

BOARD OF TRUSTEES MEETING

Wednesday, November 16, 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 October 26, 2011 Public Hearing on Additional Appropriation (page 1-3)
 - b. Minutes of October 26, 2011 Board Meeting (page 4-11)
 - c. Minutes of November 9, 2011 Work Session (page 12-15)
 - d. Monthly Bills for Payment (page 16-21)
 - e. Monthly Financial Report (page 22-43)
 - f. Board Calendar (page 44)
 - g. Personnel Report (page 45-47)
3. Director's Report (page 48-63) – Sara Laughlin
4. Old Business
 - a. Update to Meeting Room Policy to Reflect Business Use (page 64-66) – action item – Sara Laughlin
5. New Business
 - a. 2012 Employee Insurance (page 67-101) – action item – Kyle Wickemeyer-Hardy
 - b. CATS 2012 contract with Monroe County (not in packet) – action item – Michael White
 - c. Strategic Planning Process (page 102-108) – action item – Sara Laughlin
 - d. Bid for Demolition of Yellow House (page 109-110) – action item – Gary Lettelleir
6. Program Update – It's Your Money – Jason Evans Groth
7. Public Comment
8. Adjournment

PUBLIC HEARING MEETING
Wednesday, October 26, 2011

Trustees in attendance:

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

Absent:

David Ferguson

Also in attendance:

Sara Laughlin, Gary Lettelleir, Bara Swinson, Mickey Needham, Pam Wasmer, Michael White, Tom Bunger, Ned Baugh

Call to Order:

Kari called the public hearing meeting to order at 5:46 p.m.

Additional Appropriation for General Obligation Bond 2013

Gary Lettelleir explained that the additional appropriation is the next step in the process of obtaining a general obligation bond for \$1,800,000. This proposal is due to an unusual drop in our budget caused by paying off the current bond in the middle of 2012.

The library has known since 2005 that it would be facing the drop of approximately \$500,000 when the bond was paid off. In 2008 a survey asked public what the library should do to make up for this loss, and the response was an overwhelming response for increasing revenues from other tax sources to make up for the loss, rather than cutting operating hours, staff, collections or other services.

The library's proposal is twofold:

1. Issue a three-year \$1,800,000 general obligation bond to cover building repair and renovation and equipment/technology needs. As a result the library's tax rate would be reduced from 11 cents to 9 cents.
2. Combine library capital projects fund into the Operating Fund in 2013.

The proposal would be good for taxpayers as the tax rate for library would go down and good for library patrons because we would be able to continue services at approximately the current level. This would not be a windfall or a permanent solution. In three years the library would need to issue another bond to avoid reduction unless other structural changes in the economy or budget occur in the meantime.

This will be the last step the library Board needs to take for about a year. The proposal is on the County Council agenda on December 13. If approved, the bond would then be sold toward the end of December 2012, so that the funding would be available in 2013. The reason the library is doing this now is to allow sufficient time for planning cuts if the bond is not approved.

A short list of use for the funds is:

- Replacing roof on addition to main
- Update computer equipment (library and CATS)
- Landscaping main
- Demolish Ellettsville house
- Replace chillers main
- Update computer equipment (library and CATS)
- Replace elevator controls
- Add Ellettsville courtyard
- Renovate auditorium
- Renovate third floor
- Replace frequency drives for air handlers
- Replace cobbled sidewalks at main
- Update computer equipment

The library would not be restricted when to spend money during the three years.

Steve Moberly pointed out for the public's information that this financial shortfall has nothing to do with property tax caps or high unemployment which means reduction of people working so they aren't paying income tax. It is attributed to a change in state law the legislature enacted in 2005. Additionally Steve pointed out that this also has nothing to do with the library being able to pay staff or utilities. This is strictly for capital projects.

Sara confirmed that this bond indebtedness is strictly for capital expenses.

Public Comment

No comments from public.

Adjournment

Kari adjourned the public meeting at 6:00 p.m.

BOARD OF TRUSTEES MEETING
Wednesday, October 26, 2011

Trustees in attendance:

Kari Isaacson, Valerie Merriam, Fred Risinger, John Walsh, Melissa Pogue, Steve Moberly, David Ferguson (arrived at 6:30 p.m.).

Also in attendance:

Sara Laughlin, Gary Lettelleir, Bara Swinson, Mickey Needham, Pam Wasmer, Michael White, Tom Bunger; Margaret Harter

Call to Order:

Kari called the meeting to order at 6:01 p.m.

Consent Agenda

Kari asked that a correction be made to the August minutes, page four. As president, Kari did not second the motion; she believes Melissa did that.

Sara noted that she had adjusted the Board Calendar by moving adoption of the 2012 health care package from the November 9 work session to the November 16 board meeting.

Melissa moved that the correction and the Consent Agenda (*Minutes of September 21, 2011 Public Hearing on 2012 Budget, Minutes of September 21, 2011 Board Meeting, Minutes of October 19, 2011 Work Session, Monthly Bills for Payment, Monthly Financial Report, Board Calendar, and Personnel Report*) be approved, Steve seconded, motion carried unanimously.

Director's Report

Sara pointed out to the Board that the first grade and kindergarten tours have begun. The MCCSC first grade tours were in September, including a tour of the bookmobile. In RBBCSC, kindergarten classes visit library and bookmobile in November.

The *It's Your Money* program kicked off in early October during *Money Smart Week*. We had very large crowds for all the programs. The focus on financial literacy continues throughout the month. *It's Your Money* is aimed at teens and adults in their 20s, but all are welcome.

Sara pointed out that the chart on page 48 shows that something is going on with registration. The circulation chart, page 49, shows circulation is also running ahead of this time last year.

A new chart in the director's report this month reports bookmobile visits, also showing a wonderful upward trend. The previous bookmobile didn't have a people counter, so we've not had this data before. Bestseller Express for books started in September, following our successful pilot with movies which began in spring.

We submitted a proposal to the Henry and Cecilia Wahl Charitable Trust before the September 30th deadline. Polly Nuest, early literacy specialist in Community Outreach Department, was the grant writer. We have asked the Wahl Trust for 24 story kits that will rotate among the 17 Head Start classrooms we visit.

Third Quarter Performance Report

The third quarter performance report shows that when we added up first nine months of last year and first nine months of this year the library is 4 percent ahead of last year in circulation. This is probably due to downloadable books and music and Bestseller Express usage.

Old Business

a. 2012 Budget

Gary informed the Board that we are presenting the 2012 adoption form for approval. The form states that total expenses are \$9,212,745 and the total property tax levy is \$5,322,721. The 2012 expense and tax levy totals reflect reduction from 2011 of \$1.4 million, due to bond payment reduction in 2012. Bond payments over the last 14 years have been \$2 million per year; final payment of \$320,000 will be made in 2012.

Library property tax rate for 2011 is \$.1097 of \$100 assessed value. The rate will drop to \$.085 in 2012.

The final step after the budget is adopted will be to submit to the Department of Local Government Finance by November 1. This is the first year that the budget will be submitted by Gateway system online. The County auditor has told us that there is no need to submit paper copies to her office.

Valerie suggested that we submit the forms early Friday to avoid computer delays.

Steve Moberly moved that the 2012 library budget and all its parts be approved. Seconded by Valerie Merriam. Unanimously approved.

Sara offered a special thank you to Gary for his work on the budget (this was his first with the library) and informed the Board that Gary also helped the county and one township trustee with their budgets.

b. Resolution for Additional Appropriation

The resolution for additional appropriation was presented in the public hearing immediately preceding this meeting. This is the last step the Board needs to take until the final sale of the bond is approved in December 2012.

Tom Bunger pointed out that nothing is sold and nothing committed until we get to the point that we sell the bond. If, for any reason, there is a problem, we can respond in a timely manner.

John Walsh moved that the additional appropriation be approved; seconded by Fred Risinger, unanimously approved.

Valerie asked for an update on the Ellettsville house. Sara stated that the last remaining tenants moved out recently. Gary and Mark went to meet with rental company and changed the locks. We have two bids for demolition and are waiting on a third. Bids are much lower than we estimated. We should be able to demolish and fill the lot with gravel for about \$10,000. We plan to do this as soon as possible. The property is no longer on the tax roll, since it is owned by the library.

New Business

a. Recommendation regarding meeting room charges

This item was discussed at last week's work session. Some members were not present for that discussion. Sara explained that, at September board meeting she made a recommendation to the board that we continue to offer our meeting rooms to not-for-profit groups only at no charge and that we not open meeting rooms to businesses or private parties. The Board asked Sara to come back with proposals showing options for charging businesses, non-profits, and private parties. Gary reviewed two tables regarding meeting room use and possible income from fees for businesses, non-profit organizations, and private parties.

[Dave Ferguson arrived at this point]

Sara pointed out that, should the Board choose to go forward by adding fees for businesses and continue to offer free to not-for-profit groups and not to add private groups, at this time we propose that we limit those fees to rooms 1A, 1B, 1C, and the auditorium at the Main Library and not for the program room at Ellettsville, since it is the only room they have for staff meetings, library programs, and non-profit organization use.

The decisions are:

1. Which groups do you wish to charge?
2. If so, which fee structure would we charge?
3. What conditions of use would we apply?

Sara informed the board that the managers pointed out some serious conflicts between the library's current Behavioral Rules and the initially proposed meeting room policy. A second policy proposal document was added to the Board packet for review. The current Behavioral Rules include "selling/no soliciting" on the list of prohibited behaviors. The second policy proposal document assumes that no group would be allowed to sell items.

Valerie commented that these are meeting rooms, not sales venues. If we were to allow businesses, it should be for meeting purposes only. She felt we should try and see if there was a desire for businesses to meet. Valerie indicated that businesses are the only group she is willing to charge.

Kari inquired as to how the business prices were determined.

Sara explained that she looked at the prices for an external group at RBBCSC and MCCSC and it was about \$75 for room use by an outside group. The \$30/hour figure came from Arapahoe County (CO) Public library which charges every group the same fee.

Melissa inquired as to what concerns the managers had about charging for meeting rooms and opening them to businesses.

Sara indicated that the bottom line concern was the library mission. Managers felt that we are publicly supported and should not allow the meeting rooms to be used for private purposes.

Steve Moberly once again pointed out that we were considering this proposal because money is tight and getting tighter. Steve suggested that the library initiate a year's trial of renting to businesses, with no sales of items. If, after reasonable effort to make businesses aware of the rooms, the practice didn't yield funds of significant amount, then the library could discontinue this policy.

Kari asked if there would be much expense of advertising.

Sara indicated that we would let businesses know through the Chamber and other business avenues. There would be an initial cost of \$500 to add e-commerce capability to our meeting room software to allow patrons to pay via credit card, then an annual \$100 maintenance fee.

Fred Risinger inquired if Steve's proposal included charging not-for-profit groups.

Steve said he would not include charging not-for-profit groups at this time. Steve suggested starting this service on January 1, 2012.

Steve moved that the library permit businesses to rent meeting rooms for meetings, but not for sales of any good or services, for a period starting January 1, 2012 through December 31, 2012 with a fee per hour of \$100.

The motion was seconded by David Ferguson.

John Walsh spoke up to clarify that the proposal included two prices for different sized rooms.

Steve explained further that the library auditorium and 1B&1C combo are considered the same sized rooms and should be charged the same rate.

Sara's suggestion was to charge \$150/hour for 1B/1C combo and auditorium and \$75 per hour for 1A, 1B, and 1C.

Steve amended his motion to these figures; motion seconded by David Ferguson. All in favor except Melissa Pogue who voted no. Motion passed.

It was agreed that the meeting room policy language will be addressed at the Board work session in November.

b. *CATS 2012 contract with Monroe County*

Michael White, CATS manager, informed the Board that the County Council was meeting at the same time our board was meeting to finalize their budget, so the contract was not yet available.

c. CATS 2012 contract with Town of Ellettsville

Michael informed the Board that CATS will be broadcasting additional meetings in Ellettsville and beginning live coverage in January.

John Walsh moved to approve the 2012 CATS contract with Ellettsville; seconded by Fred Risinger; unanimously approved.

d. Leadership Development Training

Sara informed the Board that the library solicited three proposals in last month for leadership development training. Managers reviewed all three proposals and chose The Singer Group. They completed the classification and compensation study for the library in 2009. Singer offered to co-create the learning with us. Sara noted that the library has 11 managers and 10 coordinators/supervisors. Singer said she could handle that size group, but we are concerned about getting that many off the floor at same time. We had originally planned to do each group separately, but to be cost effective, we may need to figure out how to accommodate all at once. The budget contains adequate funding to support the leadership training.

Valerie Merriam stated that she was very impressed with the proposal. To get this much development, you would have to send the manager away a couple of times and the expense would be greater. She felt having training on site would be better.

David Ferguson stated that he was absolutely opposed. He felt it was too much money, approximately \$3,000 per manager.

Sara responded that that amount would pay for 8 onsite visits, plus additional coaching and development time.

Fred Risinger pointed out that the Singer Group has worked with us before and knows our library. Fred stated that he thought this plan was better than sending staff to a conference.

Steve Moberly expressed his concern about the amount of money also. He felt \$40,000 to have out of state consultants come to the library was not necessary. Steve recalled that after Singer Group did the library classification, he vowed not to do it again. Steve further stated that we have to prioritize what we can do to

affect our mission in best possible way and that he didn't think this was an appropriate expenditure. Steve stated he would be voting no.

Kari expressed her opinion by saying that in a fast changing world of changing technology, of which the library is a huge part, she thought this was an outstanding proposal.

Melissa Pogue stated that, based on her experience, she felt this was excellent and she would support it.

Fred Risinger made a motion to approve the expenditure for leadership development training from The Singer Group; Melissa Pogue seconded the motion. Valerie Merriam called for a roll-call vote:

Valerie Merriam:	aye
Melissa Pogue:	aye
David Ferguson:	no
Fred Risinger:	aye
John Walsh:	no
Steve Moberly:	no
Kari Isaacson:	aye

The motion passed 4-3.

Friends of the Library Campaign for Excellence Update

John Walsh reported that the Friends campaign had raised \$16,766 as of October 26 – 67% of the goal and nearly \$4,000 ahead of where we were at this point in the 2011 Campaign.

Sara informed the Board that the Friends' October Clearance Sale made \$4,018, the first time it has broken the \$4,000 mark.

At this time Steve inquired as to what happened with the surplus property sale that the Board authorized.

Gary Lettelleir replied that Habitat for Humanity took as much surplus furniture as they could on their first visit. The Library had limited room in the garage for storage, and our maintenance staff could only devote so much time for the first pick-up. Habitat intends to pick up more. Once we know what is left, we will

work with an auction company to include the remainder in a regularly-scheduled auction.

Valerie asked Sara to tell the Board about the upcoming Author Event.

Sara stated James McBride will be here on November 12th. The program is free at Buskirk-Chumley Theater at 7 p.m., followed by a ticketed reception at the library afterwards. Tickets are available online, at the Friends Bookstore, or from the Friends office.

Video for Chamber of Commerce Technology Trailblazer Award

The video produced by the Chamber for the Library receiving the Technology Trailblazer Award was shown.

Department Update – Collection Development

Pam Wasmer updated the Board on collection budget allocation. She showed how the broad-category budget decisions are made by Board. The Collection Development Committee then makes more detailed decisions, guided by the library's Collection Development Policy, about allocation of funds within the broad budget categories set by the Board. Selectors choose and purchase materials for the library within those detailed budget lines. She thanked the Board for maintaining the materials budget at 15% in 2012.

Public Comment

There was no public comment.

Adjournment

Kari adjourned the meeting at 7:40 p.m.

**MONROE COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
WORK SESSION
Wednesday, November 9, 2011**

Trustees in attendance:

Valerie Merriam, Fred Risinger, John Walsh, Melissa Pogue, Steve Moberly, David Ferguson (arrived at 5:50 p.m.)

Trustees Absent: Kari Isaacson

Also in attendance:

Sara Laughlin, Gary Lettelleir, Mickey Needham, Pam Wasmer, Michael White, Margaret Harter, Kyle Wickemeyer-Hardy.

Call to Order:

Melissa Pogue called the meeting to order at 5:47 p.m.

2012 Health Insurance:

Sara presented the employee insurance proposal and reported that it fits within 2012 budget. Our efforts over the last several years have positioned us well this year. JA Benefits is working hard for us; they brought us the Clinic and used it to negotiate a lower increase. The Wellness Committee has provided healthy-lifestyle events and promoted the Clinic. There has been an increase in enrollment. Sara feels we are way ahead of other public libraries in state, many of whom are facing 69% increases and have one plan option, no clinic access, and no Wellness Committee. Sara offered thanks to Kyle Wickemeyer-Hardy who has relentlessly driven us in this direction.

Sara reviewed the handout she presented to the Board detailing the three plan options and the change proposed. We are offering the same three plans: \$500 deductible PPO and two high-deductible (\$3,000 and \$5,000) plans with health savings accounts.

We also provide dental insurance. Employees contribute a substantial portion to dental and health insurance. The Library purchases Life, Accidental Death and Dismemberment and Long Term Care insurance on behalf of employees. Employees have opportunities to purchase additional insurance at their own choice and own expense.

The Library cost for the plans we propose will increase 8.3% and the employee contribution 12.3%. These estimates come from the current census of insured employees. In terms of percentage for all funds we will pay 77.6% and employees 22.4%.

The proposed change for the dental insurance is to switch from HRI to Guardian. HRI is a dentist-owned plan. We will have essentially the same benefits with Guardian. They pay a higher percentage of coverage for services and have a rollover benefit. HRI has a \$1000 annual

limit; with Guardian you can roll over a portion to the next year. They also offer a two-year rate guarantee.

Valerie inquired if JA Benefits gives us trending reports to see what the increase is based on. Kyle indicated that they give us one watch file per year (they wait til the last minute) and that JA Benefits is looking forward all the time.

Kyle further explained that we will have an enrollment period in late November. Each employee will meet one-on-one with a Colonial representative to enroll. A new full-time employee has 30 days to enroll; part-time employees must be employed one year before they are eligible.

JA Benefits has been working with Colonial to offer enrollment. There will be no cost to the Library. Staff will have opportunity to buy specialized plans, including cancer insurance and bridge insurance.

If the insurance proposal is approved by the Board, the packet will be sent out next Thursday. Staff will have until after Thanksgiving to review and come in with questions. We used Colonial before, ten years ago, and a few employees have their insurance.

Life and AD&D: We pay 100% of cost, which will go down slightly. Sara recommended switching from Unum to Cigna. The benefit is two times an employee's annual salary up to \$160,000 for life insurance. Employees can add additional life insurance at their own expense.

Our current plan offers one life assistance phone call per year. With the new plan an employee can have three face-to-face sessions. Cigna also offers will preparation, secure travel, identity theft protection, and healthy rewards programs.

Long Term Disability: The Library pays 100% of cost. We're recommending switching from Unum to Cigna. Costs are identical but we need a second program to switch.

Health Insurance: The proposal is to continue the three options from last year.

In all three plans, there is a new tier 4 in prescription drug coverage. Across the industry, insurance companies are finding heavy claims experience in prescription drug area, so they have added fourth tier for "designer drugs." We have no control over this addition.

The change in the two HSA plans is to add \$1000 to the out-of-pocket maximum. The plans still have \$3,000/\$5,000 deductible for medical expenses. Once an individual reaches that limit, medical will be covered 100%; once \$1,000 reached for pharmacy, then 100% will be covered.

Sara reported that currently 86 employees and an additional 30 dependents (spouses or children) are currently enrolled in the health insurance.

Valerie asked if an employee leaves the Library, does their HSA go with them. Sara responded yes.

Sara further reported that there were 228 visits to clinic by 48 employees, 5 spouses, and 9 dependents. That means 53% of covered employees took advantage of the clinic.

Dave Ferguson noted that JA Benefits had also provided information on \$1,000 and \$2,000 deductible options and self-funded programs. He asked to see that information. Sara will provide it to him.

Valerie suggested that perhaps it would be wise to offer board members an opportunity to sit in on different library committees (e.g., insurance changes) as the Board relies on administration to bring recommendations. Kyle reported that at the Library we have an ad hoc health Care Task Force, including Labor-Management and Wellness Committee representatives. Treasurer Dave Ferguson has been invited to participate in that committee. JA Benefits would be willing to address Board and their questions at a future work session.

John Walsh pointed out that the Library's overall increase will be 8.3% and that we budgeted 10%. John asked what was the rationale for not using full 10% in order to cut employees' contributions. Sara indicated that it was generally considered good practice for employees to make a contribution and with the uncertainty of who will join and how the census will shift it is good to have a little in reserve.

Kyle noted that due to health care reform requirements, Anthem will have to provide us with their quote one month earlier in 2012.

Strategic Planning Process:

Sara reported that the current Strategic Plan will expire at end of 2011. A Futures Committee, made up of managers, librarians, and others has been looking into changes that will be taking place in the future in the publishing and technology sectors. They will provide Sara a report by the end of 2011. They provided three well-attended sessions at Staff Day.

Sara asked the Board to extend current Strategic Plan through 2012 so the Futures Committee can have until the end of 2011 to complete their report. The extension would allow the Library to have until the end of 2012 to submit a new strategic plan.

John asked for two or three examples of results from the current plan. Sara indicated that the Director's report is written against that plan; our first goal is all about literacy; customer service focus, and collection focus. John asked if there were other libraries which had straightforward lists of tasks rather than broad goals. Sara replied that the Library's plan has broad goals and many specific actions arranged under the goals. The Director's report tracks progress on those specific actions.

Sara asked the Board if members felt the RFP was ready to distribute or if they wished to suggest adjustments, other groups that we should send this to, or if there was anything they didn't think we should include.

Steve asked if the group that worked on the last plan was on the list. Sara replied that the group, ETC Institute, is included on the list.

This will be an action item for the Board meeting on the 16th.

Bid for Demolition of Yellow House:

Gary reported that he obtained three bids for the demolition; the lowest was \$6,800 from Kevin Huntley Excavating. If the Board is in agreement we'll proceed with low bid. Gary also indicated that he applied for demolition permit.

David Ferguson asked if Gary had checked Kevin's insurance. Gary indicated he would do that.

David Ferguson was concerned about settling of the materials from the foundation. He suggested Gary get advice from a civil engineer about the proper procedure in demolishing a residence and filling in the lot and report back to the Board. Sara indicated that this fee is far less than the \$25,000 we budgeted.

Meeting Room Policy Update to Reflect Business Use:

Steve reported that he had read through the revised Meeting Room policy and that the points are well covered.

General Discussion:

Melissa asked if there were any other questions or comments.

David Ferguson asked about balancing the HVAC system that was part of the energy audit. Gary indicated that person has been here and work is in progress.

David also asked to have a discussion about material losses. Sara will ask Pam Wasmer to prepare the report. She will place it on future Agenda.

Public Comment:

No public comments.

Melissa announced that Sara will be receiving the Lifetime Achievement award from the Chamber's Franklin Initiative on Thursday, November 10th.

Adjournment:

Melissa adjourned the meeting at 7:20 p.m.

Financial Report Comments

Reports as of 10-31-11

Board Meeting Date 11/16/11

Monthly Budget Report:

After nine months the spending guideline is 83.3% of the annual budget. As of October 31, 76.2% of the Operating Fund budget has been expended. Some of the major contributing factors for being under budget are:

- The Associate Director position and the Development Officer position have not been filled. Approximate dollar impact is about \$90,000.
- The LIRF transfer for \$200,000 will show no expense till December.

Other items to highlight:

Health Insurance/Employer Contribution – The October and November premiums were paid in October. The impact is an over-statement of cost this month by about \$44,000.

Circulation Supplies – October 2010 YTD was \$185,594.66 compared to \$19,813.80 YTD on that line for October 2011. The difference is due to RFID supplies purchased last year.

MONROE COUNTY PUBLIC LIBRARY

*Check Summary Register©

October 21, 2011 to November 10, 2011

Name	Check Date	Check Amt	
06500 FIFTH THIRD CHECKING			
Paid Chk# 001614 AT&T (OK)	10/21/2011	\$75.34	PHONE CALLS
Paid Chk# 001615 CARLA S. MANN	10/21/2011	\$33.20	REFUND ON LOST ITEM
Paid Chk# 001616 ERIN M. SPIRES	10/21/2011	\$50.00	REFUND ON PLAC #226775
Paid Chk# 001617 FLEET SERVICES	10/21/2011	\$117.30	FUEL
Paid Chk# 001618 JANET LAMBERT	10/21/2011	\$7.96	FD/CHILD PROGRAM SPLS
Paid Chk# 001619 JPMORGAN CHASE BANK, NA	10/21/2011	\$6,411.56	VARIOUS
Paid Chk# 001620 MIDWEST PRESORT SERVICE	10/21/2011	\$365.09	POSTAGE SERVICES
Paid Chk# 001621 PURDUE EXTENSION-SHELBY	10/21/2011	\$200.00	"IT'S YOUR MONEY" - FINRA PROG
Paid Chk# 001622 SOUTH CENTRAL INDIANA REMC	10/21/2011	\$43.88	BKM ELECTRICITY
Paid Chk# 001623 VERIZON WIRELESS	10/21/2011	\$108.69	CELL PHONES
Paid Chk# 001624 AMERICAN UNITED LIFE INS.	10/24/2011	\$1,255.00	403b TSA-AUL W/H
Paid Chk# 001625 EVANSVILLE BINDERY, INC.	10/24/2011	\$99.23	BOOKBINDING
Paid Chk# 001626 GUARDIAN LIFE INS. CO.	10/24/2011	\$0.00	LIFE INS. BINDER CHECK
Paid Chk# 001627 AFSCME COUNCIL 62	10/28/2011	\$1,273.78	UNION DUES W/H
Paid Chk# 001628 ANTHEM BLUE CROSS BLUE	10/28/2011	\$57,040.94	VISION INS. - NOV.'11
Paid Chk# 001629 AT&T (IL)	10/28/2011	\$1,382.87	TELEPHONE
Paid Chk# 001630 AT&T ADVERTISING	10/28/2011	\$170.00	PHONE LISTINGS
Paid Chk# 001631 AT&T MOBILITY	10/28/2011	\$287.79	CELL PHONES
Paid Chk# 001632 CITGO	10/28/2011	\$402.86	FUEL
Paid Chk# 001633 COLONIAL LIFE	10/28/2011	\$119.63	POST-TAX INS. W/H - NOV.'11
Paid Chk# 001634 DUKE ENERGY	10/28/2011	\$1,092.04	ELECTRICITY
Paid Chk# 001635 GREAT LAKES HIGHER ED	10/28/2011	\$200.80	GARNISHMENT W/H
Paid Chk# 001636 HEALTH RESOURCES, INC.	10/28/2011	\$3,233.10	DENTAL INS. - NOV.'11
Paid Chk# 001637 MCPL FOUNDATION	10/28/2011	\$250.00	MCPLF CC/J. MCBRIDE EVENT
Paid Chk# 001638 MONROE COUNTY	10/28/2011	\$1,167.25	PARCEL #53-04-10-200-154.000-0
Paid Chk# 001639 MONROE COUNTY YMCA	10/28/2011	\$118.16	YMCA W/H
Paid Chk# 001640 PRE-PAID LEGAL SERVICES,	10/28/2011	\$62.58	PRE-PAID LEGAL W/H
Paid Chk# 001641 UNITED WAY	10/28/2011	\$128.00	UNITED WAY W/H
Paid Chk# 001642 UNUM LIFE INS. CO. OF	10/28/2011	\$2,297.09	LIFE & ADD'L LIFE INS. - NOV.'11
Paid Chk# 001643 VECTREN ENERGY DELIVERY	10/28/2011	\$101.01	NATURAL GAS
Paid Chk# 001644 TASC	11/1/2011	\$600.00	COBRA & FLEXSYSTEM
Paid Chk# 001645 GEGRB/AMAZON	11/2/2011	\$8,166.98	BOOKS & NONPRINT
Paid Chk# 001646 ISU BAT CENTER	11/2/2011	\$75.00	FD/CHILD-RESCHEDULED 1 PERFORMANCE
Paid Chk# 001647 MIDWEST PRESORT SERVICE	11/2/2011	\$374.22	POSTAGE SERVICES
Paid Chk# 001648 PENNY GILLIE	11/2/2011	\$19.42	FD/ELL CRAFT PROGRAM SPLS
Paid Chk# 001649 RENA J. MOSTEIRIN	11/2/2011	\$180.00	WELLNESS / 4 YOGA CLASSES
Paid Chk# 001650 REPUBLIC SERVICES #694	11/2/2011	\$155.00	TRASH SERVICE
Paid Chk# 001651 SAM HOUSTON STATE	11/2/2011	\$10.00	ILL/ 81075872 172323
Paid Chk# 001652 SMITHVILLE DIGITAL, INC.	11/2/2011	\$1,425.00	MNTHLY INTERNET SERVICE
Paid Chk# 001653 AMERICAN UNITED LIFE INS.	11/7/2011	\$1,255.00	403b TSA-AUL W/H
Paid Chk# 001654 ANSWER INDIANA	11/7/2011	\$9.85	PAGER
Paid Chk# 001655 DANIEL K. STARR	11/7/2011	\$44.98	REFUND ON LOST ITEMS
Paid Chk# 001656 DARCI HAWXHURST	11/7/2011	\$287.50	TUTOR TRAINING/\$ GEN. GRANT-VITAL
Paid Chk# 001657 DISH NETWORK	11/7/2011	\$681.88	SUBSCRIPTION 9/19/11 - 9/28/12
Paid Chk# 001658 ELLETTSVILLE UTILITIES	11/7/2011	\$1,072.14	WATER & SEWER
Paid Chk# 001659 MARLA L. BERGGOETZ	11/7/2011	\$176.53	STAFF DAY/INTERPRETER
Paid Chk# 001660 MIDWEST PRESORT SERVICE	11/7/2011	\$418.86	POSTAGE SERVICES
Paid Chk# 001661 MONROE CTY PUBLIC	11/7/2011	\$355.38	FSA W/H
Paid Chk# 001662 PROLITERACY	11/7/2011	\$199.00	MEMBERSHIP RENEWAL/GENERAL-VIT
Paid Chk# 001663 STEPHANIE MURRAY	11/7/2011	\$26.99	REFUND ON LOST ITEM
Paid Chk# 001664 CIGNA GROUP INSURANCE	11/9/2011	\$1,619.00	LIFE & L-T DISABILITY INS. DEP
Paid Chk# 001665 BEVERLEY L. CHEN	11/10/2011	\$35.00	REFUND ON LOST ITEM
Paid Chk# 001666 CITY OF BLOOMINGTON	11/10/2011	\$1,154.05	WATER & SEWER
Paid Chk# 001667 DUKE ENERGY	11/10/2011	\$19,195.59	ELECTRICITY

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Name	Check Date	Check Amt	
Paid Chk# 001668 INDIANA DEPARTMENT OF	11/10/2011	\$1,424.00	SEPTEMBER UNEMPLOYMENT
Paid Chk# 001669 MARY FRASIER	11/10/2011	\$65.33	FD/CHILD PROGRAM SPLS
Paid Chk# 001670 MARY LORO	11/10/2011	\$15.58	OFFICE SPLS
Paid Chk# 001671 SMITHVILLE	11/10/2011	\$232.99	TELEPHONE
Paid Chk# 001672 VERIZON WIRELESS	11/10/2011	\$129.03	DATA LINES/BKM
Paid Chk# 001673 VERONICA BOGAN	11/10/2011	\$22.95	REFUND ON LOST ITEM
Paid Chk# 001674 MONROE COUNTY BUILDING	11/10/2011	\$100.00	DEMOLITION PERMIT
Paid Chk# 001675 ALL-PHASE ELECTRIC SUPPLY	11/10/2011	\$194.66	ENERGY AUDIT/OCC SENSOR PACKS
Paid Chk# 001676 AMERICAN LIBRARY	11/10/2011	\$47.70	BOOKS
Paid Chk# 001677 AUDIOGO	11/10/2011	\$472.39	NONPRINT
Paid Chk# 001678 AVCAFE	11/10/2011	\$141.85	NONPRINT
Paid Chk# 001679 DANIEL C. AYNES	11/10/2011	\$150.00	UPHOLSTERY REPAIR
Paid Chk# 001680 B & H PHOTO-VIDEO	11/10/2011	\$17,123.55	EQUIPMENT
Paid Chk# 001681 BAKER & TAYLOR BOOKS	11/10/2011	\$54,361.26	BOOKS
Paid Chk# 001682 BANCTEC INC.	11/10/2011	\$30.00	MNTHLY MAINT. ON FOLDING MACHI
Paid Chk# 001683 BIBLIOTHECA ITG, INC.	11/10/2011	\$480.00	BOOK TAGS
Paid Chk# 001684 BLACKSTONE AUDIO, INC.	11/10/2011	\$314.00	NONPRINT
Paid Chk# 001685 BLOOMINGTON COMMUNITY	11/10/2011	\$2,500.00	4TH QTR. WFHB/CATS NEWS PROGRA
Paid Chk# 001686 BWI	11/10/2011	\$1,411.68	BOOKS
Paid Chk# 001687 CARMICHAEL TRUCK &	11/10/2011	\$121.34	BKM REPAIR
Paid Chk# 001688 CDW GOVERNMENT, INC.	11/10/2011	\$1,072.75	USB RECEIPT PRINTERS & IS SPLS
Paid Chk# 001689 COLONIAL ROOTS	11/10/2011	\$41.80	BOOKS
Paid Chk# 001690 CROSSROADS OF AMERICAN	11/10/2011	\$10.00	NONPRINT
Paid Chk# 001691 DEMCO, INC.	11/10/2011	\$2,802.87	A/V CATALOGING SPLS
Paid Chk# 001692 DIXON PHONE PLACE	11/10/2011	\$4.00	MOUNTING TAPE
Paid Chk# 001693 DUNCAN VIDEO, INC.	11/10/2011	\$5,802.00	MEDIA COMPOSER SOFTWARE
Paid Chk# 001694 EBSCO	11/10/2011	\$26,621.01	PERIODICALS
Paid Chk# 001695 ELECTRONIC COMMERCE, INC.	11/10/2011	\$1,727.00	PAYROLL SERVICE
Paid Chk# 001696 EVANCED SOLUTIONS, INC.	11/10/2011	\$500.00	ONLINE PAY SETUP/SOFTWARE
Paid Chk# 001697 EVANSVILLE BINDERY, INC.	11/10/2011	\$543.84	BOOK BINDING
Paid Chk# 001698 FREEDOM BUSINESS	11/10/2011	\$1,895.84	CARTRIDGES
Paid Chk# 001699 GALE	11/10/2011	\$1,698.17	BOOKS
Paid Chk# 001700 GAYLORD BROS., INC.	11/10/2011	\$22.75	LABEL REMOVER
Paid Chk# 001701 HFI MECHANICAL	11/10/2011	\$132.50	BATHROOM REMODEL/EQUIP.
Paid Chk# 001702 HOMES & LIFESTYLES	11/10/2011	\$32.10	2 COPIES/SUBSCRIPTION
Paid Chk# 001703 HP PRODUCTS	11/10/2011	\$5,184.03	CLEANING SPLS & ENERGY AUDIT BULBS
Paid Chk# 001704 INDIANA SCHOOL BOARDS	11/10/2011	\$100.00	BOOKS
Paid Chk# 001705 J. A. SEXAUER	11/10/2011	\$66.78	BLDG MATL'S
Paid Chk# 001706 JANWAY COMPANY USA, INC.	11/10/2011	\$1,463.92	STAFF & VOLUNTEER THANK YOU GIFTS
Paid Chk# 001707 JIM GORDON, INC	11/10/2011	\$112.07	COPIERS/MNTHLY MAINT.
Paid Chk# 001708 KLEINDORFER'S HDWE	11/10/2011	\$103.94	BLDG MAT'L'S & SPLS
Paid Chk# 001709 LEARNING TREASURES	11/10/2011	\$159.57	NONPRINT
Paid Chk# 001710 LOGISTECH, INC.	11/10/2011	\$1,408.60	BOOKS
Paid Chk# 001711 LOWE'S	11/10/2011	\$487.80	BATHROOM REMODEL/TILE
Paid Chk# 001712 MATTHEW BENDER & CO., INC.	11/10/2011	\$51.47	BOOKS
Paid Chk# 001713 MIDWEST TAPE	11/10/2011	\$23,628.98	BOOKS & NONPRINT
Paid Chk# 001714 NEW READERS PRESS	11/10/2011	\$196.99	RENEW SUBSCRIPTION/VITAL
Paid Chk# 001715 B,B & C POW PEST CONTROL,	11/10/2011	\$35.00	PEST CONTROL
Paid Chk# 001716 PROQUEST LLC	11/10/2011	\$6,800.00	ELECTRONIC RESOURCES
Paid Chk# 001717 PUCK PLAYERS PUPPET	11/10/2011	\$650.00	FD/CHILD PUPPET PERFORMANCES
Paid Chk# 001718 QUILL CORPORATION	11/10/2011	\$883.59	OFFICE & DUPLICATING SPLS
Paid Chk# 001719 RANDOM HOUSE, INC.	11/10/2011	\$774.00	NONPRINT
Paid Chk# 001720 RECORDED BOOKS, LLC	11/10/2011	\$830.45	NONPRINT
Paid Chk# 001721 REGENT BOOK COMPANY	11/10/2011	\$25.05	BOOKS
Paid Chk# 001722 SCHINDLER ELEVATOR	11/10/2011	\$2,280.42	QRTLTY BILLING 11/1/11 - 1/31/1

