 024-06500	FINRA GRANT	\$34,268.48
Active	G 025-06500	LSTA-SMITHVILLE NEWS	\$0.00

Cash Balance **\$357,198.34**

Beginng Balance	\$515,354.84	
+ Total Deposits	\$745,001.98	
- Checks Written	\$1,065,355.36	
Check Book Balance	\$195,001.46	
O/S Checks	\$7,670.73	

MONROE COUNTY PUBLIC LIBRARY

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Page 1

***Check Reconciliation©**

FIFTH THIRD SAVINGS

06510 FIFTHSAVG

July 2011

Account

Beginning Balance on 7/1/2011	\$3,643,997.98	Cleared	\$3,145,749.13
+ Receipts/Deposits	\$1,776.40	Statement	\$3,145,749.13
- Payments (Checks and Withdrawals)	\$500,025.25	Difference	\$0.00
Ending Balance as of 7/29/2011	\$3,145,749.13		

Check Book Balance

Active	G 001-06510	OPERATING	\$1,155,664.25
Active	G 007-06510	LIRF	\$855,993.67
Active	G 008-06510	DEBT SERVICE	\$254,422.09
Active	G 009-06510	RAINY DAY	\$804,669.12
Active	G 016-06510	GIFT-RESTRICED	\$0.00
Active	G 020-06510	SPECIAL REVENUE	\$75,000.00
Active	G 021-06510	CAPITAL PROJECTS	\$0.00
Active	G 025-06510	LSTA-SMITHVILLE NEWS	\$0.00

Cash Balance **\$3,145,749.13**

Beginng Balance	\$3,643,997.98		
+ Total Deposits	\$1,776.40		
- Checks Written	\$500,025.25		
Check Book Balance		\$3,145,749.13	
Difference		\$0.00	

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: At War and At Home
June	8	Work Session	Budget Timeline and Priorities
	15	Board Meeting	Program Update: Homework Help
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 Bond: Adopt reimbursement resolution and preliminary bond resolution
	21	Board Meeting	
October	19	Work Session	2012 Budget, as recommended by County Council
	26	Board Meeting	Bond: Public hearing on additional appropriations Adopt 2012 Budget Bond: Adopt additional appropriations resolution
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: August 17, 2011

Beginning Employment

- Susan DeBolt, Circulation, Clerk, Pay Grade C, 20 hours per week, effective August 8, 2011.
- Matt Butler, Adult & Teen Services, Temporary Digitization Technician, Pay Grade F, < 25 hours per week, effective August 11, 2011.
- Cory Burger, Adult & Teen Services, Temporary Research Assistant, Pay Grade F, < 25 hours per week, effective August 11, 2011.

Job Changes

- Virginia Hosler, Circulation, Clerk, Pay Grade C, from 20 hours to 25 hours per week, effective August 1, 2011.

Ending Employment

- Wendy Rubin, Adult & Teen Services, Librarian, Pay Grade H, 25 hours per week, effective September 2, 2011.
- Stori Snyder, Children's Services, Homework Center Librarian, Pay Grade H, 20 hours per week, effective August 10, 2011.
- Amy Koester, Children's Services, Temporary Reference Assistant, Pay Grade F, < 20 hours per week, effective August 5, 2011.
- Marco Regoli, Circulation, Page, Pay Grade A, 15 hours per week, effective August 18, 2011.
- Paul Dillon Fleener, Circulation, Page, Pay Grade A, 15 hours per week, effective August 25, 2011.

Monroe County Public Library Employees, Hours and Wages, by Pay Period, 2010-

Pay Date	Employees- Op Fund	Employees- Special Rev	Employees- Total	Hours- Op Fund	Hours- Special Rev	Hours- Total	Wages- Op Fund	Wages- Special Rev	Wages- Total
01/15/10	154	21	175	4,370	560	4,930	142,872	16,520	159,393
01/29/10	160	24	184	4,470	610	5,080	147,421	17,582	165,003
02/12/10	160	24	184	4,490	610	5,100	148,044	17,428	165,471
02/26/10	158	24	182	4,425	610	5,035	149,770	17,993	167,763
03/12/10	157	24	181	4,400	610	5,010	143,389	18,366	161,754
03/26/10	153	24	177	4,328	610	4,938	144,153	17,880	162,032
04/09/10	158	24	182	4,425	610	5,035	149,770	17,228	166,998
04/23/10	157	24	181	4,400	610	5,010	143,389	17,880	161,268
05/07/10	155	24	179	4,348	610	4,958	142,259	18,357	160,616
05/21/10	157	22	179	4,388	580	4,968	143,434	17,173	160,607
06/04/10	156	22	178	4,343	575	4,918	143,981	17,037	161,018
06/18/10	153	21	174	4,328	560	4,888	144,153	16,936	161,089
07/02/10	155	25	180	4,328	625	4,953	144,334	17,729	162,063
07/16/10	153	21	174	4,328	560	4,888	144,153	16,936	161,089
07/30/10	152	24	176	4,315	600	4,915	144,321	18,406	162,727
08/13/10	153	23	176	4,330	575	4,905	149,879	18,907	168,786
08/27/10	151	23	174	4,330	575	4,905	149,879	18,907	168,786
09/10/10	153	23	176	4,305	575	4,880	146,193	18,625	164,819
09/24/10	152	23	175	4,295	575	4,870	144,752	16,901	161,653
10/08/10	150	23	173	4,265	585	4,850	142,106	18,027	160,133
10/22/10	147	23	170	4,215	575	4,790	141,748	17,329	159,077
11/05/10	152	22	174	4,285	560	4,845	142,239	17,061	159,300
11/19/10	151	21	172	4,260	545	4,805	145,889	16,697	162,586
12/03/10	149	22	171	4,208	560	8,975	140,295	16,998	157,293
12/17/10	150	22	172	4,223	560	4,783	138,766	16,613	155,379
12/30/10	150	22	172	4,223	560	4,783	140,025	16,683	156,708
01/14/11	144	22	166	4,158	560	4,718	142,503	16,346	158,848
01/28/11	145	22	167	4,128	530	4,658	140,762	16,770	157,532
02/11/11	144	22	166	4,113	560	4,673	140,709	17,471	158,180
02/25/11	143	22	165	4,068	560	4,628	140,146	17,062	157,208
03/11/11	144	22	165	4,135	560	4,695	142,866	17,233	160,109
03/25/11	144	22	166	4,125	560	4,685	142,444	17,133	159,577
04/08/11	143	22	165	4,125	560	4,685	142,482	16,653	159,135

Monroe County Public Library Employees, Hours and Wages, by Pay Period, 2010-

04/22/11	144	22	166	4,108	560	4,668	141,099	17,477	158,576
05/06/11	144	23	167	4,175	580	4,755	144,421	17,470	161,891
05/22/11	151	23	174	4,240	580	4,820	143,606	18,021	161,627
06/03/11	146	21	167	4,160	530	4,690	143,098	17,193	160,291
06/17/11	147	19	166	4,170	550	4,720	143,688	15,761	159,449
07/01/11	147	19	166	4,173	575	4,748	144,313	17,093	161,406
07/15/11	144	20	164	4,095	575	4,670	141,369	17,945	159,314
07/29/11	146	20	166	4,158	575	4,733	157,807	17,099	174,906
08/12/11	143	20	163	4,085	575	4,660	153,319	18,247	171,566

PROCLAMATION

Whereas Dana has worked for the library since 1969 as Bookmobile and children's clerk, head of circulation in 1971, and head of the fine arts department in 1971, before leaving for a few years, then returning as reference librarian in 1975, assistant children's librarian later in 1975, and teen librarian in 1988, and adult librarian in 2007,

Whereas Dana has received the following prestigious awards: Outstanding Librarian by the Indiana Library Federation in 2003, two "Top Ten Program" teen programming awards from the American Library Association in 1994, Indiana Youth Investment Award by the Indiana Youth Institute in 1991,

Whereas she shared her storytelling skills with children and adults in venues statewide,

Whereas Dana has been active in the Indiana Library Federation, was on the board of the Children and Young People's Division and currently serves on the board of the Public Library Association,

Whereas she directed several state projects to promote reading among young adults, including Stimulating Opportunities for Adolescents to Read (SOAR),

Whereas she influenced dozens of students as adjunct instructor at the Indiana University School of Library and Information Science and has been an excellent role model and mentor,

Whereas she developed Math Homework Help in 1989, which has become an important resource for middle and high school students,

Whereas she was one of the creative minds behind the "Kids Alive" programming that introduced children to television production and continues today,

Whereas she has used her endless creativity and substantial marketing skills for countless library and Friends of the Library projects and the library has never had a better or more enthusiastic ambassador and promoter,

Whereas we will never look at a rubber chicken without thinking of her,

Whereas after forty years of librarianship Dana still expresses a wild enthusiasm for the profession,

Whereas several generations of people would not be library patrons without her,

Whereas Dana's creative and artistic skills can make a poster or website visually stunning,

Whereas, Dana embodies the library mission of fair and equitable access to information for everyone in the community,

Whereas Dana will be sorely missed by her friends, coworkers and library patrons and they wish her a healthy, happy and fulfilling retirement,

THEREFORE, I, Mark Kruzan, Mayor of the City of Bloomington, do hereby proclaim

Dana Burton Day

in Bloomington, Indiana.

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed, the Seal of the City of Bloomington this 15th day of July 2011.



Mark Kruzan, Mayor
City of Bloomington

PROCLAMATION

Whereas, Dirk Fraser began working for the Monroe County Public Library in 1974 as a Bookmobile librarian. In 1979, he was promoted to reference librarian, a position he has held for the past 32 years; and

Whereas, throughout his tenure at the library, Dirk has treated every patron with respect; and

Whereas, Dirk is widely known and respected in the community as a leading expert on business and investment research; and

Whereas, he has been a role model for quality reference work for hundreds of library school students doing practicums and research at the library; and

Whereas, he has provided quiet leadership for sound, methodical reference techniques; and

Whereas, Dirk is cheerful and eager to patiently help all library patrons, regardless of age, ability or interest; and

Whereas, java from the Spoon makes him even more cheerful; and

Whereas, Dirk embodies the phrase "Aliis inserviando consumer," which means consumed in the service of others; and

Whereas, calm, cool and collected under pressure, Dirk has a remarkable ability to handle even the most difficult patron interactions successfully; and

Whereas, his friendliness, enthusiasm and vast knowledge of almost everything have earned him a legion of fervent patrons who are adamant in their belief that Dirk and only Dirk can answer their questions; and

Whereas, his co-workers say nobody wears devil horns better than Dirk; and

Whereas, the inner workings of no engine, tractor or boat are an unsolvable conundrum to him; and

Whereas, it's a known fact that no scrap of paper can go unexamined and no question can go unanswered when he is in the building; and

Whereas, Dirk epitomizes MCPL's values of integrity, inclusiveness, respect and lifelong learning

THEREFORE, I, Mark Kruzan, Mayor of the City of Bloomington, do hereby proclaim

Dirk Fraser Day

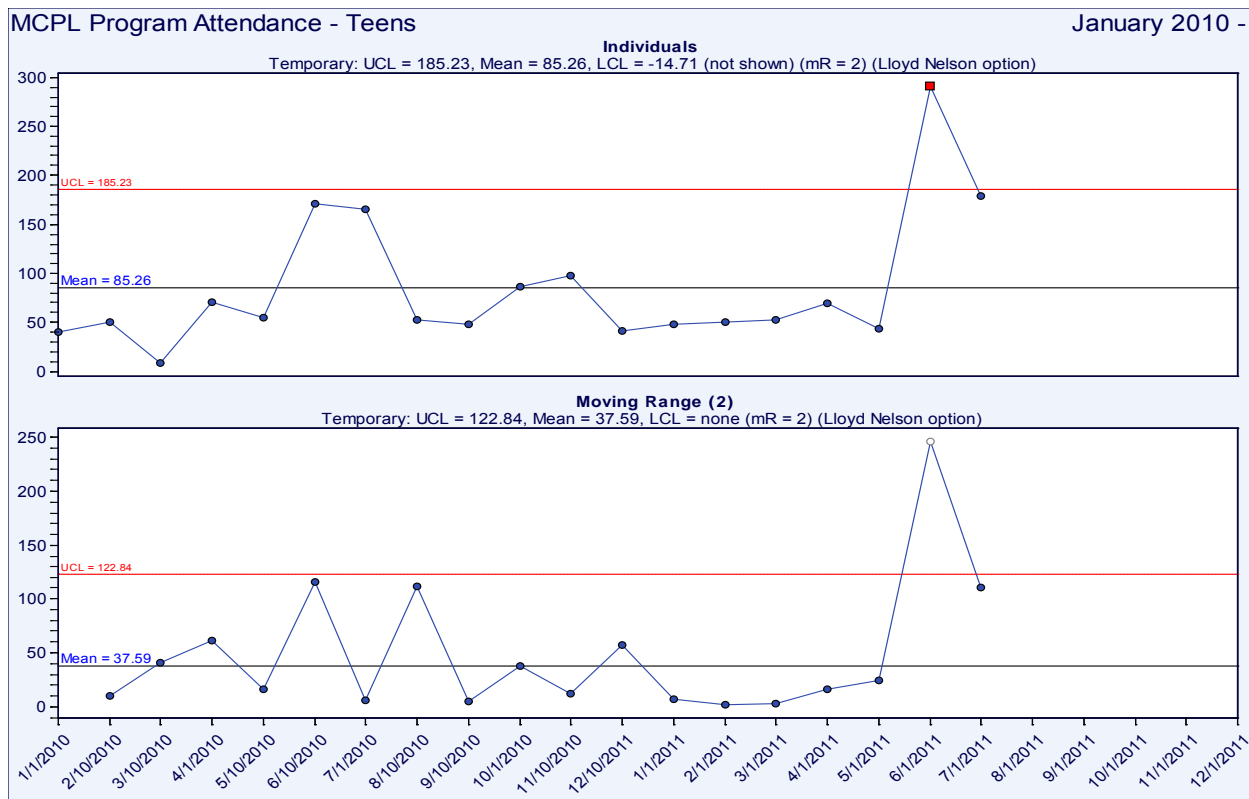
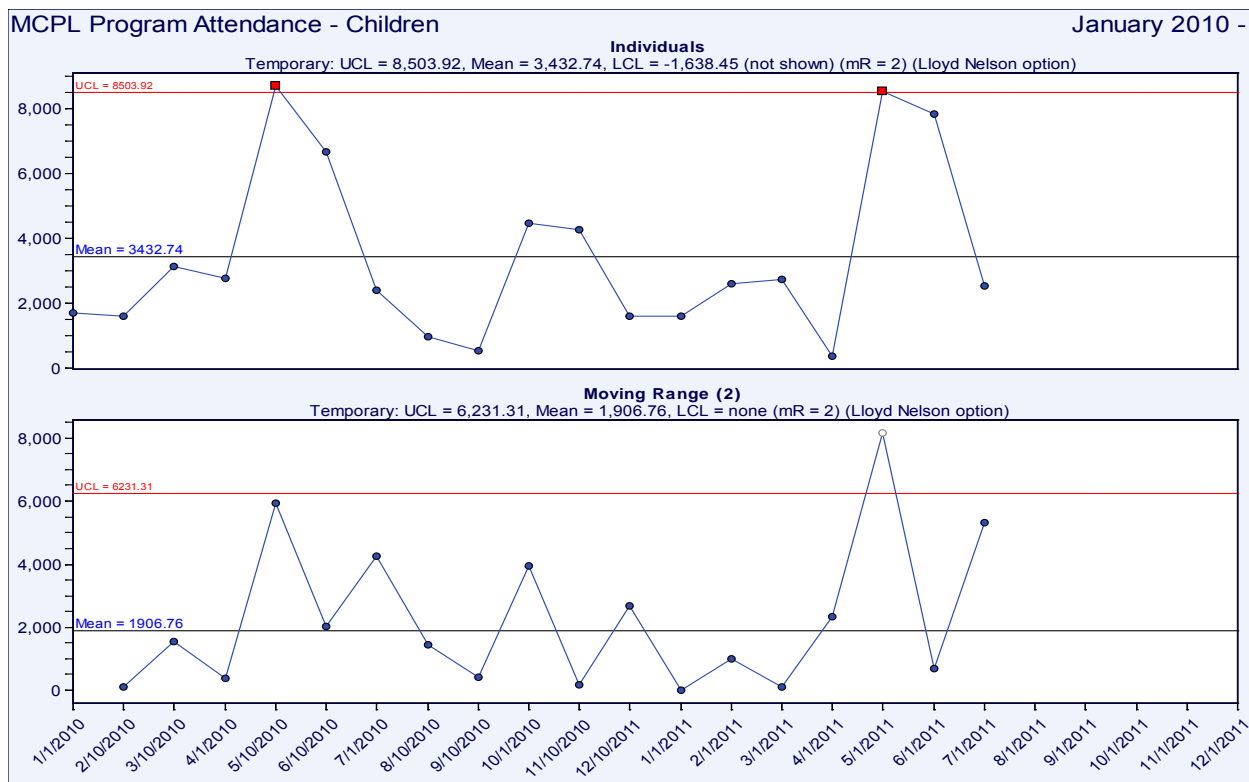
in Bloomington, Indiana.

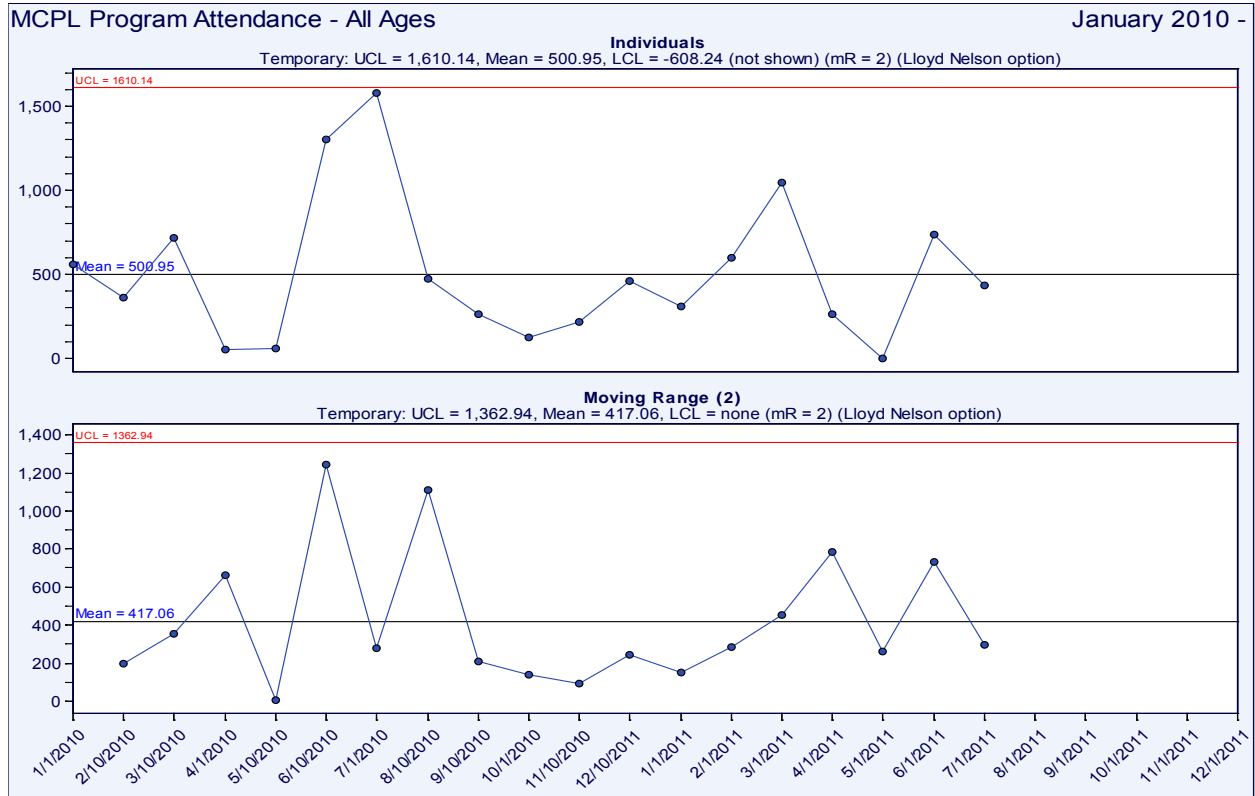
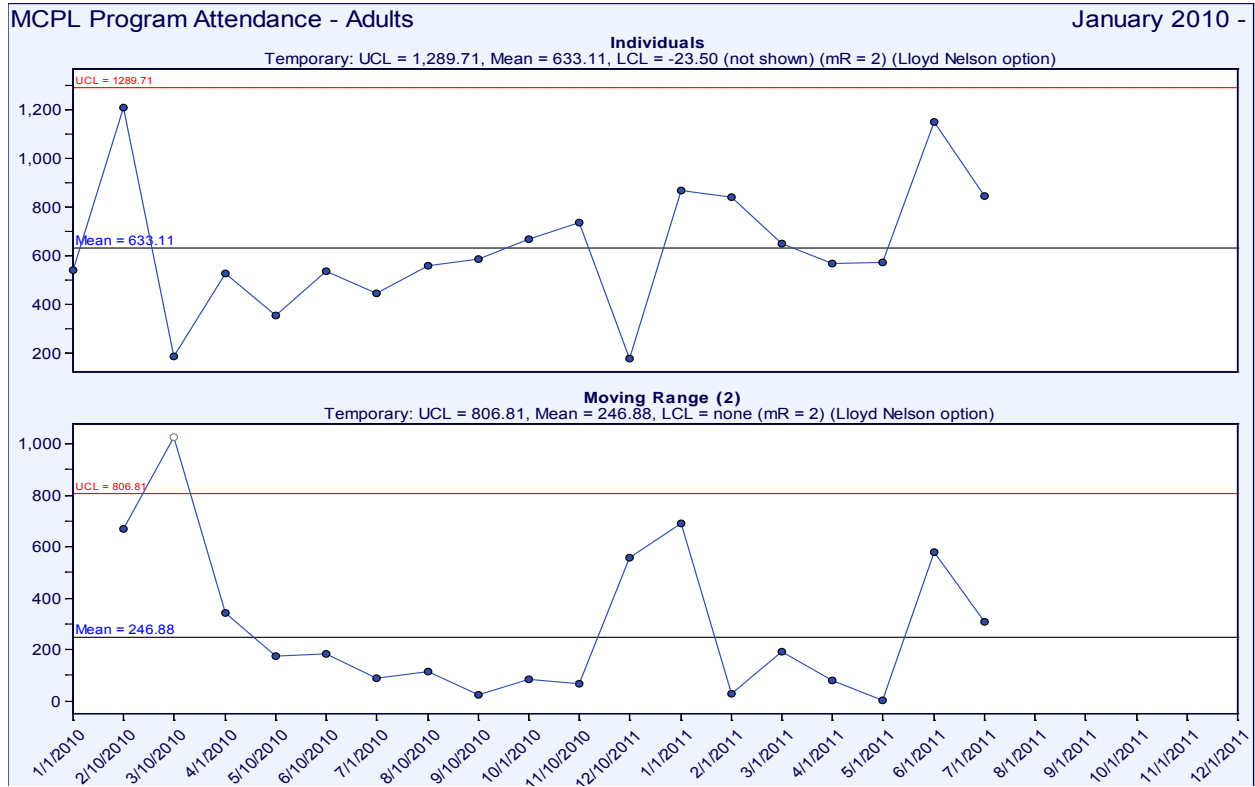
IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed, the Seal of the City of Bloomington this 27th day of July 2011.



Mark Kruzan, Mayor
City of Bloomington

Goal 1: Strengthen support for literacy and lifelong learning.





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

- The theme for July Head Start story times was color, with special emphasis on building narrative skills. The felt board presentations of "Dog's Colorful Day" and "Brown Bear, Brown Bear" were a hit with the kids, who enjoyed helping tell the stories. They also drew positive comments from teachers looking for ideas to make stories an interactive learning experience.
- At Ellettsville, Penny Gillie presented a program for parents/caregivers and their young children on using baby signs to facilitate communication and enhance early learning.
- As part of the Get Reading Get Moving Partnership, Children's Services presented three programs at the Monroe County YMCA for preschool children. All programs focused on narrative skills. In exchange, the Y provided Zumba and Yoga programs at the Main Library and Ellettsville Branch, as well as a "Get Active" story time.
- In July, Children's Services presented three workshops for parents and caregivers. Ann Moore and Audra Mazdzer from Southern Indiana Pediatrics gave a discussion on behavior management as part of the Get Reading Get Moving partnership and Christina Jones presented two Every Child Ready to Read workshops: Reading Rockets and Get Ready for Kindergarten.

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

- The Bookmobile visited Templeton Adventure Camp to promote its services and the library.
- The Summer Reading program counted 1,145 participants at the Ellettsville Branch and 2,738 participants at the Main Library, for a total of 3,883 through July.
- Lisa Champelli's Tech Talk and Demo program allowed children in grades 3-6 to share and learn about new online resources for gaming and web site development.

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

- Children's Services began restructuring the Homework Center in order to operate it without a coordinator. Regular open hours will be maintained for the 2011 – 2012 school year with a 30 minute adjustment to allow for the longer MCCSC school day. Drop-in help will be available throughout the year, as always, but scheduled sessions will no longer be provided.

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

- Community Relations initiated contact with WGCL radio for Sara Laughlin to be interviewed on Eye on Indiana on July 14. She focused on the library's Job Search program, among other topics.

1E. Strengthen literacy skills of adults.

- VITAL served 70 learners in one-to-one tutoring pairs. 59 students were registered for weekly ESL Conversation Practice Groups.
- Adult and Teen Services offered 6 Express Computer classes in July. Participants commented: "Gave me an insight into programs. Now I feel more confident to be able to give it a go." "It was not too fast." "Burl explained everything – no big words."
- Community Relations worked with the City's Latino Outreach Coordinator to create and have one of the library's bilingual clerks record two PSAs in Spanish to run on *Hola Bloomington*, which airs on WFHB community radio on Friday nights.

