

**MONROE COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING**

**Wednesday, January 15, 2014  
Meeting Room 1B  
5:45 p.m.**

**AGENDA**

1. Call to Order –Valerie Merriam, President
2. Consent Agenda – action item – Sara Laughlin
  - a. Minutes of December 18, 2013 Board Meeting (page 1-6)
  - b. Monthly Bills for Payment (page 7-11)
  - c. Monthly Financial Report (page 12-45)
  - d. Personnel Report (page 46-49)
  - e. 2014 Board Meetings Calendar (page 50)
3. Director’s Monthly Report (page 51-66) and Quarterly Performance Report (page 67-68) – Sara Laughlin, Director
4. Old Business
  - a. Renovation Update – Marilyn Wood
5. New Business – action items
  - a. Resolution to Encumber 2013 Appropriation Balances (page 69) – Gary Lettelleir
  - b. Resolution to Transfer from Unused Balance in Operating Fund to Library Improvement Reserve Fund (page 70) – Gary Lettelleir
  - c. Resolution to Transfer Funds from Closed Library Capital Projects Fund to Rainy Day Fund (page 71) – Gary Lettelleir
  - d. Resolution to Request Advance Tax Draw (page 72) – Gary Lettelleir
  - e. 2014 CATS Contract with Monroe County (page 73-75) – Michael White
  - f. Contract for Phone System (page 76-86) – Marilyn Wood/Ned Baugh
6. Public Comment

## 7. Adjournment

View the Board Packet on the Library's website:

<http://mcpl.info/library-trustees/meetings>

**MONROE COUNTY PUBLIC LIBRARY**  
**BOARD OF TRUSTEES MEETING**  
**Wednesday, December 18, 2013**  
**Meeting Room 1B**  
**5:45 pm**

**Present:**

Kari Isaacson, Valerie Merriam, Stephen Moberly, Fred Risinger, and John Walsh.

Absent: David Ferguson and Melissa Pogue.

Staff Attendance: Ned Baugh, Michael Hoerger, Sara Laughlin, Gary Lettelleir, Martin O'Neill, Sue Sater, Bara Swinson, Kyle Wickemeyer-Hardy, Marilyn Wood, and CATS staff.

Others in Attendance:

Tom Bunger and Rachel Bunn, Herald-Times

**Call to Order**

President Valerie Merriam called the meeting to order at 5:45 p.m. in Meeting Room 1B. Board members present reported on the books that they were currently reading.

**Consent Agenda**

Valerie asked for a motion to approve the consent agenda. John moved; Kari seconded.

Valerie had one correction regarding storytelling night on Halloween, which was at Bryan Park, not third Street Park.

Sara stated that she added a special Board of Trustees work session on April 2, 2014, in anticipation of having a recommendation for contractor for the Main renovation by that date. Valerie asked if we would cancel the work session. Sara asked Board members to continue to hold April 9 and 16 for the moment.

Steve Moberly asked about negative balances in the General Obligation Bond Fund report on page 36. Gary responded that expenditures included a network upgrade that cost approximately \$60,000.

Valerie asked if some of this money will be spent next year, or do we currently have the money for the expenses. Sara responded that we have the money in the bond account, since the entire

proceeds were delivered to the library upon sale of the bond in December 2012. Gary added in the course of next year, he will develop a worksheet of various projects included in the bond so that Board members can easily track when funding is spent for the projects included in the bond.

Motion passed unanimously.

### **Director's Monthly Report**

Sara Laughlin presented the Director's report. She announced that the Library received \$87,230 from the FINRA Foundation for a second round of "It's Your Money" financial literacy programs; \$20,000 from the Community Foundation of Bloomington and Monroe County for continued funding of Nonprofit Central; and \$6,500 from the Wahl Family Charitable Trust for digital creativity equipment.

Sara also announced that 257 donors have contributed to the Friends Campaign. Letters are still going out and coming back. We hope to report a total in February.

Valerie asked if we are seeing visitor numbers increase yet. Sara replied that Main Library visits and Ellettsville Branch visits are down and web page views are also down slightly. CATS web page views are running along steadily.

### **Old Business**

Marilyn Wood gave an update on renovation planning. The architects have delivered the design development plans and the building committee has seen specific examples of furniture, flooring, wall coverings, and other finishes. The architects also proposed a two-phased approach. She is reviewing the plans with affected departments and seeking advice for the digital creativity center. As they begin planning spring and summer programs, employees are asking when the renovation will begin, so phasing calendar will be very helpful. Marilyn expects construction to begin sometime in late April.

Sara added that the architects and building committee continue to find small and larger savings, including reducing Friends bookstore furnishings. Sara has also spoke to the Friends regarding how they can help with the bookstore renovation expenses and discussions are ongoing.

### **New Business**

#### Internet and Computer Use Policy

Ned Baugh presented the policy that describes the library goals and objectives with providing internet access for patrons and recommended the Board reaffirm the policy with no changes.

Valerie asked for any comments or questions. Fred responded he felt the Board received good answers to the questions in last week's work session.

Fred moved to approve the policy. John seconded. The vote was unanimous.

#### 2014 Holiday Closing Schedule

Kyle Wickemeyer-Hardy presented the schedule. Valerie asked for a motion to accept the schedule.

Kari moved to accept it. John seconded.

Kyle said the main change in the schedule is that we do not have a Staff Day scheduled in October. The motion passed unanimously.

#### 2014 Pay Schedule

Kyle Wickemeyer-Hardy presented the 2014 Pay Schedule.

Valerie asked for a motion to approve the schedule. Stephen moved to approve the proposal. Kari seconded.

Kyle reported there were no changes. The vote was unanimous.

#### 2014 Salary Schedule

Kyle Wickemeyer-Hardy presented the 2014 Salary Schedule.

Valerie asked for a motion to approve it. Fred moved to approve the schedule. John seconded.

Kyle Wickemeyer-Hardy stated the change in the schedules includes a 1% increment with an additional 1% cost of living for employees in Pay Grades A through I, a \$5,000 increase for managers below the mid-point, and a 2% increase for managers above the mid-point, as well as an increase in minimum and maximum salaries for Pay Grades J and K.

Kari asked if this recommendation included manager salary changes. Sara responded that it did. Sara gave the Board two new charts with information that they requested in last week's work session: a revised comparison with Indiana libraries excluding Indianapolis and Allen County Public Libraries and a chart showing expenditures, expenditures/capita, circulation, and circulation/capita that she used to identify comparable libraries.

Valerie said when she was looking at the per capita statistics and wondering what the Ann Arbor District Library does to circulate 53.7 items/capita, compared with Monroe County's 19.8. Sara responded that they are one of the top libraries in the country, and are a city library, so serving a population across a much smaller geographic area, closer to the library building.

Valerie asked where we stood in personnel expenditures in the 2013 budget. Sara said when the budget is developed in May of the preceding year, she and Gary typically include all employees on the payroll at that time and assume that all positions will be filled for the following year. We do the same to estimate benefit costs. In reality, not every position is filled every day, because there is normal turnover, so there is typically some money remaining at the end of the year.

Valerie asked if the recommended manager increases would complete the recommendations made by The Singer Group. Sara responded that it would, within the limits of what the library could afford.

Stephen thanked Sara for including the additional information he asked for. He stated these new charts provide better comparisons than the ones presented in last week's work session.

Kari asked about the minimum and maximums for Monroe County Public Library in the chart on page 78. She asked if this would bump up the max. Sara responded it would have a small increase in the minimum and the max. The Pay Grade J minimum would increase from \$45,299 to \$47,000; the max will go from \$67,948 to \$69,000. The Pay Grade K minimum would increase from \$63,024 to \$67,000 and maximum from \$94,536 to \$98,000.

Valerie asked for a vote. The motion passed unanimously.

#### 2014 Salary for Library Director

Valerie stated the salary recommendation was \$102,707.74, a \$5,000 increase. She asked for a motion. Stephen moved to approve. Kari seconded. The vote passed unanimously.

Valerie thanked Sara for all that she does for the Board of Trustees and the Library.

#### CATS 2014 Agreements with City of Bloomington-Permission to Use Digital Underground Fiber, Funding Agreement for 2014, and Public, Education and Government Channel Programming

Valerie asked for a motion to accept. John moved. Fred seconded.

Martin O'Neill explained the agreements and said the partners and the Library sign them every year. Martin stated that nothing except the funding amount has changed.

The motion passed unanimously.

#### CATS 2014 Agreement with Town of Ellettsville

Martin presented the Town of Ellettsville agreement and stated there would be a 2.6% increase.

John moved to accept the agreement. Fred seconded. The vote passed unanimously.

#### 2014 Fee Schedule

Valerie asked for a motion. Fred moved to approve it. John seconded.

Gary Lettelleir stated we are not recommending any changes to the 2014 Fee Schedule.

Kari asked if there have been many business uses of the meeting rooms. Gary responded no. After the renovation, this may change.

Sara said members of the public have asked for the auditorium to be open after closing and to be able to charge admission for events. She has asked staff to review current policy and fee schedule, as well as operational challenges. Changes may be presented to the Board in the future, before the renovation phase is completed.

Valerie asked how many non-resident patrons have purchased library cards to use the Library. Bara responded it was approximately 500, and she would get the exact number. Seven people currently have subscription cards. Bara said PLAC cost is \$50, and the use of just this library is \$60 for a subscription library card.

Kari asked if anyone in Brown County could use our library. Sara responded that they would need to buy a PLAC card to use our library services.

Valerie asked whether the PLAC money was sent to the state. Sara responded that we send the money from PLAC card purchases to the state and are reimbursed based on loans. Valerie asked if there was a charge for anyone using the inter-library loan service. Sara said there was not; the cost estimate for filling a library loan is \$30. The library sends about 20 requests on behalf of patrons to other libraries and responds to approximately 200 requests per month; we respond to the first 20 requests each day and pass on the rest. Valerie noted that this was a big expense for the library.

Sara explained the interlibrary loan procedures to the Board. John asked if the \$30 estimate comes out of our budget. Sara said there is no out-of-pocket cost; it's just staff cost.

John asked if academic libraries participate in interlibrary loan. Sara responded yes.

The motion passed unanimously.

#### Resolution to Permit Transfer from LIRF to Cover Potential Late Tax Settlement

Kari moved to approve the resolution. John seconded. Gary Lettelleir reported that we should have 95 percent of the fall settlement by the end of December, but the resolution is a precautionary measure that would protect us if we did not receive it.

The motion passed unanimously.

#### Grant Agreement with FINRA Investor Education Foundation

Valerie asked for a motion on the agreement. Fred moved to approve the grant agreement. John seconded.

Sara stated the library is delighted to have this renewal of funding we received a couple of years ago. We have been pleased with the outcomes. The new grant totaling \$87,230 will cover a 28-month period. The library will partner with IU and others.

Valerie said it was a very successful grant before, and she was amazed with the amount the library received this time.

The motion passed unanimously.

#### **Public Comment**

There was no public comment.

#### **Adjournment**

Valerie asked for a motion to adjourn. Kari moved to adjourn the meeting. John seconded.

The meeting adjourned at 6:45 p.m.



**MONROE COUNTY PUBLIC LIBRARY**

**\*Check Summary Register©**

December 13, 2013 to January 09, 2014

Name	Check Date	Check Amt	
<b>06500 FIFTH THIRD CHECKING</b>			
Paid Chk# 005147 CHRISTINE MATHEU	12/16/2013	\$23,242.60	PHASE III/PROJECT #1303
Paid Chk# 005148 JANET LAMBERT	12/16/2013	\$9.16	FD/CHILD SPLS
Paid Chk# 005149 MICHAEL G. BERNDT	12/16/2013	\$35.00	REFUND ON LOST ITEM
Paid Chk# 005150 MIDWEST PRESORT SERVICE	12/16/2013	\$366.42	POSTAGE SERVICES
Paid Chk# 005151 AMERICAN UNITED LIFE INS. CO.	12/17/2013	\$1,721.58	403b TSA-AUL W/H
Paid Chk# 005152 COMCAST	12/17/2013	\$15.80	CABLE EQUIP. RENTAL
Paid Chk# 005153 VERIZON WIRELESS	12/17/2013	\$228.36	CELL PHONES
Paid Chk# 005154 WEX BANK	12/17/2013	\$30.91	FUEL
Paid Chk# 005155 BANCTEC INC.	12/18/2013	\$31.83	MNTHLY FOLDER MAINT.
Paid Chk# 005156 A. E. BOYCE CO., INC.	12/18/2013	\$168.22	PURCHASE ORDERS
Paid Chk# 005157 CELTICA	12/18/2013	\$600.00	FD/CHILD-PERFORMANCES
Paid Chk# 005158 CENTRAL STATES ALLIANCE	12/18/2013	\$160.00	8 ENTRIES IN 2013 PHILO
Paid Chk# 005159 ELECTRONIC COMMERCE, INC.	12/18/2013	\$1,782.00	PAYROLL SERVICES
Paid Chk# 005160 JPMORGAN CHASE BANK, NA	12/18/2013	\$2,501.05	VARIOUS
Paid Chk# 005161 MIDWEST PRESORT SERVICE	12/18/2013	\$365.22	POSTAGE SERVICE
Paid Chk# 005162 NOLAN'S LAWN CARE SERVICE	12/18/2013	\$430.90	LAWN CARE
Paid Chk# 005163 POLARIS LIBRARY SYSTEMS, INC	12/18/2013	\$7,033.00	SERVER & SOFTWARE INSTALL
Paid Chk# 005164 POLARIS USERS GROUP	12/18/2013	\$100.00	MEMBERSHIP DUES 2014
Paid Chk# 005165 STANSIFER RADIO COMPANY	12/18/2013	\$68.86	VIDEO MAT'LS
Paid Chk# 005166 T & H KEITH INC.	12/18/2013	\$400.00	BLDG SERVICE
Paid Chk# 005167 UNIQUE MANAGEMENT	12/18/2013	\$1,261.95	COLLECTION AGENCY/CIRC.
Paid Chk# 005168 WORLD ARTS INC.	12/18/2013	\$365.96	BOOKMARKS
Paid Chk# 005169 A1 LANDSCAPE & HAULING INC.	12/23/2013	\$3,250.00	SALT & SNOW REMOVAL
Paid Chk# 005170 AT&T (OK)	12/23/2013	\$77.09	PHONE LONG-DISTANCE
Paid Chk# 005171 FEDEX	12/23/2013	\$25.96	DELIVERY
Paid Chk# 005172 FREEDOM BUSINESS	12/23/2013	\$734.94	CARTRIDGES
Paid Chk# 005173 HFI MECHANICAL CONTRACTOR	12/23/2013	\$2,494.00	BLDG REPAIR
Paid Chk# 005174 HP PRODUCTS	12/23/2013	\$803.35	CLEANING SPLS
Paid Chk# 005175 KLEINDORFER'S HDWE	12/23/2013	\$20.38	BLDG SPLS
Paid Chk# 005176 LOWE'S	12/23/2013	\$343.79	BLDG SPLS
Paid Chk# 005177 PLANET LABEL	12/23/2013	\$27.90	CIRC. SPLS
Paid Chk# 005178 VECTREN ENERGY DELIVERY	12/23/2013	\$53.14	NATURAL GAS
Paid Chk# 005179 AMY R. SWAFFORD	12/30/2013	\$41.23	REFUND ON LOST ITEMS
Paid Chk# 005180 AT&T (IL)	12/30/2013	\$1,238.83	PHONE SERVICE
Paid Chk# 005181 AT&T MOBILITY	12/30/2013	\$248.83	CELL PHONES
Paid Chk# 005182 BIBLIOTHECA ITG, LLC	12/30/2013	\$2,795.00	SMART TAGS
Paid Chk# 005183 BOBBY OVERMAN	12/30/2013	\$175.00	READING GLASSES
Paid Chk# 005184 DUKE ENERGY	12/30/2013	\$1,893.39	ELECTRICITY
Paid Chk# 005185 KEELY DEHART	12/30/2013	\$21.50	REFUND ON LOST ITEM
Paid Chk# 005186 KEVIN D. CLARK	12/30/2013	\$30.99	REFUND ON LOST ITEM
Paid Chk# 005187 MIDWEST PRESORT SERVICE	12/30/2013	\$407.08	POSTAGE SERVICES
Paid Chk# 005188 POSTMASTER	12/30/2013	\$0.00	1000 FOREVER STAMPS/1ST CLASS
Paid Chk# 005189 QUILL CORPORATION	12/30/2013	\$816.34	OFFICE SPLS
Paid Chk# 005190 VECTREN ENERGY DELIVERY	12/30/2013	\$360.25	NATURAL GAS
Paid Chk# 005191 YP	12/30/2013	\$171.00	PHONE LISTINGS/INTERNET
Paid Chk# 005192 CITY OF BLOOMINGTON	12/31/2013	\$130.00	13--ZONE 4 TRANSFERS
Paid Chk# 005193 IVY TECH COMMUNITY COLLEGE	12/31/2013	\$500.00	OSHA GHS TRAINING/NOV 20, 2013
Paid Chk# 005194 NEW READERS PRESS	12/31/2013	\$161.17	FD/VITAL TUTOR TRAINING BOOKS
Paid Chk# 005195 CITY OF BLOOMINGTON	1/2/2014	\$0.00	(1/1/14-6/30/14) NON-RESERVED
Paid Chk# 005196 CITY OF BLOOMINGTON	1/2/2014	\$10,064.00	LOT #5 PARKING PERMITS
Paid Chk# 005197 DURKIN & VILLALTA PARTNERS	1/2/2014	\$13,200.00	ENGINEERING EXPENSE
Paid Chk# 005198 INDIANA LIBRARY FEDERATION	1/2/2014	\$6,401.35	ILF TRUSTEE MEMBERSHIP-2014
Paid Chk# 005199 MOVIE LICENSING USA	1/2/2014	\$1,035.00	1/1/14-12/31/14 PERFORM. SITE LICENSES
Paid Chk# 005200 POSTMASTER	1/2/2014	\$460.00	1000 FOREVER STAMPS/1ST CLASS

**MONROE COUNTY PUBLIC LIBRARY**

**\*Check Summary Register©**

**December 13, 2013 to January 09, 2014**

<b>Name</b>	<b>Check Date</b>	<b>Check Amt</b>	
Paid Chk# 005201 REPUBLIC SERVICES #694	1/2/2014	\$212.70	TRASH SERVICE
Paid Chk# 005202 WONDERLAB MUSEUM	1/2/2014	\$450.00	FD/CHILD/PROGRAM ELL-MAIN
Paid Chk# 005203 AFSCME COUNCIL 62	1/9/2014	\$1,215.41	UNION DUES W/H
Paid Chk# 005204 AMERICAN UNITED LIFE INS. CO.	1/9/2014	\$1,565.00	403b TSA-AUL W/H
Paid Chk# 005205 ANTHEM BLUE CROSS BLUE	1/9/2014	\$58,049.71	JAN.'14 HEALTH INS.
Paid Chk# 005206 BAKER & TAYLOR BOOKS	1/9/2014	\$42.43	STAFF ORDERS W/H
Paid Chk# 005207 BERRY	1/9/2014	\$27.20	PHONE LISTING/ELL
Paid Chk# 005208 CITGO	1/9/2014	\$654.42	FUEL
Paid Chk# 005209 CITY OF BLOOMINGTON	1/9/2014	\$557.00	MONTHLY PARKING PASSES
Paid Chk# 005210 COLONIAL LIFE	1/9/2014	\$551.52	JAN.'14 OTHER INS.
Paid Chk# 005211 GEGRB/AMAZON	1/9/2014	\$5,995.47	BOOKS, NONPRINT
Paid Chk# 005212 GLHEC	1/9/2014	\$200.80	GARNISHMENT W/H
Paid Chk# 005213 GUARDIAN LIFE INS. CO.	1/9/2014	\$8,014.34	JAN.'14 DENTAL, VISION, STD & LIFE INS.
Paid Chk# 005214 LEGAL SHIELD	1/9/2014	\$47.84	PREPAID LEGAL W/H
Paid Chk# 005215 MIDWEST PRESORT SERVICE	1/9/2014	\$227.09	POSTAGE SERVICE
Paid Chk# 005216 MONROE COUNTY YMCA	1/9/2014	\$81.24	YMCA W/H
Paid Chk# 005217 ROBERTS EHRGOTT	1/9/2014	\$20.00	REFUND ON LOST ITEM
Paid Chk# 005218 SMITHVILLE	1/9/2014	\$1,825.00	MONTHLY INTERNET
Paid Chk# 005219 UNITED WAY	1/9/2014	\$116.00	UNITED WAY W/H
Paid Chk# 005220 ZILIA ESTRADA	1/9/2014	\$69.89	REFUND ON LOST ITEMS
<b>Total Checks</b>		<b>\$168,823.39</b>	

MONROE COUNTY PUBLIC LIBRARY  
CHECKING ACCOUNTS  
12/13/13 - 01/09/14

Fifth Third Checking Account/Check Register Total	\$168,823.39
Add: Electronic Withdrawals	
Merchant Services-Monthly Credit Card Fees (Jan. '14)	837.02
Fifth Third Checking-Monthly Service Charge ( )	0.00
Huntington Nat'l Bank/Gen. Obligation Bond Payment	300,071.25
Add: Payrolls	
Vouchers 12/13/13 Payroll (ECI)	118,748.60
Electronic transfer (ECI) employee/employer taxes	45,755.97
Electronic transfer (ECI) employee "HSA"	2,393.55
Electronic PERF pymt. 12/16/13	17,045.90
Electronic transfer 12/17/13 (TASC) employee "FSA"	528.45
Vouchers 12/27/13 Payroll (ECI)	118,197.83
Electronic transfer (ECI) employee/employer taxes	44,861.38
Electronic transfer (ECI) employee "HSA"	2,255.09
Electronic PERF pymt. 12/30/13	17,046.01
Electronic transfer 12/31/13 (TASC) employee "FSA"	528.45
TOTAL OF A/P AND PAYROLL CHECK REGISTERS	\$837,092.89

CK #5160

ACCOUNTS PAYABLE VOUCHER

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

<p>Payee JPMORGAN CHASE BANK, NA  PALATINE, IL 60094-4016</p>	<p>Claim 23576  Purchase Order No. 0 Terms Date Due</p>
---	---

Invoice Date	Invoice Number	Description (or note attached Invoice(s) or bill(s))	Amount
11/15/2013		E020-016-23500 AMAZON/VIDEO MAT'LS	\$200.74
11/15/2013		E026-016-44700 AMAZON/SPEAKER SYSTEM	\$51.42
11/15/2013		E026-016-44700 AMAZON/24-INCH MONITOR	\$279.98
11/15/2013		E020-016-23500 AMAZON/VIDEO MAT'LS	\$16.36
11/15/2013		E020-016-23500 AMAZON/VIDEO MAT'LS	\$162.55
12/3/2013		E020-016-21400 AMAZON/VIDEO MAT'LS	\$51.98
12/4/2013		E026-016-44700 AMAZON/FLASH DRIVES	\$76.95
11/11/2013		E001-018-45300 AMAZON/NONPRINT	\$56.97
11/13/2013		E001-018-45300 AMAZON/SALES TAX REFUND	(\$6.00)
11/12/2013		E019-011-21350 DISCOUNT SCHOOL/FD-CHILD SPLS	\$71.29
11/12/2013		E019-011-21350 DISCOUNT SCHOOL/FD-CHILD SPLS	\$27.42
11/14/2013		E019-011-21350 KROGER/FD-CHILD-FOOD	\$9.38
11/14/2013		E019-011-21350 HOBBY-LOBBY/FD-CHILD SPLS	\$33.90
11/26/2013		E019-011-21350 APPLE/FD-CHILD SPLS	\$12.81
11/26/2013		E019-011-21350 APPLE/FD-CHILD SPLS	\$11.73
11/26/2013		E019-011-21350 APPLE/FD-CHILD SPLS	\$10.68
11/28/2013		E019-011-21350 GRIPCASE/FD-CHILD SPLS	\$89.77
11/27/2013		E019-011-21350 APPLE/FD-CHILD SPLS	\$10.68
11/27/2013		E019-011-21350 APPLE/FD-CHILD SPLS	\$12.80
11/28/2013		E019-011-21350 APPLE/FD-CHILD SPLS	\$13.88
12/1/2013		E019-011-21350 APPLE/FD-CHILD SPLS	\$6.41
11/5/2013		E019-010-21350 WAL-MART/FD-TEEN SPLS	\$50.00
11/5/2013		E019-010-21350 HOBBY-LOBBY/FD-TEEN MAKER	\$106.63
11/6/2013		E019-014-21350 KROGER/FD-ELL TEEN	\$17.98
11/7/2013		E019-010-21350 ABEBOOKS/FD-ADULT SPLS	\$10.41
11/7/2013		E019-010-21350 ABEBOOKS/FD-ADULT SPLS	\$3.49
11/7/2013		E019-010-21350 ABEBOOKS/FD-ADULT	\$3.49
11/7/2013		E019-010-21350 ABEBOOKS/FD-ADULT SPLS	\$3.63
11/7/2013		E019-010-21350 ABEBOOKS/FD-ADULT SPLS	\$6.96
11/7/2013		E019-010-21350 AMAZON/FD-TEEN SPLS	\$139.79
11/7/2013		E019-010-21350 BLMGFDS/FD-ADULT FOOD	\$9.57
11/10/2013		E019-010-21350 ABEBOOKS/FD-ADULT REFUND	(\$3.63)
11/26/2013		E019-010-21350 USPS/FD-TEEN MAKER	\$69.86
11/28/2013		E019-010-21350 AMAZON/FD-TEEN MAKER	\$46.48
11/12/2013		E019-010-32300 TEQUILASUNRISE/SITE VISIT-FOOD	\$38.05
11/16/2013		E020-016-31600 DREAMHOST/CATS MNTHLY WEBSITE	\$49.97
11/21/2013		E001-019-31600 HOOTSUITE/MNTHLY FACEBOOK SITE	\$9.99
12/3/2013		E019-011-21350 APPLE/FD-CHILD SPLS	\$39.00
12/3/2013		E019-011-21350 APPLE/FD-CHILD SPLS	\$29.00
12/3/2013		E019-011-21350 APPLE/FD-CHILD SPLS	\$99.00
11/4/2013		E001-005-31700 PAYPAL/MNTHLY CC FEE	\$86.25

11/19/2013		E019-010-21350 HOBBY-LOBBY/FD-TEEN SPLS	\$148.68
11/20/2013		E019-010-21350 ELECTRONICS/FD-TEEN MAKER	\$116.97
12/2/2013		E019-004-21350 KROGER/FD-STAFF DAY FUNDS	\$71.10
12/2/2013		E001-005-31700 PAYPAL/MNTHLY CC FEES	\$80.25
12/3/2013		E019-001-21350 SAM'S/FD-NEW EMPL. RECEPTION	\$43.44
11/25/2013		E001-019-31500 WUNDERKINDER/MTHLY CHARGE	\$22.99
Total			\$2,501.05

VOUCHER NO. 23576

WARRANT NO. *5160*

JPMORGAN CHASE BANK, NA

ALLOWED

IN THE SUM OF \$ \$2,501.05

\$ \$2,501.05

ON ACCOUNT OF APPROPRIATION FO

COST DITRIBUTION LEDGER CLASSIFICATION  
IF CLAIM PAID MOTOR VEHICLE HIGHWAY FUND

Board/Council Member

Acct. No.	Account Title	Amount
	E020-016-23500	\$200.74
	E026-016-44700	\$51.42
	E026-016-44700	\$279.98
	E020-016-23500	\$16.36
	E020-016-23500	\$162.55
	E020-016-21400	\$51.98
	E026-016-44700	\$76.95
	E001-018-45300	\$56.97
	E001-018-45300	(\$6.00)
	E019-011-21350	\$71.29
	E019-011-21350	\$27.42
	E019-011-21350	\$9.38
	E019-011-21350	\$33.90
	E019-011-21350	\$12.81
	E019-011-21350	\$11.73
	E019-011-21350	\$10.68
	E019-011-21350	\$89.77
	E019-011-21350	\$10.68
	E019-011-21350	\$12.80
	E019-011-21350	\$13.88
	E019-011-21350	\$6.41
	E019-010-21350	\$50.00
	E019-010-21350	\$106.63
	E019-014-21350	\$17.98
	E019-010-21350	\$10.41
	E019-010-21350	\$3.49
	E019-010-21350	\$3.49
	E019-010-21350	\$3.63
	E019-010-21350	\$6.96

## Financial Report Comments

Reports as of 12-31-13

Board Meeting Date 1/15/14

Monthly Budget Report:

The actual revenue in the Operating Fund was \$7,869,014 compared to the budgeted revenue of \$7,788,046, a favorable variance of \$80,968. The actual Operating Fund expenditures were \$7,486,325 compared to budgeted expenditures of \$7,818,020, a favorable variance of \$331,695. The Operating Fund balance increase is \$382,689 for the year. We did receive the balance of the Fall property tax settlement before year end.

Salary and wages were relatively close to budget this year. We were under budget on this line by \$65,145. Benefits were under budget by \$131,682. We had budgeted for an Anthem rate increase in 2013 but our rates remained at the 2012 level.

The remaining balance of the 1.8 million bond is a little under 1.5 million. I will be providing some more detailed information on spending by project in the next couple of months.

We transferred \$217,000 to the LIRF fund. The balance is \$1,334,724. The Rainy Day Fund balance is \$1,576,509.

