

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

**Wednesday, June 18, 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 May 21, 2014 Board Meeting (page 1-5)
 - b. Minutes of June 11, 2014 Board Work Session (page 6-9)
 - c. Monthly Bills for Payment (page 10-15)
 - d. Monthly Financial Report (page 16-44)
 - e. Personnel Report (page 45)
 - f. 2014 Board Meetings Calendar (page 46)
3. Director’s Monthly Report (page 47-62) and First Quarter Performance Report (page 63-64) – Sara Laughlin, Director
4. Old Business
 - a. Renovation Update – Marilyn Wood
5. New Business – action items
 - a. Proposal to Add Sunday Hours (page 65-76) – Sara Laughlin
6. Update: Staff Development – Marilyn Wood
7. Public Comment
8. Adjournment

View the Board Packet on the Library’s website:
<http://mcpl.info/library-trustees/meetings>

MONROE COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
Monthly Meeting
Wednesday, May 21, 2014
Meeting Room 1B
5:45pm

Present:

David Ferguson, Kari Isaacson, Melissa Pogue, Fred Risinger, and John Walsh

Absent: Hans-Otto Meyer and Valerie Merriam

Staff Attendance: Lisa Champelli, Sara Laughlin, Gary Lettelleir, Martin O'Neill, Sue Sater, Bara Swinson, Josh Wolf, Marilyn Wood, and CATS staff.

Others in Attendance: Tom Bunger

Call to Order

Vice President John Walsh called the meeting to order at 5:45pm in Meeting Room 1B. Board members present introduced themselves to the public.

Consent Agenda

John asked for a motion to approve the consent agenda. Kari moved to approve the agenda items. Fred seconded.

Sara reported that the County Council did approve our request for a \$500,000 additional appropriation to make funding available for our renovation.

Kari asked about our new employee Kevin McDowell. Sara responded that the library is very pleased to have him join the staff as Teen Services and Digital Creativity manager. He will be assisting Chris Hosler with teen programming this summer, as well as developing partners, ordering equipment, and planning programs for fall and beyond.

The motion passed.

Director's Monthly Report

Sara announced that 100% of our employees completed their certificate requirements and renewed their licenses from the Indiana State Library, one of the requirements for meeting Indiana Public Library Standards. Director, associate director, public service managers and coordinators, librarians, and library assistants who work in traditional library service areas are required to be certified. To maintain certification, these employees must complete 50 or more hours of professional learning (Library Education Units) every five years.

Approximately half of the library's employees are in not in traditional library roles that require certification; some of them are certified in other fields, including human resources, accounting, and facilities. These employees included 24 librarians, 16 reference assistants, directors, and managers.

John asked Sara to give an example of a class that would be taken to earn LEUs. Sara replied that the leadership training for our managers was one example, which involved 8 day-long sessions and readings, with assignments. Participants earned 24 LEUs. Other examples are process improvement series and Staff Day sessions, as well as conferences, workshops, online courses, and webinars.

Sara noted that Marilyn will give the Board a staff development update next month.

John asked what the repercussions were if people aren't certified. Sara responded if that happened, the library will not meet the Indiana public library standards.

Melissa said she was pleased to see Ellettsville Branch will offer a coding academy during the summer.

Sara reported that the library has licensed online learning site Treehouse, with support from the Bloomington Technology Partnership through a grant from the Community Foundation of Bloomington and Monroe County. There is great interest among local IT companies and schools for coding expertise, and Treehouse offers badges for those completing online series.

Melissa asked if anyone can sign up for it. Sara responded that anyone with a library card can register and learn how to build websites and apps, write code, or start a business.

Old Business

Renovation Update. Marilyn Wood reported that this has been a busy week of collections moving, plastic sheets going up to contain dust, and construction work beginning. The first phase of construction will include the children's program room and storage, CATS equipment room, Bookstore retail area, Community Outreach offices, and the auditorium.

Customers will notice that the young adult collection has moved to a different area on the second floor and movies and music have moved from the first floor to the second floor. Some shelves have been removed from the walls in the New Arrivals area. The Friends Bookstore will reopen on Saturday in the area previously occupied by Movies and Music, while that area is vacant, until its new space is ready.

Marilyn added that the Kirkwood door is closed while the ceiling is repaired after the January water sprinkler system burst. It should reopen shortly.

New Business

Resolution to Create Escrow Account for Renovation

John asked for a motion. Fred moved to approve the resolution. David seconded.

Gary reported that this is a new account at Fifth Third to hold the 5% retainage of contractor payments, as required in the renovation contract. When the contract is completed, the final amount will be paid.

John asked Tom Bunger if this was a legal procedure. Tom responded yes. The motion passed.

Department Update

Josh Wolf presented an update on Children's Services. He focused on partnerships in 2014 and reported that he had met with MCCSC partners today regarding the school services project. Library staff are getting better at planning daily processes to deliver cards to students quickly and accurately and plan to distribute cards to the rest of the MCCSC schools within a four week period in early fall. The School Resource Advisory Committee is providing advice to the library on key online resources. Library and school representatives are also working to make it easier for students to access the library's online resources at school.

A second partnership with the IU Center for the Study of Global Change allowed the Children's Department to add Persian language experiences to spring programming. Exposure to a second language is good for children and expands learning skills.

A third partnership with the Monroe County Humane Association supports "Arf Read to a Dog" programs with therapy dogs. They have done five programs at the library this year, with 160 children participating.

The Smart Start Coalition, coordinated by the United Way, continues to be a good partnership for addressing early literacy needs in the community. The library was invited to present at the conference of the South Central Indiana Association for Education of Young Children.

With assistance and advice from Reach High Consulting and the Indiana Institute on Disability and Community, Children's has added some new programs. The partners have helped reach participants and have brought interns.

"First Theatre Experiences" is another partnership with local theater companies, which provide parents and children an introduction to performance art. For many children, it is the first exposure to live performance.

In May, Children's staff have been making visits to local schools to promote summer reading. They showed a video, did a book talk, and distributed more than 5,000 quarter sheets to students at local schools and invited children to sign up for the Summer Reading Program. Josh has received great feedback from students.

Partnerships for summer programming include a magic show by Dr. James Clark, Physics Department, and a huge science project by Ivy Tech Community College. The library continues to work with local summer camps, especially when weather doesn't work out and children need indoor activities.

Josh presented the Summer Reading Program video, written and produced by children's librarian Christina Jones and directed by CATS production assistant David Walter, and starring Adam Stillwell, CATS, and Josh Wolf, along with a cast of children.

Kari asked if we have been working with residents of Section 8 housing. Josh replied that we have, and he went to the Fairview Park on Saturday talking to a variety of people and agencies that included the Banneker Center.

John asked if we still have a connection with the Banneker Center. Sara responded we used to consider it a self-service "outlet," but we realized there wasn't much circulation activity. However, they reported that children did use the books for homework and leisure reading at the Center. The staff recently contacted Josh and asked for new books for their collection. We gave them a \$200 gift certificate for the Friends Bookstore and they have already purchased some materials. Our connection with them will continue.

Kari asked if Boys and Girls Club groups come here. Josh responded that they come frequently. Sara added that we participated with them on Lemonade Days.

John asked if there was a mechanism to welcome kids who move to Bloomington in the middle of a school year. Josh responded yes, there will be a monthly update to produce cards for students who have moved in.

Kari expressed her appreciation to Josh, the Children's Services staff, and the library's partners.

John thanked Josh for the video presentation.

Public Comment

There was no public comment.

David mentioned he went to a library branch recently that had a Teen Center. Sara asked what was going on there. David responded a lot of games and people were creating videos in the Center.

Sara announced that the Community Foundation awarded \$500 to the VITAL program in honor of VITAL volunteer Susan Welsand, who won the City's 2014 "Be More Knowledgeable" Award.

Sara also reported that Michael Hoerger was notified this week that the library has won a 2014 "Best of Show" Award from the American Library Association's Library Leadership and Management Association for "MCPL Strategic Plan Prezi," in the category Annual Reports/Strategic Plans-Electronic, for libraries with budgets from \$6-20 million.

She added that we are submitting our National Disability Awareness Month programming for the ILF Programming Award.

The Friends received \$5,000 from the Duke Energy Foundation for 15 "Little Free Libraries" hosted by neighborhood associations in Monroe County. Sixteen neighborhood associations have indicated interest. Cabinetmaker Bob Kolarich will build the little libraries. Lowe's will build the platforms and install them. The neighborhood associations will stock and maintain them.

Kari asked if we could get a photograph of this, and Sara responded that we would.

John mentioned he saw an example of this when he was last in Nebraska. He congratulated the Friends and staff who have worked on the project.

Adjournment

John asked for a motion to adjourn. Kari moved to adjourn the meeting. David seconded. The vote was unanimous. The meeting adjourned at 6:44pm.

**MONROE COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES WORK SESSION
Wednesday, June 11, 2014
Meeting Room 1B
5:45 pm**

Present:

David Ferguson, Kari Isaacson, Valerie Merriam, Hans-Otto Meyer, Melissa Pogue, and John Walsh.

Absent: Fred Risinger.

Staff Attendance: Michael Hoerger, Sara Laughlin, Gary Lettelleir, Sue Sater, Michael White, Kyle Wickemeyer-Hardy, Marilyn Wood, and CATS staff.

Others: Tom Bunger

Call to Order

Vice-President John Walsh called the meeting to order at 5: 47pm in Meeting Room 1B. The Board introduced themselves to the public.

Proposal to Change Hours

Sara Laughlin presented the proposal to change hours. There were three drivers to bringing the proposal to the Board:

- In the 2012 community service survey, the top three suggestions for improvement were to improve parking, support technology literacy, and expand weekend hours.
- The parking situation in downtown Bloomington has changed since 2013.
- There has been sustained Board interest in reviewing the library hours. The Main Library hours have not changed for 25 years.

This proposal is the result of the all three.

Sara stated that the proposed changes are relatively minor. The first is to reduce one hour on Friday by opening at 10 am rather than 9 am. Second, move open hours on Saturday from 9 am - 5 pm to 10 am - 6 pm. Third, add two hours on Sunday to open at 12 noon and close at 6 pm. These changes on Sunday will not have much impact on staffing, as many are already working a 7.5 hour day and some work is not dependent on open hours, including shelving and custodial

work. The main impact will be on hourly staffing on public service desks. The decrease of one hour on Friday will make scheduling on that day easier; the net increase of one hour will require few, if any, added staffing hours.

The proposal also included moving Saturday hours at the Ellettsville Branch from 9 am – 5 p.m. to 10 am – 6 pm. Ellettsville currently opens at 10 Monday through Friday, and this change would align Saturday hours with the rest of the weekday schedule and with Main Library Saturday hours.

Kari said she was surprised at how many people come in at 9 am, according to the chart Sara presented with the proposal.

Sara said we are recommending that we start this on September 1, 2014.

Hans asked if staff are in agreement with the proposal and if there have been any staff comments regarding the proposal. Sara responded that she talked to the managers and revised the proposal substantially after that conversation. The current proposal reflects improvements in scheduling staff. She also shared the proposal with the Labor-Management Committee and received no comments.

Sara mentioned that the Children's Department manager reminded us of first-grade tours that begin at 9:15 on a few Fridays in September. After conversations with him, Facilities, and Community Outreach, also involved in the first-grade tours, she concluded that there would be adequate staff available to continue the tours as they are currently scheduled.

Hans asked about staff working during the lunch hour on Sunday. Sara replied that there haven't been any concerns with the hours beginning at noon on Sunday.

Kari said she likes the consistency of just two closing times.

John asked about the financial impact if the library continued to open at 9:00 am on Friday and Saturday. Sara replied that she believed each hour would cost approximately \$7,800.

John also mentioned that parking lots in downtown are usually full on Sunday mornings due to church services, and there are a lot of families out at noon when church services end. John commented that perhaps these families would visit the library before leaving the downtown area. Sara said she has encouraged staff to consider Sundays as a special day for library programming. She plans to communicate with Downtown Bloomington, Inc. to see if businesses, including food trucks, restaurants, and others, are interested in participating in special offers to attract people downtown on Sundays.

John asked Sara if we anticipate any of these hour changes causing any concerns among the public. Sara responded that she could not anticipate concerns.

John announced the proposal would be an action item next week.

2015 Budget Calendar

Gary Lettelleir presented the 2015 budget calendar. He will present the first draft of the budget at the July work session, and will present a second draft at the August work session. The Board will approve the budget for advertising at the August Board meeting. After that date, the library can make line-item changes or reduce the budget, but cannot increase it. In September, the budget will be included in the County Council's non-binding review. A public hearing on the budget will occur immediately before the September Library Board meeting. The September Board meeting or October 8 work sessions are the final opportunities for the Board to request changes in the budget.