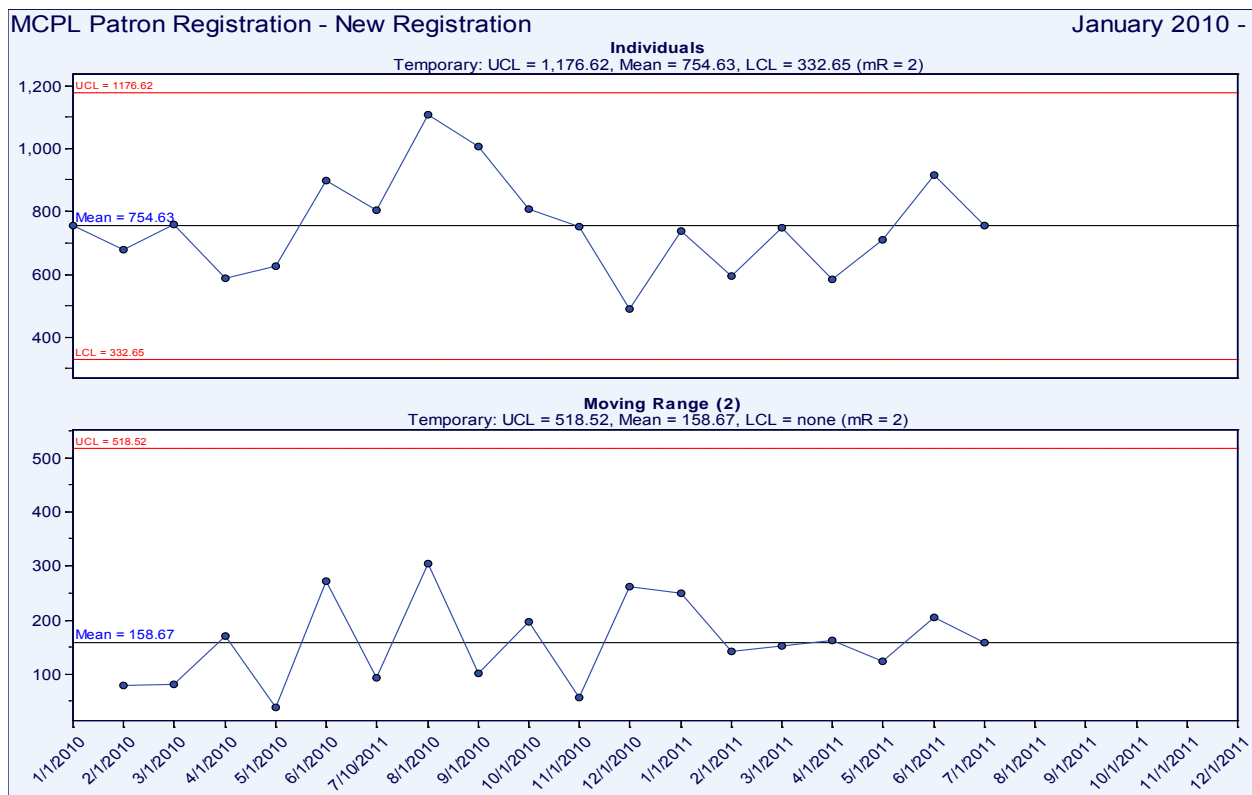
1F. Strengthen readers' advisory services.

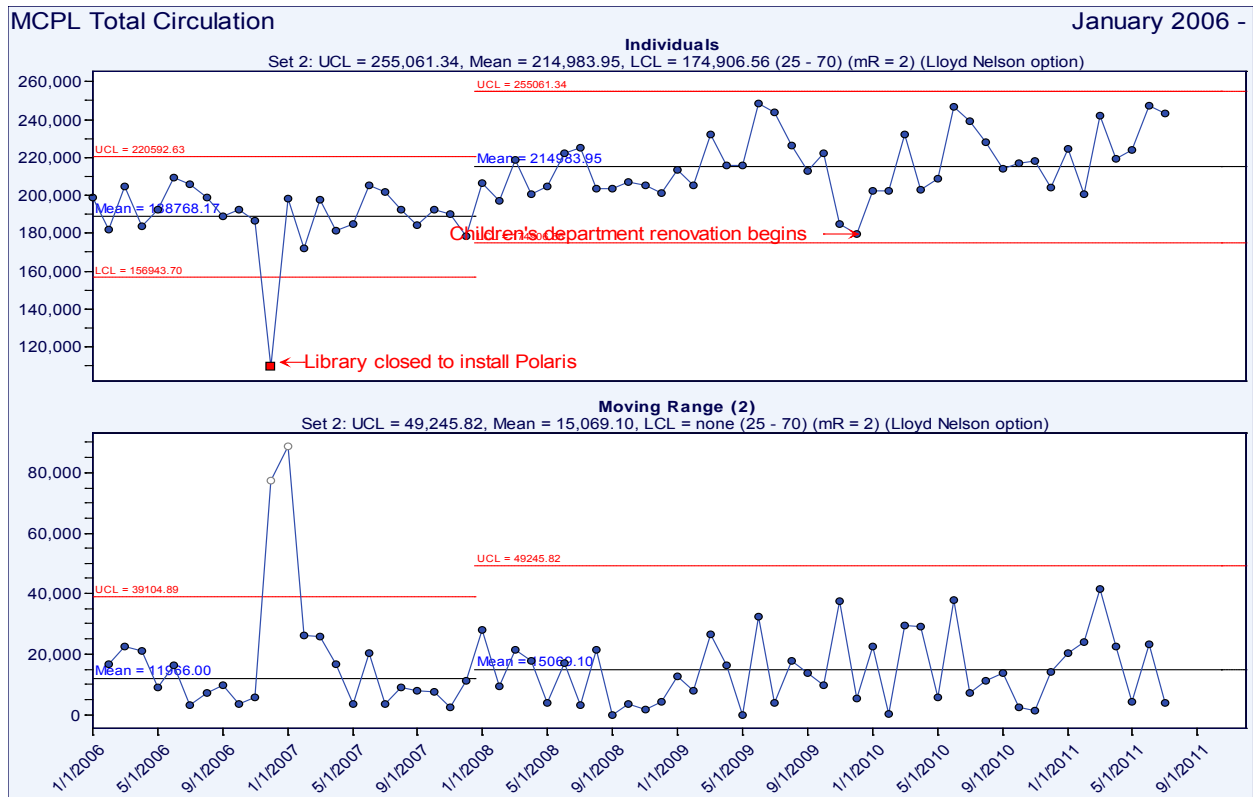
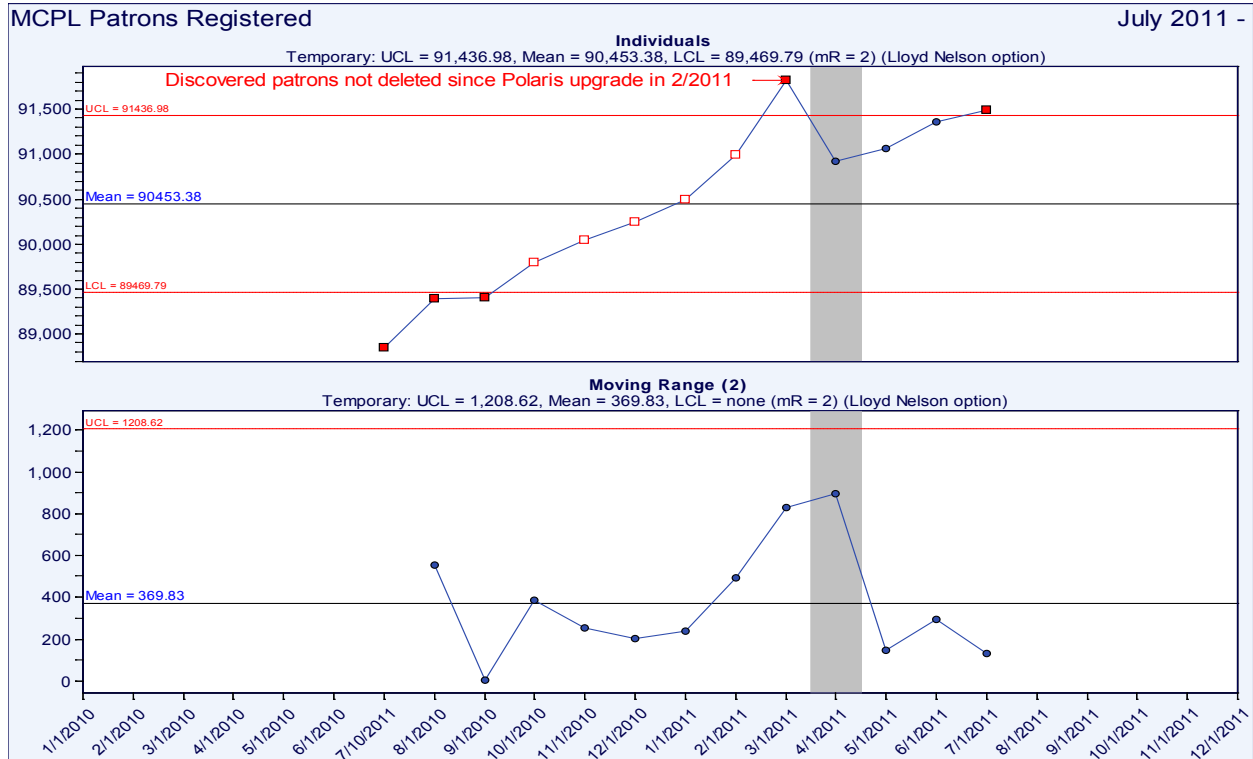
- The first-ever Adult Summer Reading Program challenged readers to step outside their reading comfort zone and stretch their minds. 260 individuals entered at the Main Library and online and had very enthusiastic and positive comments.

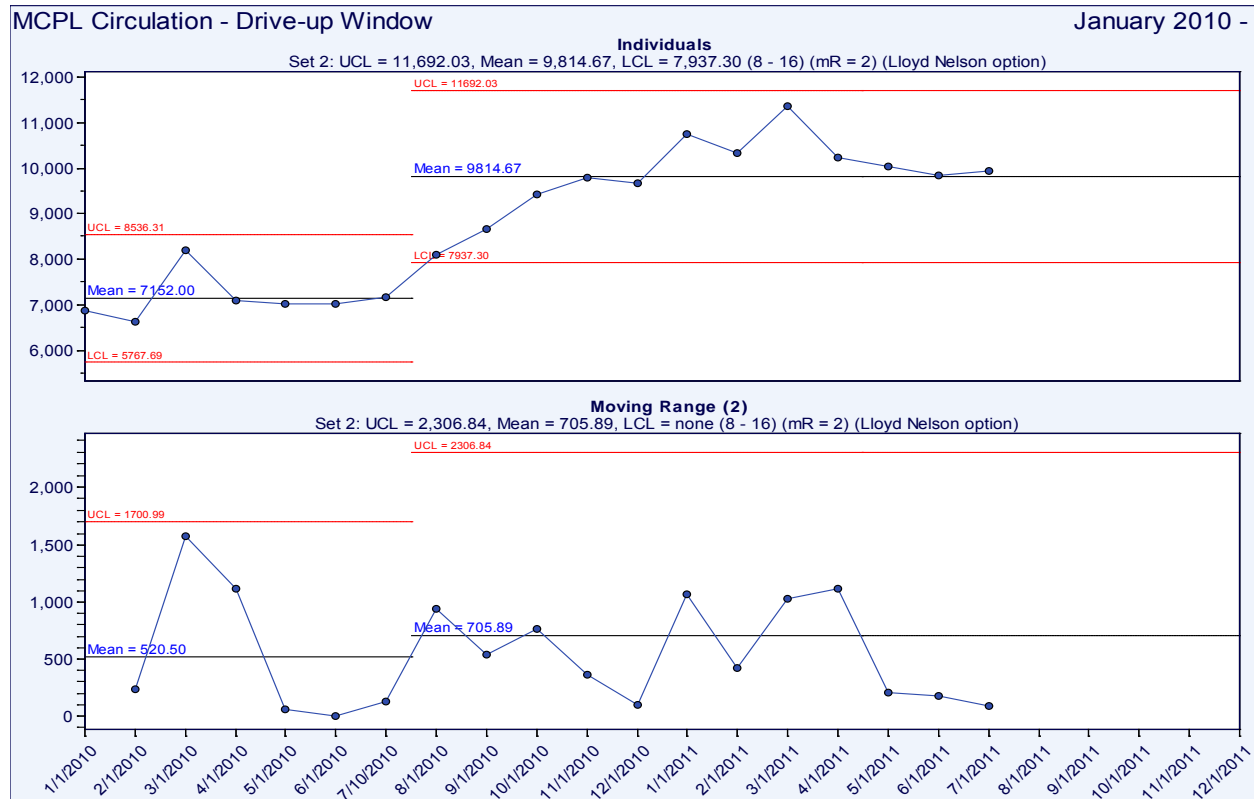
1G. Develop and evaluate partnerships to better serve target audiences.

- Children's Services purchased additional Summer Reading Book Prizes with \$1,000 provided by Indiana University Health for the Get Reading Get Moving partnership. All books had active or healthy lifestyle themes and most of them have already been chosen as final prizes by reading program participants.
- Work on the creation of the Monroe County Youth Council picked up in the month of July with the creation and dissemination of applications for teens, drafting of a resolution and by-laws, and the formation of a core group of youth service providers (including the Library) that will serve as the Executive Board for the organization. Chris Hosler and Bill Weaver added the application to the Library's home page and booked meeting rooms for monthly Council Committee meetings.

Goal 2: Expand access to information.

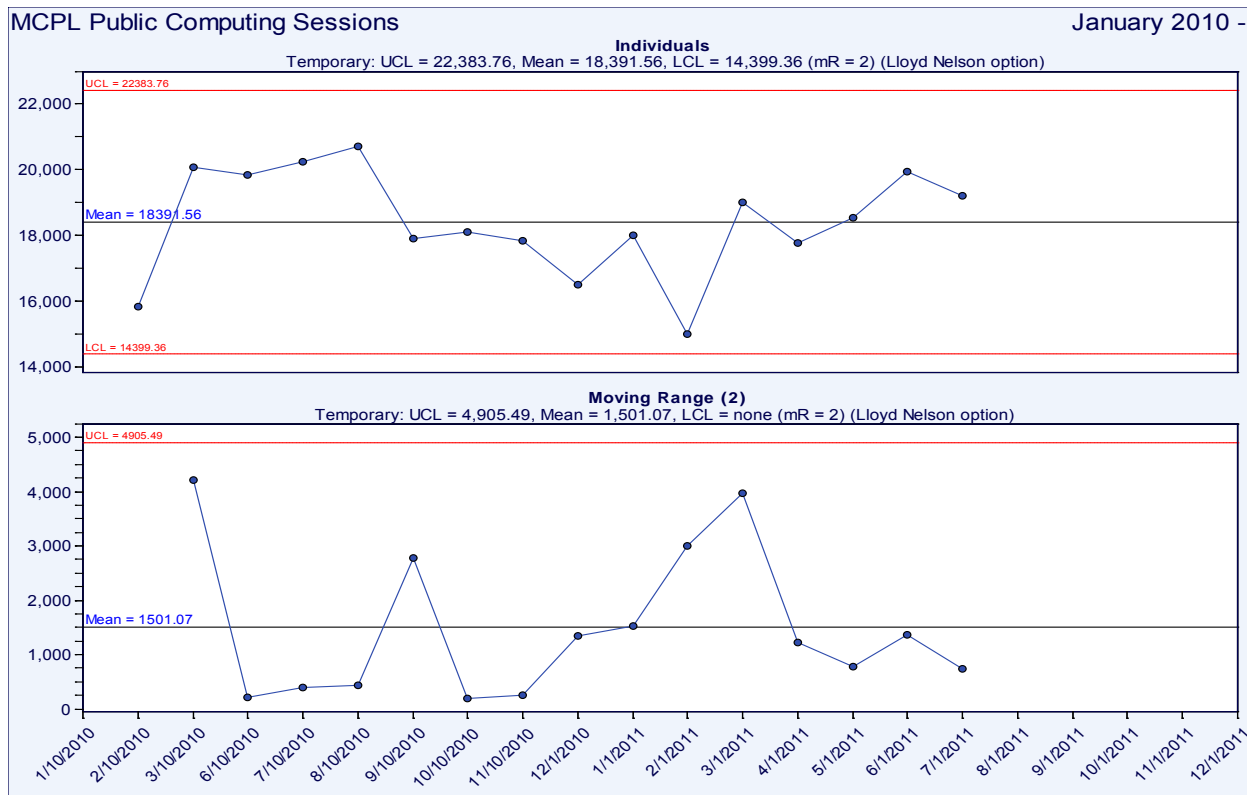
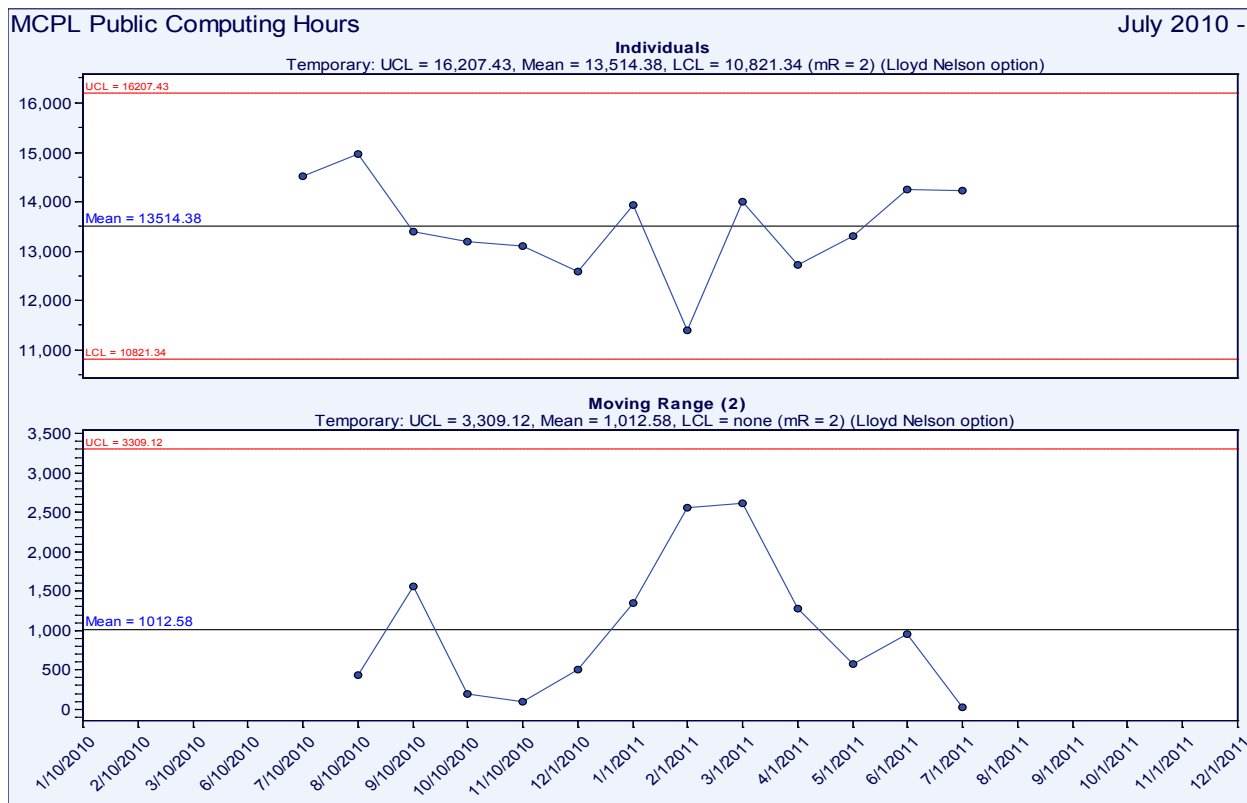






July Access		
Website Visits	Home page hits	87,579
	Catalog hits	3,901,202
	Other hits	2,425,672
	TOTAL	6,326,874
Read It Off	Number registered	443
	Charges waived	\$837.30
	Number individuals with charged waived	99
	Number exiting program	23
Interlibrary loan	Items loaned	196
	Items borrowed	24
CATS	Government programs produced	32
	Patron programs produced	47
	CATS programs produced	21
	Hours cablecast	2,293
	In-house viewings	12
	Editing sessions	130
	Dubs delivered	110
Programs added to collection	238	

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



- Circulation manager Bara Swinson hosted a SLIS class studying privacy issues. Students participated in a tour and asked questions about RFID technology in libraries and circulation policy.
- The Library hosted a staff and trustees from Vigo County Public Library to share information about selecting and implementing RFID/AMH. They toured Express Check, 3-bin and 9-bin sorters and met for questions and answers.
- Christine Friesel submitted the final report on the At War and At Home digitization project to the Indiana State Library. She will continue to promote the collection, especially to teachers, and assess outcomes.
- Christine Friesel was approached by a neighbor in Smithville about the discovery of issues of *Smithville News* (1897-1915). The donor was working with IU preservation, and Christine offered to help find funding to upload the newspaper onto *Indiana Memory*. She quickly recruited letters of support from Dr. Owen Johnson (IU School of Journalism), Doug Sanders (paper conservator for IU Libraries), and Diane Ballard (Monroe County History Center). Additional support will come from the Smithville Area Association. The Indiana State Library funded her \$8,650 proposal to scan, transcribe, and upload to Indiana Memory the newspaper and some photos from that era. Cory Burger, former research assistant for the "At War and at Home" project was called back and Matthew Butler, former Indiana Room intern, will be the digitization technician.
- ATS staff members are testing a "Chat Reference" widget. Implementation is set for October.

2B. Improve web access.

2C. Deliver information through CATS.

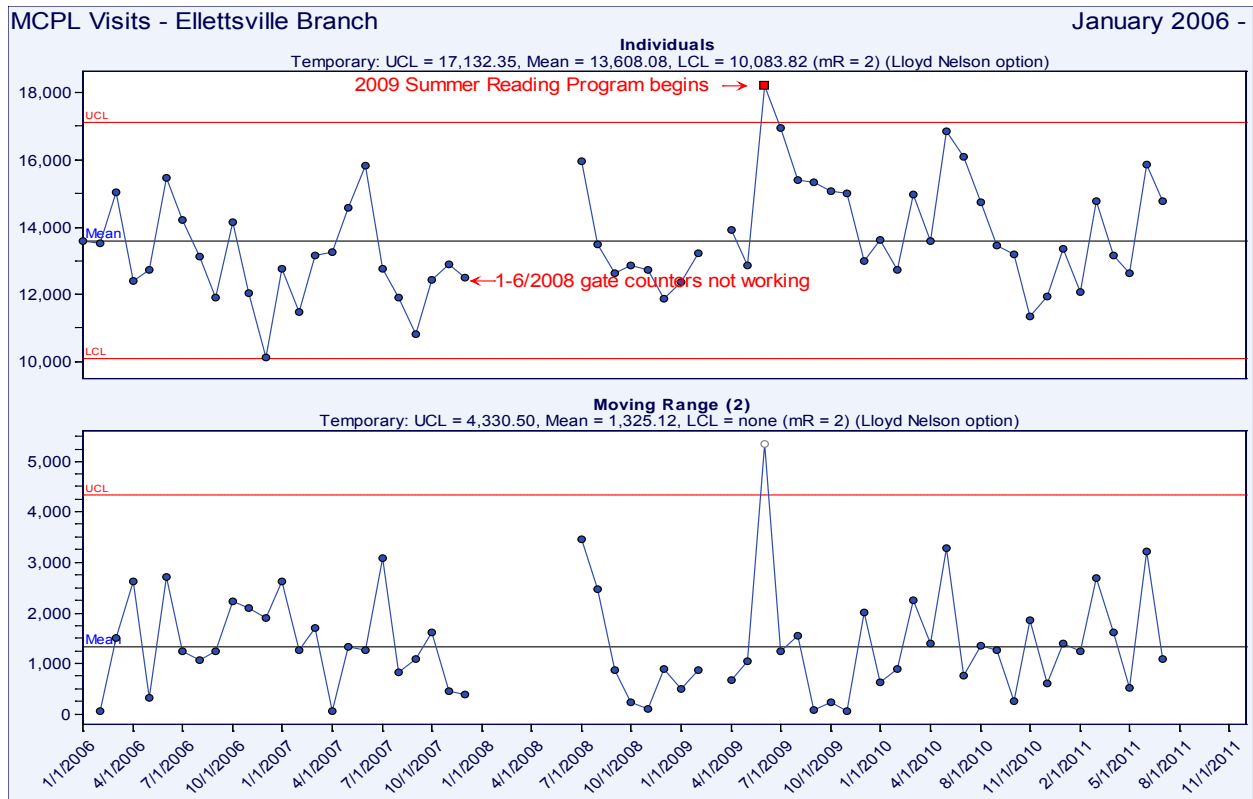
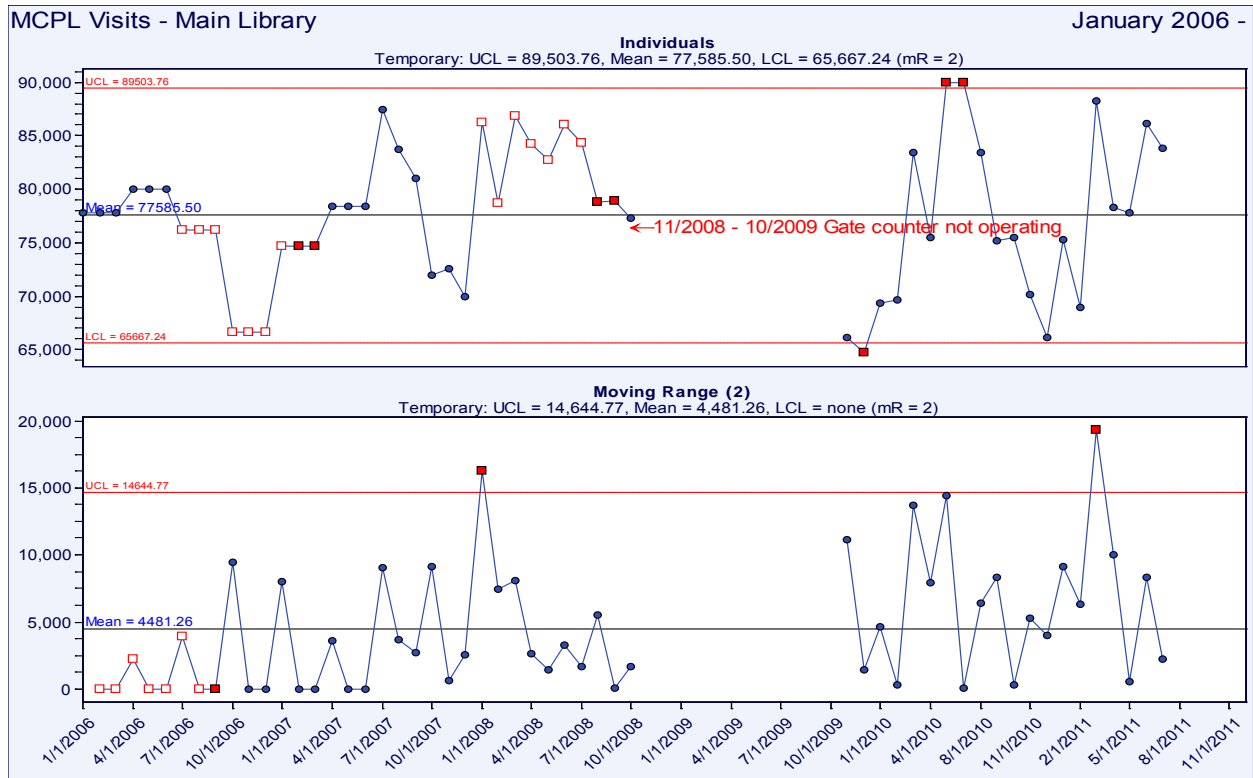
2D. Replace Bookmobile. COMPLETED

2E. Investigate changing or expanding hours.