MONROE COUNTY PUBLIC LIBRARY  
MONTHLY BUDGET REPORT  
AS OF DECEMBER 31, 2013

	2013 DECEMBER	2012 DECEMBER	2013 Y-T-D ACTUAL	2013 BUDGET	2012 Y-T-D ACTUAL	2013 Y-T-D BUDGET REMAINING	2013 % OF BUDGET USED	2013 % OF BUDGET REMAINING
PERSONNEL SERVICES (1000'S)								
SALARIES								
1120 ADMINISTRATION	13,635.98	13,368.62	177,267.73	177,208.00	131,492.04	-59.73	100.0%	0.0%
1130 PROFESSIONAL/SUPERVISORS	42,398.86	38,151.31	525,050.94	505,886.00	496,694.65	-19,164.94	103.8%	-3.8%
1140 PROFESSIONAL ASSISTANTS	93,813.51	95,348.66	1,238,489.40	1,271,320.00	1,238,116.72	32,830.60	97.4%	2.6%
1150 SPECIALISTS & TECHNICIANS	59,721.02	63,753.14	803,589.69	845,151.00	805,597.25	41,561.31	95.1%	4.9%
1160 CLERICAL ASSISTANTS	35,461.05	31,588.73	427,862.56	434,725.00	411,550.84	6,862.44	98.4%	1.6%
1170 PAGES	17,906.94	17,002.20	240,786.71	240,720.00	238,618.36	-66.71	100.0%	0.0%
1190 BUILDING MAINTENANCE	28,483.33	27,047.92	365,563.33	368,746.00	355,468.85	3,182.67	99.1%	0.9%
<b>TOTAL SALARIES</b>	<b>291,420.69</b>	<b>286,260.58</b>	<b>3,778,610.36</b>	<b>3,843,756.00</b>	<b>3,677,538.71</b>	<b>65,145.64</b>	<b>98.3%</b>	<b>1.7%</b>
EMPLOYEE BENEFITS								
EMPLOYEE BENEFITS								
1210 EMPLOYER CONTRIBUTION/FICA	17,195.16	16,854.65	222,541.22	237,765.00	216,464.98	15,223.78	93.6%	6.4%
1220 UNEMPLOYMENT COMPENSATION	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.0%	100.0%
1230 EMPLOYER CONTRIBUTION/PERF	35,656.28	70,643.44	310,062.06	311,493.00	332,056.38	1,430.94	99.5%	0.5%
12301 ENCUMBERED PERF	0.00	0.00	15,335.99	15,535.99	0.00	200.00	98.7%	1.3%
1235 EMPLOYEE/PERF	10,696.80	21,196.70	93,018.25	93,448.00	42,154.88	429.75	99.5%	0.5%
1240 EMPLOYER CONT/INSURANCE	40,085.21	40,630.85	624,968.37	725,756.00	604,617.89	100,787.63	86.1%	13.9%
1250 EMPLOYER CONT/MEDICARE	4,021.34	3,941.73	52,045.85	55,636.00	50,624.86	3,590.15	93.5%	6.5%
<b>TOTAL EMPLOYEE BENEFITS</b>	<b>107,654.79</b>	<b>153,267.37</b>	<b>1,317,971.74</b>	<b>1,449,633.99</b>	<b>1,245,918.99</b>	<b>131,662.25</b>	<b>90.9%</b>	<b>9.1%</b>
OTHER WAGES								
1310 WORKSTUDY	0.00	0.00	1,782.46	3,100.00	4,734.88	1,317.54	57.5%	42.5%
1180 TEMPORARY STAFF	0.00	0.00	4,136.75	10,000.00	333.43	5,863.25	41.4%	58.6%
<b>TOTAL OTHER WAGES</b>	<b>0.00</b>	<b>0.00</b>	<b>5,919.21</b>	<b>13,100.00</b>	<b>5,068.31</b>	<b>7,180.79</b>	<b>45.2%</b>	<b>54.8%</b>
<b>TOTAL PERSONNEL SERVICES</b>	<b>399,075.48</b>	<b>439,527.95</b>	<b>5,102,501.31</b>	<b>5,306,489.99</b>	<b>4,928,526.01</b>	<b>203,988.68</b>	<b>96.2%</b>	<b>3.8%</b>
SUPPLIES (2000'S)								
OFFICE SUPPLIES								
2110 OFFICIAL RECORDS	168.22	0.00	1,208.43	1,300.00	0.00	91.57	93.0%	7.0%
2120 STATIONERY & PRINTING	0.00	0.00	130.65	950.00	971.66	819.35	13.8%	86.2%
2130 OFFICE SUPPLIES	436.32	986.58	6,579.91	14,550.00	8,325.87	7,970.09	45.2%	54.8%
2135 GENERAL SUPPLIES	175.00	157.00	317.79	0.00	310.81	-317.79	#DIV/0!	#DIV/0!
2140 DUPLICATING	4,969.84	2,188.38	32,507.12	33,150.00	28,037.46	642.88	98.1%	1.9%
2150 PROMOTIONAL MATERIALS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
<b>TOTAL OFFICE SUPPLIES</b>	<b>5,749.38</b>	<b>3,331.96</b>	<b>40,743.90</b>	<b>49,950.00</b>	<b>37,645.80</b>	<b>9,206.10</b>	<b>81.6%</b>	<b>18.4%</b>

\*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 DECEMBER 31, 2013

	2013 DECEMBER	2012 DECEMBER	2013 Y-T-D ACTUAL	2013 BUDGET	2012 Y-T-D ACTUAL	2013 Y-T-D BUDGET REMAINING	2013 % OF BUDGET USED	2013 % OF BUDGET REMAINING
<b>OPERATING SUPPLIES</b>								
2210 CLEANING SUPPLIES	2,925.97	4,098.07	33,825.53	37,200.00	35,501.90	3,374.47	90.9%	9.1%
2220 FUEL, OIL, & LUBRICANTS	634.04	32.57	7,941.13	10,000.00	7,347.79	2,058.87	79.4%	20.6%
2230 CATALOGING SUPPLIES-BOOKS	997.19	2,435.99	5,722.50	5,500.00	6,098.46	-222.50	104.0%	-4.0%
2240 A/V SUPPLIES-CATALOGING	4,058.05	3,136.65	6,054.95	10,150.00	6,862.66	4,095.05	59.7%	40.3%
2250 CIRCULATION SUPPLIES	27.90	599.90	28,025.82	37,750.00	31,614.43	9,724.18	74.2%	25.8%
2260 LIGHT BULBS	1,323.27	107.95	5,823.91	4,500.00	5,982.29	-1,323.91	129.4%	-29.4%
2280 UNIFORMS	0.00	0.00	1,282.00	1,700.00	1,829.00	418.00	75.4%	24.6%
2290 DISPLAY/EXHIBIT SUPPLIES	0.00	44.96	1,414.55	5,900.00	1,839.23	4,485.45	24.0%	76.0%
<b>TOTAL OPERATING SUPPLIES</b>	<b>9,966.42</b>	<b>10,456.09</b>	<b>90,090.39</b>	<b>112,700.00</b>	<b>97,075.76</b>	<b>22,609.61</b>	<b>79.9%</b>	<b>20.1%</b>
<b>REPAIR &amp; MAINTENANCE SUPPLIES</b>								
2300 IS SUPPLIES	127.24	41.38	4,993.30	6,600.00	3,386.77	1,606.70	75.7%	24.3%
2310 BUILDING MATERIALS & SUPPLIES	1,826.44	1,054.15	16,795.05	16,800.00	19,370.17	4.95	100.0%	0.0%
2320 PAINT & PAINTING SUPPLIES	0.00	0.00	194.21	400.00	289.79	205.79	48.6%	51.4%
2340 OTHER REPAIR & BINDING	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
<b>TOTAL REPAIR &amp; MAINTENANCE SUPPLIES</b>	<b>1,953.68</b>	<b>1,095.53</b>	<b>21,982.56</b>	<b>23,800.00</b>	<b>23,046.73</b>	<b>1,817.44</b>	<b>92.4%</b>	<b>7.6%</b>
<b>TOTAL SUPPLIES</b>	<b>17,669.48</b>	<b>14,883.58</b>	<b>152,816.85</b>	<b>186,450.00</b>	<b>157,768.29</b>	<b>33,633.15</b>	<b>82.0%</b>	<b>18.0%</b>
<b>OTHER SERVICES/CHARGES (3000'S)</b>								
<b>PROFESSIONAL SERVICES</b>								
30040 MISC. UNAPPROPRIATED	0.00	0.00	0.00	0.00	1.00	0.00	#DIV/0!	#DIV/0!
3110 CONSULTING SERVICES	0.00	0.00	11,070.53	12,000.00	0.00	929.47	92.3%	7.7%
3120 ENGINEERING/ARCHITECTURAL	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.0%	100.0%
3130 LEGAL SERVICES	1,378.69	728.19	28,971.36	28,500.00	8,782.70	-471.36	101.7%	-1.7%
3140 BUILDING SERVICES	5,845.35	1,807.77	31,437.54	32,000.00	19,686.95	562.46	98.2%	1.8%
3150 MAINTENANCE CONTRACTS	3,664.47	7,072.01	120,720.41	134,100.00	134,823.79	13,379.59	90.0%	10.0%
3160 COMPUTER SERVICES (OCLC)	5,127.68	4,630.01	56,154.09	66,500.00	36,007.70	10,345.91	84.4%	15.6%
3170 ADMIN/ACCOUNTING SERVICES	3,599.54	895.15	38,719.99	44,100.00	36,083.15	5,380.01	87.8%	12.2%
3175 COLLECTION AGENCY SERVICES	2,640.25	2,040.60	17,742.85	24,000.00	16,718.60	6,257.15	73.9%	26.1%
<b>TOTAL PROFESSIONAL SERVICES</b>	<b>22,255.98</b>	<b>17,173.73</b>	<b>304,816.77</b>	<b>351,200.00</b>	<b>252,103.89</b>	<b>46,383.23</b>	<b>86.8%</b>	<b>13.2%</b>
<b>COMMUNICATION &amp; TRANSPORTATION</b>								
3210 TELEPHONE	2,464.00	2,533.18	31,670.39	30,900.00	28,921.56	-770.39	102.5%	-2.5%
3215 CABLE TV	4.74	0.00	52.47	0.00	0.00	-52.47	#DIV/0!	#DIV/0!
3220 POSTAGE	1,525.81	1,566.14	16,690.72	30,000.00	18,808.32	13,309.28	55.6%	44.4%
3230 TRAVEL EXPENSE	38.24	149.95	508.17	10,000.00	2,829.13	9,491.83	5.1%	94.9%
3240 PROFESSIONAL MTG. (OFF-SITE)	0.00	60.00	272.00	10,000.00	483.00	9,728.00	2.7%	97.3%
3250 CONTINUING ED. (ON-SITE)	500.00	0.00	2,910.00	10,000.00	8,778.68	7,090.00	29.1%	70.9%
32501 ENCUMBERED CONTINU. ED.(ON-SITE)	0.00	0.00	3,500.00	3,500.00	13,000.00	0.00	100.0%	0.0%
3260 FREIGHT & DELIVERY	25.96	0.00	1,269.10	1,450.00	998.81	180.90	87.5%	12.5%
<b>TOTAL COMMUNICATION &amp; TRANSPORTATION</b>	<b>4,558.75</b>	<b>4,309.27</b>	<b>56,872.85</b>	<b>95,850.00</b>	<b>73,819.50</b>	<b>38,977.15</b>	<b>59.3%</b>	<b>40.7%</b>



MONROE COUNTY PUBLIC LIBRARY  
MONTHLY BUDGET REPORT  
AS OF DECEMBER 31, 2013

	2013 DECEMBER	2012 DECEMBER	2013 Y-T-D ACTUAL	2013 BUDGET	2012 Y-T-D ACTUAL	2013 Y-T-D BUDGET REMAINING	2013 % OF BUDGET USED	2013 % OF BUDGET REMAINING
<b>PRINTING &amp; ADVERTISING</b>								
3310 ADVERTISING & PUBLICATION	59.29	0.00	1,534.72	2,750.00	1,065.07	1,215.28	55.8%	44.2%
3320 PRINTING	365.96	30.90	1,652.57	5,500.00	966.62	3,847.43	30.0%	70.0%
<b>TOTAL PRINTING &amp; ADVERTISING</b>	<b>425.25</b>	<b>30.90</b>	<b>3,187.29</b>	<b>8,250.00</b>	<b>2,031.69</b>	<b>5,062.71</b>	<b>38.6%</b>	<b>61.4%</b>
<b>INSURANCE</b>								
3410 OFFICIAL BOND	0.00	0.00	450.00	700.00	450.00	250.00	64.3%	35.7%
3420 OTHER INSURANCE	0.00	0.00	63,303.00	60,400.00	58,343.00	-2,903.00	104.8%	-4.8%
<b>TOTAL INSURANCE</b>	<b>0.00</b>	<b>0.00</b>	<b>63,753.00</b>	<b>61,100.00</b>	<b>58,793.00</b>	<b>-2,653.00</b>	<b>104.3%</b>	<b>-4.3%</b>
<b>UTILITIES</b>								
3510 GAS	413.39	199.62	2,630.52	3,100.00	1,852.74	469.48	84.9%	15.1%
3520 ELECTRICITY	27,280.12	20,395.73	298,627.66	292,000.00	278,071.70	-6,627.66	102.3%	-2.3%
3530 WATER	1,291.12	1,505.36	24,209.28	25,900.00	27,386.31	1,690.72	93.5%	6.5%
<b>TOTAL UTILITIES</b>	<b>28,984.63</b>	<b>22,100.71</b>	<b>325,467.46</b>	<b>321,000.00</b>	<b>307,310.75</b>	<b>-4,467.46</b>	<b>101.4%</b>	<b>-1.4%</b>
<b>REPAIR &amp; MAINTENANCE</b>								
3610 BUILDING REPAIR	0.00	2,520.00	24,439.31	19,000.00	11,680.45	-5,439.31	128.6%	-28.6%
3630 OTHER EQUIP/FURNITURE REPAIRS	256.27	0.00	8,189.45	10,200.00	6,835.99	2,010.55	80.3%	19.7%
36301 ENCUMBERED EQUIP/FURN REPAIRS	0.00	0.00	0.00	0.00	36,166.00	0.00	#DIV/0!	#DIV/0!
3640 VEHICLE REPAIR & MAINTENANCE	223.83	0.00	7,995.26	8,300.00	5,888.80	304.74	96.3%	3.7%
3650 MATERIAL BINDING/REPAIR SERV.	0.00	0.00	1,325.72	3,000.00	2,083.29	1,674.28	44.2%	55.8%
<b>TOTAL REPAIR &amp; MAINTENANCE</b>	<b>480.10</b>	<b>2,520.00</b>	<b>41,949.74</b>	<b>40,500.00</b>	<b>62,654.53</b>	<b>-1,449.74</b>	<b>103.6%</b>	<b>-3.6%</b>
<b>RENTALS</b>								
3710 REAL ESTATE RENTAL/PARKING	130.00	37.50	32,024.50	33,600.00	31,270.00	1,575.50	95.3%	4.7%
3720 EQUIPMENT RENTAL	0.00	0.00	0.00	100.00	0.00	100.00	0.0%	100.0%
<b>TOTAL RENTALS</b>	<b>130.00</b>	<b>37.50</b>	<b>32,024.50</b>	<b>33,700.00</b>	<b>31,270.00</b>	<b>1,675.50</b>	<b>95.0%</b>	<b>5.0%</b>
<b>ELECTRONIC SERVICES</b>								
38450 DATABASES SERVICES	22,101.80	24,458.80	114,987.82	91,701.00	90,605.91	-23,286.82	125.4%	-25.4%
38460 E-BOOKS SERVICES	36,030.09	45,000.00	73,287.29	73,418.00	64,150.00	130.71	99.8%	0.2%
<b>TOTAL ELECTRONIC SERVICES</b>	<b>58,131.89</b>	<b>69,458.80</b>	<b>188,275.11</b>	<b>165,119.00</b>	<b>154,755.91</b>	<b>-23,156.11</b>	<b>114.0%</b>	<b>-14.0%</b>
<b>OTHER CHARGES</b>								
3910 DUES/INSTITUTIONAL	100.00	150.00	7,200.00	7,380.00	7,225.98	180.00	97.6%	2.4%
3920 INTEREST/TEMPORARY LOAN	0.00	0.00	0.00	2,500.00	0.00	2,500.00	0.0%	100.0%
3940 TRANSFER TO LIRF	17,833.33	0.00	214,000.00	214,000.00	0.00	0.00	100.0%	0.0%
3945 TRANSFER TO ANOTHER FUND (R.DAY)	0.00	16,666.67	0.00	0.00	200,000.00	0.00	#DIV/0!	#DIV/0!
3950 EDUCATIONAL SERV/LICENSING	0.00	960.00	1,443.75	3,400.00	3,453.75	1,956.25	42.5%	57.5%
<b>TOTAL OTHER CHARGES</b>	<b>17,933.33</b>	<b>17,776.67</b>	<b>222,643.75</b>	<b>227,280.00</b>	<b>210,679.73</b>	<b>4,636.25</b>	<b>98.0%</b>	<b>2.0%</b>
<b>TOTAL OTHER SERVICES/CHARGES</b>	<b>132,899.93</b>	<b>133,407.58</b>	<b>1,238,990.47</b>	<b>1,303,999.00</b>	<b>1,153,419.00</b>	<b>65,008.53</b>	<b>95.0%</b>	<b>5.0%</b>

MONROE COUNTY PUBLIC LIBRARY  
MONTHLY BUDGET REPORT  
AS OF DECEMBER 31, 2013

	2013 DECEMBER	2012 DECEMBER	2013 Y-T-D ACTUAL	2013 BUDGET	2012 Y-T-D ACTUAL	2013 Y-T-D BUDGET REMAINING	2013 % OF BUDGET USED	2013 % OF BUDGET REMAINING
CAPITAL OUTLAY (4000'S)								
FURNITURE & EQUIPMENT								
4410 FURNITURE	0.00	6,939.78	6,236.55	0.00	8,287.73	-6,236.55	#DIV/0!	#DIV/0!
4430 OTHER EQUIPMENT	0.00	0.00	4,081.73	16,000.00	7,610.10	11,918.27	25.5%	74.5%
4440 LAND & BUILDINGS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
4445 BUILDING RENOVATIONS	0.00	0.00	0.00	0.00	4,075.00	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!
44601 ENCUMBERED IS EQUIPMENT	0.00	0.00	0.00	0.00	1,511.88	0.00	#DIV/0!	#DIV/0!
4465 IS SOFTWARE	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
4470 EQUIPMENT - CATS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
4475 SOFTWARE - CATS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
<b>TOTAL FURNITURE &amp; EQUIPMENT</b>	<b>0.00</b>	<b>6,939.78</b>	<b>10,318.28</b>	<b>16,000.00</b>	<b>21,484.71</b>	<b>5,681.72</b>	<b>64.5%</b>	<b>35.5%</b>
OTHER CAPITAL OUTLAY								
4510 BOOKS	43,564.92	26,815.08	579,425.95	594,454.00	579,969.70	15,028.05	97.5%	2.5%
4520 PERIODICALS & NEWSPAPERS	31,539.97	28,212.10	39,031.93	41,042.00	35,290.52	2,010.07	95.1%	4.9%
4530 NONPRINT MATERIALS	30,947.64	17,592.52	363,239.81	369,585.00	365,906.68	6,345.19	98.3%	1.7%
4540 ELECTRONIC RESOURCES	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
<b>TOTAL OTHER CAPITAL OUTLAY</b>	<b>106,052.53</b>	<b>72,619.70</b>	<b>981,697.69</b>	<b>1,005,081.00</b>	<b>981,166.90</b>	<b>23,383.31</b>	<b>97.7%</b>	<b>2.3%</b>
<b>TOTAL CAPITAL OUTLAY</b>	<b>106,052.53</b>	<b>79,559.48</b>	<b>992,015.97</b>	<b>1,021,081.00</b>	<b>1,002,651.61</b>	<b>29,065.03</b>	<b>97.2%</b>	<b>2.8%</b>
<b>TOTAL OPERATING EXPENDITURES</b>	<b>655,697.42</b>	<b>667,378.59</b>	<b>7,486,324.60</b>	<b>7,818,019.99</b>	<b>7,242,364.91</b>	<b>331,695.39</b>	<b>95.8%</b>	<b>4.2%</b>

\*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 SUMMARY OF BUDGET CATEGORIES  
AS OF DECEMBER 31, 2013  
TWELVE MONTHS = 100%

	2013 DECEMBER	2012 DECEMBER	2013 Y-T-D ACTUAL	2013 BUDGET	2012 Y-T-D ACTUAL	2013 Y-T-D BUDGET REMAINING	2013 % OF BUDGET USED	2013 % OF BUDGET REMAINING
PERSONNEL SERVICES								
SALARIES	291,420.69	286,260.58	3,778,610.36	3,843,756.00	3,677,538.71	65,145.64	98.3%	1.7%
EMPLOYEE BENEFITS	107,654.79	153,267.37	1,317,971.74	1,449,633.99	1,245,918.99	131,662.25	90.9%	9.1%
OTHER WAGES	0.00	0.00	5,919.21	13,100.00	5,068.31	7,180.79	45.2%	54.8%
TOTAL PERSONNEL SERVICES	<u>399,075.48</u>	<u>439,527.95</u>	<u>5,102,501.31</u>	<u>5,306,489.99</u>	<u>4,928,526.01</u>	<u>203,988.68</u>	<u>96.2%</u>	<u>3.8%</u>
SUPPLIES								
OFFICE SUPPLIES	5,749.38	3,331.96	40,743.90	49,950.00	37,645.80	9,206.10	81.6%	18.4%
OPERATING SUPPLIES	9,966.42	10,456.09	90,090.39	112,700.00	97,075.76	22,609.61	79.9%	20.1%
REPAIR & MAINT. SUPPLIES	1,953.68	1,095.53	21,982.56	23,800.00	23,046.73	1,817.44	92.4%	7.6%
TOTAL SUPPLIES	<u>17,669.48</u>	<u>14,883.58</u>	<u>152,816.85</u>	<u>186,450.00</u>	<u>157,768.29</u>	<u>33,633.15</u>	<u>82.0%</u>	<u>18.0%</u>
OTHER SERVICES & CHARGES								
PROFESSIONAL SERVICES	22,255.98	17,173.73	304,816.77	351,200.00	252,103.89	46,383.23	86.8%	13.2%
COMMUNICATION & TRANSPORTATION	4,558.75	4,309.27	56,872.85	95,850.00	73,819.50	38,977.15	59.3%	40.7%
PRINTING & ADVERTISING	425.25	30.90	3,187.29	8,250.00	2,031.69	5,062.71	38.6%	61.4%
INSURANCE	0.00	0.00	63,753.00	61,100.00	58,793.00	-2,653.00	104.3%	-4.3%
UTILITIES	28,984.63	22,100.71	325,467.46	321,000.00	307,310.75	-4,467.46	101.4%	-1.4%
REPAIR & MAINTENANCE	480.10	2,520.00	41,949.74	40,500.00	62,654.53	-1,449.74	103.6%	-3.6%
RENTALS	130.00	37.50	32,024.50	33,700.00	31,270.00	1,675.50	95.0%	5.0%
ELECTRONIC SERVICES	58,131.89	69,458.80	188,275.11	165,119.00	154,755.91	-23,156.11	114.0%	-14.0%
OTHER CHARGES	17,933.33	17,776.67	222,643.75	227,280.00	210,679.73	4,636.25	98.0%	2.0%
TOTAL OTHER SERVICES & CHARGES	<u>132,899.93</u>	<u>133,407.58</u>	<u>1,238,990.47</u>	<u>1,303,999.00</u>	<u>1,153,419.00</u>	<u>65,008.53</u>	<u>95.0%</u>	<u>5.0%</u>
CAPITAL OUTLAY								
FURNITURE & EQUIPMENT	0.00	6,939.78	10,318.28	16,000.00	21,484.71	5,681.72	64.5%	35.5%
OTHER CAPITAL OUTLAY	106,052.53	72,619.70	981,697.69	1,005,081.00	981,166.90	23,383.31	97.7%	2.3%
TOTAL CAPITAL OUTLAY	<u>106,052.53</u>	<u>79,559.48</u>	<u>992,015.97</u>	<u>1,021,081.00</u>	<u>1,002,651.61</u>	<u>29,065.03</u>	<u>97.2%</u>	<u>2.8%</u>
TOTAL OPERATING EXPENDITURES	<u>655,697.42</u>	<u>667,378.59</u>	<u>7,486,324.60</u>	<u>7,818,019.99</u>	<u>7,242,364.91</u>	<u>331,695.39</u>	<u>95.8%</u>	<u>4.2%</u>

2012 BUDGET  
%USED IN 2012

7,641,343.13  
94.8%

MONROE COUNTY PUBLIC LIBRARY  
MONTHLY BUDGET REPORT  
AS OF DECEMBER 31, 2013

	2013 DECEMBER	2012 DECEMBER	2013 Y-T-D ACTUAL	2013 BUDGET	2012 Y-T-D ACTUAL	2013 Y-T-D BUDGET REMAINING	2013 % OF BUDGET USED	2013 % OF BUDGET REMAINING
PERSONNEL SERVICES (1000'S)								
SALARIES								
1120 ADMINISTRATION	13,635.98	13,368.62	177,267.73	177,208.00	131,492.04	-59.73	100.0%	0.0%
1130 PROFESSIONAL/SUPERVISORS	42,398.86	38,151.31	525,050.94	505,886.00	496,694.65	-19,164.94	103.8%	-3.8%
1140 PROFESSIONAL ASSISTANTS	93,813.51	95,348.66	1,238,489.40	1,271,320.00	1,238,116.72	32,830.60	97.4%	2.6%
1150 SPECIALISTS & TECHNICIANS	59,721.02	63,753.14	803,589.69	845,151.00	805,597.25	41,561.31	95.1%	4.9%
1160 CLERICAL ASSISTANTS	35,461.05	31,588.73	427,862.56	434,725.00	411,550.84	6,862.44	98.4%	1.6%
1170 PAGES	17,906.94	17,002.20	240,786.71	240,720.00	238,618.36	-66.71	100.0%	0.0%
1190 BUILDING MAINTENANCE	28,483.33	27,047.92	365,563.33	368,746.00	355,468.85	3,182.67	99.1%	0.9%
<b>TOTAL SALARIES</b>	<b>291,420.69</b>	<b>286,260.58</b>	<b>3,778,610.36</b>	<b>3,843,756.00</b>	<b>3,677,538.71</b>	<b>65,145.64</b>	<b>98.3%</b>	<b>1.7%</b>
EMPLOYEE BENEFITS								
EMPLOYEE BENEFITS								
1210 EMPLOYER CONTRIBUTION/FICA	17,195.16	16,854.65	222,541.22	237,765.00	216,464.98	15,223.78	93.6%	6.4%
1220 UNEMPLOYMENT COMPENSATION	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.0%	100.0%
1230 EMPLOYER CONTRIBUTION/PERF	35,656.28	70,643.44	310,062.06	311,493.00	332,056.38	1,430.94	99.5%	0.5%
12301 ENCUMBERED PERF	0.00	0.00	15,335.99	15,535.99	0.00	200.00	98.7%	1.3%
1235 EMPLOYEE/PERF	10,696.80	21,196.70	93,018.25	93,448.00	42,154.88	429.75	99.5%	0.5%
1240 EMPLOYER CONT/INSURANCE	40,085.21	40,630.85	624,968.37	725,756.00	604,617.89	100,787.63	86.1%	13.9%
1250 EMPLOYER CONT/MEDICARE	4,021.34	3,941.73	52,045.85	55,636.00	50,624.86	3,590.15	93.5%	6.5%
<b>TOTAL EMPLOYEE BENEFITS</b>	<b>107,654.79</b>	<b>153,267.37</b>	<b>1,317,971.74</b>	<b>1,449,633.99</b>	<b>1,245,918.99</b>	<b>131,662.25</b>	<b>90.9%</b>	<b>9.1%</b>
OTHER WAGES								
1310 WORKSTUDY	0.00	0.00	1,782.46	3,100.00	4,734.88	1,317.54	57.5%	42.5%
1180 TEMPORARY STAFF	0.00	0.00	4,136.75	10,000.00	333.43	5,863.25	41.4%	58.6%
<b>TOTAL OTHER WAGES</b>	<b>0.00</b>	<b>0.00</b>	<b>5,919.21</b>	<b>13,100.00</b>	<b>5,068.31</b>	<b>7,180.79</b>	<b>45.2%</b>	<b>54.8%</b>
<b>TOTAL PERSONNEL SERVICES</b>	<b>399,075.48</b>	<b>439,527.95</b>	<b>5,102,501.31</b>	<b>5,306,489.99</b>	<b>4,928,526.01</b>	<b>203,988.68</b>	<b>96.2%</b>	<b>3.8%</b>
SUPPLIES (2000'S)								
OFFICE SUPPLIES								
2110 OFFICIAL RECORDS	168.22	0.00	1,208.43	1,300.00	0.00	91.57	93.0%	7.0%
2120 STATIONERY & PRINTING	0.00	0.00	130.65	950.00	971.66	819.35	13.8%	86.2%
2130 OFFICE SUPPLIES	436.32	986.58	6,579.91	14,550.00	8,325.87	7,970.09	45.2%	54.8%
2135 GENERAL SUPPLIES	175.00	157.00	317.79	0.00	310.81	-317.79	#DIV/0!	#DIV/0!
2140 DUPLICATING	4,969.84	2,188.38	32,507.12	33,150.00	28,037.46	642.88	98.1%	1.9%
2150 PROMOTIONAL MATERIALS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
<b>TOTAL OFFICE SUPPLIES</b>	<b>5,749.38</b>	<b>3,331.96</b>	<b>40,743.90</b>	<b>49,950.00</b>	<b>37,645.80</b>	<b>9,206.10</b>	<b>81.6%</b>	<b>18.4%</b>

\*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 DECEMBER 31, 2013

	2013 DECEMBER	2012 DECEMBER	2013 Y-T-D ACTUAL	2013 BUDGET	2012 Y-T-D ACTUAL	2013 Y-T-D BUDGET REMAINING	2013 % OF BUDGET USED	2013 % OF BUDGET REMAINING
<b>OPERATING SUPPLIES</b>								
2210 CLEANING SUPPLIES	2,925.97	4,098.07	33,825.53	37,200.00	35,501.90	3,374.47	90.9%	9.1%
2220 FUEL, OIL, & LUBRICANTS	634.04	32.57	7,941.13	10,000.00	7,347.79	2,058.87	79.4%	20.6%
2230 CATALOGING SUPPLIES-BOOKS	997.19	2,435.99	5,722.50	5,500.00	6,098.46	-222.50	104.0%	-4.0%
2240 A/V SUPPLIES-CATALOGING	4,058.05	3,136.65	6,054.95	10,150.00	6,862.66	4,095.05	59.7%	40.3%
2250 CIRCULATION SUPPLIES	27.90	599.90	28,025.82	37,750.00	31,614.43	9,724.18	74.2%	25.8%
2260 LIGHT BULBS	1,323.27	107.95	5,823.91	4,500.00	5,982.29	-1,323.91	129.4%	-29.4%
2280 UNIFORMS	0.00	0.00	1,282.00	1,700.00	1,829.00	418.00	75.4%	24.6%
2290 DISPLAY/EXHIBIT SUPPLIES	0.00	44.96	1,414.55	5,900.00	1,839.23	4,485.45	24.0%	76.0%
<b>TOTAL OPERATING SUPPLIES</b>	<b>9,966.42</b>	<b>10,456.09</b>	<b>90,090.39</b>	<b>112,700.00</b>	<b>97,075.76</b>	<b>22,609.61</b>	<b>79.9%</b>	<b>20.1%</b>
<b>REPAIR &amp; MAINTENANCE SUPPLIES</b>								
2300 IS SUPPLIES	127.24	41.38	4,993.30	6,600.00	3,386.77	1,606.70	75.7%	24.3%
2310 BUILDING MATERIALS & SUPPLIES	1,826.44	1,054.15	16,795.05	16,800.00	19,370.17	4.95	100.0%	0.0%
2320 PAINT & PAINTING SUPPLIES	0.00	0.00	194.21	400.00	289.79	205.79	48.6%	51.4%
2340 OTHER REPAIR & BINDING	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
<b>TOTAL REPAIR &amp; MAINTENANCE SUPPLIES</b>	<b>1,953.68</b>	<b>1,095.53</b>	<b>21,982.56</b>	<b>23,800.00</b>	<b>23,046.73</b>	<b>1,817.44</b>	<b>92.4%</b>	<b>7.6%</b>
<b>TOTAL SUPPLIES</b>	<b>17,669.48</b>	<b>14,883.58</b>	<b>152,816.85</b>	<b>186,450.00</b>	<b>157,768.29</b>	<b>33,633.15</b>	<b>82.0%</b>	<b>18.0%</b>
<b>OTHER SERVICES/CHARGES (3000'S)</b>								
<b>PROFESSIONAL SERVICES</b>								
30040 MISC. UNAPPROPRIATED	0.00	0.00	0.00	0.00	1.00	0.00	#DIV/0!	#DIV/0!
3110 CONSULTING SERVICES	0.00	0.00	11,070.53	12,000.00	0.00	929.47	92.3%	7.7%
3120 ENGINEERING/ARCHITECTURAL	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.0%	100.0%
3130 LEGAL SERVICES	1,378.69	728.19	28,971.36	28,500.00	8,782.70	-471.36	101.7%	-1.7%
3140 BUILDING SERVICES	5,845.35	1,807.77	31,437.54	32,000.00	19,686.95	562.46	98.2%	1.8%
3150 MAINTENANCE CONTRACTS	3,664.47	7,072.01	120,720.41	134,100.00	134,823.79	13,379.59	90.0%	10.0%
3160 COMPUTER SERVICES (OCLC)	5,127.68	4,630.01	56,154.09	66,500.00	36,007.70	10,345.91	84.4%	15.6%
3170 ADMIN/ACCOUNTING SERVICES	3,599.54	895.15	38,719.99	44,100.00	36,083.15	5,380.01	87.8%	12.2%
3175 COLLECTION AGENCY SERVICES	2,640.25	2,040.60	17,742.85	24,000.00	16,718.60	6,257.15	73.9%	26.1%
<b>TOTAL PROFESSIONAL SERVICES</b>	<b>22,255.98</b>	<b>17,173.73</b>	<b>304,816.77</b>	<b>351,200.00</b>	<b>252,103.89</b>	<b>46,383.23</b>	<b>86.8%</b>	<b>13.2%</b>
<b>COMMUNICATION &amp; TRANSPORTATION</b>								
3210 TELEPHONE	2,464.00	2,533.18	31,670.39	30,900.00	28,921.56	-770.39	102.5%	-2.5%
3215 CABLE TV	4.74	0.00	52.47	0.00	0.00	-52.47	#DIV/0!	#DIV/0!
3220 POSTAGE	1,525.81	1,566.14	16,690.72	30,000.00	18,808.32	13,309.28	55.6%	44.4%
3230 TRAVEL EXPENSE	38.24	149.95	508.17	10,000.00	2,829.13	9,491.83	5.1%	94.9%
3240 PROFESSIONAL MTG. (OFF-SITE)	0.00	60.00	272.00	10,000.00	483.00	9,728.00	2.7%	97.3%
3250 CONTINUING ED. (ON-SITE)	500.00	0.00	2,910.00	10,000.00	8,778.68	7,090.00	29.1%	70.9%
32501 ENCUMBERED CONTINU. ED.(ON-SITE)	0.00	0.00	3,500.00	3,500.00	13,000.00	0.00	100.0%	0.0%
3260 FREIGHT & DELIVERY	25.96	0.00	1,269.10	1,450.00	998.81	180.90	87.5%	12.5%
<b>TOTAL COMMUNICATION &amp; TRANSPORTATION</b>	<b>4,558.75</b>	<b>4,309.27</b>	<b>56,872.85</b>	<b>95,850.00</b>	<b>73,819.50</b>	<b>38,977.15</b>	<b>59.3%</b>	<b>40.7%</b>