Kari asked if this was a bond approval year. Gary responded that he is working on a list of items to include in the next bond issue. He will present the list and plans in July when he presents the 2015 budget. At the end of 2014, we will finalize the proposal to the Board for another bond that will cover the library's capital and technology needs for 2016-2018. He anticipated that the bond request would be just under \$2,000,000, so would need approval by the Library Board and the County Council.

Kari asked if the Library needed voter approval for bonds. Sara said that, if the bond amount is below \$2,000,000, only the Library Board and the County Council must approve. For amounts between \$2,000,000 and \$12,000,000, the Library would have the option of doing a petition and remonstrance process, in which case the bond amount would be within the County's circuit breaker cap, or a voter referendum, in which the bond amount would be outside the circuit breaker cap.

Sara reminded the Board that library facilities are aging, so the bond will be critical.

John asked about when the current bond would be paid off. Gary responded the last payment would be in 2015.

Sara noted that she expected that the tax rate for a new bond would be similar or slightly less than the current rate, since the bond amount would be approximately the same and the assessed valuation of the County has increased in the intervening three years. Sara said the bond process would require the library to have a bond attorney and financial advisor.

John said we will be getting our first draft of the budget in next month's work session. Sara added that we are still inviting managers to identify special needs to be included.

Two important numbers needed to complete the budget will become available over the summer. The Assessed Value Growth Quotient (AVGQ), a rolling six-year average of non-farm personal income for Indiana as a whole, is usually available by early July. The assessed valuation (AV) in the county will be available August 1. After the Board approves, the County Council approves, then the budget goes to the Indiana Department of Local Government Finance. Their final approval usually arrives early in the budget year.

Sara encouraged the Board to ask any questions they have during the budget process.

John asked about the advertisement of the budget to the public in August, and wanted to make sure the Board understood no increases to the budget could be made after that advertisement.

Public Comment

There was no public comment.

John asked for a motion for adjournment.

Kari moved to adjourn. Melissa seconded. The vote was unanimous.

Adjournment

The meeting adjourned at 6:24 pm.

MONROE COUNTY PUBLIC LIBRARY

***Check Summary Register©**

May 16, 2014 to June 11, 2014

Name	Check Date	Check Amt	
06500 FIFTH THIRD CHECKING			
Paid Chk# 005802 AMERICAN UNITED LIFE INS. CO.	5/21/2014	\$1,510.00	403b TSA-AUL W/H
Paid Chk# 005803 ANN SEGRAVES	5/21/2014	\$10.98	HOSE THUMB CONTROL/GARDEN FUND
Paid Chk# 005804 BETHANY TERRY	5/21/2014	\$78.62	NEW STAFF WELCOME/STAFF DEVELOPMENT
Paid Chk# 005805 COMCAST	5/21/2014	\$14.84	CABLE RENTAL EQUIP.
Paid Chk# 005806 SARAH BOSK	5/21/2014	\$28.95	REFUND ON LOST ITEM
Paid Chk# 005807 WEX BANK	5/21/2014	\$36.30	FUEL
Paid Chk# 005809 JPMORGAN CHASE BANK, NA	5/22/2014	\$8,602.80	B&H PHOTO/CATS EQUIPMENT
Paid Chk# 005810 APPLE INC.	5/29/2014	\$1,428.00	COMPUTER
Paid Chk# 005811 AT&T (IL)	5/29/2014	\$1,286.24	TELEPHONES
Paid Chk# 005812 AT&T MOBILITY	5/29/2014	\$134.39	CELL PHONES
Paid Chk# 005813 BERRY	5/29/2014	\$27.20	PHONE LISTINGS
Paid Chk# 005814 CDW GOVERNMENT, INC.	5/29/2014	\$139.75	IS SPLS
Paid Chk# 005815 CITY OF BLOOMINGTON	5/29/2014	\$632.00	MONTHLY PARKING COSTS
Paid Chk# 005816 DISCOUNT PAPER PRODUCTS,	5/29/2014	\$646.50	BPA PAPER ROLLS
Paid Chk# 005817 DUKE ENERGY	5/29/2014	\$1,347.97	ELECTRICITY
Paid Chk# 005818 FIRST INSURANCE GROUP, INC.	5/29/2014	\$692.00	BUILDERS RISK-ROOF RELACE INS
Paid Chk# 005819 HFI MECHANICAL CONTRACTOR	5/29/2014	\$23,744.70	MCPL CHILLER/JOB#3358
Paid Chk# 005820 KEVIN MACDOWELL	5/29/2014	\$975.22	ALA ANNUAL CONF. & FLIGHT COSTS
Paid Chk# 005821 MIDWEST PRESORT SERVICE	5/29/2014	\$310.30	POSTAGE SERVICES
Paid Chk# 005822 NU-TEC ROOFING	5/29/2014	\$10,584.00	ROOFING/PROJECT #114531
Paid Chk# 005823 REPUBLIC SERVICES #694	5/29/2014	\$212.70	TRASH SERVICE
Paid Chk# 005824 RICOH USA, INC.	5/29/2014	\$23.20	VITAL COPIER
Paid Chk# 005825 RJE	5/29/2014	\$87,752.00	FURNITURE
Paid Chk# 005826 STANSIFER RADIO COMPANY	5/29/2014	\$7.94	VIDEO MAT'LS
Paid Chk# 005827 SUPERIOR LAMP, INC.	5/29/2014	\$114.25	LIGHT BULBS
Paid Chk# 005828 T & H KEITH INC.	5/29/2014	\$10,000.00	KIRKWOOD REPAIR/WATER DAMAGE
Paid Chk# 005829 VECTREN ENERGY DELIVERY	5/29/2014	\$434.68	NATURAL GAS
Paid Chk# 005830 YP	5/29/2014	\$135.00	PHONE LISTING
Paid Chk# 005831 THE FOUNDATION CENTER	5/30/2014	\$995.00	IN RM 2014 DATABASE FEES
Paid Chk# 005832 3M	6/3/2014	\$4,415.59	E-BOOKS
Paid Chk# 005833 AFSCME COUNCIL 62	6/3/2014	\$1,109.33	UNION DUES W/H
Paid Chk# 005834 AMERICAN UNITED LIFE INS. CO.	6/3/2014	\$1,510.00	403b TSA-AUL W/H
Paid Chk# 005835 BAKER & TAYLOR BOOKS	6/3/2014	\$26,351.55	BOOKS
Paid Chk# 005836 BLACKSTONE AUDIO, INC.	6/3/2014	\$147.99	NONPRINT
Paid Chk# 005837 CARMICHAEL TRUCK &	6/3/2014	\$270.91	VEHICLE REPAIR/BKM & VAN
Paid Chk# 005838 CENTER POINT LARGE PRINT	6/3/2014	\$216.90	BOOKS
Paid Chk# 005839 CHRISTINE MATHEU	6/3/2014	\$4,388.14	CONSTRUCTION OBSERVATION/#1303
Paid Chk# 005840 CINTAS CORPORATION	6/3/2014	\$238.65	FIRST-AID SPLS
Paid Chk# 005841 CITY GLASS OF BLOOMINGTON,	6/3/2014	\$82.00	BLDG REPAIR
Paid Chk# 005842 EDWARD J. FERRER	6/3/2014	\$350.00	FD/CHILD PROGRAM/SRP
Paid Chk# 005843 ELLETTSVILLE UTILITIES	6/3/2014	\$245.43	WATER & SEWER
Paid Chk# 005844 FINDAWAY WORLD, LLC	6/3/2014	\$119.09	NONPRINT
Paid Chk# 005845 GALE/CENGAGE LEARNING	6/3/2014	\$988.55	BOOKS
Paid Chk# 005846 GECRB/AMAZON	6/3/2014	\$6,231.73	BOOKS
Paid Chk# 005847 GLHEC	6/3/2014	\$301.20	GARNISHMENTS W/H
Paid Chk# 005848 GREY HOUSE PUBLISHING, INC.	6/3/2014	\$237.50	BOOKS
Paid Chk# 005849 HP PRODUCTS	6/3/2014	\$329.58	CLEANING SPLS
Paid Chk# 005850 INTERVIEW	6/3/2014	\$19.97	RENEWAL/PERIODICALS
Paid Chk# 005851 JACQUELINE LOVINGS	6/3/2014	\$61.60	MILEAGE EXPENSE
Paid Chk# 005852 LEGAL SHIELD	6/3/2014	\$71.76	PRE-PAID LEGAL W/H
Paid Chk# 005853 LOGISTECH, INC.	6/3/2014	\$41.68	BOOKS
Paid Chk# 005854 LOWE'S	6/3/2014	\$42.50	BLDG SPLS
Paid Chk# 005855 METROPOLITAN	6/3/2014	\$430.00	WELCOME BROCHURES
Paid Chk# 005856 MIDWEST PRESORT SERVICE	6/3/2014	\$340.45	POSTGE SERVICES

MONROE COUNTY PUBLIC LIBRARY

06/11/14 2:51 PM

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***Check Summary Register©**

May 16, 2014 to June 11, 2014

Name	Check Date	Check Amt	
Paid Chk# 005857	MIDWEST TAPE	6/3/2014	\$11,937.52 NONPRINT
Paid Chk# 005858	MONROE COUNTY YMCA	6/3/2014	\$121.86 YMCA W/H
Paid Chk# 005859	PARACLETE PRESS, INC.	6/3/2014	\$44.96 NONPRINT
Paid Chk# 005860	RANDOM HOUSE, LLC	6/3/2014	\$124.70 NONPRINT
Paid Chk# 005861	RECORDED BOOKS, LLC	6/3/2014	\$480.25 NONPRINT
Paid Chk# 005862	SMITHVILLE	6/3/2014	\$1,825.00 MNTHLY INTERNET SVCS
Paid Chk# 005863	TANTOR MEDIA	6/3/2014	\$100.76 NONPRINT
Paid Chk# 005864	TASC	6/3/2014	\$590.00 FSA & COBRA SERVICE 7/1/14-9/30/14
Paid Chk# 005865	UNIQUE MANAGEMENT	6/3/2014	\$818.55 COLLECTION SERVICE/CIRC.
Paid Chk# 005866	UNITED WAY	6/3/2014	\$150.00 UNITED WAY W/H
Paid Chk# 005867	V. GRACE MACNEIL	6/3/2014	\$600.00 FD/CHILD-SRP PERFORMANCES
Paid Chk# 005868	ABRA CLAMPITT	6/6/2014	\$63.86 REFUND ON LOST ITEMS
Paid Chk# 005869	ANTHEM BLUE CROSS BLUE	6/6/2014	\$50,611.84 MAY '14 HEALTH INS.
Paid Chk# 005870	CAROLYN THOMPSON	6/6/2014	\$22.28 REFUND ON LOST ITEMS
Paid Chk# 005871	COLONIAL LIFE	6/6/2014	\$836.05 MAY '14 OTHER INS.
Paid Chk# 005872	DIANA L. BOIKE	6/6/2014	\$29.99 REFUND ON LOST ITEM
Paid Chk# 005873	GREY HOUSE PUBLISHING, INC.	6/6/2014	\$424.05 PERIODICALS
Paid Chk# 005874	GUARDIAN LIFE INS. CO.	6/6/2014	\$7,579.49 MAY '14 DENTAL, VISION, STD, & LIFE INS,
Paid Chk# 005875	MIDWEST PRESORT SERVICE	6/6/2014	\$305.62 POSTAGE SERVICES
Paid Chk# 005876	MONROE CTY PUBLIC LIBRARY	6/6/2014	\$5,760.00 RETAINAGE/'14 RENOVATION
Paid Chk# 005877	PATRICIA FLINT	6/6/2014	\$39.00 REFUND ON LOST ITEMS
Paid Chk# 005878	SAMANTHA N. HUGHES	6/6/2014	\$25.95 REFUND ON LOST ITEM
Paid Chk# 005879	STRAUSER CONSTRUCTION	6/6/2014	\$51,840.00 PROJECT 14-153
Paid Chk# 005880	ACADEMIC THERAPY	6/11/2014	\$175.80 BOOKS
Paid Chk# 005881	ADP, INC.	6/11/2014	\$419.07 BACKGROUND CHECKS
Paid Chk# 005882	ALL-PHASE ELECTRIC SUPPLY	6/11/2014	\$1,205.16 LIGHT BULBS
Paid Chk# 005883	AMBROSE VIDEO PUBLISHING,	6/11/2014	\$35.00 NONPRINT
Paid Chk# 005884	BAKER & TAYLOR BOOKS	6/11/2014	\$13,471.44 BOOKS
Paid Chk# 005885	BANCTEC INC.	6/11/2014	\$31.83 MNTHLY MAINT. ON FOLDER
Paid Chk# 005886	BLOOMINGTON VALLEY	6/11/2014	\$1,537.90 PLANTS FOR LANDSCAPING
Paid Chk# 005887	B-TECH LLC	6/11/2014	\$20.00 MNTHLY WEBSERVICE FEE
Paid Chk# 005888	CENTER POINT LARGE PRINT	6/11/2014	\$216.90 BOOKS
Paid Chk# 005889	CITY DIRECTORIES	6/11/2014	\$505.00 BOOKS
Paid Chk# 005890	DEMCO, INC.	6/11/2014	\$932.10 DISPLAY ITEMS, CIRC SPLS
Paid Chk# 005891	DUNCAN SUPPLY COMPANY,	6/11/2014	\$99.46 BLDG SPLS
Paid Chk# 005892	EBSCO	6/11/2014	\$26.02 PERIODICALS
Paid Chk# 005893	ELLETTSVILLE TRUE VALUE	6/11/2014	\$11.69 BLDG SPLS
Paid Chk# 005894	ENGRAVING AND STAMP	6/11/2014	\$50.25 OFFICE SPLS
Paid Chk# 005895	FREEDOM BUSINESS	6/11/2014	\$2,557.19 CARTRIDGES
Paid Chk# 005896	GALE/CENGAGE LEARNING	6/11/2014	\$820.92 BOOKS
Paid Chk# 005897	GE CAPITAL INFORMATION	6/11/2014	\$50.93 RENT ON VITAL COPIER
Paid Chk# 005898	GRASS ROOTS PRESS	6/11/2014	\$86.80 BOOKS
Paid Chk# 005899	HFI MECHANICAL CONTRACTOR	6/11/2014	\$731.34 BLDG REPAIR
Paid Chk# 005900	INDIANA CHAMBER OF	6/11/2014	\$192.22 BOOKS
Paid Chk# 005901	INFOGROUP	6/11/2014	\$620.00 BOOKS
Paid Chk# 005902	JANET A. PIERSON	6/11/2014	\$400.00 MATH TUTOR COORDINATOR/TEENS
Paid Chk# 005903	JILL MINOR	6/11/2014	\$350.00 ELL. MATH COORDINATOR
Paid Chk# 005904	JIM GORDON, INC	6/11/2014	\$76.27 MNTHLY MAINT./COPIERS
Paid Chk# 005905	KLEINDORFER'S HDWE	6/11/2014	\$156.84 BLDG SPLS
Paid Chk# 005906	LEARNING TREASURES	6/11/2014	\$16.11 FD/ELL SPLS
Paid Chk# 005907	MCGRAW-HILL EDUCATION	6/11/2014	\$395.64 BOOKS
Paid Chk# 005908	MENARDS - BLOOMINGTON	6/11/2014	\$61.76 BLDG SPLS
Paid Chk# 005909	MIDWEST TAPE	6/11/2014	\$8,707.64 NONPRINT
Paid Chk# 005910	MONROE COUNTY HISTORICAL	6/11/2014	\$128.00 BOOKS
Paid Chk# 005911	MR. COPY, INC.	6/11/2014	\$263.70 FD/CHILDRENS SRP-PRINTING