2F. Open a second branch location.

2G. Improve service for people with disabilities.

Goal 3: Deliver exemplary service.



July Service		
Meeting Rooms	Main Library meeting rooms used	87
	Main Library auditorium used	13
	Main Library atrium	0
	Ellettsville Branch	11
	TOTAL MEETING ROOMS USED	111
Author Alert	Holds placed	286

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

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

- Throughout the month of July, the Ellettsville Branch and Main Circulation staff worked to assess and refine circulation procedures and redefine tasks for staff as they learned about the capabilities of the new Automated Materials Handling system.
- Vanessa Schwegman, Information Services, worked with Circulation and vendors to make minor adjustment to correct issues and improve functionality for Express Checkout of movies, routine maintenance of automated sorters, and gate alarms at Main Kirkwood entrance.

3C. Improve materials security. COMPLETED

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

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

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

- The exterior sign at Ellettsville Branch was refurbished and lit with LED lights.

3G. Provide high quality public technology services.

3H. Create engaging library experiences.

- The Ellettsville lobby display case invited children and teens to “create” art and to “contribute” to the display for the month. Twenty children put their cherished items on display and the public was treated to drawings, dioramas, Lego creations, and more.
- Programmers spent the first two weeks of July finalizing content for the fall program brochure.
- Chris Hosler continued the 2011-2012 Rosie Award nominee display. Judging by the high circulation of titles on this list at the Ellettsville branch, the display seems to be working!
- The fourth annual “All Day Anime” program for teens attracted 40 teens, some in costume, who participated throughout the day in anime-related game playing, drawing, making newspaper and duct tape swords, making furry cosplay headbands and making cherry blossoms out of recycled Japanese magazines. In the evening, we watched *Detroit Metal City*, a live action movie based on a manga. One teen remarked that it was the best ever movie shown at All Day Anime.
- X-Treme Team: Edible Art: Strawberry mice and apple butterfly dip were on the menu for this full house! Chris Hosler demonstrated and the kids made two (mostly) healthy, simple snacks that looked amazing.
- The Library's Marketing and Events Committee created a themed, interactive booth at the Monroe County Fair, July 23-30. Josh Wolf took the lead in building a Jungle Walk experience, a riff on the Children's Summer Reading Program theme of One World, Many Stories. The target audience was children (age 4-10) and their families. It was a huge hit. The cocoa bean mulch (which smelled like chocolate), the CD of jungle sounds, darkened tunnel with star lights shining through, with stuffed animals (a snake, monkey, a huge orangutan) and lifesized cutouts of a

gorilla and tiger, and jungle fan and pencil giveaways drew in not just our target audience but folks of all ages. Many families used cell phones to take their picture with our animals. Teens and adults were excited to learn about the new free and legal (Freegal) music download service. Margaret Harter, Community Relations, had to print a second batch of information sheets about the library's downloadables and Bestseller Express. The only issue with this year's Fair was difficulty in staffing the eight nights of the Fair, so we cancelled the final Saturday night. We plan to continue a themed approach next year.

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

- Stephanie Holman and Andrea Spaulding began working on a map to the collections. Next Community Relations will make a poster and flier-sized maps to keep near OPACS to help patrons find items they look up in the catalog.
- Community Relations worked with Circulation on signage for new instant check-in returns to assist patrons in using them properly.

3J. Offer regular customer service training and updates.

- Mickey Needham trained Ellettsville Branch staff throughout the month on AMH procedures.

3K. Implement training to enhance technology core competencies.

- Circulation staff Pam Wallace and Bara Swinson completed the e-reader survey course with Technology Trainer Phil Eskew.

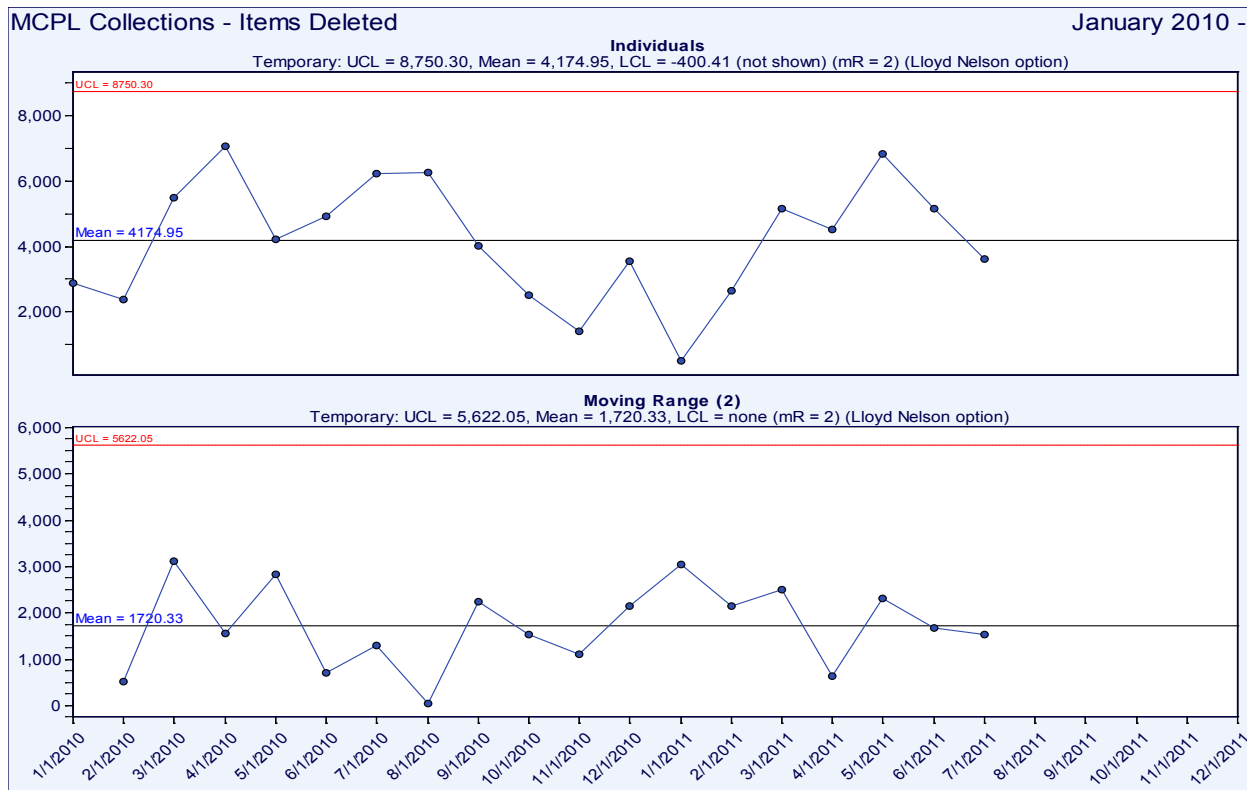
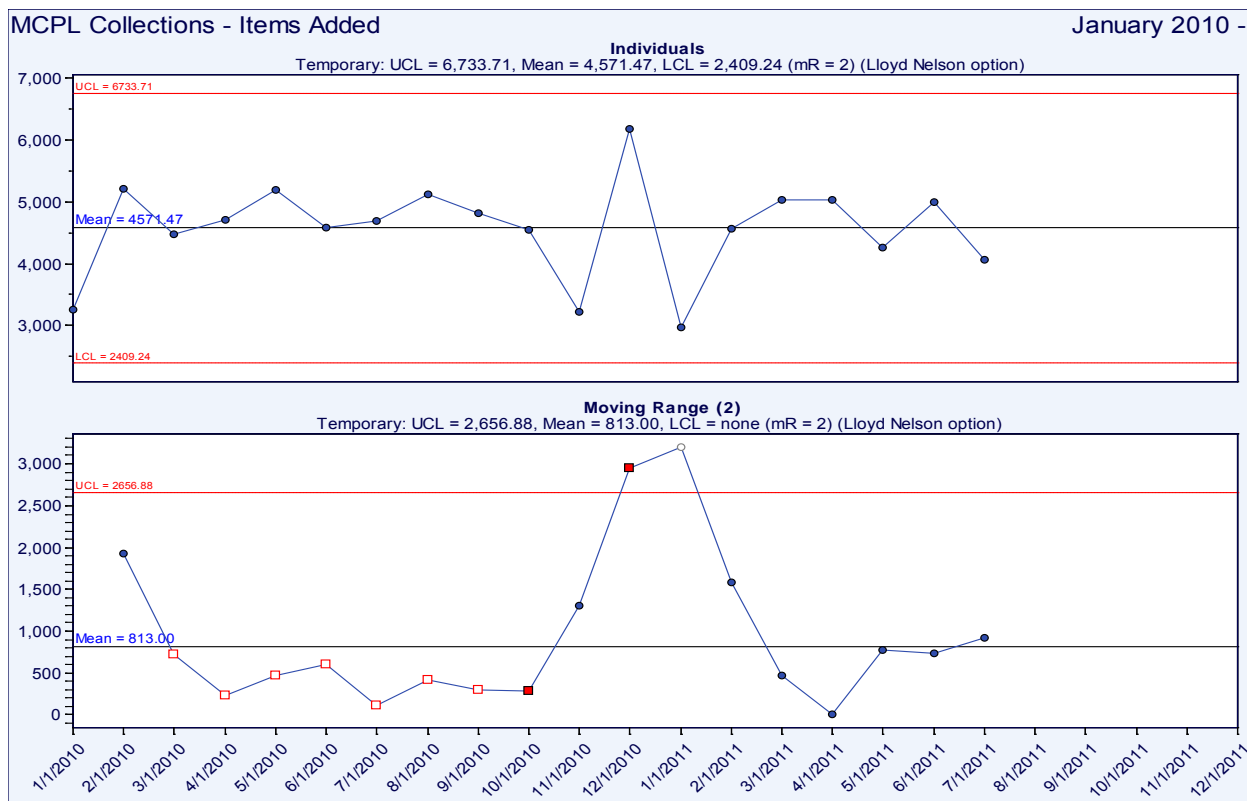
3L. Offer regular feedback opportunities for employees.

- Gary Lettelleir and Sara Laughlin presented the draft 2012 budget at two all-staff meetings in July and answered questions.
- Every Main Library Circulation department employee reviewed newly developed automated materials handling procedures and posted a blog entry. Many of the comments and suggestions were incorporated into the final draft presented at an August 9 clerk meeting.

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

- The Meeting Room Study Committee launched its online survey regarding use of and satisfaction with library auditorium and meeting rooms; more than 700 representatives of community organizations received the survey.

Goal 4: Maintain High Quality Collections



July Collections		
Items reviewed	Reviewed (main)	3859
	Discarded	543
Items returned/not returned	Items returned	174,785
	Accounts to collection agency	181
	Value recovered (cash and items)	\$9,294.41

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

4B. Maintain functional and attractive library collections.

- Penny Gillie and Andrea Spaulding established a collection of non-fiction Early Readers that now reside in the in the Children's Room. Penny continues to weed heavily in the J non-fiction areas in preparation for a forthcoming separation of J non-fiction and adult non-fiction collections.

4C. Continue to explore new formats.

- Downloadable formats are experiencing more usage as ebooks on Overdrive enjoy a growth spurt and Freegal music has finished the first complete month of access. Over 6,600 titles were downloaded by library patrons accounting for almost 3% of the total month's circulation. This is only the second month where downloadables accounted for at least a full percentage point of total circulation.

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.

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

- Kyle Wickemeyer-Hardy and Sara Laughlin met with Jeanne Farah, Excelleration, Inc., to discuss a possible manager development program. She will submit a proposal.

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

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

- July figures were not yet complete for volunteers and volunteer hours; watch for July and August figures in the August director's report.

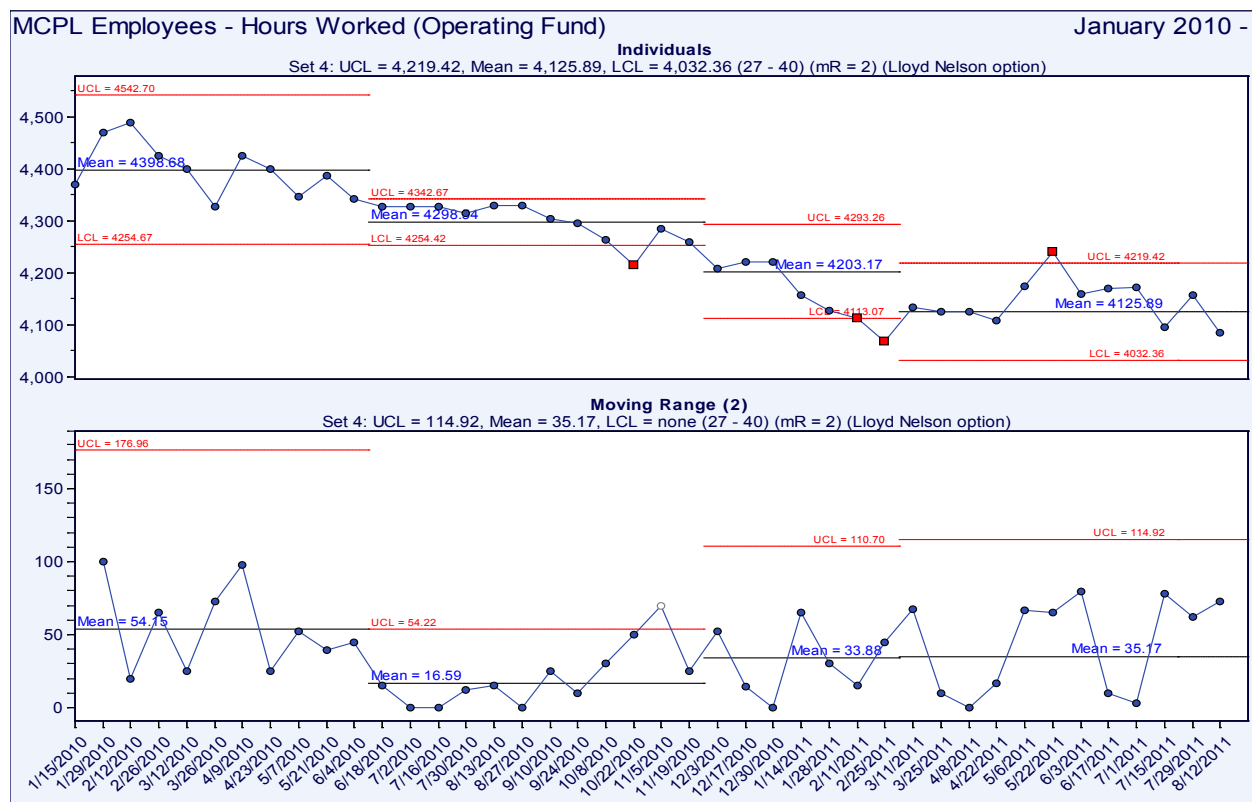
5F. Increase efforts to be an inclusive and attractive employer.

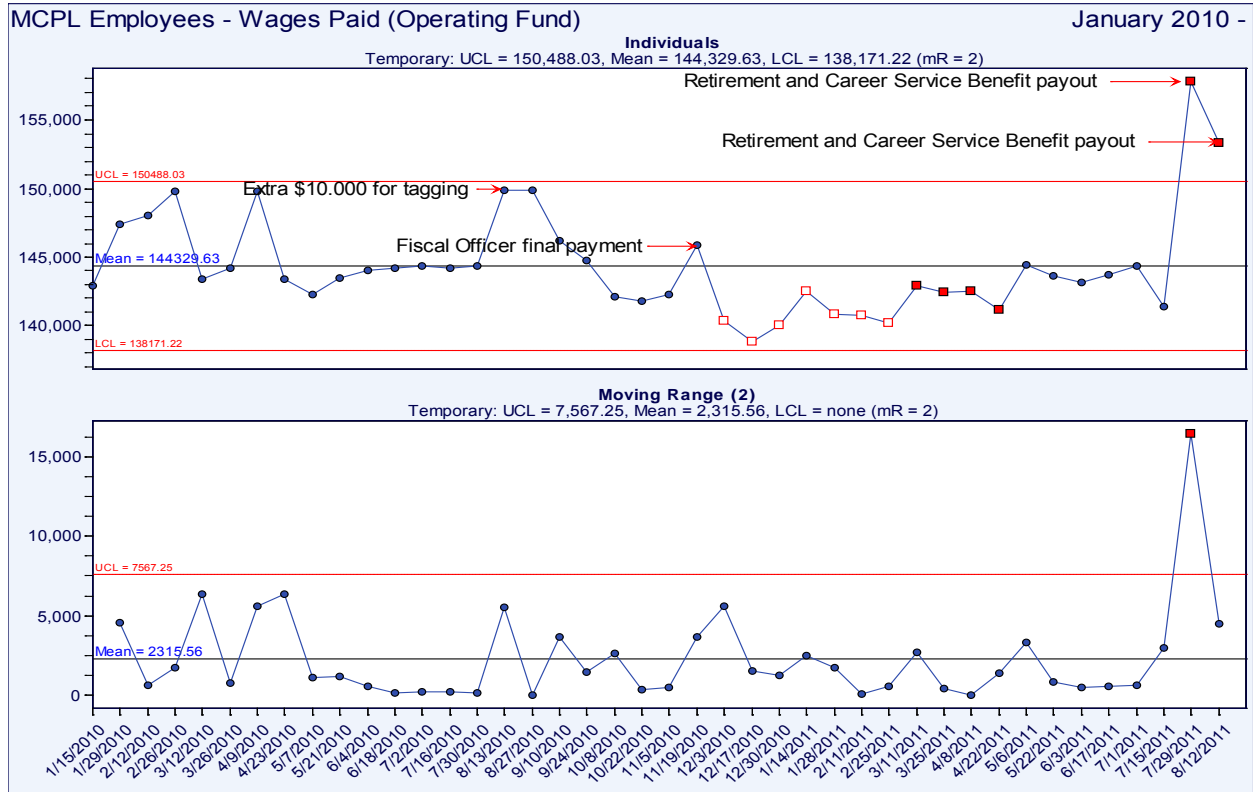
- In July, two long-time reference librarians retired – Dirk Fraser on July 15 and Dana Burton on July 29. Dirk and Dana were recognized with proclamations from Mayor Mark Kruzan and each had a "day" at the library.
- Reference librarian Wendy Rubin announced her retirement, effective September 2.
- Bill C. Brown representative Jeff Huston held two sessions for library staff to discuss 403b retirement options.

- The Ad Hoc Healthcare Task Force, with representatives from the Wellness Committee, union, and management, met on July 25 to discuss ways to increase use of the clinic.

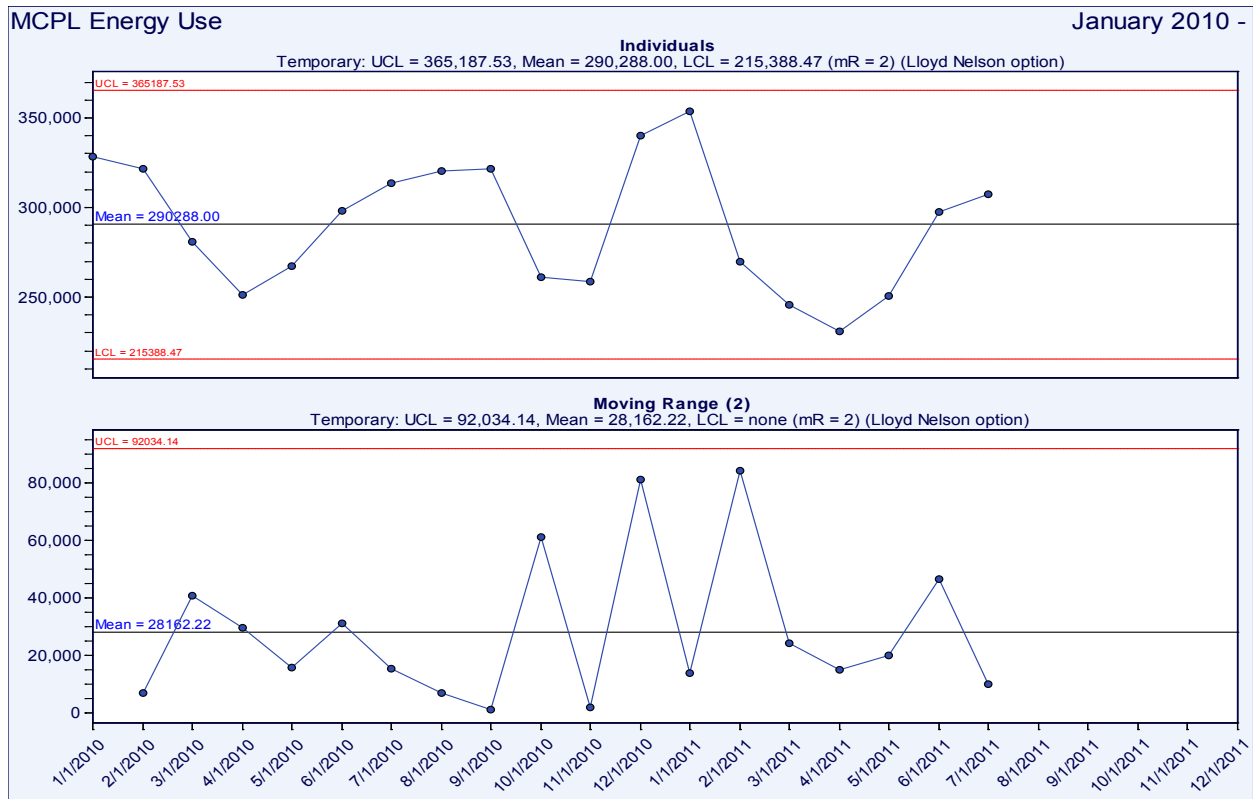
5G. Support improvement of key processes.

- Four process improvement teams met with consultant Ray Wilson in the fifth of six learning sessions. Between this meeting and September 1, the teams will complete at least one cycle of improvement. They will make final presentations in September.
- Margaret Harter and Sara Laughlin attended an Indiana Evaluation Association program on survey design and returned with a new list of ways to stimulate individuals to respond to surveys.
- On July 18, VITAL officially moved from the Administration to Community Outreach department. The VITAL and Community Outreach employees met on July 21 to draft a new mission statement for the department.
- Facilities worked with vendors to correct problems with the Kirkwood gates.
- Facilities obtained bids for new tile to be installed in first floor men's restroom, for retro-commissioning the HVAC equipment.





5H. Continue sustainability efforts to reduce energy consumption.