MONROE COUNTY PUBLIC LIBRARY

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October 21, 2011 to November 10, 2011

Name	Check Date	Check Amt
Paid Chk# 001723 SCOLA	11/10/2011	\$1,443.75 SATELLITE FEED CONT. 10/1/11 - 9/30/12
Paid Chk# 001724 SPOKEN ARTS	11/10/2011	\$10.00 NONPRINT
Paid Chk# 001725 TANTOR MEDIA	11/10/2011	\$86.97 NONPRINT
Paid Chk# 001726 TERRYBERRY	11/10/2011	\$385.36 STAFF DAY/BEAR & BOOK PINS
Paid Chk# 001727 THE ELLETTSVILLE JOURNAL	11/10/2011	\$30.44 ADD'L APPROPRIATION NOTICE
Paid Chk# 001728 THE GREAT COURSES	11/10/2011	\$209.90 NONPRINT
Paid Chk# 001729 THE HERALD-TIMES, INC.	11/10/2011	\$580.29 MCPL ADVERTISING & APPROPR. NOTICE
Paid Chk# 001730 THE MACEXPERIENCE	11/10/2011	\$2,137.98 EQUIPMENT
Paid Chk# 001731 TIGER DIRECT	11/10/2011	\$2,000.00 4 HP LAPTOP COMPUTERS
Paid Chk# 001732 UNIQUE MANAGEMENT	11/10/2011	\$3,677.83 CIRC. COLLECTION SERVICE FEES
Paid Chk# 001733 VISION VIDEO	11/10/2011	\$72.96 NONPRINT
Paid Chk# 001734 WEST PAYMENT CENTER	11/10/2011	\$399.00 BOOKS
Total Checks		\$294,154.60

MONROE COUNTY PUBLIC LIBRARY
CHECKING ACCOUNTS
10/21/11 - 11/10/11

Fifth Third Checking Account/Check Register Total		\$294,154.60
Add: Electronic Withdrawals		
	Merchant Services-Monthly Credit Card Fees (Oct. '11)	643.16
	Fifth Third Checking-Monthly Service Charge	63.00
	Fifth Third Savings-Monthly Service Charge	0.00
	Old National Checking-Monthly Service Charge	63.78
Add: Payrolls		
	Vouchers 10/21/11 Payroll (ECI)	112,899.66
	Electronic transfer (ECI) employee/employer taxes	39,534.96
	Electronic transfer (ECI) employee "HSA"	2,150.27
	 Vouchers 11/04/11 Payroll (ECI)	 114,958.64
	Electronic transfer (ECI) employee/employer taxes	39,880.35
	Electronic transfer (ECI) employee "HSA"	<u>2,150.27</u>
	 TOTAL OF A/P AND PAYROLL CHECK REGISTERS	 <u><u>\$606,498.69</u></u>

ACCOUNTS PAYABLE VOUCHER

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

Payee JPMORGAN CHASE BANK, NA PALATINE, IL 60094-4016	Claim 19595 Purchase Order No. 0 Terms Date Due
---	--

Invoice Date	Invoice Number	Description (or note attached Invoice(s) or bill(s))	Amount
9/2/2011		E019-014-21350 ALA-GRAPH/FD-CHILD ECRR	\$64.00
9/6/2011		E001-001-32400 GREATER BLGTN CH/CH. ANNUAL MTG.	\$40.00
9/7/2011		E001-001-32400 GRAPHIC DESIGN/QTRLY MTG.	\$35.00
9/13/2011		E001-005-31700 PAYFLOW/MNTHLY CC FEE	\$84.35
9/14/2011		E004-001-32400 GREATER BLGTN CH/AWARD EVENT	\$600.00
9/20/2011		E019-015-32400 PAYPAL/ABOS CONF. FEES	\$235.00
9/27/2011		E001-001-32400 ILF/LEGISLATIVE FORUM	\$45.00
9/18/2011		E019-015-21350 MENARDS/FD-VITAL SPLS	\$40.70
9/19/2011		E019-015-21350 KROGER/FD-VITAL SPLS	\$174.54
9/29/2011		E016-015-21350 PAYPAL/NAQT-?s FOR QUIZ BOWL/GENERAL	\$200.00
9/30/2011		E019-015-21350 KROGER/FD-VITAL SPLS	\$16.93
10/3/2011		E019-015-44100 HERTZ FURN/VITAL-TABLE	\$432.70
10/3/2011		E001-007-21300 ONLINE LABELS/SPLS	\$27.43
9/7/2011		E020-016-44700 NRI/EQUIP.	\$305.75
9/19/2011		E020-016-31650 VIDEO INTERCHANGE/DIGITIZATION	\$561.00
9/27/2011		E020-016-31650 VIDEO INTERCHANGE/DIGITIZATION	\$575.00
9/1/2011		E019-011-21350 HOBBY-LOBBY/FD-CHILD SPLS	\$10.64
9/15/2011		E019-011-21350 MARSH/FD-CHILD/HOMEWORK TRAINING SPLS	\$15.26
10/3/2011		E019-011-21350 TARGET/FD-CHILD SPLS	\$15.98
10/3/2011		E019-011-21350 LEARNING TREASURES/FD-CHILD SPLS	\$44.99
9/4/2011		E019-010-21350 KROGER/FD-ADULT SPLS	\$26.34
9/6/2011		E019-010-21350 KROGER/FD-TEEN SPLS	\$16.17
9/19/2011		E019-010-21350 WM SUPERCENTER/FD-TEEN SPLS	\$16.94
9/19/2011		E019-010-21350 JOANN FABRIC/FD-TEEN SPLS	\$28.12
9/23/2011		E025-010-33200 OVERNIGHT PRINTS/SMITHVILLE NEWS-BROCHURES	\$230.72
9/26/2011		E025-010-33200 MODERN POSTCARD/SMITHVILLE NEWS-POST CARDS	\$684.80
10/1/2011		E019-010-21350 KROGER/FD-ADULT SPLS	\$12.64
9/7/2011		E001-004-32200 USPS/POSTAGE	\$24.80
9/18/2011		E019-005-32400 ILF/ILF CONF. FEE	\$173.00
9/29/2011		E019-001-32400 ILF/ILF CONF. FEES	\$1,615.00
9/29/2011		E001-008-22200 CIRCLE S/GAS FOR VAN	\$58.76
Total			\$6,411.56

VOUCHER NO. 19595

WARRANT NO. *1619*

JPMORGAN CHASE BANK, NA

ALLOWED

IN THE SUM OF \$ \$6,411.56

MONROE COUNTY PUBLIC LIBRARY
MONTHLY SUMMARY OF BUDGET CATEGORIES
AS OF OCTOBER 31, 2011
TEN MONTHS = 83.3%

	2011 OCTOBER	2010 OCTOBER	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	272,863.62	281,817.89	3,006,202.94	3,893,000.00	3,009,912.13	886,797.06	77.2%	22.8%
EMPLOYEE BENEFITS	205,814.62	157,514.88	1,031,073.63	1,264,175.00	953,053.58	233,101.37	81.6%	18.4%
OTHER WAGES	0.00	3,780.41	11,829.02	1,000.00	44,063.37	-10,829.02	1182.9%	-1082.9%
TOTAL PERSONNEL SERVICES	<u>478,678.24</u>	<u>443,113.18</u>	<u>4,049,105.59</u>	<u>5,158,175.00</u>	<u>4,007,029.08</u>	<u>1,109,069.41</u>	<u>78.5%</u>	<u>21.5%</u>
SUPPLIES								
OFFICE SUPPLIES	3,309.10	2,723.13	35,161.01	42,000.00	33,312.76	6,838.99	83.7%	16.3%
OPERATING SUPPLIES	8,117.49	8,518.14	69,977.99	77,100.00	236,662.59	7,122.01	90.8%	9.2%
REPAIR & MAINT. SUPPLIES	<u>1,633.93</u>	<u>271.99</u>	<u>17,126.87</u>	<u>13,700.00</u>	<u>17,902.58</u>	<u>-3,426.87</u>	<u>125.0%</u>	<u>-25.0%</u>
TOTAL SUPPLIES	<u>13,060.52</u>	<u>11,513.26</u>	<u>122,265.87</u>	<u>132,800.00</u>	<u>287,877.93</u>	<u>10,534.13</u>	<u>92.1%</u>	<u>7.9%</u>
OTHER SERVICES & CHARGES								
PROFESSIONAL SERVICES	17,270.07	10,507.76	223,789.56	252,000.00	214,776.54	28,210.44	88.8%	11.2%
COMMUNICATION & TRANSPORTATION	5,796.62	4,112.52	56,225.50	87,000.00	50,278.53	30,774.50	64.6%	35.4%
PRINTING & ADVERTISING	1,166.92	150.55	4,004.31	8,000.00	2,926.60	3,995.69	50.1%	49.9%
INSURANCE	0.00	0.00	53,247.00	54,700.00	48,065.00	1,453.00	97.3%	2.7%
UTILITIES	27,313.85	26,006.82	245,999.02	314,400.00	249,585.19	68,400.98	78.2%	21.8%
REPAIR & MAINTENANCE	4,558.06	843.28	25,895.62	102,500.00	45,990.03	76,604.38	25.3%	74.7%
RENTALS	0.00	0.00	31,262.00	32,100.00	38,429.20	838.00	97.4%	2.6%
OTHER CHARGES	0.00	0.00	8,136.00	215,500.00	5,798.44	207,364.00	3.8%	96.2%
TOTAL OTHER SERVICES & CHARGES	<u>56,105.52</u>	<u>41,620.93</u>	<u>648,559.01</u>	<u>1,066,200.00</u>	<u>655,849.53</u>	<u>417,640.99</u>	<u>60.8%</u>	<u>39.2%</u>
CAPITAL OUTLAY								
FURNITURE & EQUIPMENT	144.92	8,678.00	4,093.84	19,744.52	99,356.93	15,650.68	20.7%	79.3%
OTHER CAPITAL OUTLAY	<u>94,149.34</u>	<u>105,580.65</u>	<u>861,425.77</u>	<u>1,089,000.00</u>	<u>854,723.64</u>	<u>227,574.23</u>	<u>79.1%</u>	<u>20.9%</u>
TOTAL CAPITAL OUTLAY	<u>94,294.26</u>	<u>114,258.65</u>	<u>865,519.61</u>	<u>1,108,744.52</u>	<u>954,080.57</u>	<u>243,224.91</u>	<u>78.1%</u>	<u>21.9%</u>
TOTAL OPERATING EXPENDITURES	<u><u>642,138.54</u></u>	<u><u>610,506.02</u></u>	<u><u>5,685,450.08</u></u>	<u><u>7,465,919.52</u></u>	<u><u>5,904,837.11</u></u>	<u><u>1,780,469.44</u></u>	<u><u>76.2%</u></u>	<u><u>23.8%</u></u>
				2010 BUDGET %USED IN 2010	7,832,838.00 75.4%			

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

	2011 OCTOBER	2010 OCTOBER	2011 Y-T-D ACTUAL	2011 BUDGET	2010 Y-T-D ACTUAL	2011 Y-T-D BUDGET REMAINING	2011 % OF BUDGET USED	2011 % OF BUDGET REMAINING
PERSONNEL SERVICES (1000'S)								
SALARIES								
1120 ADMINISTRATION	7,259.72	10,038.92	76,227.05	167,000.00	117,584.81	90,772.95	45.6%	54.4%
1130 PROFESSIONAL/SUPERVISORS	37,587.51	35,107.31	386,595.71	545,000.00	366,194.28	158,404.29	70.9%	29.1%
1140 PROFESSIONAL ASSISTANTS	93,025.71	102,037.76	1,111,373.75	1,351,000.00	1,062,231.03	239,626.25	82.3%	17.7%
1150 SPECIALISTS & TECHNICIANS	58,896.31	57,973.77	615,298.38	814,000.00	618,270.74	198,701.62	75.6%	24.4%
1160 CLERICAL ASSISTANTS	31,473.45	34,016.30	348,484.70	442,000.00	392,836.88	93,515.30	78.8%	21.2%
1170 PAGES	18,095.63	16,824.79	190,204.89	226,000.00	181,748.51	35,795.11	84.2%	15.8%
1190 BUILDING MAINTENANCE	26,525.29	25,819.04	278,018.46	348,000.00	271,045.88	69,981.54	79.9%	20.1%
TOTAL SALARIES	272,863.62	281,817.89	3,006,202.94	3,893,000.00	3,009,912.13	886,797.06	77.2%	22.8%
EMPLOYEE BENEFITS								
EMPLOYEE BENEFITS								
1210 EMPLOYER CONTRIBUTION/FICA	16,093.08	16,849.43	177,664.36	238,100.00	180,241.28	60,435.64	74.6%	25.4%
1220 UNEMPLOYMENT COMPENSATION	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
1230 EMPLOYER CONTRIBUTION/PERF	99,229.34	95,577.52	264,940.50	368,250.00	258,393.83	103,309.50	71.9%	28.1%
1240 EMPLOYER CONT/INSURANCE	86,783.68	41,147.33	546,929.75	602,100.00	472,265.29	55,170.25	90.8%	9.2%
1250 EMPLOYER CONT/MEDICARE	3,708.52	3,940.60	41,539.02	55,725.00	42,153.18	14,185.98	74.5%	25.5%
TOTAL EMPLOYEE BENEFITS	205,814.62	157,514.88	1,031,073.63	1,264,175.00	953,053.58	233,101.37	81.6%	18.4%
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	0.00	3,780.41	8,867.73	0.00	43,960.78	-8,867.73	#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	0.00	3,780.41	11,829.02	1,000.00	44,063.37	-10,829.02	1182.9%	-1082.9%
TOTAL PERSONNEL SERVICES	478,678.24	443,113.18	4,049,105.59	5,158,175.00	4,007,029.08	1,109,069.41	78.5%	21.5%
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	0.00	301.57	1,000.00	2,388.03	698.43	30.2%	69.8%
2130 OFFICE SUPPLIES	594.06	1,188.11	9,763.61	18,100.00	13,451.01	8,336.39	53.9%	46.1%
2140 DUPLICATING	2,715.04	1,535.02	23,482.57	21,900.00	17,473.72	-1,582.57	107.2%	-7.2%
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	3,309.10	2,723.13	35,161.01	42,000.00	33,312.76	6,838.99	83.7%	16.3%

*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 OCTOBER 31, 2011

	2011 OCTOBER	2010 OCTOBER	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	2,567.66	1,509.35	28,978.42	28,000.00	25,885.07	-978.42	103.5%	-3.5%
2220 FUEL, OIL, & LUBRICANTS	1,035.45	604.09	7,146.88	8,500.00	6,863.23	1,353.12	84.1%	15.9%
2230 CATALOGING SUPPLIES-BOOKS	0.00	463.68	3,651.61	5,500.00	3,782.42	1,848.39	66.4%	33.6%
2240 A/V SUPPLIES-CATALOGING	481.25	2,177.60	5,195.05	10,000.00	9,438.88	4,804.95	52.0%	48.0%
2250 CIRCULATION SUPPLIES	3,817.55	3,177.35	19,813.80	21,000.00	185,594.66	1,186.20	94.4%	5.6%
2260 LIGHT BULBS	215.58	586.07	3,740.15	3,000.00	3,871.87	-740.15	124.7%	-24.7%
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	0.00	0.00	191.08	100.00	1,226.46	-91.08	191.1%	-91.1%
TOTAL OPERATING SUPPLIES	8,117.49	8,518.14	69,977.99	77,100.00	236,662.59	7,122.01	90.8%	9.2%
REPAIR & MAINTENANCE SUPPLIES								
2300 IS SUPPLIES	317.77	111.70	4,094.64	5,000.00	6,213.36	905.36	81.9%	18.1%
2310 BUILDING MATERIALS & SUPPLIES	1,316.16	122.39	11,415.18	8,500.00	11,417.29	-2,915.18	134.3%	-34.3%
2315 ENERGY AUDIT MAT'LS & SPLS	0.00	0.00	1,490.37	0.00	0.00	-1,490.37	#DIV/0!	#DIV/0!
2320 PAINT & PAINTING SUPPLIES	0.00	0.00	126.68	200.00	234.03	73.32	63.3%	36.7%
2340 OTHER REPAIR & BINDING	0.00	37.90	0.00	0.00	37.90	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	1,633.93	271.99	17,126.87	13,700.00	17,902.58	-3,426.87	125.0%	-25.0%
TOTAL SUPPLIES	13,060.52	11,513.26	122,265.87	132,800.00	287,877.93	10,534.13	92.1%	7.9%
OTHER SERVICES/CHARGES (3000'S)								
PROFESSIONAL SERVICES								
3110 CONSULTING SERVICES	0.00	0.00	90.00	3,000.00	7,560.00	2,910.00	3.0%	97.0%
3120 ENGINEERING/ARCHITECTURAL	0.00	0.00	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	1,560.50	2,231.00	13,379.20	14,000.00	9,292.86	620.80	95.6%	4.4%
3140 BUILDING SERVICES	2,991.33	1,137.64	20,465.72	40,000.00	29,523.32	19,534.28	51.2%	48.8%
3150 MAINTENANCE CONTRACTS	6,078.91	2,429.00	68,393.69	95,000.00	64,047.58	26,606.31	72.0%	28.0%
3160 COMPUTER SERVICES (OCLC)	1,625.00	0.00	46,493.11	50,000.00	42,129.36	3,506.89	93.0%	7.0%
3170 ADMIN/ACCOUNTING SERVICES	3,224.33	4,710.12	33,208.48	47,000.00	43,476.16	13,791.52	70.7%	29.3%
3175 COLLECTION AGENCY SERVICES	1,790.00	0.00	38,896.70	0.00	0.00	-38,896.70	#DIV/0!	#DIV/0!
TOTAL PROFESSIONAL SERVICES	17,270.07	10,507.76	223,789.56	252,000.00	214,776.54	28,210.44	88.8%	11.2%
COMMUNICATION & TRANSPORTATION								
3210 TELEPHONE	2,384.32	2,222.53	23,052.72	26,000.00	25,445.79	2,947.28	88.7%	11.3%
3220 POSTAGE	1,481.72	1,844.99	19,162.64	30,000.00	23,030.27	10,837.36	63.9%	36.1%
3230 TRAVEL EXPENSE	509.47	0.00	2,714.97	10,000.00	232.00	7,285.03	27.1%	72.9%
3240 PROFESSIONAL MTG. (OFF-SITE)	120.00	45.00	739.00	10,000.00	862.00	9,261.00	7.4%	92.6%
3250 CONTINUING ED. (ON-SITE)	1,260.00	0.00	9,390.13	10,000.00	0.00	609.87	93.9%	6.1%
3260 FREIGHT & DELIVERY	41.11	0.00	1,166.04	1,000.00	708.47	-166.04	116.6%	-16.6%
TOTAL COMMUNICATION & TRANSPORTATION	5,796.62	4,112.52	56,225.50	87,000.00	50,278.53	30,774.50	64.6%	35.4%

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MONROE COUNTY PUBLIC LIBRARY
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	2011 OCTOBER	2010 OCTOBER	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	43.49	150.55	1,005.24	2,000.00	1,109.15	994.76	50.3%	49.7%
3320 PRINTING	<u>1,123.43</u>	<u>0.00</u>	<u>2,999.07</u>	<u>6,000.00</u>	<u>1,817.45</u>	<u>3,000.93</u>	<u>50.0%</u>	<u>50.0%</u>
TOTAL PRINTING & ADVERTISING	1,166.92	150.55	4,004.31	8,000.00	2,926.60	3,995.69	50.1%	49.9%
INSURANCE								
3410 OFFICIAL BOND	0.00	0.00	450.00	700.00	660.00	250.00	64.3%	35.7%
3420 OTHER INSURANCE	<u>0.00</u>	<u>0.00</u>	<u>52,797.00</u>	<u>54,000.00</u>	<u>47,405.00</u>	<u>1,203.00</u>	<u>97.8%</u>	<u>2.2%</u>
TOTAL INSURANCE	0.00	0.00	53,247.00	54,700.00	48,065.00	1,453.00	97.3%	2.7%
UTILITIES								
3510 GAS	155.65	52.77	1,852.53	5,600.00	1,916.00	3,747.47	33.1%	66.9%
3520 ELECTRICITY	25,187.12	24,682.53	230,734.29	293,000.00	233,982.08	62,265.71	78.7%	21.3%
3530 WATER	<u>1,971.08</u>	<u>1,271.52</u>	<u>13,412.20</u>	<u>15,800.00</u>	<u>13,687.11</u>	<u>2,387.80</u>	<u>84.9%</u>	<u>15.1%</u>
TOTAL UTILITIES	27,313.85	26,006.82	245,999.02	314,400.00	249,585.19	68,400.98	78.2%	21.8%
REPAIR & MAINTENANCE								
3610 BUILDING REPAIR	1,508.18	412.27	2,361.84	22,000.00	16,276.96	19,638.16	10.7%	89.3%
3630 OTHER EQUIP/FURNITURE REPAIRS	2,467.60	140.00	17,287.34	70,000.00	17,683.80	52,712.66	24.7%	75.3%
3640 VEHICLE REPAIR & MAINTENANCE	223.17	0.00	5,002.55	7,500.00	10,506.93	2,497.45	66.7%	33.3%
3650 MATERIAL BINDING/REPAIR SERV.	<u>359.11</u>	<u>291.01</u>	<u>1,243.89</u>	<u>3,000.00</u>	<u>1,522.34</u>	<u>1,756.11</u>	<u>41.5%</u>	<u>58.5%</u>
TOTAL REPAIR & MAINTENANCE	4,558.06	843.28	25,895.62	102,500.00	45,990.03	76,604.38	25.3%	74.7%
RENTALS								
3710 REAL ESTATE RENTAL/PARKING	0.00	0.00	31,262.00	32,000.00	31,367.00	738.00	97.7%	2.3%
3720 EQUIPMENT RENTAL	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>100.00</u>	<u>7,062.20</u>	<u>100.00</u>	<u>0.0%</u>	<u>100.0%</u>
TOTAL RENTALS	0.00	0.00	31,262.00	32,100.00	38,429.20	838.00	97.4%	2.6%
OTHER CHARGES								
3910 DUES/INSTITUTIONAL	0.00	0.00	7,176.00	6,500.00	1,303.00	-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/LICENSING	0.00	0.00	960.00	6,500.00	4,495.44	5,540.00	14.8%	85.2%
3960 COMMUNITY NEWS SERVICES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>#DIV/0!</u>	<u>#DIV/0!</u>
TOTAL OTHER CHARGES	0.00	0.00	8,136.00	215,500.00	5,798.44	207,364.00	3.8%	96.2%
TOTAL OTHER SERVICES/CHARGES	56,105.52	41,620.93	648,559.01	1,066,200.00	655,849.53	417,640.99	60.8%	39.2%

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CAPITAL OUTLAY (4000'S)								
FURNITURE & EQUIPMENT								
4410 FURNITURE	0.00	8,678.00	515.73	0.00	59,331.00	-515.73	#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	144.92	0.00	2,190.59	18,357.00	55.79	16,166.41	11.9%	88.1%
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	36,820.14	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	144.92	8,678.00	4,093.84	19,744.52	99,356.93	15,650.68	20.7%	79.3%
OTHER CAPITAL OUTLAY								
4510 BOOKS	50,296.50	64,828.55	481,282.07	593,000.00	487,973.00	111,717.93	81.2%	18.8%
4520 PERIODICALS & NEWSPAPERS	38.94	73.67	10,148.29	48,000.00	13,197.79	37,851.71	21.1%	78.9%
4530 NONPRINT MATERIALS	28,956.26	34,103.43	330,216.18	379,000.00	318,808.98	48,783.82	87.1%	12.9%
4540 ELECTRONIC RESOURCES	14,857.64	6,575.00	39,779.23	69,000.00	34,743.87	29,220.77	57.7%	42.3%
TOTAL OTHER CAPITAL OUTLAY	94,149.34	105,580.65	861,425.77	1,089,000.00	854,723.64	227,574.23	79.1%	20.9%
TOTAL CAPITAL OUTLAY	94,294.26	114,258.65	865,519.61	1,108,744.52	954,080.57	243,224.91	78.1%	21.9%
TOTAL OPERATING EXPENDITURES	642,138.54	610,506.02	5,685,450.08	7,465,919.52	5,904,837.11	1,780,469.44	76.2%	23.8%

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MONROE COUNTY PUBLIC LIBRARY

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Operating Budget & Expenditure Report

January 1, 2011 to October 31, 2011
10 months = 83.3%

Object	Object Descr	2011 Budget	Jan 2011	Feb 2011	Mar 2011	Apr 2011	May 2011	June 2011	July 2011	Aug 2011	Sept 2011	Oct 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	\$0.00	\$140.17	\$84.80	\$1,244.95	-\$1,244.95	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	\$7,259.72	\$7,259.72	\$7,259.72	\$76,227.05	\$90,772.95	45.64%
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	\$37,587.49	\$37,587.51	\$37,587.51	\$386,595.71	\$158,404.29	70.94%
11400	PROFESSIONAL	\$1,351,000.00	\$104,938.41	\$104,938.42	\$104,938.4	\$104,938.4	\$104,938.4	\$104,938.4	\$172,371.1	\$114,026.7	\$102,319.5	\$93,025.71	\$1,111,373.75	\$239,626.25	82.26%
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	\$58,750.76	\$58,809.68	\$58,896.31	\$615,298.38	\$198,701.62	75.59%
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	\$31,137.91	\$31,413.64	\$31,473.45	\$348,484.70	\$93,515.30	78.84%
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	\$19,132.40	\$17,906.71	\$18,095.63	\$190,204.89	\$35,795.11	84.16%
11800	TEMPORAY STAFF	\$0.00	\$615.09	\$0.00	\$0.00	\$0.00	\$2,029.51	\$2,090.08	\$2,698.35	\$1,411.00	\$23.70	\$0.00	\$8,867.73	-\$8,867.73	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	\$26,508.25	\$26,424.10	\$26,525.29	\$278,018.46	\$69,981.54	79.89%
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	\$17,471.62	\$16,596.07	\$16,093.08	\$177,664.36	\$60,435.64	74.62%
12300	PERF/EMPLOYER	\$368,250.00	\$0.00	\$0.00	\$0.00	\$83,114.03	\$0.00	\$0.00	\$81,857.43	\$0.00	\$739.70	\$99,229.34	\$264,940.50	\$103,309.50	71.95%
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	\$45,928.37	\$43,928.92	\$86,783.68	\$546,929.75	\$55,170.25	90.84%
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	\$4,086.10	\$3,881.38	\$3,708.52	\$41,539.02	\$14,185.98	74.54%
13100	WORK STUDY	\$1,000.00	\$0.00	\$2,961.29	\$0.00	\$0.00	\$0.00	\$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	\$0.00	\$0.00	\$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	\$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	\$229.59	\$737.00	\$594.06	\$9,763.61	\$8,336.39	53.94%
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	\$676.50	\$3,675.16	\$2,715.04	\$23,482.57	-\$1,582.57	107.23%
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	\$4,043.51	\$1,972.92	\$2,567.66	\$28,978.42	-\$978.42	103.49%
22200	FUEL/OIL/LUBRICANTS	\$8,500.00	\$1,376.16	\$0.00	\$1,366.59	\$639.45	\$495.12	\$0.00	\$730.08	\$1,504.03	\$0.00	\$1,035.45	\$7,146.88	\$1,353.12	84.08%
22300	CATALOGING	\$5,500.00	\$144.24	\$184.80	\$60.87	\$1,477.96	\$25.14	\$129.09	\$233.85	\$887.40	\$508.26	\$0.00	\$3,651.61	\$1,848.39	66.39%
22400	A/V SUPPLIES/CATALOG	\$10,000.00	\$347.11	\$63.72	\$373.56	\$0.00	\$345.63	\$1,726.75	\$229.65	\$1,099.97	\$527.41	\$481.25	\$5,195.05	\$4,804.95	51.95%
22500	CIRCULATION SUPPLIES	\$21,000.00	\$0.00	\$14.72	\$2,053.14	\$0.00	\$16.76	\$2,142.16	\$0.00	\$11,450.23	\$319.24	\$3,817.55	\$19,813.80	\$1,186.20	94.35%
22600	LIGHT BULBS	\$3,000.00	\$2,080.95	\$0.00	\$423.88	\$19.78	\$122.02	\$0.00	\$1,555.13	-\$1,071.00	\$393.81	\$215.58	\$3,740.15	-\$740.15	124.67%
22800	UNIFORMS	\$1,000.00	\$0.00	\$1,261.00	\$0.00	\$0.00	\$0.00	\$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	\$0.00	\$0.00	\$0.00	\$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	\$0.00	\$618.91	\$317.77	\$4,094.64	\$905.36	81.89%
23100	BUILDING MATERIAL	\$8,500.00	\$4,990.51	\$793.44	-\$2,114.83	\$885.15	\$41.11	\$679.19	\$1,128.35	\$2,425.89	\$1,270.21	\$1,316.16	\$11,415.18	-\$2,915.18	134.30%
23150	ENERGY AUDIT MAT'LS &	\$0.00	\$0.00	\$0.00	\$1,536.05	\$114.00	\$0.00	\$0.00	-\$159.68	\$0.00	\$0.00	\$0.00	\$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	\$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	\$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	\$0.00	\$0.00	\$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	\$2,709.22	\$50.42	\$1,560.50	\$13,379.20	\$620.80	95.57%
31400	BUILDING SERVICES	\$40,000.00	\$7,514.89	\$2,267.00	\$565.00	\$234.00	\$1,230.00	\$802.75	\$1,260.25	\$2,275.25	\$1,325.25	\$2,991.33	\$20,465.72	\$19,534.28	51.16%
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	\$3,711.71	\$392.36	\$6,078.91	\$68,393.69	\$26,606.31	71.99%
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	\$1,131.65	\$1,225.00	\$1,625.00	\$46,493.11	\$3,506.89	92.99%
31700	ADMIN/ACCOUNTING	\$47,000.00	\$9,966.85	\$16,675.64	\$2,474.45	-\$12,444.3	\$2,953.30	\$3,252.25	\$3,063.53	\$1,148.78	\$2,893.73	\$3,224.33	\$33,208.48	\$13,791.52	70.66%
31750	TELEPHON AGENCY	\$0.00	\$0.00	\$0.00	\$0.00	\$30,940.15	\$1,548.35	\$0.00	\$1,584.15	\$1,414.10	\$1,619.95	\$1,790.00	\$38,896.70	-\$38,896.70	0.00%
32100	COLLECTION	\$26,000.00	\$2,171.66	\$971.68	\$3,877.39	\$2,274.84	\$2,296.61	\$754.26	\$3,727.01	\$816.41	\$3,778.54	\$2,384.32	\$23,052.72	\$2,947.28	88.66%
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	\$3,195.57	\$1,991.50	\$1,481.72	\$19,162.64	\$10,837.36	63.88%
32300	TRAVEL EXPENSE	\$10,000.00	\$320.09	\$701.95	\$0.00	\$0.00	\$548.20	\$458.82	\$0.00	\$0.00	\$176.44	\$509.47	\$2,714.97	\$7,285.03	27.15%

MONROE COUNTY PUBLIC LIBRARY

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Operating Budget & Expenditure Report