MONROE COUNTY PUBLIC LIBRARY

***Check Summary Register©**

May 16, 2014 to June 11, 2014

Name	Check Date	Check Amt	
Paid Chk# 005912 NAPA AUTO PARTS	6/11/2014	\$27.98	FLUID
Paid Chk# 005913 NATURE'S WAY, INC.	6/11/2014	\$85.00	INTERIOR PLANT CARE
Paid Chk# 005914 NOLAN'S LAWN CARE SERVICE	6/11/2014	\$226.55	LAWN CARE
Paid Chk# 005915 NOVEL DATA LLC	6/11/2014	\$35.00	DATABASES
Paid Chk# 005916 OCLC, INC.	6/11/2014	\$3,120.06	OCLC MNTHLY SERVICE
Paid Chk# 005917 OXMOOR HOUSE, INC.	6/11/2014	\$36.91	BOOKS
Paid Chk# 005918 B,B & C POW PEST CONTROL,	6/11/2014	\$84.00	PEST CONTROL
Paid Chk# 005919 QUILL CORPORATION	6/11/2014	\$267.94	PAPER & OFFICE SPLS
Paid Chk# 005920 RANDOM HOUSE, LLC	6/11/2014	\$163.40	NONPRINT
Paid Chk# 005921 RECORDED BOOKS, LLC	6/11/2014	\$5,298.51	NONPRINT
Paid Chk# 005922 REGENT BOOK COMPANY	6/11/2014	\$15.01	BOOKS
Paid Chk# 005923 SELECT EMBROIDERY	6/11/2014	\$180.00	BOOK CLUB KIT TOTES
Paid Chk# 005924 SUPERIOR LAMP, INC.	6/11/2014	\$203.57	LIGHT BULBS
Paid Chk# 005925 TANTOR MEDIA	6/11/2014	\$82.22	NONPRINT
Paid Chk# 005926 THE BOOK CORNER	6/11/2014	\$27.20	BOOKS
Paid Chk# 005927 TOWNSEND PRESS BOOK	6/11/2014	\$26.93	BOOKS
Paid Chk# 005928 WESTON WOODS STUDIOS	6/11/2014	\$65.90	NONPRINT
Paid Chk# 005929 WORLD BOOK, INC.	6/11/2014	\$9,680.00	EBOOKS
	Total Checks	\$388,758.52	

MONROE COUNTY PUBLIC LIBRARY
CHECKING ACCOUNTS
05/16/14 - 06/11/14

Fifth Third Checking Account/Check Register Total	\$388,758.52
Add: Electronic Withdrawals	
Merchant Services-Monthly Credit Card Fees (June '14)	545.41
Fifth Third Checking-Monthly Service Charge ()	0.00
Add: Payrolls	
Vouchers 05/16/14 Payroll (ECI)	117,117.26
Electronic transfer (ECI) employee/employer taxes	45,751.56
Electronic transfer (ECI) employee "HSA"	2,221.06
Electronic PERF pymt. 05/21/14	18,609.03
Electronic transfer 05/20/14 (TASC) employee "FSA"	325.38
Vouchers 05/30/14 Payroll (ECI)	118,450.13
Electronic transfer (ECI) employee/employer taxes	45,520.05
Electronic transfer (ECI) employee "HSA"	2,211.06
Electronic PERF pymt. 06/02/14	18,508.45
Electronic transfer 06/03/14 (TASC) employee "FSA"	<u>325.38</u>
TOTAL OF A/P AND PAYROLL CHECK REGISTERS	<u><u>\$758,343.29</u></u>

ACCOUNTS PAYABLE VOUCHER

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

Payee JPMORGAN CHASE BANK, NA PALATINE, IL 60094-4016	Check 005809 5/22/2014 Purchase Order No. 0 Terms Date Due	Claim 24320
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Invoice Date	Invoice Number	Description (or note attached Invoice(s) or bill(s))	Amount
4/14/2014		E001-019-31500 GODADDY/5 YR. RENEWAL	\$249.95
4/11/2014		E026-016-44700 B&H PHOTO/EQUIPMENT	\$1,510.53
4/28/2014		E019-003-32400 ISTE/TECH EDU CONF.	\$199.00
4/15/2014		E001-008-32100 AT&T/CELL PHONES	\$75.00
4/15/2014		E001-008-32100 AT&T/CELL PHONES	\$172.12
4/15/2014		E019-001-21350 BALL CHAIN/SCHOOL KIDS LIB CARDS	\$1,351.00
4/4/2014		E001-014-21300 SMITHGEAR/HEADPHONES	\$23.90
4/4/2014		E001-011-21300 SMITHGEAR/HEADPHONES	\$35.85
4/4/2014		E001-010-21300 SMITHGEAR/HEADPHONES	\$179.25
4/23/2014		E020-016-31600 DREAMHOST/CATS MNTHLY WEBSITE FEE	\$49.90
4/21/2014		E001-019-31600 HOOTSUITE MEDIA/MNTHLY FACEBOOK FEE	\$9.99
5/1/2014		E016-011-21350 MAY'S GREENHOUSE/CHILD GARDEN.FUND	\$128.32
4/18/2014		E001-019-44600 AMAZON/REFUND ON SALES TAX	(\$17.43)
4/7/2014		E016-015-38460 AMAZON/E-READER CONTENT	\$8.03
4/14/2014		E019-003-32500 PEOPLECONNECT/WEBINAR	\$80.00
4/10/2014		E001-019-31500 PQ SYSTEMS/CHARTRUNNER RENEWAL	\$595.00
4/3/2014		E001-019-23000 MONOPRICE/IS SPLS	\$67.06
4/7/2014		E019-011-33200 UPRINTING/FD-CHILD SRP	\$327.32
4/16/2014		E019-011-21350 LOWE'S/FD-CHILD SPLS	\$39.64
4/13/2014		E019-011-21350 MICHAEL'S/FD-CHILD SPLS	\$9.97
4/28/2014		E001-018-22400 BUDGET LIB SPLS/DVD CASES	\$238.00
4/28/2014		E020-016-39100 ACM/MEMBERSHIP	\$575.00
4/28/2014		E020-016-39100 ACM/FEE-MEDIA AWARDS COMP.	\$350.00
4/28/2014		E020-016-32200 USPS/POSTAGE-HOMETOWN AWARDS	\$6.85
4/11/2014		E020-016-21400 B&H PHOTO/DUPLICATING	\$502.91
4/18/2014		E001-019-44600 AMAZON/REFUND ON SALES TAX	(\$17.08)
4/14/2014		E016-015-38460 AUDIBLE/E-READER	\$15.71
4/16/2014		E019-001-32300 FRONTIER/ALA AIR FLIGHTS	\$463.00
4/10/2014		E004-001-21350 NICKS ENGLISH/INTERVIEW LUNCH	\$25.40
4/18/2014		E019-001-21350 GAMESTOP/GIFT CARDS-TEENS/DC LAB	\$30.00
4/16/2014		E019-001-21350 SIMON/GIFT CARDS-TEENS/DC LAB	\$91.90
4/16/2014		E019-001-21350 GAMESTOP/GIFT CARDS/TEENS-DC LAB	\$30.00
4/16/2014		E019-001-21350 GAMESTOP/GIFT CARD-TEENS/DC LAB	\$10.00
4/15/2014		E019-001-21350 AMAZON/GIFT CARDS-TEENS/DC LAB.	\$190.00
4/14/2014		E019-001-32400 IN HIST SOC/CONF.	\$90.00
4/29/2014		E019-001-32400 INDIANA SHRM/HR CONF.	\$390.00
4/23/2014		E016-015-21350 KROGER/FOOD-VITAL GENERAL	\$20.35
5/1/2014		E019-011-21350 KROGER/FD-CHILD SPLS	\$41.18
4/17/2014		E016-015-21350 KROGER/VITAL GENERAL/FOOD	\$83.29
4/4/2014		E019-010-21350 KROGER/FOOD-BOOKS PLUS	\$12.67
4/14/2014		E016-015-38460 AUDIBLE/E-READER CONTENT	\$15.72

4/14/2014	E016-015-38460 AUDIBLE/E-READER CONTENT	\$23.59
4/11/2014	E016-015-38460 AUDIBLE/E-READER CONTENT	\$22.43
4/10/2014	E016-015-38460 AMAZON/E-READER CONTENT	\$10.69
4/10/2014	E016-015-38460 AMAZON/CONTENT RETURN	(\$6.09)
4/10/2014	E016-015-38460 AMAZON/CONTENT RETURN	(\$15.25)
4/10/2014	E016-015-38460 AMAZON/E-READER CONTENT	\$15.62
4/10/2014	E016-015-38460 AMAZON/E-READER CONTENT	\$15.25
4/10/2014	E016-015-38460 AMAZON/E-READER CONTENT	\$12.83
4/10/2014	E016-015-38460 AMAZON/E-READER CONTENT	\$6.09
4/8/2014	E016-015-22500 AMAZON/COVER FOR E-READERS	\$35.98
4/17/2014	E016-015-21350 4IMPRINT/VITAL-QUIZ/SPLS	\$222.36
Total		\$8,602.80

VOUCHER NO. 24320 WARRANT NO. 005809 5/22/2014

JPMORGAN CHASE BANK, NA

ALLOWED

IN THE SUM OF \$ \$8,602.80

\$ \$8,602.80

ON ACCOUNT OF APPROPRIATION FO

Board/Council Member

COST DISTRIBUTION LEDGER CLASSIFICATION
IF CLAIM PAID MOTOR VEHICLE HIGHWAY FUND

Acct. No.	Account Title	Amount
E001-019-31500		\$249.95
E026-016-44700		\$1,510.53
E019-003-32400		\$199.00
E001-008-32100		\$75.00
E001-008-32100		\$172.12
E019-001-21350		\$1,351.00
E001-014-21300		\$23.90
E001-011-21300		\$35.85
E001-010-21300		\$179.25
E020-016-31600		\$49.90
E001-019-31600		\$9.99
E016-011-21350		\$128.32
E001-019-44600		(\$17.43)
E016-015-38460		\$8.03
E019-003-32500		\$80.00
E001-019-31500		\$595.00
E001-019-23000		\$67.06
E019-011-33200		\$327.32
E019-011-21350		\$39.64
E019-011-21350		\$9.97
E001-018-22400		\$238.00
E020-016-39100		\$575.00
E020-016-39100		\$350.00
E020-016-32200		\$6.85

Financial Report Comments

Reports as of 5-31-14

Board Meeting Date 6/18/14

Monthly Budget Report:

The guideline for the portion of the annual budget spent after five months is 41.7% or five twelfths. The actual operating fund spending for January to May is 38% of the annual total budget.