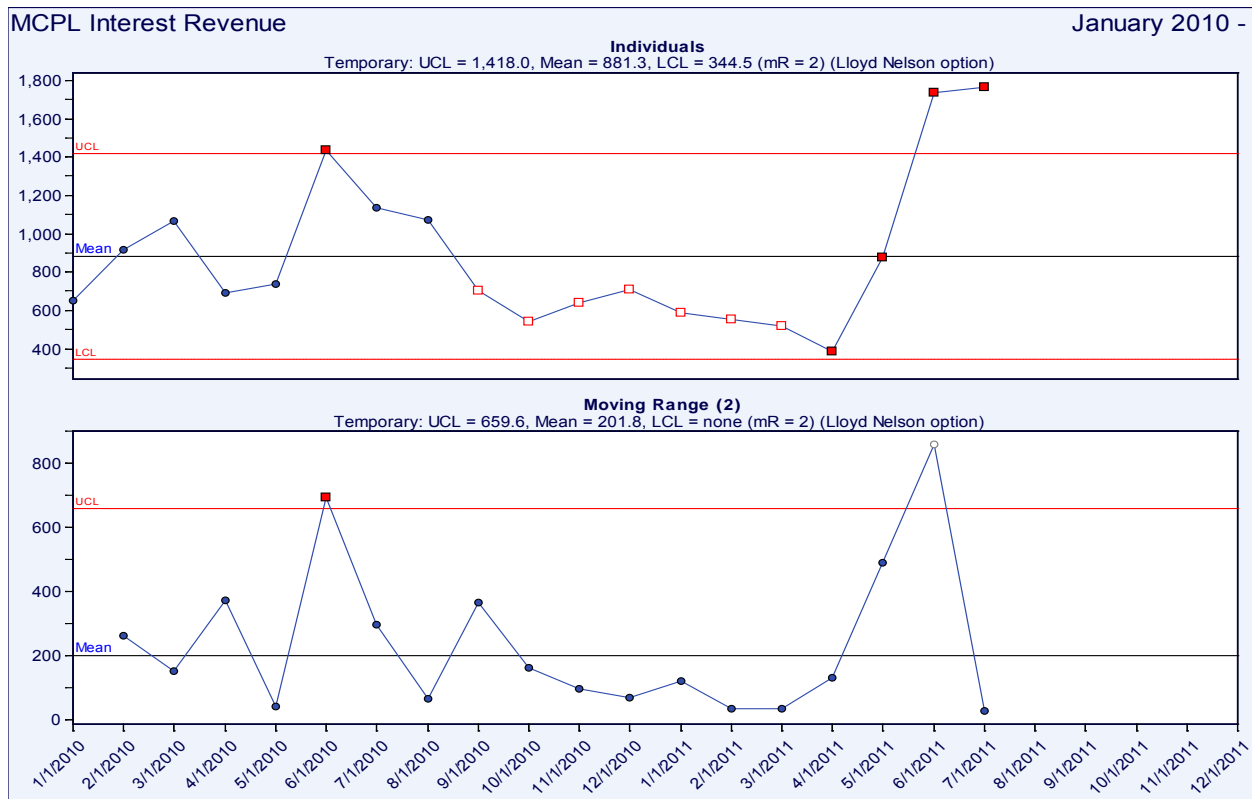
5I. Develop long-term facilities, equipment, and technology maintenance and replacement schedule.

- In preparation for the bond proposal, Facilities manager Mark Mobley and other department managers contributed to a list of facilities and equipment needs over the next few years.

5J. Maximize tax support.

- In July, the Board approved moving forward with plans to issue a bond. Sara Laughlin met with County Council president Julie Thomas to discuss the proposed bond and timetable.
- Gary Lettelier and Sara Laughlin met with DLGF representative Linda Lesaris on July 26 to review draft revenue and expenditure estimates for the 2012 budget.

5K. Increase funding from non-tax sources.



- Mary Frasier submitted a proposal to the Community Foundation of Bloomington and Monroe County to fund AWE early computers at the Main Library, Ellettsville Branch, and in the Head Start classroom at Fairview Elementary.
- Chris Hosler, Steve Backs and Sara Laughlin continued needs assessment prior to submitting a proposal to the MacArthur Foundation for a teen digital creativity center. Ten local youth-serving professionals attended a lunch meeting to discuss the concept; a session with teens is scheduled for August 2. The library will delay submission of the proposal until the spring deadline, in order to allow time for planning, renovation, and finding community partners.

5L. Work closely with Friends of the Library.

- Penny Gillie worked with Friends to plan for the September 17 book sale at Ellettsville Branch.
- Community Relations designed the Friends 2011 Campaign packet, took photographs of Campaign co-chairs, then selected a local vendor to produce and mail Campaign materials. CATS created a Campaign video PSA. Sara Laughlin met with regularly with the Campaign group.

Library Circulation

Includes Main Library, Ellettsville Branch, Community Outreach (Bookmobile, Jail, Homebound, Van), and Downloadables

100,000+

125,000+

150,000+

175,000+

200,000+

225,000+

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL	Increase	%
1994	91,400	86,804	105,092	95,928	90,161	109,116	105,030	100,764	91,581	96,209	95,879	77,104	1,145,068	40,646	3.7%
1995	104,347	94,669	104,140	93,934	92,215	109,590	104,095	105,387	89,181	98,036	94,454	78,981	1,169,029	23,961	2.1%
1996	99,083	97,969	100,332	97,724	92,557	102,389	100,506	72,677	78,476	109,334	96,766	64,366	1,112,179	-56,850	-4.9%
1997	102,297	80,417	108,333	99,623	99,660	113,370	115,565	105,481	98,538	104,353	103,578	92,649	1,223,864	111,685	10.0%
1998	116,835	105,194	123,885	109,977	103,656	129,291	126,959	113,247	108,779	115,966	114,187	102,124	1,370,100	146,236	11.9%
1999	110,233	114,354	130,356	115,485	106,471	133,561	127,946	116,536	110,365	119,753	118,931	101,731	1,405,722	35,622	2.6%
2000	121,815	120,968	131,933	118,453	116,142	133,324	130,490	125,569	114,408	124,389	126,687	106,259	1,470,437	64,715	4.6%
2001	135,604	130,721	149,383	128,818	131,845	155,769	149,605	140,771	128,799	139,696	137,810	122,983	1,651,804	181,367	12.3%
2002	153,544	139,737	155,582	146,765	142,675	158,285	164,134	152,802	142,870	157,269	149,439	129,504	1,792,606	140,802	8.5%
2003	165,033	152,780	169,828	152,491	158,807	177,377	177,894	164,227	162,784	166,539	159,777	150,057	1,957,594	164,988	9.2%
2004	176,266	168,978	192,225	168,365	163,194	190,965	189,404	173,782	163,761	168,290	169,478	141,357	2,066,065	108,471	5.5%
2005	182,879	171,080	194,707	180,853	175,874	203,419	197,892	196,619	178,987	185,622	179,184	164,071	2,211,187	145,122	7.0%
2006	198,702	182,066	204,622	183,375	192,548	209,081	205,823	198,671	188,688	192,392	186,547	109,366	2,251,881	40,694	1.8%
2007	197,973	171,889	197,962	181,352	184,840	205,370	201,607	192,456	184,509	192,278	189,825	178,494	2,278,555	26,674	1.2%
2008	206,697	197,227	218,760	200,849	204,840	222,018	225,175	203,624	203,581	207,154	205,469	200,919	2,496,313	217,758	9.6%
2009	213,633	205,451	232,000	215,647	215,771	248,189	244,064	226,378	212,681	222,453	184,819	179,522	2,600,608	104,295	4.6%
2010	202,229	202,607	232,050	202,717	208,775	246,755	239,330	228,111	214,194	216,913	218,296	202,893	2,614,870	14,262	0.5%
2011	224,404	200,312	242,073	219,522	223,724	247,200							1,357,235	-1,257,635	-48.1%

Library Visits

	2nd Quarter		Year to Date	
	2010	2011	2010	2011
Main Library	235,183	242,158	457,602	474,723
Ellettsville Branch	43,346	41,674	84,710	81,897
Main and Ellettsville	278,529	283,832	542,312	556,620

Library Programs

	2nd Quarter				Year to Date			
	2010		2011		2010		2011	
	Programs	People	Programs	People	Programs	People	Programs	People
Children	409	18,136	452	20,404	669	24,612	707	27,379
Young Adult	24	297	35	503	41	396	69	654
Adult	158	1,415	188	2,295	256	3,352	377	4,656
General - All Ages	19	1,402	14	994	38	3,032	26	2,943
Total	610	21,250	689	24,196	1,004	31,392	1,179	35,632

CATS Programs

	2nd Quarter		Year to Date	
	2010	2011	2010	2011
Programs added	754	651	1,530	1,519
New programs produced	332	171	634	548
Government meetings produced	86	94	178	204
Programs Cablecast (all channels)	6,634	6,821	13,116	13,532

Meeting Room Use

	2nd Quarter		Year to Date	
	2010	2011	2010	2011
Main Library Meeting Rooms	201	301	360	576
Main Library Auditorium	60	51	147	118
Main Library Atrium	0	1	1	3
Ellettsville Meeting Rooms	50	39	113	83
Total	311	392	780	780

Technology Use

	2nd Quarter		Year to Date	
	2010	2011	2010	2011
Public Computer Sessions	55,257	56,206	108,526	108,195
Web Site Home Page Hits	471,286	253,075	951,598	512,970
All Web Pages Hits	15,066,204	20,708,030	29,642,650	39,201,669
Catalog Hits	8,974,285	11,312,937	18,112,161	22,562,829

Collection Development

	2nd Quarter		Year to Date	
	2010	2011	2010	2011
Items cataloged	14,361	14,266	29,000	29,271
Items discarded	17,777	16,492	26,584	26,306

Monroe County Public Library 2012 Budget

The second draft of the 2012 budget reflects the board’s decision to move forward with the process of requesting county council approval to issue a general obligation bond in late 2012. This strategy is in response to the financial challenge facing the library in 2013 when COIT revenue will decrease by about \$500,000.

The 2012 budget includes

- Reduction of 2 positions resulting from retirements, as well as 1 full-time equivalent through resignation who will not be replaced.¹ (These reductions are in addition to 4.8 FTE positions eliminated before June 30, 2011.)
- Continuation of the current level of service and hours of operation
- Continuation of salary and benefits for an associate director, important in the succession plan for library leadership

Looking Forward to the August 17 Board Meeting

The budget advertisement notice will be submitted for approval. The 2012 levy reflects a tax reduction of \$1,389,622

1 Fund Name	2 Budget Estimate	3 Maximum Estimated Funds to be raised	4 Excessive Levy Appeals	5 Current Tax Levy
Library Operating Fund	\$7,587,246	\$4,592,520	XXXXXXXXXX	\$4,521,806
Library Improvement Reserve Fund	\$350,000		XXXXXXXXXX	
Bond & Interest Redemption Fund	\$0		XXXXXXXXXX	
Library Capital Projects Fund	\$543,411	\$495,000	XXXXXXXXXX	\$342,654
Debt Service Fund	\$322,088	\$235,201	XXXXXXXXXX	\$1,847,883
Rainy Day Fund	\$410,000		XXXXXXXXXX	
Totals	\$9,212,745	\$5,322,721		\$6,712,343

2012 Expenditure Priorities

1. Reduce operating expenses. *(LR Financial Planning Committee recommendation #1)*
2. Align staffing levels with core service priorities: 1) education/literacy for children/adults, 2) free information, 3) quiet oasis for reading and study, 4) resource for reading/listening/viewing pleasure. *(LR Financial Planning Committee recommendation #2 and #5)*
3. Take advantage of technology. *(LR Financial Committee recommendation #3)*
4. Add fees for meeting room use. *(LR Financial Planning recommendation #8)*
5. Invest in facilities.

6. Extend Strategic Plan 2009-2011 through 2012, to allow time for staff Futures Committee to complete report. Complete strategic planning by the end of 2012.

Wage and Benefit Assumptions

We will make final recommendations to the Board in November regarding health insurance and in December regarding the salary schedule for 2012. This draft includes:

- A 1.5% wage increase (\$60,000) and 10% increase (\$60,000) in the library's contribution to employee health insurance.
- A mandated increase in the library's contribution to PERF from 12.25% to 13% (\$24,000).

Accompanying Documents

Worksheet A includes estimated revenue, expense, and cash balances, by fund. **Worksheet B** includes detailed 2012 line item expenditures from all five funds. **Worksheet C** shows line item expenditures in the Operating Fund, compared with 2010 actual expenditures and 2011 budget. **Worksheet D is a line item narrative** about significant changes from last year. **Worksheet E** provides Operating Fund budget detail, by department, with comments.

2012 Budget - estimated revenue, expense, and cash balances

Worksheet A	2011 Budget after			
	1782	2011 expected	2012 Estimates	2012 expected
Operating Fund				
Asses. Val.	6,118,817,228		5,506,935,505	
INCOME				
<i>Property Tax 2012 using growth quotient estimate 2.9%</i>			\$4,592,520	
Property Tax - 2011	\$ 4,521,806	0.0739%		
County Option Income Tax	\$ 2,087,229		\$ 1,984,985	
Commercial Vehicle Excise Tax	\$ 34,617		\$ 42,483	
Financial Institutions Tax	\$ 10,231		\$ 12,443	
License Excise	\$ 263,000		\$ 227,789	
Fines/Fees	\$ 160,000		\$ 175,000	
Other - misc per dlgr				
Other - meeting rooms/interest			\$ 15,000	
Other - copiers/PLAC	\$ 15,700		\$ 16,000	
TOTAL	\$ 7,092,583		\$ 7,066,220	
EXPENSES				
Personnel Services	\$ 5,158,175		\$ 5,151,056	
Supplies	\$ 132,800		\$ 175,060	
Other Services/Charges	\$ 1,066,200		\$ 1,113,930	
Capital	\$ 1,107,357		\$ 1,147,200	
TOTAL	\$ 7,464,532	\$7,334,532	\$ 7,587,246	\$ 7,562,246
FUND BALANCE				
Beginning	\$ 1,165,275	\$1,165,275	\$ 791,938	\$ 921,938
Encumbrance	\$ (1,388)	-\$1,388		
Income less exp.	\$ (371,949)	-\$241,949	\$ (521,026)	\$ (496,026)
Ending balance	\$ 791,938	\$921,938	\$ 270,912	\$ 425,912

2011 Budget after

Worksheet A

1782 2011 expected 2012 Estimates 2012 expected

Library Capital Projects Fund

INCOME

Property Tax	\$	342,645	0.0056%	\$	495,000
0.0074 Commercial Vehicle Excise Tax	\$	3,268			4,579
0.003 Financial Institutions Tax	\$	775			1,341
0.0874 License Excise	\$	18,750			24,552
TOTAL	\$	365,438		\$	525,472

EXPENSES

Capital	\$	361,021			
Construction, Repair, Remodel				\$	418,411
Computer Hardware-Software				\$	125,000
TOTAL	\$	361,021		\$	543,411

FUND BALANCE

Beginning	\$	98,516		\$	4,417
Encumbrance	\$	(98,516)		\$	-
Income less exp.	\$	4,417		\$	(17,939)
Ending balance	\$	4,417		\$	(13,522)

Debt Service Fund

INCOME

Property Tax	\$	1,847,883	0.0302%	\$	235,201
0.0074 Commercial Vehicle Excise Tax	\$	12,901			2,176
0.003 Financial Institutions Tax	\$	4,181			637
0.0874 License Excise	\$	100,000			11,666
TOTAL	\$	1,964,965		\$	249,680

EXPENSES

Capital	\$	1,996,000		\$	322,088
TOTAL	\$	1,996,000		\$	322,088

FUND BALANCE

Beginning	\$	117,923		\$	86,887
Income less exp.	\$	(31,035)		\$	(72,408)
Ending balance	\$	86,887		\$	14,479

2011 Budget after

1782 2011 expected

2012 Estimates

2012 expected

Library Improvement Reserve Fund

INCOME

Transfer	\$	200,000	\$200,000		
Interest on Investments	\$	4,000			
TOTAL	\$	204,000	\$200,000	\$	-

EXPENSES

Personal Services					
Supplies					
Other Services/Charges	\$	63,558		\$	100,000
Capital	\$	233,374	\$100,000	\$	250,000
TOTAL	\$	296,932	\$100,000	\$	350,000

FUND BALANCE

Beginning	\$	1,040,847	\$1,040,847	\$	947,915	\$	1,140,847
Income less exp.	\$	(92,932)	\$100,000	\$	(350,000)		
Ending balance	\$	947,915	\$1,140,847	\$	597,915	\$	1,140,847

Rainy Day Fund

INCOME

Transfer				\$	200,000		
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EXPENSES

Personal Services	\$	10,000		\$	10,000		
Supplies	\$	187,048					
Other Services/Charges	\$	140,794		\$	200,000		
Capital	\$	135,468		\$	200,000		
TOTAL	\$	473,310		\$0	\$	410,000	\$0

FUND BALANCE

Beginning	\$	808,901	\$808,901	\$	335,591	\$	808,901
Income less exp.	\$	(473,310)		\$	(210,000)	\$	200,000
Ending balance	\$	335,591	\$808,901	\$	125,591	\$	1,008,901

2012 BUDGET		2012	2012	2012	2012	2012	2012
Worksheet B		OPERATING	LIRF	RAINY DAY	CAPITAL	DEBT	TOTAL
					PROJECTS	SERVICE	FUNDS
PERSONNEL SERVICES							
SALARIES							
	1120 ADMINISTRATION	164,792					
	1130 PROFESSIONAL/SUPERVISORS	495,967					
	1140 PROFESSIONAL ASSISTANTS	1,291,405					
	1150 SPECIALISTS & TECHNICIANS	824,582					
	1160 CLERICAL ASSISTANTS	455,807					
	1170 PAGES/MASTERCONTROLLERS	268,545					
	1180 TEMPORARY STAFF	5,000					
	1190 BUILDING MAINTENANCE	348,460					
TOTAL SALARIES		3,854,558		-		-	3,854,558
EMPLOYEE BENEFITS							
	1210 EMPLOYER CONTRIBUTION/FICA	239,861					
	1220 UNEMPLOYMENT COMPENSATION	-		10,000			
	1230 EMPLOYER CONTRIBUTION/PERF	386,771					
	1240 EMPLOYER CONT/INSURANCE	608,875					
	1250 EMPLOYER CONT/MEDICARE	56,691					
TOTAL EMPLOYEE BENEFITS		1,292,198		10,000			1,302,198
OTHER WAGES							
	1310 WORKSTUDY	4,300					
	1320 TEMPORARY STAFF	-					
	1350 STIPEND	-					
TOTAL OTHER WAGES		4,300					4,300
TOTAL PERSONNEL SERVICES (1000s)		5,151,056		10,000			5,161,056
SUPPLIES (2000s)							
OFFICE SUPPLIES							
	2110 OFFICIAL RECORDS	1,000					
	2120 STATIONERY & PRINTING	2,760					
	2130 OFFICE SUPPLIES	21,300					
	2140 DUPLICATING	24,100					
	2150 PROMOTIONAL MATERIALS	-					
TOTAL OFFICE SUPPLIES		49,160		-			49,160

2012 BUDGET		2012	2012	2012	2012	2012	2012
Worksheet B		OPERATING	LIRF	RAINY DAY	CAPITAL	DEBT	TOTAL
					PROJECTS	SERVICE	FUNDS
OPERATING SUPPLIES							
	2210 CLEANING SUPPLIES	30,650					
	2220 FUEL, OIL, & LUBRICANTS	11,000					
	2230 CATALOGING SUPPLIES	5,500					
	2240 AUDIO VISUAL SUPPLIES	9,750					
	2250 CIRCULATION SUPPLIES	33,000					
	2260 LIGHT BULBS	3,000					
	2270 RECORDING MATERIALS - CATS	-					
	2280 UNIFORMS	1,900					
	2290 DISPLAY/EXHIBIT SUPPLIES	5,400					
TOTAL OPERATING SUPPLIES		100,200		-			100,200
REPAIR & MAINTENANCE SUPPLIES							
	2300 IS SUPPLIES	6,600					
	2310 BUILDING MATERIALS & SUPPLIES	15,800					
	2315 ENERGY AUDIT SUPPLIES	2,000					
	2320 PAINT & PAINTING SUPPLIES	300					
	2340 OTHER REPAIR & BINDING	1,000					
	2350 RECORDING EQUIP SUPPLIES - CATS	-					
TOTAL REPAIR & MAINTENANCE SUPPLIES		25,700					25,700
TOTAL SUPPLIES (2000s)		175,060		-			175,060
OTHER SERVICES/CHARGES (3000s)							
PROFESSIONAL SERVICES							
	3110 CONSULTING SERVICES	3,000		50,000			
	3120 ENGINEERING/ARCHITECTURAL	40,000					
	3130 LEGAL SERVICES	15,500		50,000			
	3140 BUILDING SERVICES	40,000					
	3150 MAINTENANCE CONTRACTS	139,840					
	3160 OCLC & COMPUTER SERVICES	51,300					
	3170 ADMIN/ACCOUNTING SERVICES	36,500					
	3175 COLLECTION AGENCY SERVICE	24,000					
TOTAL PROFESSIONAL SERVICES		350,140	-	100,000			450,140

2012 BUDGET		2012	2012	2012	2012	2012	2012
Worksheet B		OPERATING	LIRF	RAINY DAY	CAPITAL	DEBT	TOTAL
					PROJECTS	SERVICE	FUNDS
OTHER SERVICES/CHARGES (3000s) CONTINUED							
COMMUNICATION & TRANSPORTATION							
	3210 TELEPHONE	30,600					
	3220 POSTAGE	30,000					
	3230 TRAVEL EXPENSE	10,000					
	3240 PROFESSIONAL MEETINGS	10,000					
	3250 CONTINUING EDUCATION	10,000					
	3260 FREIGHT & DELIVERY	1,000					
TOTAL COMMUNICATION & TRANSPORTATION		91,600					91,600
PRINTING & ADVERTISING							
	3310 ADVERTISING & PUBLICATION	2,900					
	3320 PRINTING	5,900					
TOTAL PRINTING & ADVERTISING		8,800					8,800
INSURANCE							
	3410 OFFICIAL BOND	700					
	3420 OTHER INSURANCE	55,400					
TOTAL INSURANCE		56,100					56,100
UTILITIES							
	3510 GAS	3,800					
	3520 ELECTRICITY	290,500					
	3530 WATER	17,900					
TOTAL UTILITIES		312,200					312,200
REPAIR & MAINTENANCE							
	3610 BUILDING REPAIR	22,000	100,000	100,000			
	3630 OTHER REPAIR	15,000					
	3640 VEHICLE REPAIR & MAINTENANCE	6,000					
	3650 MATERIALS BINDING/REPAIR	3,000					
TOTAL REPAIR & MAINTENANCE		46,000	100,000	100,000			246,000
RENTALS							
	3710 REAL ESTATE RENTAL	33,600				322,088	
	3720 EQUIPMENT RENTAL	100					

2012 BUDGET		2012	2012	2012	2012	2012	2012
Worksheet B		OPERATING	LIRF	RAINY DAY	CAPITAL PROJECTS	DEBT SERVICE	TOTAL FUNDS
TOTAL RENTALS		33,700				322,088	355,788
OTHER SERVICES/CHARGES (3000s) CONTINUED							
OTHER CHARGES							
	3910 DUES/INSTITUTIONAL	7,590					
	3920 INTEREST/TEMPORARY LOAN	2,500					
	3930 TAXES & ASSESSMENTS	-					
	3940 TRANSFER TO LIRF	-					
	3945 TRANSFER TO RAINY DAY	200,000					
	3950 EDUCATIONAL LICENSING/SERVICES	5,300					
TOTAL OTHER CHARGES		215,390					215,390
TOTAL OTHER SERVICES/CHARGES (3000s)		1,113,930	100,000	200,000		322,088	1,736,018
CAPITAL OUTLAY (4000s)							
FURNITURE & EQUIPMENT							
	4410 FURNITURE	1,000		50,000			
	4420 AUDIO VISUAL EQUIPMENT	-					
	4430 OTHER EQUIPMENT	8,300	100,000	50,000			
	4440 LAND & BUILDINGS	-					
	4450 BUILDING RENOVATION -	-	150,000	100,000	418,411		
	4460 IS EQUIPMENT	-			50,000		
	4465 IS SOFTWARE	-			25,000		
	4470 EQUIPMENT - CATS	-			45,000		
	4475 SOFTWARE - CATS	-			5,000		
TOTAL FURNITURE & EQUIPMENT		9,300	250,000	200,000	543,411		1,002,711
OTHER CAPITAL OUTLAY							
	4510 BOOKS	524,200					
	4520 PERIODICALS & NEWSPAPERS	40,100					
	4530 NONPRINT MATERIALS	324,800					
	to get to 15%	135,800					
	4540 ELECTRONIC RESOURCES	113,000					
TOTAL OTHER CAPITAL OUTLAY		1,137,900					1,137,900
		15.00%					
TOTAL CAPITAL OUTLAY		1,147,200	250,000	200,000	543,411		2,140,611

		2012	2012	2012	2012	2012	2012
	2012 BUDGET	OPERATING	LIRF	RAINY DAY	CAPITAL	DEBT	TOTAL
	Worksheet B				PROJECTS	SERVICE	FUNDS
	TOTAL EXPENDITURES 2012	7,587,246	350,000	410,000	543,411	322,088	9,212,745
	TOTAL BUDGET 2011	7,464,532	296,932	473,310	361,021	1,996,000	10,591,795
	Increase from 2011	1.64%	17.87%	-13.38%	50.52%	-83.86%	-13.02%