January 1, 2011 to October 31, 2011
10 months = 83.3%

Object	Object Descr	2011 Budget	Jan 2011	Feb 2011	Mar 2011	Apr 2011	May 2011	June 2011	July 2011	Aug 2011	Sept 2011	Oct 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	\$0.00	\$373.00	\$120.00	\$739.00	\$9,261.00	7.39%
32500	CONTINUING	\$10,000.00	\$0.00	\$1,260.00	\$0.00	\$0.00	\$2,541.89	\$1,270.69	\$27.80	\$1,279.75	\$1,750.00	\$1,260.00	\$9,390.13	\$609.87	93.90%
32600	FREIGHT/DELIVERY	\$1,000.00	\$0.00	\$0.00	\$23.93	\$24.01	\$0.00	\$97.63	\$655.66	\$224.19	\$99.51	\$41.11	\$1,166.04	-\$166.04	116.60%
33100	ADVERTISING/PUBLICATI	\$2,000.00	\$49.00	\$79.19	\$0.00	\$193.11	\$0.00	\$146.84	\$446.28	\$0.00	\$47.33	\$43.49	\$1,005.24	\$994.76	50.26%
33200	PRINTING SERVICES	\$6,000.00	\$70.86	\$35.31	\$1,070.00	\$0.00	\$662.99	\$36.48	\$0.00	\$0.00	\$0.00	\$1,123.43	\$2,999.07	\$3,000.93	49.98%
34100	OFFICIAL BOND INS.	\$700.00	\$0.00	\$0.00	\$450.00	\$0.00	\$0.00	\$0.00	\$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	\$0.00	\$0.00	\$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	\$90.92	\$98.20	\$155.65	\$1,852.53	\$3,747.47	33.08%
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	\$24,802.10	\$22,522.00	\$25,187.12	\$230,734.29	\$62,265.71	78.75%
35300	WATER	\$15,800.00	\$1,153.39	\$885.06	\$335.82	\$1,207.73	\$1,174.06	\$1,091.93	\$1,646.09	\$1,921.80	\$2,025.24	\$1,971.08	\$13,412.20	\$2,387.80	84.89%
36100	BUILDING REPAIRS	\$22,000.00	\$0.00	\$0.00	\$0.00	\$440.31	\$0.00	\$320.00	\$0.00	\$93.35	\$0.00	\$1,508.18	\$2,361.84	\$19,638.16	10.74%
36300	OTHER	\$70,000.00	\$586.80	\$205.00	\$0.00	\$990.94	\$0.00	\$395.94	\$178.90	\$8,677.30	\$3,784.86	\$2,467.60	\$17,287.34	\$52,712.66	24.70%
36400	VEHICLE	\$7,500.00	\$526.14	\$0.00	\$977.35	\$38.90	\$1,298.45	\$671.85	\$695.09	\$571.60	\$0.00	\$223.17	\$5,002.55	\$2,497.45	66.70%
36500	MATERIALS	\$3,000.00	\$317.30	\$0.00	\$192.61	\$0.00	\$0.00	\$122.97	\$0.00	\$0.00	\$251.90	\$359.11	\$1,243.89	\$1,756.11	41.46%
37100	REAL ESTATE	\$32,000.00	\$9,706.00	\$37.50	\$0.00	\$30.00	\$9,945.00	\$9,706.00	\$0.00	\$1,762.50	\$75.00	\$0.00	\$31,262.00	\$738.00	97.69%
37200	EQUIPMENT RENTAL	\$100.00	\$0.00	\$0.00	\$0.00	\$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	\$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	\$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	\$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	\$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	\$0.00	\$214.91	\$0.00	\$515.73	-\$515.73	0.00%
44105	ENCUMBERED	\$1,387.52	\$0.00	\$0.00	\$1,387.52	\$0.00	\$0.00	\$0.00	\$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	\$750.00	\$0.00	\$144.92	\$2,190.59	\$16,166.41	11.93%
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	\$48,802.07	\$61,041.47	\$50,296.50	\$481,282.07	\$111,717.93	81.16%
45200	PERIODICALS/NEWSPAP	\$48,000.00	\$189.84	\$102.23	\$56.25	\$550.92	\$3,627.23	\$208.80	\$1,252.71	\$121.98	\$3,999.39	\$38.94	\$10,148.29	\$37,851.71	21.14%
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	\$35,119.52	\$36,094.53	\$28,956.26	\$330,216.18	\$48,783.82	87.13%
45400	ELECTRONIC RESOURCES	\$69,000.00	\$14,857.64	\$0.00	\$1,354.95	\$0.00	\$0.00	\$4,000.00	\$3,210.00	\$0.00	\$1,499.00	\$14,857.64	\$39,779.23	\$29,220.77	57.65%
		\$7,465,919.5	\$513,531.05	\$559,026.37	\$546,841.5	\$612,311.4	\$511,412.4	\$502,166.3	\$769,632.9	\$525,166.2	\$504,383.2	\$642,223.34	\$5,686,695.03	\$1,779,224.49	76.17%

MONROE COUNTY PUBLIC LIBRARY

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LIRF Budget & Expenditure Report

January 1, 2011 to October 31, 2011
10 months = 83.3%

Object	Object Descr	2011 Budget	Jan 2011	Feb 2011	Mar 2011	Apr 2011	May 2010	June 2011	July 2011	Aug 2011	Sept 2011	Oct 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	\$0.00	\$0.00	\$0.00	\$42,100.00	0.00%
35200	ELECTRICITY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15.21	\$0.00	\$15.21	-\$15.21	0.00%
35300	WATER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$87.44	\$87.01	\$102.86	\$177.48	\$47.73	\$109.82	\$612.34	-\$612.34	0.00%
36100	BUILDING REPAIRS	\$21,458.00	\$0.00	\$0.00	\$0.00	\$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	\$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	\$0.00	\$0.00	\$1,220.65	\$99,703.27	-\$99,703.27	0.00%
44450	BUILDING RENOVATION	\$150,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$23.10	\$2,993.44	\$3,016.54	\$146,983.46	2.01%
		\$296,932.00	\$0.00	\$97,315.37	\$0.00	\$1,167.25	\$87.44	\$87.01	\$102.86	\$177.48	\$86.04	\$4,323.91	\$103,347.36	\$193,584.64	34.81%

MONROE COUNTY PUBLIC LIBRARY

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Debt Service Budget & Expenditures Report

January 1, 2011 to October 31, 2011

10 months = 83.3%

Object	Object Descr	2011 Budget	Jan 2011	Feb 2011	Mar 2011	Apr 2011	May 2011	June 2011	July 2011	Aug 2011	Sept 2011	Oct 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	\$166,333.33	\$166,333.33	\$166,333.33	\$1,663,333.34	\$332,666.66	83.33%
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	\$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	\$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	\$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	\$166,333.33	\$166,333.33	\$166,333.33	\$1,663,333.34	\$332,666.66	83.33%

MONROE COUNTY PUBLIC LIBRARY

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Rainy Day Budget & Expenditures Report

January 1, 2011 to October 31, 2011
10 months = 83.3%

Object	Object Descr	2011 Budget	Jan 2011	Feb 2011	Mar 2011	Apr 2011	May 2011	June 2011	July 2011	Aug 2011	Sept 2011	Oct 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	\$0.00	\$736.14	\$736.14	\$9,263.86	7.36%
21300	OFFICE SUPPLIES	\$50,000.00	\$0.00	\$0.00	\$0.00	\$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	\$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	\$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	\$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	\$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	\$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	\$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	\$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	\$0.00	\$736.14	\$736.14	\$472,573.86	0.16%

MONROE COUNTY PUBLIC LIBRARY

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Special Revenue Budget & Expenditure Report

January 1, 2011 to October 31, 2011
10 months = 83.3%

Object	Object Descr	2011 Budget	Jan 2011	Feb 2011	Mar 2011	Apr 2011	May 2011	June 2011	July 2011	Aug 2011	Sept 2011	Oct 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	\$4,564.32	\$4,564.33	\$4,564.32	\$47,925.37	\$16,074.63	74.88%	
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	\$9,188.16	\$9,188.16	\$9,188.16	\$96,475.71	\$23,524.29	80.40%	
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	\$13,889.04	\$14,144.35	\$13,654.62	\$139,400.46	\$33,599.54	80.58%	
11800	TEMPORAY STAFF	\$11,000.00	\$0.00	\$0.00	\$0.00	\$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	\$1,632.52	\$1,643.23	\$1,611.86	\$16,735.61	\$4,764.39	77.84%	
12300	PERF/EMPLOYER	\$22,000.00	\$0.00	\$0.00	\$0.00	\$5,067.40	\$0.00	\$0.00	\$5,761.71	\$0.00	\$0.00	\$9,185.07	\$20,014.18	\$1,985.82	90.97%	
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	\$4,728.73	\$3,798.53	\$7,597.06	\$56,732.53	-\$11,232.53	124.69	
12500	MEDICARE/EMPLOYER	\$5,000.00	\$359.65	\$371.60	\$373.42	\$372.94	\$380.19	\$346.96	\$566.15	\$381.79	\$384.31	\$376.96	\$3,913.97	\$1,086.03	78.28%	
13100	WORK STUDY	\$500.00	\$0.00	\$0.00	\$0.00	\$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	\$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	\$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	\$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	\$41.68	\$123.32	\$117.30	\$579.54	\$420.46	57.95%	
22700	VIDEO TAPE/MEDIA	\$20,000.00	\$6,138.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$375.90	\$0.00	\$821.70	\$7,336.10	\$12,663.90	36.68%	
23000	IS SUPPLIES	\$1,000.00	\$599.97	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$128.96	\$0.00	\$728.93	\$271.07	72.89%	
23100	BUILDING MATERIAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$22.40	\$55.84	\$78.24	-\$78.24	0.00%	
23500	VIDEO MATERIALS/CATS	\$10,000.00	\$303.54	\$183.50	\$59.98	\$328.84	\$1,714.30	\$202.66	\$1,329.77	\$138.79	\$305.00	\$339.48	\$4,905.86	\$5,094.14	49.06%	
31100	CONSULTING SERVICES	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00	\$9,750.00	2.50%	
31200	ENGINEERING/ARCHITECT	\$0.00	\$2,500.00	\$0.00	\$0.00	\$0.00	\$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	\$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	\$0.00	\$0.00	\$1,136.00	\$1,136.00	\$1,364.00	45.44%
31700	ADMIN/ACCOUNTING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.41	\$0.41	-\$0.41	0.00%	
32100	TELEPHONE	\$3,500.00	\$0.00	\$250.37	\$499.49	\$254.18	\$248.18	\$0.00	\$505.50	\$0.00	\$497.38	\$287.79	\$2,542.89	\$957.11	72.65%	
32200	POSTAGE	\$1,000.00	\$0.00	\$0.00	\$0.00	\$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	\$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	\$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	\$0.00	\$0.00	\$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	\$0.00	\$297.96	\$918.25	\$4,396.80	-\$396.80	109.92	
37100	REAL ESTATE	\$2,000.00	\$696.00	\$0.00	\$0.00	\$0.00	\$1,170.00	\$696.00	\$0.00	\$412.50	\$0.00	\$37.50	\$3,012.00	-\$1,012.00	150.60	
39100	DUES/INSTITUTIONAL	\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$520.00	\$0.00	\$0.00	\$0.00	\$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	\$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	\$0.00	\$2,500.00	\$0.00	\$7,500.00	\$2,500.00	75.00%	
44100	FURNITURE	\$1,200.00	\$0.00	\$0.00	\$0.00	\$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	\$0.00	\$45,238.18	\$45,238.18	-\$35,238.18	452.38	
44750	SOFTWARE - CATS	\$5,000.00	\$0.00	\$0.00	\$0.00	\$70.00	\$0.00	\$0.00	\$0.00	\$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	\$35,353.43	\$37,847.93	\$95,130.50	\$462,229.76	\$87,070.24	84.15%	

MONROE COUNTY PUBLIC LIBRARY

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LCPF Budget & Expenditure Report

January 1, 2011 to October 31, 2011
10 months = 83.3%

Object	Object Descr	2011 Budget	Jan 2011	Feb 2011	Mar 2011	Apr 2011	May 2011	June 2011	July 2011	Aug 2011	Sept 2011	Oct 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	\$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	\$0.00	\$0.00	\$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	\$0.00	\$7,170.31	\$0.00	\$256,157.96	\$22,842.04	91.81%
44305	ENCUMBERED	\$95,635.00	\$86,250.25	\$0.00	\$8,564.75	\$0.00	\$0.00	\$0.00	\$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	\$0.00	\$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	\$0.00	\$4,041.06	\$157.70	\$19,961.42	\$30,038.58	39.92%
44650	IS SOFTWARE	\$25,000.00	\$0.00	\$0.00	\$0.00	\$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	\$922.89	\$4,324.88	\$0.00	\$44,561.79	\$438.21	99.03%
44750	SOFTWARE - CATS	\$5,000.00	\$0.00	\$0.00	\$0.00	\$158.99	\$0.00	\$0.00	\$0.00	\$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	\$922.89	\$15,536.25	\$157.70	\$445,593.38	\$60,041.62	88.13%

MONROE COUNTY PUBLIC LIBRARY

Expenditure Summary compared to last year

2011 compared to 2010: Period Ending October

Fund	Fund Descr	2011 Budget	October 2011 Amt	2011 YTD Amt	2010 Budget	October 2010 Amt	2010 YTD Amt	%Last YR YTD Diff
001	OPERATING	\$7,465,919.52	\$642,223.34	\$5,686,695.03	\$8,122,055.00	\$610,578.83	\$5,905,683.71	-4.00%
002	JAIL	\$0.00	\$756.47	\$4,694.56	\$6,000.00	\$419.35	\$3,808.53	23.00%
003	CLEARING	\$0.00	\$15.00	\$3,374.68	\$27,651.18	\$50.00	\$31,551.22	-89.00%
004	GIFT	\$0.00	\$750.00	\$1,084.68	\$12,738.00	\$3,110.80	\$9,181.51	-88.00%
005	PLAC	\$0.00	\$2,350.00	\$11,002.00	\$0.00	\$0.00	\$11,742.00	-6.00%
006	RETIREEES	\$0.00	\$4,598.34	\$21,996.21	\$0.00	\$1,465.07	\$16,115.77	36.00%
007	LIRF	\$296,932.00	\$4,323.91	\$103,347.36	\$525,317.75	\$0.00	\$291,539.54	-65.00%
008	DEBT SERVICE	\$1,996,000.00	\$166,333.33	\$1,663,333.34	\$1,996,000.00	\$166,333.33	\$1,663,333.34	0.00%
009	RAINY DAY	\$473,310.00	\$736.14	\$736.14	\$206,488.00	\$0.00	\$13,612.33	-95.00%
010	PAYROLL	\$0.00	\$323,643.78	\$3,373,781.47	\$0.00	\$317,984.64	\$3,414,155.41	-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	\$5,551.12	\$62,907.88	\$26,134.48	\$6,540.31	\$61,255.27	3.00%
017	LEVY EXCESS	\$0.00	\$0.00	\$20,542.28	\$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	\$14,913.29	\$62,673.95	\$74,118.76	\$5,082.82	\$50,448.38	24.00%
020	SPECIAL	\$549,300.00	\$95,130.50	\$462,229.76	\$554,557.00	\$41,810.54	\$414,880.28	11.00%
021	CAPITAL	\$505,635.00	\$157.70	\$445,593.38	\$726,509.55	\$92,060.00	\$586,948.18	-24.00%
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	\$1,841.69	\$10,068.99	-49.00%
024	FINRA GRANT	\$0.00	\$3,629.70	\$14,556.62	\$0.00	\$0.00	\$0.00	0.00%
025	LSTA-SMITHVILLE	\$8,650.00	\$5,057.26	\$8,305.68	\$0.00	\$0.00	\$0.00	0.00%
		\$11,308,120.79	\$1,270,169.88	\$11,962,389.61	\$12,543,377.01	\$1,247,277.38	\$12,730,077.38	-6.00%

MONROE COUNTY PUBLIC LIBRARY

Monthly Revenue Report (Cash Basis)

Current Period compared to Prior Period
Current Period: October 2011
Operating Fund

Source	Source Descr	2011 Budget	October 2011 Amt	2011 YTD Amt	2010 Budget	October 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	\$1,735,254.35	\$2,217,128.00	\$184,760.67	\$1,847,606.70	-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	\$349.50	\$3,276.65	\$4,000.00	\$342.79	\$3,549.40	-8.00%
03500	LOST/DAMAGED	\$10,000.00	\$1,993.96	\$24,290.71	\$12,000.00	\$2,471.16	\$22,156.41	10.00%
03600	FINES/FEES	\$150,000.00	\$13,386.38	\$173,639.02	\$180,000.00	\$14,850.28	\$166,695.49	4.00%
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	\$1,057.30	\$11,726.71	\$12,000.00	\$767.59	\$11,181.57	5.00%
03900	MISCELLANEOUS RECEIPTS	\$0.00	\$217.81	\$23,588.91	\$0.00	\$915.24	\$5,966.20	295.00%
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	\$14,754.23	\$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	\$120.29	\$1,961.00	\$1,000.00	\$99.05	\$1,111.28	76.00%
18000	COIN TELEPHONE RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
18500	INTEREST FROM	\$0.00	\$855.75	\$10,246.42	\$0.00	\$73.26	\$1,514.79	576.00%
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	\$0.00	\$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	\$191,096.11	\$4,790,245.98	\$7,696,607.00	\$204,280.04	\$5,501,421.48	-13.00%

MONROE COUNTY PUBLIC LIBRARY

Cash Balances by fund

Current Period: October 2011

FUND Descr	10/01/2011	MTD Debit	MTD Credit	10/31/2011	Bal Sht Descr
OPERATING	-\$137.67	\$0.00	\$0.00	-\$137.67	CHASE/BANK ONE CHECKING
OPERATING	\$73.67	\$4.67	\$0.00	\$78.34	CHASE/BANK ONE SAVINGS
OPERATING	\$21,933.88	\$8,562.02	\$173.38	\$30,322.52	ONB/MONROE BANK CHECKING
OPERATING	\$21,490.74	\$9,174.00	\$19.70	\$30,645.04	UNITED COMMERCE BANK
OPERATING	\$192,690.47	\$659,124.87	\$644,747.68	\$207,067.66	FIFTH THIRD BANK CHECKING
OPERATING	\$483,901.93	\$849.90	\$483,901.93	\$849.90	FIFTH THIRD BANK SAVINGS
Fund 001 OPERATING	\$719,953.02	\$677,715.46	\$1,128,842.69	\$268,825.79	
JAIL	\$2,061.91	\$0.00	\$756.47	\$1,305.44	FIFTH THIRD BANK CHECKING
CLEARING	\$15.00	\$5.00	\$15.00	\$5.00	FIFTH THIRD BANK CHECKING
GIFT UNRESTRICTED	\$347.65	\$139.65	\$0.00	\$487.30	ONB/MONROE BANK CHECKING
GIFT UNRESTRICTED	\$0.00	\$4.00	\$0.00	\$4.00	UNITED COMMERCE BANK
GIFT UNRESTRICTED	\$42,134.91	\$68.78	\$750.00	\$41,453.69	FIFTH THIRD BANK CHECKING
Fund 004 GIFT UNRESTRICTED	\$42,482.56	\$212.43	\$750.00	\$41,944.99	
PLAC	\$450.00	\$550.00	\$0.00	\$1,000.00	ONB/MONROE BANK CHECKING
PLAC	\$1,400.00	\$600.00	\$0.00	\$2,000.00	UNITED COMMERCE BANK
PLAC	\$500.00	\$0.00	\$2,350.00	-\$1,850.00	FIFTH THIRD BANK CHECKING
Fund 005 PLAC	\$2,350.00	\$1,150.00	\$2,350.00	\$1,150.00	
RETIREES	\$1,422.79	\$2,419.17	\$4,598.34	-\$756.38	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	\$20,395.36	\$0.00	\$4,323.91	\$16,071.45	FIFTH THIRD BANK CHECKING
LIRF	\$855,993.67	\$0.00	\$0.00	\$855,993.67	FIFTH THIRD BANK SAVINGS
Fund 007 LIRF	\$946,402.58	\$0.00	\$4,323.91	\$942,078.67	
DEBT SERVICE	\$254,127.57	\$0.00	\$0.00	\$254,127.57	FIFTH THIRD BANK SAVINGS
RAINY DAY	\$4,231.95	\$16,098.07	\$736.14	\$19,593.88	FIFTH THIRD BANK CHECKING
RAINY DAY	\$804,669.12	\$0.00	\$16,098.07	\$788,571.05	FIFTH THIRD BANK SAVINGS
Fund 009 RAINY DAY	\$808,901.07	\$16,098.07	\$16,834.21	\$808,164.93	
PAYROLL	\$16,458.49	\$307,573.37	\$323,643.78	\$388.08	FIFTH THIRD BANK CHECKING
GIFT-RESTRICED	\$1,776.72	\$0.00	\$0.00	\$1,776.72	ONB/MONROE BANK CHECKING
GIFT-RESTRICED	\$78,892.15	\$4,702.01	\$5,551.12	\$78,043.04	FIFTH THIRD BANK CHECKING
Fund 016 GIFT-RESTRICED	\$80,668.87	\$4,702.01	\$5,551.12	\$79,819.76	
GIFT-FOUNDATION	\$32,698.75	\$150.00	\$15,063.29	\$17,785.46	FIFTH THIRD BANK CHECKING
SPECIAL REVENUE	\$0.00	\$15.00	\$0.41	\$14.59	UNITED COMMERCE BANK
SPECIAL REVENUE	\$134,182.61	\$94,955.89	\$95,251.73	\$133,886.77	FIFTH THIRD BANK CHECKING
SPECIAL REVENUE	\$75,000.00	\$0.00	\$0.00	\$75,000.00	FIFTH THIRD BANK SAVINGS

MONROE COUNTY PUBLIC LIBRARY

Cash Balances by fund

Current Period: October 2011

FUND Descr	10/01/2011	MTD Debit	MTD Credit	10/31/2011	Bal Sht Descr
Fund 020 SPECIAL REVENUE	\$209,182.61	\$94,970.89	\$95,252.14	\$208,901.36	
CAPITAL PROJECTS	-\$132,757.41	\$0.00	\$157.70	-\$132,915.11	FIFTH THIRD BANK CHECKING
FINRA GRANT	\$28,864.08	\$0.00	\$3,629.70	\$25,234.38	FIFTH THIRD BANK CHECKING
LSTA-SMITHVILLE NEWS PAPER	-\$3,248.42	\$0.00	\$5,057.26	-\$8,305.68	FIFTH THIRD BANK CHECKING
	\$3,009,583.47	\$1,104,996.40	\$1,606,825.61	\$2,507,754.26	

MONROE COUNTY PUBLIC LIBRARY

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CHASE BANK CHECKING
06100 BANKONECK
October 2011**

Account

Beginning Balance on	10/1/2011	\$20,605.18	Cleared	\$20,597.83
+	Receipts/Deposits	\$0.00	Statement	\$20,597.83
-	Payments (Checks and Withdrawals)	\$7.35	Difference	\$0.00
Ending Balance as of	10/31/2011	\$20,597.83		

Check Book Balance

Active	G 001-06100	OPERATING	-\$137.67
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	\$0.00
Active	G 024-06100	FINRA GRANT	\$0.00

Cash Balance **\$19,862.33**

Beginng Balance	\$20,605.18
+ Total Deposits	\$0.00
- Checks Written	\$742.85

Check Book Balance **\$19,862.33**
O/S Checks **\$735.50**

MONROE COUNTY PUBLIC LIBRARY

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CHASE BANK SAVINGS

06110 BANKONESV

October 2011

Account

Beginning Balance on	10/1/2011	\$50,087.22	Cleared	\$50,091.89
+	Receipts/Deposits	\$4.67	Statement	\$50,091.89
-	Payments (Checks and Withdrawals)	\$0.00	Difference	\$0.00
Ending Balance as of	10/31/2011	\$50,091.89		

Check Book Balance

Active	G 001-06110	OPERATING	\$78.34
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 **\$50,091.89**

Beginng Balance	\$50,087.22
+ Total Deposits	\$4.67
- Checks Written	\$0.00

Check Book Balance	\$50,091.89
Difference	\$0.00

MONROE COUNTY PUBLIC LIBRARY

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ONB MONROE CHECKING
06300 ONB/MONROE
October 2011**

Account

Beginning Balance on	10/1/2011	\$24,508.25	Cleared	\$33,586.54
+	Receipts/Deposits	\$9,251.67	Statement	\$33,586.54
-	Payments (Checks and Withdrawals)	\$173.38	Difference	\$0.00
Ending Balance as of	10/31/2011	\$33,586.54		

Check Book Balance

Active	G 001-06300	OPERATING	\$30,322.52
Active	G 002-06300	JAIL	\$0.00
Active	G 003-06300	CLEARING	\$0.00
Active	G 004-06300	GIFT UNRESTRICTED	\$487.30
Active	G 005-06300	PLAC	\$1,000.00
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	\$1,776.72
Active	G 019-06300	GIFT-FOUNDATION	\$0.00
Active	G 020-06300	SPECIAL REVENUE	\$0.00
		Cash Balance	\$33,586.54
	Beginng Balance	\$24,508.25	
	+ Total Deposits	\$9,251.67	
	- Checks Written	\$173.38	
	Check Book Balance	\$33,586.54	
	Difference	\$0.00	

MONROE COUNTY PUBLIC LIBRARY

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Page 1

***Check Reconciliation©**

UNITED COMMERCE

06400 UNITED COM

October 2011

Account

Beginning Balance on	10/1/2011	\$22,890.74	Cleared	\$32,663.63
+	Receipts/Deposits	\$9,772.89	Statement	\$32,663.63
-	Payments (Checks and Withdrawals)	\$0.00	Difference	\$0.00
Ending Balance as of	10/31/2011	\$32,663.63		

Check Book Balance

Active	G 001-06400	OPERATING	\$30,645.04
Active	G 003-06400	CLEARING	\$0.00
Active	G 004-06400	GIFT UNRESTRICTED	\$4.00
Active	G 005-06400	PLAC	\$2,000.00
Active	G 016-06400	GIFT-RESTRICED	\$0.00
Active	G 020-06400	SPECIAL REVENUE	\$14.59
		Cash Balance	\$32,663.63
	Beginng Balance	\$22,890.74	
	+ Total Deposits	\$9,772.89	
	- Checks Written	\$0.00	
	Check Book Balance	\$32,663.63	
	Difference	\$0.00	

MONROE COUNTY PUBLIC LIBRARY

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Page 1

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

Account

Beginning Balance on	10/1/2011	\$423,921.12	Cleared	\$587,903.68
+	Receipts/Deposits	\$775,239.48	Statement	\$587,903.68
-	Payments (Checks and Withdrawals)	\$611,256.92	Difference	\$0.00
Ending Balance as of	10/31/2011	\$587,903.68		

Check Book Balance

Active	G 001-06500	OPERATING	\$207,067.66
Active	G 002-06500	JAIL	\$1,305.44
Active	G 003-06500	CLEARING	\$5.00
Active	G 004-06500	GIFT UNRESTRICTED	\$41,453.69
Active	G 005-06500	PLAC	-\$1,850.00
Active	G 006-06500	RETIREEES	-\$756.38
Active	G 007-06500	LIRF	\$16,071.45
Active	G 008-06500	DEBT SERVICE	\$0.00
Active	G 009-06500	RAINY DAY	\$19,593.88
Active	G 010-06500	PAYROLL	\$388.08
Active	G 016-06500	GIFT-RESTRICED	\$78,043.04
Active	G 019-06500	GIFT-FOUNDATION	\$17,785.46
Active	G 020-06500	SPECIAL REVENUE	\$133,886.77
Active	G 021-06500	CAPITAL PROJECTS	-\$132,915.11
Active	G 022-06500	GATES HARDWARE	\$0.00
Active	G 024-06500	FINRA GRANT	\$25,234.38
Active	G 025-06500	LSTA-SMITHVILLE NEWS	-\$8,305.68
		Cash Balance	\$397,007.68

Beginng Balance	\$423,921.12
+ Total Deposits	\$775,239.48
- Checks Written	\$802,152.92
Check Book Balance	\$397,007.68
O/S Checks	\$190,896.00

MONROE COUNTY PUBLIC LIBRARY

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Page 1

***Check Reconciliation©**

FIFTH THIRD SAVINGS

06510 FIFTHSAVG

October 2011

Account

Beginning Balance on	10/1/2011	\$2,473,692.29	Cleared	\$1,974,542.19
+	Receipts/Deposits	\$849.90	Statement	\$1,974,542.19
-	Payments (Checks and Withdrawals)	\$500,000.00	Difference	\$0.00
Ending Balance as of	10/31/2011	\$1,974,542.19		

Check Book Balance

Active	G 001-06510	OPERATING	\$849.90
Active	G 007-06510	LIRF	\$855,993.67
Active	G 008-06510	DEBT SERVICE	\$254,127.57
Active	G 009-06510	RAINY DAY	\$788,571.05
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 **\$1,974,542.19**

Beginng Balance	\$2,473,692.29
+ Total Deposits	\$849.90
- Checks Written	\$500,000.00

Check Book Balance	\$1,974,542.19
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
	21	Board Meeting	Bond: Adopt reimbursement resolution and preliminary bond resolution
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	
	16	Board Meeting	Approve 2012 employee insurance package
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: November 16, 2011

Beginning Employment

None

Ending Employment

- Lindsey Wilbur, Circulation, Page, Pay Grade A, 15-18 hours per week, effective October 1, 2011.
- Jacob Stinson, Circulation, Page, Pay Grade A, 15-18 hours per week, effective October 29, 2011.
- Lori Lawson, Ellettsville, Page, Pay Grade A, 15-18 hours per week, effective October 17, 2011.
- Rachel Jackmovich, Circulation, Page Team Leader, Pay Grade B, 25 hours per week, effective November 11, 2011.

Job Changes

None

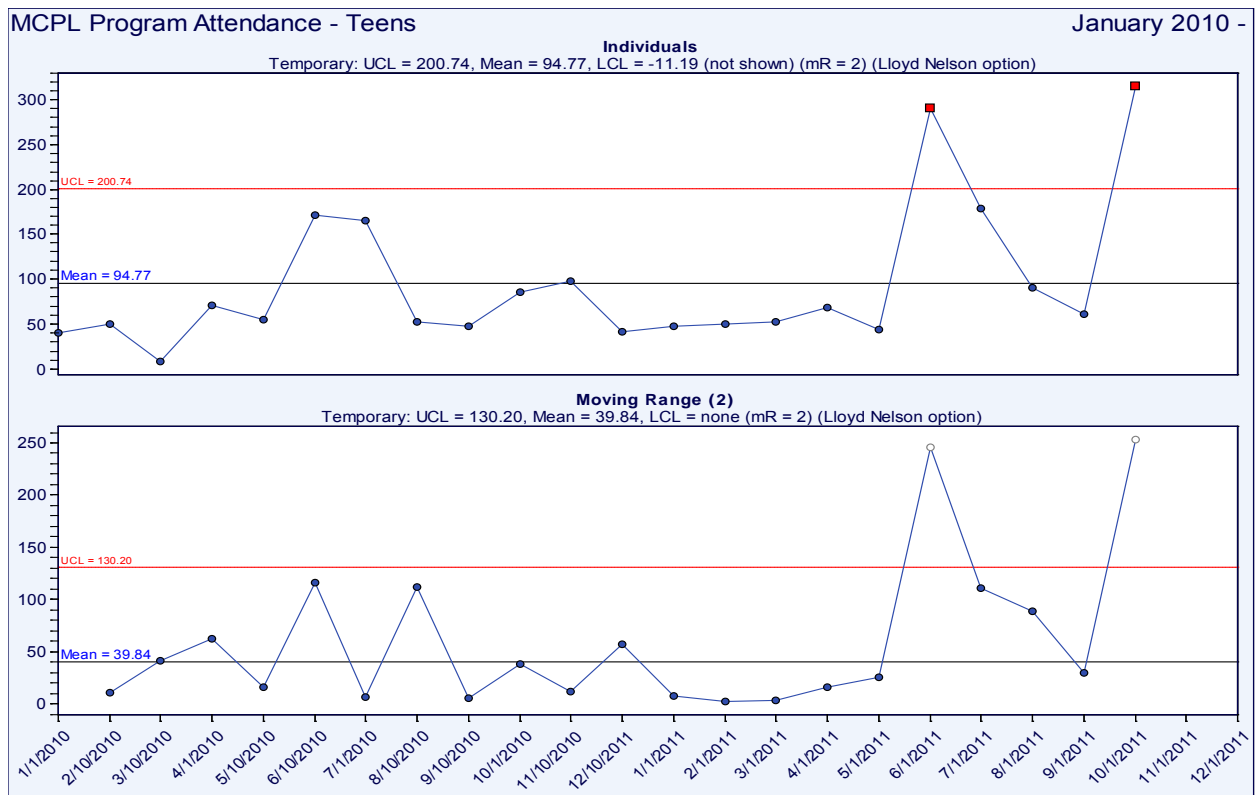
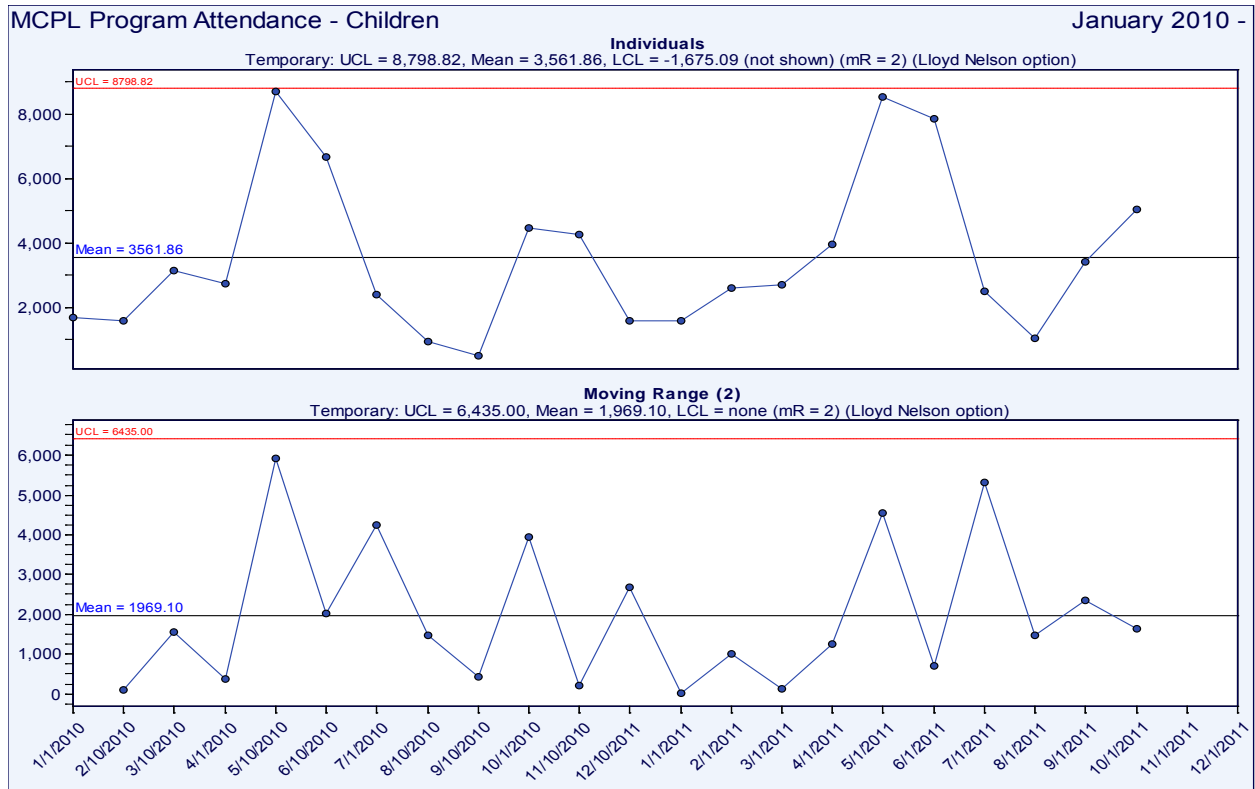
Monroe County Public Library Employees, Hours and Wages, by Pay Period, 2010-