Monthly Budget Report:

Supplies - Light Bulbs (2260) – This line is over the guideline at this point. It will be watched closely.

Building Services (3140) - Snow removal and salt application has caused this line to be over the guideline at this point.

Advertising and Publication (3310) – The public notices related to the renovation, roof, and chillers along with job postings for several positions have caused this line to be over.

Insurance (3420)– We pay the annual amount usually by March. We are going to be over budget on this line.

Utilities – Over the guideline due to winter heating .

Building Repairs (3610) – Over the guideline at this point. We are hoping to go for a while without anything breaking.

Dues (3910) – We pay the annual I.L.F. dues at the beginning of the year which amounts to about 87% of the annual budget on this line.

The rest of the budget lines seem to be moving along as expected.

MONROE COUNTY PUBLIC LIBRARY
MONTHLY SUMMARY OF BUDGET CATEGORIES
AS OF MAY 31, 2014
FIVE MONTHS = 41.7%

	2014 MAY	2013 MAY	2014 Y-T-D ACTUAL	2014 BUDGET	2013 Y-T-D ACTUAL	2014 Y-T-D BUDGET REMAINING	2014 % OF BUDGET USED	2014 % OF BUDGET REMAINING
PERSONNEL SERVICES								
SALARIES	444,020.84	437,398.43	1,636,493.74	3,979,955.67	1,612,586.85	2,343,461.93	41.1%	58.9%
EMPLOYEE BENEFITS	77,598.06	73,742.66	582,038.53	1,554,141.00	581,219.08	972,102.47	37.5%	62.5%
OTHER WAGES	85.61	0.00	85.61	15,000.00	0.00	14,914.39	0.6%	99.4%
TOTAL PERSONNEL SERVICES	<u>521,704.51</u>	<u>511,141.09</u>	<u>2,218,617.88</u>	<u>5,549,096.67</u>	<u>2,193,805.93</u>	<u>3,330,478.79</u>	<u>40.0%</u>	<u>60.0%</u>
SUPPLIES								
OFFICE SUPPLIES	3,157.39	1,407.01	11,910.97	58,250.00	14,957.80	46,339.03	20.4%	79.6%
OPERATING SUPPLIES	6,063.70	2,270.09	33,386.06	114,400.00	32,570.70	81,013.94	29.2%	70.8%
REPAIR & MAINT. SUPPLIES	1,111.79	2,440.18	5,733.11	27,900.00	9,930.92	22,166.89	20.5%	79.5%
TOTAL SUPPLIES	<u>10,332.88</u>	<u>6,117.28</u>	<u>51,030.14</u>	<u>200,550.00</u>	<u>57,459.42</u>	<u>149,519.86</u>	<u>25.4%</u>	<u>74.6%</u>
OTHER SERVICES & CHARGES								
PROFESSIONAL SERVICES	16,452.44	18,398.99	104,135.75	381,937.32	102,344.72	277,801.57	27.3%	72.7%
COMMUNICATION & TRANSPORTATION	3,539.31	3,584.36	21,094.05	89,300.00	23,545.98	68,205.95	23.6%	76.4%
PRINTING & ADVERTISING	29.88	114.00	2,015.32	7,700.00	1,274.21	5,684.68	26.2%	73.8%
INSURANCE	1,459.00	0.00	69,235.00	64,000.00	63,952.00	-5,235.00	108.2%	-8.2%
UTILITIES	24,284.59	22,593.89	139,136.26	326,450.00	129,383.41	187,313.74	42.6%	57.4%
REPAIR & MAINTENANCE	2,417.50	2,791.15	20,143.02	57,200.00	17,762.54	37,056.98	35.2%	64.8%
RENTALS	658.96	0.00	9,600.24	38,200.00	19,751.00	28,599.76	25.1%	74.9%
ELECTRONIC SERVICES	9,009.33	50.00	42,794.35	264,053.00	13,981.84	221,258.65	16.2%	83.8%
OTHER CHARGES	0.00	17,833.33	8,511.35	14,050.00	96,016.69	5,538.65	60.6%	39.4%
TOTAL OTHER SERVICES & CHARGES	<u>57,851.01</u>	<u>65,365.72</u>	<u>416,665.34</u>	<u>1,242,890.32</u>	<u>468,012.39</u>	<u>826,224.98</u>	<u>33.5%</u>	<u>66.5%</u>
CAPITAL OUTLAY								
FURNITURE & EQUIPMENT	-34.51	3,255.28	4,618.06	83,000.00	9,847.93	78,381.94	5.6%	94.4%
OTHER CAPITAL OUTLAY	80,911.32	71,531.47	353,877.79	936,147.00	376,761.16	582,269.21	37.8%	62.2%
TOTAL CAPITAL OUTLAY	<u>80,876.81</u>	<u>74,786.75</u>	<u>358,495.85</u>	<u>1,019,147.00</u>	<u>386,609.09</u>	<u>660,651.15</u>	<u>35.2%</u>	<u>64.8%</u>
TOTAL OPERATING EXPENDITURES	<u><u>670,765.21</u></u>	<u><u>657,410.84</u></u>	<u><u>3,044,809.21</u></u>	<u><u>8,011,683.99</u></u>	<u><u>3,105,886.83</u></u>	<u><u>4,966,874.78</u></u>	<u><u>38.0%</u></u>	<u><u>62.0%</u></u>

2013 BUDGET 7,818,019.99
% USED IN 2013 39.7%

MONROE COUNTY PUBLIC LIBRARY
MONTHLY BUDGET REPORT
AS OF MAY 31, 2014

	2014 MAY	2013 MAY	2014 Y-T-D ACTUAL	2014 BUDGET	2013 Y-T-D ACTUAL	2014 Y-T-D BUDGET REMAINING	2014 % OF BUDGET USED	2014 % OF BUDGET REMAINING
PERSONNEL SERVICES (1000'S)								
SALARIES								
1120 ADMINISTRATION	21,607.86	20,453.97	79,228.82	187,268.00	74,997.89	108,039.18	42.3%	57.7%
1130 PROFESSIONAL/SUPERVISORS	69,506.28	58,371.48	249,830.73	628,111.73	214,028.78	378,281.00	39.8%	60.2%
1140 PROFESSIONAL ASSISTANTS	138,093.76	140,720.29	517,903.56	1,243,966.80	534,888.13	726,063.24	41.6%	58.4%
1150 SPECIALISTS & TECHNICIANS	95,590.65	98,145.41	338,998.10	868,268.28	358,453.52	529,270.18	39.0%	61.0%
1160 CLERICAL ASSISTANTS	53,191.08	48,524.46	196,252.91	430,085.63	175,929.90	233,832.72	45.6%	54.4%
1170 PAGES	25,016.49	28,354.37	94,560.56	247,000.00	100,666.15	152,439.44	38.3%	61.7%
1190 BUILDING MAINTENANCE	41,014.72	42,828.45	159,719.06	375,255.23	153,622.48	215,536.17	42.6%	57.4%
TOTAL SALARIES	444,020.84	437,398.43	1,636,493.74	3,979,955.67	1,612,586.85	2,343,461.93	41.1%	58.9%
EMPLOYEE BENEFITS								
EMPLOYEE BENEFITS								
1210 EMPLOYER CONTRIBUTION/FICA	26,308.21	25,688.06	96,880.64	245,484.46	94,743.09	148,603.82	39.5%	60.5%
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	27,485.67	23,724.74	137,362.38	364,667.22	120,281.36	227,304.84	37.7%	62.3%
12301 ENCUMBERED PERF	0.00	0.00	0.00	0.00	15,335.99	0.00	#DIV/0!	#DIV/0!
1235 EMPLOYEE/PERF	7,362.24	7,117.38	36,793.58	97,678.73	36,084.29	60,885.15	37.7%	62.3%
1240 EMPLOYER CONT/INSURANCE	10,289.20	11,204.80	288,344.38	778,898.82	292,616.71	490,554.44	37.0%	63.0%
1250 EMPLOYER CONT/MEDICARE	6,152.74	6,007.68	22,657.55	57,411.77	22,157.64	34,754.22	39.5%	60.5%
TOTAL EMPLOYEE BENEFITS	77,598.06	73,742.66	582,038.53	1,554,141.00	581,219.08	972,102.47	37.5%	62.5%
OTHER WAGES								
1310 WORKSTUDY	0.00	0.00	0.00	5,000.00	0.00	5,000.00	0.0%	100.0%
1180 TEMPORARY STAFF	85.61	0.00	85.61	10,000.00	0.00	9,914.39	0.9%	99.1%
TOTAL OTHER WAGES	85.61	0.00	85.61	15,000.00	0.00	14,914.39	0.6%	99.4%
TOTAL PERSONNEL SERVICES	521,704.51	511,141.09	2,218,617.88	5,549,096.67	2,193,805.93	3,330,478.79	40.0%	60.0%
SUPPLIES (2000'S)								
OFFICE SUPPLIES								
2110 OFFICIAL RECORDS	0.00	0.00	31.49	1,100.00	979.76	1,068.51	2.9%	97.1%
2120 STATIONERY & PRINTING	0.00	0.00	0.00	1,100.00	0.00	1,100.00	0.0%	100.0%
2130 OFFICE SUPPLIES	928.16	152.64	2,563.17	13,650.00	2,610.31	11,086.83	18.8%	81.2%
2135 GENERAL SUPPLIES	-0.53	33.50	-0.53	0.00	142.79	0.53	#DIV/0!	#DIV/0!
2140 DUPLICATING	2,229.76	1,220.87	9,316.84	42,400.00	11,224.94	33,083.16	22.0%	78.0%
2150 PROMOTIONAL MATERIALS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
TOTAL OFFICE SUPPLIES	3,157.39	1,407.01	11,910.97	58,250.00	14,957.80	46,339.03	20.4%	79.6%