MONROE COUNTY PUBLIC LIBRARY  
MONTHLY BUDGET REPORT  
AS OF DECEMBER 31, 2013

	2013 DECEMBER	2012 DECEMBER	2013 Y-T-D ACTUAL	2013 BUDGET	2012 Y-T-D ACTUAL	2013 Y-T-D BUDGET REMAINING	2013 % OF BUDGET USED	2013 % OF BUDGET REMAINING
<b>PRINTING &amp; ADVERTISING</b>								
3310 ADVERTISING & PUBLICATION	59.29	0.00	1,534.72	2,750.00	1,065.07	1,215.28	55.8%	44.2%
3320 PRINTING	365.96	30.90	1,652.57	5,500.00	966.62	3,847.43	30.0%	70.0%
<b>TOTAL PRINTING &amp; ADVERTISING</b>	<b>425.25</b>	<b>30.90</b>	<b>3,187.29</b>	<b>8,250.00</b>	<b>2,031.69</b>	<b>5,062.71</b>	<b>38.6%</b>	<b>61.4%</b>
<b>INSURANCE</b>								
3410 OFFICIAL BOND	0.00	0.00	450.00	700.00	450.00	250.00	64.3%	35.7%
3420 OTHER INSURANCE	0.00	0.00	63,303.00	60,400.00	58,343.00	-2,903.00	104.8%	-4.8%
<b>TOTAL INSURANCE</b>	<b>0.00</b>	<b>0.00</b>	<b>63,753.00</b>	<b>61,100.00</b>	<b>58,793.00</b>	<b>-2,653.00</b>	<b>104.3%</b>	<b>-4.3%</b>
<b>UTILITIES</b>								
3510 GAS	413.39	199.62	2,630.52	3,100.00	1,852.74	469.48	84.9%	15.1%
3520 ELECTRICITY	27,280.12	20,395.73	298,627.66	292,000.00	278,071.70	-6,627.66	102.3%	-2.3%
3530 WATER	1,291.12	1,505.36	24,209.28	25,900.00	27,386.31	1,690.72	93.5%	6.5%
<b>TOTAL UTILITIES</b>	<b>28,984.63</b>	<b>22,100.71</b>	<b>325,467.46</b>	<b>321,000.00</b>	<b>307,310.75</b>	<b>-4,467.46</b>	<b>101.4%</b>	<b>-1.4%</b>
<b>REPAIR &amp; MAINTENANCE</b>								
3610 BUILDING REPAIR	0.00	2,520.00	24,439.31	19,000.00	11,680.45	-5,439.31	128.6%	-28.6%
3630 OTHER EQUIP/FURNITURE REPAIRS	256.27	0.00	8,189.45	10,200.00	6,835.99	2,010.55	80.3%	19.7%
36301 ENCUMBERED EQUIP/FURN REPAIRS	0.00	0.00	0.00	0.00	36,166.00	0.00	#DIV/0!	#DIV/0!
3640 VEHICLE REPAIR & MAINTENANCE	223.83	0.00	7,995.26	8,300.00	5,888.80	304.74	96.3%	3.7%
3650 MATERIAL BINDING/REPAIR SERV.	0.00	0.00	1,325.72	3,000.00	2,083.29	1,674.28	44.2%	55.8%
<b>TOTAL REPAIR &amp; MAINTENANCE</b>	<b>480.10</b>	<b>2,520.00</b>	<b>41,949.74</b>	<b>40,500.00</b>	<b>62,654.53</b>	<b>-1,449.74</b>	<b>103.6%</b>	<b>-3.6%</b>
<b>RENTALS</b>								
3710 REAL ESTATE RENTAL/PARKING	130.00	37.50	32,024.50	33,600.00	31,270.00	1,575.50	95.3%	4.7%
3720 EQUIPMENT RENTAL	0.00	0.00	0.00	100.00	0.00	100.00	0.0%	100.0%
<b>TOTAL RENTALS</b>	<b>130.00</b>	<b>37.50</b>	<b>32,024.50</b>	<b>33,700.00</b>	<b>31,270.00</b>	<b>1,675.50</b>	<b>95.0%</b>	<b>5.0%</b>
<b>ELECTRONIC SERVICES</b>								
38450 DATABASES SERVICES	22,101.80	24,458.80	114,987.82	91,701.00	90,605.91	-23,286.82	125.4%	-25.4%
38460 E-BOOKS SERVICES	36,030.09	45,000.00	73,287.29	73,418.00	64,150.00	130.71	99.8%	0.2%
<b>TOTAL ELECTRONIC SERVICES</b>	<b>58,131.89</b>	<b>69,458.80</b>	<b>188,275.11</b>	<b>165,119.00</b>	<b>154,755.91</b>	<b>-23,156.11</b>	<b>114.0%</b>	<b>-14.0%</b>
<b>OTHER CHARGES</b>								
3910 DUES/INSTITUTIONAL	100.00	150.00	7,200.00	7,380.00	7,225.98	180.00	97.6%	2.4%
3920 INTEREST/TEMPORARY LOAN	0.00	0.00	0.00	2,500.00	0.00	2,500.00	0.0%	100.0%
3940 TRANSFER TO LIRF	17,833.33	0.00	214,000.00	214,000.00	0.00	0.00	100.0%	0.0%
3945 TRANSFER TO ANOTHER FUND (R.DAY)	0.00	16,666.67	0.00	0.00	200,000.00	0.00	#DIV/0!	#DIV/0!
3950 EDUCATIONAL SERV/LICENSING	0.00	960.00	1,443.75	3,400.00	3,453.75	1,956.25	42.5%	57.5%
<b>TOTAL OTHER CHARGES</b>	<b>17,933.33</b>	<b>17,776.67</b>	<b>222,643.75</b>	<b>227,280.00</b>	<b>210,679.73</b>	<b>4,636.25</b>	<b>98.0%</b>	<b>2.0%</b>
<b>TOTAL OTHER SERVICES/CHARGES</b>	<b>132,899.93</b>	<b>133,407.58</b>	<b>1,238,990.47</b>	<b>1,303,999.00</b>	<b>1,153,419.00</b>	<b>65,008.53</b>	<b>95.0%</b>	<b>5.0%</b>

MONROE COUNTY PUBLIC LIBRARY  
MONTHLY BUDGET REPORT  
AS OF DECEMBER 31, 2013

	2013 DECEMBER	2012 DECEMBER	2013 Y-T-D ACTUAL	2013 BUDGET	2012 Y-T-D ACTUAL	2013 Y-T-D BUDGET REMAINING	2013 % OF BUDGET USED	2013 % OF BUDGET REMAINING
CAPITAL OUTLAY (4000'S)								
FURNITURE & EQUIPMENT								
4410 FURNITURE	0.00	6,939.78	6,236.55	0.00	8,287.73	-6,236.55	#DIV/0!	#DIV/0!
4430 OTHER EQUIPMENT	0.00	0.00	4,081.73	16,000.00	7,610.10	11,918.27	25.5%	74.5%
4440 LAND & BUILDINGS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
4445 BUILDING RENOVATIONS	0.00	0.00	0.00	0.00	4,075.00	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!
44601 ENCUMBERED IS EQUIPMENT	0.00	0.00	0.00	0.00	1,511.88	0.00	#DIV/0!	#DIV/0!
4465 IS SOFTWARE	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
4470 EQUIPMENT - CATS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
4475 SOFTWARE - CATS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
<b>TOTAL FURNITURE &amp; EQUIPMENT</b>	<b>0.00</b>	<b>6,939.78</b>	<b>10,318.28</b>	<b>16,000.00</b>	<b>21,484.71</b>	<b>5,681.72</b>	<b>64.5%</b>	<b>35.5%</b>
OTHER CAPITAL OUTLAY								
4510 BOOKS	43,564.92	26,815.08	579,425.95	594,454.00	579,969.70	15,028.05	97.5%	2.5%
4520 PERIODICALS & NEWSPAPERS	31,539.97	28,212.10	39,031.93	41,042.00	35,290.52	2,010.07	95.1%	4.9%
4530 NONPRINT MATERIALS	30,947.64	17,592.52	363,239.81	369,585.00	365,906.68	6,345.19	98.3%	1.7%
4540 ELECTRONIC RESOURCES	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
<b>TOTAL OTHER CAPITAL OUTLAY</b>	<b>106,052.53</b>	<b>72,619.70</b>	<b>981,697.69</b>	<b>1,005,081.00</b>	<b>981,166.90</b>	<b>23,383.31</b>	<b>97.7%</b>	<b>2.3%</b>
<b>TOTAL CAPITAL OUTLAY</b>	<b>106,052.53</b>	<b>79,559.48</b>	<b>992,015.97</b>	<b>1,021,081.00</b>	<b>1,002,651.61</b>	<b>29,065.03</b>	<b>97.2%</b>	<b>2.8%</b>
<b>TOTAL OPERATING EXPENDITURES</b>	<b>655,697.42</b>	<b>667,378.59</b>	<b>7,486,324.60</b>	<b>7,818,019.99</b>	<b>7,242,364.91</b>	<b>331,695.39</b>	<b>95.8%</b>	<b>4.2%</b>

\*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 SUMMARY OF BUDGET CATEGORIES  
AS OF DECEMBER 31, 2013  
TWELVE MONTHS = 100%

	2013 DECEMBER	2012 DECEMBER	2013 Y-T-D ACTUAL	2013 BUDGET	2012 Y-T-D ACTUAL	2013 Y-T-D BUDGET REMAINING	2013 % OF BUDGET USED	2013 % OF BUDGET REMAINING
PERSONNEL SERVICES								
SALARIES	291,420.69	286,260.58	3,778,610.36	3,843,756.00	3,677,538.71	65,145.64	98.3%	1.7%
EMPLOYEE BENEFITS	107,654.79	153,267.37	1,317,971.74	1,449,633.99	1,245,918.99	131,662.25	90.9%	9.1%
OTHER WAGES	0.00	0.00	5,919.21	13,100.00	5,068.31	7,180.79	45.2%	54.8%
TOTAL PERSONNEL SERVICES	<u>399,075.48</u>	<u>439,527.95</u>	<u>5,102,501.31</u>	<u>5,306,489.99</u>	<u>4,928,526.01</u>	<u>203,988.68</u>	<u>96.2%</u>	<u>3.8%</u>
SUPPLIES								
OFFICE SUPPLIES	5,749.38	3,331.96	40,743.90	49,950.00	37,645.80	9,206.10	81.6%	18.4%
OPERATING SUPPLIES	9,966.42	10,456.09	90,090.39	112,700.00	97,075.76	22,609.61	79.9%	20.1%
REPAIR & MAINT. SUPPLIES	1,953.68	1,095.53	21,982.56	23,800.00	23,046.73	1,817.44	92.4%	7.6%
TOTAL SUPPLIES	<u>17,669.48</u>	<u>14,883.58</u>	<u>152,816.85</u>	<u>186,450.00</u>	<u>157,768.29</u>	<u>33,633.15</u>	<u>82.0%</u>	<u>18.0%</u>
OTHER SERVICES & CHARGES								
PROFESSIONAL SERVICES	22,255.98	17,173.73	304,816.77	351,200.00	252,103.89	46,383.23	86.8%	13.2%
COMMUNICATION & TRANSPORTATION	4,558.75	4,309.27	56,872.85	95,850.00	73,819.50	38,977.15	59.3%	40.7%
PRINTING & ADVERTISING	425.25	30.90	3,187.29	8,250.00	2,031.69	5,062.71	38.6%	61.4%
INSURANCE	0.00	0.00	63,753.00	61,100.00	58,793.00	-2,653.00	104.3%	-4.3%
UTILITIES	28,984.63	22,100.71	325,467.46	321,000.00	307,310.75	-4,467.46	101.4%	-1.4%
REPAIR & MAINTENANCE	480.10	2,520.00	41,949.74	40,500.00	62,654.53	-1,449.74	103.6%	-3.6%
RENTALS	130.00	37.50	32,024.50	33,700.00	31,270.00	1,675.50	95.0%	5.0%
ELECTRONIC SERVICES	58,131.89	69,458.80	188,275.11	165,119.00	154,755.91	-23,156.11	114.0%	-14.0%
OTHER CHARGES	17,933.33	17,776.67	222,643.75	227,280.00	210,679.73	4,636.25	98.0%	2.0%
TOTAL OTHER SERVICES & CHARGES	<u>132,899.93</u>	<u>133,407.58</u>	<u>1,238,990.47</u>	<u>1,303,999.00</u>	<u>1,153,419.00</u>	<u>65,008.53</u>	<u>95.0%</u>	<u>5.0%</u>
CAPITAL OUTLAY								
FURNITURE & EQUIPMENT	0.00	6,939.78	10,318.28	16,000.00	21,484.71	5,681.72	64.5%	35.5%
OTHER CAPITAL OUTLAY	106,052.53	72,619.70	981,697.69	1,005,081.00	981,166.90	23,383.31	97.7%	2.3%
TOTAL CAPITAL OUTLAY	<u>106,052.53</u>	<u>79,559.48</u>	<u>992,015.97</u>	<u>1,021,081.00</u>	<u>1,002,651.61</u>	<u>29,065.03</u>	<u>97.2%</u>	<u>2.8%</u>
TOTAL OPERATING EXPENDITURES	<u>655,697.42</u>	<u>667,378.59</u>	<u>7,486,324.60</u>	<u>7,818,019.99</u>	<u>7,242,364.91</u>	<u>331,695.39</u>	<u>95.8%</u>	<u>4.2%</u>

2012 BUDGET  
%USED IN 2012           7,641,343.13  
  94.8%



**MONROE COUNTY PUBLIC LIBRARY**

**Operating Budget & Expenditure Report**

January 1, 2013 to December 31, 2013

12 months = 100%

Object	Object Descr	2013 Budget	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	2013 YTD Amt	2013 YTD Balance	2013 %YTD Budget
11200	ADMINISTRATION	\$177,208.00	\$13,635.97	\$20,453.97	\$13,635.98	\$13,635.98	\$13,635.98	\$13,635.98	\$13,635.98	\$20,453.96	\$13,635.98	\$177,267.73	-\$59.73	100.03%
11300	PROF/SUPERVISORS	\$505,886.00	\$38,914.34	\$58,371.48	\$38,914.30	\$38,914.33	\$42,398.80	\$42,398.83	\$42,398.82	\$63,598.22	\$42,398.86	\$525,050.94	-\$19,164.94	103.79%
11400	PROFESSIONAL ASSISTANT	\$1,271,320.00	\$101,300.19	\$140,720.29	\$93,813.47	\$93,813.48	\$93,813.51	\$93,813.51	\$93,813.50	\$140,720.29	\$93,813.51	\$1,238,489.40	\$32,830.60	97.42%
11500	SPECIALIST/TECHNICIAN	\$845,151.00	\$65,258.79	\$98,145.41	\$63,320.66	\$62,274.36	\$56,156.97	\$57,523.01	\$58,925.66	\$87,214.49	\$59,721.02	\$803,589.69	\$41,561.31	95.08%
11600	CLERICAL ASSISTANTS	\$434,725.00	\$32,265.52	\$48,524.46	\$32,220.01	\$31,919.25	\$30,056.87	\$33,947.69	\$35,157.99	\$53,169.80	\$35,461.05	\$427,862.56	\$6,862.44	98.42%
11700	PAGES	\$240,720.00	\$18,778.30	\$28,354.37	\$20,163.61	\$19,967.76	\$19,705.97	\$17,796.53	\$17,668.22	\$26,911.53	\$17,906.94	\$240,786.71	-\$66.71	100.03%
11800	TEMPORAY STAFF	\$10,000.00	\$0.00	\$0.00	\$0.00	\$659.42	\$2,533.97	\$763.73	\$179.63	\$0.00	\$0.00	\$4,136.75	\$5,863.25	41.37%
11900	BUILDING	\$368,746.00	\$27,672.23	\$42,828.45	\$28,280.85	\$28,840.46	\$27,625.70	\$28,022.58	\$28,116.70	\$42,571.23	\$28,483.33	\$365,563.33	\$3,182.67	99.14%
12100	FICA/EMPLOYER	\$237,765.00	\$17,533.92	\$25,688.06	\$17,059.42	\$16,985.09	\$16,734.78	\$16,972.26	\$17,227.95	\$25,623.47	\$17,195.16	\$222,541.22	\$15,223.78	93.60%
12200	UNEMPLOYMENT	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%
12300	PERF/EMPLOYER	\$311,493.00	\$24,560.54	\$23,724.74	\$23,619.03	\$35,167.89	\$23,373.08	\$23,637.82	\$24,794.13	\$23,532.47	\$35,656.28	\$310,062.06	\$1,430.94	99.54%
12301	ENCUMBERED PERF	\$15,535.99	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15,335.99	\$200.00	98.71%
12350	PERF/EMPLOYEE	\$93,448.00	\$7,368.13	\$7,117.38	\$7,085.69	\$10,550.31	\$7,011.90	\$7,091.33	\$7,438.22	\$7,059.71	\$10,696.80	\$93,018.25	\$429.75	99.54%
12400	INS/EMPLOYER	\$725,756.00	\$51,839.35	\$11,204.80	\$43,103.01	\$69,476.74	\$97,283.24	\$90.00	\$77,770.95	\$4,542.51	\$40,085.21	\$624,968.37	\$100,787.63	86.11%
12500	MEDICARE/EMPLOYER	\$55,636.00	\$4,100.68	\$6,007.68	\$3,989.69	\$3,972.33	\$3,913.85	\$3,969.28	\$4,029.10	\$5,992.62	\$4,021.34	\$52,045.85	\$3,590.15	93.55%
13100	WORK STUDY	\$3,100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,782.46	\$0.00	\$0.00	\$1,782.46	\$1,317.54	57.50%
21100	OFFICIAL RECORDS	\$1,300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$60.45	\$0.00	\$0.00	\$168.22	\$1,208.43	\$91.57	92.96%
21200	STATIONERY/BUS.	\$950.00	\$0.00	\$0.00	\$70.65	\$26.50	\$33.50	\$0.00	\$0.00	\$0.00	\$0.00	\$130.65	\$819.35	13.75%
21300	OFFICE SUPPLIES	\$14,550.00	\$512.53	\$152.64	\$406.97	\$563.03	\$521.60	\$398.09	\$736.37	\$907.22	\$436.32	\$6,579.91	\$7,970.09	45.22%
21350	GENERAL SUPPLIES	\$0.00	\$7.83	\$33.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$175.00	\$317.79	-\$317.79	0.00%
21400	DUPLICATING	\$33,150.00	\$664.49	\$1,220.87	\$5,656.98	\$1,236.96	\$3,152.21	\$3,538.69	\$1,316.31	\$1,411.19	\$4,969.84	\$32,507.12	\$642.88	98.06%
22100	CLEANING SUPPLIES	\$37,200.00	\$1,736.55	\$16.56	\$4,166.21	\$1,773.21	\$2,459.23	\$5,050.02	\$4,068.07	\$1,753.88	\$2,925.97	\$33,825.53	\$3,374.47	90.93%
22200	FUEL/OIL/LUBRICANTS	\$10,000.00	\$607.24	\$1,379.40	\$102.46	\$1,258.97	\$577.55	\$0.00	\$882.44	\$582.46	\$634.04	\$7,941.13	\$2,058.87	79.41%
22300	CATALOGING	\$5,500.00	\$0.00	\$0.00	\$2,002.22	\$415.76	\$207.52	\$0.00	\$820.25	\$874.91	\$997.19	\$5,722.50	-\$222.50	104.05%
22400	A/V SUPPLIES/CATALOG	\$10,150.00	\$0.00	\$210.95	\$1,286.20	\$0.00	\$78.00	\$0.00	\$174.99	\$0.00	\$4,058.05	\$6,054.95	\$4,095.05	59.65%
22500	CIRCULATION SUPPLIES	\$37,750.00	\$0.00	\$28.98	\$87.41	\$7,760.00	\$8,075.75	\$218.29	\$119.00	\$121.23	\$27.90	\$28,025.82	\$9,724.18	74.24%
22600	LIGHT BULBS	\$4,500.00	\$0.00	\$297.80	\$1,109.43	\$25.40	\$0.00	\$0.00	\$206.51	\$1,051.00	\$1,323.27	\$5,823.91	-\$1,323.91	129.42%
22800	UNIFORMS	\$1,700.00	\$100.00	\$184.00	\$0.00	\$0.00	\$125.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,282.00	\$418.00	75.41%

Object	Object Descr	2013 Budget	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	2013 YTD Amt	2013 YTD Balance	%YTD Budget
22900	DISPLAY/EXHIBITS	\$5,900.00	\$224.12	\$152.40	\$0.00	\$0.00	\$0.00	\$0.00	\$39.94	\$79.96	\$0.00	\$1,414.55	\$4,485.45	23.98%
23000	IS SUPPLIES	\$6,600.00	\$209.94	\$29.00	\$180.83	\$1,706.16	\$453.05	\$337.98	\$480.94	\$68.10	\$127.24	\$4,993.30	\$1,606.70	75.66%
23100	BUILDING MATERIAL	\$16,800.00	\$1,098.91	\$2,345.49	\$1,641.65	\$608.83	\$1,279.68	\$693.59	\$1,719.89	\$798.74	\$1,826.44	\$16,795.05	\$4.95	99.97%
23200	PAINT/PAINTING SUPPLIES	\$400.00	\$0.00	\$65.69	\$0.00	\$0.00	\$138.52	-\$10.00	\$0.00	\$0.00	\$0.00	\$194.21	\$205.79	48.55%
31100	CONSULTING SERVICES	\$12,000.00	\$0.00	\$0.00	\$0.00	\$1,670.53	\$80.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11,070.53	\$929.47	92.25%
31200	ENGINEERING/ARCHITEC	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%
31300	LEGAL SERVICES	\$28,500.00	\$4,043.86	\$2,062.00	\$702.98	\$302.93	\$12,266.45	\$810.00	\$3,025.12	\$150.65	\$1,378.69	\$28,971.36	-\$471.36	101.65%
31400	BUILDING SERVICES	\$32,000.00	\$1,119.00	\$1,423.40	\$162.00	\$1,639.86	\$4,034.74	\$1,853.10	\$2,876.26	\$2,327.30	\$5,845.35	\$31,437.54	\$562.46	98.24%
31500	MAINTENANCE	\$134,100.00	\$2,295.87	\$5,403.97	\$2,598.51	\$37,619.45	\$3,609.20	\$801.83	\$48,556.59	\$3,870.64	\$3,664.47	\$120,720.41	\$13,379.59	90.02%
31600	COMPUTER SERVICES	\$66,500.00	\$4,650.07	\$4,697.23	\$4,693.54	\$1,434.99	\$7,938.82	\$3,552.34	\$4,630.50	\$5,549.41	\$5,127.68	\$56,154.09	\$10,345.91	84.44%
31700	ADMIN/ACCOUNTING	\$44,100.00	\$2,780.46	\$3,326.69	\$2,683.51	\$2,866.18	\$3,150.22	\$2,654.69	\$2,886.35	\$2,498.78	\$3,599.54	\$38,719.99	\$5,380.01	87.80%
31750	COLLECTION AGENCY	\$24,000.00	\$2,371.75	\$1,485.70	\$1,065.05	\$1,396.20	\$1,566.25	\$1,104.80	\$1,736.30	\$0.00	\$2,640.25	\$17,742.85	\$6,257.15	73.93%
32100	TELEPHONE	\$30,900.00	\$2,558.87	\$2,413.38	\$965.03	\$4,167.44	\$2,623.80	\$3,881.04	\$2,897.23	\$2,357.95	\$2,464.00	\$31,670.39	-\$770.39	102.49%
32150	CABLE TV SERVICE	\$0.00	\$15.76	\$4.74	\$0.00	\$4.74	\$4.74	\$4.74	\$0.00	\$4.74	\$4.74	\$52.47	-\$52.47	0.00%
32200	POSTAGE	\$30,000.00	\$1,288.73	\$1,047.37	\$1,364.20	\$1,493.14	\$1,426.35	\$1,895.53	\$1,856.58	\$493.40	\$1,525.81	\$16,690.72	\$13,309.28	55.64%
32300	TRAVEL EXPENSE	\$10,000.00	\$24.93	\$118.87	\$98.83	\$0.00	\$70.31	\$0.00	\$156.99	\$0.00	\$38.24	\$508.17	\$9,491.83	5.08%
32400	PROFESSIONAL MTG/OFF	\$10,000.00	\$0.00	\$0.00	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$272.00	\$9,728.00	2.72%
32500	CONTINUING	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,750.00	\$0.00	\$0.00	\$500.00	\$2,910.00	\$7,090.00	29.10%
32501	ENCUMBERED	\$3,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,500.00	\$0.00	100.00%
32600	FREIGHT/DELIVERY	\$1,450.00	\$0.00	\$0.00	\$12.28	\$25.72	\$1,087.50	\$25.84	\$0.00	\$0.00	\$25.96	\$1,269.10	\$180.90	87.52%
33100	ADVERTISING/PUBLICATI	\$2,750.00	\$0.00	\$0.00	\$742.50	\$415.85	\$140.00	-\$39.01	\$120.49	\$0.00	\$59.29	\$1,534.72	\$1,215.28	55.81%
33200	PRINTING SERVICES	\$5,500.00	\$947.61	\$114.00	\$0.00	\$0.00	\$108.00	\$0.00	\$0.00	\$0.00	\$365.96	\$1,652.57	\$3,847.43	30.05%
34100	OFFICIAL BOND INS.	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$450.00	\$250.00	64.29%
34200	OTHER INSURANCE	\$60,400.00	\$2,078.00	\$0.00	-\$199.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$63,303.00	-\$2,903.00	104.81%
35100	GAS	\$3,100.00	\$387.83	\$121.47	\$0.00	\$155.54	\$383.67	\$98.79	\$105.12	\$187.59	\$413.39	\$2,630.52	\$469.48	84.86%
35200	ELECTRICITY	\$292,000.00	\$24,673.90	\$21,364.25	\$21,703.75	\$27,087.87	\$25,865.11	\$25,351.70	\$26,250.65	\$22,594.58	\$27,280.12	\$298,627.66	-\$6,627.66	102.27%
35300	WATER	\$25,900.00	\$1,103.07	\$1,108.17	\$6,288.04	\$2,050.01	\$2,358.95	\$2,342.20	\$2,294.85	\$1,981.00	\$1,291.12	\$24,209.28	\$1,690.72	93.47%
36100	BUILDING REPAIRS	\$19,000.00	\$2,233.98	\$0.00	\$11,196.25	\$4,492.60	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$24,439.31	-\$5,439.31	128.63%
36300	OTHER	\$10,200.00	\$1,033.90	\$232.99	\$445.00	\$444.24	\$395.00	\$0.00	\$345.70	\$3,294.85	\$256.27	\$8,189.45	\$2,010.55	80.29%
36400	VEHICLE	\$8,300.00	\$94.30	\$2,444.07	\$0.00	\$1,304.96	\$582.19	\$0.00	\$528.97	\$128.43	\$223.83	\$7,995.26	\$304.74	96.33%
36500	MATERIALS	\$3,000.00	\$0.00	\$114.09	\$0.00	\$185.59	\$0.00	\$0.00	\$363.32	\$0.00	\$0.00	\$1,325.72	\$1,674.28	44.19%
37100	REAL ESTATE	\$33,600.00	\$25.00	\$0.00	\$9,226.00	\$480.00	\$2,400.00	\$37.50	\$0.00	\$0.00	\$130.00	\$32,024.50	\$1,575.50	95.31%

Object	Object Descr	2013 Budget	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	2013 YTD Amt	2013 YTD Balance	%YTD Budget
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	\$100.00	0.00%
38450	DATABASES	\$91,701.00	\$11,299.69	\$50.00	\$36,050.00	\$9,321.74	\$0.00	\$1,499.00	\$14,857.64	\$18,433.00	\$22,101.80	\$114,987.82	-\$23,286.82	125.39%
38460	E-BOOKS	\$73,418.00	\$0.00	\$0.00	\$6,000.00	\$0.00	\$25,000.00	\$0.00	\$0.00	\$5,000.00	\$36,030.09	\$73,287.29	\$130.71	99.82%
39100	DUES/INSTITUTIONAL	\$7,380.00	\$0.00	\$0.00	\$0.00	\$250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$7,200.00	\$180.00	97.56%
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	\$2,500.00	0.00%
39400	TRANSFER TO LIRF	\$214,000.00	\$17,833.33	\$17,833.33	\$17,833.31	\$17,833.35	\$17,833.33	\$17,833.33	\$17,833.33	\$17,833.33	\$17,833.33	\$214,000.00	\$0.00	100.00%
39500	EDUCATIONAL/LICENSIN	\$3,400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,443.75	\$0.00	\$0.00	\$1,443.75	\$1,956.25	42.46%
44100	FURNITURE	\$0.00	\$0.00	\$536.76	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,236.55	-\$6,236.55	0.00%
44300	OTHER EQUIPMENT	\$16,000.00	\$0.00	\$2,256.21	\$319.00	\$0.00	\$250.00	\$0.00	\$363.66	\$0.00	\$0.00	\$4,081.73	\$11,918.27	25.51%
45100	BOOKS	\$594,454.00	\$48,001.23	\$41,154.56	\$63,835.88	\$46,784.19	\$62,696.20	\$20,082.12	\$85,014.39	\$23,887.01	\$43,564.92	\$579,425.95	\$15,028.05	97.47%
45200	PERIODICALS/NEWSPAPE	\$41,042.00	\$47.90	\$33.99	\$613.10	\$1,268.44	\$2,652.05	\$137.65	\$39.97	\$3.00	\$31,539.97	\$39,031.93	\$2,010.07	95.10%
45300	NONPRINT MATERIALS	\$369,585.00	\$28,716.07	\$30,342.92	\$36,150.56	\$33,940.47	\$40,184.28	\$14,525.48	\$52,212.82	\$14,856.39	\$30,947.64	\$363,239.81	\$6,345.19	98.28%
		\$7,818,019.99	\$568,014.68	\$656,948.53	\$626,567.05	\$640,188.25	\$670,053.39	\$450,152.33	\$703,900.60	\$634,491.04	\$655,697.42	\$7,486,324.60	\$331,695.39	95.76%

**MONROE COUNTY PUBLIC LIBRARY**

01/10/14 11:45 AM

Page 1

**LIRF Budget & Expenditure Report**

January 1, 2013 to December 31, 2013

12 months = 100%

Object	Object Descr	2013 Budget	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	YTD Amount	2013	2013
																YTD Balance	%YTD Budget
36100	BUILDING REPAIRS	\$20,000.00	\$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	\$20,000.00	0.00%
44300	OTHER EQUIPMENT	\$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	\$0.00	\$0.00	\$50,000.00	0.00%
44450	BUILDING RENOVATION	\$280,000.00	\$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	\$280,000.00	0.00%
		\$350,000.00	\$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	\$350,000.00	0.00%

**MONROE COUNTY PUBLIC LIBRARY**

01/09/14 4:22 PM

Page 1

**Debt Service Budget & Expenditures Report**

January 1, 2013 to December 31, 2013

12 months = 100%

Object Object Descr	2013 Budget	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	2013 YTD Amt	2013	2013	
															Balance	%YTD Budget	
37100 REAL ESTATE	\$600,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$296,436.14	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$300,071.25	\$596,507.39	\$3,492.61	99.42%
39200 INTEREST/TEMPO	\$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	\$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	\$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	\$0.00	\$0.00	0.00%
	\$600,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$296,436.14	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$300,071.25	\$596,507.39	\$3,492.61	99.42%