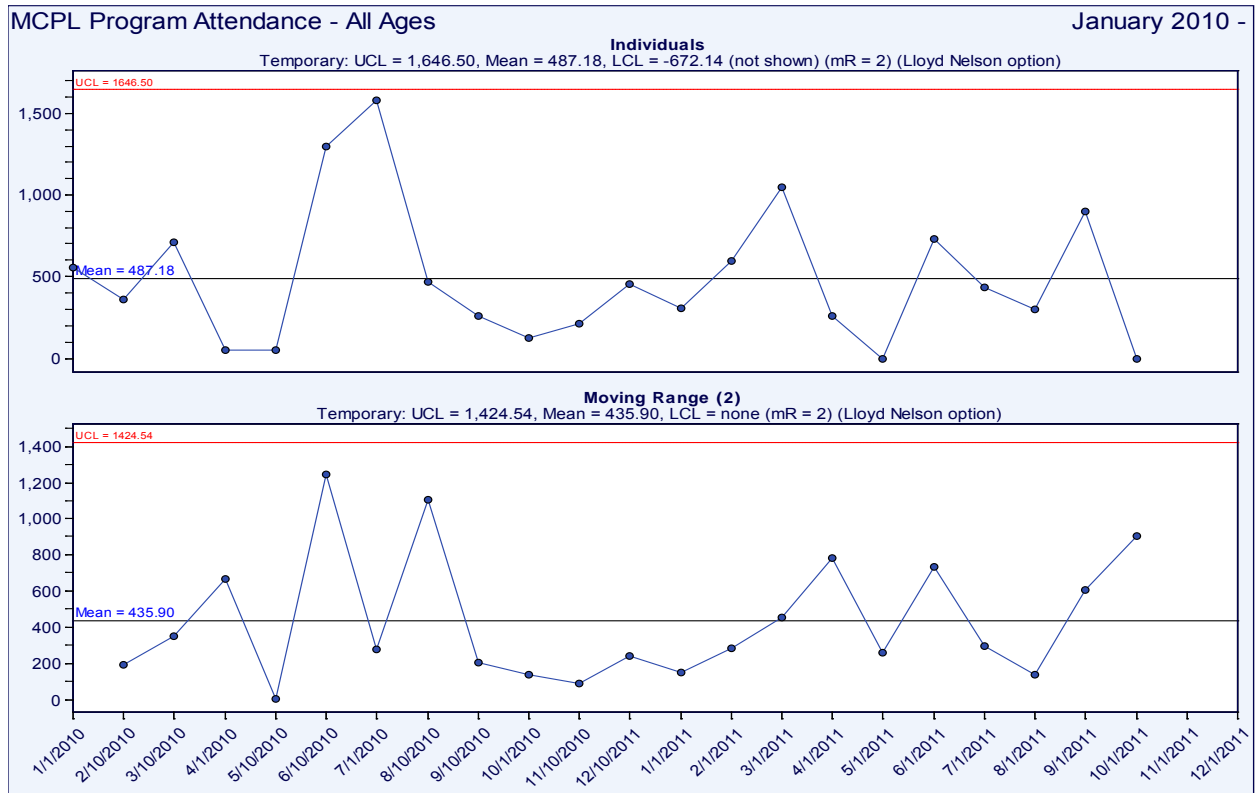
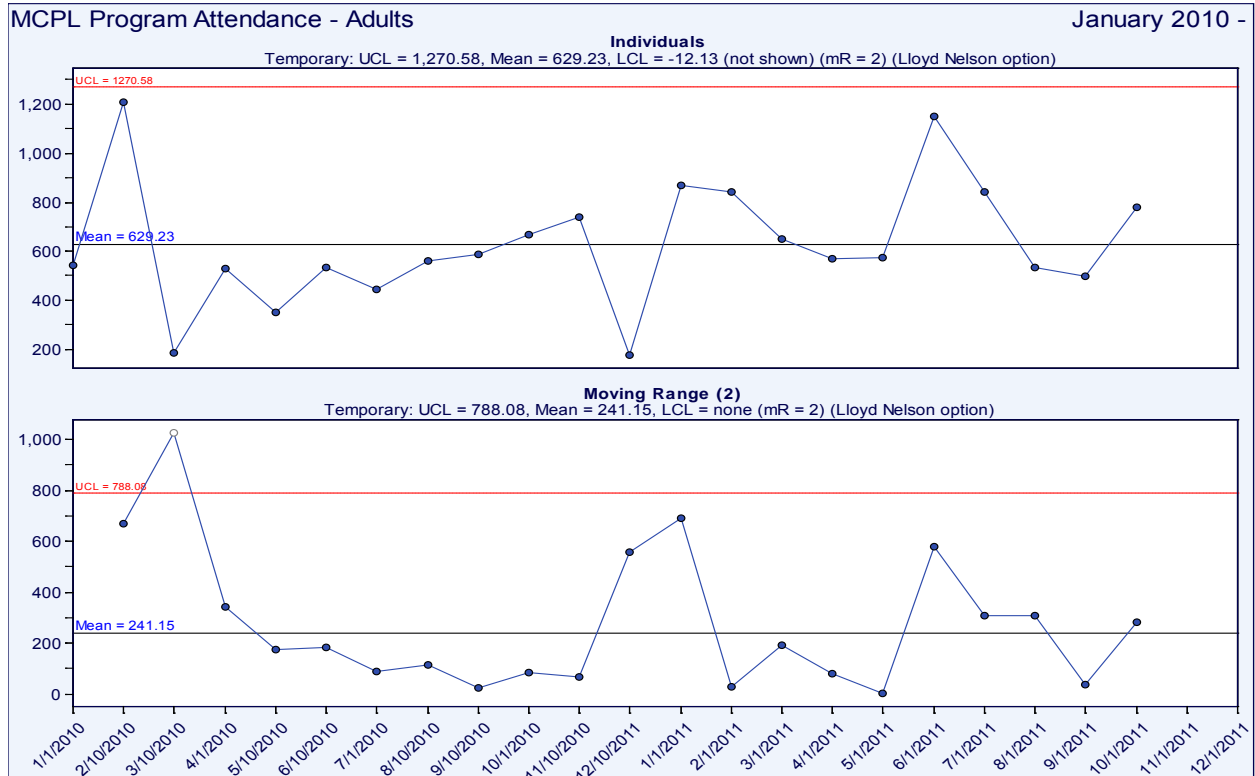
Pay Date	Employees- Op Fund	Employees- Special Rev	Employees- Total	Hours- Op Fund	Hours- Special Rev	Hours- Total	Wages- Op Fund	Wages- Special Rev	Wages- Total
01/15/10	154	21	175	4,370	560	4,930	142,872	16,520	159,393
01/29/10	160	24	184	4,470	610	5,080	147,421	17,582	165,003
02/12/10	160	24	184	4,490	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
08/26/11	144	22	166	4,093	605	4,698	140,964	17,431	158,395
09/09/11	144	22	166	4,093	605	4,698	140,964	17,431	158,395
09/23/11	137	22	159	3,990	605	4,595	143,087	17,431	160,518
10/07/11	137	22	159	3,990	605	4,595	143,087	19,345	162,432
10/21/11	137	22	159	3,985	605	4,590	135,340	18,113	153,453
11/04/11	136	19	155	3,970	555	4,525	136,773	17,674	154,447
11/18/11									
12/02/11									
12/16/11									
12/30/11									

Goal 1: Strengthen support for literacy and lifelong learning.





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

- Stephanie Holman held story times for two Head Start classes.
- Polly Nuest presented a Halloween-themed storytime for Head Start classrooms. Not-too-scary rhymes, songs, finger puppets and tales told about pumpkins, black cats, spiders and other mysterious creatures, beginning with *A Dark, Dark Tale* by Ruth Brown, and ending with the action song "There's a Spider on the Floor!!". She also made a first visit to one of the new Early Head Start classrooms serving two and three year olds. There the theme was "All About Me!" The favorite activity of the day was singing "Mary Wears Her Red Dress", first using a string of surprise dressed up stuffed animals (which gave them a chance to learn the song), then about the kids themselves. They loved hearing their own names in the song, and having a chance to tell stories about their clothes, all the while building pre-reading skills.
- Children's Services staff spent more time on stage than off in October. Staff presented 17 programs for 726 pre-school aged children and toddlers. All of these programs emphasized or articulated pre-literacy skills from the Every Child Ready to Read program. In addition, we hosted 87 Learning through Play sessions (which included our Chinese and Arabic language immersion story times) for 2,036 preschool children and their parents in the Learn and Play space.

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

- Ellettsville staff evaluated card ownership of Kindergarteners at Edgewood Primary. Half already have a card; the other half will receive a letter at home alerting their parents about the November tour of the library and inviting them to get a card for their child.
- First grade classes from nine MCCSC schools toured the Bookmobile.
- Sara Laughlin and Margaret Harter met with Sarah Neeley, Foundation of Monroe County Community Schools, on October 28 to begin planning for 2012 Bloomington Reads.
- Children's staff at the Main Library hosted 29 tours for 613 school age children. This includes the first grade classes who visited the Bookmobile, but also 5th graders from Binford Elementary and 6th graders from Lighthouse Christina academy.
- We tried to reach more school-aged children this month with extra visits and programs during and after MCCSC fall break days. Elementary students learned to "Think like a Pioneer" in Janet Lambert's history program and made a variety of crafts in Mary Frasier's "World Stamp" program. Children and their parents got "Up Close and Slithery" with reptiles and amphibians. 264 students listened to world folktales and learned about expressive public speaking in five different programs at Binford Elementary, Stinesville Elementary, and Tri North Middle School.

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

- The Ellettsville Homework Center helped 10 teens this month during 3 sessions.
- VITAL conducted two tutor training sessions: Introduction to Basic Literacy Tutoring – 12 hours in 3 sessions with 11 trainees and ESL Tutor Training – 6 hours in one session with 5 attendees.
- VITAL held two tutor-mentor consultations.
- The Children's Services Homework Center hosted 118 homework help sessions on the 23 days it was open.

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

- The Herald-Times published two letters to editor from VITAL learners, praising the library and VITAL.

1E. Strengthen literacy skills of adults.

- 66 VITAL learners were matched with individual volunteer tutors. 55 learners were registered in ESL Conversation Practice classes.
- To the kick off of the *It's Your Money* grant, the library partnered with the Financial Stability Alliance and Monroe County United Way in creating a series of financial literacy programs for Monroe County Money Smart Week. A whole week of programming launched with a press conference at the library with United Way director Barry Lessow, Mayor Mark Krizan, and Sara Laughlin, followed by a resource fair. The concluding event of Monroe County Money Smart Week was "Money Fun Day" at the library, which appealed to all audiences and gave project librarian Jason Evans Groth an opportunity to connect with 180 library patrons. Participation varied from talking investing to participating in a scavenger hunt. Many walked away with piggy banks and chocolate gold coins with the "It's Your Money" logo printed on them.

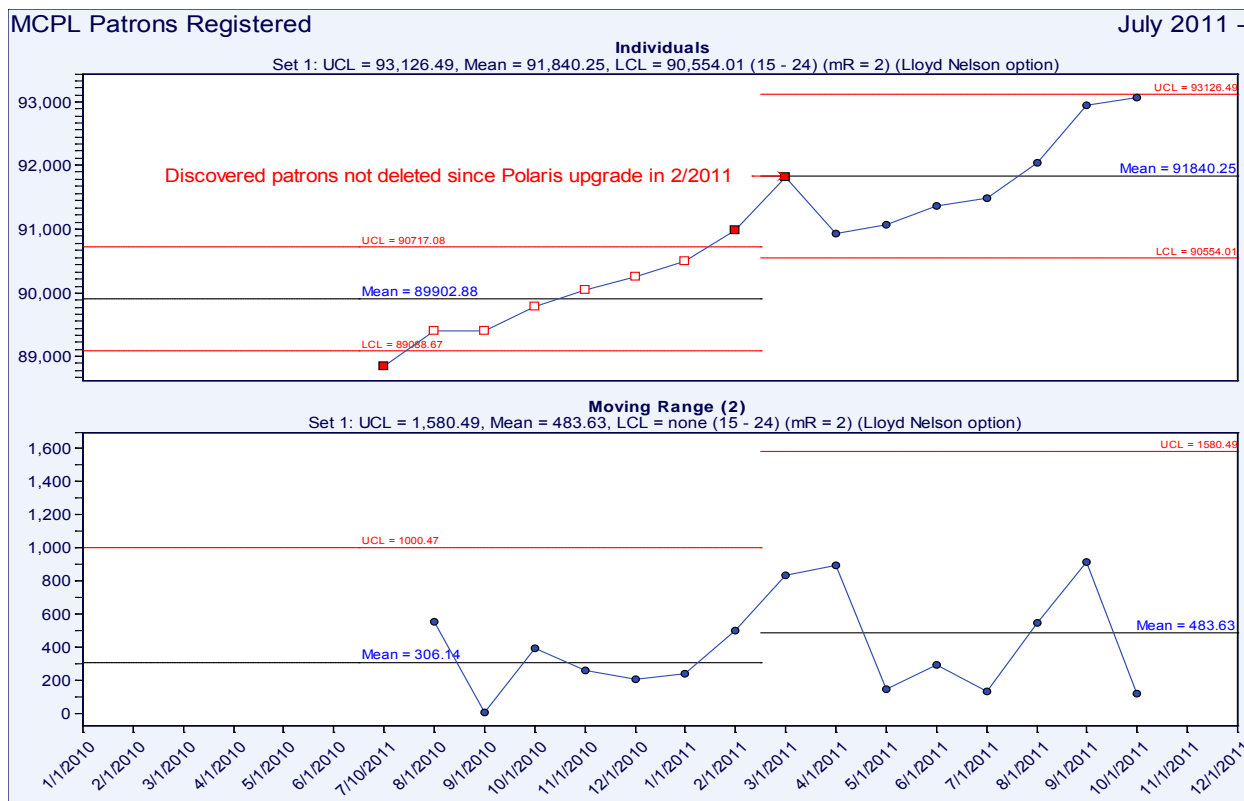
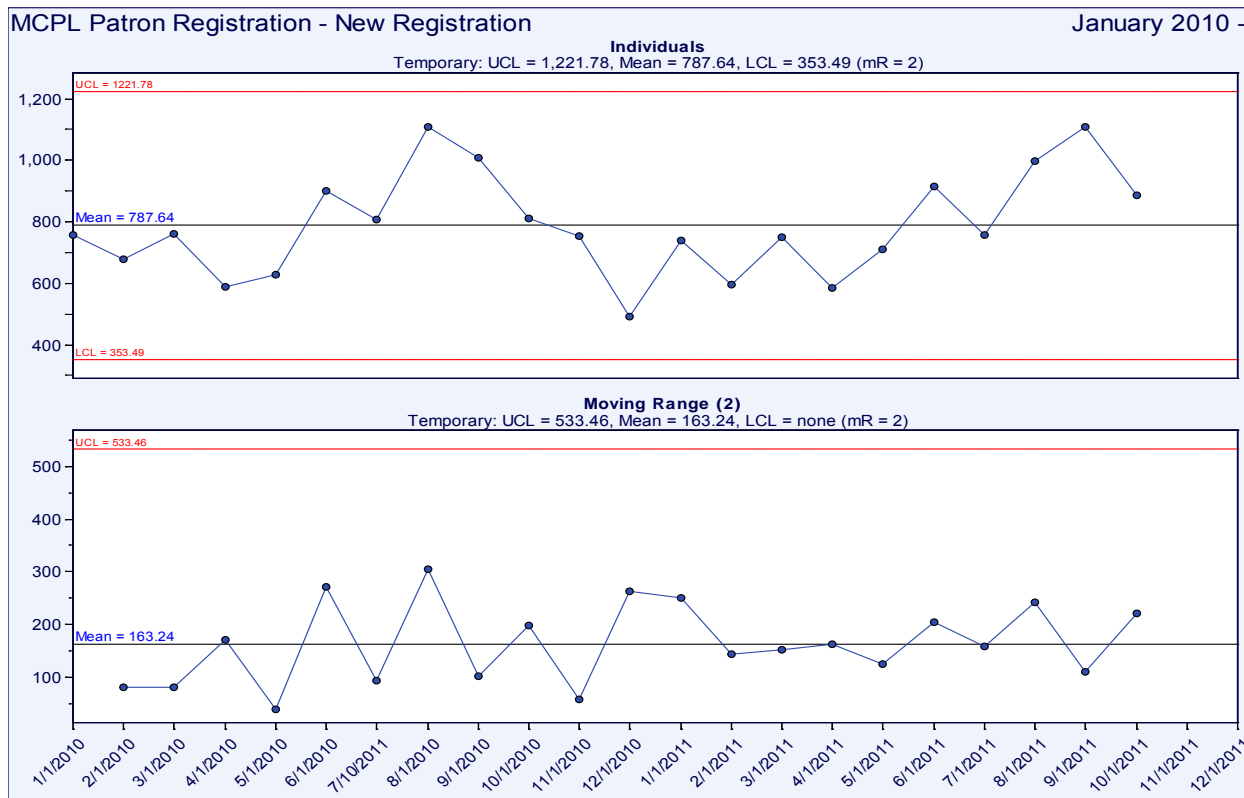
1F. Strengthen readers' advisory services.

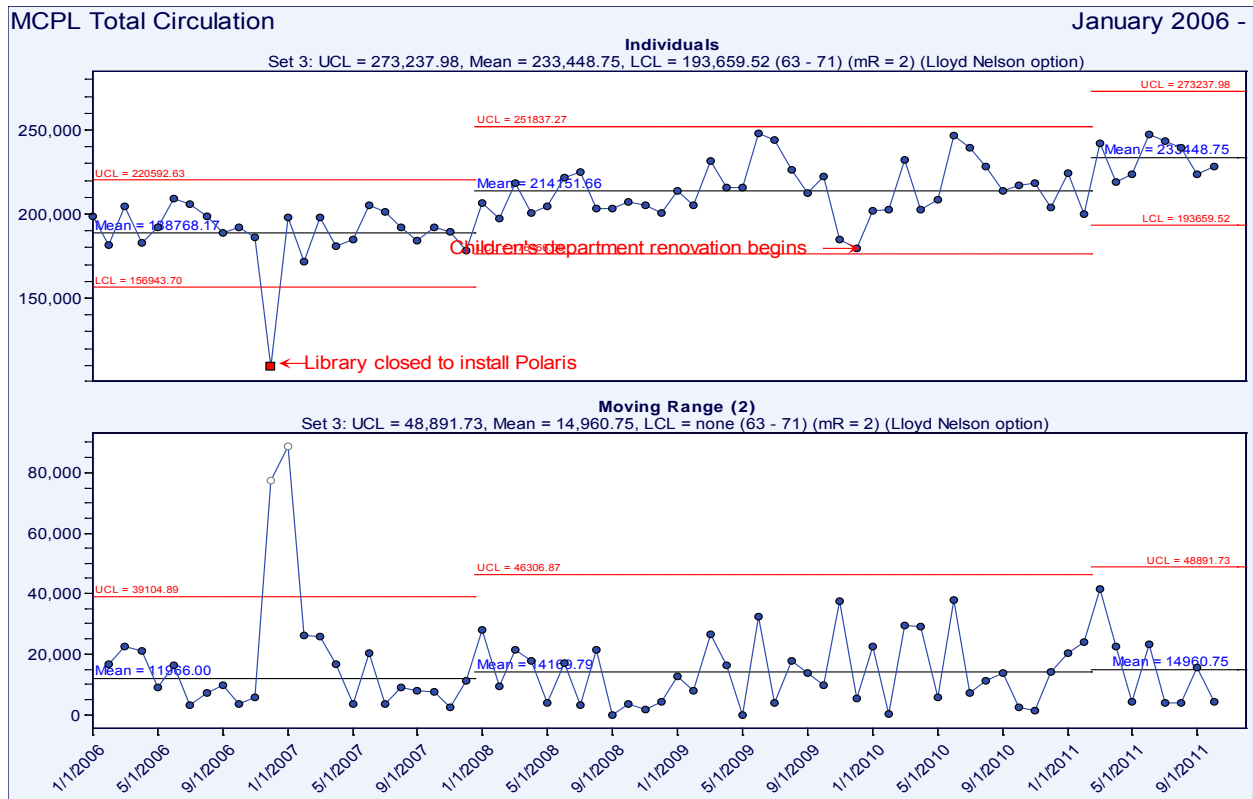
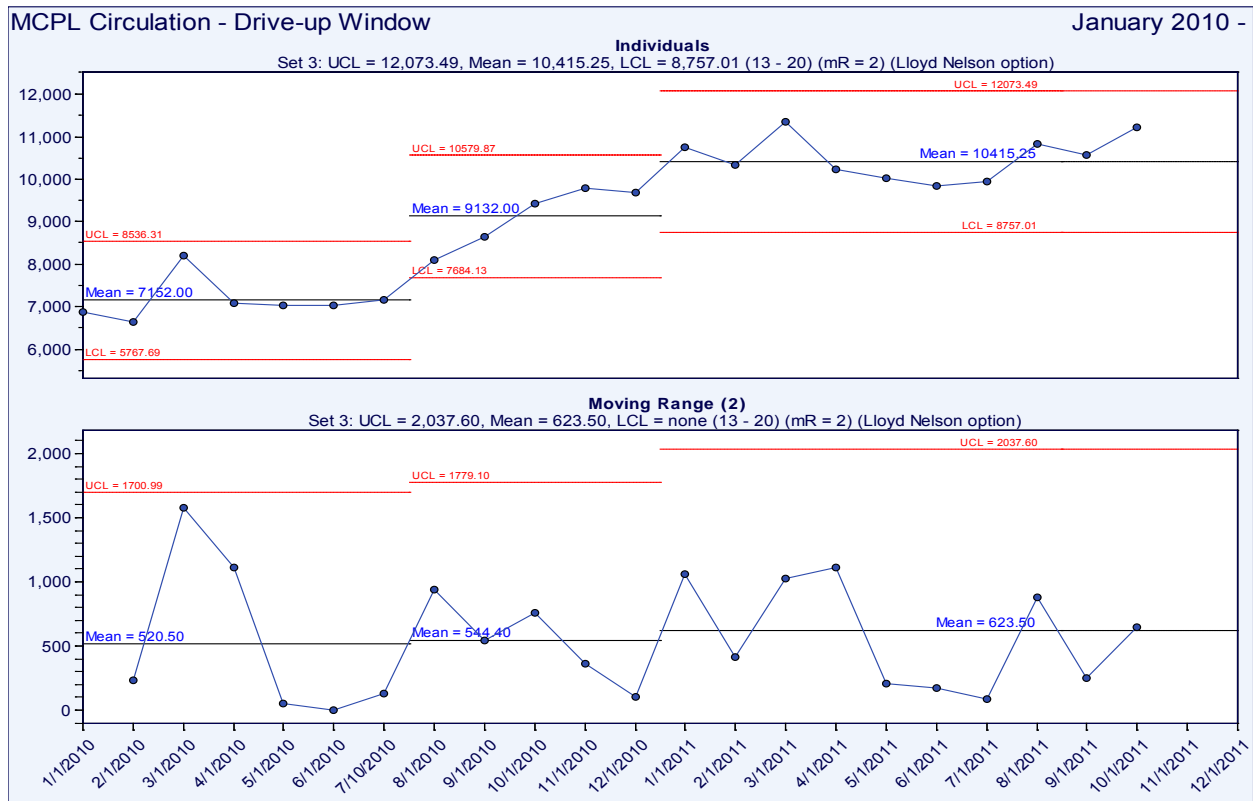
- Ellettsville staff worked with school librarians at Edgewood Primary and Intermediate schools to obtain updated lists of the Accelerated Reading program books.

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

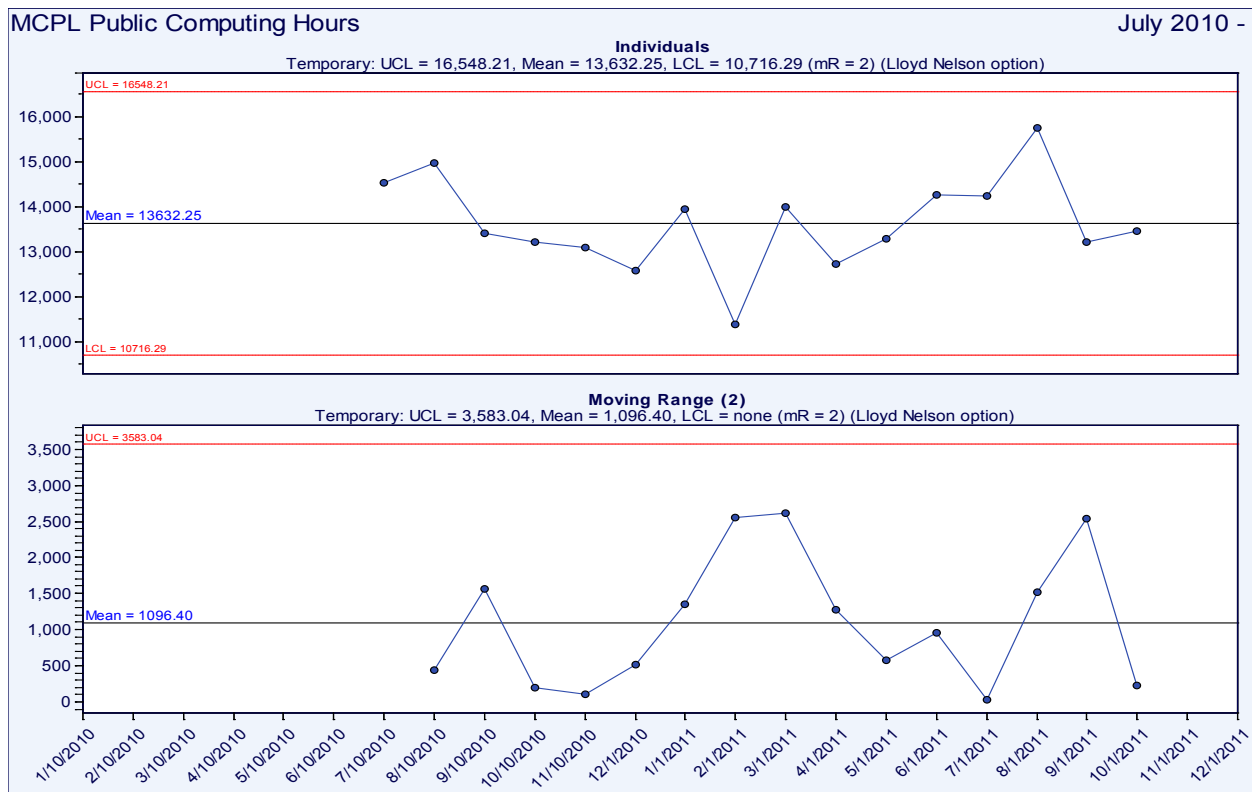
- Adult and Teen Services, City Parks and Recreation, and Bloomington Storytellers Guild presented "Festival of Ghost Stories" to more than 200 enthralled listeners. CATS filmed the event and a nice write up in the IDS: <http://www.idsnews.com/news/story.aspx?id=83793>
- 24 people attended "Moon, Pumpkin, Leaf: An Introduction to Writing Haiku" led by Dory Lynch and presented in partnership with the Writers' Guild of Bloomington.
- A partnership with Pygmalion's Art Supply, made a second round of 'Renovation + Recycling = Art Work' possible. Ten people participated, planning and drawing on recycled linoleum, relief carving, and finally spending two sessions at Pygmalion's creating prints out of the relief blocks. The library gallery will display the prints this winter.
- Stephanie Holman, Ellettsville Children's Librarian, and Chris Hosler, Teen Librarian, conducted an Extreme Team program for tweens who will be feeding into the Teen programs in future.
- Stephanie attended both Stinesville and the Edgewood Intermediate School Partners in Education teams to increase partnership and share planning ideas.
- Chris Hosler met with the Edgewood High School Partners in Education to discuss ways to involve parents in their teens' school lives and with Liza Huffman, Ellettsville Boys and Girls Club, to discuss program partnerships and teen volunteer opportunities. They developed a shared program to be offered at both the Ellettsville Branch Library and the Club early next year and are talking about a "Battle of the Bands" program in June.
- Chris Hosler met with the Monroe County Youth Council in their first full meeting. 34 young people age 11 to 19 participated and listened to Warren Henegar speak on civic engagement.
- Mickey Needham met with other Community Tax Assistance providers to plan for 2012 tax help.
- Josh Wolf and Lisa Champelli met with Cameron Rains, MCCSC Elementary Curriculum Director, to plan a new spring and summer partnership to address the upcoming state mandated third grade ISTEP scoring requirements. In 2012, children's librarians hope to visit the MCCSC summer school site for weekly programs and Summer Reading Program participation. We're excited for the opportunity serve this new audience, expose them to the fun of summer reading, and turn them into regular library users.
- Josh Wolf hosted an IU School of Education class library tour and discussed ways for teachers and librarians to work together. This was the fifth School of Ed class hosted this fall.
- Mary Frasier partnered with IU professor David Stringer to host a lecture and discussion on "How to Raise a Bilingual Speaker."

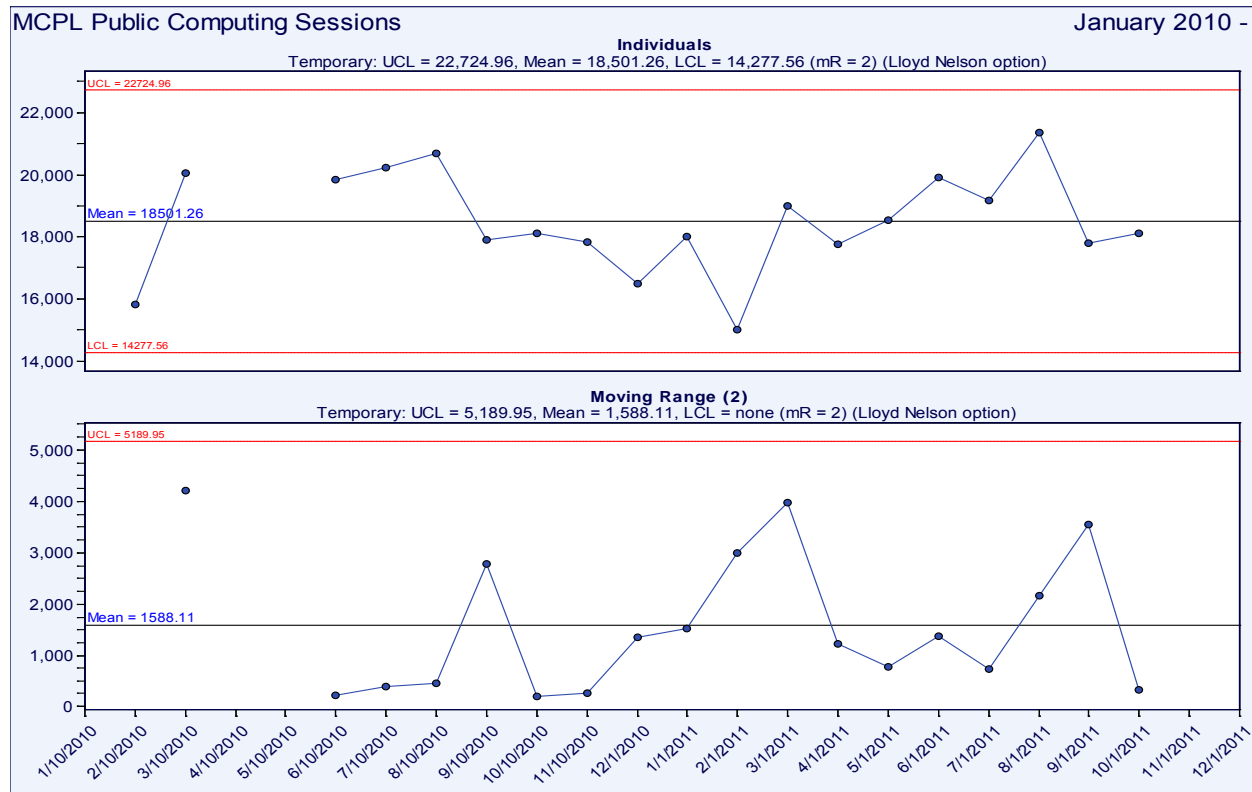
Goal 2: Expand access to information.





October Access		
Website Visits	Home page hits	79,783
	Catalog hits	3,959,167
	Other hits	2,202,368
	TOTAL	6,241,318
Read It Off	Number registered	408
	Charges waived	\$594.39
	Number individuals with charged waived	70
	Number exiting program	27
Interlibrary loan	Items loaned	174
	Items borrowed	26
CATS	Government programs produced	37
	Patron programs produced	14
	CATS programs produced	39
	Hours cablecast	2,352
	In-house viewings	14
	Editing sessions	119
	Dubs delivered	114
Programs added to collection	193	





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

- Christine Friesel submitted the final financial and narrative reports for the LSTA digitization project "Smithville News." The Indiana Room accomplished an amazing amount of work in seven weeks. Christine and new Adult/Teen Services reference assistant Brandon Rome will continue to make OCR corrections in order to upload the newspapers. We planning to begin promoting the project with partners in February; an early summer launch date is expected.

2B. Improve web access.

- Adult/Teen Services implemented "chat reference" in October, using Meebo's popular chat widget. This software allows patrons to ask reference questions via their computers in real time. It is a new alternative, offered via the library "Ask a Librarian" page. Experience it here: <http://www.monroe.lib.in.us/reference/askus2.html>

2C. Deliver information through CATS.

- CATS filmed the Festival of Ghost Stories.