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

MONROE COUNTY PUBLIC LIBRARY
MONTHLY BUDGET REPORT
AS OF MAY 31, 2014

	2014 MAY	2013 MAY	2014 Y-T-D ACTUAL	2014 BUDGET	2013 Y-T-D ACTUAL	2014 Y-T-D BUDGET REMAINING	2014 % OF BUDGET USED	2014 % OF BUDGET REMAINING
OPERATING SUPPLIES								
2210 CLEANING SUPPLIES	4,212.10	16.56	15,984.80	38,200.00	11,628.94	22,215.20	41.8%	58.2%
2220 FUEL, OIL, & LUBRICANTS	728.48	1,379.40	3,298.73	10,000.00	3,903.21	6,701.27	33.0%	67.0%
2230 CATALOGING SUPPLIES-BOOKS	0.00	0.00	592.77	7,000.00	404.65	6,407.23	8.5%	91.5%
2240 A/V SUPPLIES-CATALOGING	238.00	210.95	423.95	9,500.00	457.71	9,076.05	4.5%	95.5%
2250 CIRCULATION SUPPLIES	756.89	28.98	9,232.91	33,900.00	11,616.24	24,667.09	27.2%	72.8%
2260 LIGHT BULBS	128.23	297.80	3,852.90	7,200.00	2,108.30	3,347.10	53.5%	46.5%
2280 UNIFORMS	0.00	184.00	0.00	1,900.00	1,157.00	1,900.00	0.0%	100.0%
2290 DISPLAY/EXHIBIT SUPPLIES	0.00	152.40	0.00	6,700.00	1,294.65	6,700.00	0.0%	100.0%
TOTAL OPERATING SUPPLIES	6,063.70	2,270.09	33,386.06	114,400.00	32,570.70	81,013.94	29.2%	70.8%
REPAIR & MAINTENANCE SUPPLIES								
2300 IS SUPPLIES	259.26	29.00	1,256.15	6,500.00	1,639.00	5,243.85	19.3%	80.7%
2310 BUILDING MATERIALS & SUPPLIES	852.53	2,345.49	4,257.23	21,000.00	8,226.23	16,742.77	20.3%	79.7%
2320 PAINT & PAINTING SUPPLIES	0.00	65.69	219.73	400.00	65.69	180.27	54.9%	45.1%
2340 OTHER REPAIR & BINDING	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
TOTAL REPAIR & MAINTENANCE SUPPLIES	1,111.79	2,440.18	5,733.11	27,900.00	9,930.92	22,166.89	20.5%	79.5%
TOTAL SUPPLIES	10,332.88	6,117.28	51,030.14	200,550.00	57,459.42	149,519.86	25.4%	74.6%
OTHER SERVICES/CHARGES (3000'S)								
PROFESSIONAL SERVICES								
3110 CONSULTING SERVICES	0.00	0.00	3,385.00	13,500.00	9,320.00	10,115.00	25.1%	74.9%
3120 ENGINEERING/ARCHITECTURAL	0.00	0.00	0.00	30,000.00	0.00	30,000.00	0.0%	100.0%
31201 ENCUM. ENGINEERING/ARCHITECT	0.00	0.00	10,000.00	10,000.00	0.00	0.00	100.0%	0.0%
3130 LEGAL SERVICES	608.86	2,062.00	3,982.81	17,300.00	10,484.54	13,317.19	23.0%	77.0%
3140 BUILDING SERVICES	819.40	1,423.40	19,079.83	30,000.00	12,698.93	10,920.17	63.6%	36.4%
3150 MAINTENANCE CONTRACTS	8,471.41	5,403.97	20,541.67	144,600.00	19,999.72	124,058.33	14.2%	85.8%
3160 COMPUTER SERVICES (OCLC)	4,505.59	4,697.23	24,480.87	69,637.32	23,226.81	45,156.45	35.2%	64.8%
3170 ADMIN/ACCOUNTING SERVICES	937.38	3,326.69	16,958.42	46,900.00	18,380.72	29,941.58	36.2%	63.8%
3175 COLLECTION AGENCY SERVICES	1,109.80	1,485.70	5,707.15	20,000.00	8,234.00	14,292.85	28.5%	71.5%
TOTAL PROFESSIONAL SERVICES	16,452.44	18,398.99	104,135.75	381,937.32	102,344.72	277,801.57	27.3%	72.7%
COMMUNICATION & TRANSPORTATION								
3210 TELEPHONE	2,443.00	2,413.38	12,132.29	32,700.00	12,313.90	20,567.71	37.1%	62.9%
3215 CABLE TV	0.00	4.74	18.42	0.00	28.77	-18.42	#DIV/0!	#DIV/0!
3220 POSTAGE	1,096.31	1,047.37	6,841.08	25,000.00	6,635.71	18,158.92	27.4%	72.6%
3230 TRAVEL EXPENSE	0.00	118.87	1,338.64	10,000.00	143.80	8,661.36	13.4%	86.6%
3240 PROFESSIONAL MTG. (OFF-SITE)	0.00	0.00	349.00	10,000.00	172.00	9,651.00	3.5%	96.5%
3250 CONTINUING ED. (ON-SITE)	0.00	0.00	398.00	10,000.00	660.00	9,602.00	4.0%	96.0%
32501 ENCUMBERED CONTINU. ED.(ON-SITE)	0.00	0.00	0.00	0.00	3,500.00	0.00	#DIV/0!	#DIV/0!
3260 FREIGHT & DELIVERY	0.00	0.00	16.62	1,600.00	91.80	1,583.38	1.0%	99.0%
TOTAL COMMUNICATION & TRANSPORTATION	3,539.31	3,584.36	21,094.05	89,300.00	23,545.98	68,205.95	23.6%	76.4%

MONROE COUNTY PUBLIC LIBRARY
MONTHLY BUDGET REPORT
AS OF MAY 31, 2014

	2014 MAY	2013 MAY	2014 Y-T-D ACTUAL	2014 BUDGET	2013 Y-T-D ACTUAL	2014 Y-T-D BUDGET REMAINING	2014 % OF BUDGET USED	2014 % OF BUDGET REMAINING
PRINTING & ADVERTISING								
3310 ADVERTISING & PUBLICATION	29.88	0.00	2,015.32	2,700.00	95.60	684.68	74.6%	25.4%
3320 PRINTING	<u>0.00</u>	<u>114.00</u>	<u>0.00</u>	<u>5,000.00</u>	<u>1,178.61</u>	<u>5,000.00</u>	<u>0.0%</u>	<u>100.0%</u>
TOTAL PRINTING & ADVERTISING	29.88	114.00	2,015.32	7,700.00	1,274.21	5,684.68	26.2%	73.8%
INSURANCE								
3410 OFFICIAL BOND	0.00	0.00	450.00	600.00	450.00	150.00	75.0%	25.0%
3420 OTHER INSURANCE	<u>1,459.00</u>	<u>0.00</u>	<u>68,785.00</u>	<u>63,400.00</u>	<u>63,502.00</u>	<u>-5,385.00</u>	<u>108.5%</u>	<u>-8.5%</u>
TOTAL INSURANCE	1,459.00	0.00	69,235.00	64,000.00	63,952.00	-5,235.00	108.2%	-8.2%
UTILITIES								
3510 GAS	480.68	121.47	1,529.65	2,750.00	1,286.42	1,220.35	55.6%	44.4%
3520 ELECTRICITY	22,521.55	21,364.25	132,074.83	296,400.00	122,493.88	164,325.17	44.6%	55.4%
3530 WATER	<u>1,282.36</u>	<u>1,108.17</u>	<u>5,531.78</u>	<u>27,300.00</u>	<u>5,603.11</u>	<u>21,768.22</u>	<u>20.3%</u>	<u>79.7%</u>
TOTAL UTILITIES	24,284.59	22,593.89	139,136.26	326,450.00	129,383.41	187,313.74	42.6%	57.4%
REPAIR & MAINTENANCE								
3610 BUILDING REPAIR	1,996.55	0.00	15,312.36	22,000.00	8,750.46	6,687.64	69.6%	30.4%
3630 OTHER EQUIP/FURNITURE REPAIRS	0.00	232.99	905.40	21,200.00	3,008.39	20,294.60	4.3%	95.7%
3640 VEHICLE REPAIR & MAINTENANCE	420.95	2,444.07	3,479.47	11,000.00	5,226.88	7,520.53	31.6%	68.4%
3650 MATERIAL BINDING/REPAIR SERV.	<u>0.00</u>	<u>114.09</u>	<u>445.79</u>	<u>3,000.00</u>	<u>776.81</u>	<u>2,554.21</u>	<u>14.9%</u>	<u>85.1%</u>
TOTAL REPAIR & MAINTENANCE	2,417.50	2,791.15	20,143.02	57,200.00	17,762.54	37,056.98	35.2%	64.8%
RENTALS								
3710 REAL ESTATE RENTAL/PARKING	658.96	0.00	9,600.24	38,200.00	19,751.00	28,599.76	25.1%	74.9%
3720 EQUIPMENT RENTAL	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>#DIV/0!</u>	<u>#DIV/0!</u>
TOTAL RENTALS	658.96	0.00	9,600.24	38,200.00	19,751.00	28,599.76	25.1%	74.9%
ELECTRONIC SERVICES								
38450 DATABASES SERVICES	5,250.00	50.00	18,746.00	161,917.00	12,724.64	143,171.00	11.6%	88.4%
38460 E-BOOKS SERVICES	<u>3,759.33</u>	<u>0.00</u>	<u>24,048.35</u>	<u>102,136.00</u>	<u>1,257.20</u>	<u>78,087.65</u>	<u>23.5%</u>	<u>76.5%</u>
TOTAL ELECTRONIC SERVICES	9,009.33	50.00	42,794.35	264,053.00	13,981.84	221,258.65	16.2%	83.8%
OTHER CHARGES								
3910 DUES/INSTITUTIONAL	0.00	0.00	7,551.35	7,550.00	6,850.00	-1.35	100.0%	0.0%
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	0.00	17,833.33	0.00	0.00	89,166.69	0.00	#DIV/0!	#DIV/0!
3945 TRANSFER TO ANOTHER FUND (R.DAY)	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
3950 EDUCATIONAL SERV/LICENSING	<u>0.00</u>	<u>0.00</u>	<u>960.00</u>	<u>4,000.00</u>	<u>0.00</u>	<u>3,040.00</u>	<u>24.0%</u>	<u>76.0%</u>
TOTAL OTHER CHARGES	0.00	17,833.33	8,511.35	14,050.00	96,016.69	5,538.65	60.6%	39.4%
TOTAL OTHER SERVICES/CHARGES	57,851.01	65,365.72	416,665.34	1,242,890.32	468,012.39	826,224.98	33.5%	20 66.5%

MONROE COUNTY PUBLIC LIBRARY
MONTHLY BUDGET REPORT
AS OF MAY 31, 2014

	2014 MAY	2013 MAY	2014 Y-T-D ACTUAL	2014 BUDGET	2013 Y-T-D ACTUAL	2014 Y-T-D BUDGET REMAINING	2014 % OF BUDGET USED	2014 % OF BUDGET REMAINING
CAPITAL OUTLAY (4000'S)								
FURNITURE & EQUIPMENT								
4410 FURNITURE	0.00	536.76	768.00	10,000.00	6,236.55	9,232.00	7.7%	92.3%
4430 OTHER EQUIPMENT	0.00	2,256.21	3,884.57	68,000.00	3,149.07	64,115.43	5.7%	94.3%
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	5,000.00	0.00	5,000.00	0.0%	100.0%
4460 IS EQUIPMENT	-34.51	462.31	-34.51	0.00	462.31	34.51	#DIV/0!	#DIV/0!
4465 IS SOFTWARE	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
4470 EQUIPMENT - CATS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
4475 SOFTWARE - CATS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
TOTAL FURNITURE & EQUIPMENT	-34.51	3,255.28	4,618.06	83,000.00	9,847.93	78,381.94	5.6%	94.4%
OTHER CAPITAL OUTLAY								
4510 BOOKS	54,376.98	41,154.56	223,550.28	548,250.00	233,561.24	324,699.72	40.8%	59.2%
4520 PERIODICALS & NEWSPAPERS	51.20	33.99	2,870.83	41,936.00	2,777.75	39,065.17	6.8%	93.2%
4530 NONPRINT MATERIALS	26,483.14	30,342.92	127,456.68	345,961.00	140,422.17	218,504.32	36.8%	63.2%
TOTAL OTHER CAPITAL OUTLAY	80,911.32	71,531.47	353,877.79	936,147.00	376,761.16	582,269.21	37.8%	62.2%
TOTAL CAPITAL OUTLAY	80,876.81	74,786.75	358,495.85	1,019,147.00	386,609.09	660,651.15	35.2%	64.8%
TOTAL OPERATING EXPENDITURES	670,765.21	657,410.84	3,044,809.21	8,011,683.99	3,105,886.83	4,966,874.78	38.0%	62.0%

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

MONROE COUNTY PUBLIC LIBRARY

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Operating Budget & Expenditure Report