2012 BUDGET COMPARISON

Worksheet C	2012 BUDGET	2011 BUDGET	2010 ACTUAL	2010 6-30 YTD
PERSONNEL SERVICES (1000'S)				
SALARIES				
1120 ADMINISTRATION	164,792	167,000	135,206	67,924
1130 PROFESSIONAL/SUPERVIS	495,967	545,000	453,964	209,108
1140 PROFESSIONAL ASSISTAN	1,291,405	1,351,000	1,320,105	602,277
1150 SPECIALISTS & TECHNICA	824,582	814,000	764,114	343,968
1160 CLERICAL ASSISTANTS	455,807	442,000	478,551	241,156
1170 PAGES	268,545	226,000	226,989	102,710
1180 TEMPORARY STAFF	5,000			
1190 BUILDING MAINTENANCE	348,460	348,000	335,649	156,107
TOTAL SALARIES	3,854,558	3,893,000	3,714,578	1,723,249
EMPLOYEE BENEFITS				
1210 EMPLOYER CONTRIBUTION	239,861	238,100	222,333	102,914
1220 UNEMPLOYMENT COMPENSATION		-	-	
1230 EMPLOYER CONTRIBUTION	386,771	368,250	353,612	81,729
1240 EMPLOYER CONT/INSURAN	608,875	602,100	514,096	297,619
1250 EMPLOYER CONT/MEDICAL	56,691	55,725	51,997	24,069
TOTAL EMPLOYEE BENEFITS	1,292,198	1,264,175	1,142,038	506,331
OTHER WAGES				
1310 WORKSTUDY	4,300	1,000	103	103
1180 TEMPORARY STAFF		-	52,914	20,883
1350 STIPEND/RECLASSIFICATION		-	-	-
TOTAL OTHER WAGES	4,300	1,000	53,017	20,986
TOTAL PERSONNEL SERVICES	5,151,056	5,158,175	4,909,632	2,250,566
	67.89%	69.09%		
SUPPLIES (2000'S)				
OFFICE SUPPLIES				

Worksheet C

	2012 BUDGET	2011 BUDGET	2010 ACTUAL	2010 6-30 YTD
2110 OFFICIAL RECORDS	1,000	1,000	148	
2120 STATIONERY & PRINTING	2,760	1,000	2,388	2,227
2130 OFFICE SUPPLIES	21,300	18,100	14,794	8,495
2140 DUPLICATING	24,100	21,900	19,173	11,195
2150 PROMOTIONAL MATERIALS		-	-	-
TOTAL OFFICE SUPPLIES	49,160	42,000	36,504	21,916
OPERATING SUPPLIES				
2210 CLEANING SUPPLIES	30,650	28,000	28,578	14,873
2220 FUEL, OIL, & LUBRICANTS	11,000	8,500	7,532	4,381
2230 CATALOGING SUPPLIES-BO	5,500	5,500	4,842	2,523
2240 A/V SUPPLIES-CATALOGING	9,750	10,000	9,439	5,230
2250 CIRCULATION SUPPLIES	33,000	21,000	190,890	723
2260 LIGHT BULBS	3,000	3,000	4,566	1,496
2270 VIDEOTAPE - CATS		-	-	
2280 UNIFORMS	1,900	1,000	-	
2290 DISPLAY/EXHIBIT SUPPLIES	5,400	100	1,226	
TOTAL OPERATING SUPPLIES	100,200	77,100	247,074	29,225
REPAIR & MAINTENANCE SUPPLIES				
2300 IS SUPPLIES	6,600	5,000	6,313	4,129
2310 BUILDING MATERIALS & SUPPLIES	15,800	8,500	12,814	7,752
2315 ENERGY AUDIT MATERIALS	2,000			
2320 PAINT & PAINTING SUPPLIES	300	200	234	79
2340 OTHER REPAIR & BINDING	1,000		38	
2350 VIDEO MATERIALS - CATS		-	-	
TOTAL REPAIR & MAINTENANCE SUPPLIES	25,700	13,700	19,399	11,960
TOTAL SUPPLIES	175,060	132,800	302,976	63,101
OTHER SERVICES/CHARGES (3000'S)				
PROFESSIONAL SERVICES				
3110 CONSULTING SERVICES	3,000	3,000	8,360	6,300

Worksheet C

	2012 BUDGET	2011 BUDGET	2010 ACTUAL	2010 6-30 YTD
3120 ENGINEERING/ARCHITECT	40,000	3,000	19,007	17,259
3130 LEGAL SERVICES	15,500	14,000	11,333	5,679
3140 BUILDING SERVICES	40,000	40,000	32,618	23,047
3150 MAINTENANCE CONTRACT	139,840	95,000	80,244	24,656
3160 COMPUTER SERVICES (OC	51,300	50,000	44,579	7,350
3170 ADMIN/ACCOUNTING SERV	36,500	47,000	61,194	19,276
3175 COLLECTION AGENCY SER	24,000			
TOTAL PROFESSIONAL SERVICES	350,140	252,000	257,336	103,567
COMMUNICATION & TRANSPORTATION				
3210 TELEPHONE	30,600	26,000	29,963	16,422
3220 POSTAGE	30,000	30,000	27,049	13,738
3230 TRAVEL EXPENSE	10,000	10,000	1,226	232
3240 PROFESSIONAL MTG. (OFF	10,000	10,000	862	22
3250 CONTINUING ED. (ON-SITE	10,000	10,000	1,193	
3260 FREIGHT & DELIVERY	1,000	1,000	708	685
TOTAL COMMUNICATION & TRANSPORTATION	91,600	87,000	61,001	31,100
PRINTING & ADVERTISING				
3310 ADVERTISING & PUBLICATI	2,900	2,000	2,567	686
3320 PRINTING	5,900	6,000	1,817	735
TOTAL PRINTING & ADVERTISING	8,800	8,000	4,384	1,420
INSURANCE				
3410 OFFICIAL BOND	700	700	660	300
3420 OTHER INSURANCE	55,400	54,000	47,405	47,405
TOTAL INSURANCE	56,100	54,700	48,065	47,705
UTILITIES				
3510 GAS	3,800	5,600	2,465	1,518
3520 ELECTRICITY	290,500	293,000	275,462	135,956
3530 WATER	17,900	15,800	16,521	6,136

Worksheet C	2012 BUDGET	2011 BUDGET	2010 ACTUAL	2010 6-30 YTD
TOTAL UTILITIES	312,200	314,400	294,448	143,610
REPAIR & MAINTENANCE				
3610 BUILDING REPAIR	22,000	22,000	16,277	14,119
3630 OTHER EQUIP/FURNITURE	15,000	70,000	28,448	13,637
3640 VEHICLE REPAIR & MAINTENANCE	6,000	7,500	10,575	7,497
3650 MATERIAL BINDING/REPAIR	3,000	3,000	2,065	1,024
TOTAL REPAIR & MAINTENANCE	46,000	102,500	57,365	36,277
RENTALS				
3710 REAL ESTATE RENTAL/PAF	33,600	32,000	31,405	29,267
3720 EQUIPMENT RENTAL	100	100	7,062	
TOTAL RENTALS	33,700	32,100	38,467	29,267
OTHER CHARGES				
3910 DUES/INSTITUTIONAL	7,590	6,500	1,303	953
3920 INTEREST/TEMPORARY LOAN	2,500	2,500	-	
3930 TAXES & ASSESSMENTS		-	-	
3940 TRANSFER TO LIRF		200,000	150,000	
3945 TRANSFER TO RAINY DAY	200,000			
3950 EDUCATIONAL SERV/LICENSE	5,300	6,500	4,620	1,497
TOTAL OTHER CHARGES	215,390	215,500	155,923	2,450
TOTAL OTHER SERVICES/CHARGES	1,113,930	1,066,200	916,989	395,396
CAPITAL OUTLAY (4000'S)				
FURNITURE & EQUIPMENT				
4410 FURNITURE	1,000	-	59,331	350
44105 ENCUMBERED FURNITURE		1,388		
4420 AUDIO VISUAL EQUIPMENT	-	-	-	
4430 OTHER EQUIPMENT	8,300	18,357	2,956	56
4440 LAND & BUILDINGS		-	-	
4450 BUILDING RENOVATIONS			155,474	26,637
4460 IS EQUIPMENT		-	-	

Worksheet C	2012 BUDGET	2011 BUDGET	2010 ACTUAL	2010 6-30 YTD
4465 IS SOFTWARE		-	3,307	3,150
4470 EQUIPMENT - CATS		-	-	
4475 SOFTWARE - CATS		-	-	
TOTAL FURNITURE & EQUIPMENT	9,300	19,745 16.32%	221,067	30,193
OTHER CAPITAL OUTLAY				
4510 BOOKS	524,200	593,000	586,780	286,090
4520 PERIODICALS & NEWSPAF	40,100	48,000	42,489	7,175
4530 NONPRINT MATERIALS	324,800	379,000	376,471	181,982
to get to 15%	135,800			
4540 ELECTRONIC RESOURCES	113,000	69,000	54,862	16,345
TOTAL OTHER CAPITAL OUTLAY	1,137,900 15.00%	1,089,000 14.59%	1,060,602	491,592
TOTAL CAPITAL OUTLAY	1,147,200	1,108,745	1,281,669	521,785
TOTAL OPERATING EXPENDITURES	7,587,246	7,465,920	7,411,266	3,230,849

Monroe County Public Library
2012 Budget: Line Item Detail Narrative
Updated July 21, 2011

OPERATING FUND

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

<u>Line</u>	<u>Comment</u>
1120	Includes salary for Associate Director.
1120-1190 + 1320	Salaries and wages for employees held to 1.5% increase. Reflects 2 positions eliminated through retirement, 4.8 positions not filled in first half of 2011, and reduction of Indiana Room hours. Increases webmaster to full-time in response to critical need for support for increasingly diverse web-based services.
1180	Small reserve fund set aside in order to address temporary shortages.
1230	PERF rate increases from 12.25% to 13%; library contributes employer and employee portions.
1240	Employer contribution to health insurance (10% increase). If increases are higher, employees will have to choose lower-cost options or make increased contributions.
1310	Work-study budget increased to reflect 2011 projected expenditures.
2110-2150	Slight increases to reflect projected expenditures in 2011.
2220	Reflects projected higher expenditures due to gas price increases.
2250	Circ supplies reflects projected cost of RFID tags
2280	Union agreement requires shirts for Facilities employees
2290	Displays/exhibits from 100 to 5400 – based on 2010 spending
2310	Building materials/supplies from 8500 to 15800 – based on 2010 spending
2315	Energy audit materials – new account to track energy audit related materials
3110	Does not include expense of 2013-2015 strategic planning process; consulting fees are included in 2012 Rainy Day Fund budget.
3120	Architectural/engineering services for Phase 3 and 4 of Main Renovation.

WORKSHEET C: 2012 LINE ITEM DETAIL NARRATIVE: ALL FUNDS

- 3150 Maintenance contracts for AMH - \$41,600 / year
- 3160 Increase Internet band-width from 10 MB to 20 MB to address afternoon slowdowns.
- 3175 Collection agency fees formerly included in 3170 now charged to this line
- 3210 From 26000 to 30600 – based on 2010 spending
- 3630 2011 budget included \$60,000 in light bulb replacements for energy audit
- 3640 Reduced amount due to expected decreases in maintenance required by new Bookmobile
- 3940 Transfer \$200,000 to Rainy Day Fund to bring it to \$1,000,000 target balance, rather than to Library Improvement Reserve Fund, which, at the end of 2011, will exceed the \$1,000,000 target balance set by the Board. The balances in these funds help cover operating expenses in advance of twice-yearly tax draws, and also ensure that the library can cope with emergencies and unexpected challenges without additional appropriations in the middle of the year.
- 4510-4540 Materials expenditures equal 15% of smaller Operating Fund budget to continue to meet State Standards at the enhanced level.

LIBRARY IMPROVEMENT RESERVE FUND (LIRF)

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

- 3610 Appropriated in case of emergency building repairs exceeding amount appropriated in Operating Fund.
- 4430 Appropriated in case of emergency equipment replacement expenditures exceeding amount appropriated in Operating Fund.
- 4450 Appropriated in case emergency building renovations are needed.

RAINY DAY FUND

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

- 1220 The library is self-insuring for unemployment insurance. This amount is appropriated to cover any claims during 2012.

- 3110 To cover consultant costs for 2013-2015 strategic planning.
- 3130 Appropriated in case Operating Funds are insufficient to cover legal costs.
- 3610 Appropriated to cover emergency building repairs exceeding amount appropriated in Operating Fund.
- 4430 Appropriated in case of emergency need for equipment.
- 4450 Appropriated in case building renovation exceeds amounts appropriated in Operating Fund and Library Capital Projects Fund.
-

LIBRARY CAPITAL PROJECTS FUND

(This fund derives its income from a separate property tax levy, as well as *Financial Institutions Tax, License Excise Tax, Commercial Vehicle Excise Tax. Funds can only be spent on equipment, renovation or construction. The 2010 LCPF budget has already been approved by the Library Board and Monroe County Council; we await final approval from the Department of Local Government Finance [DLGF].)*

- 4450 Phase 3 and 4 of Main Library renovation. (Architectural and engineering expenses are included in Operating Fund.)
- 4460 Replace computers on regular replacement schedule.
- 4465 Maintain and upgrade software.
- 4470 CATS equipment
- 4475 CATS software
-

DEBT SERVICE FUND

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

- 3710 Last payment in Main Library addition bond in mid 2012.

Fn	Dej	Dept	Descr	Object	Sourc	Object	Descr	2012 budget	2012 budget	2011	2011	2010	2010	Comments	2011	Comment
		Wrk	Sht	D			Wage	1.5%	dept	projection	Budget	Budget	Actual	updates		
							Change	10.0%	sub t							
							%									
							Health									
							Ins									
							Change									
							%									
1 5		BUSINESS OFFK		10040		MISCELLANEOUS UNAPPROP		-		-		0.00	0.00		2.00	
1 12		CIRCULATION		10040		MISCELLANEOUS UNAPPROP		-		-		0.00	0.00		1,240.36	
1 14		ELLETTVILLE		10040		MISCELLANEOUS UNAPPROP		-		-		0.00	0.00		50.00	
		10040 Total								-		0.00	0.00		1,290.36	
1 1		DIRECTOR		11200		ADMINISTRATION SALARIES		95,792.01		94,376.36	98,000.00	92,861.00	91,627.64			ok 1 FTE Level L
1 3		ASSOCIATE DIRI		11200		ADMINISTRATION SALARIES		69,000.00		-	69,000.00	58,066.00	43,577.87			1 FTE Level K
1 13		ALL		11200		ADMINISTRATION SALARIES				-	0.00	600.00	0.00			
		11200 Total							164,792.01	-	167,000.00	151,527.00	135,205.51			
1 1		DIRECTOR		11300		PROF/SUPERVISORS				-	50,000.00	0.00	0.00			Dev Ofcr out 2012 1 FTE Level J
1 5		BUSINESS OFFK		11300		PROF/SUPERVISORS		53,261.62		52,474.50	55,000.00	49,473.00	47,792.78			ok 1 FTE Level J
1 6		HUMAN RESOUF		11300		PROF/SUPERVISORS		51,576.35		50,814.14	51,000.00	46,796.00	46,618.52			ok 1 FTE Level J
1 10		ADULT SERVICE		11300		PROF/SUPERVISORS		63,131.48		62,198.50	62,000.00	61,212.00	60,978.84			ok 1 FTE Level J
1 11		CHILDREN'S SEF		11300		PROF/SUPERVISORS		51,206.10		50,449.36	53,000.00	47,776.00	47,593.78			ok 1 FTE Level J
1 12		CIRCULATION		11300		PROF/SUPERVISORS		57,093.71		56,249.96	58,000.00	53,268.00	53,066.00			ok 1 FTE Level J
1 13		ALL		11300		PROF/SUPERVISORS				-	0.00	12,742.00	0.00			
1 14		ELLETTVILLE		11300		PROF/SUPERVISORS		60,226.20		59,336.16	52,000.00	44,630.00	46,849.80			ok 1 FTE Level J
1 15		OUTREACH		11300		PROF/SUPERVISORS		58,255.93		57,395.00	56,000.00	55,399.00	55,187.60			ok 1 FTE Level J
1 18		COLLECTION SE		11300		PROF/SUPERVISORS		51,788.00		51,022.66	54,000.00	48,319.00	48,134.58			ok 1 FTE Level J
1 19		INFORMATION S		11300		PROF/SUPERVISORS		49,427.41		48,696.96	54,000.00	47,924.00	47,742.24			ok 1 FTE Level J
		11300 Total							495,966.80	-	545,000.00	467,539.00	453,964.14			
1 4		ADMINISTRATIVI		11400		PROFESSIONAL ASSISTANT		51,112.42		50,357.06	51,000.00	50,048.00	49,858.38			ok 1 FTE Level I
1 7		COMMUNITY RE		11400		PROFESSIONAL ASSISTANT		43,870.47		43,222.14	44,000.00	42,957.00	42,794.18			ok 1 FTE Level I
1 10		ADULT SERVICE		11400		PROFESSIONAL ASSISTANT		387,894.92		485,835.48	488,000.00	479,887.00	478,063.56			2 FTE Level I / 8 FTE I 2 FTE Level I / 9 FTE Level H
1 11		CHILDREN'S SEF		11400		PROFESSIONAL ASSISTANT		179,258.83		176,609.68	178,000.00	174,844.00	174,179.98			ok 1 FTE Level I / 3.07 FTE Level H
1 12		CIRCULATION		11400		PROFESSIONAL ASSISTANT		77,917.71		76,766.22	79,000.00	69,961.00	76,576.76			ok 2 FTE Level I
1 13		ALL		11400		PROFESSIONAL ASSISTANT				-	0.00	11,122.00	0.00			
1 14		ELLETTVILLE		11400		PROFESSIONAL ASSISTANT		92,456.05		91,089.70	70,000.00	68,355.00	72,913.33			1 FTE Level H, 1 FTE 1.6 FTE Level H
1 15		OUTREACH		11400		PROFESSIONAL ASSISTANT		80,248.30		79,062.36	80,000.00	70,926.00	73,959.31			ok 2 FTE Level H
1 17		VITAL		11400		PROFESSIONAL ASSISTANT		40,429.48		39,832.00	40,000.00	38,400.00	38,254.06			ok 1 FTE Level I
1 18		COLLECTION SE		11400		PROFESSIONAL ASSISTANT		215,284.61		212,103.06	213,000.00	210,804.00	210,003.04			ok 5 FTE Level H
1 19		INFORMATION S		11400		PROFESSIONAL ASSISTANT		122,931.85		107,322.02	108,000.00	103,898.00	103,502.88			ok 2.67 FTE Level I
		11400 Total							1,291,404.62	-	1,351,000.00	1,321,202.00	1,320,105.48			
1 4		ADMINISTRATIVI		11500		SPECIALIST/TECHNICIANS		25,967.76		25,584.00	26,000.00	24,400.00	24,369.62			ok 1 FTE Level E
1 5		BUSINESS OFFK		11500		SPECIALIST/TECHNICIANS		32,479.49		31,999.50	32,000.00	30,650.00	30,537.06			ok 1 FTE Level G
1 6		HUMAN RESOUF		11500		SPECIALIST/TECHNICIANS		31,608.62		31,141.50	32,000.00	30,448.00	30,342.00			ok 1 FTE Level G
1 7		COMMUNITY RE		11500		SPECIALIST/TECHNICIANS		24,780.21		24,414.00	25,000.00	23,430.00	23,126.22			ok .8 FTE Level G
1 10		ADULT SERVICE		11500		SPECIALIST/TECHNICIANS		175,337.80		172,746.60	190,000.00	194,731.00	167,214.44			5.8 FTE Level F 5.94 FTE Level F
1 11		CHILDREN'S SEF		11500		SPECIALIST/TECHNICIANS		143,293.74		141,176.10	121,000.00	117,040.00	106,907.96			4.93 FTE Level F 3.80 FTE Level F
1 12		CIRCULATION		11500		SPECIALIST/TECHNICIANS		78,219.96		77,064.00	77,000.00	73,495.00	73,226.01			ok 3 FTE Level E

Fn	Dej	Dept	Descr	Object	Sourc	Object	Descr	2012 budget	2012 budget	2011	2011	2010	2010	Comments	2011	Comment
		Wrk	Sht	D		Wage	Change %		1.5% dept	projection	Budget	Budget	Actual	updates		
					Health	Ins	Change %		10.0% sub t							
1 9		FACILITIES (SEC		12100		FICA/EMPLOYER CONTRIBUT		5,908.16		5,820.85	5,800.00	5,564.00	5,222.83			6.2% of wages
1 10		ADULT SERVICE		12100		FICA/EMPLOYER CONTRIBUT		39,534.58		45,378.33	46,000.00	46,810.00	44,288.46			6.2% of wages
1 11		CHILDREN'S SEF		12100		FICA/EMPLOYER CONTRIBUT		23,867.11		23,514.39	21,800.00	21,717.00	20,238.66			6.2% of wages
1 12		CIRCULATION		12100		FICA/EMPLOYER CONTRIBUT		46,655.97		45,966.47	41,000.00	45,224.00	42,113.12			6.2% of wages
1 14		ELLETTSVILLE		12100		FICA/EMPLOYER CONTRIBUT		17,699.64		17,438.07	15,550.00	14,870.00	15,042.83			6.2% of wages
1 15		OUTREACH		12100		FICA/EMPLOYER CONTRIBUT		11,755.40		11,581.67	11,600.00	11,192.00	10,664.13			6.2% of wages
1 16		CATS		12100		FICA/EMPLOYER CONTRIBUT		1,685.59		1,660.68	1,700.00	1,597.00	1,557.77			6.2% of wages
1 17		VITAL		12100		FICA/EMPLOYER CONTRIBUT		5,627.23		5,544.07	5,000.00	4,991.00	4,739.53			6.2% of wages
1 18		COLLECTION SE		12100		FICA/EMPLOYER CONTRIBUT		25,997.78		25,613.58	26,000.00	25,309.00	24,466.37			6.2% of wages
1 19		INFORMATION S		12100		FICA/EMPLOYER CONTRIBUT		14,276.78		13,210.79	13,600.00	12,906.00	12,223.69			6.2% of wages
		12100 Total							239,860.56	-	238,100.00	236,545.00	222,333.03			
1 1		DIRECTOR		12300		PERF/EMPLOYER CONTRIBUT		12,391.62		11,516.10	18,250.00	11,224.00	11,224.38	12.00% of FT wages		12.25% of FT wages
1 3		ASSOCIATE DIRI		12300		PERF/EMPLOYER CONTRIBUT		8,500.00		-	8,500.00	6,804.00	4,971.93	12.00% of FT wages		12.25% of FT wages
1 4		ADMINISTRATIVI		12300		PERF/EMPLOYER CONTRIBUT		13,117.73		12,238.55	12,500.00	11,994.00	12,000.06	12.00% of FT wages		12.25% of FT wages
1 5		BUSINESS OFFIK		12300		PERF/EMPLOYER CONTRIBUT		11,091.44		10,348.07	10,700.00	9,777.00	9,595.40	12.00% of FT wages		12.25% of FT wages
1 6		HUMAN RESOUF		12300		PERF/EMPLOYER CONTRIBUT		10,760.77		10,039.57	10,000.00	9,427.00	9,427.66	12.00% of FT wages		12.25% of FT wages
1 7		COMMUNITY RE		12300		PERF/EMPLOYER CONTRIBUT		5,675.07		5,294.71	5,400.00	5,242.00	5,242.28	12.00% of FT wages		12.25% of FT wages
1 8		FACILITIES (MAIL		12300		PERF/EMPLOYER CONTRIBUT		27,347.61		25,514.72	25,000.00	26,293.00	25,538.02	12.00% of FT wages		12.25% of FT wages
1 9		FACILITIES (SEC		12300		PERF/EMPLOYER CONTRIBUT		6,976.96		6,509.34	6,500.00	6,204.00	6,256.73	12.00% of FT wages		12.25% of FT wages
1 10		ADULT SERVICE		12300		PERF/EMPLOYER CONTRIBUT		65,250.56		73,577.26	77,060.00	74,920.00	77,698.63	12.00% of FT wages		12.25% of FT wages
1 11		CHILDREN'S SEF		12300		PERF/EMPLOYER CONTRIBUT		41,379.11		38,605.80	35,200.00	34,078.00	34,405.01	12.00% of FT wages		12.25% of FT wages
1 12		CIRCULATION		12300		PERF/EMPLOYER CONTRIBUT		46,651.90		43,525.19	45,600.00	46,451.00	45,722.00	12.00% of FT wages		12.25% of FT wages
1 13		ALL		12300		PERF/EMPLOYER CONTRIBUT		-		-	0.00	1,650.00	0.00	12.00% of FT wages		
1 14		ELLETTSVILLE		12300		PERF/EMPLOYER CONTRIBUT		27,711.05		25,853.79	21,000.00	20,078.00	18,525.85	12.00% of FT wages		12.25% of FT wages
1 15		OUTREACH		12300		PERF/EMPLOYER CONTRIBUT		21,936.60		20,466.36	15,830.00	15,624.00	17,650.51	12.00% of FT wages		12.25% of FT wages
1 17		VITAL		12300		PERF/EMPLOYER CONTRIBUT		9,876.98		9,215.00	9,310.00	8,977.00	8,979.82	12.00% of FT wages		12.25% of FT wages
1 18		COLLECTION SE		12300		PERF/EMPLOYER CONTRIBUT		51,308.45		47,869.66	46,600.00	45,485.00	46,988.72	12.00% of FT wages		12.25% of FT wages
1 19		INFORMATION S		12300		PERF/EMPLOYER CONTRIBUT		26,795.46		19,928.26	20,800.00	19,385.00	19,384.54	12.00% of FT wages		12.25% of wages
		12300 Total							386,771.31	360,502.38	368,250.00	353,613.00	353,611.54			
1 1		DIRECTOR		12400		INS/EMPLOYER CONTRIBUTIC		10,610.58		9,645.98	16,220.00	7,000.00	6,984.53			Health, FSA, Dental, Life
1 3		ASSOCIATE DIRI		12400		INS/EMPLOYER CONTRIBUTIC		8,000.00		-	8,120.00	7,000.00	5,716.93			Health, FSA, dental, life
1 4		ADMINISTRATIVI		12400		INS/EMPLOYER CONTRIBUTIC		14,949.13		13,590.12	24,360.00	20,000.00	20,102.73			Health, HSA, dental, life
1 5		BUSINESS OFFIK		12400		INS/EMPLOYER CONTRIBUTIC		9,371.96		8,519.96	650.00	550.00	448.78			Health, HSA, Dental, Life
1 6		HUMAN RESOUF		12400		INS/EMPLOYER CONTRIBUTIC		16,023.83		14,567.12	16,500.00	13,500.00	13,295.34			Health, FSA, Dental, Life
1 7		COMMUNITY RE		12400		INS/EMPLOYER CONTRIBUTIC		8,237.46		7,488.60	8,120.00	7,000.00	7,619.97			Health, HSA, Dental, Life
1 8		FACILITIES (MAIL		12400		INS/EMPLOYER CONTRIBUTIC		46,581.28		42,346.62	40,000.00	34,000.00	32,787.13			Health, HSA, dental, life
1 9		FACILITIES (SEC		12400		INS/EMPLOYER CONTRIBUTIC		14,314.92		13,013.56	16,000.00	13,500.00	13,065.88			Health, HSA, dental, life
1 10		ADULT SERVICE		12400		INS/EMPLOYER CONTRIBUTIC		99,593.96		104,099.96	102,270.00	89,000.00	89,428.04			Health, HSA, dental, life
1 11		CHILDREN'S SEF		12400		INS/EMPLOYER CONTRIBUTIC		61,152.74		55,593.40	57,000.00	49,000.00	49,540.73			Health, HSA, dental, life
1 12		CIRCULATION		12400		INS/EMPLOYER CONTRIBUTIC		92,944.04		84,494.58	108,360.00	96,000.00	98,438.48	actual vs budget down		Health, HSA, dental, life