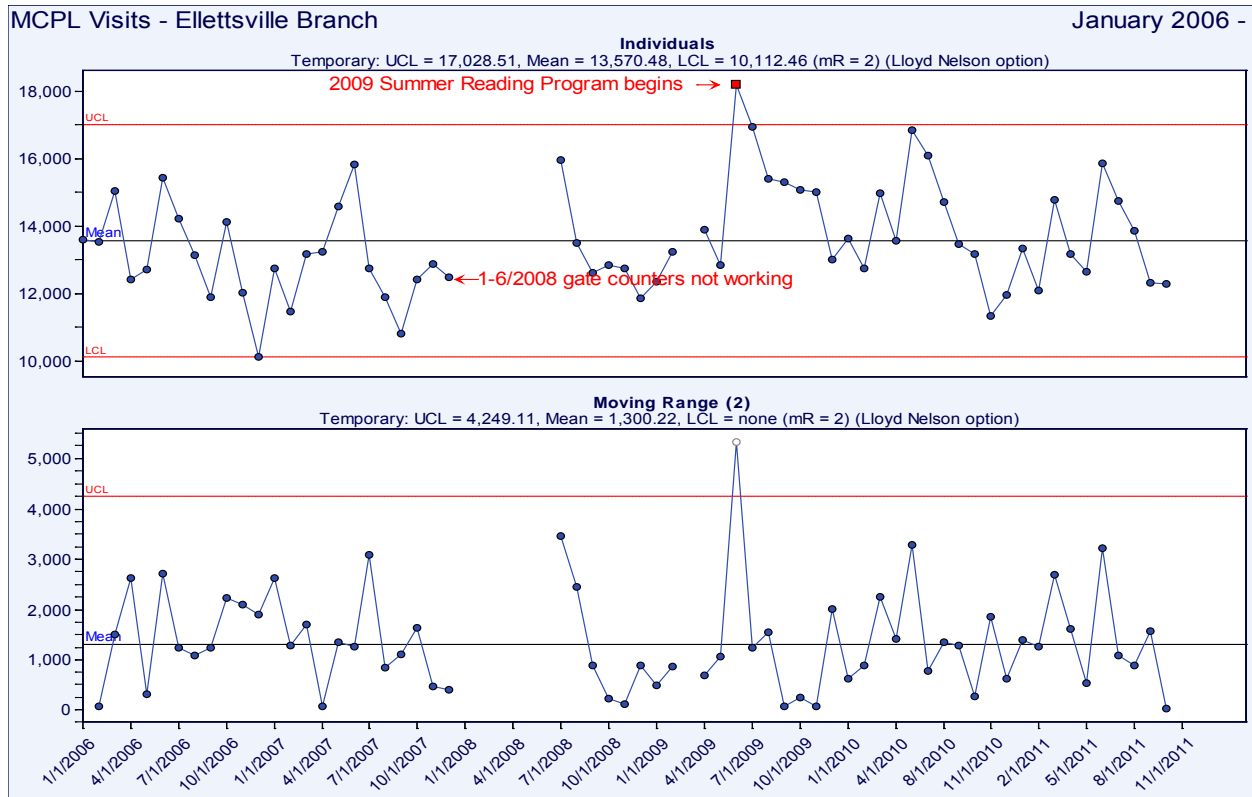
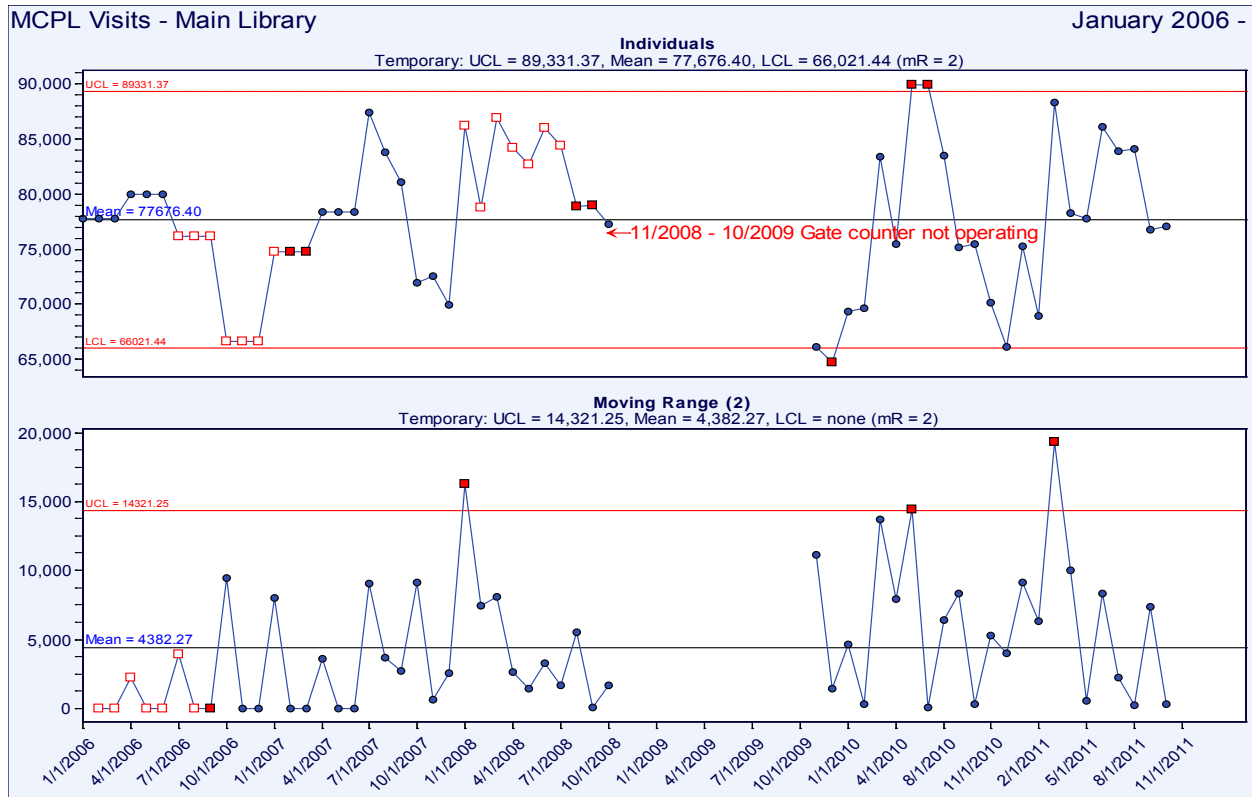
2D. Replace Bookmobile. COMPLETED

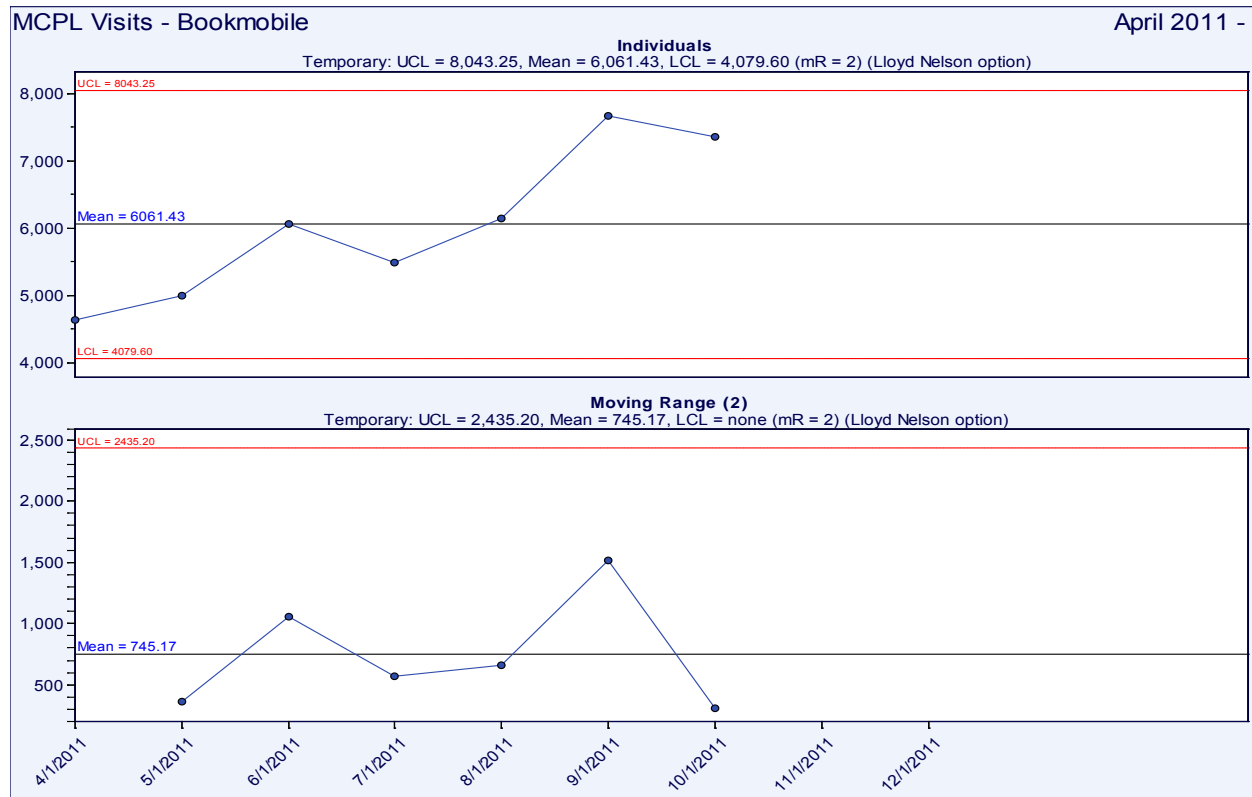
2E. Investigate changing or expanding hours.

2F. Open a second branch location.

2G. Improve service for people with disabilities.

Goal 3: Deliver exemplary service.





October Service		
Meeting Rooms	Main Library meeting rooms used	91
	Main Library auditorium used	16
	Main Library atrium	1
	Ellettsville Branch	16
	TOTAL MEETING ROOMS USED	124
Author Alert		335

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

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

- Mickey Needham initiated discussion of an ITG process team that will meet in November.
- Mary Loro, Jennifer Kellams, Gary Lettelleir, and Sara Laughlin met with Unique Management representatives on October 13 to review collection management results to date.
- Aubrey Dunnuck, Circulation, presented a key task worksheet to the Polaris Implementation Team for trapping item with blocks in the automated materials handling (AMH) environment. The revised process will be implemented for a trial period.
- Ellettsville and Main Circulation staff met to brainstorm issues with holds transferred between branches through the AMH process.

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.

- Mickey Needham spoke about the Main Library's remodeling project to the SLIS Public Library Management class at IU.

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

- An "Appropriate Patron Behavior" team began work on addressing a variety of issues, including smoking near entrances, loitering, among others.

3G. Provide high quality public technology services.

3H. Create engaging library experiences.

- Friends author event chair Patty Callison created a display for the McBride author visit.
- Mickey Needham, Penny Gillie, Stephanie Holman, and Chris Hosler planned changes in the Young Adult area of the Ellettsville Branch as a way to encourage teen use.
- On October 2, 13 people attended a Books Plus discussion on Jeannette Walls' second memoir *Half Broke Horses*, billed as a "true life" novel about her grandmother's life. Led by Dory Lynch, participants discussed why the author and publisher promoted the book this way. Most thought it was because Walls did not have all the facts so she fleshed out what were mostly true family stories. One person suggested that she found most biographies to be as true as this book; they cover a famous person's life but fill in the gaps.
- Twenty participants attended "Pictures into Words Author Panel" with young adult authors Sandra Mitchell, Julia Karr, and Josie Bloss for Teen Read Week. The theme of the discussion was world-building: how an author takes a plot and some characters and creates an immersive world for their readers. The authors also shared their perspective as women writers. Audience members asked questions for 30 minutes afterwards, and books were sold by Boxcar Books staff and signed by the authors.
- Main Circulation with the expertise of children's librarian Mary Frasier added bead maze activity toys near the Express Check stations at the first and second floor entrances. Small children can now be more happily distracted while their caregivers checkout materials. Thank you to the Friends for supporting this purchase.

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

3J. Offer regular customer service training and updates.

- 140 employees attended 2011 Staff Day on October 12.
- Library staff and non-profit organization representatives completed "It's Your Money" training prior to the Smart Money Week launch.

3K. Implement training to enhance technology core competencies.

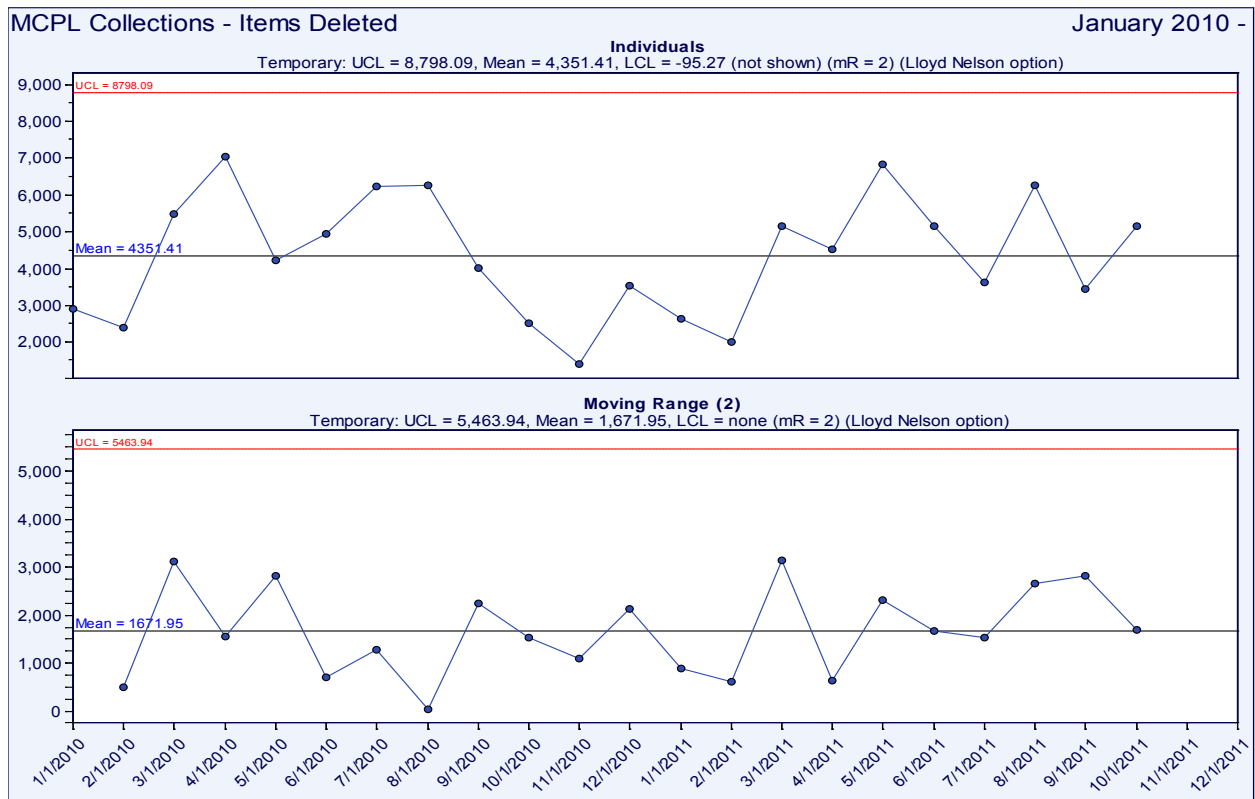
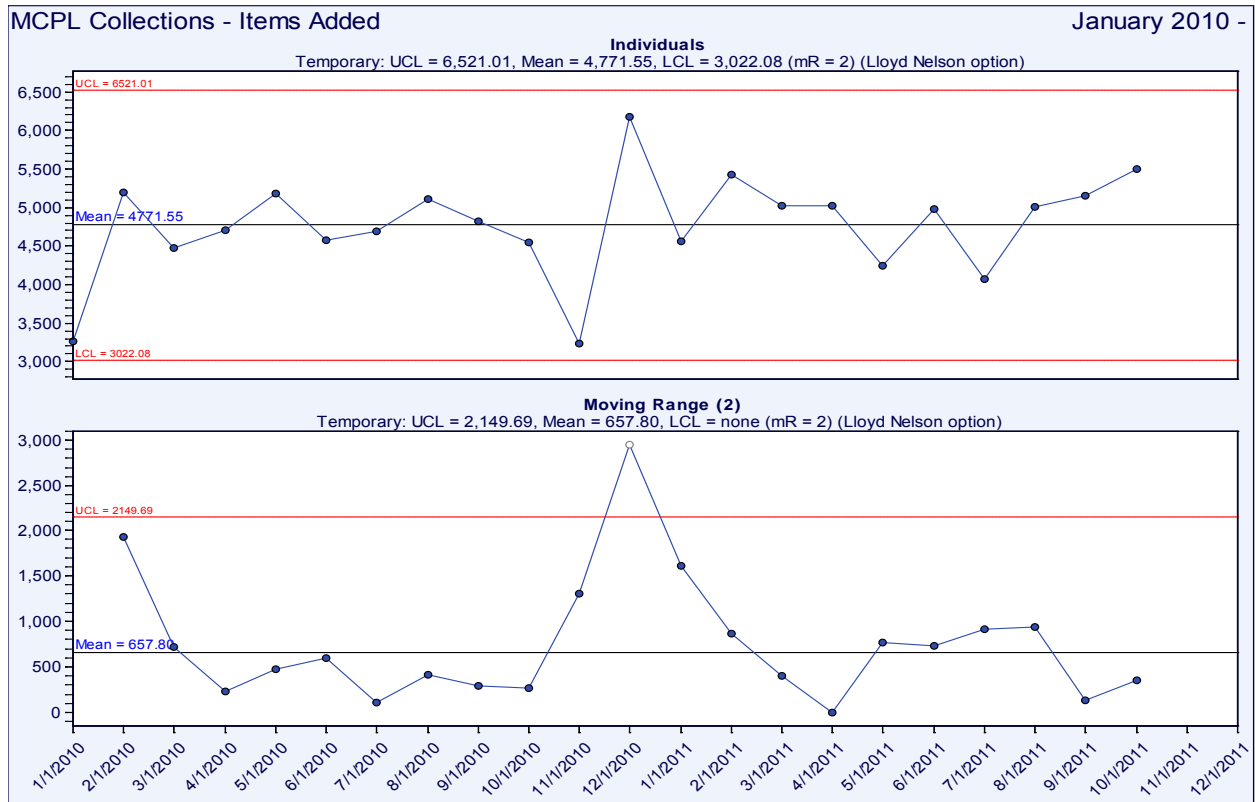
- Mickey and Stephanie completed the three-class series of e-reader training.

3L. Offer regular feedback opportunities for employees.

- Futures Team sessions offered during staff day provided a venue for discussing current topics in library services.

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

Goal 4: Maintain High Quality Collections



October Collections		
Items reviewed	Reviewed (main)	3640
	Discarded	435
Items returned/not returned	Items returned	156,525
	Accounts to collection agency	233
	Value recovered (cash and items)	\$7,686.85

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

- Mickey Needham worked with Jason Evans Groth to select items for the Ellettsville Branch's collection in personal finance.

4B. Maintain functional and attractive library collections.

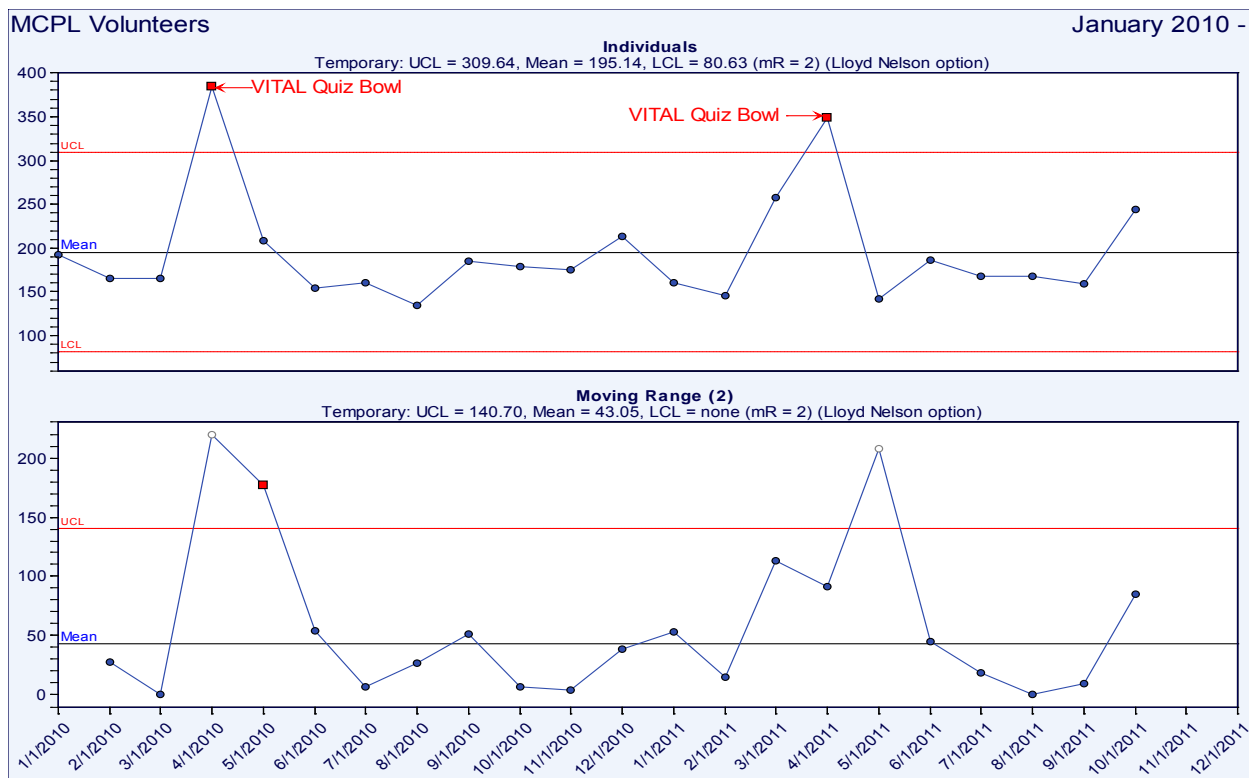
4C. Continue to explore new formats.

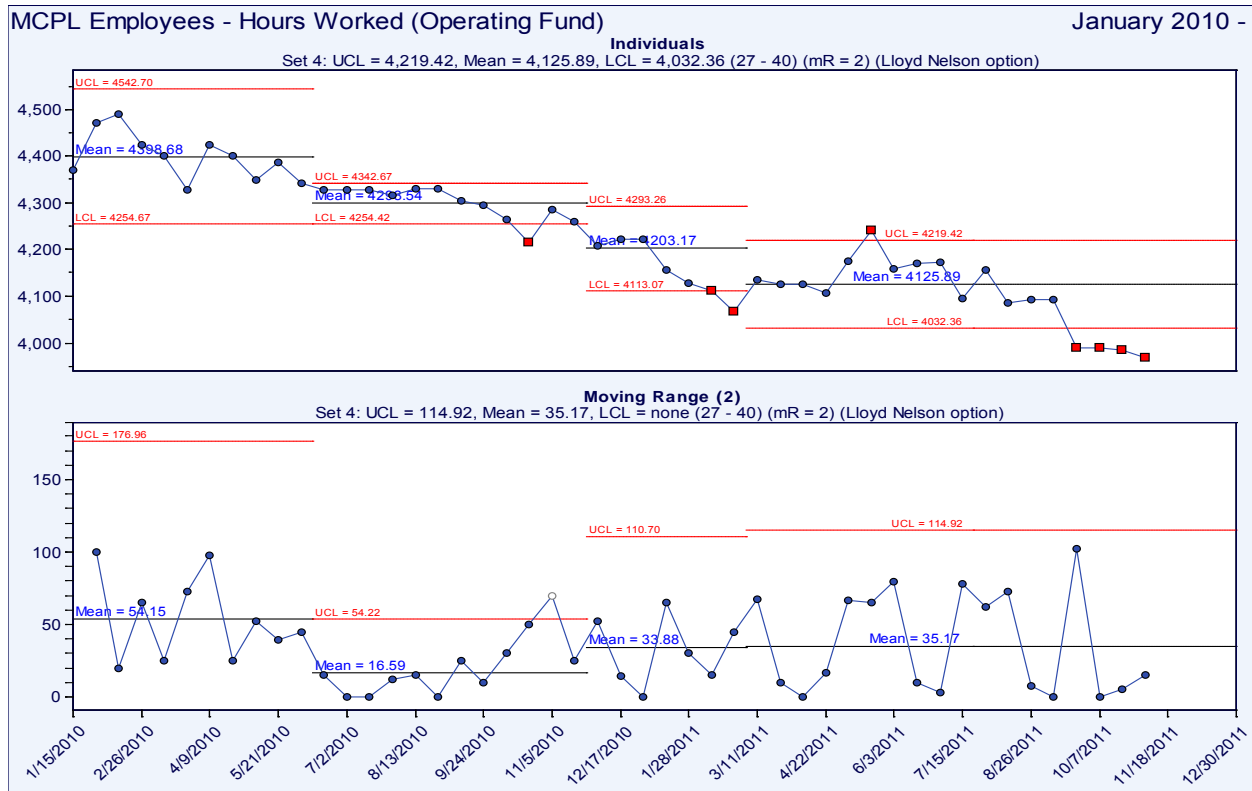
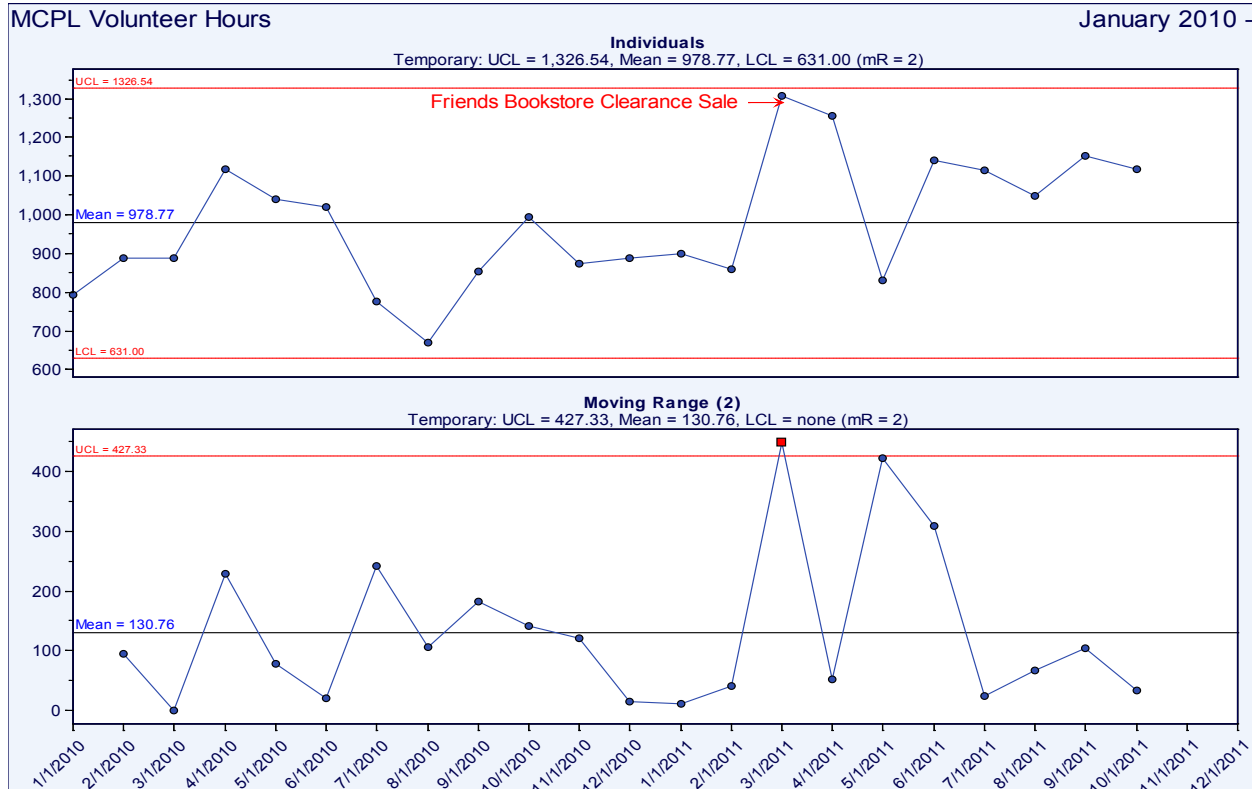
4D. Improve patron satisfaction with movies collection.

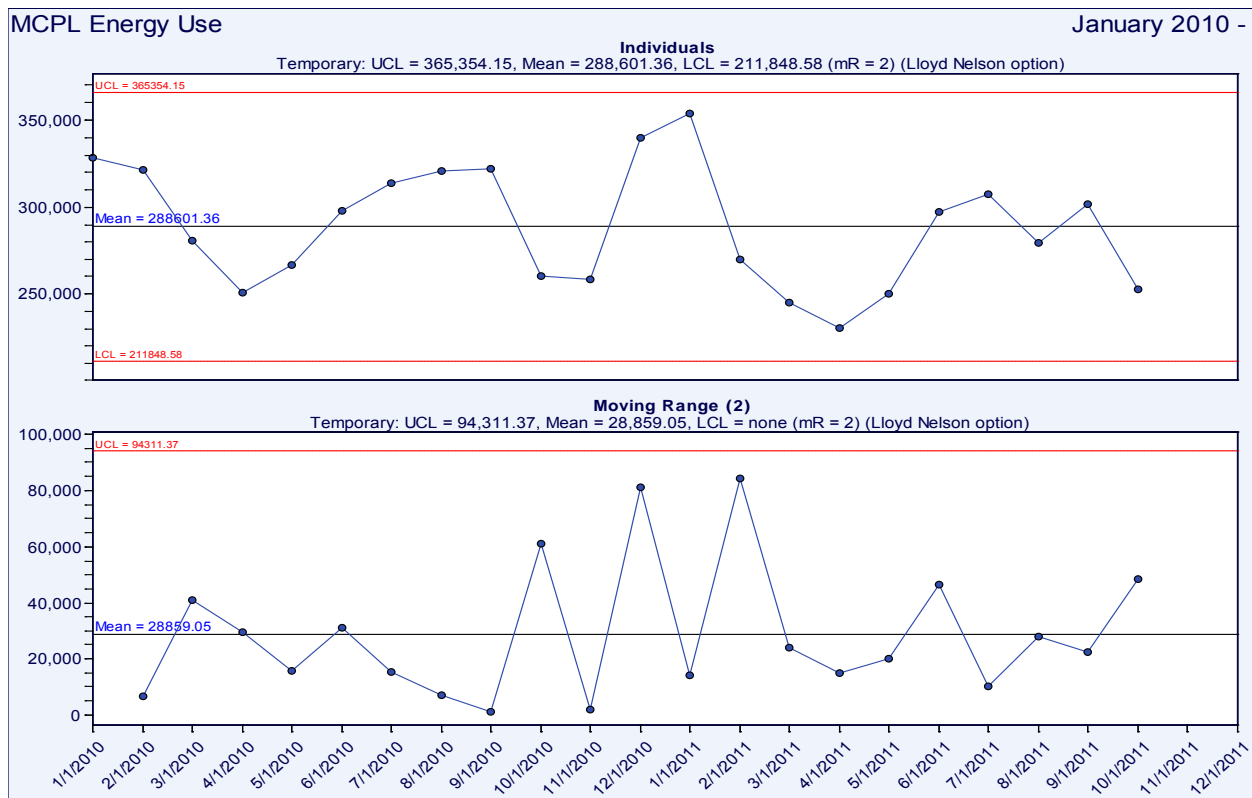
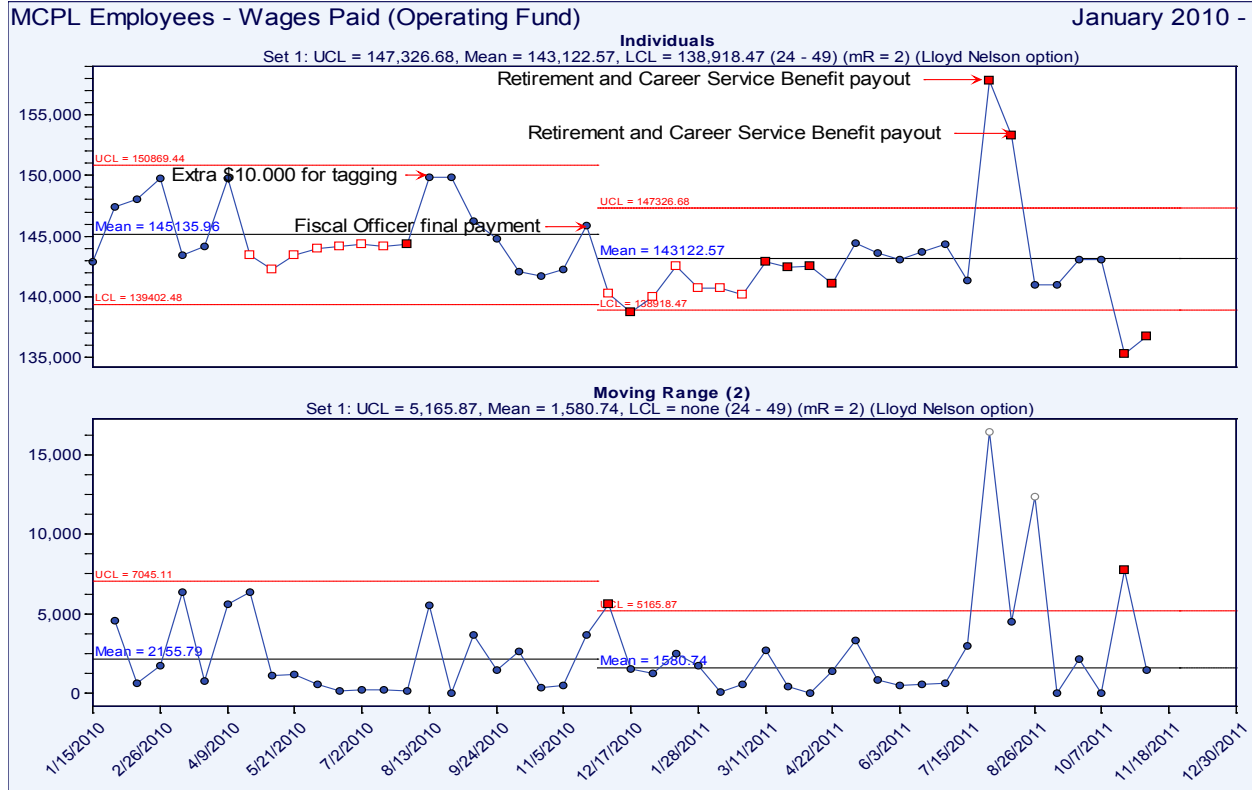
4E. Improve the weeding process. COMPLETED

4F. Develop a children's collection endowment.

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







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

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

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

- Corinna Manion attended the Association of Bookmobile and Outreach Services conference in Cleveland. She returned with insights into ways to promote services and provide programming.
- On October 25th, Elizabeth Gray provided a session on the thriller genre for staff, who could earn 1 LEU. Participants talked about thrillers they were currently reading.

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

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

- Sara Laughlin represented the library at the IU School of Information and Library Science's Career Con program on hiring; she reviewed student resumes afterwards. Josh Wolf and Christina Jones served on two panels as well.

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

- Kyle Wickemeyer-Hardy, Gary Lettelleir, and Sara Laughlin received 2012 insurance quotes for health, dental, vision, life and AD&D, and long-term disability from JA Benefits representatives Doug Johnson and Julia Thomas on October 18 and began preparing the proposal for the Board.
- The Wellness Committee organized and presented 7 instructor-led Yoga and Zumba classes for staff. They arranged dates and times so staff could voluntarily attend outside of work.

5G. Support improvement of key processes.

- Mickey Needham and Julie Kinser met with Main Circulation staff to refine processes involved with holds problems and evaluation problems in the different locations.

5H. Continue sustainability efforts to reduce energy consumption.

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

5J. Maximize tax support.

- The Board of Trustees approved the 2012 budget on October 26; it was submitted through the online Gateway to the Indiana Department of Local Government Finance on October 27.
- The Board held a public hearing for additional appropriations for the proposed \$1.8 million general obligation bond on October 26 and approved the additional appropriation resolution.
- Sara Laughlin attended the Indiana Library Federation Legislative Day on October 4.
- State Board of Accounts auditor Lisa Dungan met with Board President Kari Isaacson, financial manager Gary Lettelleir, and Sara Laughlin in an exit interview following audit of 2009-10.
- WFHB reporter Kritica Kumar interviewed Sara Laughlin on October 7 about library funding.

5K. Increase funding from non-tax sources.

- The Friends Fall Clearance Sale on October 20-24 grossed a record-breaking \$4,018.
- The Library's Wellness Committee submitted a \$2,000 proposal to ACHIEVE.
- Sara Laughlin met with Allison Carroll, Community Foundation of Bloomington and Monroe County, for an update on the Friends endowment and background on their Matchstick program.
- For the third year in a row, United Way of Monroe County agreed to underwrite the cost of the Foundation Center Database of Grantmakers, a gift of \$1000.