January 1, 2014 to May 31, 2014

5 months = 41.7%

Object	Object Descr	2014 Budget	Jan.	Feb.	Mar.	Apr.	May	2014 YTD Amt	2014 YTD Balance	2014 %YTD Budget
11200	ADMINISTRATION	\$187,268.00	\$14,405.24	\$14,405.24	\$14,405.24	\$14,405.24	\$21,607.86	\$79,228.82	\$108,039.18	42.31%
11300	PROF/SUPERVISORS	\$628,111.73	\$45,081.13	\$45,081.12	\$45,081.10	\$45,081.10	\$69,506.28	\$249,830.73	\$378,281.00	39.77%
11400	PROFESSIONAL	\$1,243,966.80	\$95,672.25	\$99,263.35	\$92,437.12	\$92,437.08	\$138,093.76	\$517,903.56	\$726,063.24	41.63%
11500	SPECIALIST/TECHNICIA	\$868,268.28	\$60,817.93	\$60,861.49	\$60,884.91	\$60,843.12	\$95,590.65	\$338,998.10	\$529,270.18	39.04%
11600	CLERICAL ASSISTANTS	\$430,085.63	\$36,262.02	\$35,691.34	\$35,544.61	\$35,563.86	\$53,191.08	\$196,252.91	\$233,832.72	45.63%
11700	PAGES	\$247,000.00	\$16,481.67	\$18,063.31	\$18,017.22	\$16,981.87	\$25,016.49	\$94,560.56	\$152,439.44	38.28%
11800	TEMPORAY STAFF	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$85.61	\$85.61	\$9,914.39	0.86%
11900	BUILDING	\$375,255.23	\$29,072.49	\$29,158.48	\$28,375.28	\$32,098.09	\$41,014.72	\$159,719.06	\$215,536.17	42.56%
12100	FICA/EMPLOYER	\$245,484.46	\$17,618.37	\$17,916.61	\$17,433.00	\$17,604.45	\$26,308.21	\$96,880.64	\$148,603.82	39.47%
12200	UNEMPLOYMENT	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%
12300	PERF/EMPLOYER	\$364,667.22	\$27,416.83	\$13,724.27	\$41,191.43	\$27,544.18	\$27,485.67	\$137,362.38	\$227,304.84	37.67%
12350	PERF/EMPLOYEE	\$97,678.73	\$7,343.83	\$3,676.14	\$11,033.44	\$7,377.93	\$7,362.24	\$36,793.58	\$60,885.15	37.67%
12400	INS/EMPLOYER	\$778,898.82	\$85,311.66	\$102,087.17	\$46,243.59	\$44,412.76	\$10,289.20	\$288,344.38	\$490,554.44	37.02%
12500	MEDICARE/EMPLOYER	\$57,411.77	\$4,120.37	\$4,190.22	\$4,077.09	\$4,117.13	\$6,152.74	\$22,657.55	\$34,754.22	39.47%
13100	WORK STUDY	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
21100	OFFICIAL RECORDS	\$1,100.00	\$0.00	\$0.00	\$31.49	\$0.00	\$0.00	\$31.49	\$1,068.51	2.86%
21200	STATIONERY/BUS.	\$1,100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,100.00	0.00%
21300	OFFICE SUPPLIES	\$13,650.00	\$368.99	\$396.68	\$791.18	\$78.16	\$928.16	\$2,563.17	\$11,086.83	18.78%
21350	GENERAL SUPPLIES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$0.53	-\$0.53	\$0.53	0.00%
21400	DUPLICATING	\$42,400.00	\$1,181.22	\$1,499.88	\$3,052.67	\$1,353.31	\$2,229.76	\$9,316.84	\$33,083.16	21.97%
22100	CLEANING SUPPLIES	\$38,200.00	\$2,006.50	\$6,451.70	\$3,314.50	\$0.00	\$4,212.10	\$15,984.80	\$22,215.20	41.85%
22200	FUEL/OIL/LUBRICANTS	\$10,000.00	\$1,090.47	\$167.99	\$703.27	\$608.52	\$728.48	\$3,298.73	\$6,701.27	32.99%
22300	CATALOGING	\$7,000.00	\$0.00	\$111.89	\$0.00	\$480.88	\$0.00	\$592.77	\$6,407.23	8.47%
22400	A/V SUPPLIES/CATALOG	\$9,500.00	\$0.00	\$0.00	\$95.00	\$90.95	\$238.00	\$423.95	\$9,076.05	4.46%
22500	CIRCULATION SUPPLIES	\$33,900.00	\$78.46	\$0.00	\$988.56	\$7,409.00	\$756.89	\$9,232.91	\$24,667.09	27.24%
22600	LIGHT BULBS	\$7,200.00	\$0.00	\$1,501.32	\$776.45	\$1,446.90	\$128.23	\$3,852.90	\$3,347.10	53.51%
22800	UNIFORMS	\$1,900.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,900.00	0.00%
22900	DISPLAY/EXHIBITS	\$6,700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,700.00	0.00%
23000	IS SUPPLIES	\$6,500.00	\$199.99	\$0.00	\$408.87	\$388.03	\$259.26	\$1,256.15	\$5,243.85	19.33%
23100	BUILDING MATERIAL	\$21,000.00	\$403.55	\$1,136.05	\$1,282.57	\$582.53	\$852.53	\$4,257.23	\$16,742.77	20.27%
23200	PAINT/PAINTING	\$400.00	\$125.56	\$94.17	\$0.00	\$0.00	\$0.00	\$219.73	\$180.27	54.93%

Object	Object Descr	2014					2014 YTD	2014	2014 YTD	2014
		Budget	Jan.	Feb.	Mar.	Apr.				
31100	CONSULTING SERVICES	\$13,500.00	\$0.00	\$2,730.00	\$125.00	\$530.00	\$0.00	\$3,385.00	\$10,115.00	25.07%
31200	ENGINEERING/ARCHITEC	\$30,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,000.00	0.00%
31201	ENCUMBERED	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	\$0.00	100.00%
31300	LEGAL SERVICES	\$17,300.00	\$0.00	\$2,008.95	\$1,365.00	\$0.00	\$608.86	\$3,982.81	\$13,317.19	23.02%
31400	BUILDING SERVICES	\$30,000.00	\$1,970.05	\$6,426.00	\$7,648.51	\$2,215.87	\$819.40	\$19,079.83	\$10,920.17	63.60%
31500	MAINTENANCE	\$144,600.00	\$2,560.46	\$5,296.41	\$1,408.78	\$2,804.61	\$8,471.41	\$20,541.67	\$124,058.33	14.21%
31600	COMPUTER SERVICES	\$69,637.32	\$5,323.12	\$4,915.16	\$4,981.69	\$4,755.31	\$4,505.59	\$24,480.87	\$45,156.45	35.15%
31700	ADMIN/ACCOUNTING	\$46,900.00	\$955.77	\$7,426.22	\$4,434.42	\$3,204.63	\$937.38	\$16,958.42	\$29,941.58	36.16%
31750	COLLECTION AGENCY	\$20,000.00	\$0.00	\$1,652.80	\$1,342.50	\$1,602.05	\$1,109.80	\$5,707.15	\$14,292.85	28.54%
32100	TELEPHONE	\$32,700.00	\$2,375.83	\$2,551.58	\$2,341.97	\$2,419.91	\$2,443.00	\$12,132.29	\$20,567.71	37.10%
32150	CABLE TV SERVICE	\$0.00	\$4.76	\$4.76	\$4.45	\$4.45	\$0.00	\$18.42	-\$18.42	0.00%
32200	POSTAGE	\$25,000.00	\$1,832.03	\$950.99	\$1,761.60	\$1,200.15	\$1,096.31	\$6,841.08	\$18,158.92	27.36%
32300	TRAVEL EXPENSE	\$10,000.00	\$91.52	\$0.00	\$1,247.12	\$0.00	\$0.00	\$1,338.64	\$8,661.36	13.39%
32400	PROFESSIONAL	\$10,000.00	\$44.00	\$0.00	\$175.00	\$130.00	\$0.00	\$349.00	\$9,651.00	3.49%
32500	CONTINUING	\$10,000.00	\$0.00	\$199.00	\$199.00	\$0.00	\$0.00	\$398.00	\$9,602.00	3.98%
32600	FREIGHT/DELIVERY	\$1,600.00	\$0.00	\$16.62	\$0.00	\$0.00	\$0.00	\$16.62	\$1,583.38	1.04%
33100	ADVERTISING/PUBLICAT	\$2,700.00	\$249.77	\$368.42	\$1,117.09	\$250.16	\$29.88	\$2,015.32	\$684.68	74.64%
33200	PRINTING SERVICES	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
34100	OFFICIAL BOND INS.	\$600.00	\$0.00	\$0.00	\$450.00	\$0.00	\$0.00	\$450.00	\$150.00	75.00%
34200	OTHER INSURANCE	\$63,400.00	\$0.00	\$14,714.00	\$51,856.00	\$756.00	\$1,459.00	\$68,785.00	-\$5,385.00	108.49%
35100	GAS	\$2,750.00	\$653.52	\$244.03	\$99.10	\$52.32	\$480.68	\$1,529.65	\$1,220.35	55.62%
35200	ELECTRICITY	\$296,400.00	\$28,843.24	\$31,350.10	\$27,265.24	\$22,094.70	\$22,521.55	\$132,074.83	\$164,325.17	44.56%
35300	WATER	\$27,300.00	\$1,001.46	\$1,704.66	\$347.17	\$1,196.13	\$1,282.36	\$5,531.78	\$21,768.22	20.26%
36100	BUILDING REPAIRS	\$22,000.00	\$1,844.00	\$6,471.81	\$5,000.00	\$0.00	\$1,996.55	\$15,312.36	\$6,687.64	69.60%
36300	OTHER	\$21,200.00	\$0.00	\$416.50	\$98.00	\$390.90	\$0.00	\$905.40	\$20,294.60	4.27%
36400	VEHICLE	\$11,000.00	\$15.00	\$2,685.99	\$343.53	\$14.00	\$420.95	\$3,479.47	\$7,520.53	31.63%
36500	MATERIALS	\$3,000.00	\$0.00	\$244.03	\$0.00	\$201.76	\$0.00	\$445.79	\$2,554.21	14.86%
37100	REAL ESTATE	\$38,200.00	\$9,514.40	-\$464.52	-\$71.80	-\$36.80	\$658.96	\$9,600.24	\$28,599.76	25.13%
38450	DATABASES	\$161,917.00	\$2,520.00	\$976.00	\$0.00	\$10,000.00	\$5,250.00	\$18,746.00	\$143,171.00	11.58%
38460	E-BOOKS	\$102,136.00	\$1,313.09	\$0.00	\$18,975.93	\$0.00	\$3,759.33	\$24,048.35	\$78,087.65	23.55%
39100	DUES/INSTITUTIONAL	\$7,550.00	\$6,551.35	\$0.00	\$1,000.00	\$0.00	\$0.00	\$7,551.35	-\$1.35	100.02%
39200	INTEREST/TEMPORARY	\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0.00%
39500	EDUCATIONAL/LICENSIN	\$4,000.00	\$960.00	\$0.00	\$0.00	\$0.00	\$0.00	\$960.00	\$3,040.00	24.00%
44100	FURNITURE	\$10,000.00	\$0.00	\$768.00	\$0.00	\$0.00	\$0.00	\$768.00	\$9,232.00	7.68%

Object	Object Descr	2014 Budget	Jan.	Feb.	Mar.	Apr.	May	2014 YTD Amt	2014 YTD Balance	2014 %YTD Budget
44300	OTHER EQUIPMENT	\$68,000.00	\$0.00	\$2,716.39	\$1,168.18	\$0.00	\$0.00	\$3,884.57	\$64,115.43	5.71%
44450	BUILDING RENOVATION	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
44600	IS EQUIPMENT	\$0.00	\$0.00	\$661.49	-\$661.49	\$0.00	-\$34.51	-\$34.51	\$34.51	0.00%
45100	BOOKS	\$548,250.00	\$40,680.14	\$35,841.52	\$50,181.59	\$42,470.05	\$54,376.98	\$223,550.28	\$324,699.72	40.78%
45200	PERIODICALS/NEWSPAPE	\$41,936.00	\$1,832.85	\$1.78	\$975.10	\$9.90	\$51.20	\$2,870.83	\$39,065.17	6.85%
45300	NONPRINT MATERIALS	\$345,961.00	\$21,602.21	\$24,729.71	\$30,382.67	\$24,258.95	\$26,483.14	\$127,456.68	\$218,504.32	36.84%
		\$8,011,683.99	\$577,797.10	\$623,086.82	\$641,729.94	\$531,430.14	\$670,765.21	\$3,044,809.21	\$4,966,874.78	38.00%

MONROE COUNTY PUBLIC LIBRARY

LIRF Budget & Expenditure Report

January 1, 2014 to May 31, 2014
5 months = 41.7%

Object	Object Descr	2014 Budget	Jan.	Feb.	Mar.	Apr.	May	YTD Amount	2014	2014
									YTD Balance	%YTD Budget
36100	BUILDING REPAIRS	\$100,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100,000.00	0.00%
44300	OTHER EQUIPMENT	\$46,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$46,000.00	0.00%
44450	BUILDING RENOVATION	\$150,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150,000.00	0.00%
44600	IS EQUIPMENT	\$54,000.00	\$0.00	\$0.00	\$15,245.00	\$0.00	\$0.00	\$15,245.00	\$38,755.00	28.23%
		\$350,000.00	\$0.00	\$0.00	\$15,245.00	\$0.00	\$0.00	\$15,245.00	\$334,755.00	4.36%

MONROE COUNTY PUBLIC LIBRARY

Debt Service Budget & Expenditures Report

January 1, 2014 to May 31, 2014
5 months = 41.7%

Object Object Descr	2014 Budget	Jan.	Feb.	Mar.	Apr.	May	2014 YTD Amt	2014	2014
								YTD	%YTD
								Balance	Budget
37100 REAL ESTATE	\$607,768.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$607,768.00	0.00%
39200 INTEREST/TEMPO	\$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%
39450 TRANSFER TO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	\$607,768.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$607,768.00	0.00%

MONROE COUNTY PUBLIC LIBRARY

Rainy Day Budget & Expenditures Report

January 1, 2014 to May 31, 2014
5 months = 41.7%

Object	Object Descr	2014					2014	2014	2014	
		Budget	Jan.	Feb.	Mar.	Apr.	May	YTD Amt	YTD Balance	%YTD Budget
31100	CONSULTING SERVICES	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50,000.00	0.00%
31200	ENGINEERING/ARCHITECT	\$0.00	\$0.00	\$0.00	\$17,602.16	\$6,055.50	\$0.00	\$23,657.66	-\$23,657.66	0.00%
31300	LEGAL SERVICES	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50,000.00	0.00%
36100	BUILDING REPAIRS	\$100,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100,000.00	0.00%
44100	FURNITURE	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50,000.00	0.00%
44300	OTHER EQUIPMENT	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50,000.00	0.00%
44450	BUILDING RENOVATION	\$100,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100,000.00	0.00%
		\$400,000.00	\$0.00	\$0.00	\$17,602.16	\$6,055.50	\$0.00	\$23,657.66	\$376,342.34	5.91%