Fn	Dej	Dept	Descr	Object	Sourc	Object	Descr	2012 budget	2012 budget	2011	2011	2010	2010	Comments	2011
		Wrk	Sht	D			Wage	1.5%	10.0%	projection	Budget	Budget	Actual	updates	Comment
						Change	%	dept	sub						
						Change	%	t							
1 14		ELLETTSVILLE		12400		INS/EMPLOYER CONTRIBUTIC		45,826.42		41,660.38	38,000.00	33,000.00	32,881.07		Health , HSA, dental, life
1 15		OUTREACH		12400		INS/EMPLOYER CONTRIBUTIC		44,980.52		40,891.38	40,000.00	34,000.00	37,138.65		Health, HSA, dental, life
1 16		CATS		12400		INS/EMPLOYER CONTRIBUTIC		-		-	2,500.00	4,000.00	0.00		Health, HSA, dental, life
1 17		VITAL		12400		INS/EMPLOYER CONTRIBUTIC		20,624.23		18,749.30	17,000.00	15,000.00	15,195.68		Health, HSA, dental, life
1 18		COLLECTION SE		12400		INS/EMPLOYER CONTRIBUTIC		78,377.02		71,251.84	78,000.00	67,000.00	66,730.89		Health, HSA, dental, life
1 19		INFORMATION S		12400		INS/EMPLOYER CONTRIBUTIC		37,286.59		27,589.90	29,000.00	25,000.00	24,720.83		Health, HSA, dental, life
		12400 Total							608,874.67	-	602,100.00	514,550.00	514,095.66		
1 1		DIRECTOR		12500		MEDICARE/EMPLOYER CONT		1,388.99		1,368.46	2,145.00	1,300.00	1,263.17		1.45% of wages
1 3		ASSOCIATE DIRI		12500		MEDICARE/EMPLOYER CONT		1,000.00		-	1,000.00	800.00	600.68		1.45% of wages
1 4		ADMINISTRATIVI		12500		MEDICARE/EMPLOYER CONT		1,470.38		1,448.65	1,465.00	1,500.00	1,394.10		1.45% of wages
1 5		BUSINESS OFFIK		12500		MEDICARE/EMPLOYER CONT		1,243.24		1,224.87	1,455.00	1,400.00	1,136.64		1.45% of wages
1 6		HUMAN RESOUF		12500		MEDICARE/EMPLOYER CONT		1,206.19		1,188.36	1,200.00	1,200.00	1,060.96		1.45% of wages
1 7		COMMUNITY RE		12500		MEDICARE/EMPLOYER CONT		995.43		980.72	1,000.00	1,000.00	908.78		1.45% of wages
1 8		FACILITIES (MAI		12500		MEDICARE/EMPLOYER CONT		3,670.92		3,616.67	3,700.00	3,700.00	3,405.75		1.45% of wages
1 9		FACILITIES (SEC		12500		MEDICARE/EMPLOYER CONT		1,381.75		1,361.33	1,370.00	1,300.00	1,221.45		1.45% of wages
1 10		ADULT SERVICE		12500		MEDICARE/EMPLOYER CONT		9,872.09		10,612.67	10,400.00	11,400.00	10,357.87		1.45% of wages
1 11		CHILDREN'S SEF		12500		MEDICARE/EMPLOYER CONT		5,581.82		5,499.33	5,200.00	5,100.00	4,733.24		1.45% of wages
1 12		CIRCULATION		12500		MEDICARE/EMPLOYER CONT		10,911.47		10,750.22	9,500.00	10,600.00	9,849.02		1.45% of wages
1 14		ELLETTSVILLE		12500		MEDICARE/EMPLOYER CONT		4,139.43		4,078.26	3,700.00	3,500.00	3,518.07		1.45% of wages
1 15		OUTREACH		12500		MEDICARE/EMPLOYER CONT		2,749.25		2,708.62	2,700.00	2,600.00	2,494.01		1.45% of wages
1 16		CATS		12500		MEDICARE/EMPLOYER CONT		394.21		388.38	400.00	380.00	364.31		1.45% of wages
1 17		VITAL		12500		MEDICARE/EMPLOYER CONT		1,316.05		1,296.60	1,200.00	1,170.00	1,108.46		1.45% of wages
1 18		COLLECTION SE		12500		MEDICARE/EMPLOYER CONT		6,080.12		5,990.27	6,100.00	5,900.00	5,721.98		1.45% of wages
1 19		INFORMATION S		12500		MEDICARE/EMPLOYER CONT		3,289.69		3,089.62	3,190.00	3,050.00	2,858.74		1.45% of wages
		12500 Total							56,691.03	-	55,725.00	55,900.00	51,997.23		
1 4		ADMINISTRATIVI		13100		WORK STUDY		2,000.00		2,000.00	1,000.00	1,600.00	102.59		2011 projected cost
1 5		BUSINESS OFFIK		13100		WORK STUDY		200.00		200.00					2011 projected cost
1 7		PUBLIC REL		13100		WORK STUDY		200.00		200.00					2011 projected cost
1 10		ATS		13100		WORK STUDY		400.00		400.00					2011 projected cost
1 11		CHILDREN'S SEF		13100		WORK STUDY		1,000.00		1,000.00					2011 projected cost
1 17		VITAL		13100		WORK STUDY		300.00		300.00					2011 projected cost
1 18		COLLECTION SE		13100		WORK STUDY		200.00		200.00					2011 projected cost
1 13		ALL		13100		WORK STUDY				-	0.00	2,400.00	0.00		
		13100 Total							4,300.00	-	1,000.00	4,000.00	102.59		
1 5		BUSINESS OFFIK		21100		OFFICIAL RECORDS		900.00		-	900.00	900.00	148.33	Checks, & Po's	Checks, & Po's
1 6		HUMAN RESOUF		21100		OFFICIAL RECORDS		100.00		-	100.00	100.00	0.00	Employee service recc	Employee service records
		21100 Total							1,000.00	-	1,000.00	1,000.00	148.33		
1 1		DIRECTOR		21200		STATIONERY/PRINTING		100.00		100.00	0.00	0.00	75.36		
1 4		ADMINISTRATIVI		21200		STATIONERY/PRINTING		100.00		100.00	0.00	70.00	75.36		Business cards
1 5		BUSINESS OFFIK		21200		STATIONERY/PRINTING		1,000.00		1,000.00	1,000.00	1,060.00	815.89		MCPL stationery for all departments

Fn	Dej	Dept	Descr	Object	Sourc	Object	Descr	2012 budget	2012 budget	2011	2011	2010	2010	Comments	2011
		Wrk	Sht	D			Wage Change %		1.5% dept	projection	Budget	Budget	Actual	updates	Comment
							Health Ins Change %		10.0% sub t						
1 6		HUMAN RESOUF		21200			STATIONERY/PRINTING	100.00		100.00	0.00	0.00	75.36		
1 7		COMMUNITY RE		21200			STATIONERY/PRINTING	70.00		70.00	0.00	70.00	37.68		
1 8		FACILITIES (MAI		21200			STATIONERY/PRINTING	70.00		70.00	0.00	70.00	75.36		Business cards
1 9		FACILITIES (SEC		21200			STATIONERY/PRINTING	50.00		50.00	0.00	70.00	37.68		
1 10		ADULT SERVICE		21200			STATIONERY/PRINTING	150.00		150.00	0.00	150.00	193.60		Business cards
1 11		CHILDREN'S SEF		21200			STATIONERY/PRINTING	70.00		70.00	0.00	0.00	75.36		
1 12		CIRCULATION		21200			STATIONERY/PRINTING	50.00		50.00	0.00	70.00	37.68		
1 14		ELLETTSVILLE		21200			STATIONERY/PRINTING	150.00		150.00	0.00	150.00	113.05		Business cards
1 15		OUTREACH		21200			STATIONERY/PRINTING	70.00		70.00	0.00	0.00	75.36		
1 16		CATS		21200			STATIONERY/PRINTING	150.00		150.00	0.00	150.00	150.73		
1 17		VITAL		21200			STATIONERY/PRINTING	500.00		500.00	0.00	500.00	393.65		VITAL stationery and business cards
1 18		COLLECTION SE		21200			STATIONERY/PRINTING	30.00		30.00	0.00	70.00	0.00		
1 19		INFORMATION S		21200			STATIONERY/PRINTING	100.00		100.00	0.00	70.00	155.91		
		21200 Total													
									2,760.00	-	1,000.00	2,500.00	2,388.03		
1 1		DIRECTOR		21300			OFFICE SUPPLIES	700.00		700.00	700.00	700.00	787.51	Notebooks, pens, penc	Notebooks, pens, pencils, etc
1 3		ASSOCIATE DIRI		21300			OFFICE SUPPLIES	100.00		100.00	200.00	200.00	121.49	Notebooks, pens, penc	Pens, pencils, printer cartridges, etc
1 4		ADMINISTRATIVI		21300			OFFICE SUPPLIES	2,600.00		2,600.00	1,500.00	2,200.00	1,057.20	Notebooks, pens, penc	Pencils, pens, notebooks, etc
1 5		BUSINESS OFFIK		21300			OFFICE SUPPLIES	2,000.00		2,000.00	3,100.00	4,844.00	768.51	Notebooks, pens, penc	Central supply items
1 6		HUMAN RESOUF		21300			OFFICE SUPPLIES	750.00		750.00	1,100.00	1,100.00	403.16	Notebooks, pens, penc	Pencils, Pens, binders, etc
1 7		COMMUNITY RE		21300			OFFICE SUPPLIES	1,200.00		1,200.00	1,000.00	700.00	1,391.26	Notebooks, pens, penc	Pencil, pens, binders, etc
1 8		FACILITIES (MAI		21300			OFFICE SUPPLIES	400.00		400.00	500.00	200.00	355.19	Notebooks, pens, penc	Pens, pencils, printer cartridges
1 10		ADULT SERVICE		21300			OFFICE SUPPLIES	7,000.00		7,000.00	4,150.00	5,700.00	5,753.75	Notebooks, pens, penc	Printer cartridges, pencils & misc
1 11		CHILDREN'S SEF		21300			OFFICE SUPPLIES	1,500.00		1,500.00	1,500.00	1,000.00	1,225.40	Notebooks, pens, penc	Printer cartridges, pencils, binders, e
1 12		CIRCULATION		21300			OFFICE SUPPLIES	1,100.00		1,100.00	1,200.00	1,100.00	795.82	Notebooks, pens, penc	Printer cartridges, pencils, binders, e
1 13		ALL		21300			OFFICE SUPPLIES				0.00	500.00	0.00	Notebooks, pens, penc	Moved from Licensing/URL
1 14		ELLETTSVILLE		21300			OFFICE SUPPLIES	1,500.00		1,500.00	1,500.00	1,300.00	870.40	Notebooks, pens, penc	Printer cartridges, pencils, clips, binc
1 15		OUTREACH		21300			OFFICE SUPPLIES	300.00		300.00	300.00	300.00	160.20	Notebooks, pens, penc	Printer cartridges, pencils, clips, etc
1 16		CATS		21300			OFFICE SUPPLIES	750.00		750.00	300.00	2,000.00	171.60	Notebooks, pens, penc	Printer cartridges, pencils, clips, etc
1 17		VITAL		21300			OFFICE SUPPLIES	500.00		500.00	300.00	200.00	170.97	Notebooks, pens, penc	printer cartridges, pencil, clips, etc.
1 18		COLLECTION SE		21300			OFFICE SUPPLIES	600.00		600.00	600.00	550.00	596.69	Notebooks, pens, penc	Printer cartridges, pencils, clips
1 19		INFORMATION S		21300			OFFICE SUPPLIES	300.00		300.00	150.00	150.00	43.14	Notebooks, pens, penc	Printer cartridges, pencils, pens
1 20		BOARD OF TRU		21300			OFFICE SUPPLIES			-	0.00	0.00	122.00	Notebooks, pens, pencils, etc	
		21300 Total													
									21,300.00	-	18,100.00	22,744.00	14,794.29		
1 1		DIRECTOR		21400			DUPLICATING			-	0.00	100.00	89.90	copy paper - printer	cartridges
1 4		ADMINISTRATIVI		21400			DUPLICATING	500.00		500.00	0.00	100.00	99.03	copy paper - printer	cartridges
1 5		BUSINESS OFFIK		21400			DUPLICATING	1,300.00		1,300.00	1,800.00	1,700.00	1,304.52	copy paper - printer ca	Copy paper stock
1 6		HUMAN RESOUF		21400			DUPLICATING				0.00	100.00	0.00	copy paper - printer	cartridges
1 7		COMMUNITY RE		21400			DUPLICATING	17,500.00		17,500.00	17,200.00	15,200.00	15,768.97	copy paper - printer ca	Graphics paper, ink, etc.
1 10		ADULT SERVICE		21400			DUPLICATING	2,400.00		1,500.00	1,300.00	1,300.00	1,323.16	copy paper - printer ca	Copy paper
1 11		CHILDREN'S SEF		21400			DUPLICATING	1,000.00		1,000.00	600.00	600.00	141.10	copy paper - printer ca	copy paper

Fn	Dej	Dept	Descr	Object	Sourc	Object	Descr	2012 budget	2012 budget	2011	2011	2010	2010	Comments	2011 Comment
		Wrk	Sht	D			Wage	1.5%	10.0%	projection	Budget	Budget	Actual	updates	
					Health	Ins	Change %	dept	sub t						
1 12		CIRCULATION			21400		DUPLICATING	200.00		200.00					copy paper - printer ca copy paper
1 14		ELLETTSVILLE			21400		DUPLICATING	500.00		500.00	400.00	400.00	286.26	copy paper - printer ca Copy paper	
1 16		CATS			21400		DUPLICATING	200.00		200.00	200.00	200.00	0.00	copy paper - printer ca Copy paper	
1 17		VITAL			21400		DUPLICATING	300.00		300.00	300.00	300.00	59.63	copy paper - printer ca copy paper	
1 18		COLLECTION SE			21400		DUPLICATING	200.00		200.00	100.00	0.00	100.35	copy paper - printer cartridges	
21400 Total									24,100.00	-	21,900.00	20,000.00	19,172.92		
1 8		FACILITIES (MAI			22100		CLEANING SUPPLIES	30,000.00		30,000.00	27,800.00	29,000.00	27,897.18		All cleaning supplies for Main & ELL
1 13		ALL			22100		CLEANING SUPPLIES			-	0.00	1,000.00	0.00		
1 14		ELLETTSVILLE			22100		CLEANING SUPPLIES	650.00		-	200.00	2,000.00	681.20		Special cleaning items
22100 Total									30,650.00	-	28,000.00	32,000.00	28,578.38		
1 8		FACILITIES (MAI			22200		FUEL/OIL/LUBRICANTS	3,500.00		-	2,500.00	2,500.00	1,606.42		Fuel and oil for fleet
1 13		ALL			22200		FUEL/OIL/LUBRICANTS			-	0.00	1,500.00	0.00		
1 15		OUTREACH			22200		FUEL/OIL/LUBRICANTS	7,000.00		-	5,500.00	5,000.00	5,925.74		Fuel for the bookmobile
1 16		CATS			22200		FUEL/OIL/LUBRICANTS	500.00		-	500.00	2,000.00	0.00		
22200 Total									11,000.00	-	8,500.00	11,000.00	7,532.16		
1 13		ALL			22300		CATALOGING SUPPLIES/BOOKS			-	0.00	1,000.00	0.00		
1 18		COLLECTION SE			22300		CATALOGING SUPPLIES/BOO	5,500.00		-	5,500.00	6,500.00	4,842.09		Cataloging supplies order by copy c
22300 Total									5,500.00	-	5,500.00	7,500.00	4,842.09		
1 11		CHILDREN'S SE			22400		A/V SUPPLIES/CATALOG	250.00		-	500.00	500.00	0.00		
1 12		CIRCULATION			22400		A/V SUPPLIES/CATALOG	3,000.00		-	3,000.00	3,000.00	2,986.89		Cases for audio visual material
1 13		ALL			22400		A/V SUPPLIES/CATALOG			-	0.00	1,000.00	0.00		
1 18		COLLECTION SE			22400		A/V SUPPLIES/CATALOG	6,500.00		-	6,500.00	7,500.00	6,451.99		A/V supplies order by cataloger
22400 Total									9,750.00	-	10,000.00	12,000.00	9,438.88		
1 1		DIRECTOR			22500		CIRCULATION SUPPLIES			-	0.00	23,844.00	0.00		Remainder of RFID supplies not bud
1 5		BUSINESS OFFI			22500		CIRCULATION SUPPLIES	2,000.00		-	2,000.00	4,000.00	1,988.80		Printer receipt paper for all departme
1 11		CHILDREN'S SE			22500		CIRCULATION SUPPLIES	500.00		-	500.00	500.00	80.45		Mesh bags for toys
1 12		CIRCULATION			22500		CIRCULATION SUPPLIES	6,000.00		-	6,000.00	6,120.00	5,355.10		Mailers,Cards disc repair,
1 14		ELLETTSVILLE			22500		CIRCULATION SUPPLIES	500.00		-	500.00	500.00	415.09		Demco - Gaylord items
1 18		COLLECTION SE			22500		CIRCULATION SUPPLIES	24,000.00		-	12,000.00	200,400.00	183,050.35		RFID tags
22500 Total									33,000.00	-	21,000.00	235,364.00	190,889.79		
1 8		FACILITIES (MAI			22600		LIGHT BULBS	3,000.00		-	3,000.00	4,000.00	4,565.98		Replacement of ballasts & light bulbs
1 8		FACILITIES (MAINTENANCE)					LIGHT BULBS								36300 for energy audit bulbs
1 13		ALL			22600		LIGHT BULBS			-	0.00	2,000.00	0.00		
22600 Total									3,000.00	-	3,000.00	6,000.00	4,565.98		
1 8		FACILITIES (MAI			22800		UNIFORMS	1,400.00		1,400.00	500.00	0.00	0.00		
1 9		FACILITIES (SEC			22800		UNIFORMS	500.00		500.00	500.00	0.00	0.00		
22800 Total									1,900.00	-	1,000.00	0.00	0.00		
1 3		ASSOCIATE DIRI			22900		DISPLAY/EXHIBITS SUPPLIES	5,000.00		-	0.00	10,000.00	1,226.46		place holder
1 7		COMMUNITY RE			22900		DISPLAY/EXHIBITS SUPPLIES	200.00		200.00	100.00	500.00	0.00		Miscellaneous
1 8		FACILITIES (MAI			22900		DISPLAY/EXHIBITS SUPPLIES	100.00		100.00					

Fn	Dej	Dept	Descr	Object	Sourc	Object	Descr	2012 budget	2012 budget	2011	2011	2010	2010	Comments	2011
		Wrk	Sht	D			Wage	1.5%	10.0%	projection	Budget	Budget	Actual	updates	Comment
							Change %	dept	sub t						
							Health								
							Ins								
							Change %								
1	10	ADULT SERVICE		22900		DISPLAY/EXHIBITS SUPPLIES		100.00		100.00					
				22900 Total											
1	13	ALL		23000		IS SUPPLIES									
1	15	OUTREACH		23000		IS SUPPLIES		100.00		100.00					
1	19	INFORMATION S		23000		IS SUPPLIES		6,500.00							Misc supplies < \$1000
				23000 Total											
1	8	FACILITIES (MAII		23100		BUILDING MATERIAL SUPPLIE		10,000.00		10,000.00					Filters, first aid supplies, belts, misc
1	13	ALL		23100		BUILDING MATERIAL SUPPLIE		5,000.00							Place Holder
1	14	ELLETTVILLE		23100		BUILDING MATERIAL SUPPLIE		800.00							Hardware store items
				23100 Total											
1	8	FACILITIES (MAII		23150		ENERGY AUDIT MATERIALS		2,000.00		2,000.00					
				23150 Total											
1	8	FACILITIES (MAII		23200		PAINT/PAINTING SUPPLIES		300.00							General touchups
				23200 Total											
1	8	FACILITIES (MAII		23400		OTHER REPAIRS/BINDING									
1	13	ALL		23400		OTHER REPAIRS/BINDING		1,000.00							Place Holder
				23400 Total											
1	1	DIRECTOR		31100		CONSULTING SERVICES		3,000.00							
				31100 Total											
1	1	DIRECTOR		31200		ENGINEERING/ARCHITECTUR		40,000.00		3,000.00					Phase 3 renovation
1	3	ASSOCIATE DIRI		31200		ENGINEERING/ARCHITECTURAL									
				31200 Total											
1	1	DIRECTOR		31300		LEGAL SERVICES		12,000.00							Tom Bunger
1	6	HUMAN RESOUF		31300		LEGAL SERVICES		3,500.00		3,500.00					HR legal issues
				31300 Total											
1	8	FACILITIES (MAII		31400		BUILDING SERVICES		25,000.00							Contract services for building mainte
1	13	ALL		31400		BUILDING SERVICES									
1	14	ELLETTVILLE		31400		BUILDING SERVICES		15,000.00							Snow removal, window cleaning, tra:
				31400 Total											
1	5	BUSINESS OFFI		31500		MAINTENANCE CONTRACTS		1,950.00							Coin Sorter/Banyon/Survey monkey
1	6	HUMAN RESOUF		31500		MAINTENANCE CONTRACTS		2,000.00							Prospera People Mgm Prospera People Mgmt software
1	7	COMMUNITY RE		31500		MAINTENANCE CONTRACTS		390.00							Laminator
1	8	FACILITIES (MAII		31500		MAINTENANCE CONTRACTS		28,000.00							Chardon, Koorsen, Schindler, Stanle
1	10	ADULT SERVICE		31500		MAINTENANCE CONTRACTS		5,900.00							Microfiche reader & When to Work
1	12	CIRCULATION		31500		MAINTENANCE CONTRACTS		37,800.00		770.00					RFID-AMH,Folding maFolding machine
1	13	ALL		31500		MAINTENANCE CONTRACTS		4,300.00							Place Holder
1	14	ELLETTVILLE		31500		MAINTENANCE CONTRACTS		4,500.00		3,300.00					Security System
1	19	INFORMATION S		31500		MAINTENANCE CONTRACTS		55,000.00							see worksheet Envisionware,E'vanced,Copiers, Pol
				31500 Total											
1	13	ALL		31600		COMPUTER SERVICES									Moved to 014 gate for trash