5L. Work closely with Friends of the Library.

- Sara Laughlin attended the Friends Campaign update meeting on October 3, met weekly with Campaign chair Barbara Wilcox, and attended regular Friends author event planning sessions.

Meeting Room Policy

(showing proposed additions underlined and deletions ~~struck through~~)

Monroe County Public Library (MCPL) provides meeting rooms for public use. The Meeting Room Policy is developed in accordance with the library's mission. The meeting rooms are available to all ~~community~~, Monroe County nonprofit group organizations and local units of government on equal terms regardless of opinion or affiliation free of charge. Some rooms are also available to local businesses for a fee established annually by the Board of Trustees in the library's Fee Schedule. The library does not sponsor or endorse the views of any group using the meeting rooms. A group may not use the library logo in any form or identify or imply that the library is a sponsor of a meeting/event.

This policy is for use of the library for outside groups and does not apply to library programs, library sponsored programs, or approved use by MCPL-affiliated groups.

General Guidelines:

The library administration has written procedures for the use and scheduling of the meeting rooms that are in the best interest of the library and the community. A meeting room application must be completed to reserve a meeting room.

The person filling out a meeting room reservation must have a library card from Monroe County Public Library and be at least 18 years old.

Local nonprofit organizations, units of government, and businesses may reserve meeting rooms up to ~~three months~~ 90 days in advance, as available, up to 20 times a year.

Meeting room reservations should be made at least a week in advance. Reservations requested less than 72 hours in advance must be made by telephone or in person in the Library Administration Office, Monday-Friday, 9 a.m.-5 p.m., or by phone, (812) 349-3050, to ensure that meeting room use is approved.

The meeting rooms of the library ~~will only~~ may be scheduled during hours that the library is open to the public.

The public is welcome at all meetings which have not been limited by the group reserving the meeting room in its reservation.

The library reserves the right to:

- share the contact information of any individual/organization that books a meeting room, if a request is made by a member of the public.
- preempt or reschedule meetings when the library needs the meeting room space.
- refuse or discontinue any use which is disruptive to the normal operation of the library, destructive to the building or equipment, fails to follow the library's Behavioral Rules, or if information is falsified on the meeting room application. Meeting room use that

generates excessive noise will be considered disruptive. Failure to vacate a room as scheduled will be considered disruptive.

- allow staff enter any meeting room to ensure adherence to library policies and to ask groups to vacate the building before library closing.

The library may cancel scheduled room use when library policy has been or will be violated. The library's Art Display Policy shall apply in a meeting room when it is being used for an art exhibition.

~~With regard to meeting room use, a~~ No charge may be made for admission and no free will collection may be made in the library. Items, services, and memberships may not be sold or promoted. ~~There may be no mention or presence of anything that could result in income to the organizationgroup or individuals involved with the organizationgroup.~~

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

Use by Nonprofit Organizations and Local Units of Government

~~Nonprofit Local group~~organizations operating in Monroe County and units of local governmentnot operating for profit may use the reserve rooms up to three months in advance. Use by nonprofit organizations and units of local government is free of charge ~~as available up to 20 times per year.~~ Nonprofit grouporganizations Organizations claiming nonprofit status may be asked to provide a copy of their IRS Form 501(c)(3), Articles of Incorporation, or a Tax Exempt Certificate.

~~The public is welcome at~~ all meetings for which no meeting room fee is charged.

~~If Community Access Television Services (CATS) is scheduled to tape or broadcast a public meeting, it is the responsibility of an organization to contact both the library administration and CATS if the meeting has been canceled. It is the responsibility of the nonprofit organization or unit of local government to contact library administration if a meeting has been canceled. If Community Access Television Services (CATS) is scheduled to record a public meeting, the organization must also notify CATS of the cancellation.~~

Use by Businesses

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

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

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

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

Facility Setup:

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

~~Organizations~~Groups should arrive at least a half hour before the meeting if they have any questions about equipment.that have questions about library meeting room equipment should plan to visit the library between 9 a.m. and 5 p.m., Monday through Friday, before their event.

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

Light refreshments may be served during meetings in all public meeting rooms except the Auditorium. The group using the room must provide supplies and equipment for serving refreshments. The library does not have full kitchen facilities. ~~Organizations are responsible for cleanup after a meeting.~~

Meeting Room Usage Subject to Clean-up Fees:

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

Adopted by **Board of Trustees** 4-21-04

Amended by Board 6-15-11

November 11, 2011

To: Board of Trustees
From: Sara Laughlin
Re: 2012 Insurance Proposal

I have attached several pieces of information related to 2012 insurance benefits offered to employees for your review at the Board meeting on November 16.

Recommended Package

Dental insurance (Attachment A). Costs will not increase in 2012. We recommend switching coverage from HRI to Guardian, as they offer four advantages over other bidders: 1) the same benefits for in-network or out-of-network; 2) a higher percentage of coverage for Major Services; 3) a rollover benefit, so if participants don't use all of their \$1,000 benefit one year, they can use it in the following year; and 4) a two-year rate guarantee.

Life/Accidental Death & Dismemberment (AD&D) Insurance (Attachment B). The library pays 100% of the cost of this insurance, which will not increase in 2012. We recommend switching coverage from Unum to Cigna in 2012. Coverage is the same – two times the annual salary up to \$160,000. In addition to an opportunity to add additional coverage at the employee's expense, Cigna offers a Life Assistance Program with three face-to-face counseling sessions; a Will Preparation Program, Secure Travel Program, Identity Theft Program; and Healthy Rewards Program.

Long-term Disability Insurance (Attachment C). The library pays 100% of the cost of this insurance, which will not increase in 2012. We recommend switching coverage from Unum to Cigna, which offers identical coverage plus a two-year rate guarantee.

Health Insurance (Attachment D). We recommend continuing the three 2011 Anthem health insurance choices (included here for reference) in 2012 and continuing to contribute the same amount for individual coverage regardless of the plan selected. For those covering a child, spouse, or family, the proposal assumes that the library makes an additional contribution of 15% of the total plan cost.

- **\$500 deductible PPO plan.** The only change in coverage is in Prescription Drugs, where "Tier 4" has been added.
- **\$3,000 deductible plan with Health Savings Account.** Three changes in this plan: The Out-of-pocket Maximum has increased by \$1,000 for individuals and \$2,000 for those carrying two or more people on the plan; once the \$3,000/\$6,000 deductible has been met, employees will still have co-pays for prescriptions up to \$1,000/\$2,000. The Prescription Drugs-Retail now have co-pays, but with increased insurance contribution 50% compared with 30% in 2011) for out-of-network prescriptions and a new Tier 4 has been added. For Prescription Drugs-Mail Order a Tier 4 has also been added.
- **\$5,000 deductible plan with Health Savings Account.** The same three changes in this plan as in the \$3,000 deductible plan above: The Out-of-pocket Maximum has

increased by \$1,000 for individuals and \$2,000 for those carrying two or more people on the plan; once the \$3,000/\$6,000 deductible has been met, employees will still have co-pays for prescriptions up to \$1,000/\$2,000. The Prescription Drugs-Retail now have co-pays, but with increased insurance contribution 50% compared with 30% in 2011) for out-of-network prescriptions and a new Tier 4 has been added. For Prescription Drugs-Mail Order a Tier 4 has also been added.

- Participants in any of the three plans will also be members of the Monroe County Government Clinic. Costs for the Clinic will not increase in 2012. The Clinic offers convenient access to primary care and confidential wellness coaching for employees and helps lower out-of-pocket payments for employees, as well as reducing overall claims costs for the Library. Our insurance broker, JA Benefits, reports that our Clinic participation and wellness efforts took 6.3% off our health insurance increase.

Alternate Plan Scenarios (Attachment E)

We received information from Anthem on two alternate PPO plans - \$1,000 and \$2,000 deductible. At the Board's request, I have attached detailed information about two scenarios for each of these plans, one based on the assumption that the library continues to contribute \$7,651 to each plan (based on 10% increase to the library's 2011 PPO plan cost) and the second based on the assumption that employees continue to contribute 22% of the PPO plan cost.

Other Coverage Offered, at the Option of Employee and Paid by Employee

Vision insurance, the Flexible Spending Account to set aside a pre-tax amount for medical expenses, and Life/AD&D insurance for part-time employees are also available; employees pay the full amount for these.

Costs – 2012 and in the Future

The Library budgeted for a 10% increase in insurance costs in 2012. Depending on the plans the Board selects and the one that the employee chooses, the number of dependents and the employee's status of full- or part-time, individual employees may experience an increase higher or lower than 10%, or even a decrease compared with 2011.

In addition, we discussed a partially self-funded health insurance option that JA Benefits had investigated. We were happy to learn more about this approach, which the City of Bloomington will begin this year, but found that it was not cost-effective for the Library at this time.

Next Steps:

- November 17-18 2012 Health Insurance packet distributed to employees.
- November 21, 28 Questions? Employees may sign up to meet with Julia Thomas, JA Benefits, Board Room, (11/21: 2 - 4 p.m.; 11/28: 9-noon, 1-3 p.m.
- November 29, 30, Online enrollment. Each staff member must enroll for benefit enrollments and waivers, Board Room and Interview Room, 8 – 4
- January 1 Receive 2012 insurance cards and information.



Monroe County Public Library

Guardian Dental Premiums & Contributions for Year 2012

	Employee Contributions		Guardian Monthly		Library Contributions		Guardian Annual
	Annual	Biweekly	Premium		Annual	Bi-weekly	Premium
Employee Only							
37.5 Hr/Week FT	\$28.30	\$1.09	\$25.94		\$282.98	\$10.88	\$311.28
30 Hr/Week/PT	\$84.90	\$3.27	\$25.94		\$226.38	\$8.71	\$311.28
25 Hr/Week/PT	\$122.63	\$4.72	\$25.94		\$188.65	\$7.26	\$311.28
20 Hr/Week/PT	\$160.36	\$6.17	\$25.94		\$150.92	\$5.80	\$311.28
EE/Child(ren)							
37.5 Hr/Week FT	\$340.83	\$13.11	\$56.58		\$338.13	\$13.01	\$678.96
30 Hr/Week/PT	\$408.45	\$15.71	\$56.58		\$270.51	\$10.40	\$678.96
25 Hr/Week/PT	\$453.54	\$17.44	\$56.58		\$225.42	\$8.67	\$678.96
20 Hr/Week/PT	\$498.62	\$19.18	\$56.58		\$180.34	\$6.94	\$678.96
EE/Spouse							
37.5 Hr/Week FT	\$311.55	\$11.98	\$53.71		\$332.97	\$12.81	\$644.52
30 Hr/Week/PT	\$378.15	\$14.54	\$53.71		\$266.37	\$10.25	\$644.52
25 Hr/Week/PT	\$422.54	\$16.25	\$53.71		\$221.98	\$8.54	\$644.52
20 Hr/Week/PT	\$466.94	\$17.96	\$53.71		\$177.58	\$6.83	\$644.52
Family							
37.5 Hr/Week FT	\$655.19	\$25.20	\$87.40		\$393.61	\$15.14	\$1,048.80
30 Hr/Week/PT	\$733.91	\$28.23	\$87.40		\$314.89	\$12.11	\$1,048.80
25 Hr/Week/PT	\$786.39	\$30.25	\$87.40		\$262.41	\$10.09	\$1,048.80
20 Hr/Week/PT	\$838.88	\$32.26	\$87.40		\$209.92	\$8.07	\$1,048.80



**Put Guardian to
work for you.**

PROPOSAL FOR

Monroe County Public Library

RATES SHOWN ARE VALID FROM

January 1, 2012 - March 15, 2012

Sales Representative: Wesley Thornhill

Prepared by: Theresa Pruitt

Telephone: (317) 810-2911

Created: October 10, 2011

SIC Code: 8231

State & Zip Code: IN 47408



Guardian Proposal

ATTACHMENT A: DENTAL INSURANCE
Your broker is: **Julia Thomas**

JA Benefits, LLC

1630 H Street
Bedford, IN 47421

PROPOSAL	Prepared for	Monroe County Public Library
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Email: julia.thomas@jabenefits.com

PROPOSAL ASSUMPTIONS

These rates are valid only if dental, basic life, ltd, vision and voluntary life are sold as a package.

Rates and premiums are based on the employee data submitted. Final rates and premiums are based on the plan and employee/dependent data provided on the enrollment forms.



Valid From: **01/01/12**
Valid Until: **03/15/12**

Tracking Code: **00159866997-02**

Page: **1 of 32**

JA Benefits, LLC1630 H Street
Bedford, IN 47421

Guardian Proposal

PROPOSAL	Prepared for	Monroe County Public Library
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Email: julia.thomas@jabenefits.com

WHY GUARDIAN?

No matter how big your business is, insurance is more than just a business decision. It's also a personal decision. The benefits you provide help protect your employees and their families – employees who work hard to make your business a success. Yet, you still need to look out for the needs of the company as a whole. For over 50 years, Guardian has been helping companies strike the balance. We recognize that each situation is different. So we bring a wide variety of options to the table. Financial strength and stability. A broad product portfolio. Flexibility in the choice of features. And the personal expertise to help you navigate your choices.

Broad Range of Flexible Products

We offer a comprehensive product portfolio including Dental, Life, Disability, Critical Illness, Section 125/Flex Plan and Vision Care. And www.GuardianLife.com. Guardian's integrated service solution makes it easy to administer and manage all your Guardian benefits.

Responsive, Personalized Service

Guardian's responsive customer service and personal attention makes us unique.

- Fast claims turnaround.
- Access to live customer service representatives to answer employees' questions – so you don't have to.
- Guardian Anytime – our online benefit management system offers secure access to benefits information for plan administrators and employees.
- Enrollment Support – including a toll-free Employee Benefits Hotline to answer questions prior to enrollment.
- Dedicated Account Managers for plans with over 500 participants.

Guardian is Your Supportive Partner

We support the businesses we serve by providing an integrated service solution to help meet the needs of both businesses and employees.

- Dedicated Benefit Advisors and our Enrollment Success Plan help to maximize participation in your plans.
- One consolidated bill for all your Guardian benefits plans.
- A single phone number for all plan administration needs.
- Value added options and discounts for multiple lines of coverage.

Financial Strength and Stability

In uncertain economic times, the financial strength and stability of your insurance company becomes a key factor in the selection process. Guardian's continued strong performance was among the factors cited by A.M. Best in its decision to affirm Guardian's A++ (Superior) credit rating with a stable outlook. As a mutual company with more than 5,000 employees, Guardian's financial strength allows us to demonstrate our long term commitment to our customers today, and in the future.

Financial information concerning The Guardian Life Insurance Company of America as of 12/31/10 on a statutory basis: Admitted Assets = \$33.1 Billion; Liabilities = \$28.7 Billion (including \$25.1 Billion of Reserves); and Surplus = \$4.4 Billion.

Rates and premiums are based on the employee data submitted. Final rates and premiums are based on the plan and employee/dependent data provided on the enrollment forms.

Valid From: **01/01/12**
Valid Until: **03/15/12**Tracking Code: **00159866997-02**Page: **2 of 32**

Dental

ATTACHMENT A: DENTAL INSURANCE

Your broker is: **Julia Thomas**

JA Benefits, LLC

1630 H Street
Bedford, IN 47421

PROPOSAL	Prepared for	Monroe County Public Library
-----------------	--------------	------------------------------

Email: julia.thomas@jabenefits.com

	Plan 1 All Eligible	Census	Notes
RATES			
Employee Only	\$25.94	112	See Rates Notes
Employee/Spouse	\$53.71	4	
Employee/Child(ren)	\$56.58	5	
Full Family	\$87.40	6	
Monthly Premium	\$3,927.42		
Annual Premium	\$47,129.04		
Rate Guarantee	1 Year		

➤ These rates are valid only if sold with ltd, vision, basic and voluntary life coverage.

PRIMARY BENEFITS

Plan Type	PPO
Plan Code	W1
Contributory Status	Voluntary
Participation Assumptions	Participation of 66% of eligible employees.
Non Orthodontia Deductible	
Individual	
In-Network	\$0
Out-Of-Network	Deductibles for In-Network and Out-of-Network are inclusive
Period	Calendar Year
Family Limit	N/A
Waived For	
In-Network	Preventive
Out-Of-Network	Preventive

See Primary Benefits Notes

Continued...

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Valid Until: **03/15/12**

Tracking Code: **00159866997-02**

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Dental

ATTACHMENT A: DENTAL INSURANCE
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JA Benefits, LLC

1630 H Street
Bedford, IN 47421

PROPOSAL

Prepared for

Monroe County Public Library

Email: julia.thomas@jabenefits.com

	Plan 1	
	All Eligible	Notes

PRIMARY BENEFITS *continued...*

Coinsurance	
Preventive	
In-Network	100%
Out-Of-Network	100%
Basic	
In-Network	100%
Out-Of-Network	80%
Major	
In-Network	60%
Out-Of-Network	50%
Orthodontia	50% for children
Waiting Periods	None
Child Age Limits	24 (26 if a full-time student)
Claim Payment Basis	
In-Network	Negotiated Fee Schedule
Out-Of-Network	90th Percentile of UCR
Annual Maximum	
In-Network	\$1000 subject to Maximum Rollover
Out-Of-Network	Maximums for In-Network and Out-of-Network are inclusive
Waived For	
In-Network	Not Waived
Out-Of-Network	Not Waived
Orthodontia Lifetime Maximum	\$1000

Continued...

Rates and premiums are based on the employee data submitted. Final rates and premiums are based on the plan and employee/dependent data provided on the enrollment forms.



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Dental

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Email: julia.thomas@jabenefits.com

	Plan 1	
	All Eligible	Notes

PRIMARY BENEFITS *continued...*

Maximum Rollover	
Threshold	\$500
Rollover Amount	\$250
In Network Only Rollover Amount	\$350
Account Limit	\$1,000
Network	DentalGuard Preferred

BENEFIT DETAIL

Oral Exams	Preventive (once/6 mos.)
Cleanings	Preventive (once/6 mos.)
Perio Maintenance Procedure	Preventive (once/3 mos.)
Combined Cleanings/Perio Maintenance Limit	4 in a 12 consecutive months period
X-Rays	Preventive (Full-mouth series once/60 mos.)
Fluoride Treatment	Preventive (no age limit)
Sealants	Preventive (to age 16, once/36 months)
Space Maintainers/Harmful Habit Appliances	Preventive
Oral Cancer Screenings (includes Vizilite)	Not Covered
Fillings	Basic (Fillings include posterior composites)
Repair & Maintenance of Crowns, Bridges & Dentures	Basic
General Anesthesia	Basic
Root Canal	Basic
Perio Surgery	Basic
Scaling & Root Planing	Basic
Simple Extractions	Basic
Complex Extractions	Basic
Bridges & Dentures	Major

Continued...

Rates and premiums are based on the employee data submitted. Final rates and premiums are based on the plan and employee/dependent data provided on the enrollment forms.



Valid From: **01/01/12**
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Dental

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Email: julia.thomas@jabenefits.com

	Plan 1	
	All Eligible	Notes

BENEFIT DETAIL *continued...*

Implants	Major
TMJ	Excluded
Single Crowns	Major
Inlays, Onlays, Veneers	Major
Orthodontia	Orthodontia
Orthodontia in Progress	Covered
Bleaching	Not covered
Porcelain / Ceramic Coverage	Covered on Anterior and Bicuspid Only

PARTICIPATION

0-24%	-
25-29%	x1.43
30-34%	x1.36
35-39%	x1.29
40-44%	x1.26
45-49%	x1.15
50-54%	x1.07
55-59%	x1.06
60-64%	x1.03
65-69%	x1
70-74%	x0.98
75-79%	x0.98
80-84%	x0.94
85-89%	x0.94
90-94%	x0.94
95-100%	x0.94

**See Participation
Notes**

Rates and premiums are based on the employee data submitted. Final rates and premiums are based on the plan and employee/dependent data provided on the enrollment forms.



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Dental

JA Benefits, LLC

1630 H Street
Bedford, IN 47421

PROPOSAL	Prepared for	Monroe County Public Library
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Email: julia.thomas@jabenefits.com

PLAN HIGHLIGHTS

Dental PPO Plan

Combine freedom of choice with the savings of managed care. Employees save money when they go in-network – treatment is reimbursed at a higher coinsurance percentage – but they are still free to use out-of-network providers. In-network benefits are based on a negotiated PPO fee schedule; out-of-network benefits are based on local UCR charges.

With our **Maximum Rollover** feature, part of a covered individual's unused annual maximum may be rolled over into his or her personal Maximum Rollover Account for use in future years.

- If during a benefit year a covered individual 1) submits at least one claim for covered services for which a benefit payment is issued in excess of any deductible or co-pay and 2) does not exceed the Maximum Rollover Threshold, then the Maximum Rollover Amount will be rolled over into his or her personal Maximum Rollover Account.
- Even better, if the covered person uses preferred provider services exclusively during the benefit year, we will increase the amount credited to his or her Maximum Rollover Account.
- The covered individual's personal Maximum Rollover Account may never exceed the Maximum Rollover Account Limit.
- The covered individual's personal Maximum Rollover Account is used for additional coverage when his or her annual maximum is exhausted.
- Each covered employee will receive an annual statement detailing his or her Maximum Rollover Account and those of his or her dependents.

PPO Discounts on Non-Covered Services

With our PPO plans, employees and dependents can save money on many dental services not covered by their plan by using a DentalGuard Preferred PPO dentist. For example, network dentists provide significant discounts on

- Orthodontia, when not covered by the plan (average of 25% off of usual charges)
- Implants, when not covered by the plan (average of 40% off of the 90th percentile of UCR and 16% off of usual charges)
- Services not covered due to plan limitations such as Annual Maximum and frequency limits (average of 30% off of usual charges)

IMPORTANT NOTES

Rates Notes

Rates and Premiums were determined using a census of all eligible employees and dependents.

We reserve the right to adjust rates if actual participation is below assumed level. We reserve the right to not honor this proposal if actual employee participation is below the greater of 25% or 5 enrolled employees. These requirements do not apply in Vermont where the minimum participation requirement is the greater of 35% or 10 enrolled employees. These requirements do not apply to pre-paid dental.

Primary Benefits Notes

Orthodontia, when covered, is for dependent children who are less than age 19 when active appliance is first placed.

With more than 72,000 dentists at over 128,000 locations nationwide, finding a network dentist is easy!

The list of dental services shown is not exhaustive. Final plan documents will show exactly what is covered and excluded.

Benefit Detail Notes

Guardian now covers dental implants!

Dental implants are rarely covered by insurance ... but Guardian's PPO and indemnity dental plans do! For cases of at least 10 eligible employees we'll cover this increasingly popular procedure.

The American Dental Association (ADA) endorsed dental implants in 1986, and the number of dental implant procedures performed more than doubled between 2000 and 2003.

Continued...

Rates and premiums are based on the employee data submitted. Final rates and premiums are based on the plan and employee/dependent data provided on the enrollment forms.



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Dental

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IMPORTANT NOTES *continued*

Dental implants can be an expensive procedure. Guardian members can save money by using a DentalGuard Preferred dentist. Our PPO fee schedule amount for an implant plus an abutment (used to connect the implant to the crown) and crown is 40% less than the 90th percentile of UCR and 16% less than the average charge.

Many of Guardian's dental plans cover one ViziLite Plus exam in any 24 consecutive month period for covered persons age 40 and older. The ViziLite Plus exam, in combination with a regular visual examination, provides a comprehensive oral screening procedure for patients at increased risk for oral cancer. The ViziLite Plus exam is painless and fast, and could help a covered person's dentist to identify abnormal tissue that might develop into oral cancer.

SUMMARY OF PLAN LIMITATIONS AND EXCLUSIONS

- X** Coverage is limited to charges that are necessary to prevent, diagnose or treat dental disease, defect or injury. Depending on plan type, deductibles, waiting periods, per service frequency limitations, and payment limits may apply.
- X** This plan does not pay for:
 - Any restoration procedure, appliance or dental prosthesis used solely to: a) alter vertical dimension; b) restore or maintain occlusion, except to the extent that this plan covers orthodontic treatment; c) splint or stabilize teeth for periodontal reasons; or d) treat a condition caused by abrasion or attrition.
 - Cosmetic or experimental treatments, unless specifically listed in the BENEFIT DETAIL section of this proposal as a covered cosmetic service.
 - Replacing a lost, stolen or missing appliance or prosthetic device; or making a spare appliance or device.
 - Treatment needed due to: a) an on-the-job or job-related injury; or b) a condition for which benefits are payable by Workers' Compensation or similar laws.
 - Treatment for which no charge is made.
 - Replacing an appliance or prosthetic device with a like appliance or device, unless: a) it is damaged while in the covered person's mouth in an injury suffered while insured, and can't be fixed ; or b) can't be made usable and meets the replacement age criteria indicated in the BENEFIT DETAIL section of this proposal.
 - Overdentures.
 - Maxillofacial prosthetics.
 - The replacement of extracted or missing third molars/wisdom teeth.
 - Treatment of congenital or developmental malformations, or the replacement of congenitally missing teeth.
 - Evaluations and consultations for non-covered services; detailed and extensive oral evaluations.
 - Any procedure performed in conjunction with, as part of or related to a non-covered procedure.
 - Any procedure not specifically listed as a covered benefit.
- X** GP-1-DG2000 et al.

Rates and premiums are based on the employee data submitted. Final rates and premiums are based on the plan and employee/dependent data provided on the enrollment forms.



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JA Benefits, LLC

1630 H Street
Bedford, IN 47421

Guardian Proposal

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WHY GUARDIAN FOR GROUP DENTAL?

Guardian is leading the way by working with brokers to create flexible and customized plan designs, backed by one of the nation's strongest PPO networks. We offer a range of flexible dental plan designs and deliver responsive, personalized service. When you choose Guardian, you are choosing a carrier that works to support your benefit plans - enabling you to focus on your growing business. (Note: Some features may be available in select states.)

- **Strong network coverage nationwide** - Guardian's DentalGuard Preferred network is the #2 network nationally and we're growing fast! In many parts of the country, Guardian offers more providers than any other network. (Netminder, 3/10)
 - Over 70,000 dentists at more than 131,000 locations
 - Network dentists charge discounted fees - savings average 30%
 - Easy to use provider online search
- **Targeted dental recruiting** - for some plans, Guardian can target recruiting efforts to minimize disruption and increase in-network access for members
- **Fast, accurate claims turnaround** - on average, most dental claims are processed in 3 days
- **Oral health features** - Guardian offers a series of innovative provisions geared to improve the oral health of employees
 - Oral cancer screenings including ViziLite[®] Plus
 - Dental implants
 - Adult fluoride treatments
 - Coverage for periodontal maintenance as a preventive benefit
 - Discounts on Xylitol products that can reduce the risk of cavities
 - Posterior composites
 - Cosmetic coverage
- **Innovative features** - to get the most out of annual maximums
 - Maximum Rollover - rollover a portion of unused annual maximums for use in future years
 - Preventive Advantage - obtain all preventive care without it being deducted from annual maximum
 - Incentive Maximum - members are rewarded for using preventive care with increasing annual maximums in future years
 - High Maximum/High Deductible Plans - provides coverage for costly and substantial needs at a lower price, a perfect fit for employers offering HSA/FSA plans
- **Member cost estimation tools** - members can go online to learn the average costs of specific dental procedures in a local area (both in and out of network). There are member education tools too!
- **Out-of-Network Plus** - Guardian members have more options for affordable, quality dental care than ever before. Members have access to a supplemental list of out-of-network dentists that were chosen based on appropriate utilization patterns which appear to be consistent with professionally acceptable, cost effective treatment. Even more, planholders can elect an innovative plan provision which enables members to seek reimbursement from Guardian for charges billed by the dentist which are above UCR.

Guardian has a reputation as a dental leader and has consistently ranked first in a number of categories including total in-force cases, new and in-force PPO cases, voluntary cases and ASO cases. (LIMRA/NADP, 2010)

Rates and premiums are based on the employee data submitted. Final rates and premiums are based on the plan and employee/dependent data provided on the enrollment forms.



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Email: julia.thomas@jabenefits.com

Guardian's Innovative Dental Maximum Rollover

Members can save their annual maximum dollars for a time when they need them most!

With Maximum Rollover, we'll roll over a portion of each DentalGuard member's unused annual maximum into their personal Maximum Rollover Account (MRA). The MRA can be used in future years, if a member reaches the plan's annual maximum. Even better, if a member uses the services of Preferred Providers exclusively during the benefit year, we'll increase the amount credited to his or her MRA. To qualify, a member must submit a claim and not exceed the paid claims threshold during the benefit year.

More options to control future costs!

For cost-conscious employers looking to control escalating costs at future renewals, Maximum Rollover Lite offers Maximum Rollover Amounts and Limits that are 50% lower than the traditional plans.

The employee and each insured dependent maintain separate MRAs based on their own claim activity. Each member's MRA may not exceed the MRA Limit. Employers and employees can view their annual MRA statements online at www.GuardianAnytime.com.

Maximum Rollover Plan Types

Plan Annual Maximum ¹	Threshold	Maximum Rollover Amount				Maximum Rollover Account Limit	
		Rollover	IN Only Bonus	Rollover	IN Only Bonus	Standard	Lite
		Standard		Lite			
\$500	\$200	\$100	\$150	\$50	\$75	\$500	\$250
\$750	\$300	\$150	\$200	\$75	\$100	\$500	\$250
\$1,000	\$500	\$250	\$350	\$125	\$175	\$1,000	\$500
\$1,200	\$600	\$300	\$400	\$150	\$200	\$1,200	\$600
\$1,250	\$600	\$300	\$450	\$150	\$225	\$1,250	\$625
\$1,500	\$700	\$350	\$500	\$175	\$250	\$1,250	\$625
\$2,000	\$800	\$400	\$600	\$200	\$300	\$1,500	\$750
\$2,500	\$900	\$450	\$700	\$225	\$350	\$1,500	\$750
\$3,000	\$1,000	\$500	\$750	\$250	\$375	\$1,500	\$750

- For calendar year accumulation cases with a plan effective date in October, November or December, the Maximum Rollover feature starts as of the first full benefit year. For example, if a plan starts in November of 2011, claim activity in 2012 will be used by and applied to MRAs for use in 2013.
- The Maximum Rollover feature applies to new entrants who join the plan (calendar year or policy year accumulation) with 3 months or less remaining in the benefit year, as of the next benefit year.
- The Maximum Rollover feature is deferred for members who have coverage of Major services deferred. For these members, Maximum Rollover starts when coverage of Major services starts, or the start of the next benefit year if 3 months or less remain until the next benefit year.
- The Maximum Rollover feature is not available with cases that don't cover Major services.
- The Maximum Rollover feature may not be available in all states.

¹ If a plan has a different annual maximum for PPO benefits vs. non-PPO benefits, (\$1500 PPO/\$1000 non-PPO for example) the non-PPO maximum determines the Maximum Rollover plan

Rates and premiums are based on the employee data submitted. Final rates and premiums are based on the plan and employee/dependent data provided on the enrollment forms.

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Guardian Proposal

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Guardian's Innovative Dental Maximum Rollover (cont'd)

Maximum Rollover In Action

Following is an example demonstrating how Maximum Rollover works:

Plan Annual Maximum	Threshold	Maximum Rollover Amount				Maximum Rollover Account Limit	
		Rollover	IN Only Bonus	Rollover	IN Only Bonus	Standard	Lite
		Standard		Lite			
\$1,000	\$500	\$250	\$350	\$125	\$175	\$1000	\$500

Year 1

MRA: \$0

Paid Claims: \$400 (some out-of-network)

- The paid claims do not exceed the \$500 threshold for the Plan Annual Maximum of \$1000. Therefore, \$250 is added to the MRA for Year 2.

Year 2

MRA: \$250

Paid Claims: \$900

- The paid claims exceed the threshold of \$500. Therefore, no additional amount is added to the MRA for Year 3. None of the MRA is used.

Year 3

MRA: \$250

Paid Claims: \$1200

- The member's Year 3 paid claims exceed the \$1000 annual maximum, therefore, \$200 of the MRA is used. No additional amount is added to the member's MRA because Year 3 paid claims exceeded the threshold.

Year 4

MRA: \$50

Paid Claims: \$1050

- The member's MRA for the next year is now empty. The remaining \$50 was used and no additional amount is added because Year 4 paid claims exceed the threshold of \$500.

Year 5

MRA: \$0

Paid Claims: \$400 (all in-network)

- The member's MRA for the next year is now \$350. Year 5 paid claims did not exceed the threshold and the member gets an extra Maximum Rollover Amount (\$350) for an in-network only profile.