**MONROE COUNTY PUBLIC LIBRARY**

01/10/14 11:55 AM

Page 1

**Rainy Day Budget & Expenditures Report**

January 1, 2013 to December 31, 2013

12 months = 100%

Object	Object Descr	2013												2013	2013	2013		
		Budget	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	YTD Amt	YTD Balance	%YTD Budget	
31100	CONSULTING SERVICES	\$10,000.00	\$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	\$10,000.00	\$0.00	0.00%
31200	ENGINEERING/ARCHITECTURAL	\$30,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,244.71	\$9,326.96	\$6,339.90	\$0.00	\$11,088.00	\$29,999.57	\$0.43	100.00%	
31300	LEGAL SERVICES	\$10,000.00	\$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	\$10,000.00	\$0.00	0.00%
36100	BUILDING REPAIRS	\$20,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,386.30	\$0.00	\$1,166.53	\$1,600.00	\$2,494.00	\$14,646.83	\$5,353.17	73.23%	
44100	FURNITURE	\$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	\$0.00	\$0.00	\$25,000.00	\$0.00	0.00%
44300	OTHER EQUIPMENT	\$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	\$0.00	\$0.00	\$25,000.00	\$0.00	0.00%
44450	BUILDING RENOVATION	\$280,000.00	\$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	\$280,000.00	\$0.00	0.00%
		\$400,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12,631.01	\$9,326.96	\$7,506.43	\$1,600.00	\$13,582.00	\$44,646.40	\$355,353.60	11.16%	

**MONROE COUNTY PUBLIC LIBRARY**

**Special Revenue Budget & Expenditure Report**

January 1, 2013 to December 31, 2013

12 months = 100%

Objec	Object Descr	2013 Budget	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	YTD Amount	2013 YTD Balance	2013 %YTD Budget
11300	PROF/SUPERVISORS	\$61,430.17	\$7,088.16	\$4,725.43	\$4,725.43	\$4,725.44	\$4,725.44	\$4,725.44	\$7,088.15	\$4,725.43	\$61,430.67	-\$0.50	100.00%
11400	PROFESSIONAL ASSISTANT	\$123,662.53	\$14,268.75	\$9,512.49	\$9,512.51	\$9,512.50	\$9,512.50	\$9,512.50	\$14,268.75	\$9,512.48	\$123,662.46	\$0.07	100.00%
11600	CLERICAL ASSISTANTS	\$179,261.78	\$21,235.34	\$13,130.15	\$13,584.32	\$13,778.39	\$13,982.28	\$14,450.85	\$21,042.77	\$14,016.70	\$180,052.29	-\$790.51	100.44%
11800	TEMPORAY STAFF	\$11,000.00	\$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	\$22,590.01	\$2,501.46	\$1,608.04	\$1,631.88	\$1,651.07	\$1,666.55	\$1,705.89	\$2,498.95	\$1,667.15	\$21,499.29	\$1,090.72	95.17%
12300	PERF/EMPLOYER	\$36,685.86	\$2,192.05	\$2,198.31	\$3,265.51	\$2,176.38	\$2,182.26	\$1,096.59	\$2,177.97	\$3,273.36	\$28,700.10	\$7,985.76	78.23%
12350	PERF/EMPLOYEE CONTRIB.	\$0.00	\$657.61	\$659.50	\$653.02	\$652.92	\$654.68	\$328.98	\$653.40	\$982.02	\$7,861.01	-\$7,861.01	0.00%
12400	INS/EMPLOYER	\$70,000.00	\$1,050.00	\$4,585.67	\$11,918.44	\$10,695.20	\$0.00	\$7,755.89	\$520.53	\$4,585.67	\$74,221.37	-\$4,221.37	106.03%
12500	MEDICARE/EMPLOYER	\$5,283.14	\$585.02	\$376.07	\$381.65	\$386.15	\$389.75	\$398.95	\$584.44	\$389.88	\$5,028.05	\$255.09	95.17%
13100	WORK STUDY	\$500.00	\$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	\$500.00	0.00%
21300	OFFICE SUPPLIES	\$500.00	\$0.00	\$0.00	\$0.00	\$68.69	\$0.00	\$0.00	\$0.00	\$0.00	\$68.69	\$431.31	13.74%
21350	GENERAL SUPPLIES	\$0.00	\$0.00	\$83.94	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$83.94	-\$83.94	0.00%
21400	DUPLICATING	\$200.00	\$0.00	\$0.00	\$90.96	\$0.00	\$0.00	\$0.00	\$0.00	\$51.98	\$213.91	-\$13.91	106.96%
22200	FUEL/OIL/LUBRICANTS	\$1,000.00	\$38.88	\$38.85	\$89.42	\$37.32	\$39.96	\$77.77	\$0.00	\$30.91	\$553.92	\$446.08	55.39%
22700	VIDEO TAPE/MEDIA	\$17,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,557.41	\$9,313.06	\$7,686.94	54.78%
23000	IS SUPPLIES	\$1,000.00	\$0.00	\$532.01	\$99.00	\$0.00	\$252.84	\$0.00	\$0.00	\$0.00	\$883.85	\$116.15	88.39%
23500	VIDEO MATERIALS/CATS	\$10,000.00	\$1,541.90	\$1,112.23	\$491.43	\$0.00	\$61.47	\$0.00	\$406.01	\$857.83	\$5,319.06	\$4,680.94	53.19%
31100	CONSULTING SERVICES	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,235.00	\$0.00	\$0.00	\$0.00	\$1,570.00	\$3,430.00	31.40%
31300	LEGAL SERVICES	\$750.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$750.00	0.00%
31500	MAINTENANCE CONTRACTS	\$0.00	\$0.00	\$0.00	\$0.00	\$119.40	\$0.00	\$0.00	\$0.00	\$0.00	\$119.40	-\$119.40	0.00%
31600	COMPUTER SERVICES	\$0.00	\$49.90	\$49.90	\$49.90	\$49.90	\$49.90	\$49.90	\$49.90	\$49.97	\$598.80	-\$598.80	0.00%
31650	DIGITIZATION SERVICES	\$2,500.00	\$1,415.00	\$0.00	\$1,705.00	\$0.00	\$2,200.00	\$2,835.00	\$3,445.00	\$4,040.00	\$20,170.00	-\$17,670.00	806.80%
31700	ADMIN/ACCOUNTING	\$0.00	\$12.34	\$5.54	\$1.81	\$2.50	\$2.11	\$2.21	\$2.68	\$9.87	\$58.92	-\$58.92	0.00%
32100	TELEPHONE	\$3,500.00	\$247.26	\$11.06	\$494.07	\$246.93	\$246.93	\$256.15	\$248.83	\$248.83	\$3,034.84	\$465.16	86.71%
32150	CABLE TV SERVICE	\$0.00	\$11.06	\$0.00	\$11.06	\$11.06	\$11.06	\$0.00	\$11.06	\$11.06	\$85.67	-\$85.67	0.00%
32200	POSTAGE	\$750.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$750.00	0.00%
32300	TRAVEL EXPENSE	\$500.00	\$560.72	\$601.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,162.22	-\$662.22	232.44%

Objec Object Descr	2013 Budget	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	YTD Amount	2013 YTD Balance	2013 %YTD Budget
32400 PROFESSIONAL MTG/OFF SITE	\$500.00	\$575.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$575.00	-\$75.00	115.00%
32600 FREIGHT/DELIVERY	\$500.00	\$0.00	\$0.00	\$0.00	\$10.87	\$0.00	\$0.00	\$0.00	\$0.00	\$10.87	\$489.13	2.17%
36300 OTHER EQUIP/FURNITURE	\$6,000.00	\$187.00	\$35.00	\$230.00	\$0.00	\$35.00	\$0.00	\$0.00	\$0.00	\$1,097.25	\$4,902.75	18.29%
37100 REAL ESTATE	\$3,500.00	\$0.00	\$696.00	\$0.00	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,199.50	\$300.50	91.41%
39100 DUES/INSTITUTIONAL	\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$732.00	\$0.00	\$160.00	\$1,792.00	-\$292.00	119.47%
39500 EDUCATIONAL/LICENSING	\$400.00	\$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 SERVICES	\$10,000.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00	\$10,000.00	\$0.00	100.00%
44100 FURNITURE	\$1,200.00	\$0.00	\$0.00	\$0.00	\$45.91	\$0.00	\$0.00	\$0.00	\$0.00	\$45.91	\$1,154.09	3.83%
44700 EQUIPMENT - CATS	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$352.02	\$49,647.98	0.70%
44750 SOFTWARE - CATS	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
	\$632,213.49	\$54,217.45	\$42,461.69	\$48,935.41	\$47,270.63	\$37,247.73	\$43,928.12	\$52,998.44	\$54,670.55	\$562,764.07	\$69,449.42	89.01%



**MONROE COUNTY PUBLIC LIBRARY**

01/10/14 11:40 AM

Page 1

**LCPF Budget & Expenditure Report**

January 1, 2013 to December 31, 2013

12 months = 100%

Object	Object Descr	2013 Budget	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	YTD Amount	2013 YTD Balance	2013 %YTD Budget
44601	ENCUMBERED IS	\$10,975.00	\$10,817.71	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,817.71	\$157.29	98.57%
		\$10,975.00	\$10,817.71	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,817.71	\$157.29	98.57%

**MONROE COUNTY PUBLIC LIBRARY**

**Gen. Obligation Bond Budget & Expenditure**

January 1, 2013 to December 31, 2013

12 months = 100%

Object	Object Descr	2013 Budget	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	YTD Amount	2013	2013
														YTD Balance	%YTD Budget
31100	CONSULTING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,625.00	\$0.00	\$2,625.00	-\$2,625.00	0.00%
31200	ENGINEERING/ARCHIT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12,154.60	\$12,154.60	-\$12,154.60	0.00%
31300	LEGAL SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11,500.00	-\$11,500.00	0.00%
31700	ADMIN/ACCOUNTING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$250.00	\$22,778.82	-\$22,778.82	0.00%
33100	ADVERTISING/PUBLIC	\$0.00	\$195.18	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$389.44	-\$389.44	0.00%
44300	OTHER EQUIPMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$24,075.25	-\$24,075.25	0.00%
44450	BUILDING	\$0.00	\$3,000.00	\$0.00	\$2,995.00	\$0.00	\$11,000.00	\$10,000.00	\$15,833.65	\$0.00	\$3,977.50	\$0.00	\$46,806.15	-\$46,806.15	0.00%
44600	IS EQUIPMENT	\$58,000.00	\$4,900.00	\$11,790.44	\$31,442.49	\$29,050.31	\$23,098.90	\$900.00	\$4,905.00	\$0.00	\$0.00	\$12,268.00	\$118,355.14	-\$60,355.14	204.06%
44650	IS SOFTWARE	\$25,000.00	\$159.00	\$99.98	\$0.00	\$0.00	\$2,553.00	\$0.00	\$2,500.00	\$5.34	\$228.14	\$3,250.00	\$13,519.26	\$11,480.74	54.08%
44700	EQUIPMENT - CATS	\$45,000.00	\$0.00	\$2,789.00	\$6,325.49	\$7,806.21	\$0.00	\$8,470.58	\$159.99	\$660.25	\$0.00	\$7,648.08	\$34,413.00	\$10,587.00	76.47%
44750	SOFTWARE - CATS	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,541.80	\$0.00	\$0.00	\$0.00	\$2,541.80	\$2,458.20	50.84%
		\$133,000.00	\$8,254.18	\$14,679.42	\$40,762.98	\$36,856.52	\$36,651.90	\$19,870.58	\$25,940.44	\$665.59	\$6,830.64	\$35,570.68	\$289,158.46	-\$156,158.46	217.41%

**MONROE COUNTY PUBLIC LIBRARY**

01/10/14 11:30 AM

Page 1

**Expenditure Summary compared to last year**  
**2013 compared to 2012: Period Ending December**

Fund	Fund Descr	2013 Budget	December 2013 Amt	2013 YTD Amt	2012 Budget	December 2012 Amt	2012 YTD Amt	%Last YR YTD Diff
001	OPERATING	\$7,818,019.99	\$655,697.42	\$7,486,324.60	\$7,641,343.13	\$667,378.59	\$7,242,364.91	3.37%
002	JAIL	\$0.00	\$310.26	\$6,000.00	\$0.00	\$586.19	\$6,000.00	0.00%
003	CLEARING	\$0.00	-\$4,598.36	\$19,634.89	\$0.00	\$160.00	\$872.50	2150.42%
004	GIFT UNRESTRICTED	\$0.00	\$0.00	\$6,466.67	\$0.00	\$23.04	\$33,506.14	-80.70%
005	PLAC	\$0.00	\$0.00	\$10,250.00	\$0.00	\$0.00	\$10,950.00	-6.39%
006	RETIREEES	\$0.00	\$103.17	\$5,919.85	\$0.00	\$179.14	\$19,672.77	-69.91%
007	LIRF	\$350,000.00	\$0.00	\$0.00	\$350,000.00	\$0.00	\$9,562.15	-100.00%
008	DEBT SERVICE	\$600,000.00	\$300,071.25	\$596,507.39	\$322,088.00	\$0.00	\$278,999.20	113.80%
009	RAINY DAY	\$400,000.00	\$13,582.00	\$44,646.40	\$410,000.00	\$17,728.86	\$47,602.46	-6.21%
010	PAYROLL	\$0.00	\$333,801.12	\$4,215,226.48	\$0.00	\$329,110.17	\$4,108,773.15	2.59%
011	INVESTMENT-GIFT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
012	TEEN COUNCIL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
015	LSTA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
016	GIFT-RESTRICED	\$0.00	\$6,967.60	\$74,711.55	\$0.00	\$9,838.07	\$90,712.09	-17.64%
017	LEVY EXCESS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
018	IN KIND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
019	GIFT-FOUNDATION	\$101,850.00	\$5,651.06	\$87,743.90	\$0.00	\$9,804.97	\$90,512.20	-3.06%
020	SPECIAL REVENUE	\$632,213.49	\$54,670.55	\$562,764.07	\$642,803.96	\$54,789.69	\$597,712.48	-5.85%
021	CAPITAL PROJECTS	\$10,975.00	\$0.00	\$10,817.71	\$543,411.00	\$4,060.29	\$120,363.10	-91.01%
022	GATES HARDWARE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
023	LSTA-CIVIL WAR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
024	FINRA GRANT	\$0.00	\$0.00	\$17,644.33	\$0.00	\$4,282.76	\$37,488.10	-52.93%
025	LSTA-SMITHVILLE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
026	GENERAL	\$133,000.00	\$35,570.68	\$289,158.46	\$0.00	\$12,963.46	\$13,204.38	2089.87%
027	COMMUNITY FDTN	\$26,000.00	\$1,496.90	\$20,481.54	\$0.00	\$0.00	\$0.00	0.00%
		\$10,072,058.48	\$1,403,323.65	\$13,454,297.84	\$9,909,646.09	\$1,110,905.23	\$12,708,295.63	5.87%

**MONROE COUNTY PUBLIC LIBRARY**

01/10/14 12:00 PM

Page 1

**Revenue Totals Budget Forms (all funds)**

Source Descr	2013 YTD Budget	May	June	July	Aug	Sept	Oct	Nov	Dec	2013 YTD Amt	2013 YTD Balance	2013 % of Budget
<b>Fund 001 OPERATING</b>												
PROPERTY	\$5,163,373.00	\$2,023,959.11	\$822,687.62	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,253,090.57	\$5,099,737.30	\$63,635.70	98.77%
INTANGIBLES TAX	\$10,500.00	\$8,139.42	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,002.74	\$17,142.16	-\$6,642.16	163.26%
LICENSE EXCISE TAX	\$330,000.00	\$0.00	\$175,447.81	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$187,085.51	\$389,604.41	-\$59,604.41	118.06%
COUNTY OPTION	\$1,954,656.00	\$172,969.23	\$172,969.23	\$172,969.23	\$172,969.23	\$172,969.23	\$172,969.23	\$172,969.23	\$172,969.23	\$2,075,630.76	-\$120,974.76	106.19%
COMMERCIAL	\$37,000.00	\$19,055.87	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,513.00	\$44,568.87	-\$7,568.87	120.46%
US FORESTRY FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ELL COPIERS/PRINTERS	\$0.00	\$468.07	\$283.66	\$673.72	\$394.39	\$343.75	\$418.63	\$218.13	\$291.93	\$4,647.61	-\$4,647.61	0.00%
LOST/DAMAGED	\$0.00	\$1,644.68	\$2,061.67	\$1,981.23	\$2,442.37	\$2,126.12	\$1,992.59	\$2,125.96	\$1,508.90	\$25,099.79	-\$25,099.79	0.00%
FINES/FEES	\$175,000.00	\$13,492.21	\$12,098.84	\$13,856.18	\$12,338.21	\$12,207.32	\$12,533.10	\$10,860.55	\$11,681.26	\$151,463.57	\$23,536.43	86.55%
COLLECTION AGENCY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
BLGTN	\$10,000.00	\$911.65	\$317.40	\$1,838.60	\$1,192.65	\$869.01	\$1,345.09	\$812.95	\$714.75	\$12,517.10	-\$2,517.10	125.17%
MISCELLANEOUS	\$0.00	\$1,579.97	\$815.42	\$14,844.32	\$628.66	\$226.34	-\$14,146.21	\$57.77	\$146.51	\$11,652.61	-\$11,652.61	0.00%
PUBLIC LIBRARY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MEETING ROOM FEES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
PLAC DISTRIBUTION	\$10,000.00	\$0.00	\$0.00	\$0.00	\$17,280.05	\$0.00	\$0.00	\$0.00	\$0.00	\$17,280.05	-\$7,280.05	172.80%
REALESTATE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
STATE DISTRIBUTION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
READER PRINTER	\$0.00	\$114.30	\$79.05	\$118.40	\$130.25	\$140.61	\$237.50	\$12.40	\$24.40	\$1,582.93	-\$1,582.93	0.00%
OBITS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$261.97	\$207.28	\$469.25	-\$469.25	0.00%
COIN TELEPHONE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTEREST FROM	\$6,000.00	\$970.63	\$1,198.58	\$1,381.12	\$1,282.49	\$1,167.07	\$1,077.96	\$919.96	\$967.08	\$13,267.99	-\$7,267.99	221.13%
TEMPORARY LOANS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CABLE ACCESS FEES -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CABLE ACCESS FEES -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CABLE ACCESS FEES -	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
RENT INCOME	\$6,000.00	\$0.00	\$0.00	\$1,800.00	\$0.00	\$300.00	\$0.00	\$300.00	\$1,800.00	\$4,350.00	\$1,650.00	72.50%
LSTA INKIND GRANT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Fund 001 OPERATING</b>	<b>\$7,702,529.00</b>	<b>\$2,243,305.14</b>	<b>\$1,187,959.28</b>	<b>\$209,462.80</b>	<b>\$208,658.30</b>	<b>\$190,349.45</b>	<b>\$176,427.89</b>	<b>\$188,538.92</b>	<b>\$2,665,003.16</b>	<b>\$7,869,014.40</b>	<b>-\$166,485.40</b>	<b>102.16%</b>
<b>Fund 002 JAIL</b>												

Source Descr	2013 YTD Budget	May	June	July	Aug	Sept	Oct	Nov	Dec	2013 YTD Amt	2013 YTD Balance	% of Budget
RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,000.00	-\$6,000.00	0.00%
Fund 002 JAIL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,000.00	-\$6,000.00	0.00%
Fund 003 CLEARING												
CONFERENCE/RECEIPT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
REALESTATE	\$0.00	\$0.00	\$0.00	\$0.00	\$825.00	\$0.00	\$0.00	\$0.00	\$0.00	\$825.00	-\$825.00	0.00%
YMCA RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
PHONE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MCPLF CC RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MCPLF RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ILL FINES/FEES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20.00	\$10.00	\$0.00	\$30.00	-\$30.00	0.00%
REIMBURSEMENT/CLE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INSURANCE/COBRA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,579.06	\$754.33	\$0.00	\$0.00	\$2,333.39	-\$2,333.39	0.00%
FEMA/CLEARING FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INSURANCE/CLAIMS-	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$18,267.37	-\$18,267.37	0.00%
Fund 003 CLEARING	\$0.00	\$0.00	\$0.00	\$0.00	\$825.00	\$1,579.06	\$774.33	\$10.00	\$0.00	\$21,455.76	-\$21,455.76	0.00%
Fund 004 GIFT UNRESTRICTED												
MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTEREST FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TRANSFER FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
UNRESTRICTED GIFT	\$0.00	\$422.04	\$277.73	\$658.25	\$113.43	\$140.49	\$236.51	\$116.77	\$162.76	\$3,277.26	-\$3,277.26	0.00%
INTEREST/DIVIDEND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 004 GIFT	\$0.00	\$422.04	\$277.73	\$658.25	\$113.43	\$140.49	\$236.51	\$116.77	\$162.76	\$3,277.26	-\$3,277.26	0.00%
Fund 005 PLAC												
PUBLIC LIBRARY	\$0.00	\$500.00	\$800.00	\$650.00	\$600.00	\$950.00	\$850.00	\$550.00	\$900.00	\$10,150.00	-\$10,150.00	0.00%
Fund 005 PLAC	\$0.00	\$500.00	\$800.00	\$650.00	\$600.00	\$950.00	\$850.00	\$550.00	\$900.00	\$10,150.00	-\$10,150.00	0.00%
Fund 006 RETIREES												
RETIREES INSURANCE	\$0.00	\$516.77	\$510.55	\$510.55	\$103.17	\$103.17	\$103.17	\$103.17	\$103.17	\$5,919.85	-\$5,919.85	0.00%
Fund 006 RETIREES	\$0.00	\$516.77	\$510.55	\$510.55	\$103.17	\$103.17	\$103.17	\$103.17	\$103.17	\$5,919.85	-\$5,919.85	0.00%
Fund 007 LIRF												
MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

Source Descr	2013 YTD Budget	May	June	July	Aug	Sept	Oct	Nov	Dec	2013 YTD Amt	2013 YTD Balance	% of Budget
LIRF RECEIPTS	\$0.00	\$0.00	\$107,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$107,000.00	\$214,000.00	-\$214,000.00	0.00%
INTEREST FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TEMPORARY LOANS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TRANSFER FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
RENT INCOME	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 007 LIRF	\$0.00	\$0.00	\$107,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$107,000.00	\$214,000.00	-\$214,000.00	0.00%
Fund 008 DEBT SERVICE												
PROPERTY	\$600,000.00	\$0.00	\$327,521.15	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$259,229.53	\$586,750.68	\$13,249.32	97.79%
INTANGIBLES TAX	\$500.00	\$458.58	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,035.81	\$1,494.39	-\$994.39	298.88%
LICENSE EXCISE TAX	\$10,000.00	\$0.00	\$20,186.14	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$21,525.14	\$42,608.71	-\$32,608.71	426.09%
COMMERCIAL	\$2,000.00	\$6,457.13	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,457.13	-\$4,457.13	322.86%
US FORESTRY FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTEREST FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TEMPORARY LOANS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TRANSFER FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 008 DEBT	\$612,500.00	\$6,915.71	\$347,707.29	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$281,790.48	\$637,310.91	-\$24,810.91	104.05%
Fund 009 RAINY DAY												
COUNTY OPTION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTEREST FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MCPL OPERATING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 009 RAINY DAY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 010 PAYROLL												
GROSS PAYROLL	\$0.00	\$489,048.64	\$323,651.51	\$323,210.20	\$317,785.57	\$321,327.39	\$324,235.09	\$486,137.86	\$326,777.74	\$4,216,731.26	-\$4,216,731.26	0.00%
Fund 010 PAYROLL	\$0.00	\$489,048.64	\$323,651.51	\$323,210.20	\$317,785.57	\$321,327.39	\$324,235.09	\$486,137.86	\$326,777.74	\$4,216,731.26	-\$4,216,731.26	0.00%
Fund 013 PETTY CASH												
RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 013 PETTY CASH	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 014 CHANGE												
RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 014 CHANGE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

Source Descr	2013 YTD Budget	May	June	July	Aug	Sept	Oct	Nov	Dec	2013 YTD Amt	2013 YTD Balance	% of Budget
Fund 016 GIFT-RESTRICED												
MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTEREST FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
RECEIPTS	\$0.00	\$11,936.85	\$0.00	\$0.00	\$11,927.97	\$0.00	\$0.00	\$12,106.67	\$8,731.18	\$55,751.92	-\$55,751.92	0.00%
TRANSFER FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
RESTRICED GIFT	\$0.00	\$1,315.00	\$975.00	\$4,721.53	\$400.00	\$1,015.61	\$600.00	\$400.00	\$2,100.00	\$26,847.14	-\$26,847.14	0.00%
INTEREST/DIVIDEND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 016 GIFT-	\$0.00	\$13,251.85	\$975.00	\$4,721.53	\$12,327.97	\$1,015.61	\$600.00	\$12,506.67	\$10,831.18	\$82,599.06	-\$82,599.06	0.00%
Fund 019 GIFT-FOUNDATION												
MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
RESTRICED GIFT	\$0.00	\$0.00	\$0.00	\$0.00	\$18,750.00	\$18,750.00	\$0.00	\$18,750.00	\$0.00	\$102,724.95	-\$102,724.95	0.00%
Fund 019 GIFT-	\$0.00	\$0.00	\$0.00	\$0.00	\$18,750.00	\$18,750.00	\$0.00	\$18,750.00	\$0.00	\$102,724.95	-\$102,724.95	0.00%
Fund 020 SPECIAL REVENUE												
MISCELLANEOUS	\$0.00	\$425.00	\$190.00	\$65.00	\$90.00	\$60.00	\$80.00	\$90.00	\$350.00	\$2,055.00	-\$2,055.00	0.00%
CABLE ACCESS FEES -	\$0.00	\$0.00	\$0.00	\$0.00	\$198,784.00	\$0.00	\$0.00	\$99,392.00	\$0.00	\$397,568.00	-\$397,568.00	0.00%
CABLE ACCESS FEES -	\$0.00	\$56,832.50	\$0.00	\$0.00	\$56,832.50	\$0.00	\$0.00	\$56,832.50	\$0.00	\$227,330.00	-\$227,330.00	0.00%
CABLE ACCESS FEES -	\$0.00	\$0.00	\$3,443.00	\$0.00	\$0.00	\$3,443.00	\$0.00	\$0.00	\$3,443.00	\$13,772.00	-\$13,772.00	0.00%
CONTRACT-	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 020 SPECIAL	\$0.00	\$57,257.50	\$3,633.00	\$65.00	\$255,706.50	\$3,503.00	\$80.00	\$156,314.50	\$3,793.00	\$640,725.00	-\$640,725.00	0.00%
Fund 021 CAPITAL PROJECTS												
PROPERTY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTANGIBLES TAX	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
LICENSE EXCISE TAX	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,919.01	-\$2,919.01	0.00%
COMMERCIAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTEREST FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TEMPORARY LOANS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 021 CAPITAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,919.01	-\$2,919.01	0.00%
Fund 024 FINRA GRANT												
RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 024 FINRA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

Source Descr	2013 YTD Budget	May	June	July	Aug	Sept	Oct	Nov	Dec	2013 YTD Amt	2013 YTD Balance	% of Budget
Fund 026 GENERAL OBLIGATION BOND												
BOND SALE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 026 GENERAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 027 COMMUNITY FDTN GRANT												
RECEIPTS	\$26,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,000.00	\$0.00	\$26,000.00	\$0.00	100.00%
Fund 027 COMMUNITY	\$26,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,000.00	\$0.00	\$26,000.00	\$0.00	100.00%
	\$8,341,029.00	\$2,811,217.65	\$1,972,514.36	\$539,278.33	\$814,869.94	\$537,718.17	\$503,306.99	\$876,027.89	\$3,396,361.49	\$13,838,827.46	-\$5,497,798.46	165.91%



MONROE COUNTY PUBLIC LIBRARY

01/09/14 4:18 PM

Page 1

Cash Balances by fund  
Current Period: December 2013

FUND Descr	12/01/2013	MTD Debit	MTD Credit	12/31/13 Bal Sht Descr
OPERATING	\$1,912.60	\$0.52	\$0.00	\$1,913.12 CHASE/BANK ONE SAVINGS
OPERATING	\$11,476.45	\$6,120.67	\$0.00	\$17,597.12 ONB/MONROE BANK CHECKING
OPERATING	\$17,060.22	\$8,719.70	\$0.00	\$25,779.92 GERMAN AMER./UNITED COMMERCE
OPERATING	-\$390,509.55	\$1,582,397.65	\$757,278.89	\$434,609.21 FIFTH THIRD BANK CHECKING
OPERATING	\$918.10	\$1,960,179.42	\$880,000.00	\$1,081,097.52 FIFTH THIRD BANK SAVINGS
Fund 001 OPERATING	-\$359,142.18	\$3,557,417.96	\$1,637,278.89	\$1,560,996.89
CLEARING	\$10.00	\$0.00	\$0.00	\$10.00 ONB/MONROE BANK CHECKING
CLEARING	-\$2,787.49	\$4,647.13	\$48.77	\$1,810.87 FIFTH THIRD BANK CHECKING
Fund 003 CLEARING	-\$2,777.49	\$4,647.13	\$48.77	\$1,820.87
GIFT UNRESTRICTED	\$294.23	\$158.76	\$0.00	\$452.99 ONB/MONROE BANK CHECKING
GIFT UNRESTRICTED	\$11.00	\$4.00	\$0.00	\$15.00 GERMAN AMER./UNITED COMMERCE
GIFT UNRESTRICTED	\$8,877.68	\$0.00	\$0.00	\$8,877.68 FIFTH THIRD BANK CHECKING
Fund 004 GIFT UNRESTRICTED	\$9,182.91	\$162.76	\$0.00	\$9,345.67
PLAC	\$150.00	\$300.00	\$0.00	\$450.00 ONB/MONROE BANK CHECKING
PLAC	\$750.00	\$600.00	\$0.00	\$1,350.00 GERMAN AMER./UNITED COMMERCE
PLAC	\$500.00	\$0.00	\$0.00	\$500.00 FIFTH THIRD BANK CHECKING
Fund 005 PLAC	\$1,400.00	\$900.00	\$0.00	\$2,300.00
LIRF	\$10,013.55	\$0.00	\$0.00	\$10,013.55 CHASE/BANK ONE SAVINGS
LIRF	\$20,692.32	\$0.00	\$0.00	\$20,692.32 FIFTH THIRD BANK CHECKING
LIRF	\$696,518.58	\$107,000.00	\$0.00	\$803,518.58 FIFTH THIRD BANK SAVINGS
LIRF	\$500.00	\$0.00	\$0.00	\$500.00 5-3 LIQUIDITY MGMT ACCT
LIRF	\$500,000.00	\$0.00	\$0.00	\$500,000.00 INVESTMENT CD s
Fund 007 LIRF	\$1,227,724.45	\$107,000.00	\$0.00	\$1,334,724.45
DEBT SERVICE	\$91,831.80	\$613,576.40	\$650,071.25	\$55,336.95 FIFTH THIRD BANK CHECKING
DEBT SERVICE	\$0.00	\$575,417.72	\$557,203.64	\$18,214.08 FIFTH THIRD BANK SAVINGS
Fund 008 DEBT SERVICE	\$91,831.80	\$1,188,994.12	\$1,207,274.89	\$73,551.03
RAINY DAY	\$45,251.62	\$350,000.00	\$383,582.00	\$11,669.62 FIFTH THIRD BANK CHECKING
RAINY DAY	\$1,044,339.76	\$370,000.00	\$350,000.00	\$1,064,339.76 FIFTH THIRD BANK SAVINGS
RAINY DAY	\$500.00	\$0.00	\$0.00	\$500.00 5-3 LIQUIDITY MGMT ACCT
RAINY DAY	\$500,000.00	\$0.00	\$0.00	\$500,000.00 INVESTMENT CD s
Fund 009 RAINY DAY	\$1,590,091.38	\$720,000.00	\$733,582.00	\$1,576,509.38
PAYROLL	\$22,253.48	\$326,777.74	\$333,801.12	\$15,230.10 FIFTH THIRD BANK CHECKING
Fund 010 PAYROLL	\$22,253.48	\$326,777.74	\$333,801.12	\$15,230.10
GIFT-RESTRICED	\$400.00	\$9,531.18	\$0.00	\$9,931.18 ONB/MONROE BANK CHECKING