Fn	Dej	Dept	Descr	Object	Sourc	Object	Descr	2012 budget	2012 budget	2011	2011	2010	2010	Comments	2011
		Wrk	Sht	D			Wage	1.5%	dept	projection	Budget	Budget	Actual	updates	Comment
							Change %	10.0%	sub t						
							Health Ins								
							Change %								
1 16	CATS			31600			COMPUTER SERVICES	1,500.00		-	1,200.00	1,000.00	1,026.83		Internet services
1 18	COLLECTION SE			31600			COMPUTER SERVICES	33,800.00		-	33,800.00	33,420.00	31,104.36		OCLC
1 19	INFORMATION S			31600			COMPUTER SERVICES	16,000.00		-	15,000.00	15,000.00	12,448.17		Smithville
				31600 Total						-	50,000.00	50,000.00	44,579.36		
1 5	BUSINESS OFFK			31700			ADMIN/ACCOUNTING SERVIC	10,000.00		10,000.00	4,600.00	4,500.00	7,407.53		Credit card fees
1 6	HUMAN RESOUF			31700			ADMIN/ACCOUNTING SERVIC	24,000.00		-	25,000.00	25,000.00	27,980.69		ECI 2k/mo Payroll, FSA, Cobra Services, Time
1 7	COMMUNITY RE			31700			ADMIN/ACCOUNTING SERVICES			-	0.00	0.00	35.00		
1 8	FACILITIES (MAI			31700			ADMIN/ACCOUNTING SERVICES			-	0.00	0.00	70.00		
1 12	CIRCULATION			31700			ADMIN/ACCOUNTING SERVIC	100.00		100.00	15,000.00	250.00	23,878.55	Patron record destruct	Patron record destruction/Collection
1 13	ALL			31700			ADMIN/ACCOUNTING SERVICES			-	0.00	29,450.00	0.00		
1 14	ELLETTSVILLE			31700			ADMIN/ACCOUNTING SERVICES			-	0.00	0.00	35.00		
1 16	CATS			31700			ADMIN/ACCOUNTING SERVIC	2,400.00		-	2,400.00	2,000.00	1,787.59		Payroll, FSA, Cobra services, Time
				31700 Total						-	47,000.00	61,200.00	61,194.36		
1 12	CIRCULATION			31750			COLLECTIOM AGENCY	24,000.00		47,000.00				Collection Agency	Patron record destruction/Collection
				31750 Total						-	24,000.00				
1 7	COMMUNITY RE			32100			TELEPHONE	1,500.00		-	1,200.00	1,300.00	1,703.21		Yellow pages advertisement (ELL)
1 8	FACILITIES (MAI			32100			TELEPHONE	1,600.00		-	1,200.00	1,800.00	1,538.88		Cell phones & pagers
1 13	ALL			32100			TELEPHONE			-	0.00	4,100.00	0.00		
1 14	ELLETTSVILLE			32100			TELEPHONE	3,500.00		-	3,500.00	4,000.00	3,431.22		Telephone services
1 15	OUTREACH			32100			TELEPHONE	2,000.00		-	2,000.00	2,000.00	1,648.93		Cell & Data lines
1 16	CATS			32100			TELEPHONE	2,000.00		-	1,800.00	2,800.00	1,842.29		Telephone services
1 19	INFORMATION S			32100			TELEPHONE	20,000.00		-	16,300.00	14,500.00	19,798.54		Telephone services- main
				32100 Total						-	26,000.00	30,500.00	29,963.07		
1 4	ADMINISTRATIVI			32200			POSTAGE	30,000.00		-	30,000.00	35,000.00	27,042.26		Presort service and stamps for all de
1 13	ALL			32200			POSTAGE			-	0.00	2,000.00	0.00		
1 16	CATS			32200			POSTAGE			-	0.00	0.00	6.40		
				32200 Total						-	30,000.00	37,000.00	27,048.66		
1 1	DIRECTOR			32300			TRAVEL EXPENSE	10,000.00		-	10,000.00	9,900.00	0.00		
1 11	CHILDREN'S SEf			32300			TRAVEL EXPENSE			-	0.00	100.00	959.36		
1 14	ELLETTSVILLE			32300			TRAVEL EXPENSE			-	0.00	0.00	165.60		
1 15	OUTREACH			32300			TRAVEL EXPENSE			-	0.00	0.00	100.99		
				32300 Total						-	10,000.00	10,000.00	1,225.95		
1 1	DIRECTOR			32400			PROFESSIONAL MTG/OFF SIT	10,000.00		-	10,000.00	9,205.00	67.00		
1 11	CHILDREN'S SEf			32400			PROFESSIONAL MTG/OFF SITE			-	0.00	795.00	795.00		
				32400 Total						-	10,000.00	10,000.00	862.00		
1 1	DIRECTOR			32500			CONTINUING EDUCATION/ON	10,000.00		-	10,000.00	10,000.00	0.00		
1 15	OUTREACH			32500			CONTINUING EDUCATION/ON SITE			-	0.00	0.00	1,193.00		
				32500 Total						-	10,000.00	10,000.00	1,193.00		
1 1	DIRECTOR			32600			FREIGHT/DELIVERY			-	0.00	0.00	71.12		
1 8	FACILITIES (MAI			32600			FREIGHT/DELIVERY	175.00		-	175.00	0.00	0.00		

Fn	Dej	Dept	Descr	Object	Sourc	Object	Descr	2012 budget	2012 budget	2011	2011	2010	2010	Comments	2011 Comment
		Wrk	Sht	D			Wage	1.5%	10.0%	projection	Budget	Budget	Actual	updates	
							Change %	dept	sub t						
							Health								
							Ins								
							Change %								
1 10	ADULT SERVICE	32600					FREIGHT/DELIVERY			-	0.00	0.00	41.18		
1 12	CIRCULATION	32600					FREIGHT/DELIVERY	575.00		-	575.00	750.00	582.44		Wheels/Interlibrary Loan/3 visits
1 16	CATS	32600					FREIGHT/DELIVERY	250.00		-	250.00	250.00	0.00		Freight
1 19	INFORMATION S	32600					FREIGHT/DELIVERY			-	0.00	0.00	13.73		
	32600 Total								1,000.00	-	1,000.00	1,000.00	708.47		
1 5	BUSINESS OFFK	33100					ADVERTISING/PUBLICATION	700.00		-	400.00	750.00	668.15		Legal notices
1 6	HUMAN RESOUF	33100					ADVERTISING/PUBLICATION	1,200.00		-	500.00	1,600.00	1,359.56		Employment Ads
1 7	COMMUNITY RE	33100					ADVERTISING/PUBLICATION	1,000.00		-	1,100.00	1,100.00	539.00		HT, IDS ads
1 13	ALL	33100					ADVERTISING/PUBLICATION			-	0.00	4,550.00	0.00		
	33100 Total								2,900.00	-	2,000.00	8,000.00	2,566.71		
1 1	DIRECTOR	33200					PRINTING			-	0.00	1,200.00	0.00		
1 7	COMMUNITY RE	33200					PRINTING	4,000.00		-	4,020.00	5,000.00	1,321.35		Miscellaneous
1 10	ADULT SERVICE	33200					PRINTING	1,900.00		-	1,980.00	1,800.00	496.10		Match for LSTA grant
1 13	ALL	33200					PRINTING			-	0.00	11,000.00	0.00		
	33200 Total								5,900.00	-	6,000.00	19,000.00	1,817.45		
1 5	BUSINESS OFFK	34100					OFFICIAL BOND INS.	700.00		-	700.00	700.00	660.00		Bond for officers
1 13	ALL	34100					OFFICIAL BOND INS.			-	0.00	500.00	0.00		
	34100 Total								700.00	-	700.00	1,200.00	660.00		
1 5	BUSINESS OFFK	34200					OTHER INSURANCE	50,000.00		-	48,600.00	52,571.00	42,778.16		Insurance package
1 13	ALL	34200					OTHER INSURANCE			-	0.00	2,000.00	0.00		
1 16	CATS	34200					OTHER INSURANCE	5,400.00		-	5,400.00	5,429.00	4,626.84		Media Liability + Prop/Liab/Auto
	34200 Total								55,400.00	-	54,000.00	60,000.00	47,405.00		
1 8	FACILITIES (MAII	35100					GAS	800.00		-	1,000.00	1,000.00	582.62		Water heaters for Main
1 13	ALL	35100					GAS			-	0.00	4,000.00	0.00		
1 14	ELLETTSVILLE	35100					GAS	2,800.00		-	4,400.00	2,800.00	1,826.99		Hot water, Heating
1 16	CATS	35100					GAS	200.00		-	200.00	200.00	55.38		Water heaters
	35100 Total								3,800.00	-	5,600.00	8,000.00	2,464.99		
1 8	FACILITIES (MAII	35200					ELECTRICITY	250,000.00		-	252,700.00	244,412.00	234,946.45		Lights and HVAC for Main
1 13	ALL	35200					ELECTRICITY			-	0.00	10,000.00	0.00		
1 14	ELLETTSVILLE	35200					ELECTRICITY	17,500.00		-	17,000.00	14,000.00	17,334.22		Cooling, and lights
1 15	OUTREACH	35200					ELECTRICITY	1,000.00		-	1,300.00	800.00	850.01		Bookmobile stops
1 16	CATS	35200					ELECTRICITY	22,000.00		-	22,000.00	22,000.00	22,331.76		HVAC and lights
	35200 Total								290,500.00	-	293,000.00	291,212.00	275,462.44		
1 8	FACILITIES (MAII	35300					WATER	13,500.00		-	12,000.00	12,000.00	12,510.60		Water usage for Main
1 13	ALL	35300					WATER			-	0.00	800.00	0.00		
1 14	ELLETTSVILLE	35300					WATER	3,100.00		-	3,000.00	3,000.00	2,820.86		Water usage
1 16	CATS	35300					WATER	1,300.00		-	800.00	1,200.00	1,189.14		Water usage
	35300 Total								17,900.00	-	15,800.00	17,000.00	16,520.60		
1 8	FACILITIES (MAII	36100					BUILDING REPAIRS	19,000.00		-	19,000.00	38,640.00	15,284.69		HFI, Comm Service, Auto door, Enel
1 14	ELLETTSVILLE	36100					BUILDING REPAIRS	3,000.00		-	3,000.00	5,580.00	992.27		Comm Service, HFI, etc.

Fn	Dej	Dept	Descr	Object	Sourc	Object	Descr	2012 budget	2012 budget	2011	2011	2010	2010	Comments	2011
		Wrk	Sht	D			Wage Change %	1.5% dept	10.0% sub t	projection	Budget	Budget	Actual	updates	Comment
							Health Ins Change %								
36100 Total									22,000.00	-	22,000.00	44,220.00	16,276.96		
1 1		DIRECTOR		36300		OTHER EQUIP/FURNITURE RE		2,000.00		-	0.00	2,340.00	0.00		
1 3		ASSOCIATE DIRI		36300		OTHER EQUIP/FURNITURE REPAIRS				-	1,000.00	10,660.00	13,502.75		
1 4		ADMINISTRATIVI		36300		OTHER EQUIP/FURNITURE REPAIRS				-	0.00	0.00	65.00		
1 7		COMMUNITY RE		36300		OTHER EQUIP/FURNITURE REPAIRS				-	0.00	0.00	1,072.64		
1 8		FACILITIES (MAI		36300		OTHER EQUIP/FURNITURE RE		10,000.00		-	66,000.00	7,000.00	1,916.73		Energy Audit & upholstery repair, mi
1 14		ELLETTTSVILLE		36300		OTHER EQUIP/FURNITURE REPAIRS				-	0.00	0.00	136.11		
1 18		COLLECTION SE		36300		OTHER EQUIP/FURNITURE REPAIRS				-	0.00	0.00	24.31		
1 19		INFORMATION S		36300		OTHER EQUIP/FURNITURE RE		3,000.00		-	3,000.00	9,000.00	11,730.64		Moving telephone lines and repair
36300 Total									15,000.00	-	70,000.00	29,000.00	28,448.18		
1 8		FACILITIES (MAI		36400		VEHICLE MAINTENANCE/REP.		3,000.00		-	6,500.00	1,000.00	321.08		general maintenance for fleet
1 13		ALL		36400		VEHICLE MAINTENANCE/REPAIR				-	0.00	1,600.00	0.00		Bookmobile maint
1 15		OUTREACH		36400		VEHICLE MAINTENANCE/REP.		3,000.00	2,500.00	-	1,000.00	8,000.00	10,253.65		Repair of bookmobile
36400 Total									6,000.00	-	7,500.00	10,600.00	10,574.73		
1 10		ADULT SERVICE		36500		MATERIALS BINDING/REPAIR		3,000.00		-	3,000.00	3,000.00	2,064.71		Indiana Room Binding
36500 Total									3,000.00	-	3,000.00	3,000.00	2,064.71		
1 1		DIRECTOR		37100		REAL ESTATE RENTAL/PARKI		2,100.00		-	2,500.00	2,900.00	2,984.00	1 spots - 2 placeholder	5 spots
1 3		ASSOCIATE DIRI		37100		REAL ESTATE RENTAL/PARKI		700.00		-	645.00	548.00	644.00		1 spot
1 4		ADMINISTRATIVI		37100		REAL ESTATE RENTAL/PARKI		1,700.00		-	1,500.00	1,600.00	1,556.00		3 spots
1 5		BUSINESS OFFIK		37100		REAL ESTATE RENTAL/PARKI		1,200.00		-	1,000.00	1,130.00	1,130.00		2 spots
1 6		HUMAN RESOUF		37100		REAL ESTATE RENTAL/PARKI		1,200.00		-	1,600.00	1,600.00	1,685.00	2 spots	3 spots
1 7		COMMUNITY RE		37100		REAL ESTATE RENTAL/PARKI		600.00		-	800.00	560.00	585.00	1 spot	2 spots
1 8		FACILITIES (MAI		37100		REAL ESTATE RENTAL/PARKI		2,800.00		-	2,000.00	2,500.00	1,998.00	6 spots	8 spots
1 9		FACILITIES (SEC		37100		REAL ESTATE RENTAL/PARKI		500.00		-	500.00	700.00	606.00	2 spots	4 spots
1 10		ADULT SERVICE		37100		REAL ESTATE RENTAL/PARKI		7,300.00		-	6,500.00	6,500.00	6,433.50		18 spots
1 11		CHILDREN'S SEF		37100		REAL ESTATE RENTAL/PARKI		2,500.00		-	2,500.00	2,500.00	2,511.00	7 spots	11 spots
1 12		CIRCULATION		37100		REAL ESTATE RENTAL/PARKI		3,500.00		-	4,070.00	3,000.00	2,778.50	16 spots	26 spots
1 14		ELLETTTSVILLE		37100		REAL ESTATE RENTAL/PARKI		600.00		-	585.00	600.00	585.00		1 spot
1 15		OUTREACH		37100		REAL ESTATE RENTAL/PARKI		2,500.00		-	1,700.00	1,700.00	1,797.50	6 spots	5 spots
1 17		VITAL		37100		REAL ESTATE RENTAL/PARKI		1,200.00		-	1,500.00	1,062.00	1,100.00	2 spots	3 spots
1 18		COLLECTION SE		37100		REAL ESTATE RENTAL/PARKI		3,500.00		-	3,100.00	3,500.00	3,390.50	10 spots	11 spots
1 19		INFORMATION S		37100		REAL ESTATE RENTAL/PARKI		1,700.00		-	1,500.00	1,600.00	1,620.50		6 spots
37100 Total									33,600.00	-	32,000.00	32,000.00	31,404.50		
1 1		DIRECTOR		37200		EQUIPMENT RENTAL				-	0.00	500.00	0.00		
1 8		FACILITIES (MAI		37200		EQUIPMENT RENTAL		100.00		-	100.00	0.00	22.20		Miscellaneous
1 18		COLLECTION SE		37200		EQUIPMENT RENTAL				-	0.00	7,040.00	7,040.00		
37200 Total									100.00	-	100.00	7,540.00	7,062.20		
1 1		DIRECTOR		39100		DUES/INSTITUTIONAL		7,000.00	7,000.00	-	5,870.00	6,650.00	613.00		ILF & Misc
1 13		ALL		39100		DUES/INSTITUTIONAL				-	0.00	650.00	0.00		
1 14		ELLETTTSVILLE		39100		DUES/INSTITUTIONAL		30.00		-	30.00	60.00	30.00		Ellettsville Chamber of Commerce

Fn	Dej	Dept	Descr	Object	Sourc	Object	Descr	2012 budget	2012 budget	2011	2011	2010	2010	Comments	2011 Comment
		Wrk	Sht	D			Wage Change %		1.5% dept	projection	Budget	Budget	Actual	updates	
							Health Ins Change %		10.0% sub t						
1 15		OUTREACH		39100		DUES/INSTITUTIONAL				-	40.00	40.00	0.00		ABOS
1 16		CATS		39100		DUES/INSTITUTIONAL		350.00		-	350.00	350.00	350.00		Alliance Comm Media
1 18		COLLECTION SE		39100		DUES/INSTITUTIONAL		210.00		-	210.00	250.00	210.00		INCOLSA
1 19		INFORMATION S		39100		DUES/INSTITUTIONAL				-	0.00	0.00	100.00		
		39100 Total								-	6,500.00	8,000.00	1,303.00		
1 5		BUSINESS OFFI		39200		INTEREST/TEMPORARY LOAN		2,500.00		-	2,500.00	2,500.00	0.00		To be used if settlement is not paid c
		39200 Total								-	2,500.00	2,500.00	0.00		
1 5		BUSINESS OFFI		39400		TRANSFER TO RAINY DAY		200,000.00		-	200,000.00	150,000.00	150,000.00		Rainy Day xfer Fund depreciation of capital assets
		39400 Total								-	200,000.00	150,000.00	150,000.00		
1 7		COMMUNITY RE		39500		EDUCATIONAL/LICENSING SE		300.00		-	600.00	600.00	0.00		Graphics software
1 10		ADULT SERVICE		39500		EDUCATIONAL/LICENSING SE		1,600.00		-	1,600.00	1,500.00	1,525.47		Movie License/URL Bedrock Match
1 16		CATS		39500		EDUCATIONAL/LICENSING SE		2,500.00		-	2,500.00	2,500.00	2,887.50		Dish Network, SCOLA
1 19		INFORMATION S		39500		EDUCATIONAL/LICENSING SE		900.00		-	1,800.00	1,900.00	207.47		Red Hat, Team Software, Misc.
		39500 Total								-	6,500.00	6,500.00	4,620.44		
1 3		ASSOCIATE DIRI		44100		FURNITURE		1,000.00		-	0.00	70,000.00	59,331.00		misc furniture
		44100 Total								-	0.00	70,000.00	59,331.00		
1 1		DIRECTOR		44105		ENCUMBERED FURNITURE		-		-	1,387.52	0.00	0.00		
		44105 Total								-	1,387.52	0.00	0.00		
1 5		BUSINESS OFFI		44300		OTHER EQUIPMENT		4,300.00		-	10,357.00	0.00	0.00	Place holder	Place holder
1 7		COMMUNITY RE		44300		OTHER EQUIPMENT		1,000.00		-	2,300.00	0.00	0.00	Place holder	Poster Printer
1 12		CIRCULATION		44300		OTHER EQUIPMENT		3,000.00		-	5,700.00	0.00	0.00	Place holder	DVD Repair machine
1 13		ALL		44300		OTHER EQUIPMENT				-	0.00	2,944.21	0.00		
1 14		ELLETTSVILLE		44300		OTHER EQUIPMENT				-	0.00	0.00	2,900.00		
1 15		OUTREACH		44300		OTHER EQUIPMENT				-	0.00	55.79	55.79		
		44300 Total								-	18,357.00	3,000.00	2,955.79		
1 1		DIRECTOR		44450		BUILDING RENOVATION				-	0.00	16,400.00	16,400.00		
1 3		ASSOCIATE DIRI		44450		BUILDING RENOVATION				-	0.00	145,600.00	139,073.64		
1 5		BUSINESS OFFI		44450		BUILDING RENOVATION				-	0.00	34,000.00	0.00		
1 13		ALL		44450		BUILDING RENOVATION				-	0.00	425,851.00	0.00		
		44450 Total								-	0.00	621,851.00	155,473.64		
1 1		DIRECTOR		44650		IS SOFTWARE				-	0.00	5,600.00	0.00		
1 12		CIRCULATION		44650		IS SOFTWARE				-	0.00	3,150.00	3,150.00		
1 19		INFORMATION S		44650		IS SOFTWARE				-	0.00	0.00	156.99		
		44650 Total								-	0.00	8,750.00	3,306.99		
1 12		CIRCULATION		45100		BOOKS				-	0.00	0.00	48.00		
								135,800.00							TO GET TO 15%
1 18		COLLECTION SE		45100		BOOKS		524,200.00		-	593,000.00	586,780.00	586,731.86		per Collection development committ
		45100 Total								-	593,000.00	586,780.00	586,779.86		
1 18		COLLECTION SE		45200		PERIODICALS/NEWSPAPERS		40,100.00		-	48,000.00	42,489.00	42,488.55		per Collection development committ
		45200 Total								-	48,000.00	42,489.00	42,488.55		

Smithville[®] DIGITAL

SERVICES CONTRACT

This agreement is entered into this _____ day of _____ 2011 by and between Smithville Digital, LLC, a limited liability company having an office at 1600 Temperance Street Ellettsville, Indiana 47429 (“Smithville Digital”) and Monroe County Public Library located at 303 E. Kirkwood Avenue Bloomington, Indiana 47403 (“Customer”).

Whereas, Customer desires Dedicated Internet Access to 303 E. Kirkwood Avenue Bloomington, Indiana (the "Premises").

Whereas, Customer and Smithville Digital desire Smithville Digital to provide the following services (the “Services”) for twelve (12) months from the installation date:

1. 20 Megabits of Dedicated Internet Access
2. Fiber Optic Connectivity

Smithville Digital will build a fiber optic connection to the Customer locations identified above. The Fiber will be terminated in a Fiber Termination Panel (demarc switch) in the designated equipment room. The Customer, by signing this contract, gives permission for right-of-way to each location on property owned by the Customer and pertaining to the location specified in this contract.

Now, in consideration of the following, the parties hereto agree:

Article 1 Scope of Services

Section 1.1 Service Provisioning

Smithville Digital will install and maintain the Services for the Customer for the term of this agreement. Any additional services beyond those described hereunder are beyond the scope of this agreement and require a separate agreement to provide those services.

Section 1.2 Alterations to Services

Changes to the Services including, without limitation, relocation of the Services to another premises, or expansion of the Services to addition locations, may result in the need for an additional contract and/or additional one-time and recurring charges.

Section 1.3 Service Level Agreement

Additional Smithville Digital and Customer responsibilities with regard to the Services are detailed within the Service Level Agreement Addendum (“SLA”) which is attached hereto and

set forth in Article 5 hereof incorporated herein by reference and made a part hereof the same as if set out herein in full.

Article 2: Pricing Schedule and Terms

Section 2.1 Terms of the Agreement:

This Agreement is for twelve months and shall commence upon the installation of the Services.

Section 2.2 Nonrecurring Installation Costs: \$ 0.00

Section 2.3 Recurring Monthly Fees:

20 Megabits of Dedicated Internet Access	\$ 1,100.00
Connectivity to Ellettsville Branch	\$ 325.00

Article 3: Payment Procedures

Section 3.1 Payment

All Nonrecurring charges must be paid prior to any service being ordered and before the project implementation is started. Payment for first month of service provided hereunder is due two weeks after network testing has been completed successfully. Thereafter, billing for Smithville Digital services will commence when a Smithville Digital monthly invoice is presented to the Customer on or around the 1st of each month. Payment is due 20 days after date of invoice. Accounts are subject to an interest charge of either 1.5% per month or the maximum rate permitted by law, whichever is less, on the outstanding balance. Accounts are in default if payment is not received within 30 days after the date of invoice. If any check for payment is returned to Smithville Digital unpaid, the Customer is immediately in default. Accounts unpaid 30 days after the date of invoice may have the services provided hereunder interrupted. Such interruption does not relieve the Customer of the obligation to pay the monthly charge. The Customer agrees to pay Smithville Digital its reasonable expenses, including attorney and collection agency fees, incurred in enforcing its rights under this Agreement.

If Smithville Digital fails to present an invoice in a timely manner, such failure shall not constitute a waiver of the charges for the fees to which it relates and Customer shall pay such invoice as required by agreed upon payment terms. Customer may not dispute service charges that are more than ninety (90) days from the payment date on invoice.

Section 3.2 Cancellation of Services by the Customer

The Customer may only cancel the Smithville Digital services hereunder by the giving of 90 days advance written notice to Smithville Digital. In the event the Customer wants to terminate this Agreement due to cause, not limited to, but including Smithville Digital's failure to meet the terms of the SLA and the general terms of this Agreement, the Customer will notify Smithville Digital in writing of the deficiencies and will give Smithville Digital 30 days to correct such

deficiencies. If deficiencies are reasonably addressed this Agreement will continue to stay in effect. During this 30-day correction period the Customer will continue to pay the standard monthly charge. If deficiencies aren't addressed within the 30-day correction period, the Customer may terminate this Agreement without penalty.

In the event of early cancellation without cause of an Agreement which has a term on one or more years, the Customer will be required to pay fifty percent (50%) of Smithville Digital's monthly charge for each month and partial month remaining in the term of this Agreement.

Section 3.3 Termination by Smithville Digital

Smithville Digital may terminate this Agreement or any service order hereunder or suspend services, after attempting to contact the customer to discuss the situation and giving prior written notice to the Customer, upon (a) the Customer's failure to pay any amounts as provided in this Agreement, (b) the Customer's breach of any provision of this Agreement or of any law, rule, or regulation governing the services, (c) the Customer's breach of, or failure to adhere to, Smithville Digital's Acceptable Use Policy as may be modified from time to time, (d) any insolvency, bankruptcy assignment for the benefit of creditors, appointment of trustee or receiver, or similar event with respect to the Customer, or (e) any governmental prohibition or required alteration of the services. Further, Smithville Digital may terminate or suspend services, without the giving of prior notice, if (a) such termination or suspension is, in the sole and absolute discretion of Smithville Digital, necessary to protect Smithville Digital's network, (b) Smithville Digital has reasonable evidence of the Customer's fraudulent or illegal use of the services provided hereunder, or (c) such termination or suspension is required by any governmental, regulatory, or legal authority. Any termination or suspension shall not relieve the Customer of any liability incurred prior to such termination or suspension. All terms and conditions of this Agreement shall continue to apply to any services not so terminated or suspended, regardless of the termination of this Agreement.

Section 3.4 Warranties and Disclaimers

The Customer warrants and represents that (i) the Customer is free lawfully to enter into this Agreement, (ii) if the Customer delivers any materials to Smithville Digital hereunder, such materials and the use thereof by Smithville Digital do not infringe or violate any copyright, trademark, service mark, patent, trade secret, privacy, publicity, or other rights of any third party, and (iii) such materials do not contain any viruses or other destructive elements. SMITHVILLE DIGITAL MAKES NO WARRANTIES, EXPRESS OR IMPLIED, AND SMITHVILLE DIGITAL SPECIFICALLY DISCLAIMS ALL EXPRESS AND IMPLIED WARRANTIES REGARDING THE SERVICES AND INTELLECTUAL PROPERTY, INCLUDING ANY IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, AND ANY IMPLIED WARRANTIES ARISING FROM COURSE OF PERFORMANCE, COURSE OF DEALING OR USAGE OF TRADE. IN PARTICULAR, SMITHVILLE DIGITAL DOES NOT WARRANT THAT THE SERVICES WILL MEET THE CUSTOMER'S REQUIREMENTS, THAT THE SERVICES WILL BE UNINTERRUPTED OR ERROR FREE, OR THAT DATA WILL NOT BE LOST. SMITHVILLE DIGITAL IS NOT RESPONSIBLE FOR ANY LOSS SUFFERED BY THE CUSTOMER AS A RESULT

OF USING THE SERVICES, INCLUDING, BUT NOT LIMITED TO, LOSS RESULTING FROM DELAYS IN SERVICE, INCORRECT OR INCOMPLETE DELIVERY OF INFORMATION, POSSIBLE "COMPUTER VIRUSES", OR OTHER INTERRUPTION OF SERVICE, REGARDLESS OF CAUSE. SMITHVILLE DIGITAL SPECIFICALLY DENIES ANY RESPONSIBILITY FOR THE ACCURACY OR QUALITY OF INFORMATION OBTAINED THROUGH ITS SERVICES. SMITHVILLE DIGITAL DOES NOT GUARANTEE THAT ANY PARTICULAR INTERNET SITE OR SERVICE WILL BE REACHABLE VIA THE SERVICES AT ANY GIVEN TIME.