MONROE COUNTY PUBLIC LIBRARY

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Special Revenue Budget & Expenditure Report

January 1, 2014 to May 31, 2014

5 months = 41.7%

Object	Object Descr	2014	Jan.	Feb.	Mar.	Apr.	May	YTD	2014	2014
		Budget						Amount	YTD	%YTD
11300	PROF/SUPERVISORS	\$62,658.60	\$4,819.94	\$4,819.94	\$4,819.94	\$4,819.94	\$7,229.91	\$26,509.67	\$36,148.93	42.31%
11400	PROFESSIONAL ASSISTANT	\$126,136.26	\$9,702.74	\$9,702.74	\$9,702.76	\$11,630.41	\$10,313.31	\$51,051.96	\$75,084.30	40.47%
11500	SPECIALIST/TECHNICIANS	\$0.00	\$0.00	\$0.00	\$0.00	\$6,582.09	\$0.00	\$6,582.09	-\$6,582.09	0.00%
11600	CLERICAL ASSISTANTS	\$181,897.62	\$14,077.62	\$14,185.13	\$13,748.70	\$7,169.78	\$22,154.81	\$71,336.04	\$110,561.58	39.22%
11800	TEMPORAY STAFF	\$11,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11,000.00	0.00%
12100	FICA/EMPLOYER	\$22,950.00	\$1,691.79	\$1,700.17	\$1,672.13	\$1,787.86	\$2,351.59	\$9,203.54	\$13,746.46	40.10%
12300	PERF/EMPLOYER	\$32,238.12	\$2,487.06	\$1,244.13	\$3,735.77	\$2,714.74	\$2,224.72	\$12,406.42	\$19,831.70	38.48%
12350	PERF/EMPLOYEE CONTRIB.	\$8,635.32	\$666.16	\$333.24	\$1,000.63	\$727.15	\$595.90	\$3,323.08	\$5,312.24	38.48%
12400	INS/EMPLOYER CONTRIBUTION	\$73,000.00	\$12,936.51	\$10,190.94	\$4,743.25	\$4,711.85	\$1,369.90	\$33,952.45	\$39,047.55	46.51%
12500	MEDICARE/EMPLOYER	\$5,375.40	\$395.66	\$397.63	\$391.07	\$418.12	\$549.98	\$2,152.46	\$3,222.94	40.04%
13100	WORK STUDY	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
21200	STATIONERY/BUS. CARDS	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
21300	OFFICE SUPPLIES	\$500.00	\$0.00	\$111.96	\$0.00	\$0.00	\$0.00	\$111.96	\$388.04	22.39%
21400	DUPLICATING	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$502.91	\$502.91	-\$2.91	100.58%
22200	FUEL/OIL/LUBRICANTS	\$1,000.00	\$0.00	\$0.00	\$37.29	\$0.00	\$36.30	\$73.59	\$926.41	7.36%
22700	VIDEO TAPE/MEDIA STORAGE	\$20,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000.00	0.00%
23000	IS SUPPLIES	\$1,000.00	\$0.00	\$87.00	\$0.00	\$0.00	\$99.00	\$186.00	\$814.00	18.60%
23500	VIDEO MATERIALS/CATS	\$10,000.00	\$871.12	\$0.00	\$349.62	\$0.00	\$328.24	\$1,548.98	\$8,451.02	15.49%
31100	CONSULTING SERVICES	\$10,000.00	\$0.00	\$361.00	\$0.00	\$1,362.00	\$2,500.00	\$4,223.00	\$5,777.00	42.23%
31300	LEGAL SERVICES	\$750.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$750.00	0.00%
31600	COMPUTER SERVICES	\$500.00	\$49.90	\$49.90	\$49.90	\$49.83	\$49.90	\$249.43	\$250.57	49.89%
31650	DIGITIZATION SERVICES	\$21,000.00	\$4,055.00	\$4,105.00	\$2,710.00	\$1,975.00	\$2,290.00	\$15,135.00	\$5,865.00	72.07%
31700	ADMIN/ACCOUNTING SERVICES	\$0.00	\$5.56	\$1.39	\$4.85	\$5.80	\$24.33	\$41.93	-\$41.93	0.00%
32100	TELEPHONE	\$3,700.00	\$251.13	\$0.00	\$499.99	\$232.01	\$99.98	\$1,083.11	\$2,616.89	29.27%
32150	CABLE TV SERVICE	\$0.00	\$11.12	\$11.12	\$10.39	\$10.39	\$10.39	\$53.41	-\$53.41	0.00%
32200	POSTAGE	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6.85	\$6.85	\$493.15	1.37%
32300	TRAVEL EXPENSE	\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00	0.00%
32400	PROFESSIONAL MTG/OFF SITE	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%

Object	Object Descr	2014						YTD Amount	2014	
		Budget	Jan.	Feb.	Mar.	Apr.	May		YTD Balance	%YTD Budget
32600	FREIGHT/DELIVERY	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00	0.00%
36300	OTHER EQUIP/FURNITURE	\$6,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,000.00	0.00%
37100	REAL ESTATE RENTAL/PARKING	\$3,500.00	\$1,099.12	-\$78.16	-\$95.44	-\$95.44	-\$134.52	\$695.56	\$2,804.44	19.87%
39100	DUES/INSTITUTIONAL	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$925.00	\$925.00	\$1,075.00	46.25%
39500	EDUCATIONAL/LICENSING	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
39600	COMMUNITY NEWS SERVICES	\$10,000.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$5,000.00	\$5,000.00	50.00%
44100	FURNITURE	\$1,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,200.00	0.00%
44700	EQUIPMENT - CATS	\$40,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,000.00	0.00%
44750	SOFTWARE - CATS	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
		\$664,141.32	\$53,120.43	\$49,723.13	\$43,380.85	\$44,101.53	\$56,028.50	\$246,354.44	\$417,786.88	37.09%

MONROE COUNTY PUBLIC LIBRARY

LCPF Budget & Expenditure Report

January 1, 2014 to May 31, 2014

5 months = 41.7%

Object	Object Descr	2014 Budget	Jan.	Feb.	Mar.	Apr.	May	YTD Amount	2014	2014
									YTD	%YTD
									Balance	Budget
39450	TRANSFER TO ANOTHER	\$0.00	\$418,856.68	\$0.00	\$0.00	\$0.00	\$0.00	\$418,856.68	-\$418,856.68	0.00%
		\$0.00	\$418,856.68	\$0.00	\$0.00	\$0.00	\$0.00	\$418,856.68	-\$418,856.68	0.00%

MONROE COUNTY PUBLIC LIBRARY

Gen. Obligation Bond Budget & Expenditure

January 1, 2014 to May 31, 2014

5 months = 41.7%

Object	Object Descr	2014						YTD	2014	2014
		Budget	Jan.	Feb.	Mar.	Apr.	May	Amount	YTD Balance	%YTD Budget
31100	CONSULTING	\$0.00	\$0.00	\$0.00	\$4,375.00	\$4,375.00	\$0.00	\$8,750.00	-\$8,750.00	0.00%
31200	ENGINEERING/ARCHIT	\$0.00	\$13,200.00	\$22,402.16	-\$16,402.16	\$0.00	\$13,930.00	\$33,130.00	-\$33,130.00	0.00%
44100	FURNITURE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$87,752.00	\$87,752.00	-\$87,752.00	0.00%
44300	OTHER EQUIPMENT	\$0.00	\$44,831.57	\$0.00	\$22,415.78	\$0.00	\$3,254.48	\$70,501.83	-\$70,501.83	0.00%
44450	BUILDING	\$0.00	\$3,977.50	\$0.00	\$0.00	\$19,351.80	\$280,514.70	\$303,844.00	-\$303,844.00	0.00%
44600	IS EQUIPMENT	\$50,000.00	\$5,192.00	\$0.00	\$4,974.03	\$13,952.00	\$1,428.00	\$25,546.03	\$24,453.97	51.09%
44650	IS SOFTWARE	\$25,000.00	\$0.00	\$0.00	\$0.00	\$56.20	\$0.00	\$56.20	\$24,943.80	0.22%
44700	EQUIPMENT - CATS	\$45,000.00	\$20,680.00	\$2,797.00	\$8,056.97	\$0.00	\$15,906.35	\$47,440.32	-\$2,440.32	105.42%
44750	SOFTWARE - CATS	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
		\$125,000.00	\$87,881.07	\$25,199.16	\$23,419.62	\$37,735.00	\$402,785.53	\$577,020.38	-\$452,020.38	461.62%

MONROE COUNTY PUBLIC LIBRARY

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Expenditure Summary compared to last year
2014 compared to 2013: Period Ending May

Fund	Fund Descr	2014 Budget	May 2014 Amt	2014 YTD Amt	2013 Budget	May 2013 Amt	2013 YTD Amt	%Last YR YTD Diff
001	OPERATING	\$8,011,683.99	\$670,765.21	\$3,044,809.21	\$7,818,019.99	\$657,410.84	\$3,105,886.83	-1.97%
002	JAIL	\$0.00	\$480.25	\$1,669.92	\$0.00	\$127.38	\$1,429.99	16.78%
003	CLEARING	\$0.00	\$8,041.38	\$8,137.95	\$0.00	\$10,868.79	\$12,214.05	-33.37%
004	GIFT UNRESTRICTED	\$0.00	\$25.40	\$2,151.62	\$0.00	\$0.00	\$150.81	1326.71%
005	PLAC	\$0.00	\$0.00	\$5,750.00	\$0.00	\$0.00	\$5,800.00	-0.86%
006	RETIREEES	\$0.00	\$0.00	\$1,149.72	\$0.00	\$0.00	\$4,382.90	-73.77%
007	LIRF	\$350,000.00	\$0.00	\$15,245.00	\$350,000.00	\$0.00	\$0.00	0.00%
008	DEBT SERVICE	\$607,768.00	\$0.00	\$0.00	\$600,000.00	\$0.00	\$0.00	0.00%
009	RAINY DAY	\$400,000.00	\$0.00	\$23,657.66	\$400,000.00	\$0.00	\$0.00	0.00%
010	PAYROLL	\$0.00	\$470,842.80	\$1,810,667.08	\$0.00	\$464,944.69	\$1,783,227.27	1.54%
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	\$17,430.66	\$35,340.83	\$0.00	\$7,045.02	\$30,296.87	16.65%
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	\$0.00	\$6,083.69	\$33,508.06	\$101,850.00	\$6,588.34	\$28,558.45	17.33%
020	SPECIAL REVENUE	\$664,141.32	\$56,028.50	\$246,354.44	\$632,213.49	\$54,217.45	\$235,251.50	4.72%
021	CAPITAL PROJECTS	\$0.00	\$0.00	\$418,856.68	\$10,975.00	\$0.00	\$10,817.71	3771.95%
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	\$0.00	\$0.00	\$3,573.26	\$16,190.58	-100.00%
025	LSTA-SMITHVILLE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
026	GENERAL	\$125,000.00	\$402,785.53	\$577,020.38	\$133,000.00	\$40,762.98	\$126,772.11	355.16%
027	COMMUNITY FDTN	\$27,485.00	\$2,596.33	\$9,216.01	\$26,000.00	\$3,826.38	\$4,455.23	106.86%
028	FINRA 2014	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$10,186,078.31	\$1,635,079.75	\$6,233,534.56	\$10,072,058.48	\$1,249,365.13	\$5,365,434.30	16.18%

MONROE COUNTY PUBLIC LIBRARY

Revenue Totals Budget Forms (all funds)