FUND Descr	12/01/2013	MTD Debit	MTD Credit	12/31/13	Bal Sht Descr
GIFT-RESTRICED	\$32,145.86	\$1,303.55	\$6,971.15	\$26,478.26	FIFTH THIRD BANK CHECKING
GIFT-RESTRICED	\$50,000.00	\$0.00	\$0.00	\$50,000.00	FIFTH THIRD BANK SAVINGS
Fund 016 GIFT-RESTRICED	\$82,545.86	\$10,834.73	\$6,971.15	\$86,409.44	
GIFT-FOUNDATION	\$1.25	\$0.00	\$0.00	\$1.25	ONB/MONROE BANK CHECKING
GIFT-FOUNDATION	\$28,959.35	\$3.63	\$5,654.69	\$23,308.29	FIFTH THIRD BANK CHECKING
Fund 019 GIFT-FOUNDATION	\$28,960.60	\$3.63	\$5,654.69	\$23,309.54	
SPECIAL REVENUE	\$0.00	\$3,443.00	\$0.00	\$3,443.00	ONB/MONROE BANK CHECKING
SPECIAL REVENUE	\$155.39	\$350.00	\$9.87	\$495.52	GERMAN AMER./UNITED COMMERCE
SPECIAL REVENUE	\$300,351.28	\$69.39	\$284,730.07	\$15,690.60	FIFTH THIRD BANK CHECKING
SPECIAL REVENUE	\$0.00	\$230,000.00	\$0.00	\$230,000.00	FIFTH THIRD BANK SAVINGS
Fund 020 SPECIAL REVENUE	\$300,506.67	\$233,862.39	\$284,739.94	\$249,629.12	
CAPITAL PROJECTS	\$772.58	\$0.00	\$0.00	\$772.58	FIFTH THIRD BANK CHECKING
CAPITAL PROJECTS	\$418,084.10	\$0.00	\$0.00	\$418,084.10	FIFTH THIRD BANK SAVINGS
Fund 021 CAPITAL PROJECTS	\$418,856.68	\$0.00	\$0.00	\$418,856.68	
FINRA GRANT	\$385.94	\$0.00	\$0.00	\$385.94	FIFTH THIRD BANK CHECKING
Fund 024 FINRA GRANT	\$385.94	\$0.00	\$0.00	\$385.94	
GENERAL OBLIGATION BOND	\$185,569.56	\$142,796.36	\$315,570.68	\$12,795.24	FIFTH THIRD BANK CHECKING
GENERAL OBLIGATION BOND	\$1,342,238.28	\$280,000.00	\$142,796.36	\$1,479,441.92	FIFTH THIRD BANK SAVINGS
Fund 026 GENERAL OBLIGATION BOND	\$1,527,807.84	\$422,796.36	\$458,367.04	\$1,492,237.16	
COMMUNITY FDTN GRANT	\$7,015.36	\$0.00	\$1,496.90	\$5,518.46	FIFTH THIRD BANK CHECKING
Fund 027 COMMUNITY FDTN GRANT	\$7,015.36	\$0.00	\$1,496.90	\$5,518.46	
	\$4,946,643.30	\$6,573,396.82	\$4,669,215.39	\$6,850,824.73	

**MONROE COUNTY PUBLIC LIBRARY**

01/09/14 3:15 PM  
Page 1

**\*Check Reconciliation©**

**CHASE BANK SAVINGS**

**06110 BANKONESV**

**December 2013**

**Account Summary**

Beginning Balance	12/1/2013	\$11,926.15
+ Receipts/Deposits		\$0.52
- Payments (Checks and		\$0.00
Ending Balance as	12/31/2013	\$11,926.67

**Check Book**

Active	G 001-06110	OPERATING	\$1,913.12
Active	G 004-06110	GIFT UNRESTRICTED	\$0.00
Active	G 007-06110	LIRF	\$10,013.55
Active	G 008-06110	DEBT SERVICE	\$0.00
Active	G 009-06110	RAINY DAY	\$0.00
Active	G 010-06110	PAYROLL	\$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	<b>\$11,926.67</b>

Beginng Balance	\$11,926.15
+ Total Deposits	\$0.52
- Checks Written	\$0.00

Check Book	\$11,926.67
Difference	\$0.00

**MONROE COUNTY PUBLIC LIBRARY**

01/09/14 3:27 PM  
Page 1

**\*Check Reconciliation©  
ONB MONROE CHECKING  
06300 ONB/MONROE  
December 2013**

**Account Summary**

Beginning Balance	12/1/2013	\$12,331.93
+ Receipts/Deposits		\$19,553.61
- Payments (Checks and		\$0.00
Ending Balance as	12/31/2013	\$31,885.54

**Check Book**

Active	G 001-06300	OPERATING	\$17,597.12
Active	G 002-06300	JAIL	\$0.00
Active	G 003-06300	CLEARING	\$10.00
Active	G 004-06300	GIFT UNRESTRICTED	\$452.99
Active	G 005-06300	PLAC	\$450.00
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	\$9,931.18
Active	G 019-06300	GIFT-FOUNDATION	\$1.25
Active	G 020-06300	SPECIAL REVENUE	\$3,443.00
Active	G 024-06300	FINRA GRANT	\$0.00
		Cash	<b>\$31,885.54</b>
	Beginng Balance	\$12,331.93	
	+ Total Deposits	\$19,553.61	
	- Checks Written	\$0.00	
	Check Book	\$31,885.54	
	Difference	\$0.00	

MONROE COUNTY PUBLIC LIBRARY

01/09/14 3:41 PM  
Page 1

**\*Check Reconciliation©**  
**GERMAN-AMER/UNITED C**  
**06400 GER AME/UC**  
**December 2013**

**Account Summary**

Beginning Balance	12/1/2013	\$17,976.61
+ Receipts/Deposits		\$9,663.83
- Payments (Checks and		\$0.00
Ending Balance as	12/31/2013	\$27,640.44

**Check Book**

Active	G 001-06400	OPERATING	\$25,779.92
Active	G 003-06400	CLEARING	\$0.00
Active	G 004-06400	GIFT UNRESTRICTED	\$15.00
Active	G 005-06400	PLAC	\$1,350.00
Active	G 016-06400	GIFT-RESTRICED	\$0.00
Active	G 020-06400	SPECIAL REVENUE	\$495.52
		Cash	<b>\$27,640.44</b>
	Beginng Balance	\$17,976.61	
	+ Total Deposits	\$9,663.83	
	- Checks Written	\$0.00	
	Check Book	\$27,640.44	
	Difference	\$0.00	

**MONROE COUNTY PUBLIC LIBRARY**

01/09/14 4:04 PM  
Page 1

**\*Check Reconciliation©  
FIFTH THIRD CHECKING  
06500 FIFTHCKNG  
December 2013**

**Account Summary**

Beginning Balance	12/1/2013	\$358,903.66
+ Receipts/Deposits		\$1,448,135.48
- Payments (Checks and		\$1,161,115.67
Ending Balance as	12/31/2013	\$645,923.47

**Check Book**

Active	G 001-06500	OPERATING	\$434,609.21
Active	G 002-06500	JAIL	\$0.00
Active	G 003-06500	CLEARING	\$1,810.87
Active	G 004-06500	GIFT UNRESTRICTED	\$8,877.68
Active	G 005-06500	PLAC	\$500.00
Active	G 006-06500	RETIREEES	\$0.00
Active	G 007-06500	LIRF	\$20,692.32
Active	G 008-06500	DEBT SERVICE	\$55,336.95
Active	G 009-06500	RAINY DAY	\$11,669.62
Active	G 010-06500	PAYROLL	\$15,230.10
Active	G 016-06500	GIFT-RESTRICED	\$26,478.26
Active	G 019-06500	GIFT-FOUNDATION	\$23,308.29
Active	G 020-06500	SPECIAL REVENUE	\$15,690.60
Active	G 021-06500	CAPITAL PROJECTS	\$772.58
Active	G 022-06500	GATES HARDWARE	\$0.00
Active	G 024-06500	FINRA GRANT	\$385.94
Active	G 025-06500	LSTA-SMITHVILLE	\$0.00
Active	G 026-06500	GENERAL OBLIGATION	\$12,795.24
Active	G 027-06500	COMMUNITY FDTN	\$5,518.46
		Cash	<b>\$633,676.12</b>

Beginng Balance	\$358,903.66	
+ Total Deposits	\$1,448,135.48	
- Checks Written	\$1,173,363.02	
Check Book	\$633,676.12	
O/S Checks	\$12,247.35	

**MONROE COUNTY PUBLIC LIBRARY**

**\*Check Reconciliation©**

**FIFTH THIRD SAVINGS**

**06510 FIFTHSAVG**

**December 2013**

**Account Summary**

Beginning Balance	12/1/2013	\$3,552,098.82
+ Receipts/Deposits		\$2,292,597.14
- Payments (Checks and		\$700,000.00
Ending Balance as	12/31/2013	\$5,144,695.96

**Check Book**

Active	G 001-06510	OPERATING	\$1,081,097.52
Active	G 007-06510	LIRF	\$803,518.58
Active	G 008-06510	DEBT SERVICE	\$18,214.08
Active	G 009-06510	RAINY DAY	\$1,064,339.76
Active	G 016-06510	GIFT-RESTRICTED	\$50,000.00
Active	G 020-06510	SPECIAL REVENUE	\$230,000.00
Active	G 021-06510	CAPITAL PROJECTS	\$418,084.10
Active	G 025-06510	LSTA-SMITHVILLE	\$0.00
Active	G 026-06510	GENERAL OBLIGATION	\$1,479,441.92
		Cash	<b>\$5,144,695.96</b>

Beginng Balance	\$3,552,098.82
+ Total Deposits	\$2,292,597.14
- Checks Written	\$700,000.00

Check Book	\$5,144,695.96
Difference	\$0.00

TO: Monroe County Public Library – Board of Trustees  
FROM: Kyle Wickemeyer-Hardy, Human Resources Manager  
RE: Personnel Report  
DATE: January 18, 2013

**Beginning Employment**

None

**Ending Employment**

- Nancy Thompson, Circulation, Page, Pay Grade A, 15-18 hours per week effective December 31, 2013.
- Kelly Jordan, Circulation, Clerk, Pay Grade C, 20 hours per week effective January 5, 2014.
- Sarah Bowman, Adult & Teen Services, Adult & Teen Programming Coordinator, Pay Grade I, 37.5 hours per week, effective February 7, 2014.

**Job Changes**

None



Monroe County Public Library Employees, Hours and Wages, by Pay Period, 2010 through mid-May 2013

<b>Pay Date</b>	<b>Employees- Op Fund</b>	<b>Employees- Special Rev</b>	<b>Employees- Total</b>	<b>Hours- Op Fund</b>	<b>Hours- Special Rev</b>	<b>Hours- Total</b>	<b>Wages- Op Fund</b>	<b>Wages-Special Rev</b>	<b>Wages- Total</b>
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
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

Monroe County Public Library Employees, Hours and Wages, by Pay Period, 2010 through mid-May 2013

<b>Pay Date</b>	<b>Employees- Op Fund</b>	<b>Employees- Special Rev</b>	<b>Employees- Total</b>	<b>Hours- Op Fund</b>	<b>Hours- Special Rev</b>	<b>Hours- Total</b>	<b>Wages- Op Fund</b>	<b>Wages-Special Rev</b>	<b>Wages- Total</b>
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	135	20	155	3,933	575	4,508	135,137	17,458	152,595
12/02/11	135	20	155	3,955	575	4,530	135,610	17,184	152,794
12/16/11	135	20	155	3,945	575	4,520	135,287	20,976	156,263
12/30/11	135	20	155	3,945	575	4,520	135,287	17,124	152,411
01/13/12	133	20	153	3,928	575	4,503	136,578	17,053	153,631
01/27/12	140	20	160	4,013	575	4,588	138,161	17,716	155,877
02/10/12	138	21	159	4,013	590	4,603	139,301	18,083	157,384
02/24/12	138	21	159	4,013	590	4,603	139,161	17,674	156,835
03/09/12	140	21	161	4,065	590	4,655	142,695	17,837	160,532
03/23/12	139	20	159	4,028	575	4,603	139,842	17,874	157,716
04/06/12	138	20	158	3,990	575	4,565	137,363	17,823	155,186
04/20/12	137	20	157	3,980	580	4,560	136,572	17,901	154,473
05/04/12	138	20	158	3,995	580	4,575	138,913	18,372	157,285
05/18/12	138	20	158	4,018	580	4,598	143,730	17,853	161,583
06/01/12	137	20	157	3,958	580	4,538	135,948	18,306	154,254
06/15/12	136	20	156	3,950	583	4,533	136,741	17,386	154,127
06/29/12	134	20	154	3,930	580	4,510	136,829	17,731	154,560
07/13/12	141	19	160	4,058	560	4,618	138,743	17,587	156,330
07/27/12	143	20	163	4,143	580	4,723	143,950	17,657	161,607
08/10/12	142	19	161	4,140	555	4,695	141,277	17,272	158,549
08/24/12	141	19	160	4,125	555	4,680	142,755	16,856	159,611
09/07/12	141	18	159	4,125	530	4,655	142,755	16,893	159,648
09/21/12	138	19	157	4,058	555	4,613	141,707	16,959	158,666
10/05/12	144	20	164	4,153	580	4,733	142,342	18,212	160,554
10/19/12	143	20	163	4,180	580	4,760	143,011	18,212	161,223
11/02/12	139	20	159	4,100	580	4,680	143,007	18,356	161,363
11/16/12	137	20	157	4,070	580	4,650	142,342	17,911	160,253
11/30/12	145	20	165	4,190	580	4,770	144,244	17,743	161,987
12/14/12	142	20	162	4,140	580	4,720	141,558	17,438	158,996
12/28/12	142	20	162	4,140	580	4,720	141,558	17,532	159,090

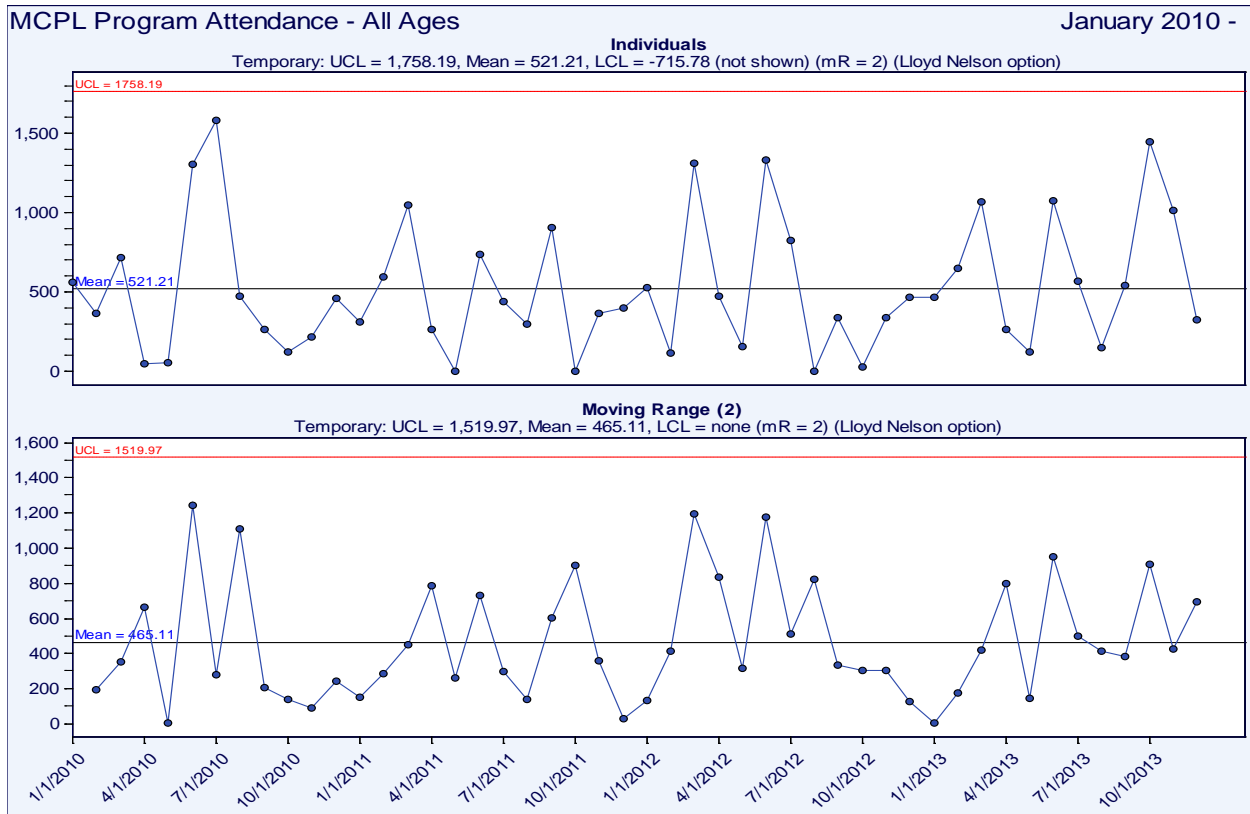
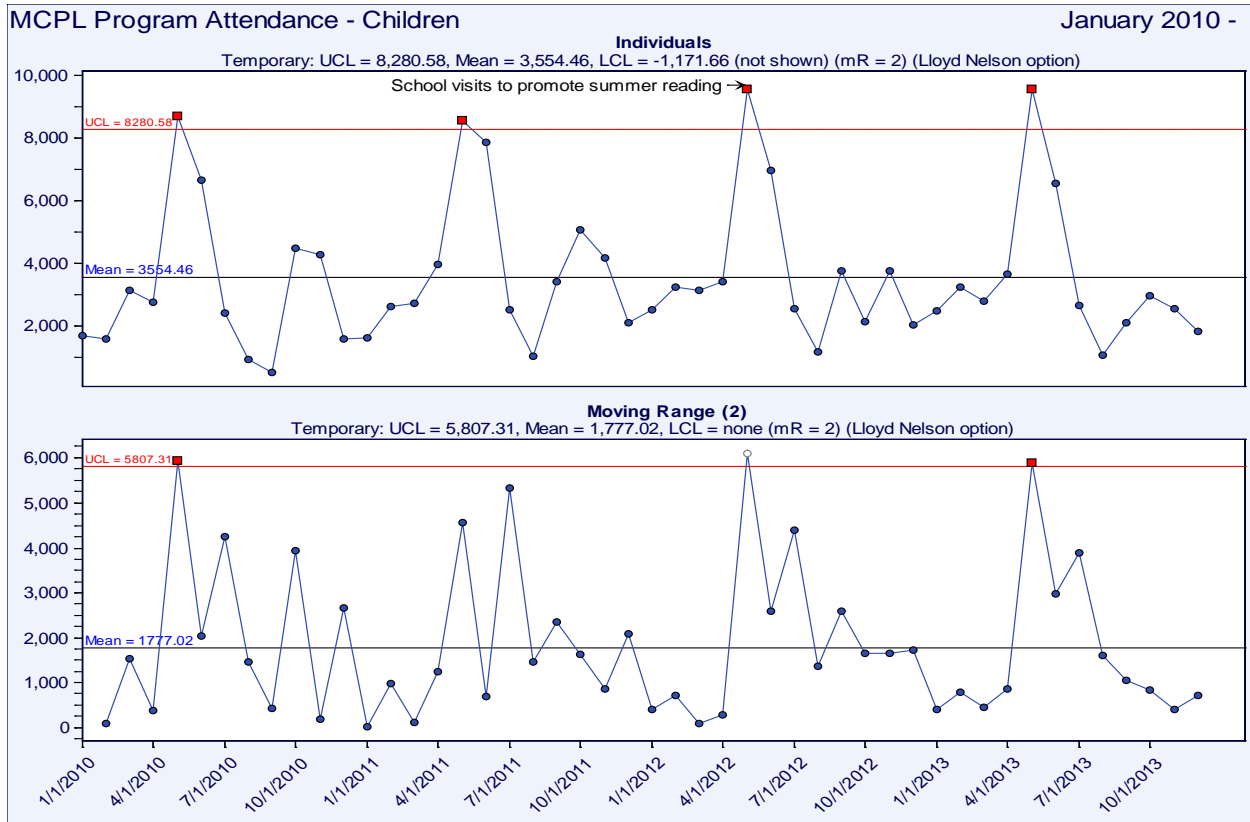
Monroe County Public Library Employees, Hours and Wages, by Pay Period, 2010 through mid-May 2013

<b>Pay Date</b>	<b>Employees- Op Fund</b>	<b>Employees- Special Rev</b>	<b>Employees- Total</b>	<b>Hours- Op Fund</b>	<b>Hours- Special Rev</b>	<b>Hours- Total</b>	<b>Wages- Op Fund</b>	<b>Wages-Special Rev</b>	<b>Wages- Total</b>
01/11/13	142	20	162	4,130	580	4,710	145,032	17,493	162,525
01/25/13	140	20	160	4,115	580	4,695	145,248	17,903	163,151
02/08/13	140	20	160	4,110	580	4,690	146,237	18,072	164,309
02/22/13	140	20	160	4,110	580	4,690	144,546	17,601	162,147
03/08/13	143	19	162	4,025	560	4,585	145,161	17,315	162,476
03/22/13	143	19	162	4,138	560	4,698	145,555	17,147	162,702
04/05/13	143	20	163	4,138	575	4,713	151,475	17,458	168,933
04/19/13	143	21	164	4,160	605	4,765	147,473	17,594	165,067
05/03/13	142	21	163	4,123	605	4,728	145,246	19,056	164,302
05/17/13	142	21	163	4,123	605	4,728	144,459	18,513	162,972
05/31/13	142	21	163	4,123	605	4,728	144,926	18,197	163,123
06/14/13	147	21	168	4,208	555	4,763	144,658	17,086	161,744
06/28/13	147	20	167	4,208	580	4,788	144,658	18,358	163,016
07/12/13	141	21	162	4,060	605	4,665	143,908	18,150	162,058
07/26/13	140	20	160	4,068	590	4,658	143,852	18,197	162,049
08/09/13	140	20	160	4,068	590	4,658	143,852	18,383	162,235
08/23/13	137	20	157	3,988	590	4,578	141,004	18,183	159,187
09/06/13	140	20	160	4,050	590	4,640	142,979	18,418	161,397
09/20/13	138	20	158	4,058	590	4,648	142,583	18,244	160,827
10/04/13	142	20	162	4,098	590	4,688	144,501	18,854	163,355
10/18/13	137	20	157	4,030	590	4,620	143,375	18,403	161,778
11/01/13	137	20	157	4,030	590	4,620	143,231	18,517	161,748
11/15/13	137	20	157	4,030	590	4,620	143,818	18,653	162,471
11/29/13	142	20	162	4,128	590	4,718	144,881	18,498	163,379
12/13/13	142	20	162	4,128	590	4,718	144,356	20,839	165,195
12/27/13	141	19	160	4,113	560	4,673	145,092	17,388	162,480
01/10/14	142	19	161	4,128	560	4,688	143,929	16,687	160,616

## 2014 Board of Trustees Calendar

January	8	Work Session	Conflict of Interest forms; officer slate presented
	15	Board Meeting	Budget line-item transfers; officer slate approved; El Centro contract
	15	Board of Finance	Review Investment Report and Policy
February	12	Work Session	
	19	Board Meeting	Election of Board Officers; Update: Collection Development-Pam Wasmer/Mickey Needham
March	19	Work Session	
	26	Board Meeting	Update: Communications & Marketing/Michael Hoerger
April	2	Special Work Session	Presentation of Renovation Contractor Recommendation for Main Renovation
	9	Special Board Meeting/Work Session	Action item: Contractor for Main Renovation
	16	Board Meeting	Update: It's Your Money/Steve Backs
May	14	Work Session	
	21	Board Meeting	Update: Partnerships/Josh Wolf
June	11	Work Session	
	18	Board Meeting	Update: Staff Development/Marilyn Wood
July	9	Work Session	Draft 2015 Budget
	16	Board Meeting	Update: Value of HR/Kyle Wickemeyer-Hardy
August	13	Work Session	Revise 2015 Budget
	20	Board Meeting	Approve 2015 Budget for advertising
September	10	Work Session	
	17	Board Meeting	2015 Budget; Update: Ellettsville/Mickey Needham
	17	Public Hearing	Public Hearing on 2015 Budget
October	8	Work Session	2015 Budget, as recommended by County Council
	15	Board Meeting	Adopt 2015 Budget; Update: Community Outreach/Chris Jackson
November	12	Work Session	
	19	Board Meeting	Approve 2015 employee insurance package; review Internet and Computer Use Policy; Update: CATS/Michael White
December	10	Work Session	
	17	Board Meeting	Approve 2015 salary schedule, holiday schedule, pay grade schedule, director's salary; CATS contracts; Update: Social Media/Michael Hoerger

**GOAL 1: Strengthen 21<sup>st</sup> century literacy skills.**



## 1A. Strengthen early literacy skills.

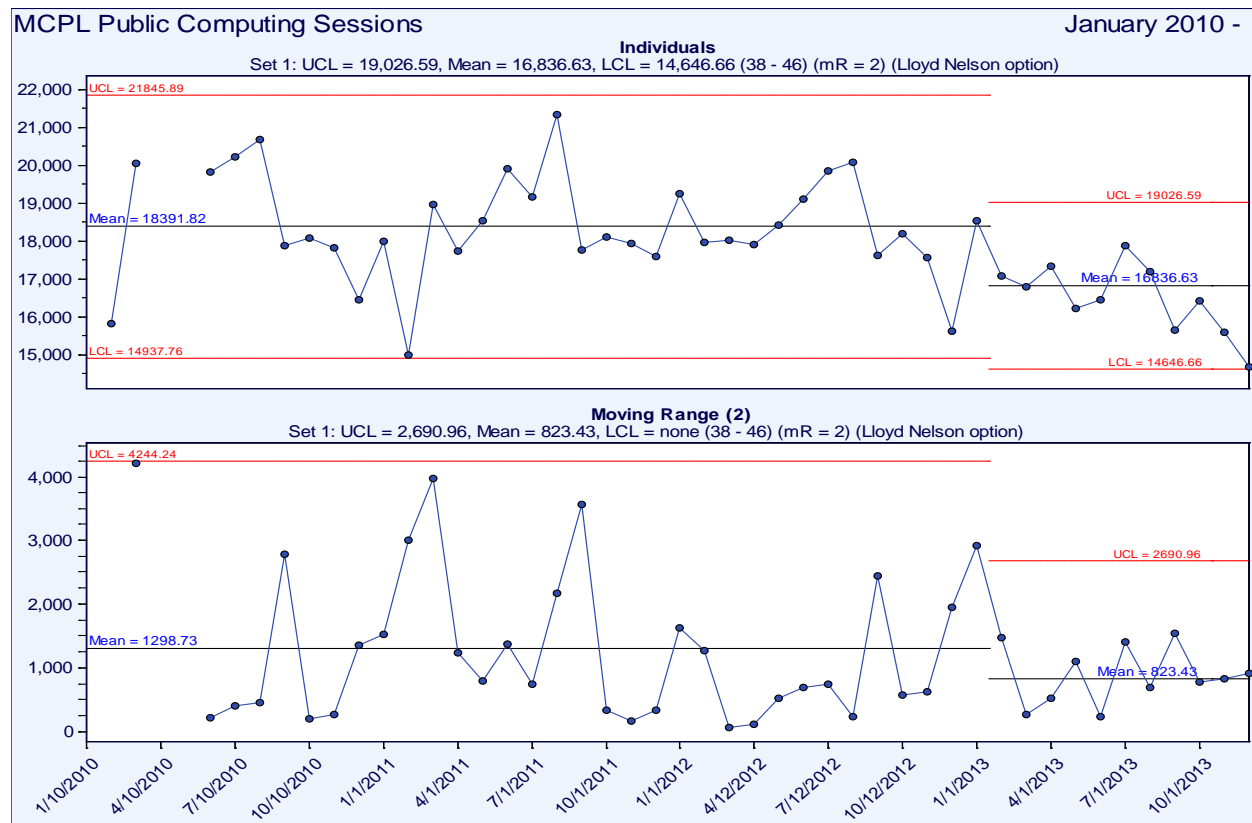
- Despite the rough winter weather, 3,890 patrons visited the Learn and Play Space in December. We saw many examples of grandparents making use of the space over the holiday season, and we're hoping to provide intergenerational programming during the next big holiday season.
- In response to patron requests and the results of a patron survey sent to the IU Working Moms Group, we began the expansion of evening preschool programming in December. During the first three Tuesdays of the month, we now present baby programs followed by preschool story times. In December, 83 babies and caregivers braved the weather along with 55 preschool children and their parents.

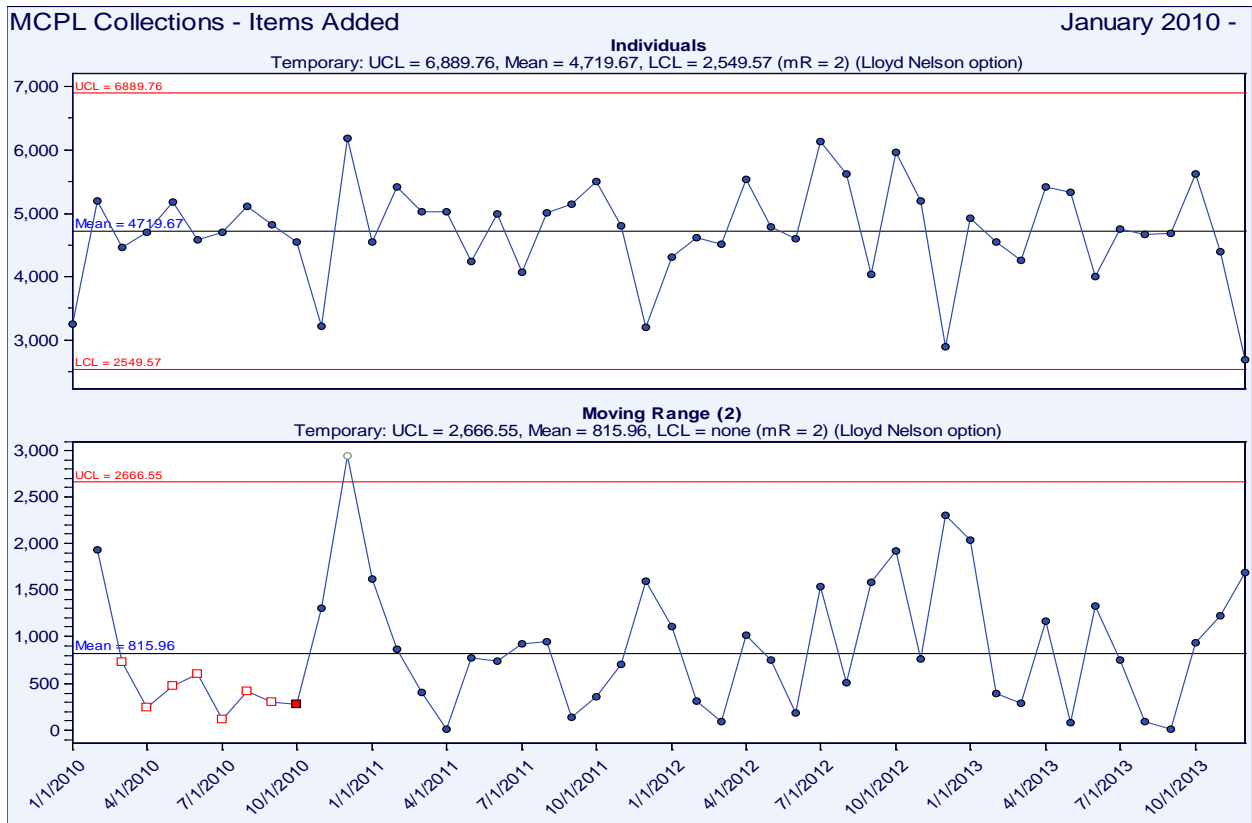
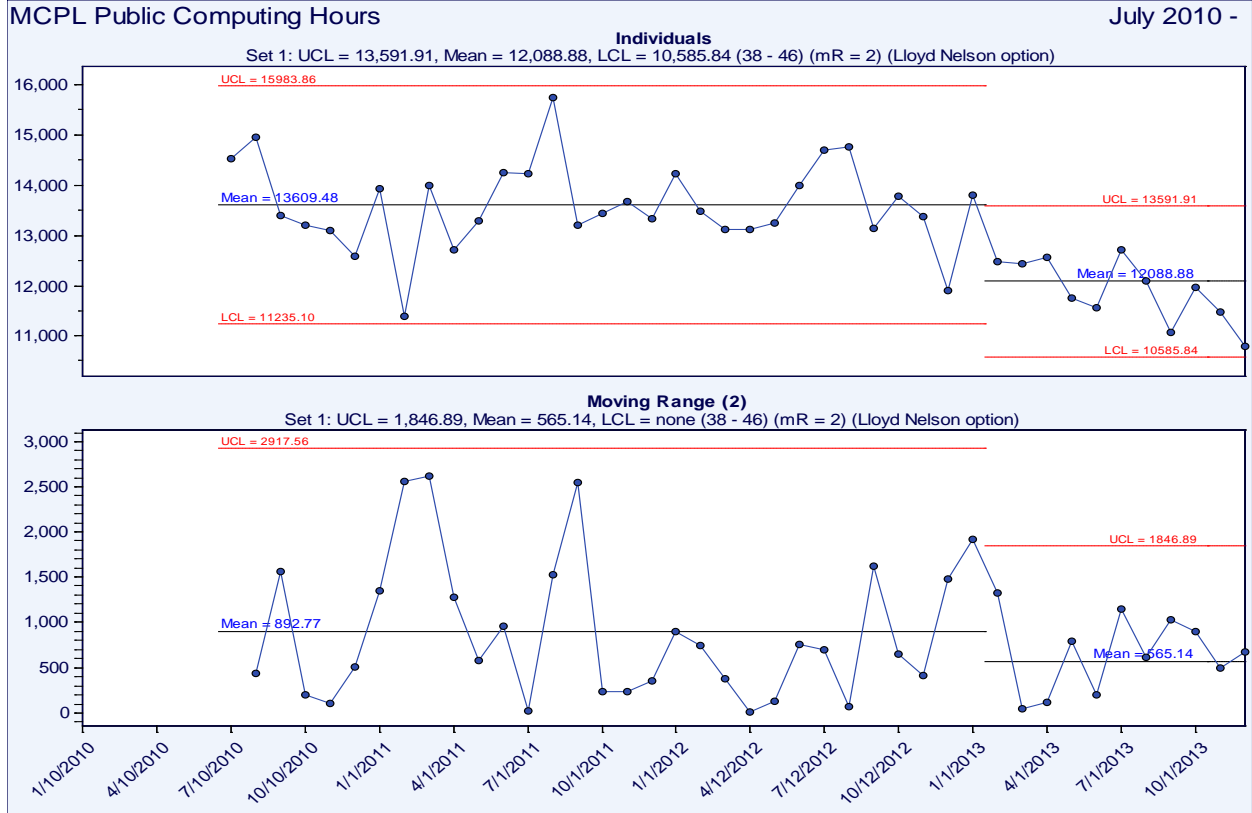
## 1B. Support basic literacy skills.