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Monroe County Public Library

Life and AD&D Plan Analysis



	Current Unum	Renewal Unum	Option 1 Guardian	Option 2 Principal	Option 3 MetLife	Option 4 Dearborn Nat.	Option 5 Cigna
Benefits							
Life Rate (per \$1,000)	0.156	0.156	0.130	0.130	0.155	\$0.150	0.130
AD&D Rate (per \$1,000)	0.018	0.018	0.020	0.025	0.016	0.020	0.020
Class 1							
Class Description:	All Eligible Employees	All Eligible Employees	All Eligible Employees	All Eligible Employees	All Eligible Employees	All Eligible Employees	All Eligible Employees
Life Amount:	2x basic salary up to \$160,000	2x basic salary up to \$160,000	2x basic salary up to \$160,000	2x basic salary up to \$160,000	2x basic salary up to \$160,000	2x basic salary up to \$160,000	2x basic salary up to \$160,000
Rates Estimated Volume							
Rate per \$1,000 6,129,450	0.174	0.174	0.150	0.155	0.171	0.170	0.150
Estimated Monthly Premium	\$1,066.52	\$1,066.52	\$919.42	\$950.06	\$1,048.14	\$1,042.01	\$919.42
Estimated Annual Premium	\$12,798.29	\$12,798.29	\$11,033.01	\$11,400.78	\$12,577.63	\$12,504.08	\$11,033.01
Percentage Change From Current	0%	0%	-14%	-11%	-2%	-2%	-14%
Annual Dollar Change From Current	\$0.00	\$0.00	(\$1,765.28)	(\$1,397.51)	(\$220.66)	(\$294.21)	(\$1,765.28)

Monroe County Public Library

Long-Term Disability (LTD) Plan Analysis



	Current	Renewal	Option 1	Option 2	Option 3	Option 4	Option 5	
	Unum	Unum	Guardian	Principal	MetLife	Dearborn Nat.	Cigna	
Class 1	All Eligible Members	All Eligible Members	All Eligible Members	All Eligible Members	All Eligible Members	All Eligible Members	All Eligible Members	
Disability Definition	2 Years Own Occ	2 Years Own Occ	2 Years Own Occ	2 Years Own Occ	2 Years Own Occ	2 Years Own Occ	2 Years Own Occ	
Benefits	60%	60%	60%	60%	60%	60%	60%	
Monthly Benefit Maximum	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	
Rate Guarantee	None	None	2 Years	3 Years	3 Years	3 Years	3 Years	
Elimination Period	180 days	180 days	180 Days	180 days	180 days	180 days	180 days	
Rates	Estimated Volume							
Rate per \$100	\$256,873	\$0.23	\$0.23	\$0.18	\$0.25	\$0.35	\$0.18	\$0.16
Estimated Monthly Premium	\$590.81	\$590.81	\$462.37	\$642.18	\$899.06	\$462.37	\$411.00	
Estimated Annual Premium	\$7,089.69	\$7,089.69	\$5,548.46	\$7,706.19	\$10,788.67	\$5,548.46	\$4,931.96	
Percentage Change from Current	0%	0%	-22%	9%	52%	-22%	-30%	
Annual Dollar Change From Current	\$0.00	\$0.00	(\$1,541.24)	\$616.50	\$3,698.97	(\$1,541.24)	(\$2,157.73)	

Current Anthem						
Benefits	PPO Traditional Plan		Health Savings Buy Up Plan		Health Savings Core Plan	
	In-Network	Out-of-Network	In-Network	Out-of-Network	In-Network	Out-of-Network
Deductible						
Individual / Family	\$500/\$1,500	\$1,000/\$3,000	\$3,000/\$6,000	\$6,000/\$12,000	\$5,000/\$10,000	\$10,000/\$20,000
Out-of-Pocket Maximum						
Individual / Family	\$3,000/\$6,000	\$6,000/\$12,000	\$3,000/\$6,000	\$12,000/\$24,000	\$5,000/\$10,000	\$20,000/\$40,000
Coinsurance	80%	60%	100%	70%	100%	70%
Office Visit / Specialist Copay	\$25	60%	Deductible, then 100%	Deductible, then 70%	Deductible, then 100%	Deductible, then 70%
Preventive Care	No cost	60%	100%	70%	100%	70%
Urgent Care	\$75	60%	Deductible, then 100%	Deductible, then 70%	Deductible, then 100%	Deductible, then 70%
Emergency Room	\$250	\$250	Deductible, then 100%	Deductible, then 100%	Deductible, then 100%	Deductible, then 100%
Prescription Drugs- Retail						
Tier 1	\$10	50% (min \$60)	Ded., then 100%	30%	Ded., then 100%	30%
Tier 2	\$30	50% (min \$60)	Ded., then 100%	30%	Ded., then 100%	30%
Tier 3	\$60	50% (min \$60)	Ded., then 100%	30%	Ded., then 100%	30%
Tier 4	NA	NA	NA	NA	NA	NA
Prescription Drugs- Mail-Order						
Tier 1	\$10	Not Covered	\$10	Not Covered	\$10	Not Covered
Tier 2	\$75	Not Covered	\$75	Not Covered	\$75	Not Covered
Tier 3	\$180	Not Covered	\$180	Not Covered	\$180	Not Covered
Tier 4	NA	NA	NA	NA	NA	NA
Rates	Counts					
Single	27	687.86	21	501.99	24	393.25
Employee + Spouse	2	1458.26	2	1064.2	1	833.67
Employee + Child(ren)	0	1251.91	4	913.61	1	715.71
Family	1	1754.05	1	1280.06	4	1002.78
Combined Est. Monthly Premium	\$55,845.98					
Combined Est. Annual Premium	\$670,151.76					
Percentage Change From Current	0%					
Annual Dollar Change From Current	\$0.00					

Renewal Option 3
Anthem - PPO 500 deductible - H.S.A. Core and Buy Up

Benefits	PPO - \$500 Ded.		Health Savings Buy Up Plan		Health Savings Core Plan	
	In-Network	Out-of-Network	In-Network	Out-of-Network	In-Network	Out-of-Network
Deductible						
Individual / Family	\$500/\$1,500	\$1,000/\$3,000	\$3,000/\$6,000	\$6,000/\$12,000	\$5,000/\$10,000	\$10,000/\$20,000
Out-of-Pocket Maximum						
Individual / Family	\$3,000/\$6,000	\$6,000/\$12,000	\$4,000/\$8,000	\$12,000/\$24,000	\$5,950/\$11,900	\$20,000/\$40,000
Coinsurance	80%	60%	100%	70%	100%	70%
Office Visit / Specialist Copay	\$25	60%	Deductible, then 100%	Deductible, then 70%	Deductible, then 100%	Deductible, then 70%
Preventive Care	No cost	60%	100%	70%	100%	70%
Urgent Care	\$75	60%	Deductible, then 100%	Deductible, then 70%	Deductible, then 100%	Deductible, then 70%
Emergency Room	\$250	\$250	Deductible, then 100%	Deductible, then 100%	Deductible, then 100%	Deductible, then 100%
Prescription Drugs- Retail			Medical Ded. Applies, Then:		Medical Ded. Applies, Then:	
Tier 1	\$10	50% (min \$60)	\$10	50% (min \$60)	\$10	50% (min \$60)
Tier 2	\$30	50% (min \$60)	\$30	50% (min \$60)	\$30	50% (min \$60)
Tier 3	\$60	50% (min \$60)	\$60	50% (min \$60)	\$60	50% (min \$60)
Tier 4	\$25% /\$150 max	50% (min \$60)	\$25% /\$200 max	50% (min \$60)	\$25% /\$200 max	50% (min \$60)
Prescription Drugs- Mail-Order						
Tier 1	\$10	Not Covered	\$10	Not Covered	\$10	Not Covered
Tier 2	\$75	Not Covered	\$75	Not Covered	\$75	Not Covered
Tier 3	\$180	Not Covered	\$180	Not Covered	\$180	Not Covered
Tier 4	\$25% /\$150 max	Not Covered	\$25% /\$200 max	Not Covered	\$25% /\$200 max	Not Covered
Rates						
Counts						
Single	27	\$754.33	21	\$575.05	24	\$450.12
Employee + Spouse	2	\$1,599.17	2	\$1,219.09	1	\$954.24
Employee + Child(ren)	0	\$1,372.88	4	\$1,046.58	1	\$819.21
Family	1	\$1,923.54	1	\$1,466.36	4	\$1,147.79
Combined Est. Monthly Premium	\$62,823.19					
Combined Est. Annual Premium	\$753,878.28					
Percentage Change From Current	12.49%					
Annual Dollar Change From Current	\$83,726.52					

Renewal Option 2
Anthem - PPO 1,000 deductible - H.S.A. Core and Buy Up

Benefits	PPO - \$1,000 Ded.		Health Savings Buy Up Plan		Health Savings Core Plan	
	In-Network	Out-of-Network	In-Network	Out-of-Network	In-Network	Out-of-Network
Deductible						
Individual / Family	\$1,000/\$3,000	\$2,000/\$6,000	\$3,000/\$6,000	\$6,000/\$12,000	\$5,000/\$10,000	\$10,000/\$20,000
Out-of-Pocket Maximum						
Individual / Family	\$4,000/\$8,000	\$8,000/\$16,000	\$4,000/\$8,000	\$12,000/\$24,000	\$5,950/\$11,900	\$20,000/\$40,000
Coinsurance	80%	60%	100%	70%	100%	70%
Office Visit / Specialist Copay	\$30	60%	Deductible, then 100%	Deductible, then 70%	Deductible, then 100%	Deductible, then 70%
Preventive Care	No cost	60%	100%	70%	100%	70%
Urgent Care	\$75	60%	Deductible, then 100%	Deductible, then 70%	Deductible, then 100%	Deductible, then 70%
Emergency Room	\$250	\$250	Deductible, then 100%	Deductible, then 100%	Deductible, then 100%	Deductible, then 100%
Prescription Drugs- Retail			Medical Ded. Applies, Then:		Medical Ded. Applies, Then:	
Tier 1	\$10	50% (min \$60)	\$10	50% (min \$60)	\$10	50% (min \$60)
Tier 2	\$30	50% (min \$60)	\$30	50% (min \$60)	\$30	50% (min \$60)
Tier 3	\$60	50% (min \$60)	\$60	50% (min \$60)	\$60	50% (min \$60)
Tier 4	\$25% /\$150 max	50% (min \$60)	\$25% /\$200 max	50% (min \$60)	\$25% /\$200 max	50% (min \$60)
Prescription Drugs- Mail-Order						
Tier 1	\$10	Not Covered	\$10	Not Covered	\$10	Not Covered
Tier 2	\$75	Not Covered	\$75	Not Covered	\$75	Not Covered
Tier 3	\$180	Not Covered	\$180	Not Covered	\$180	Not Covered
Tier 4	\$25% /\$150 max	Not Covered	\$25% /\$200 max	Not Covered	\$25% /\$200 max	Not Covered
Rates						
Counts						
Single	27	\$698.03	21	\$575.05	24	\$450.12
Employee + Spouse	2	\$1,479.82	2	\$1,219.09	1	\$954.24
Employee + Child(ren)	0	\$1,270.42	4	\$1,046.58	1	\$819.21
Family	1	\$1,779.98	1	\$1,466.36	4	\$1,147.79
Combined Est. Monthly Premium	\$60,920.83					
Combined Est. Annual Premium	\$731,049.96					
Percentage Change From Current	9.09%					
Annual Dollar Change From Current	\$60,898.20					

**Renewal Option 1
Anthem: \$2,000 Ded. PPO Option**

Benefits	PPO - \$2,000 Ded.		Health Savings Buy Up Plan		Health Savings Core Plan	
	In-Network	Out-of-Network	In-Network	Out-of-Network	In-Network	Out-of-Network
Deductible						
Individual / Family	\$2,000/\$6,000	\$4,000/\$12,000	\$3,000/\$6,000	\$6,000/\$12,000	\$5,950/\$10,000	\$10,000/\$20,000
Out-of-Pocket Maximum						
Individual / Family	\$5,000/\$10,000	\$10,000/\$20,000	\$4,000/\$8,000	\$12,000/\$24,000	\$5,950/\$11,900	\$20,000/\$40,000
Coinurance	80%	60%	100%	70%	100%	70%
Office Visit / Specialist Copay	\$25	60%	Deductible, then 100%	Deductible, then 70%	Deductible, then 100%	Deductible, then 70%
Preventive Care	No cost	60%	100%	70%	100%	70%
Urgent Care	\$75	60%	Deductible, then 100%	Deductible, then 70%	Deductible, then 100%	Deductible, then 70%
Emergency Room	\$250	\$250	Deductible, then 100%	Deductible, then 100%	Deductible, then 100%	Deductible, then 100%
Prescription Drugs- Retail			Medical Ded. Applies, Then:		Medical Ded. Applies, Then:	
Tier 1	\$10	50% (min \$60)	\$10	50% (min \$60)	\$10	50% (min \$60)
Tier 2	\$30	50% (min \$60)	\$30	50% (min \$60)	\$30	50% (min \$60)
Tier 3	\$60	50% (min \$60)	\$60	50% (min \$60)	\$60	50% (min \$60)
Tier 4	\$25% /\$150 max	50% (min \$60)	\$25% /\$200 max	50% (min \$60)	\$25% /\$200 max	50% (min \$60)
Prescription Drugs- Mail-Order						
Tier 1	\$10	Not Covered	\$10	Not Covered	\$10	Not Covered
Tier 2	\$75	Not Covered	\$75	Not Covered	\$75	Not Covered
Tier 3	\$180	Not Covered	\$180	Not Covered	\$180	Not Covered
Tier 4	\$25% /\$150 max	Not Covered	\$25% /\$200 max	Not Covered	\$25% /\$200 max	Not Covered
Rates	Counts					
Single	27	\$670.67	21	\$575.05	24	\$450.12
Employee + Spouse	2	\$1,421.80	2	\$1,219.09	1	\$954.24
Employee + Child(ren)	0	\$1,220.61	4	\$1,046.58	1	\$819.21
Family	1	\$1,710.20	1	\$1,466.36	4	\$1,147.79
Combined Est. Monthly Premium	\$59,996.29					
Combined Est. Annual Premium	\$719,955.48					
Percentage Change From Current	7.43%					
Annual Dollar Change From Current	\$49,803.72					



Option 3: \$500 Deductible PPO, Same HSAs, + Clinic

Monroe County Public Library

Health Care Premium Contributions for Year 2011

Coverage Type and Employee Status	PPO \$500 deductible				HSA Plan - E2 (Current) (Embedded Deductible)				HSA Plan - H10 (Non-Embedded Deductible)			
	CONTRIBUTIONS				CONTRIBUTIONS				CONTRIBUTIONS			
	Employee		Library		Employee		Library		Employee		Library	
	Annual	Biweekly	Annual	Library	Annual	Biweekly	Annual	Library	Annual	Biweekly	Annual	Library
Employee Only												
37.5 Hr/Week FT	\$1,757	\$67.58	\$6,977	\$268.36	-\$473	-\$18.21	\$6,977	\$268.36	-\$1,778	-\$68.40	\$6,977	\$268.36
30 Hr/Week/PT	\$3,152	\$121.25	\$5,582	\$214.69	\$922	\$35.46	\$5,582	\$214.69	-\$383	-\$14.72	\$5,582	\$214.69
25 Hr/Week/PT	\$4,083	\$157.03	\$4,652	\$178.90	\$1,852	\$71.24	\$4,652	\$178.90	\$547	\$21.06	\$4,652	\$178.90
20 Hr/Week/PT	\$5,013	\$192.81	\$3,721	\$143.12	\$2,783	\$107.03	\$3,721	\$143.12	\$1,478	\$56.84	\$3,721	\$143.12
EE/Child(ren)												
37.5 Hr/Week FT	\$7,438	\$286.09	\$8,545	\$328.64	\$3,379	\$129.95	\$8,545	\$328.64	\$1,004	\$38.61	\$8,545	\$328.64
30 Hr/Week/PT	\$9,147	\$351.82	\$6,836	\$262.91	\$5,088	\$195.68	\$6,836	\$262.91	\$2,713	\$104.34	\$6,836	\$262.91
25 Hr/Week/PT	\$10,287	\$395.64	\$5,696	\$219.09	\$6,227	\$239.50	\$5,696	\$219.09	\$3,852	\$148.16	\$5,696	\$219.09
20 Hr/Week/PT	\$11,426	\$439.45	\$4,557	\$175.27	\$7,366	\$283.32	\$4,557	\$175.27	\$4,991	\$191.98	\$4,557	\$175.27
EE/Spouse												
37.5 Hr/Week FT	\$9,543	\$367.04	\$8,916	\$342.92	\$4,814	\$185.17	\$8,916	\$342.92	\$2,048	\$78.77	\$8,916	\$342.92
30 Hr/Week/PT	\$11,326	\$435.63	\$7,133	\$274.34	\$6,598	\$253.75	\$7,133	\$274.34	\$3,831	\$147.36	\$7,133	\$274.34
25 Hr/Week/PT	\$12,515	\$481.35	\$5,944	\$228.62	\$7,786	\$299.48	\$5,944	\$228.62	\$5,020	\$193.08	\$5,944	\$228.62
20 Hr/Week/PT	\$13,704	\$527.07	\$4,755	\$182.89	\$8,975	\$345.20	\$4,755	\$182.89	\$6,209	\$238.80	\$4,755	\$182.89
Family												
37.5 Hr/Week FT	\$12,896	\$496.01	\$10,072	\$387.40	\$7,208	\$277.24	\$10,072	\$387.40	\$3,881	\$149.27	\$10,072	\$387.40
30 Hr/Week/PT	\$14,911	\$573.49	\$8,058	\$309.92	\$9,223	\$354.72	\$8,058	\$309.92	\$5,895	\$226.75	\$8,058	\$309.92
25 Hr/Week/PT	\$16,254	\$625.14	\$6,715	\$258.27	\$10,566	\$406.38	\$6,715	\$258.27	\$7,238	\$278.40	\$6,715	\$258.27
20 Hr/Week/PT	\$17,597	\$676.79	\$5,372	\$206.61	\$11,909	\$458.03	\$5,372	\$206.61	\$8,581	\$330.05	\$5,372	\$206.61

In this option, the Library contributes an equal amount to each full-time employee **\$6,977**
 Part-time contributions are calculated based on the percentage of time worked (20 hrs. = 53%; 25hrs. = 66%; 30hrs. = 80%).

*The Library contributes 15% of Family/Spouse/Children premiums for full-time employees.
 *Negative contributions represent funds **deposited** by the Library to the employee's HSA account. The employee may also contribute additional funds (pre-tax) up to the annual cap. The maximum in 2011 is \$3,050 for employee only and \$6,150 for those with dependant/family coverage.
 *Non-Embedded means the entire family deductible must be met by one, or combination of, family members before plan coverage takes effect at 100%.

	2011		2011			2011		
	Total Premium	Difference Premium	Total Premium	Difference Premium	anl hsa lib	Total Premium	Difference Premium	anl hsa lib
Employee Only	8,734	-	6,504	-	473	5,199	-	\$1,778
EE/Child(ren)	15,983	7,249	11,923	5,419		9,549	4,350	\$383
EE/Spouse	18,459	9,725	13,730	7,227		10,964	5,765	
Family	22,969	14,234	17,281	10,777		11,963	8,754	



Option 3: \$500 Deductible PPO, H.S.A core & buy-up, + Clinic

Monroe County Public Library

Health Care Premium Contributions for Year 2012

Coverage Type and Employee Status	PPO \$500 deductible				HSA Plan - buy-up (Embedded Deductible)				HSA Plan - core (Non-Embedded Deductible)			
	CONTRIBUTIONS				CONTRIBUTIONS				CONTRIBUTIONS			
	Employee		Library		Employee		Library		Employee		Library	
	Annual	Biweekly	Annual	Bi-weekly	Annual	Biweekly	Annual	Bi-Weekly	Annual	Biweekly	Annual	Bi-weekly
Employee Only												
37.5 Hr/Week FT	\$1,881	\$72.34	\$7,651	\$294.27	-\$270	-\$10.40	\$7,651	\$294.27	-\$1,770	-\$68.06	\$7,651	\$294.27
30 Hr/Week/PT	\$3,411	\$131.20	\$6,121	\$235.42	\$1,260	\$48.45	\$6,121	\$235.42	-\$239	-\$9.21	\$6,121	\$235.42
25 Hr/Week/PT	\$4,431	\$170.43	\$5,101	\$196.18	\$2,280	\$87.69	\$5,101	\$196.18	\$781	\$30.03	\$5,101	\$196.18
20 Hr/Week/PT	\$5,451	\$209.67	\$4,081	\$156.94	\$3,300	\$126.93	\$4,081	\$156.94	\$1,801	\$69.27	\$4,081	\$156.94
EE/Child(ren)												
37.5 Hr/Week FT	\$8,118	\$312.24	\$9,316	\$358.32	\$4,203	\$161.64	\$9,316	\$358.32	\$1,474	\$56.70	\$9,316	\$358.32
30 Hr/Week/PT	\$9,981	\$383.90	\$7,453	\$286.66	\$6,066	\$233.30	\$7,453	\$286.66	\$3,337	\$128.36	\$7,453	\$286.66
25 Hr/Week/PT	\$11,224	\$431.68	\$6,211	\$238.88	\$7,308	\$281.08	\$6,211	\$238.88	\$4,580	\$176.14	\$6,211	\$238.88
20 Hr/Week/PT	\$12,466	\$479.45	\$4,969	\$191.11	\$8,550	\$328.85	\$4,969	\$191.11	\$5,822	\$223.91	\$4,969	\$191.11
EE/Spouse												
37.5 Hr/Week FT	\$10,426	\$401.01	\$9,724	\$373.99	\$5,865	\$225.59	\$9,724	\$373.99	\$2,687	\$103.35	\$9,724	\$373.99
30 Hr/Week/PT	\$12,371	\$475.81	\$7,779	\$299.19	\$7,810	\$300.39	\$7,779	\$299.19	\$4,632	\$178.15	\$7,779	\$299.19
25 Hr/Week/PT	\$13,668	\$525.68	\$6,482	\$249.33	\$9,107	\$350.25	\$6,482	\$249.33	\$5,928	\$228.02	\$6,482	\$249.33
20 Hr/Week/PT	\$14,964	\$575.54	\$5,186	\$199.46	\$10,403	\$400.12	\$5,186	\$199.46	\$7,225	\$277.88	\$5,186	\$199.46
Family												
37.5 Hr/Week FT	\$14,071	\$541.19	\$10,932	\$420.45	\$8,585	\$330.18	\$10,932	\$420.45	\$4,762	\$183.15	\$10,932	\$420.45
30 Hr/Week/PT	\$16,257	\$625.28	\$8,745	\$336.36	\$10,771	\$414.27	\$8,745	\$336.36	\$6,948	\$267.24	\$8,745	\$336.36
25 Hr/Week/PT	\$17,715	\$681.34	\$7,288	\$280.30	\$12,229	\$470.33	\$7,288	\$280.30	\$8,406	\$323.30	\$7,288	\$280.30
20 Hr/Week/PT	\$19,172	\$737.40	\$5,830	\$224.24	\$13,686	\$526.39	\$5,830	\$224.24	\$9,863	\$379.36	\$5,830	\$224.24

In this option, the Library contributes an equal amount to each full-time employee **\$7,651**
 Part-time contributions are calculated based on the percentage of time worked (20 hrs. = 53%; 25hrs. = 66%; 30hrs. = 80%).

*The Library contributes 15% of Family/Spouse/Children premiums for full-time employees.

*Negative contributions represent funds **deposited** by the Library to the employee's HSA account. The employee may also contribute additional funds (pre-tax) up to the annual cap. The maximum in 2012 is \$3,100 for employee only and \$6,250 for those with dependant/family coverage.

*Non-Embedded means the entire family deductible must be met by one, or combination of, family members before plan coverage takes effect at 100%.

The "Difference Premium" is the coverage-type premium minus the employee-only premium.

	2012		2012			2012		
	Total Premium	Difference Premium	Total Premium	Difference Premium	and hsa lib	Total Premium	Difference Premium	and hsa lib
Employee Only	9,532	-	7,381	-	270	5,881	-	\$1,770
EE/Child(ren)	17,435	7,903	13,519	6,138		10,791	4,909	\$239
EE/Spouse	20,150	10,618	15,589	8,208		12,411	6,529	
Family	25,002	15,471	19,511	12,166		15,693	9,812	

Library Insurance - Library Cost and Employee Cost, 2012 compared with 2011

	2011				2012			
	<i>Library Cost</i>	<i>Employee Contribution</i>	<i>Total Premium</i>	<i>JA Rpt</i>	<i>Library Cost</i>	<i>Employee Contribution</i>	<i>Total Premium</i>	<i>JA Rpt</i>
<u>All Funds</u>								
Health Insurance - includes clinic & H.S.	\$ 601,415	\$ 162,100	\$ 763,515		\$ 657,363	\$ 188,775	\$ 846,138	
Monroe County Clinic	\$ 24,360	\$ 24,360	\$ 48,720		\$ 24,360	\$ 24,360	\$ 48,720	
H.S.A.	\$ 44,000		\$ 44,000		\$ 44,000		\$ 44,000	
Anthem Premiums	\$ 533,055	\$ 137,740	\$ 670,795	\$ 670,152	\$ 589,003	\$ 164,415	\$ 753,418	753,878
Dental Insurance	\$ 23,844	\$ 14,300	\$ 38,144	\$ 49,439	\$ 23,844	\$ 12,393	\$ 36,237	47,129
note - JA rpt dental estimate high - based on 112 single - compared to 72 for single medical								
Life/Accidental Death	\$ 12,798		\$ 12,798		\$ 11,033		\$ 11,033	
Long-term Disability	\$ 7,090		\$ 7,090		\$ 4,932		\$ 4,932	
TOTAL All Funds	\$ 645,147	\$ 176,400	\$ 821,547		\$ 697,172	\$ 201,168	\$ 898,340	
% Contribution	79.5%	21.5%			77.6%	22.4%		
<u>Operating Fund</u>								
Health Insurance	\$ 536,920	\$ 144,717	\$ 681,637		\$ 586,753	\$ 168,531	\$ 755,284	
Monroe County Clinic	\$ 21,748	\$ 21,748	\$ 43,496		\$ 21,748	\$ 21,748	\$ 43,496	
H.S.A.	\$ 39,281		\$ 39,281		\$ 39,281		\$ 39,281	
Anthem Premiums	\$ 475,891	\$ 122,969	\$ 598,859		\$ 525,724	\$ 146,783	\$ 672,507	
Dental Insurance	\$ 21,235	\$ 12,735	\$ 33,970		\$ 21,139	\$ 11,037	\$ 32,176	
Life/Accidental Death	\$ 11,426		\$ 11,426		\$ 11,033		\$ 11,033	
Long-term Disability	\$ 6,314		\$ 6,314		\$ 4,932		\$ 4,932	
TOTAL Operating Fund	\$ 575,895	\$ 157,452	\$ 733,347		\$ 623,857	\$ 179,568	\$ 803,425	
% Change					8.3%	14.0%	9.6%	

Comparison of \$500, \$1,000, and \$2,000 Deductible PPO Plans

We modeled two scenarios – one in which the library contributes the same \$7,651 as proposed in the recommendation based on the \$500 deductible PPO plan, but substitutes the \$1,000 or \$2,000 deductible PPO plans, and the other in which the library contributes 78% to the PPO coverage and that dollar amount is used to calculate the library's contribution to the HSA plans.

Scenario 1: Library Contributes \$7,651

In this scenario, the library continues to contribute \$7,651 as its share of the insurance coverage, regardless of which plan an individual employee might choose.

Compared with the \$500 deductible plan, the \$1,000 deductible plan:

- Costs the library approximately the same amount as the \$500 deductible plan.
- Individual employees on the PPO plan add \$500 in risk.
- Contributions of individual employees on the PPO plan decrease from 19.7% to 13.6%.
- Employees on HSA plans see no change in contribution, since only the PPO plan has changed.

Compared with the \$500 deductible plan, the \$2,000 deductible plan:

- Costs the library approximately the same amount as the \$500 deductible plan.
- Individual employees on the PPO plan add \$1,500 in risk.
- Contributions of individual employees on the PPO plan decrease from 19.7% to 10.3%.
- Employees on HSA plans see no change in contribution, since only the PPO plan has changed.

Bottom line impacts: The library increases its portion of contribution compared to employees on PPO plan. PPO becomes more affordable to employees compared with HSA plans, but employees add risk.

Scenario 2: Library Contributes 78% of PPO

In this scenario, the library limits its contribution to 78% of the cost of the \$1,000 or \$2,000 PPO plan, to equal the percent of library contribution in the \$500 deductible plan. The lower amount - \$6,910 in the \$1,000 deductible option and \$6,640 in the \$2,000 deductible option – is applied to all three insurance plan choices.

Compared with the \$500 deductible plan, the \$1,000 deductible plan:

- Costs the library \$61,000 less than the \$500 deductible plan and 1.1% less than 2011.
- Individual employees on the PPO plan add \$500 in risk.
- Individual employees on either of the HSA plans pay \$825 more or receive this amount less in contribution to their HSA.

Compared with the \$500 deductible plan, the \$2,000 deductible plan:

- Costs the library \$83,000 less than the \$500 deductible plan and 4.6% less than 2011.
- Individual employees on the PPO plan add \$1,500 in risk.
- Individuals on either of the HSA plans pay \$1,000 more.

Bottom line impacts: The library reduces cost. PPO employees add risk. HSA employees add cost.



Option 2: \$1000 Deductible PPO, H.S.A core & buy-up, + Clinic

Monroe County Public Library

Health Care Premium Contributions for Year 2012

Coverage Type and Employee Status	PPO \$1,000 deductible				HSA Plan - buy-up (Embedded Deductible)				HSA Plan - core (Non-Embedded Deductible)			
	Employee		Library		Employee		Library		Employee		Library	
	Annual	Biweekly	Annual	Bi-weekly	Annual	Biweekly	Annual	Bi-Weekly	Annual	Biweekly	Annual	Bi-weekly
Employee Only												
37.5 Hr/Week FT	\$1,205	\$46.36	\$7,651	\$294.27	-\$270	-\$10.40	\$7,651	\$294.27	-\$1,770	-\$68.06	\$7,651	\$294.27
30 Hr/Week/PT	\$2,736	\$105.21	\$6,121	\$235.42	\$1,260	\$48.45	\$6,121	\$235.42	-\$239	-\$9.21	\$6,121	\$235.42
25 Hr/Week/PT	\$3,756	\$144.45	\$5,101	\$196.18	\$2,280	\$87.69	\$5,101	\$196.18	\$781	\$30.03	\$5,101	\$196.18
20 Hr/Week/PT	\$4,776	\$183.69	\$4,081	\$156.94	\$3,300	\$126.93	\$4,081	\$156.94	\$1,801	\$69.27	\$4,081	\$156.94
EE/Child(ren)												
37.5 Hr/Week FT	\$6,972	\$268.14	\$9,233	\$355.13	\$4,286	\$164.83	\$9,233	\$355.13	\$1,557	\$59.89	\$9,233	\$355.13
30 Hr/Week/PT	\$8,818	\$339.17	\$7,387	\$284.10	\$6,132	\$235.86	\$7,387	\$284.10	\$3,404	\$130.92	\$7,387	\$284.10
25 Hr/Week/PT	\$10,049	\$386.52	\$6,156	\$236.75	\$7,363	\$283.21	\$6,156	\$236.75	\$4,635	\$178.27	\$6,156	\$236.75
20 Hr/Week/PT	\$11,281	\$433.87	\$4,924	\$189.40	\$8,595	\$330.56	\$4,924	\$189.40	\$5,866	\$225.62	\$4,924	\$189.40
EE/Spouse												
37.5 Hr/Week FT	\$9,108	\$350.29	\$9,610	\$369.62	\$5,979	\$229.96	\$9,610	\$369.62	\$2,801	\$107.72	\$9,610	\$369.62
30 Hr/Week/PT	\$11,030	\$424.22	\$7,688	\$295.70	\$7,901	\$303.88	\$7,688	\$295.70	\$4,723	\$181.64	\$7,688	\$295.70
25 Hr/Week/PT	\$12,311	\$473.50	\$6,407	\$246.42	\$9,182	\$353.16	\$6,407	\$246.42	\$6,004	\$230.93	\$6,407	\$246.42
20 Hr/Week/PT	\$13,592	\$522.78	\$5,125	\$197.13	\$10,464	\$402.45	\$5,125	\$197.13	\$7,285	\$280.21	\$5,125	\$197.13
Family												
37.5 Hr/Week FT	\$12,505	\$480.97	\$10,775	\$414.40	\$8,742	\$336.22	\$10,775	\$414.40	\$4,919	\$189.19	\$10,775	\$414.40
30 Hr/Week/PT	\$14,660	\$563.85	\$8,620	\$331.52	\$10,897	\$419.10	\$8,620	\$331.52	\$7,074	\$272.07	\$8,620	\$331.52
25 Hr/Week/PT	\$16,097	\$619.11	\$7,183	\$276.27	\$12,333	\$474.36	\$7,183	\$276.27	\$8,510	\$327.33	\$7,183	\$276.27
20 Hr/Week/PT	\$17,533	\$674.36	\$5,746	\$221.02	\$13,770	\$529.61	\$5,746	\$221.02	\$9,947	\$382.58	\$5,746	\$221.02

In this option, the Library contributes an equal amount to each full-time employee **\$7,651**
 Part-time contributions are calculated based on the percentage of time worked (20 hrs. = 53%; 25hrs. = 66%; 30hrs. = 80%).

*The Library contributes 15% of Family/Spouse/Children premiums for full-time employees.

*Negative contributions represent funds **deposited** by the Library to the employee's HSA account. The employee may also contribute additional funds (pre-tax) up to the annual cap. The maximum in 2012 is \$3,100 for employee only and \$6,250 for those with dependant/family coverage.

*Non-Embedded means the entire family deductible must be met by one, or combination of, family members before plan coverage takes effect at 100%.

The "Difference Premium" is the coverage-type premium minus the employee-only premium.