Section 3.5 Indemnification

The Customer hereby agrees to indemnify and hold harmless Smithville Digital and its officers, directors, agents, affiliates, attorneys, consultants, accountants, and employees from and against any losses, claims, damages, or liabilities, joint or several, to which Smithville Digital or such other persons may become subject or threaten against insofar as such losses, claims, damages, or liabilities (or actions in respect thereof) arise out of, or are based upon, or in any way relate to (i) the breach of this Agreement by the Customer or (ii) the Customer's and/or any other person's use and utilization of the services provided hereunder. The Customer agrees to reimburse Smithville Digital and such other persons for any legal or other expenses reasonably incurred by Smithville Digital or such other persons in connection with investigating or defending any such loss, claim, damage, liability, or action.

Section 3.6 Limitation of Liability

Smithville Digital shall not be liable to the Customer or any third party for any special, consequential, indirect, exemplary, punitive, or incidental damages (including, without limitation, lost profits or revenues) arising out of or related to this Agreement and services provided hereunder, however caused, and whether arising under contract, tort, or any other theory of liability, even if Smithville Digital has been advised of the possibility of such damages. Smithville Digital's cumulative maximum liability is limited to the amount of the Customer's monthly charge hereunder, as set forth in Article 2 of this Agreement, for the services to which the claim directly relates. Scheduled maintenance shall not constitute unavailability of Smithville Digital's network. Smithville Digital shall not be liable or responsible for content of information passing through its network, errors in transmission, or failure to establish connections.

Article 4: Miscellaneous Provisions

Section 4.1 Limitations on Remedies

This Agreement sets forth the Customer's sole remedies for any claim relating to Smithville Digital's network or the Services provided by Smithville Digital.

Section 4.2 Force Majeure

Smithville Digital shall not be liable for any outages, delays, or failures in performance due to acts of Force Majeure. For purposes hereof, Force Majeure shall mean acts of God, labor disputes, changes in law, regulation, or government policy, riots or other civil commotions, war, fire, explosions, vandalism, acts of terrorism, cable cut, adverse weather conditions, governmental actions, restrictions, or requirements, lockouts, earthquakes, epidemics, labor difficulties, acts or omissions of vendors or suppliers, transportation difficulties, or other occurrences that are beyond Smithville Digital's reasonable control.

Section 4.3 Venue and Arbitration

(a) With respect to any controversy, dispute, argument, or claim arising out of or in connection with or relating to this Agreement, or any alleged breach hereof (including, but not limited to, a request for emergency relief), the parties hereby consent to the exclusive jurisdiction of the courts of the State of Indiana in Monroe County or the Federal District Court for the proper district in Indiana and waive personal service of any and all process upon them and consent that all such service of process made by registered or certified mail directed to them at the address of the party set forth at the beginning of this Agreement and service so made shall be deemed to be completed five (5) days after mailing. The parties waive trial by jury and waive any objection to jurisdiction and venue of any action instituted hereunder, agree not to assert any defense based on lack of jurisdiction or venue, and consent to the granting of such legal or equitable relief as is deemed appropriate by the court, including, but not limited to, any emergency relief, injunctive or otherwise.

(b) Any dispute, controversy, or claim arising out of or in connection with or relating to this Agreement or any alleged breach hereof shall, upon the request of any party involved, be first submitted to pre suit mediation in an effort to resolve the situation. The costs of the mediation shall be shared equally by the parties to this Service Contract.

Section 4.4 Entire Agreement

This Agreement constitutes the entire agreement between the parties as to the transactions and activities contemplated herein and supersedes all former offers, agreements, letters of intent, and understandings between the parties which may have existed previously. All references herein to the Agreement shall mean this Agreement and all attached thereto.

Section 4.5 Severability

If any part of this Agreement or the application thereof, is for any reason held invalid or unenforceable, it shall be deemed severable and the validity of the remainder of this Agreement or the application of such provision to other persons or circumstances shall not be affected thereby.

Section 4.6 Survival of Provisions

The agreements and the covenants, representations, and warranties contained in this Agreement shall remain operative and in full force and effect, regardless of any termination or cancellation of this Agreement, and shall survive this Agreement and the termination of the services.

Section 4.7 Assignment; Burden and Benefit of Successors and Assigns

Smithville Digital shall not have the right to assign this Agreement, or any payment or benefit to which it may be entitled hereunder, to any other individual or entity without prior notice and consent from the Customer. The Customer acknowledges that this Agreement is personal with respect to the Customer and that the Customer shall not have the right to assign this Agreement or any payment or benefit to which it may be entitled hereunder. Subject to this limitation and restriction, this Agreement and the rights and obligations hereunder shall inure to the benefit of and be binding upon the respective heirs, executors, administrators, successors, and assigns of the parties hereto. Nothing in this Agreement shall be construed to create any rights or benefits in any third parties.

Section 4.8 Waiver

The failure of any party hereto to seek redress for violation of, or to insist upon strict performance of, any provision, term, or condition of this Agreement shall not constitute a waiver or in any way limit or prevent subsequent enforcement of any such provision, term, or condition.

Section 4.9 Headings

The descriptive headings of the Articles and Sections of this Agreement have been inserted for the convenience of the parties, do not constitute a substantive part of this Agreement, and shall not affect the interpretation of the same. Except as otherwise indicated, all references herein to numbered or lettered articles, sections, paragraphs, and exhibits are to articles, sections, paragraphs, and exhibits contained in this Agreement.

Section 4.10 Applicable Law

This Agreement shall be construed, interpreted, and enforced in accordance with the laws of the State of Indiana.

Section 4.11 Execution and Counterparts

This Agreement may be executed originally or by facsimile and in one or more counterparts, each of which shall be deemed to be an original copy and all of which together shall constitute one agreement binding on all parties hereto, notwithstanding that all the parties shall not have signed the same counterpart.

Section 4.12 Additional Documents and Actions

The parties agree to execute and deliver such other documents, certificates, agreements, and other writings and to take such other actions as may be necessary or desirable in order to consummate and expeditiously implement the transactions contemplated by this Agreement.

Section 4.13 Representation

Each party hereby acknowledges and states that such party has retained, or has had the opportunity to retain, independent legal counsel and advisors in connection with this Agreement.

Section 4.14 Notices

Any notice, request or other communication to be given by either party hereunder shall be in writing and shall be either delivered in person or sent by (a) registered or certified mail, postage prepaid, with return receipt requested, (b) an overnight courier guaranteeing overnight delivery or (c) a facsimile, telex, or other wire transmission if confirmed verbally or in writing by mail as aforesaid to the address set forth below or to such other address as any of the parties may designate from time to time by notice to the other parties. Notice shall be deemed delivered on receipt if delivered by hand or wire transmission, on the third business day after mailing if mailed by first class, registered or certified mail, or on the next business day after mailing or deposit with an overnight courier service if delivered by express mail or overnight courier.

Section 4.15 Confidential Information

As used herein, the term “Confidential Information” refers to all information, whether or not reduced to writing or designated as confidential and whether or not originated by Smithville Digital, which (1) was used in the business of Smithville Digital and was proprietary to, about or created by Smithville Digital; (2) is used in the business of Smithville Digital and is proprietary to, about or created by Smithville Digital and made known to the Customer; (3) is designated as confidential by Smithville Digital; or (4) is not generally known by any non-Smithville Digital personnel. Information or documents which are generally available or accessible to the public shall be deemed Confidential Information of Smithville Digital if the information was retrieved, gathered, assembled or maintained by Smithville Digital in such a manner not available to the public or for a purpose beneficial to Smithville Digital. From time to time, Smithville Digital may, for its own benefit, choose to place certain Confidential Information or records of Smithville Digital in the public domain. The fact that such Confidential Information may be made available to the public in a limited form and under limited circumstances does not change the confidential or proprietary nature of such information for purposes of this Agreement, and does not release the other party hereto from its duties with respect to such Confidential Information as set forth in the Agreement.

Section 4.16 Ownership of Confidential Information

Each party hereto hereby acknowledges and agrees that all Confidential Information designated as such by the other party hereto is and shall remain the exclusive property of the other party hereto, whether or not prepared in whole or in part by such party. Each party hereto shall, to the extent reasonably practicable, upon the termination of the Agreement, promptly deliver to the other party hereto all documents, tapes, disks or other storage media and any other materials, and all copies thereof in whatever form, in the possession of such party containing any Confidential Information that is the property of the other party.

Section 4.17 Non-Disclosure and Non-Use of Confidential Information

In furtherance of this Agreement and in order to assure adequate protection against the wrongful use or disclosure of Confidential Information, each party hereto shall hold all Confidential Information that is the property of the other party hereto in strict confidence and solely for the benefit of the other party hereto, and that, without the prior written consent of the other party hereto or as required by applicable law, neither party hereto will directly or indirectly disclose or use or authorize any third party to disclose or use any Confidential Information that is the property of the other party hereto. The obligations of each party hereto set forth in this Agreement and the rights and remedies of the other party hereto with respect thereto, whether legal or equitable, shall remain in full force and effect for so long as each other party hereto considers the Confidential Information that is the property of such party confidential.

Section 4.18 Ownership of Equipment

The Customer understands that any provided equipment not purchased by Customer shall remain the property of Smithville Digital and must be returned when the service is terminated or the Customer will be charged the fair market value for the equipment.

Article 5: Lit Fiber SLA

Section 5.1 Service Monitoring

For customers with managed network equipment provided by Smithville Digital at the Premises, the network connection will be monitored by testing for a ping response from that equipment every five minutes to ensure the physical fiber and Smithville Digital equipment are operational.

For customers without network equipment provided at the Premises, the network connection will be monitored by testing the status of the physical port where the Customer connection terminates in the Smithville Digital network.

Any network failure detected by the monitoring system will cause an automated alert to be sent to NOC staff via e-mail and cell phones. Three consecutive detected failures will constitute a potential outage and result in an investigative response by NOC staff.

The utilized bandwidth for all applicable network connections will be monitored using five-minute input/output averages. Bandwidth charts will be provided to the customer via a password protected web site with historical data for the previous day, week, month, and year.

Section 5.2 Technical Support

Questions or issues not related to a service affecting problem can be sent to the NOC via electronic mail at the following address: network.operations@smithvilledigital.net.

After receipt of the electronic mail, a NOC staff member will provide an initial response within one business day.

Any requests for changes in DNS or other network configurations need to be submitted at least five (5) business days in advance.

Section 5.3 Outage Reporting

Network Operations Center (NOC) staff will be on-call 24 hours, every day, to respond to service affecting network issues.

Service affecting network issues should only be reported to the NOC by calling the answering service at the following phone number: (866) 268-0494.

The customer must identify the company, the name of the person at the company to be contacts, and the best phone number to reach that person.

Section 5.4 Problem Response and Resolution

After notification of a service affecting problem by the answering service, a NOC staff member will investigate the issue and respond back to the phone number provided to the answering service within two (2) hours.

After notification by the automated monitoring system, a NOC staff member will investigate the issue. Unless it occurs during a time when the customer has requested not to be notified, the NOC will respond back to the Customer provided emergency phone number within two (2) hours.

As soon as the cause of the problem has been discovered, the Customer will be notified again, and, if the failure is due to a problem in the Smithville Digital network, an estimated time for restoration of Services will be provided.

The final notification to the Customer will take place when the Services have been restored.

Restoration of service may require access to the Customer's premises to test or replace equipment.

Section 5.5 Scheduled Maintenance

Scheduled maintenance of the network will be performed by or under the direction of Smithville Digital and at its discretion.

Scheduled maintenance will be performed during an established weekly maintenance window every Wednesday from 2:00am – 4:00am. During this window, changes may be made that could potentially affect the network Services.

When the changes made during the maintenance window are unlikely to have any impact on customers, no notifications will be sent in advance. When the changes made during the maintenance window are likely to have an impact, the Customer will be notified at least five (5) business days prior to the date of the window by electronic mail to the Customer provided addresses.

Section 5.6 Unscheduled Maintenance

Unscheduled maintenance will be performed on an as needed basis after the NOC has identified a failure within the network.

Every attempt will be made to delay unscheduled maintenance until an established maintenance window or a time of low network activity. However, it is possible such maintenance may need to be performed immediately. In all cases, the Customer will be notified before and after the maintenance by electronic mail to the Customer provided address.

Section 5.7 Guarantee of Availability and Remedies

Smithville Digital guarantees to have Smithville Digital’s network Services available at least 99.97% of the time for Internet upstream bandwidth during any calendar month.

In the event that Smithville Digital’s service doesn’t meet the established availability percentage as defined above, the following credits will apply to Customer’s monthly rate:

	Availability Percentage	
Fiber:	>=99.99% and <= 100%	0% credit
	>=99.90% and <99.99%	5% credit
	< 99.90%	10% credit
Upstream Bandwidth:	>= 99.97% and <=100%	0.00 credit
	>= 99.00 and <99.97%	5% credit
	<99.00%	10% credit

Notwithstanding the forgoing, in the event that the Services are unavailable for a continuous period of time greater than seventy-two (72) hours during a month, the Customer will receive a credit determined by multiplying the Customer’s monthly rate for such month by a fraction; the numerator of which is the number of full hours during the month which the Services were unavailable and the denominator of which is the number of hours in such month.

The Customer’s network shall not be considered to be unavailable during any period during which there are outages or failures resulting from a scheduled maintenance or resulting from occurrences outside of Smithville Digital's equipment and control, including, but not limited to:

- a. disruptions in Internet traffic caused by companies upstream from Smithville Digital,
- b. excessively long power outages: where back-up generators or back-up power supplies fail or become inoperable,
- c. disruptions caused by a failure of power or equipment provided by the customer or any third party,
- d. disruption during any period in which Smithville Digital is not given access to the customer's premises,
- e. disruptions due to a force majeure event (as describe in Section 4.2 of the contract),
- f. disruptions to service caused by the customer or any tenant.

Section 5.8 Customer Responsibilities

It is the Customer's responsibility to maintain on record with Smithville Digital accurate emergency contact information for the Services including phone numbers and electronic mail addresses.

It is the Customer's responsibility to notify Smithville Digital about any maintenance work that could disrupt the network Service's including planned power outages.

If there are times when the Customer does not want to be notified about network Service's problems, it is the Customer's responsibility to communicate the notification schedule to Smithville Digital.

Section 5.9 Acceptable Use Policy

Illegal Use

Smithville Digital's network may be used only for lawful purposes. Transmission, distribution, or storage of any material in violation of any applicable law or regulation is prohibited. This includes, without limitation, material protected by copyright, trademark, trade secret, or other intellectual property right used without proper authorization, and material that is obscene, defamatory, constitutes an illegal threat, or violates export control laws.

System and Network Security

Violations of system or network security are prohibited, and may result in criminal and civil liability. Smithville Digital will investigate incidents involving such violations and, if a criminal violation is suspected, Smithville Digital may involve and will cooperate with law enforcement. Examples of system or network security violations include, without limitation, the following:

1. Unauthorized access to or use of data, systems or networks, including any attempt to probe, scan or test the vulnerability of a system or network or to breach security or

authentication measures without express authorization of the owner of the system or network.

2. Unauthorized monitoring of data or traffic on any network or system without express authorization of the owner of the system or network.
3. Interference with service to any user, host or network including, without limitation, mail bombing, flooding, or denial of service attacks.
4. Modifying or tampering with any networking equipment provided by Smithville Digital.
5. Disrupting any aspect of the Smithville Digital network through any means.
6. Assuming or assigning a Smithville Digital address that was not allocated to the user by Smithville Digital.

Electronic Communications

Sending unsolicited mail messages, including, without limitation, commercial advertising and informational announcements, is explicitly prohibited. A user shall not use another site's mail server to relay mail without the express written permission of the site.

Third Party Usage

The Customer will be held responsible and accountable for any third party activity using the Services. This includes, without limitations, Smithville Digital's response to acceptable use violations.

IN WITNESS WHEREOF, the parties hereto have duly executed this Agreement as of the date first written below.

Smithville Digital, LLC

Monroe County Public Library

By: _____

By: _____

Printed: _____

Printed: _____

Title: _____

Title: _____

Date: _____

Date: _____

**AMENDMENT TO PERSONNEL MANUAL
SECTIONS 5.17 AND 6.10
TO INCORPORATE I.C. 34-28-7-2.**

5.17 WORKPLACE VIOLENCE

The safety and security of MCPL employees and customers is very important. It is the intent of MCPL to provide a workplace for all employees that is free of violence. Threats, threatening behavior, acts of violence, or any related conduct which disrupts another's work performance or the organization's ability to execute its mission will not be tolerated. Employees are prohibited from carrying firearms and ammunition in the course of performing official duties (IC35-47-11.1), except as permitted under IC 34-28-7-2. An employee brandishing a firearm, ammunition, or any object in a threatening manner during work hours will be subject to disciplinary action. (see also 6.10 EMPLOYMENT TERMINATION)

Workplace violence includes, but is not limited to, intimidation, threats, physical attack or property damage. These terms are defined as follows:

- A. "Intimidation" includes, but is not limited to, stalking or engaging in actions intended to frighten, coerce, or induce duress.
- B. "Threat" is the expression of intent to cause physical or mental harm. An expression constitutes a threat without regard to whether the person communicating the threat has presented the ability to carry it out and without regard to whether expression is contingent, conditional, or future.
- C. "Physical attack" is unwanted or hostile physical contact such as hitting, fighting, pushing, shoving, throwing objects, firing a weapon, causing an explosion of hazardous materials, or discharge of hazardous substances.
- D. "Property damage" is intentional damage to property which includes property owned or leased by MCPL, employees, visitors, or vendors.

Any person who makes threats, exhibits threatening behavior, or engages in violent acts on MCPL-owned or leased property may be removed from the premises.

Threats, threatening behavior, or acts of violence executed off MCPL-owned or leased property but directed at MCPL employees or members of the public while conducting official MCPL business, is a violation of this policy. Off-site threats include, but are not limited to, threats made via the telephone, fax or electronic or conventional mail, or any other communication medium.

Violations of this policy will lead to disciplinary action that may include dismissal, arrest, and prosecution. In addition, if the source of such inappropriate behavior is a member of the public, the response may also include barring the person(s) from MCPL-owned or leased premises, termination of business relationships with the individual(s), arrest, and prosecution of the person(s) involved.

Employees are responsible for notifying their supervisor of any ~~threats~~ use of an object in a threatening manner, that they have witnessed, received, or have been told that another person has

witnessed or received. Employees should also report any behavior they have witnessed that they regard as threatening or violent when the behavior is job related or might be carried out on MCPL-owned or leased property or in connection with MCPL employment.

Any employee who receives a protective or restraining order which lists MCPL-owned or leased premises as a protected area is required to provide their supervisor with a copy of such order.

If an emergency exists, contact the police department at 911, and notify your supervisor.

If not an emergency, employees should inform their supervisor. If the supervisor is unavailable or if the nature of the complaint is such that the employee does not believe he/she can discuss it with supervisor, the employee may bring concerns to the Library Director.

Employees who act in good faith by reporting real or implied violent behavior violations of this policy need not fear retaliation.

6.10 EMPLOYMENT TERMINATION

The MCPL Library Board of Trustees delegates the discharge of any employee to the Library Director or his/her designee. The Board is informed, in a timely manner, of any employees that are discharged. The progressive disciplinary steps listed above are expected to be followed in most instances, noting that there are some infractions designated serious enough for immediate termination of employment. These include but are not limited to the following infractions:

- Falsification of information on the employment application or other job related forms or verbally to supervisors, other management, or administrative personnel.
- Ignoring, bypassing, or otherwise altering standard Library procedures or policies for personal gain or for the advantage of others without due cause or prior approval of the supervisor or administrative personnel.
- False claims of injury or illness.
- Theft.
- Unlawful or negligent handling of public monies.
- Absence from work for more than two days without notifying the Library.
- Threatening or intimidating fellow employees or the public.
- Misusing MCPL property.
- Insubordination.
- Altering another employee's records, i.e., time sheet.
- Possessing firearms or other ~~tools~~ objects believed to be intended for use in an act of violence.
- Reporting to duty under the influence of, use, possession, distribution, or sale of drugs or alcohol while on the Library's premises or while conducting Library business.
- Failing to submit to a blood test, urinalysis, or breathalyzer examination pursuant to the Drug-Free Workplace Policy.
- Misusing or removing MCPL records, information, and/or equipment without prior authorization.

- Disclosing confidential information or material to unauthorized personnel.
- Excessive absenteeism or tardiness.
- Conviction of a felony.
- Use or threat of physical violence or abuse against other staff or the public during the performance of Library business or employment.
- Violating MCPL's Sexual Harassment policy.
- Violation of the MCPL Internet, computer, or email policies.

Employees may be required at any time to submit to a medical exam, at the Library's expense and selection of physician, to determine if the employee is physically and/or mentally fit to perform the duties of his/her position.

The Library will contest unemployment compensation claims filed by any staff member who was discharged for just cause under the unemployment compensation laws of the State.

For termination of a bargaining unit employee following disciplinary action, see Joint Agreement, Article VIII.

For impact on seniority of bargaining unit members who are terminated and then reemployed, see Joint Agreement, Article XIII, Section 2.

For limited conditions of reemployment following termination for unauthorized activities by bargaining unit employees, see Joint Agreement, Article XVI, Section 1.

IC 34-28-7

Chapter 7. Possession of Firearms and Ammunition in Locked Vehicles

IC 34-28-7-1

Application

Sec. 1. This chapter applies only to possession of a firearm or ammunition by an individual who may possess the firearm or ammunition legally. This chapter does not apply to the possession of a firearm, ammunition, or other device for which an individual must possess a valid federal firearms license issued under 18 U.S.C. 923 to possess the firearm, ammunition, or other device.

As added by P.L.90-2010, SEC.7.

IC 34-28-7-2

Regulation of employees' firearms and ammunition by employers

Sec. 2. (a) Notwithstanding any other law and except as provided in subsection (b), a person may not adopt or enforce an ordinance, a resolution, a policy, or a rule that:

- (1) prohibits; or
- (2) has the effect of prohibiting;

an employee of the person, including a contract employee, from possessing a firearm or ammunition that is locked in the trunk of the employee's vehicle, kept in the glove compartment of the employee's locked vehicle, or stored out of plain sight in the employee's locked vehicle.

(b) Subsection (a) does not prohibit the adoption or enforcement of an ordinance, a resolution, a policy, or a rule that prohibits or has the effect of prohibiting an employee of the person, including a contract employee, from possessing a firearm or ammunition:

(1) in or on school property, in or on property that is being used by a school for a school function, or on a school bus in violation of IC 20-33-8-16 or IC 35-47-9-2;

(2) on the property of:

- (A) a child caring institution;
- (B) an emergency shelter care child caring institution;
- (C) a private secure facility;
- (D) a group home;
- (E) an emergency shelter care group home; or
- (F) a child care center;

in violation of 465 IAC 2-9-80, 465 IAC 2-10-79, 465 IAC 2-11-80, 465 IAC 2-12-78, 465 IAC 2-13-77, or 470 IAC 3-4.7-19;

(3) on the property of a penal facility (as defined in IC 35-41-1-21);

(4) in violation of federal law;

(5) in or on property belonging to an approved postsecondary educational institution (as defined in IC 21-7-13-6(b));

(6) on the property of a domestic violence shelter;

(7) at a person's residence;

(8) on the property of a person that is:

(A) subject to the United States Department of Homeland Security's Chemical Facility Anti-Terrorism Standards issued April 9, 2007; and

(B) licensed by the United States Nuclear Regulatory Commission under Title 10 of the Code of Federal Regulations;

(9) on property owned by:

(A) a public utility (as defined in IC 8-1-2-1) that generates and transmits electric power; or

(B) a department of public utilities created under IC 8-1-11.1; or

(10) in the employee's personal vehicle if the employee, including a contract employee, is a direct support professional who:

(A) works directly with individuals with developmental disabilities to assist the individuals to become integrated into the individuals' community or least restrictive environment; and

(B) uses the employee's personal vehicle while transporting an individual with developmental disabilities.

As added by P.L.90-2010, SEC.7.

IC 34-28-7-3

Civil actions

Sec. 3. (a) An individual who believes that the individual has been harmed by a violation of section 2 of this chapter may bring a civil action against the person who is alleged to have violated section 2 of this chapter, other than a person set forth in IC 34-6-2-103(j)(2).

(b) If a person is found by a court, in an action brought under subsection (a), to have violated section 2 of this chapter, the court may do the following:

(1) Award:

(A) actual damages; and

(B) court costs and attorney's fees;

to the prevailing individual.

(2) Enjoin further violations of this chapter.

As added by P.L.90-2010, SEC.7.

IC 34-28-7-4

Other rights and remedies

Sec. 4. This chapter does not limit a person's rights or remedies under any other state or federal law.

As added by P.L.90-2010, SEC.7.

IC 34-28-7-5

Jurisdiction over action against employer

Sec. 5. A court does not have jurisdiction over an action brought against an employer who is in compliance with section 2 of this chapter for any injury or damage resulting from the employer's

compliance with section 2 of this chapter.

As added by P.L.90-2010, SEC.7.