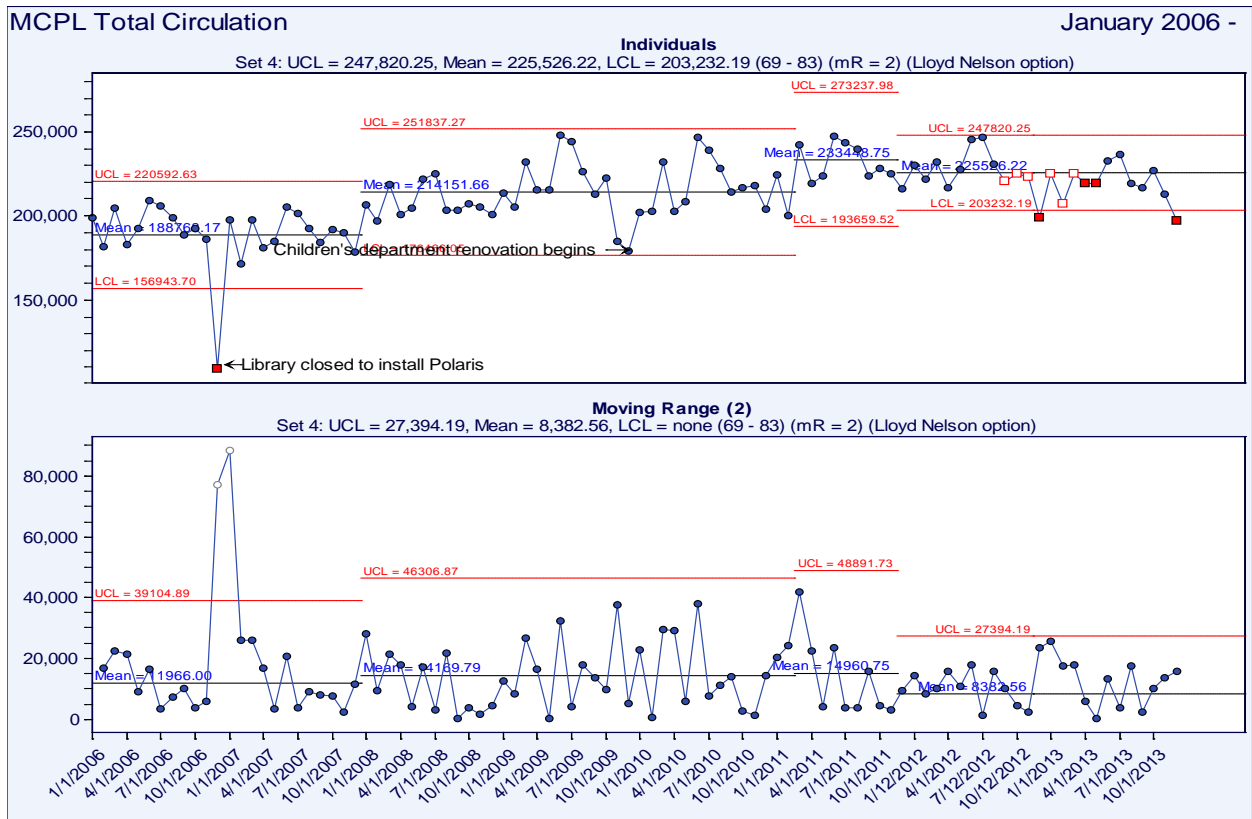
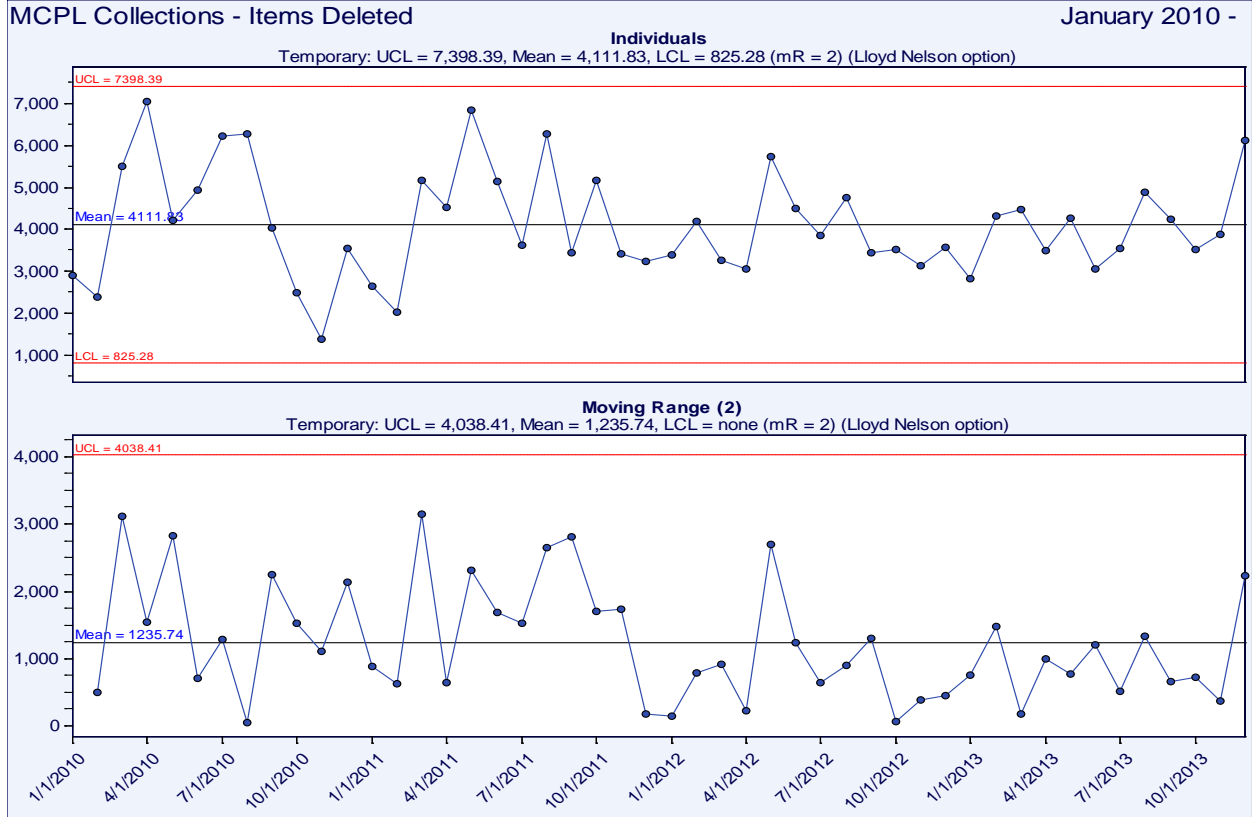
- A teacher came in the Children's department to say a big "thank you" to the librarians who fill requests through the [childref@mcpl.info](mailto:childref@mcpl.info) email. She said she frequently requests books on topics for her class and the books she receives are always fantastic and exactly what she needs.

## 1C. Serve as a community resource for digital literacy.

- Austin Stroud, instructional designer, held four offsite programs at the Meadowood Retirement Community with about 40 residents in attendance. He worked with five patrons in free, one hour, one-on-one sessions and led three programs at the library to assist patrons with technology questions in open labs and provide guidance on the hottest technology tools for the holiday season.
- In 2013, instructional designer Austin Stroud held 95 technology programs at the library and in the community, with a total of 573 patrons in attendance.









**1D. Support digital creativity.**

- Steve Backs met with Bloominglabs' Jenett Tillotson to begin planning for Summer 2014 Maker and Digital Creativity programs. Adult Services purchased eleven sets of components in preparation for developing a workshop series on Arduino.

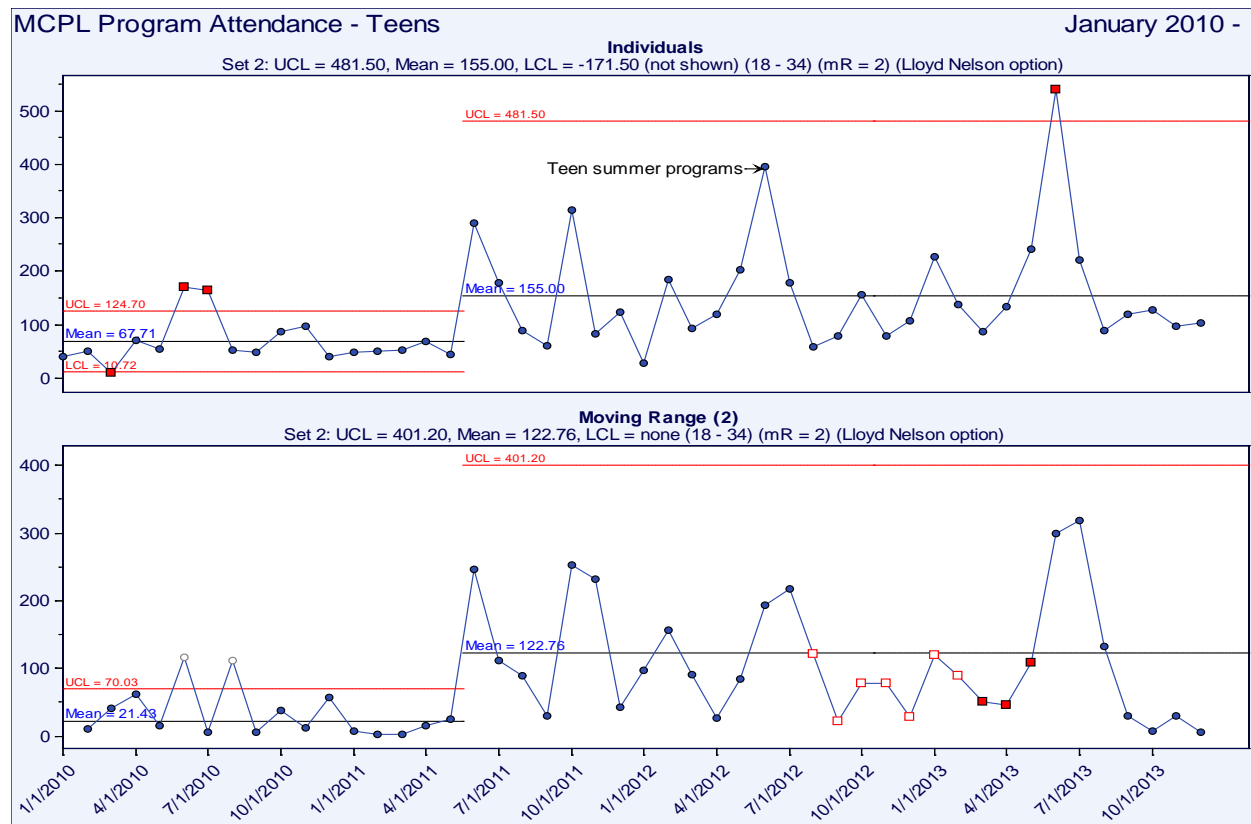
**1E. Maintain collections to meet current needs, adding new formats and removing obsolete formats.**

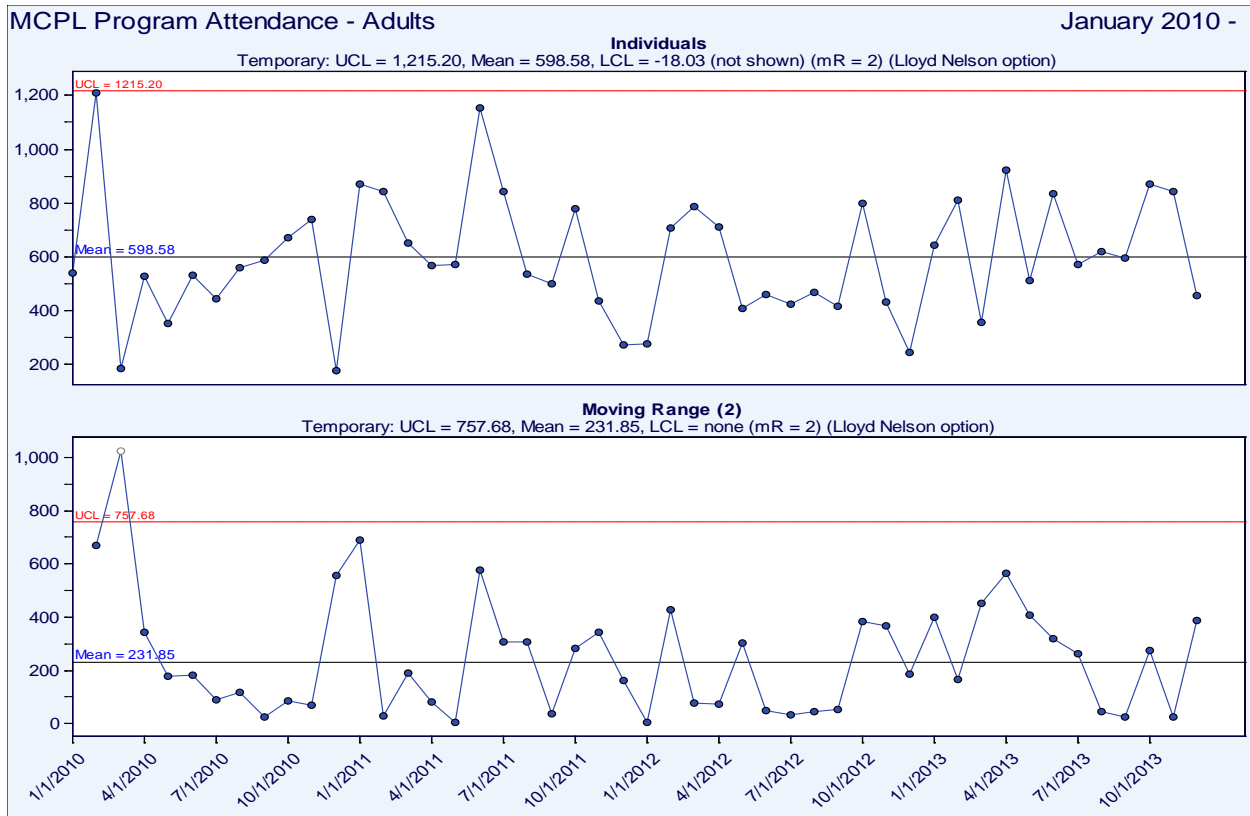
- The library added the 3M Cloud Library, which offers ebooks that are fully integrated into Polaris, offering a much more streamlined and user-friendly interface for library patrons.
- Culturegrams, a database which provides information on the history, customs and cultures of more than 180 countries and individual states, was added to the library's offerings, as a result of requests by the MCCSC advisory group.
- Based on patron feedback, Communications and Marketing improved visibility of Large Print materials both online in the catalog and with signage and identifiers in the stacks.

**GOAL 2: Provide shared access to the world's information for free.**

**2A. Provide programs for teens and adults.**

- Christine Friesel presented a workshop on the genealogy database "Fold3" and Luann Dillon taught "Heritage Quest," the census, books, and PERSI sections. She also gave a brief introduction to "Reference USA." Nine attendees went home ready to try out the databases in their own family research.
- Adult Services hosted the annual "Booksplus Holiday Tea." Participants came with suggestions of what they would like to read in the coming year; their suggestions guide the program.





**2B. Increase community awareness of and engagement with the library.**

- Josh Wolf made paper airplanes for many young children and gave out bilingual fliers from the library during Latino Family Night at Highland Park Elementary.
- Josh Wolf, Lisa Champelli, and Chris Hosler attend the School Librarians' Professional Learning Community meeting. Lisa shared her draft document of selection criteria for online encyclopedias, as well as a draft informational handout for students getting new public library cards.
- Steve Backs met with members of the Makevention organizing committee to begin planning for Makevention 2014.
- The library continued supporting the efforts of the Affordable Care Act Volunteers of Monroe County (<http://www.acavmc.org/>), a local organization that provides opportunities for community members to learn about options available for insurance under the new law. As a partner in this initiative, the library is providing meeting room accommodations and has contributed time, expertise and marketing resources to help the group promote their events. Adult Services librarian Bobby Overman has joined ACAVMC and has been trained to participate in their events. Winter program guides for children, teens, and adults detailed more than 80 library program offerings from December through February.

**2C. Strengthen services for nonprofit organizations.**

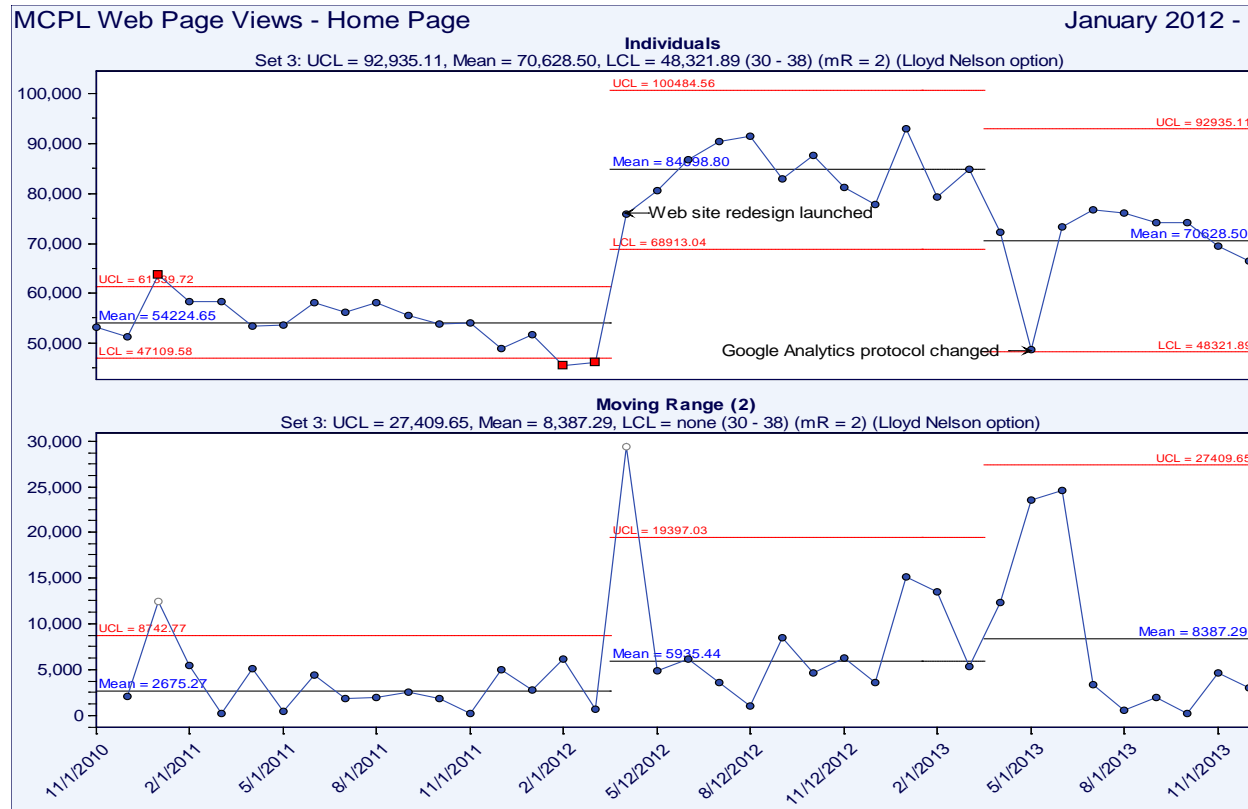
- The library received continued funding for nonprofit central (see 4B below).
- Sue Sater, administrative coordinator, began reviewing options for allowing the auditorium to be open after hours and allowing users to charge admission, in order to make recommendations before the re-opening of the auditorium after renovation.

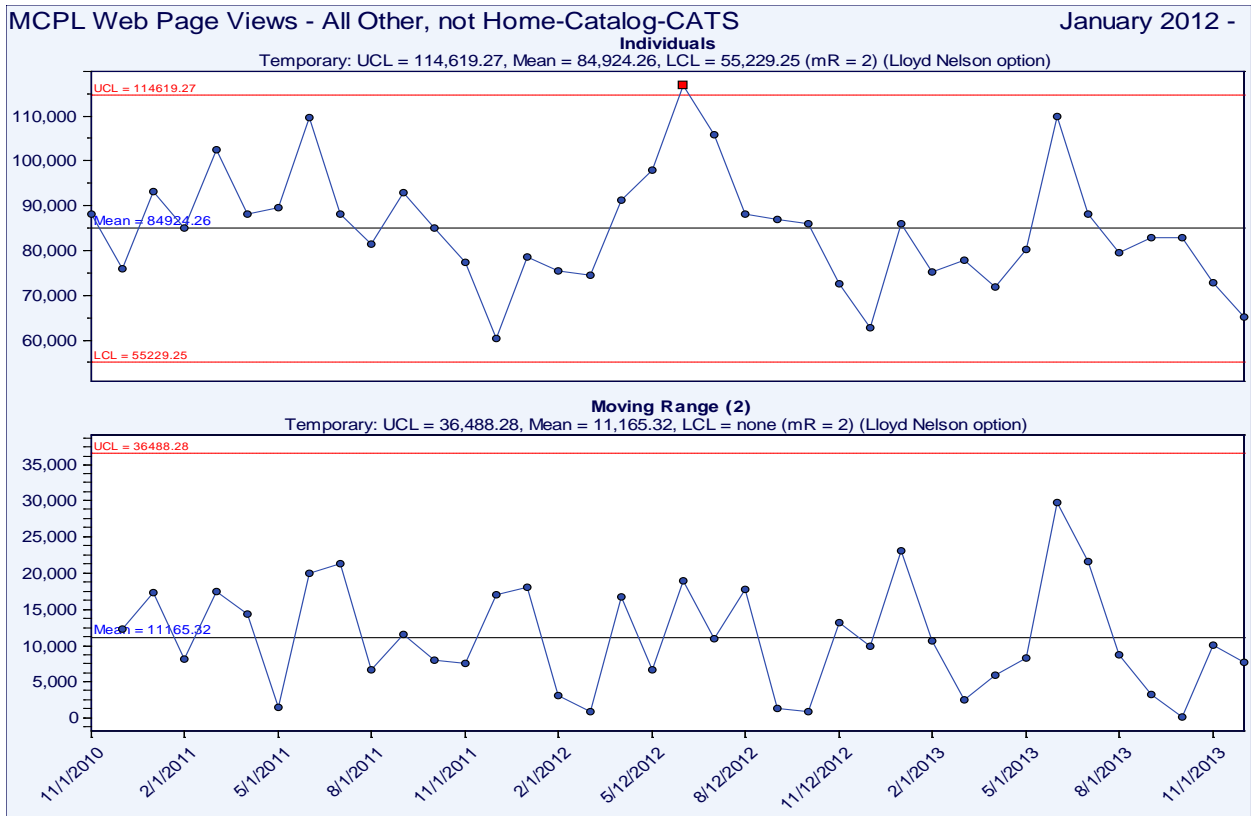
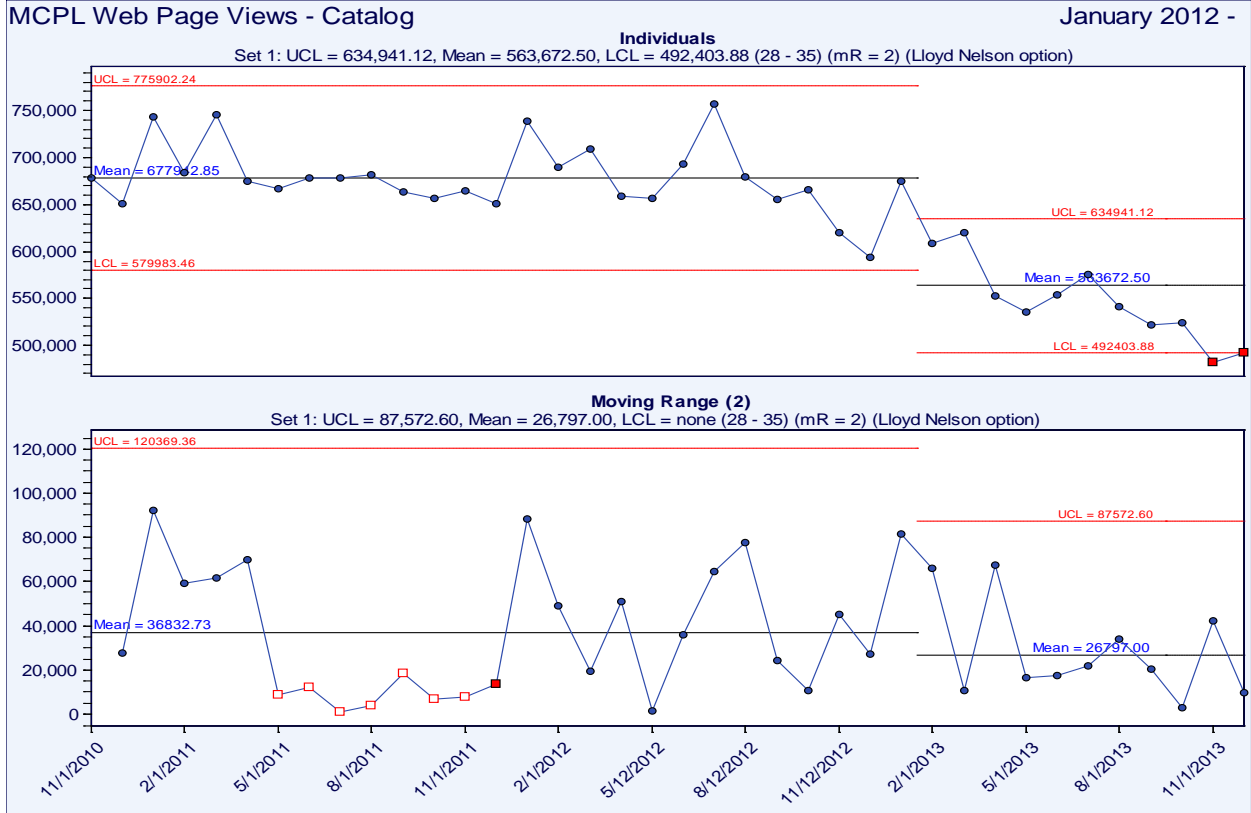
December Meeting Rooms/Auditorium Use		
Meeting Rooms	Main Library meeting rooms used	89
	Main Library auditorium used	10
	Main Library atrium	0
	Ellettsville Branch	9
	<b>TOTAL MEETING ROOMS USED</b>	<b>108</b>

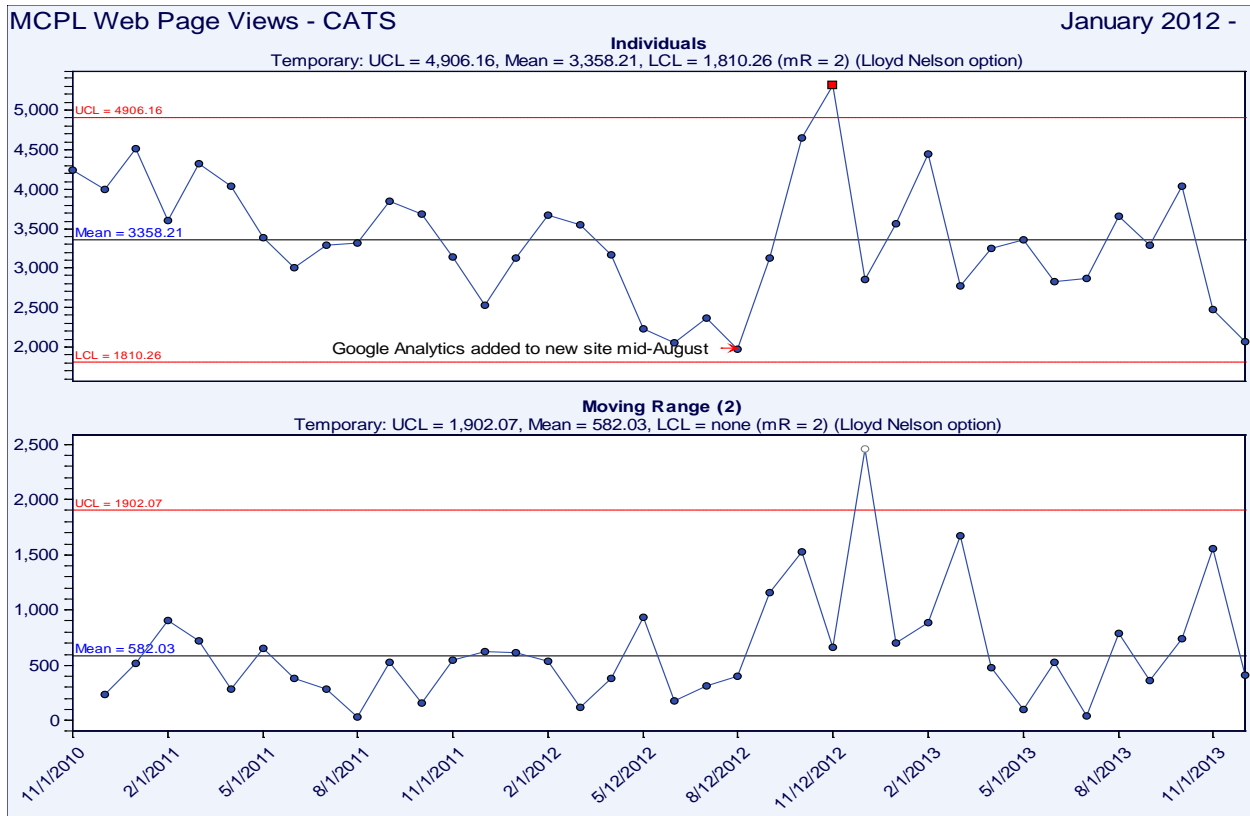
December Access		
Read It Off	Number registered	463
	Charges waived	\$432.69
	Number individuals with charged waived	47
	Number exiting program	12
Interlibrary Loan	Items loaned	202
	Items borrowed	21
Author Alert	Alerts placed	524

**2D. Continually refresh web content and improve usability based on principles of user-centered design.**

- Paula Gray Overtoom (Communications and Marketing) and Vanessa Schwegman (Information Systems) continued to improve the newly updated catalog based on patron feedback and suggestions. These improvements included better icon identifiers for item formats, an improved sorting feature for checkouts and hold requests, and increased accessibility to large cover images, especially useful in the Children's department for helping patrons identify book covers.