	2012		2012		2012		Differenc
	Total Premium	Difference Premium	Total Premium	Difference Premium	Total Premium	Difference Premium	and hsa lib
Employee Only	8,856	-	7,381	-	5,881	-	\$1,770
EE/Child(ren)	16,205	7,349	13,519	6,138	10,791	4,909	\$239
EE/Spouse	18,718	9,861	15,589	8,208	12,411	6,529	
Family	23,280	14,423	19,516	12,166	15,693	9,812	

**Library Insurance - Library Cost and Employee Cost, 2012 compared with 2011
Based on PPO \$1000 ded.**

	2011				2012			
	<i>Library Cost</i>	<i>Employee Contribution</i>	<i>Total Premium</i>	<i>JA Rpt</i>	<i>Library Cost</i>	<i>Employee Contribution</i>	<i>Total Premium</i>	<i>JA Rpt 1000</i>
<u>All Funds</u>								
Health Insurance - includes clinic & H.S.	\$ 601,415	\$ 162,100	\$ 763,515		\$ 655,551	\$ 167,759	\$ 823,310	
Monroe County Clinic	\$ 24,360	\$ 24,360	\$ 48,720		\$ 24,360	\$ 24,360	\$ 48,720	
H.S.A.	\$ 44,000		\$ 44,000		\$ 44,000		\$ 44,000	
Anthem Premiums	\$ 533,055	\$ 137,740	\$ 670,795	\$ 670,152	\$ 587,191	\$ 143,399	\$ 730,590	731,050
Dental Insurance	\$ 23,844	\$ 14,300	\$ 38,144	\$ 49,439	\$ 23,844	\$ 12,393	\$ 36,237	47,129
note - JA rpt dental estimate high - based on 112 single - compared to 72 for single medical								
Life/Accidental Death	\$ 12,798		\$ 12,798		\$ 11,033		\$ 11,033	
Long-term Disability	\$ 7,090		\$ 7,090		\$ 4,932		\$ 4,932	
TOTAL All Funds	\$ 645,147	\$ 176,400	\$ 821,547		\$ 695,360	\$ 180,152	\$ 875,512	
% Contribution	79.5%	21.5%			79.4%	20.6%		
<u>Operating Fund</u>								
Health Insurance	\$ 536,920	\$ 144,717	\$ 681,637		\$ 585,098	\$ 149,769	\$ 734,867	
Monroe County Clinic	\$ 21,748	\$ 21,748	\$ 43,496		\$ 21,748	\$ 21,748	\$ 43,496	
H.S.A.	\$ 39,281		\$ 39,281		\$ 39,281		\$ 39,281	
Anthem Premiums	\$ 475,891	\$ 122,969	\$ 598,859		\$ 524,069	\$ 128,021	\$ 652,090	
Dental Insurance	\$ 21,235	\$ 12,735	\$ 33,970		\$ 21,139	\$ 11,037	\$ 32,176	
Life/Accidental Death	\$ 11,426		\$ 11,426		\$ 11,033		\$ 11,033	
Long-term Disability	\$ 6,314		\$ 6,314		\$ 4,932		\$ 4,932	
TOTAL Operating Fund	\$ 575,895	\$ 157,452	\$ 733,347		\$ 622,202	\$ 160,806	\$ 783,008	
% Change					8.0%	2.1%	6.8%	



Option 1: \$2000 Deductible PPO, H.S.A core & buy-up, + Clinic

Monroe County Public Library

Health Care Premium Contributions for Year 2012

Coverage Type and Employee Status	PPO \$2,000 deductible				HSA Plan - buy-up (Embedded Deductible)				HSA Plan - core (Non-Embedded Deductible)			
	CONTRIBUTIONS				CONTRIBUTIONS				CONTRIBUTIONS			
	Employee		Library		Employee		Library		Employee		Library	
	Annual	Biweekly	Annual	Bi-weekly	Annual	Biweekly	Annual	Bi-Weekly	Annual	Biweekly	Annual	Bi-weekly
Employee Only												
37.5 Hr/Week FT	\$877	\$33.73	\$7,651	\$294.27	-\$270	-\$10.40	\$7,651	\$294.27	-\$1,770	-\$68.06	\$7,651	\$294.27
30 Hr/Week/PT	\$2,407	\$92.59	\$6,121	\$235.42	\$1,260	\$48.45	\$6,121	\$235.42	-\$239	-\$9.21	\$6,121	\$235.42
25 Hr/Week/PT	\$3,427	\$131.82	\$5,101	\$196.18	\$2,280	\$87.69	\$5,101	\$196.18	\$781	\$30.03	\$5,101	\$196.18
20 Hr/Week/PT	\$4,447	\$171.06	\$4,081	\$156.94	\$3,300	\$126.93	\$4,081	\$156.94	\$1,801	\$69.27	\$4,081	\$156.94
EE/Child(ren)												
37.5 Hr/Week FT	\$6,414	\$246.71	\$9,193	\$353.57	\$4,326	\$166.39	\$9,193	\$353.57	\$1,598	\$61.45	\$9,193	\$353.57
30 Hr/Week/PT	\$8,253	\$317.42	\$7,354	\$282.86	\$6,165	\$237.10	\$7,354	\$282.86	\$3,436	\$132.16	\$7,354	\$282.86
25 Hr/Week/PT	\$9,479	\$364.57	\$6,129	\$235.72	\$7,390	\$284.24	\$6,129	\$235.72	\$4,662	\$179.30	\$6,129	\$235.72
20 Hr/Week/PT	\$10,704	\$411.71	\$4,903	\$188.57	\$8,616	\$331.39	\$4,903	\$188.57	\$5,888	\$226.45	\$4,903	\$188.57
EE/Spouse												
37.5 Hr/Week FT	\$8,467	\$325.64	\$9,555	\$367.50	\$6,034	\$232.08	\$9,555	\$367.50	\$2,856	\$109.84	\$9,555	\$367.50
30 Hr/Week/PT	\$10,378	\$399.14	\$7,644	\$294.00	\$7,945	\$305.58	\$7,644	\$294.00	\$4,767	\$183.34	\$7,644	\$294.00
25 Hr/Week/PT	\$11,652	\$448.14	\$6,370	\$245.00	\$9,219	\$354.58	\$6,370	\$245.00	\$6,041	\$232.34	\$6,370	\$245.00
20 Hr/Week/PT	\$12,926	\$497.14	\$5,096	\$196.00	\$10,493	\$403.58	\$5,096	\$196.00	\$7,315	\$281.34	\$5,096	\$196.00
Family												
37.5 Hr/Week FT	\$11,744	\$451.70	\$10,698	\$411.47	\$8,818	\$339.16	\$10,698	\$411.47	\$4,995	\$192.13	\$10,698	\$411.47
30 Hr/Week/PT	\$13,884	\$533.99	\$8,559	\$329.17	\$10,958	\$421.45	\$8,559	\$329.17	\$7,135	\$274.42	\$8,559	\$329.17
25 Hr/Week/PT	\$15,310	\$588.86	\$7,132	\$274.31	\$12,384	\$476.32	\$7,132	\$274.31	\$8,561	\$329.28	\$7,132	\$274.31
20 Hr/Week/PT	\$16,737	\$643.72	\$5,706	\$219.45	\$13,811	\$531.18	\$5,706	\$219.45	\$9,988	\$384.15	\$5,706	\$219.45

In this option, the Library contributes an equal amount to each full-time employee **\$7,651**
 Part-time contributions are calculated based on the percentage of time worked (20 hrs. = 53%; 25hrs. = 66%; 30hrs. = 80%).

*The Library contributes 15% of Family/Spouse/Children premiums for full-time employees.

*Negative contributions represent funds **deposited** by the Library to the employee's HSA account. The employee may also contribute additional funds (pre-tax) up to the annual cap. The maximum in 2012 is \$3,100 for employee only and \$6,250 for those with dependant/family coverage.

*Non-Embedded means the entire family deductible must be met by one, or combination of, family members before plan coverage takes effect at 100%.

The "Difference Premium" is the coverage-type premium minus the employee-only premium.

	2012		2012		2012		
	Total Premium	Difference Premium	Total Premium	Difference Premium	and hsa lib	Total Premium	Difference Premium
Employee Only	8,528	-	7,381	-	270	5,881	-
EE/Child(ren)	15,607	7,079	13,519	6,138		10,791	4,909
EE/Spouse	18,022	9,494	15,589	8,208		12,411	6,529
Family	22,442	13,914	19,516	12,166		15,693	9,812

**Library Insurance - Library Cost and Employee Cost, 2012 compared with 2011
Based on PPO \$2000 ded.**

	2011				2012			
	<i>Library Cost</i>	<i>Employee Contribution</i>	<i>Total Premium</i>	<i>JA Rpt</i>	<i>Library Cost</i>	<i>Employee Contribution</i>	<i>Total Premium</i>	<i>JA Rpt 1000</i>
<u>All Funds</u>								
Health Insurance - includes clinic & H.S.	\$ 601,415	\$ 162,100	\$ 763,515		\$ 654,670	\$ 157,545	\$ 812,215	
Monroe County Clinic	\$ 24,360	\$ 24,360	\$ 48,720		\$ 24,360	\$ 24,360	\$ 48,720	
H.S.A.	\$ 44,000		\$ 44,000		\$ 44,000		\$ 44,000	
Anthem Premiums	\$ 533,055	\$ 137,740	\$ 670,795	\$ 670,152	\$ 586,310	\$ 133,185	\$ 719,495	719,955
Dental Insurance	\$ 23,844	\$ 14,300	\$ 38,144	\$ 49,439	\$ 23,844	\$ 12,393	\$ 36,237	47,129
note - JA rpt dental estimate high - based on 112 single - compared to 72 for single medical								
Life/Accidental Death	\$ 12,798		\$ 12,798		\$ 11,033		\$ 11,033	
Long-term Disability	\$ 7,090		\$ 7,090		\$ 4,932		\$ 4,932	
TOTAL All Funds	\$ 645,147	\$ 176,400	\$ 821,547		\$ 694,479	\$ 169,938	\$ 864,417	
% Contribution	79.5%	21.5%			80.3%	19.7%		
<u>Operating Fund</u>								
Health Insurance	\$ 536,920	\$ 144,717	\$ 681,637		\$ 584,294	\$ 140,650	\$ 724,944	
Monroe County Clinic	\$ 21,748	\$ 21,748	\$ 43,496		\$ 21,748	\$ 21,748	\$ 43,496	
H.S.A.	\$ 39,281		\$ 39,281		\$ 39,281		\$ 39,281	
Anthem Premiums	\$ 475,891	\$ 122,969	\$ 598,859		\$ 523,265	\$ 118,902	\$ 642,167	
Dental Insurance	\$ 21,235	\$ 12,735	\$ 33,970		\$ 21,139	\$ 11,037	\$ 32,176	
Life/Accidental Death	\$ 11,426		\$ 11,426		\$ 11,033		\$ 11,033	
Long-term Disability	\$ 6,314		\$ 6,314		\$ 4,932		\$ 4,932	
TOTAL Operating Fund	\$ 575,895	\$ 157,452	\$ 733,347		\$ 621,398	\$ 151,687	\$ 773,085	
% Change					7.9%	-3.7%	5.4%	



Scenario 2: (78%) \$1000 Deductible PPO, H.S.A core & buy-up, + Clinic

Monroe County Public Library

Health Care Premium Contributions for Year 2012

Coverage Type and Employee Status	PPO \$1,000 deductible				Library		HSA Plan - buy-up (Embedded Deductible)		Library		HSA Plan - core (Non-Embedded Deductible)		Library	
	CONTRIBUTIONS				Contrib		CONTRIBUTIONS		Contrib		CONTRIBUTIONS		Contrib	
	Employee		Library		Bi-weekly	Employee		Library		Bi-Weekly	Employee		Library	
	Annual	Biweekly	Annual		Annual	Biweekly	Annual		Annual	Biweekly	Annual		Annual	Biweekly
Employee Only														
37.5 Hr/Week FT	\$1,946	\$74.86	\$6,910	\$265.77	\$471	\$18.10	\$6,910	\$265.77	-\$1,028	-\$39.56	\$6,910	\$265.77		
30 Hr/Week/PT	\$3,328	\$128.02	\$5,528	\$212.61	\$1,853	\$71.26	\$5,528	\$212.61	\$354	\$13.60	\$5,528	\$212.61		
25 Hr/Week/PT	\$4,250	\$163.45	\$4,607	\$177.18	\$2,774	\$106.69	\$4,607	\$177.18	\$1,275	\$49.03	\$4,607	\$177.18		
20 Hr/Week/PT	\$5,171	\$198.89	\$3,685	\$141.74	\$3,695	\$142.13	\$3,685	\$141.74	\$2,196	\$84.47	\$3,685	\$141.74		
EE/Child(ren)														
37.5 Hr/Week FT	\$7,713	\$296.65	\$8,492	\$326.62	\$5,027	\$193.34	\$8,492	\$326.62	\$2,298	\$88.40	\$8,492	\$326.62		
30 Hr/Week/PT	\$9,411	\$361.97	\$6,794	\$261.30	\$6,725	\$258.66	\$6,794	\$261.30	\$3,997	\$153.72	\$6,794	\$261.30		
25 Hr/Week/PT	\$10,544	\$405.52	\$5,661	\$217.75	\$7,857	\$302.21	\$5,661	\$217.75	\$5,129	\$197.27	\$5,661	\$217.75		
20 Hr/Week/PT	\$11,676	\$449.07	\$4,529	\$174.20	\$8,990	\$345.76	\$4,529	\$174.20	\$6,261	\$240.82	\$4,529	\$174.20		
EE/Spouse														
37.5 Hr/Week FT	\$9,849	\$378.80	\$8,869	\$341.12	\$6,720	\$258.46	\$8,869	\$341.12	\$3,542	\$136.22	\$8,869	\$341.12		
30 Hr/Week/PT	\$11,623	\$447.02	\$7,095	\$272.90	\$8,494	\$326.68	\$7,095	\$272.90	\$5,316	\$204.44	\$7,095	\$272.90		
25 Hr/Week/PT	\$12,805	\$492.50	\$5,913	\$227.41	\$9,676	\$372.17	\$5,913	\$227.41	\$6,498	\$249.93	\$5,913	\$227.41		
20 Hr/Week/PT	\$13,988	\$537.99	\$4,730	\$181.93	\$10,859	\$417.65	\$4,730	\$181.93	\$7,681	\$295.41	\$4,730	\$181.93		
Family														
37.5 Hr/Week FT	\$13,246	\$509.47	\$10,033	\$385.90	\$9,483	\$364.73	\$10,033	\$385.90	\$5,660	\$217.69	\$10,033	\$385.90		
30 Hr/Week/PT	\$15,253	\$586.65	\$8,027	\$308.72	\$11,490	\$441.91	\$8,027	\$308.72	\$7,667	\$294.87	\$8,027	\$308.72		
25 Hr/Week/PT	\$16,591	\$638.11	\$6,689	\$257.27	\$12,827	\$493.36	\$6,689	\$257.27	\$9,005	\$346.33	\$6,689	\$257.27		
20 Hr/Week/PT	\$17,929	\$689.56	\$5,351	\$205.81	\$14,165	\$544.81	\$5,351	\$205.81	\$10,342	\$397.78	\$5,351	\$205.81		

In this option, the Library contributes an equal amount to each full-time employee \$6,910
 Part-time contributions are calculated based on the percentage of time worked (20 hrs. = 53%; 25hrs. = 66%; 30hrs. = 80%).

*The Library contributes 15% of Family/Spouse/Children premiums for full-time employees.

*Negative contributions represent funds **deposited** by the Library to the employee's HSA account. The employee may also contribute additional funds (pre-tax) up to the annual cap. The maximum in 2012 is \$3,100 for employee only and \$6,250 for those with dependant/family coverage.

*Non-Embedded means the entire family deductible must be met by one or combination of family members before plan coverage takes effect at 100%.

The "Difference Premium" is the coverage-type premium minus the employee-only premium.

Library Insurance - Library Cost and Employee Cost, 2012 compared with 2011**78% of 1,000 deductible EE premium**

	2011				2012			
	<i>Library Cost</i>	<i>Employee Contribution</i>	<i>Total Premium</i>	<i>JA Rpt</i>	<i>Library Cost</i>	<i>Employee Contribution</i>	<i>Total Premium</i>	<i>JA Rpt 1000 ded</i>
All Funds								
Health Insurance - includes clinic & H.S.	\$ 601,415	\$ 162,100	\$ 763,515		\$ 596,362	\$ 226,948	\$ 823,310	
Monroe County Clinic	\$ 24,360	\$ 24,360	\$ 48,720		\$ 24,360	\$ 24,360	\$ 48,720	
H.S.A.	\$ 44,000		\$ 44,000		\$ 44,000		\$ 44,000	
Anthem Premiums	\$ 533,055	\$ 137,740	\$ 670,795	\$ 670,152	\$ 528,002	\$ 202,588	\$ 730,590	731,050
Dental Insurance	\$ 23,844	\$ 14,300	\$ 38,144	\$ 49,439	\$ 23,844	\$ 12,393	\$ 36,237	47,129
note - JA rpt dental estimate high - based on 112 single - compared to 72 for single medical								
Life/Accidental Death	\$ 12,798		\$ 12,798		\$ 11,033		\$ 11,033	
Long-term Disability	\$ 7,090		\$ 7,090		\$ 4,932		\$ 4,932	
TOTAL All Funds	\$ 645,147	\$ 176,400	\$ 821,547		\$ 636,171	\$ 239,341	\$ 875,512	
% Contribution	79.5%	21.5%			72.7%	27.3%		
Operating Fund								
Health Insurance	\$ 536,920	\$ 144,717	\$ 681,637		\$ 532,431	\$ 202,610	\$ 735,041	
Monroe County Clinic	\$ 21,748	\$ 21,748	\$ 43,496		\$ 21,748	\$ 21,748	\$ 43,496	
H.S.A.	\$ 39,281		\$ 39,281		\$ 39,281		\$ 39,281	
Anthem Premiums	\$ 475,891	\$ 122,969	\$ 598,859		\$ 471,402	\$ 180,862	\$ 652,264	
Dental Insurance	\$ 21,235	\$ 12,735	\$ 33,970		\$ 21,139	\$ 11,037	\$ 32,176	
Life/Accidental Death	\$ 11,426		\$ 11,426		\$ 11,033		\$ 11,033	
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TOTAL Operating Fund	\$ 575,895	\$ 157,452	\$ 733,347		\$ 569,535	\$ 213,647	\$ 783,182	
% Change					-1.1%	35.7%	6.8%	



Scenario 2: (78%) \$2000 Deductible PPO, H.S.A core & buy-up, + Clinic

Monroe County Public Library

Health Care Premium Contributions for Year 2012

Coverage Type and Employee Status	PPO \$2,000 deductible				Library		HSA Plan - buy-up (Embedded Deductible)		Library		HSA Plan - core (Non-Embedded Deductible)		Library					
	CONTRIBUTIONS				Contrib		CONTRIBUTIONS		Contrib		CONTRIBUTIONS		Contrib					
	Employee		Library		Bi-weekly		Employee		Library		Bi-Weekly		Employee		Library		Bi-weekly	
Employee Only	Annual	Biweekly	Annual	Bi-weekly	Annual	Biweekly	Annual	Biweekly	Annual	Biweekly	Annual	Biweekly	Annual	Biweekly	Annual	Biweekly	Annual	Biweekly
37.5 Hr/Week FT	\$1,888	\$72.60	\$6,640	\$255.40	\$740	\$28.47	\$6,640	\$255.40	-\$759	-\$29.19	\$6,640	\$255.40	\$6,640	\$255.40	\$6,640	\$255.40	\$6,640	\$255.40
30 Hr/Week/PT	\$3,216	\$123.68	\$5,312	\$204.32	\$2,068	\$79.55	\$5,312	\$204.32	\$569	\$21.89	\$5,312	\$204.32	\$5,312	\$204.32	\$5,312	\$204.32	\$5,312	\$204.32
25 Hr/Week/PT	\$4,101	\$157.73	\$4,427	\$170.27	\$2,954	\$113.60	\$4,427	\$170.27	\$1,454	\$55.94	\$4,427	\$170.27	\$4,427	\$170.27	\$4,427	\$170.27	\$4,427	\$170.27
20 Hr/Week/PT	\$4,986	\$191.79	\$3,542	\$136.21	\$3,839	\$147.66	\$3,542	\$136.21	\$2,340	\$90.00	\$3,542	\$136.21	\$3,542	\$136.21	\$3,542	\$136.21	\$3,542	\$136.21
EE/Child(ren)																		
37.5 Hr/Week FT	\$7,425	\$285.58	\$8,182	\$314.70	\$5,337	\$205.26	\$8,182	\$314.70	\$2,608	\$100.32	\$8,182	\$314.70	\$8,182	\$314.70	\$8,182	\$314.70	\$8,182	\$314.70
30 Hr/Week/PT	\$9,061	\$348.52	\$6,546	\$251.76	\$6,973	\$268.20	\$6,546	\$251.76	\$4,245	\$163.26	\$6,546	\$251.76	\$6,546	\$251.76	\$6,546	\$251.76	\$6,546	\$251.76
25 Hr/Week/PT	\$10,152	\$390.48	\$5,455	\$209.80	\$8,064	\$310.16	\$5,455	\$209.80	\$5,336	\$205.22	\$5,455	\$209.80	\$5,455	\$209.80	\$5,455	\$209.80	\$5,455	\$209.80
20 Hr/Week/PT	\$11,243	\$432.44	\$4,364	\$167.84	\$9,155	\$352.12	\$4,364	\$167.84	\$6,427	\$247.18	\$4,364	\$167.84	\$4,364	\$167.84	\$4,364	\$167.84	\$4,364	\$167.84
EE/Spouse																		
37.5 Hr/Week FT	\$9,477	\$364.51	\$8,544	\$328.63	\$7,045	\$270.95	\$8,544	\$328.63	\$3,866	\$148.71	\$8,544	\$328.63	\$8,544	\$328.63	\$8,544	\$328.63	\$8,544	\$328.63
30 Hr/Week/PT	\$11,186	\$430.23	\$6,836	\$262.91	\$8,754	\$336.67	\$6,836	\$262.91	\$5,575	\$214.44	\$6,836	\$262.91	\$6,836	\$262.91	\$6,836	\$262.91	\$6,836	\$262.91
25 Hr/Week/PT	\$12,325	\$474.05	\$5,696	\$219.09	\$9,893	\$380.49	\$5,696	\$219.09	\$6,715	\$258.25	\$5,696	\$219.09	\$5,696	\$219.09	\$5,696	\$219.09	\$5,696	\$219.09
20 Hr/Week/PT	\$13,465	\$517.87	\$4,557	\$175.27	\$11,032	\$424.31	\$4,557	\$175.27	\$7,854	\$302.07	\$4,557	\$175.27	\$4,557	\$175.27	\$4,557	\$175.27	\$4,557	\$175.27
Family																		
37.5 Hr/Week FT	\$12,755	\$490.57	\$9,688	\$372.60	\$9,829	\$378.03	\$9,688	\$372.60	\$6,006	\$231.00	\$9,688	\$372.60	\$9,688	\$372.60	\$9,688	\$372.60	\$9,688	\$372.60
30 Hr/Week/PT	\$14,692	\$565.09	\$7,750	\$298.08	\$11,766	\$452.55	\$7,750	\$298.08	\$7,943	\$305.52	\$7,750	\$298.08	\$7,750	\$298.08	\$7,750	\$298.08	\$7,750	\$298.08
25 Hr/Week/PT	\$15,984	\$614.77	\$6,458	\$248.40	\$13,058	\$502.23	\$6,458	\$248.40	\$9,235	\$355.20	\$6,458	\$248.40	\$6,458	\$248.40	\$6,458	\$248.40	\$6,458	\$248.40
20 Hr/Week/PT	\$17,276	\$664.45	\$5,167	\$198.72	\$14,350	\$551.91	\$5,167	\$198.72	\$10,527	\$404.88	\$5,167	\$198.72	\$5,167	\$198.72	\$5,167	\$198.72	\$5,167	\$198.72

In this option, the Library contributes an equal amount to each full-time employee **\$6,640**
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The "Difference Premium" is the coverage-type premium minus the employee-only premium.

Library Insurance - Library Cost and Employee Cost, 2012 compared with 2011
78% of 2,000 deductible EE premium

	2011				2012			
	<i>Library Cost</i>	<i>Employee Contribution</i>	<i>Total Premium</i>	<i>JA Rpt</i>	<i>Library Cost</i>	<i>Employee Contribution</i>	<i>Total Premium</i>	<i>JA Rpt 2000 ded</i>
<u>All Funds</u>								
Health Insurance - includes clinic & H.S.	\$ 601,415	\$ 162,100	\$ 763,515		\$ 573,957	\$ 238,258	\$ 812,215	
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% Contribution	79.5%	21.5%			71.0%	29.0%		
<u>Operating Fund</u>								
Health Insurance	\$ 536,920	\$ 144,717	\$ 681,637		\$ 512,474	\$ 212,708	\$ 725,182	
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Long-term Disability	\$ 6,314		\$ 6,314		\$ 4,932		\$ 4,932	
TOTAL Operating Fund	\$ 575,895	\$ 157,452	\$ 733,347		\$ 549,578	\$ 223,744	\$ 773,322	
% Change					-4.6%	42.1%	5.5%	

Request for Proposals Facilitate Strategic Planning Process

Description of Work

The library is seeking a consultant to participate in preparation of the Library's next strategic plan. The Library's current strategic plan is available at <http://www.monroe.lib.in.us/administration/newstratplan.html>. Although the plan is scheduled to expire at the end of 2011; we plan to request that the Board extend it through 2012.

Background

The Monroe County Public Library serves 137,000 residents of Monroe County, Indiana, home of Indiana University. The library provides service through a Main Library in downtown Bloomington, a branch in Ellettsville, and outreach services including a bookmobile, homebound, van, and jail service. In addition to comprehensive library services, the library also hosts homework help, an active adult literacy program, and a community access television station with five channels.

The library enjoys strong community support and is consistently ranked among the top ten public libraries of its size in the country. In 2010, circulation exceeded 2.6 million items (ranked 15th in the nation in per capita circulation) and patrons made more than a million visits. The library supported nearly 220,000 public computer sessions. 54,269 people participated in 2,091 library programs and the library hosted 1,229 meetings of local community groups (a lower number than usual, due to renovation).

The library Board has taxing authority, limited by state law and review by County Council. In 2011, the library has an operating budget of just over \$7,000,000, plus a capital projects fund of \$400,000 and a debt service budget of \$2,000,000. In 2012, the library will pay off its debt service and will lose approximately \$500,000 in operating income as a result. Plans are currently underway to secure a three-year general obligation bond that will help the library keep operating funding at current levels. At the same time, the state's property tax caps and the downturn in the economy will continue to impact the library's budget, resulting in unknown, but almost certainly increased losses each year.

The library has undergone several significant improvements in the last few years:

- Added a children's room at the Ellettsville Branch
- Remodeled the Main Library
- Dramatically increased use of express checkout
- Replaced bar code checkout with RFID checkout and security and installed automated materials handling
- Initiated downloadable books and music services
- Expanded homework help for K-12 students
- Automated author alert service and added bestseller express for movies and books
- Instituted a process improvement approach

During the next few years, the library anticipates rapid change in its operating environment:

- Dramatic changes in the publishing industry, as primary producers of books, music, and movies move toward digital distribution of content
- Dramatic changes in the telecommunications/information industry, as mobile devices become ever-more important in individuals' lives
- Significant changes in patrons' learning and information seeking behaviors
- Constrictions in funding and to the library Board's decision-making authority, as state government takes an activist role in local government control

Scope of Work

The library seeks a consultant to facilitate a strategic planning process. The following planning and facilitation activities are envisioned:

1. Review Futures Committee document, the 2008 community survey, and other documents supplied by the library.
 2. Coordinate a "community listening process," resulting in a comprehensive review of community needs, customer behavior and expectations, with a focus on the environmental changes outlined above. We are aware that one of the key challenges is to help our audiences think about and address the future needs of the community, rather than prior or current services in the library. We are especially interested in hearing about the consultant's methods for facilitating a future-oriented decision-making process.
 3. Conduct a random-sample community survey similar to the one completed for the 2009 strategic plan. The survey report must include summary findings, plus up to 8 cross-tabulations with statistical assessment of significance/non-significance.
- Facilitate strategic planning committee, including board, community, Friends of the Library, and staff representatives, resulting in consensus on priority community needs, review and revision (if necessary) of the library's mission, vision, and values, and development of key success factors. Support the staff working group between meetings of the strategic planning committee.
4. Communicate regularly via phone and e-mail with director and staff working group.
 5. Draft the strategic plan document for review by the staff working group and then the strategic planning committee to meet State Library requirements,¹ prioritize library services within

¹ **590 IAC 6-1-4 Minimum standards for public libraries** Sec. 4. (h) With the advice and recommendation of the library director, the library board shall adopt the following written plans and policies:

(3) A long-range plan of service for between three (3) to five (5) years. The plan, updates, and revisions must be filed with the Indiana state library. At a minimum, the plan shall include the following:

- (A) A statement of community needs and goals.
- (B) Measurable objectives and service responses to the community's needs and goals.
- (C) An assessment of facilities, services, technology, and operations.
- (D) An ongoing annual evaluation process.
- (E) Financial resources and sustainability.
- (F) Collaboration with other:
 - (i) public libraries; and

available resources over the next 3-4 years, and to provide a tool for use by staff in activity planning to position the library for long-term success in meeting priority community needs. We are also interested in including the necessary steps to complete a technology plan to meet state standards.²

Suggested Planning Timeline

1. Staff Futures Committee report – publishing and information industry trends. (December 2011)
2. Select consultant. (November-December 2011)
3. Assess community needs and confirm customer behavior and expectations: community survey (results by June 2012)
 - a. Review Futures Committee report and other background documents. (January 2012)
 - b. Community listening. (February 2012)
 - c. Community survey. (April 2012)
4. Facilitate Strategic Planning Committee (5 community representatives, 1 Friends representative, 3 Board members, 6 staff members: are these futures committee?)
 - a. Invite committee. (December 2011)
 - b. Meeting #1: background, Futures Committee report, advise on planning process. (January 2012)
 - c. Meeting #2: Review results of community listening and draft of survey. (March 2012)
 - d. Meeting #3: Review survey results. (May 2012)
 - e. Meeting #4: Review and revise mission and vision and draft goals (June 2012)
 - f. Meeting #5: Staff working group adds details to plan – actions, timeline, responsibility, measures (July - September 2012)
 - g. Meeting #6: Committee reviews completed document and recommends strategic plan to Board (September - October 2012)
 - h. Director presents to Board for approval. (November 2012)

Contract Value

The library has set a limit of \$45,000 to fund the strategic planning process, including consultant fees, travel and per-diem expenses, and all survey costs.

Elements of the Proposal

(ii) community partners.

² **590 IAC 6-1-4 Minimum standards for public libraries** Sec. 4. (h) With the advice and recommendation of the library director, the library board shall adopt the following written plans and policies:

(4) A technology plan of service for three (3) years. The plan, updates, and revisions must be filed with the Indiana state library. At a minimum, the plan shall include the following:

- (A) Goals and realistic strategy for using telecommunications and information technology.
- (B) A professional development strategy.
- (C) An assessment of telecommunication services, hardware, software, and other services needed.
- (D) An equipment replacement schedule.
- (E) Financial resources and sustainability.
- (F) An ongoing annual evaluation process.
- (G) An automation plan that conforms to national cataloging standards.

Work plan, including proposed methods and timelines. We have suggested a timeline above, including 6 meetings with the strategic planning committee, but you may wish to propose an alternate schedule. The strategic plan must be complete and adopted by the Board by December 2012. Deliverables must include:

- Report(s) from the community listening process and survey
- Draft mission, vision, key success factors, actions, timeline, responsibility, and measures
- Final strategic plan document, for submission to the Board

We are particularly interested in how you would facilitate:

- Community listening to identify priority community needs for learning, information access, and civic engagement in a rapidly changing publishing, telecommunications, and fiscal environment, and
- the strategic planning committee's work.

Description of your firm and its work in strategic planning. Please include descriptions of at least three recent projects similar in size and scope to ours and give us names and contact information.

Resumes of the individuals who will work on this project. Please identify which individuals from your firm will be involved in each step of the work plan.

Budget, with fees and other charges itemized for each phase in the Description of Work above.

Proposal Timeframe

Questions may be submitted to Sara Laughlin before 5 p.m. on Friday, December 9, 2011. Responses will be posted along with the RFP on the library's website: www.mcpl.info/

Deadline for receipt of the proposal is 5 p.m. on Friday, December 16, 2011. Proposals should be submitted via e-mail to Sara Laughlin: laughlin@mcpl.info.

The Board plans to make a selection at its meeting on January 18, 2012. The Board reserves the right to select an entire or partial proposal or none of the proposals.

Selection

Criteria for selecting the consultant include:

1. Prior experience in conducting reliable, credible, and useful community surveys.
2. Overall quality and engaging design of community listening strategies.
3. Demonstrated excellence in facilitating group planning processes that focus and articulate organizational priorities, for libraries or other organizations.
4. Availability for onsite and remote support during the time period outlined.
5. Cost

Strategic Planning Consultants to Receive RFP

Kimberly Bolan Cullin

Kimberly Bolan and Associates, LLC
Providence Associates, LLC
10094 Yosemite Lane
Indianapolis, IN 46234
Work Phone: (585) 739-7003
Email: bolan_kimberly@yahoo.com
URL: indielibrarian.blogspot.com
URL: librarybuildingconsultants.com

*Library visionary, with a particular interest in teen services and a very exciting resume.
Works with Providence Associates, and lives in Zionsville, IN.*

Donna Fletcher

Donna E. Fletcher Consulting: Practical and actionable surveys, focus groups and strategic planning
426 Park Ave.
Highland Park, IL 60035
Work Phone: (847) 432-1972
Fax Number: (847) 926-8180
Email: defconsult@att.net
URL: www.librarysurveys.org

Don't know her but her website looks right.

Peter Joel

Joel & Sinclair Associates, LLP
1100 E Street, SE
Washington, DC 20003
Work Phone: (202) 543-2474
Cell Phone: (202) 549-1612
Email: info@j-sconsultants.com
URL: www.j-sconsultants.com

Don't know anything about this firm, but they are listed on library consultants database and mention "continuous improvement" on their website.

George Needham

Library Strategist and Consultant

7652 Sawmill Road

#315

Dublin, OH 43016

Work Phone: (614) 783-7973

Email: george@georgeandjoan.com

URL: georgeandjoan.com

Probably the leading and most exciting library visionary who usually works with Joan Frye Williams. He is also a Vice President at OCLC, Inc.

Dr. Elaine Tatham, President

ETC Institute

725 W. Frontier Circle

Olathe, KS 66061

(913) 829-1215

(913) 829-1591 (Fax)

<http://www.etcinstitute.com/>

This is the firm that did the 2009-11 plan. Great survey expertise.

Dr. James Luther

Luther Consulting, LLC

423 Massachusetts Avenue

Indianapolis, IN 46204

info@lutherconsulting.com

317.636.0282 (phone)

866.517.6570 (toll free)

<http://www.lutherconsulting.com/index.cfm>

Acquaintance from Indiana Evaluation Association. Excellent survey experience; don't know anything about his facilitation skills or whether he has worked with libraries (not a deal breaker for me...)

L. Thayr Richey, Ph.D., President

Strategic Development Group

2901 N. Walnut Street

Bloomington, IN 47404

trichey@sdg.us

<http://www.sdg.us>

(812) 331-1282 (phone)

(812) 331-1285 (fax)

Bloomington-based firm, founded in 1991 by Thayr Richey, who has served as executive director of the Indiana Department of Commerce, member of the South Central Indiana WIB and president of the Indiana Economic Development Association. SDG has worked in more than 100 communities, helping businesses, governments, and community-based organizations on strategic planning, research, management and economic development projects.

KEVIN HUNTLEY



October 18, 2011

Monroe County Public Library
303 E. Kirkwood Ave.
Bloomington, IN 47408
Attention: Gary Lettelleir

Re: Demo bid

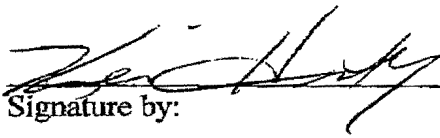
Scope of Work:

- Demo house and haul to transfer station
- Fill in basement with broken concrete
- Cover with gravel, grade, seed & straw site

Total: \$6800.00

⚡ This proposal does not include permitting, engineering or tap fees, which are the responsibility of the property owner. Change orders executed upon written notification only. All work will be completed according to plan specs provided.

Respectfully submitted:

Kevin Huntley Excavating, Inc.	Bloomington, IN	812-825-3461
Company Name	Address	Phone #
	President	10-18-11
Signature by:	Title	Date



CERTIFICATE OF LIABILITY INSURANCE

OP ID: CK

DATE (MM/DD/YYYY)

11/11/11

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

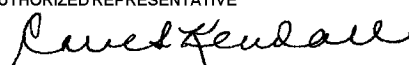
PRODUCER ISU Ins Svcs-The May Agency 1327 N. Walnut St. PO Box 1669 Bloomington, IN 47402 Carol S. Kendall		812-334-2400 812-332-3646	CONTACT NAME: PHONE (A/C, No. Ext): E-MAIL ADDRESS: PRODUCER CUSTOMER ID # HUNTL-1	FAX (A/C, No): INSURER(S) AFFORDING COVERAGE NAIC #
INSURED Kevin Huntley Excavating Inc Kevin 7333 W Gifford Rd Bloomington, IN 47403		INSURER A: West Bend Mutual 15350 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:		

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC			BCG1075328	02/21/11	02/21/12	EACH OCCURRENCE \$ 1,000,000
		DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 200,000					
		MED EXP (Any one person) \$ 10,000					
		PERSONAL & ADV INJURY \$ 1,000,000					
		GENERAL AGGREGATE \$ 2,000,000					
		PRODUCTS - COMP/OP AGG \$ 2,000,000					
		\$					
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS			BCG1075328	02/21/11	02/21/12	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
		BODILY INJURY (Per person) \$					
		BODILY INJURY (Per accident) \$					
		PROPERTY DAMAGE (Per accident) \$					
		\$					
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	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$
		AGGREGATE \$					
		\$					
		\$					
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/>	N/A	WCG1229916	02/21/11	02/21/12	WC STATU-TORY LIMITS OTH-ER
							E.L. EACH ACCIDENT \$ 100,000
							E.L. DISEASE - EA EMPLOYEE \$ 100,000
							E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Excavation

CERTIFICATE HOLDER Monroe County Public Library Gary Lertelleir 303 East Kirkwood Avenue Bloomngton, IN 47408	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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