**2E. Increase technological infrastructure capacity to support increased digital focus.**

- Phone system consultants received bids from eight vendors and began the review process. Four vendors presented their proposals to Ned Baugh, Vanessa Schwegman, Marilyn Wood, Gary Lettelleir, and the Library's phone consultant for consideration.
- Christine Friesel submitted a proposal to the IU Libraries to become a full partner in the "Monroe County Timeline" project.
- Brandon Rome and Christine Friesel tested uploading the *Showers Bros. Shop Notes*. This is the beginning phase of the Monroe County Community Collections project, which includes establishing work flows and ironing out the processes necessary to upload images and assign metadata.

<b>December CATS</b>	
Government programs produced	25
Patron programs produced	179
Community programs produced	28
Public service announcements	4
Dubs delivered	105
Programs added to collection	232

**GOAL 3: Provide high quality, personalized customer service.**

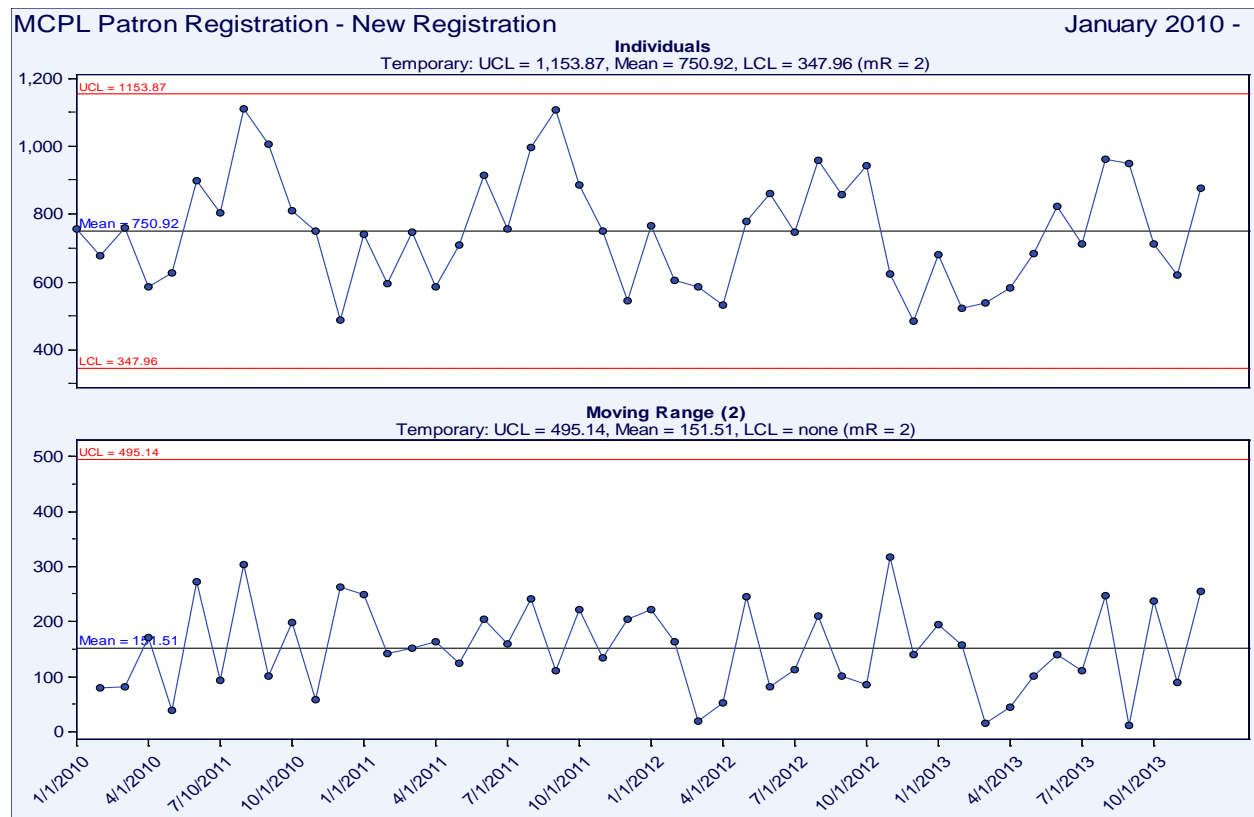
**3A. Provide quality customer service to increasingly diverse audiences.**

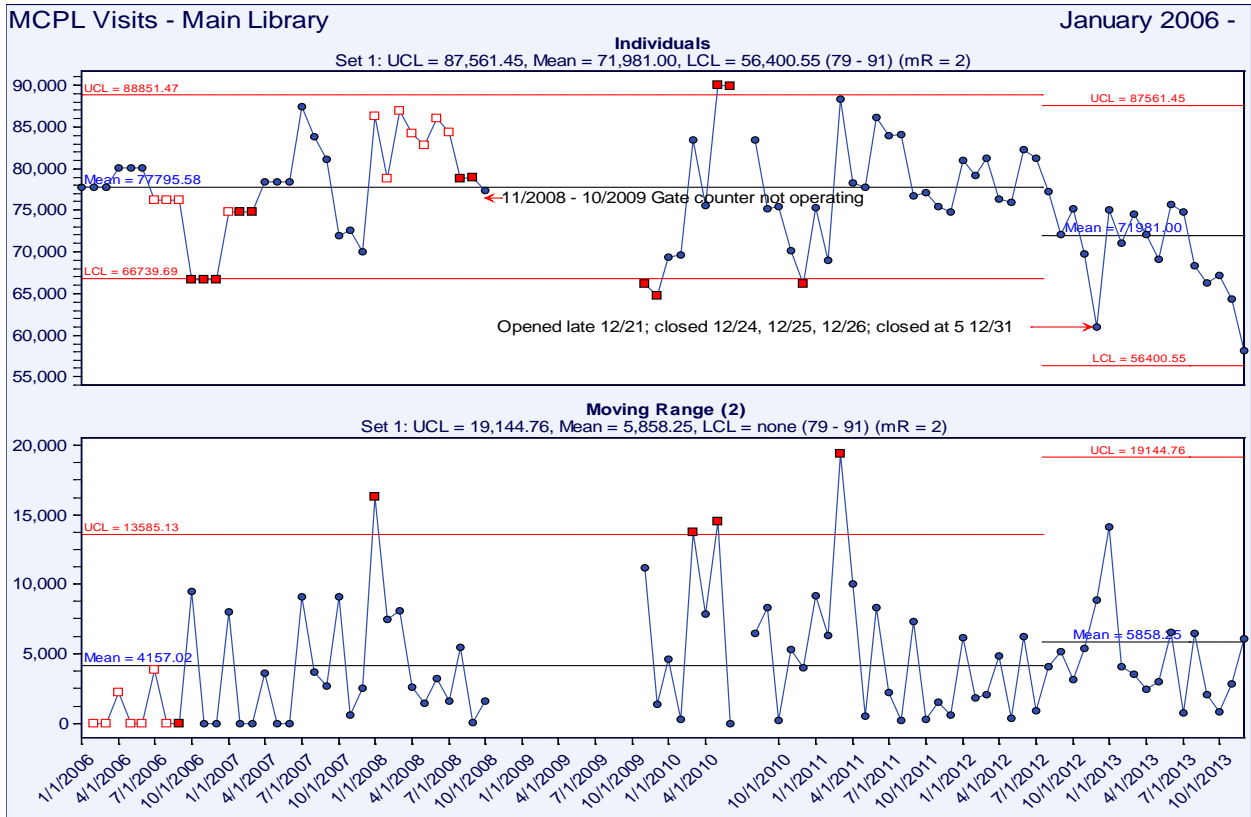
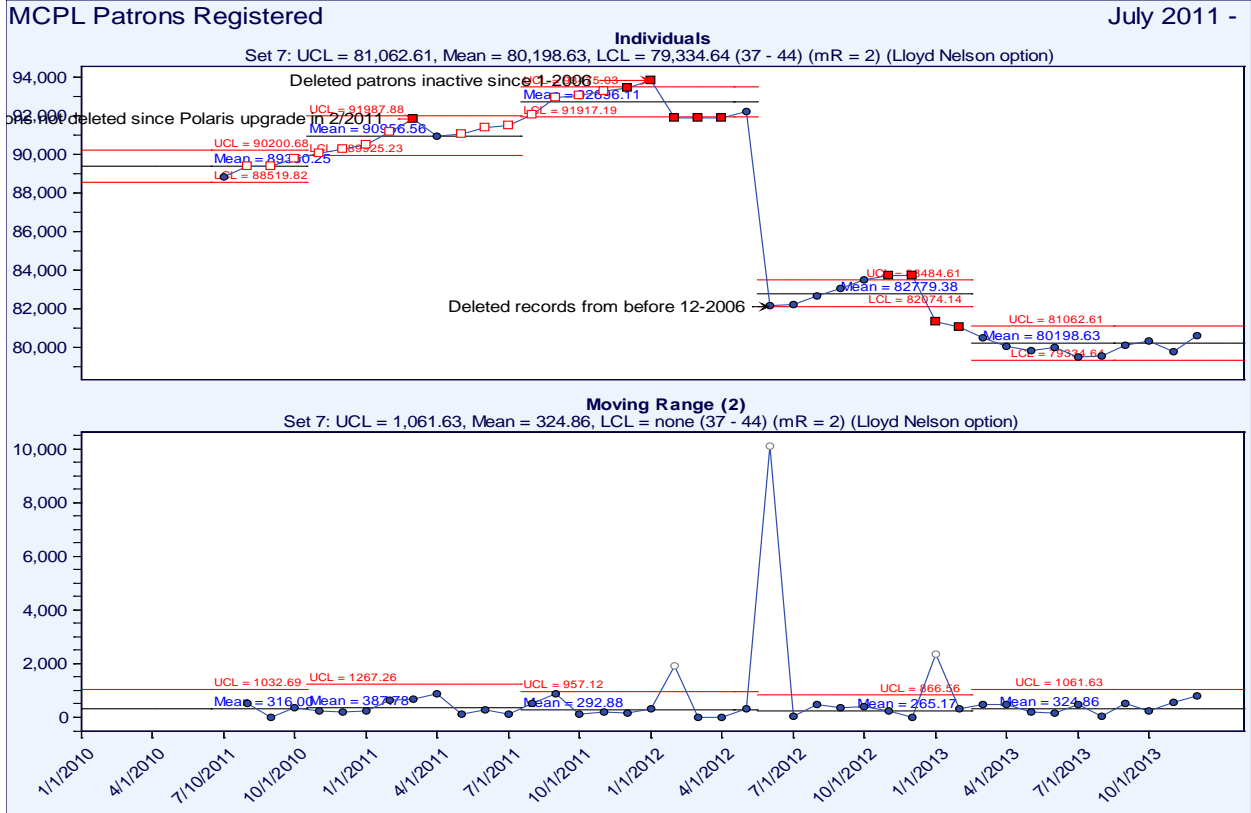
- Students from Lakeview and Tri-North accounted for 423 of the 877 new library card registrations completed in December. Cards will be distributed to the students by school media specialists in January, as part of the pilot program to provide library cards to every MCCSC student.
- The library was closed due to heavy snowfall on Friday, December 6.
- The Service to People with Disabilities Working Group made plans for a series of programs during Disability Awareness Month, March 2014.

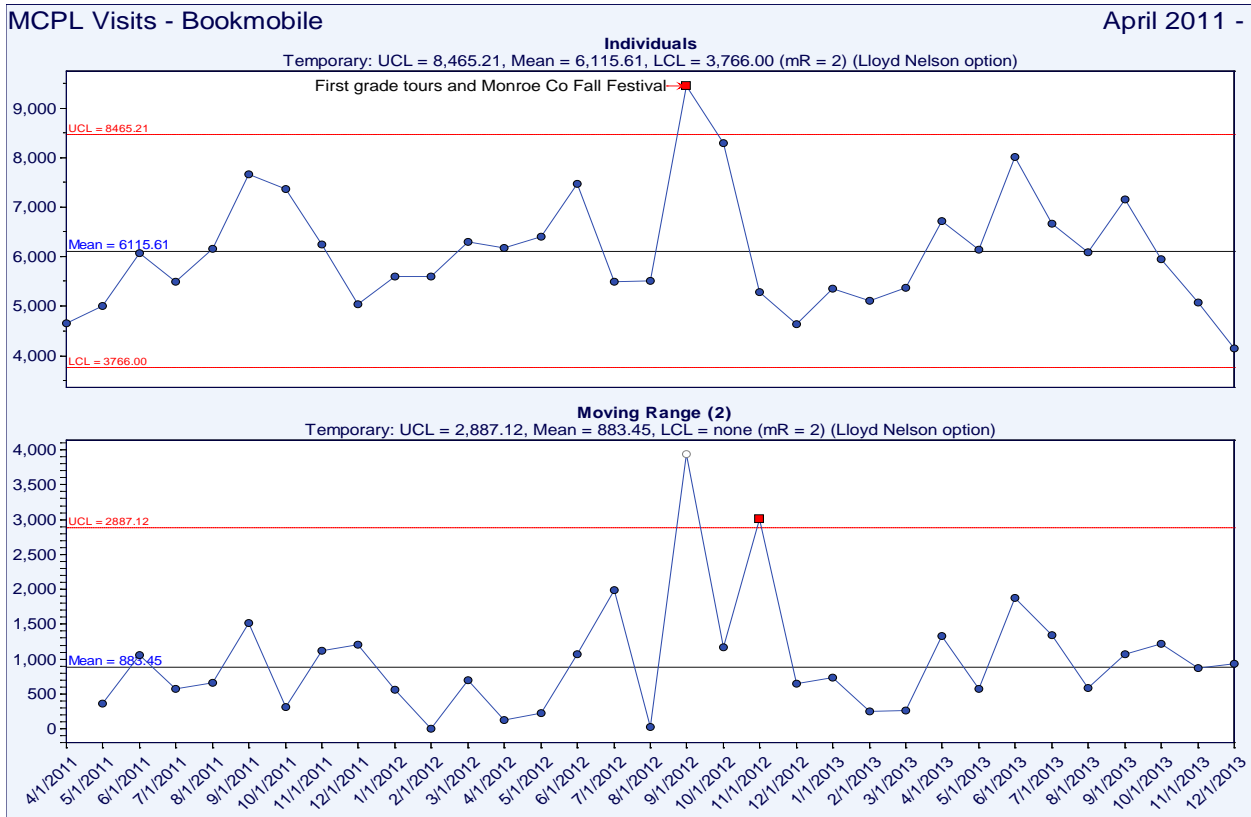
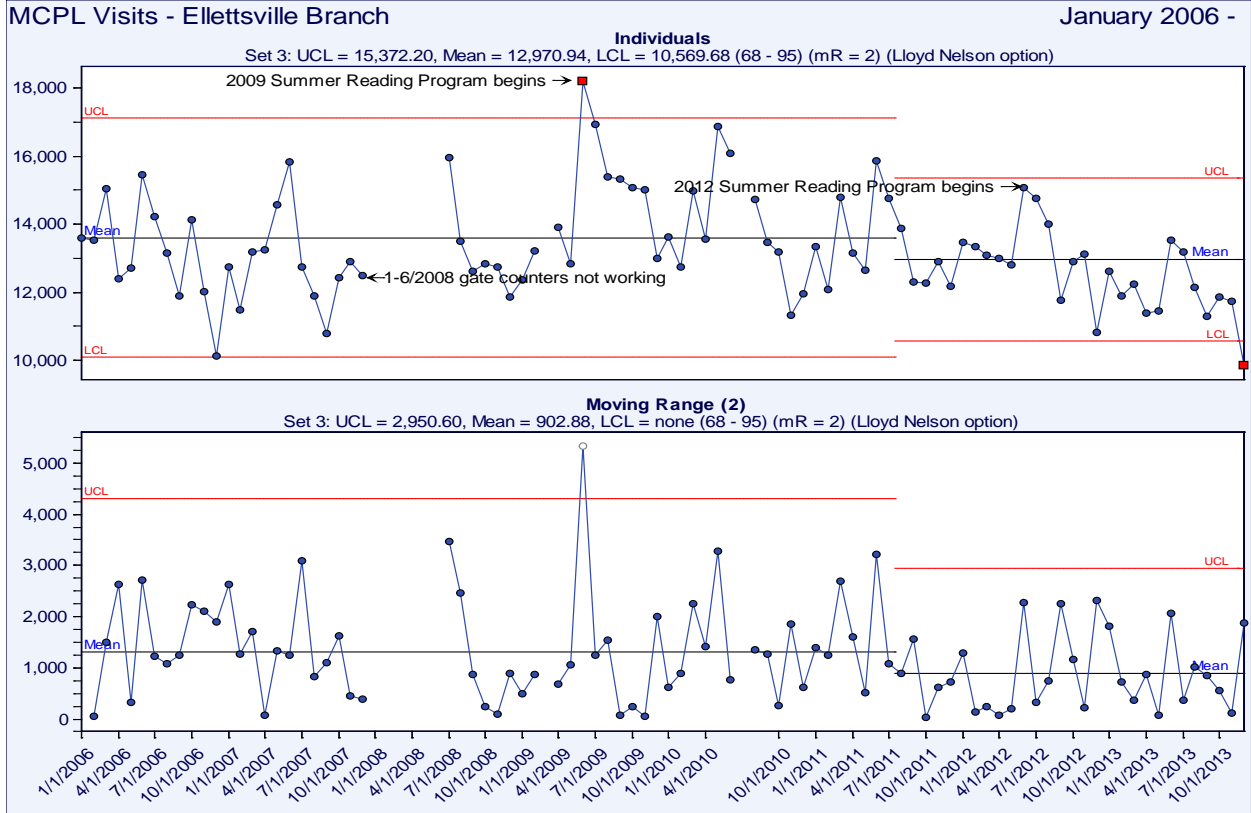
**3B. Develop a unified communication strategy.**

- New Social Media Content Committee will make library-wide strategy recommendations. The Social Media Content Working Group will guide ongoing content activities.

**3C. Position auditorium as a valued local performance venue.**









## **GOAL 4: Optimize stewardship of library resources.**

### **4A. Recruit and retain quality employees.**

- In 2013, the library offered 44 different professional learning opportunities, including 48 hours of technology-related professional learning (each worth one Technology Library Education Unit) and 17 hours (each worth one LEU). These opportunities were planned and taught by library employees and allowed employees to earn TLEUs and LEUs for free, without leaving the library.
- Sara Laughlin presented one session of "Library 101" and one of "21<sup>st</sup> Century Literacy" for employees.
- The Staff Association sponsored a soup lunch pitch-in for employees.
- The Staff Development Committee hosted a reception to new employees as part of the "onboarding" process.
- Sara Laughlin gave a guest lecture for Cassidy Sugimoto's class at the IU School of Informatics and Computing on "outcomes evaluation and return on investment."
- Marilyn Wood and Sara Laughlin met with Dr. Alice Robbin, IU School of Informatics and Computing, to discuss student assessment projects.

### **4B. Assure adequate, stable funding for library operations.**

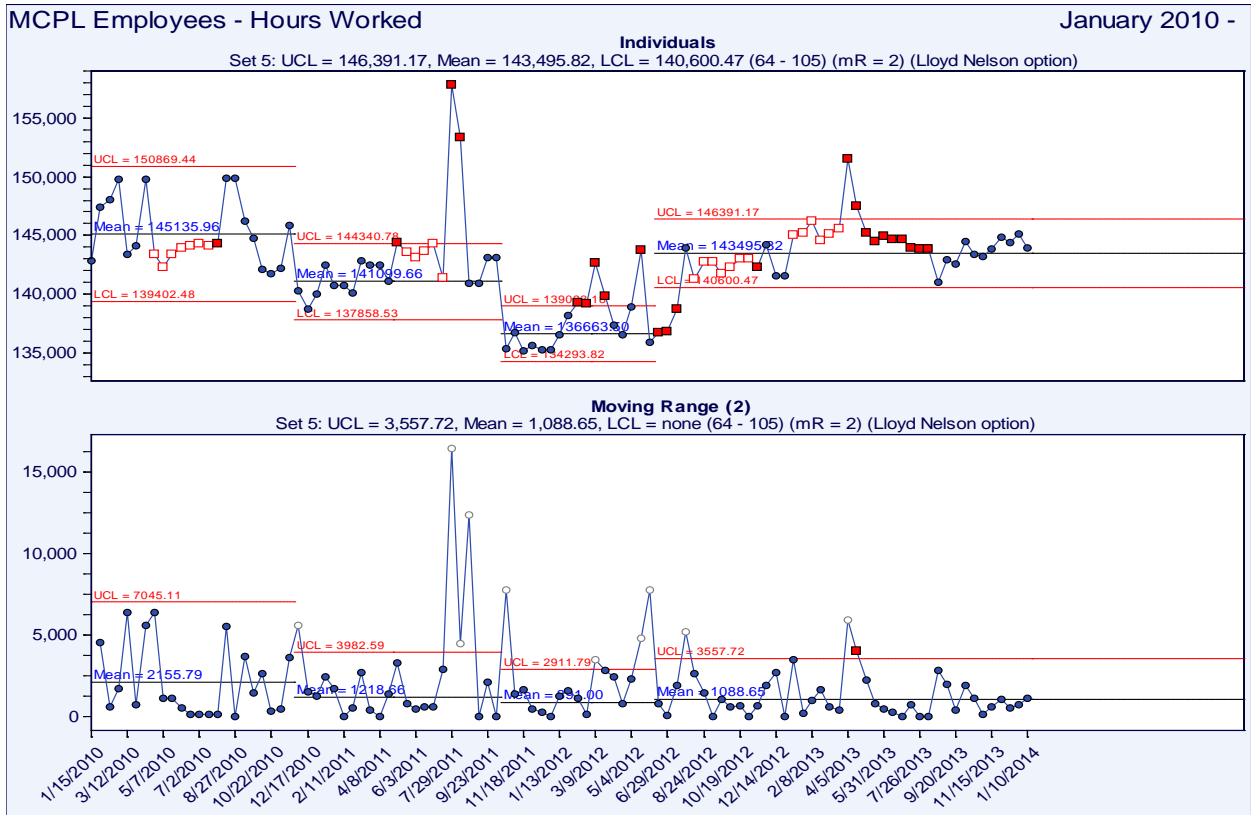
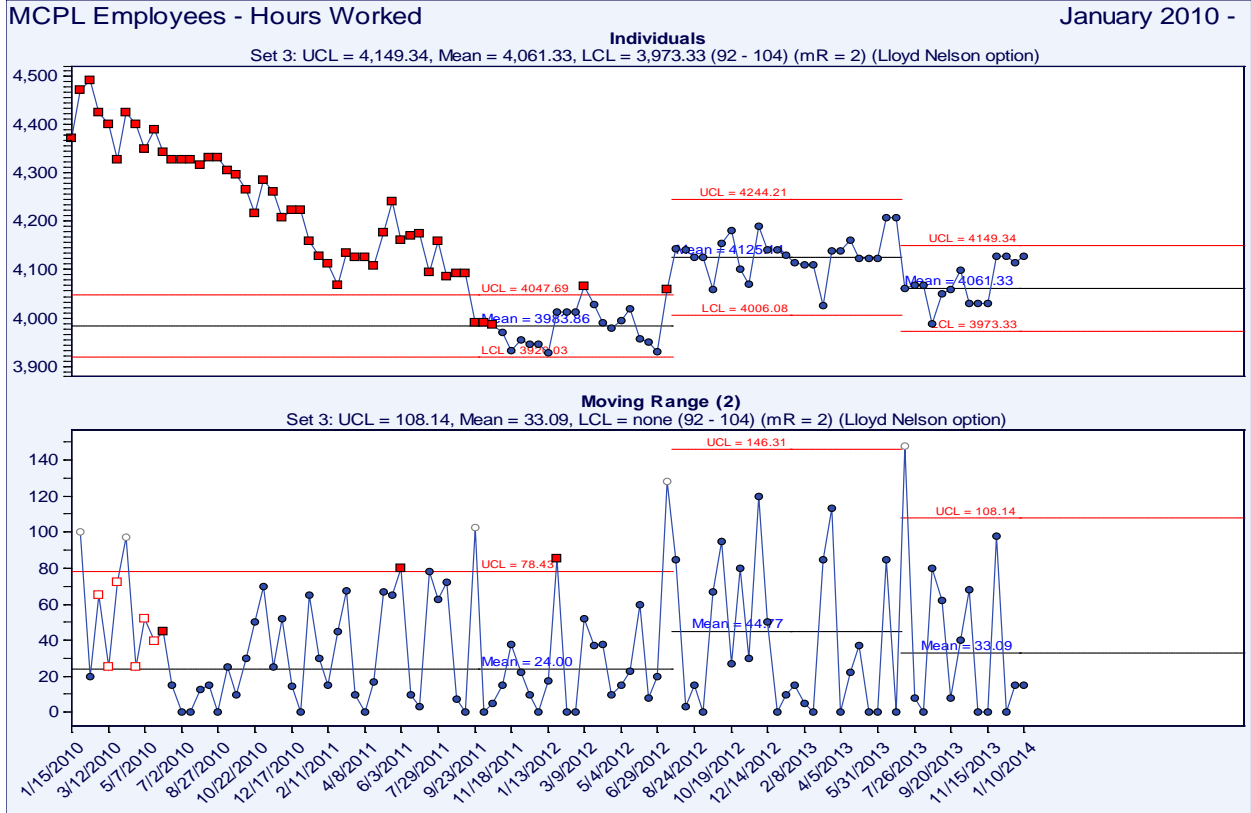
- Sara Laughlin attended the wrap-up meeting of the Friends 2013 author event committee.
- Sara also represented the library at a meeting of the Friends 50<sup>th</sup> anniversary planning committee.
- Michael Hoerger and Erin Tobey, Communications and Marketing, designed and developed the atrium display drawing attention to the Friends Campaign for Excellence.
- The FINRA Foundation awarded the library \$87,230 to continue financial literacy programming.
- The Community Foundation of Bloomington and Monroe County granted \$20,000 for year two of Nonprofit Central. Funding for the pilot year runs out at the end of February 2014; new grant funding will cover March through December.
- The Wahl Family Charitable Trust selected the library to receive \$6,500 to equip the digital creativity center.
- The United Way of Monroe County contributed \$1,000 to underwrite the subscription cost for Foundation Center databases.

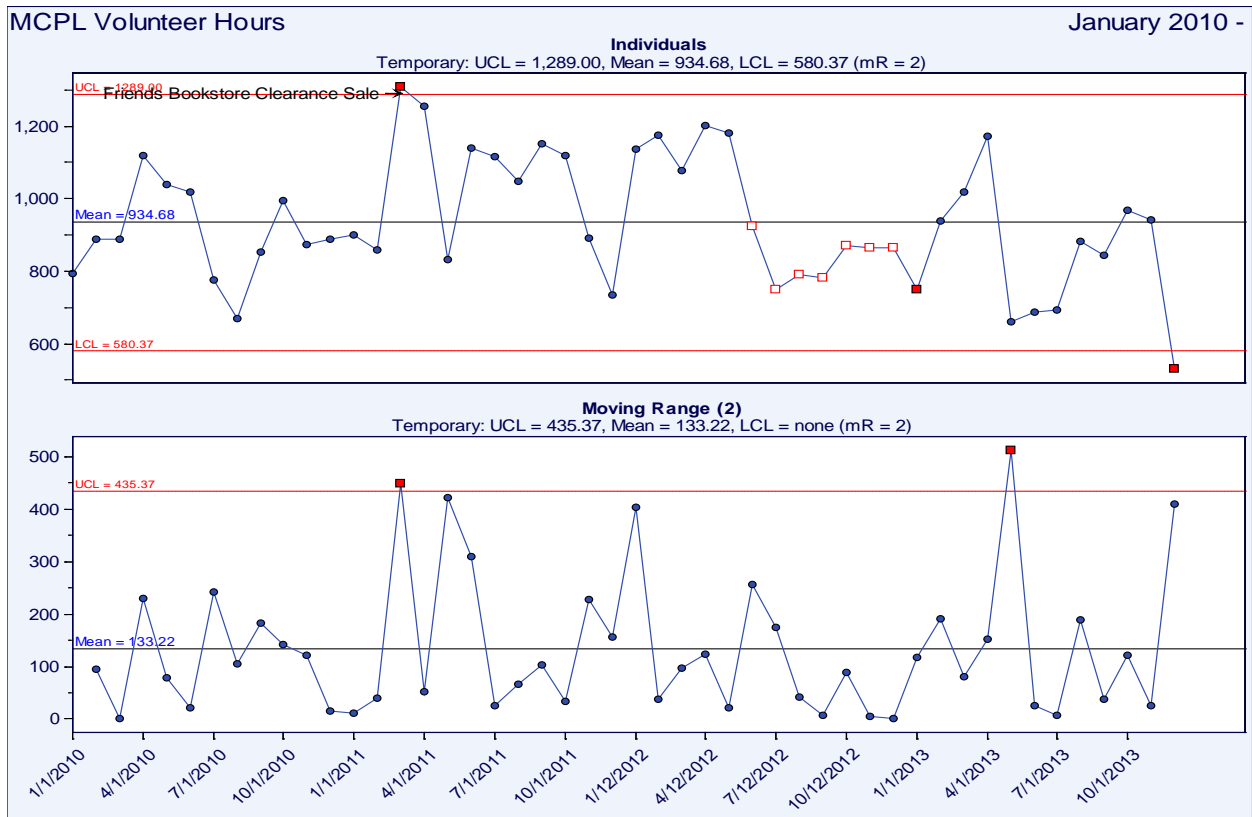
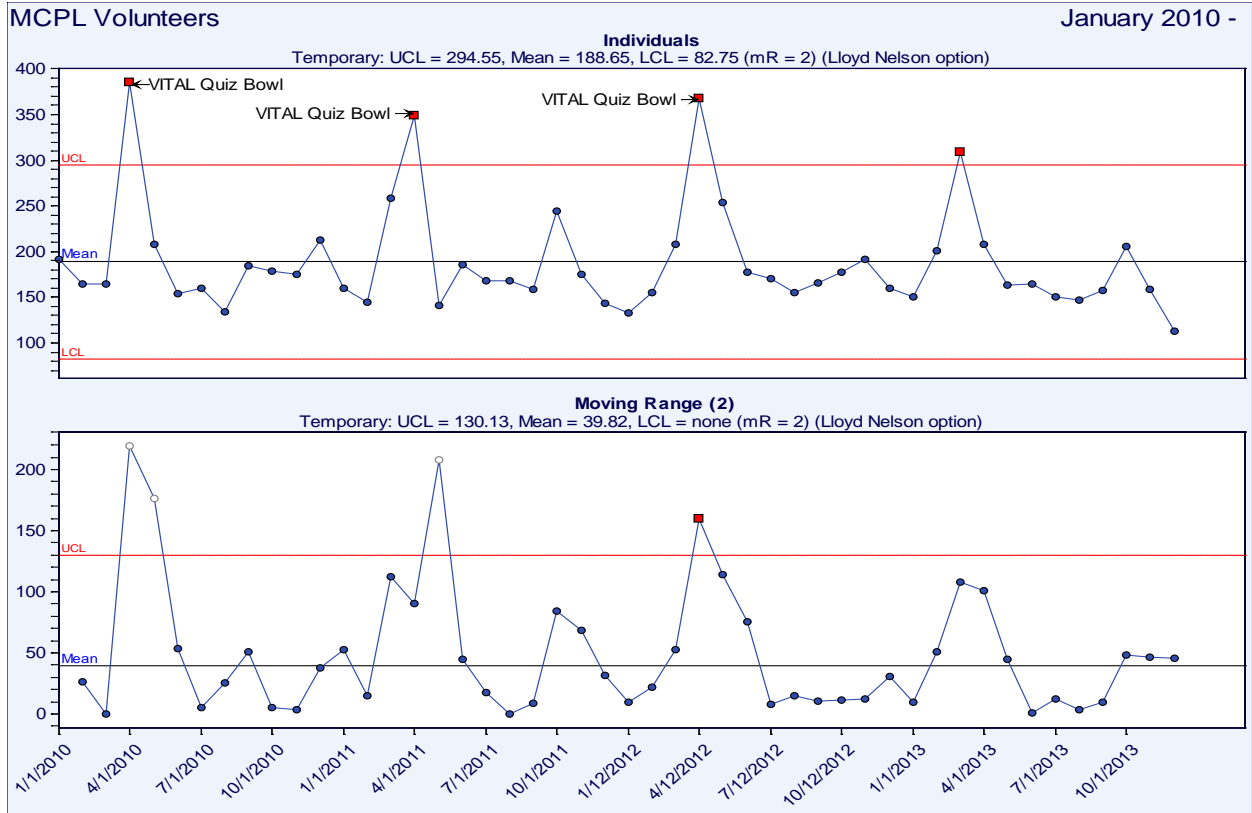
### **4C. Maintain library facilities.**

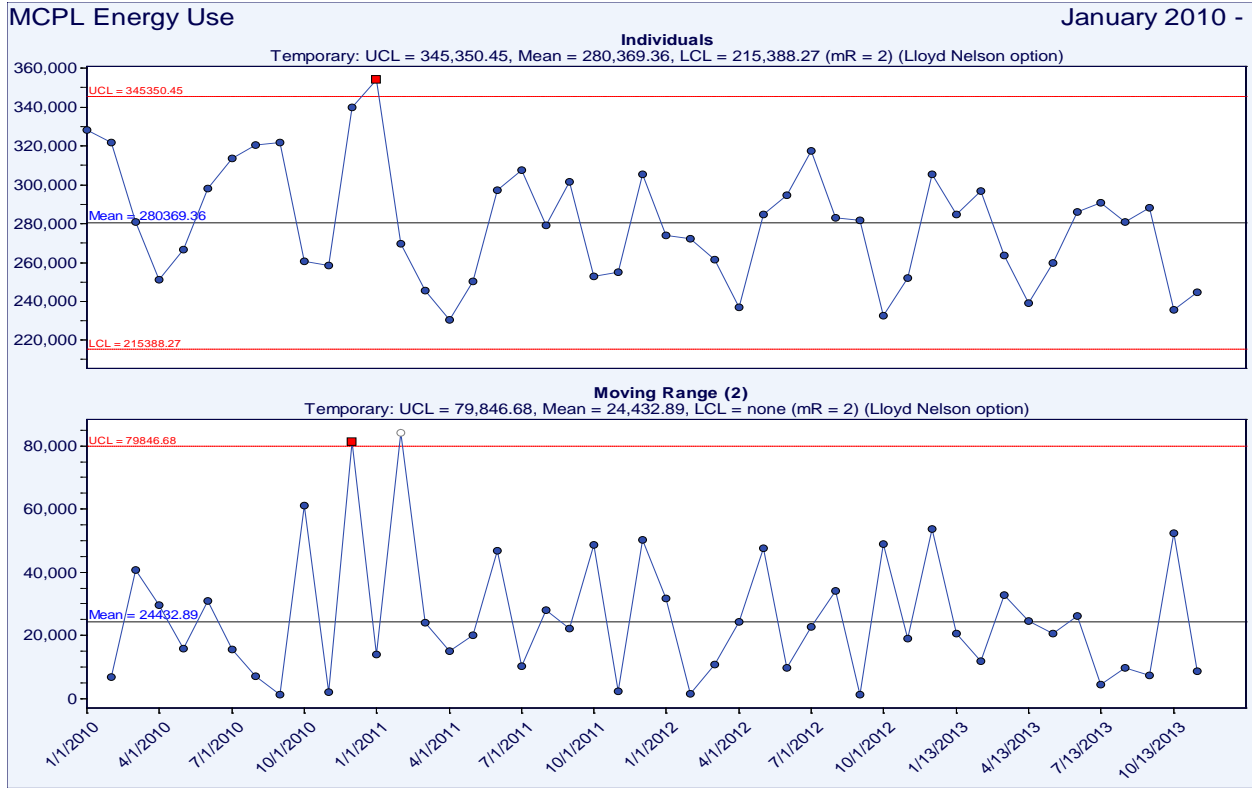
- Gary Lettelleir and Sara Laughlin attended a Common Construction Wage hearing that established hourly rates for the roof replacement project.
- Christine Matheu Architects presented design development plans for the library renovation. Affected departments began their review of the plans.

### **4D. Improve stewardship of library assets and records.**

- Brenda Seibel, receptionist, reports that she saved \$5,165 in 2013, thanks to bulk ordering of office supplies through Quill.







## Library Circulation

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

		100,000+	125,000+	150,000+	175,000+	200,000+	225,000+								
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL	Increase	%
1994	91,400	86,804	105,092	95,928	90,161	109,116	105,030	100,764	91,581	96,209	95,879	77,104	1,145,068	40,646	3.7%
1995	104,347	94,669	104,140	93,934	92,215	109,590	104,095	105,387	89,181	98,036	94,454	78,981	1,169,029	23,961	2.1%
1996	99,083	97,969	100,332	97,724	92,557	102,389	100,506	72,677	78,476	109,334	96,766	64,366	1,112,179	-56,850	-4.9%
1997	102,297	80,417	108,333	99,623	99,660	113,370	115,565	105,481	98,538	104,353	103,578	92,649	1,223,864	111,685	10.0%
1998	116,835	105,194	123,885	109,977	103,656	129,291	126,959	113,247	108,779	115,966	114,187	102,124	1,370,100	146,236	11.9%
1999	110,233	114,354	130,356	115,485	106,471	133,561	127,946	116,536	110,365	119,753	118,931	101,731	1,405,722	35,622	2.6%
2000	121,815	120,968	131,933	118,453	116,142	133,324	130,490	125,569	114,408	124,389	126,687	106,259	1,470,437	64,715	4.6%
2001	135,604	130,721	149,383	128,818	131,845	155,769	149,605	140,771	128,799	139,696	137,810	122,983	1,651,804	181,367	12.3%
2002	153,544	139,737	155,582	146,765	142,675	158,285	164,134	152,802	142,870	157,269	149,439	129,504	1,792,606	140,802	8.5%
2003	165,033	152,780	169,828	152,491	158,807	177,377	177,894	164,227	162,784	166,539	159,777	150,057	1,957,594	164,988	9.2%
2004	176,266	168,978	192,225	168,365	163,194	190,965	189,404	173,782	163,761	168,290	169,478	141,357	2,066,065	108,471	5.5%
2005	182,879	171,080	194,707	180,853	175,874	203,419	197,892	196,619	178,987	185,622	179,184	164,071	2,211,187	145,122	7.0%
2006	198,702	182,066	204,622	183,375	192,548	209,081	205,823	198,671	188,688	192,392	186,547	109,366	2,251,881	40,694	1.8%
2007	197,973	171,889	197,962	181,352	184,840	205,370	201,607	192,456	184,509	192,278	189,825	178,494	2,278,555	26,674	1.2%
2008	206,697	197,227	218,760	200,849	204,840	222,018	225,175	203,624	203,581	207,154	205,469	200,919	2,496,313	217,758	9.6%
2009	213,633	205,451	232,000	215,647	215,771	248,189	244,064	226,378	212,681	222,453	184,819	179,522	2,600,608	104,295	4.2%
2010	202,229	202,607	232,050	202,717	208,775	246,755	239,330	228,111	214,194	216,913	218,296	202,893	2,614,870	14,262	0.5%
2011	224,404	200,312	242,073	219,522	223,724	247,200	243,376	239,514	223,895	228,286	225,306	215,839	2,733,451	118,581	4.5%
2012	230,234	222,006	232,125	216,572	227,403	245,175	246,586	230,921	220,825	225,249	222,871	199,261	2,719,228	-14,223	-0.5%
2013	221,124	208,584	217,870	219,514	219,487	232,581	236,402	219,066	216,628	226,664	213,054	197,357	2,628,331	-90,897	-3.3%

## Library Visits

	4th Quarter		Year to Date	
	2012	2013	2012	2013
Main Library	205,980	33,457	912,453	845,071
Ellettsville Branch	36,877	33,457	158,291	143,282
Bookmobile	18,207	15,184	76,233	71,862
<b>All Locations</b>	<b>261,064</b>	<b>239,311</b>	<b>1,129,486</b>	<b>1,044,348</b>

## Library Programs

	4th Quarter				Year to Date			
	2012		2013		2012		2013	
	Programs	People	Programs	People	Programs	People	Programs	People
Children	271	7,984	277	7,393	1,220	44,370	1,842	41,583
Young Adult	29	343	28	327	286	1,681	103	2,125
Adult	170	1,475	196	2,169	566	6,141	456	8,035
General - All Ages	13	825	26	2,777	66	5,887	320	7,658
<b>Total</b>	<b>483</b>	<b>10,627</b>	<b>527</b>	<b>12,666</b>	<b>2,138</b>	<b>58,079</b>	<b>2,721</b>	<b>59,401</b>

## CATS Programs

	4th Quarter		Year to Date	
	2012	2013	2012	2013
Programs added	608	647	2,474	2,292
New programs produced	106	89	400	367
Government meetings produced	363	472	1,558	1,576
Programs Cablecast (all channels)	95	86	407	370

## Meeting Room Use

	4th Quarter		Year to Date	
	2012	2013	2012	2013
Main Library Meeting Rooms	242	330	1,126	1,212
Main Library Auditorium	41	38	201	155
Main Library Atrium	-	-	2	-
Ellettsville Meeting Rooms	46	42	167	153
<b>Total</b>	<b>329</b>	<b>410</b>	<b>1,496</b>	<b>1,520</b>

## Technology Use (\*In 2012 the library switched from Webalizer "hits" to Google Analytics "page views")

	4th Quarter		Year to Date	
	2012	2013	2012	2013
Public Computer Sessions	51,413	46,740	219,680	189,987
Web Site Home Page Views	762,108	209,901	1,413,606	888,355
All Other Web Pages Views	226,161	221,845	1,066,729	973,308
Catalog Page Views	1,301,200	1,498,194	7,538,411	6,682,598

## Collection Development

	4th Quarter		Year to Date	
	2012	2013	2012	2013
Items cataloged	14,062	12,720	58,232	55,338
Items discarded	10,207	13,536	46,359	48,607

**MONROE COUNTY PUBLIC LIBRARY  
ENCUMBRANCE OF APPROPRIATION BALANCES**

WHEREAS, it has been determined that it is now necessary to encumber appropriated balances from the 2013 annual budget.

NOW THEREFORE be it resolved by the Trustees of the Monroe County Public Library, Monroe County, Indiana that the following encumbrances are appropriated balances from 2013 and will be paid from appropriations carried forward into 2014. These amounts are shown separately and carried forward on the attached Ledger of Encumbrances and Balances. The disbursements charged to the encumbered appropriations of the 2013 annual budget will be identified as such on the 2014 appropriations.

<u>2013 Operating Fund</u>	
Architect Fees - Christine Matheu	10,000.00
<b>TOTAL ENCUMBRANCES</b>	<b>10,000.00</b>

Presented to the Monroe County Public Library Board of Trustees, read in full, and adopted the 15th day of January, 2014 by the following vote.

AYE

NAY

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## **Resolution to Transfer Funds to the Library Improvement Reserve Fund**

**WHEREAS**, the Board of Trustees of the Monroe County Public Library finds that the purposes of the Operating Fund have been fulfilled; and,

**WHEREAS**, there is remaining in the Operating Fund an unused and unencumbered balance;

**NOW THEREFORE BE IT RESOLVED**, that the Board of Trustees of the Monroe County Public Library do hereby transfer **\$214,000** from the Operating Fund to the Library Improvement Fund in 2013.

**DULY ADOPTED** by the Board of Trustees of the Monroe County Public Library at its regular meeting held on the \_\_15th\_\_ day of January, 2014, at which meeting a quorum was present.

AYE

NAY

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

ATTEST:

---

Secretary



**Resolution to Transfer Fund Balance from Library Capital Projects Fund to Rainy Day Fund**

**WHEREAS**, the Board of Trustees of the Monroe County Public Library finds that the purposes of the Library Capital Projects Fund have been fulfilled; and, there are no future plans for appropriation or levy of funds to be proposed for the Library Capital Projects Fund; and

**WHEREAS**, there is remaining in the Library Capital Projects Fund an unused and unencumbered balance;

**NOW THEREFORE BE IT RESOLVED**, that the Board of Trustees of the Monroe County Public Library do hereby transfer \$418,857 from the Library Capital Projects Fund to the Rainy Day Fund.

**DULY ADOPTED** by the Board of Trustees of the Monroe County Public Library at its regular meeting held on the \_\_15th\_\_ day of January, 2014, at which meeting a quorum was present.

AYE

NAY

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

ATTEST:

---

Secretary

**MONROE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES**

**RESOLUTION TO REQUEST ADVANCE TAX DRAWS  
FROM MONROE COUNTY AUDITOR**

BE IT RESOLVED that the Board of Trustees of Monroe County Public Library, 303 E. Kirkwood Avenue, Bloomington, Indiana shall request advance tax draws from Monroe County Auditor to be paid before semi-annual tax settlements.

BE IT FURTHER RESOLVED that the requests will be submitted to the Monroe County Auditor in April and October of 2014.

ADOPTED THIS \_\_\_\_15th\_\_\_\_ DAY OF \_\_\_\_January\_\_\_\_, 2014

AYE

NAY

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

## TELECOMMUNICATIONS FUNDING AGREEMENT

Agreement entered into between the Board of Commissioners of Monroe County, ("County") and the Monroe County Public Library ("Library"), on behalf of its Community Access Television Services department (CATS), effective on the date last written below.

### **SECTION I. Funding**

(a) County shall contribute the sum of Two Hundred Thirty Three Thousand and Two Hundred Forty 00/100s Dollars (\$233,240) for calendar year 2014, payable in equal quarterly installments of Fifty Eight Thousand Three Hundred and Ten Dollars and 00/100s (\$58,310.00), to partially fund the operational expenses of CATS.

(b) Library may use this contribution for salaries and equipment necessary to provide services in accordance with this Agreement. Library will submit a signed claim voucher for each quarterly installment which will be processed in accordance with the County's usual practice for payments.

### **SECTION II. Public Meetings**

Where the meeting location permits, CATS shall telecast live coverage of regular meetings of the Monroe County Commissioners, Monroe County Council, Monroe County Planning Commission, Board of Zoning Appeals, the State of the County Address and other public meetings as requested by the Monroe County Commissioners. Where the meeting location does not permit live coverage, CATS shall contemporaneously videotape the meeting and cablecast it at the earliest time following the meeting which its schedule allows. Each of the meetings will be replayed at least twice during the week following the original cablecast. The times for replay will be predetermined and supplied to the *Herald Times* for its TV schedule publication.

### **Section III. Special Programming**

CATS will cooperate with the Monroe County Commissioners and other county departments to produce and cablecast at least quarterly, a program titled "Your County at Work." The program shall be replayed at least twice monthly during the month in which it is originally cablecast.

### **Section IV. Non-partisan Programming**

(a) A partisan political program or event is one in which only one political party or candidate is represented, and whose principal purpose is the advocacy of a particular candidate, slate of candidates or party platform or the criticism of an opposing candidate, slate of candidates or party platform. Examples include political party dinners or organizational meetings, fundraisers, and announcements of candidacy for office. CATS crews shall not be used in the program production of partisan political events; provided however, that CATS may elect to separately telecast primary election candidate forums for each political party where all candidates for contested offices within that party have been invited, and where scheduling time permits the telecast of similar candidate forums of opposing political parties.

(b) This section shall not be construed to prohibit the production or telecast of a political party caucus or convention which is required by Indiana election law to nominate candidates or fill candidate vacancies. Further, this section shall not be construed to prevent members of the public who are not affiliated with Library from using Library facilities and equipment for any programming permitted by

state and federal law, and which is consistent with Library access policies.

**SECTION V. Reports**

(a) Monthly Report -CATS will provide the County a monthly report of its programming and activities which will include an hour report of its public meetings coverage.

(b) Financial Report -CATS will provide the County at least annually, and more often upon request, a financial report which shall summarize the utilization of the County's contributions.

**SECTION VI. Records**

Library will permit the County to examine and copy all records and documents related to the funding provided by this Agreement. Library further agrees to maintain accounting procedures and record keeping in a form acceptable to the State Board of Accounts and will retain those records as required by state law or State Board of Accounts policy.

**SECTION VII. Non-discrimination**

(a) Library affirms that it is an equal opportunity employer, and will not discriminate on the basis of race, color, national origin, sex, age, ancestry, religion or disability in the hiring, upgrading, discipline, training and compensation of its employees. Breach of this provision may result in termination of this Agreement.

**Section VIII. Term**

This agreement shall govern services provided from January 1, 2014 through December 31, 2014, and shall thereafter be automatically renewed from year to year unless either party gives written notice of its intention to terminate by October 1 of each succeeding year. The funding provided by this Agreement may be adjusted by mutual agreement, but all such funding is subject to an appropriation by the Monroe County Council.

**Section IX. Verification of Work Status**

The Library certifies that it is enrolled in the E-Verify program and has verified the work eligibility status of all newly hired employees through the E-Verify program, unless the E-Verify program no longer exists, and that signing this contract serves as an affidavit affirming that the Library does not knowingly employ an unauthorized alien.

**Section X. Investment Activities in Iran**

The Library affirms by its signature that it is in compliance with Indiana Code 5-22-16.5 et. seq., and does not knowingly engage in investment activities in Iran by providing goods or services worth \$20,000,000 or more in value to the energy sector of Iran.

“County”

Board of Commissioners of Monroe County

Date: \_\_\_\_\_

\_\_\_\_\_  
Iris F. Kiesling, President

\_\_\_\_\_  
Julie Thomas, Vice President

\_\_\_\_\_  
Patrick Stoffers, Commissioner

ATTEST:

\_\_\_\_\_  
Steve Saulter, Auditor

“Library”

Monroe County Public Library

Date: \_\_\_\_\_

\_\_\_\_\_  
Valerie Merriam, President, Board of Trustees

\_\_\_\_\_  
Sara Laughlin, Director

\_\_\_\_\_  
Michael White, Manager  
Community Access Television

## **Recommendation to Select Vendor Gibson Tel-Data Mitel for a Voice over Internet Protocol (VOIP) Telephone System**

### **Background:**

- The Library is currently on two separate digital NEC phone systems at Main and Ellettsville, both of which are at the end of their product life and service support.
- \$100,000 has been set aside in the General Obligation Bond to fund replacement of the phone systems.
- In September 2013, the Board approved hiring Telecom Resources to assist in identifying the appropriate system functionality, identification and selection of a vendor, and installation of a new Voice over Internet Protocol telephone system.
- A Request for Proposal (RFP) was issued in November.
- Eight vendors responded to the RFP.
- Based on cost, service, equipment and functionality, four vendors were selected to make presentations.

### **Our Recommendation:**

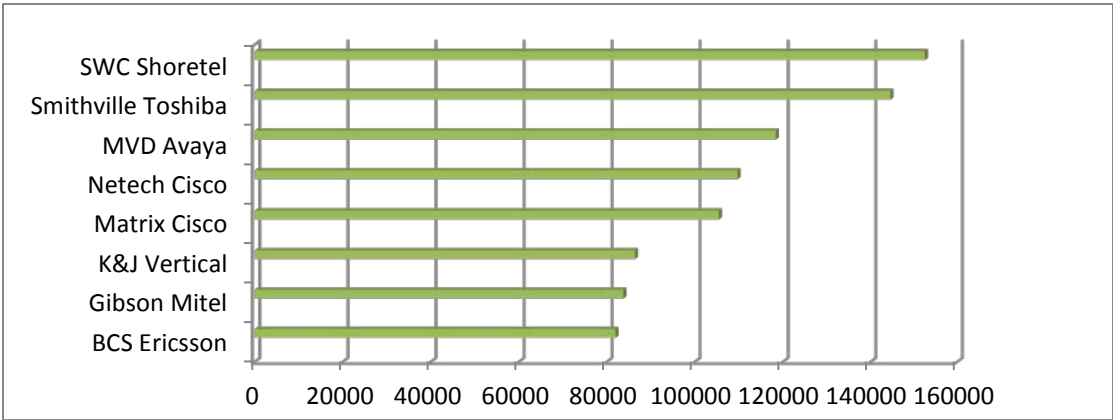
- We propose selecting Gibson Tel-Data's Mitel solution.
- We selected Gibson based on their service reputation, their experience working with other libraries, our confidence in their ability to provide quality service and equipment, and their cost.
- The total cost of equipment will be \$83,745.67.
- The total cost of ownership for this system over five years will be \$107,899.67.
- This compared to five year costs from all four vendors ranging from \$106,122.13 to \$166,772.26.

January 10, 2013

# Monroe County Public Library – VoIP Comparisons

*Telecom Resources, Inc. was retained to assist the MCPL in an unbiased manner to select the right system that would support a progressive public library community with tools for current and future innovative communications and collaborative functions.*

*The adjusted pricing of the 8 vendors that we received bids from are listed below. (The pricing was adjusted as described in the summary for each vendor):*



# Monroe Co. Public Library VoIP Comparisons

(VoIP Voice over Internet Protocol)

## Vendors/Manufacturers reviewed

<b>Business Communications Solutions, LLC</b>	<b>Ericsson</b>
<b>Gibson Tel-Data</b>	<b>Mitel</b>
<b>K&amp;J Communications</b>	<b>Vertical</b>
<b>Matrix Communications</b>	<b>Cisco</b>
<b>MVD Communications</b>	<b>Avaya</b>
<b>Netech</b>	<b>Cisco</b>
<b>Smithville Telephone Company</b>	<b>Toshiba</b>
<b>SWC Communications</b>	<b>Shoretel</b>

The VoIP Project Team consisting of Ned Baugh, Vanessa Schwegman, and Barb Grothe, have reviewed and read through all 8 responses from the above-mentioned vendors. After a thorough review of all 8 vendors, the following were eliminated for the following reasons:

### **K&J Communications – Vertical**

- There were specifications asked in the RFP (Request for Proposal) that went out that Vertical could not deliver on such as the future potential integration to Google apps/mail in lieu of Microsoft Office.
- There were terms and conditions spelled out by K&J that we did not agree with. One of those being that K&J Communications reserves the right to substitute refurbished parts when necessary.
- The phones seemed cheap and came with the outdated desi strips instead of the LEC backlit display.



**MVD Communications – Avaya**

- MVD (Midwest Voice and Data) out of Ohio responded to our RFP with the Avaya system.
- We felt that the Library should not consider a vendor that was not within the State of Indiana.
- Avaya is no longer in control of their own destiny since they have been purchased by Silver Lake Partners.

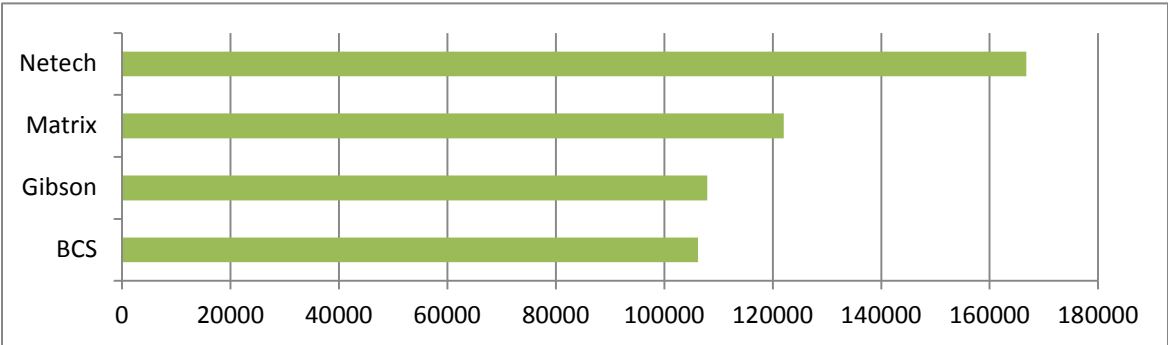
**Smithville Telephone Company – Toshiba**

- Smithville is our present vendor for our data communications/internet backbone to Ellettsville.
- They proposed the Toshiba system, but their price was very steep and could not be justified, since the lower price vendors would meet the same feature set we were asking for.

**South Western Communications – Shoretel**

- They proposed the Shoretel system. The Shoretel is a great system, but it comes with high license fees and thus was the most expensive system.
- The steep price could not be justified since the others met the feature set we were asking for.

For the Short List, we narrowed the list of vendors down from 8 to 4. The 4 vendors that were asked to come into the MCPL and give us a presentation and demonstration of their equipment were BCS, Gibson Tel-Data, Matrix, and Netech. Below is the pricing matrix for a 5 year expenditure which includes maintenance on the phones and software updates.



### **BCS Communications – Ericsson**

- Jason Buchanan owns the company out of Evansville, IN. and came into to give his presentation. After a review of the phones, we asked him to price out the non-desi-strip phones. We wanted the backlit LED display since the strips can get messy with changes.
- The 2<sup>nd</sup> set of pricing came in higher but was in line with the same type of phones the other vendors proposed.
- Ericsson is not widely deployed in the US and has only a 12% market share in the US. They are very strong overseas in the wireless market and on the network side. We just did not have enough positive pluses to buy the Ericsson equipment.

### **NETECH – Cisco**

- Netech is based in Carmel, IN. They are the present vendor to the Monroe County Government offices and also service the State of Indiana and other very large customer deployments
- The ongoing pricing with Cisco is considerably higher over 5 years as compared to the non-Cisco vendors and could not be cost-justified.

### **MATRIX – Cisco**

- Matrix is our present vendor that handled our upgrade of the WAN/LAN. (Wide Area Network and Local Area Network)
- Matrix also proposed the Cisco SmartNet solution and in the long run, this will cost the MCPL more compared to the non-Cisco vendors.
- Matrix included items that were not asked for in the RFP and thus were asked to remove the items and make them optional so we could conduct a thorough apples to apples comparison.
- Matrix is the current vendor for Monroe Co. Community School Corporation. Cisco holds the highest market share in the US and is a great system, but the ongoing pricing with Cisco is considerably higher over 5 years as compared to the non-Cisco vendors and could not be cost-justified.

### **GIBSON TEL-DATA – Mitel**

- Gibson is our present NEC Equipment dealer after Gibson bought out US Voice & Data in Indiana. This may be a plus in any programming that must be done to the existing NEC.
- They gave a great presentation, along with a tutorial of VoIP infrastructure in explaining their design.

- Mitel is a proven market leader in the United States.

## RECOMMENDATION

After a very thorough analysis of all the proposals, the MCPL team selected Gibson Tel-Data's Mitel solution based on:

- The total value of the package
- The clarity of the technical solutions
- The confidence in the manufacturer and the Vendor
- The proposed solution's flexibility to grow and adapt to MCPL employee and client needs
- Gibson was the only vendor of the 8 to bring in the representative from the manufacturer to the presentation, as well as being the only vendor to show up for the bid opening. It seemed they wanted to partner with us the most and were the most persistent in asking if there was anything else they could do for us, showing they really wanted the business.
- They are including a 5 year warranty on parts.
- The team also liked the physical appearance of the phones.
- Mitel has Library experience as they were the system chosen for the Allen County Public Library in Ft. Wayne, IN.

Hopefully if the Purchase Agreements get signed at the Board Meeting on January 15<sup>th</sup>, we can have the new system installed by end of February or early March. We would like the new system in by the time construction starts in April of 2014.

Below is Mitel's timeline of events that they outlined in the RFP.

Task	T - (Cut Date)	Responsible Party(s)	Due Date
Telco Orders Placed (If Customer Ordered, Supply Copies)	-60	End Customer	Monday, November 11, 2013
Current Network Diagram	-15	End Customer	Monday, January 13, 2014
Current Network Info	-15	End Customer	Monday, January 13, 2014
Equipment Order Date	-15	Gibson Teldata	Monday, January 13, 2014
POE Switch Deployment	-13	End Customer	Wednesday, January 15, 2014
System Data Gathering Customer Meeting	-10	Customer & Gibson Teldata	Monday, January 20, 2014
Customer Floor Plan Received	-10	End Customer	Monday, January 20, 2014
Pre-Install Network Assessment Date	-10	Gibson Teldata	Monday, January 20, 2014
Import Spreadsheets Complete	-10	End Customer	Monday, January 20, 2014
Network Assessment Passing Score	-7	Gibson Teldata	Thursday, January 23, 2014
Network Configuration Complete	-7	End Customer	Thursday, January 23, 2014
Power Requirements Met	-7	End Customer	Thursday, January 23, 2014
Environmental Conditions for Customer Site Met	-7	End Customer	Thursday, January 23, 2014
Equipment Delivered to Customer Site	-5	Gibson Teldata	Monday, January 27, 2014

Network Configuration Verified	-5	Gibson Teldata	Monday, January 27, 2014
Telco Delivery Date	-5	End Customer	Monday, January 27, 2014
Cabling Complete	-5	End Customer	Monday, January 27, 2014
Change Order Freeze (5 working days prior to cut)	-5	End Customer	Monday, January 27, 2014
Software/Programming Freeze (5 working days prior to cut)	-5	End Customer	Monday, January 27, 2014
Go/No Go Decision Date	-5	Customer & Gibson Teldata	Monday, January 27, 2014
System Installation & Programming	-3	Gibson Teldata	Wednesday, January 29, 2014
Remote Access	-2	End Customer	Thursday, January 30, 2014
Designated User Training	-2	Customer & Gibson Teldata	Thursday, January 30, 2014
System Performance Test	-1	Gibson Teldata	Friday, January 31, 2014
Operator Training	-1	Customer & Gibson Teldata	Friday, January 31, 2014
System Cut Over	0	Gibson Teldata	Saturday, February 01, 2014
Post Cut Over Support	1	Gibson Teldata	Monday, February 03, 2014
Delivery & Acceptance	1	Gibson Teldata	Monday, February 03, 2014
Turnover to Service Department	2	Gibson Teldata	Tuesday, February 04, 2014
Post Install Network Assessment	10	Gibson Teldata	Friday, February 14, 2014

## FEATURES OF PHONE

# Mitel MiVoice 5330e IP Phone

The Mitel MiVoice 5330e IP Phone is perfect for the enterprise desktop and features a large display and 24 self-labeling buttons that can be programmed for a variety of functions.



The Mitel MiVoice 5330e IP Phone is a full-feature, applications telephone that features a large graphics display, embedded gigabit support, and 24 self-labeling keys that can be programmed as speed dial keys, line keys, or feature access keys. Twelve fixed-function keys provide convenient one-touch access to commonly used telephony features, navigation keys and menus, as well as customizable user settings. The 5330e IP Phone also has three contextual softkeys to help users easily navigate through telephony functions.

Optional modules can be added to your 5330e IP Phone, fulfilling the need for users to have conferencing, additional buttons, cordless DECT or Bluetooth accessories, or local emergency access for Teleworkers.

**Embedded applications in the MiVoice 5330e IP Phone include:**

- Visual Voicemail
- Call History
- Call Forwarding
- Conference
- Settings
- Cordless Applications
- Call Information

Add-on applications include Mitel Intelligent Directory, which is an advanced phonebook and presence application, and Mitel Live Content Suite, which allows you turn your phone into a rich media information appliance using Live Blogger, Live Flickr, and Live Twitter. All of these applications as well as custom HTML applications can also be accessed when the 5330e IP Phone is used as a remote Teleworker phone.

When used with Mitel Unified Communicator Express (UCX) or Mitel MiCollab Client (formerly Mitel Unified Communicator Advanced), the 5330e IP Phone provides users with presence applications and integrated functionality with your PC.

# Mitel MiVoice 5340e IP Phone

This enterprise-ready IP phone features a large backlit display, productivity applications and programmable keys.



The Mitel MiVoice 5340e IP Phone is a full-feature, applications telephone that features a large graphics display, embedded gigabit support, and 48 self-labeling keys that can be programmed as speed dial keys, line keys, or feature access keys. Thirteen fixed-function keys provide convenient one-touch access to commonly used telephony features, navigation keys and menus, as well as customizable user settings. The 5340e IP Phone also has six contextual softkeys to help users easily navigate through telephony functions.

Optional modules can be added to your MiVoice 5340e IP Phone, fulfilling the need for users to have conferencing, additional buttons, cordless DECT or Bluetooth accessories, or local emergency access for Teleworkers.

## **Embedded applications in the MiVoice 5340e IP Phone include:**

- People (Contacts)
- Visual Voicemail
- Call History
- Call Forwarding
- Conference
- Settings
- Cordless Applications
- Call Information

Add-on applications include Mitel Intelligent Directory, which is an advanced phonebook and presence application, and Mitel Live Content Suite, which allows you turn your phone into a rich media information appliance using Live Blogger, Live Flickr, and Live Twitter. All of these applications as well as custom HTML applications can also be accessed when the 5340e IP Phone is used as a remote Teleworker phone.

When used with Mitel Unified Communicator Express (UCX) or Mitel MiCollab Client (formerly Mitel Unified Communicator Advanced), the 5340e IP Phone provides users with presence applications and integrated functionality with your PC.