Source Descr	2014 YTD Budget	Jan	Feb	Mar	April	May	2014 YTD Amt	2014 YTD Balance	2014 % of Budget
Fund 001 OPERATING									
PROPERTY	\$5,350,596.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,350,596.00	0.00%
INTANGIBLES TAX	\$18,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$18,000.00	0.00%
LICENSE EXCISE TAX	\$279,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$279,000.00	0.00%
COUNTY OPTION	\$1,968,168.00	\$164,013.98	\$164,013.98	\$164,013.98	\$164,013.98	\$164,013.98	\$820,069.90	\$1,148,098.10	41.67%
COMMERCIAL	\$45,700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$21,469.37	\$21,469.37	\$24,230.63	46.98%
US FORESTRY FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
ELL COPIERS/PRINTERS	\$0.00	\$466.30	\$384.79	\$301.85	\$633.19	\$332.30	\$2,118.43	-\$2,118.43	0.00%
LOST/DAMAGED	\$0.00	\$2,791.83	\$1,925.10	\$2,068.66	\$1,850.18	\$1,364.53	\$10,000.30	-\$10,000.30	0.00%
FINES	\$175,000.00	\$12,077.48	\$12,857.50	\$13,864.48	\$11,003.57	\$10,618.17	\$60,421.20	\$114,578.80	35.57%
COLLECTION AGENCY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
BLGTN COPIERS &	\$12,500.00	\$767.70	\$1,287.50	\$0.00	\$1,729.36	\$873.70	\$4,658.26	\$7,841.74	43.22%
MISCELLANEOUS	\$0.00	\$88.76	\$101.40	\$116.25	\$134.60	\$92.10	\$533.11	-\$533.11	0.00%
PUBLIC LIBRARY	\$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%
PLAC DISTRIBUTION	\$12,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12,500.00	0.00%
REALESTATE	\$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%
READER PRINTER	\$0.00	\$28.77	\$16.00	\$50.40	\$28.62	\$38.05	\$161.84	-\$161.84	0.00%
OBITS	\$0.00	\$184.00	\$99.00	\$174.00	\$573.00	\$135.00	\$1,165.00	-\$1,165.00	0.00%
COIN TELEPHONE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INTEREST FROM	\$11,000.00	\$1,312.98	\$1,106.77	\$1,107.10	\$515.97	\$632.14	\$4,674.96	\$6,325.04	42.50%
TEMPORARY LOANS	\$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%
CABLE ACCESS FEES -	\$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%
RENT INCOME	\$1,000.00	\$0.00	\$0.00	\$225.00	\$0.00	\$0.00	\$225.00	\$775.00	22.50%
LSTA INKIND GRANT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 001 OPERATING	\$7,873,464.00	\$181,731.80	\$181,792.04	\$181,921.72	\$180,482.47	\$199,569.34	\$925,497.37	\$6,947,966.63	11.79%
Fund 002 JAIL									
RECEIPTS	\$0.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$0.00	\$6,000.00	-\$6,000.00	0.00%
Fund 002 JAIL	\$0.00	\$0.00	\$6,000.00	\$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%
MISCELLANEOUS	\$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	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
YMCA RECEIPTS	\$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%
MCPLF CC RECEIPTS	\$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%
ILL FINES/FEES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
REIMBURSEMENT/CLE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

Source Descr	2014 YTD Budget	Jan	Feb	Mar	April	May	2014 YTD Amt	2014 YTD Balance	2014 % of Budget
INSURANCE/COBRA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FEMA/CLEARING FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
INSURANCE/CLAIMS-	\$0.00	\$0.00	\$135.57	\$0.00	\$8,003.45	\$0.00	\$8,139.02	-\$8,139.02	0.00%
Fund 003 CLEARING	\$0.00	\$0.00	\$135.57	\$0.00	\$8,003.45	\$0.00	\$8,139.02	-\$8,139.02	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%
INTEREST FROM	\$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%
UNRESTRICTED GIFT	\$0.00	\$96.81	\$170.11	\$1,113.58	\$237.32	\$287.92	\$1,905.74	-\$1,905.74	0.00%
INTEREST/DIVIDEND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 004 GIFT	\$0.00	\$96.81	\$170.11	\$1,113.58	\$237.32	\$287.92	\$1,905.74	-\$1,905.74	0.00%
Fund 005 PLAC									
PUBLIC LIBRARY	\$0.00	\$1,100.00	\$950.00	\$1,400.00	\$950.00	\$500.00	\$4,900.00	-\$4,900.00	0.00%
Fund 005 PLAC	\$0.00	\$1,100.00	\$950.00	\$1,400.00	\$950.00	\$500.00	\$4,900.00	-\$4,900.00	0.00%
Fund 006 RETIREES									
RETIREES INSURANCE	\$0.00	\$137.37	\$137.37	\$137.37	\$600.24	\$462.87	\$1,475.22	-\$1,475.22	0.00%
Fund 006 RETIREES	\$0.00	\$137.37	\$137.37	\$137.37	\$600.24	\$462.87	\$1,475.22	-\$1,475.22	0.00%
Fund 007 LIRF									
MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
LIRF RECEIPTS	\$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%
TEMPORARY LOANS	\$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%
RENT INCOME	\$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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 008 DEBT SERVICE									
PROPERTY	\$600,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$600,000.00	0.00%
INTANGIBLES TAX	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0.00%
LICENSE EXCISE TAX	\$32,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$32,000.00	0.00%
COMMERCIAL	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,425.63	\$2,425.63	\$2,574.37	48.51%
US FORESTRY FUND	\$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%
INTEREST FROM	\$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%
TRANSFER FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 008 DEBT	\$639,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,425.63	\$2,425.63	\$636,574.37	0.38%
Fund 009 RAINY DAY									
COUNTY OPTION	\$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%
MCPL OPERATING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
TRANSFER FROM	\$0.00	\$418,856.68	\$0.00	\$0.00	\$0.00	\$0.00	\$418,856.68	-\$418,856.68	0.00%
Fund 009 RAINY DAY	\$0.00	\$418,856.68	\$0.00	\$0.00	\$0.00	\$0.00	\$418,856.68	-\$418,856.68	0.00%

Source Descr	2014 YTD Budget	Jan	Feb	Mar	April	May	2014 YTD Amt	2014 YTD Balance	2014 % of Budget
Fund 010 PAYROLL									
GROSS PAYROLL	\$0.00	\$328,758.87	\$334,953.02	\$328,093.13	\$332,789.16	\$491,136.90	\$1,815,731.08	-\$1,815,731.08	0.00%
Fund 010 PAYROLL	\$0.00	\$328,758.87	\$334,953.02	\$328,093.13	\$332,789.16	\$491,136.90	\$1,815,731.08	-\$1,815,731.08	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%
Fund 013 PETTY CASH	\$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%
Fund 014 CHANGE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 016 GIFT-RESTRICED									
MISCELLANEOUS	\$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%
RECEIPTS	\$0.00	\$0.00	\$0.00	\$4,073.97	\$0.00	\$7,213.70	\$11,287.67	-\$11,287.67	0.00%
TRANSFER FROM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
RESTRICED GIFT	\$0.00	\$740.00	\$1,440.00	\$4,205.60	\$3,000.00	\$12,199.69	\$21,585.29	-\$21,585.29	0.00%
INTEREST/DIVIDEND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 016 GIFT-	\$0.00	\$740.00	\$1,440.00	\$8,279.57	\$3,000.00	\$19,413.39	\$32,872.96	-\$32,872.96	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%
RESTRICED GIFT	\$0.00	\$0.00	\$0.00	\$48,474.15	\$0.00	\$0.00	\$48,474.15	-\$48,474.15	0.00%
Fund 019 GIFT-	\$0.00	\$0.00	\$0.00	\$48,474.15	\$0.00	\$0.00	\$48,474.15	-\$48,474.15	0.00%
Fund 020 SPECIAL REVENUE									
MISCELLANEOUS	\$0.00	\$200.00	\$50.00	\$175.00	\$210.00	\$840.00	\$1,475.00	-\$1,475.00	0.00%
CABLE ACCESS FEES -	\$0.00	\$0.00	\$99,392.00	\$0.00	\$99,392.00	\$0.00	\$198,784.00	-\$198,784.00	0.00%
CABLE ACCESS FEES -	\$0.00	\$0.00	\$0.00	\$58,310.00	\$0.00	\$58,310.00	\$116,620.00	-\$116,620.00	0.00%
CABLE ACCESS FEES -	\$0.00	\$0.00	\$0.00	\$3,532.50	\$0.00	\$0.00	\$3,532.50	-\$3,532.50	0.00%
CONTRACT-	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 020 SPECIAL	\$0.00	\$200.00	\$99,442.00	\$62,017.50	\$99,602.00	\$59,150.00	\$320,411.50	-\$320,411.50	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%
INTANGIBLES TAX	\$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%
COMMERCIAL	\$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%
TEMPORARY LOANS	\$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%
Fund 024 FINRA GRANT									
RECEIPTS	\$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%
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%
Fund 026 GENERAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

Source Descr	2014 YTD Budget	Jan	Feb	Mar	April	May	2014 YTD Amt	2014 YTD Balance	2014 % of Budget
Fund 027 COMMUNITY FDTN GRANT									
RECEIPTS	\$0.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	-\$10,000.00	0.00%
Fund 027 COMMUNITY	\$0.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	-\$10,000.00	0.00%
Fund 028 FINRA 2014									
RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$43,615.00	\$43,615.00	-\$43,615.00	0.00%
Fund 028 FINRA 2014	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$43,615.00	\$43,615.00	-\$43,615.00	0.00%
	\$8,512,464.00	\$931,621.53	\$625,020.11	\$641,437.02	\$625,664.64	\$816,561.05	\$3,640,304.35	\$4,872,159.65	42.80%

MONROE COUNTY PUBLIC LIBRARY

Cash Balances by fund

Current Period: May 2014

FUND Descr	05/01/14	MTD Debit	MTD Credit	05/30/14	Bal Sht Descr
OPERATING	\$1,914.90	\$0.29	\$0.00	\$1,915.19	CHASE/BANK ONE SAVINGS
OPERATING	\$3,823.26	\$6,340.27	\$0.00	\$10,163.53	ONB/MONROE BANK CHECKING
OPERATING	\$4,572.66	\$7,067.06	\$0.00	\$11,639.72	GERMAN AMER./UNITED COMMERCE
OPERATING	-\$97,944.06	\$188,882.29	\$673,602.89	-\$582,664.66	FIFTH THIRD BANK CHECKING
OPERATING	\$514.16	\$631.27	\$514.16	\$631.27	FIFTH THIRD BANK SAVINGS
Fund 001 OPERATING	-\$87,119.08	\$202,921.18	\$674,117.05	-\$558,314.95	
JAIL	\$4,810.33	\$0.00	\$480.25	\$4,330.08	FIFTH THIRD BANK CHECKING
Fund 002 JAIL	\$4,810.33	\$0.00	\$480.25	\$4,330.08	
CLEARING	\$9,863.32	\$0.00	\$8,041.38	\$1,821.94	FIFTH THIRD BANK CHECKING
Fund 003 CLEARING	\$9,863.32	\$0.00	\$8,041.38	\$1,821.94	
GIFT UNRESTRICTED	\$174.00	\$280.92	\$0.00	\$454.92	ONB/MONROE BANK CHECKING
GIFT UNRESTRICTED	\$3.00	\$7.00	\$0.00	\$10.00	GERMAN AMER./UNITED COMMERCE
GIFT UNRESTRICTED	\$8,660.27	\$0.00	\$25.40	\$8,634.87	FIFTH THIRD BANK CHECKING
Fund 004 GIFT UNRESTRICTED	\$8,837.27	\$287.92	\$25.40	\$9,099.79	
PLAC	\$0.00	\$100.00	\$0.00	\$100.00	ONB/MONROE BANK CHECKING
PLAC	\$350.00	\$400.00	\$0.00	\$750.00	GERMAN AMER./UNITED COMMERCE
PLAC	\$600.00	\$0.00	\$0.00	\$600.00	FIFTH THIRD BANK CHECKING
Fund 005 PLAC	\$950.00	\$500.00	\$0.00	\$1,450.00	
RETIREES	\$462.87	\$462.87	\$0.00	\$925.74	ONB/MONROE BANK CHECKING
RETIREES	-\$600.24	\$0.00	\$0.00	-\$600.24	FIFTH THIRD BANK CHECKING
Fund 006 RETIREES	-\$137.37	\$462.87	\$0.00	\$325.50	
LIRF	\$10,013.55	\$0.00	\$0.00	\$10,013.55	CHASE/BANK ONE SAVINGS
LIRF	\$5,447.32	\$0.00	\$0.00	\$5,447.32	FIFTH THIRD BANK CHECKING
LIRF	\$803,518.58	\$0.00	\$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	\$1,319,479.45	\$0.00	\$0.00	\$1,319,479.45	
DEBT SERVICE	\$55,336.95	\$2,425.63	\$0.00	\$57,762.58	FIFTH THIRD BANK CHECKING
DEBT SERVICE	\$18,214.08	\$0.00	\$0.00	\$18,214.08	FIFTH THIRD BANK SAVINGS
Fund 008 DEBT SERVICE	\$73,551.03	\$2,425.63	\$0.00	\$75,976.66	
RAINY DAY	\$18,784.54	\$0.00	\$0.00	\$18,784.54	FIFTH THIRD BANK CHECKING
RAINY DAY	\$1,452,423.86	\$0.00	\$0.00	\$1,452,423.86	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 Descr	05/01/14	MTD Debit	MTD Credit	05/30/14	Bal Sht Descr
Fund 009 RAINY DAY	\$1,971,708.40	\$0.00	\$0.00	\$1,971,708.40	
PAYROLL	\$0.00	\$491,136.90	\$470,842.80	\$20,294.10	FIFTH THIRD BANK CHECKING
Fund 010 PAYROLL	\$0.00	\$491,136.90	\$470,842.80	\$20,294.10	
GIFT-RESTRICTED	\$2,000.00	\$9,995.00	\$0.00	\$11,995.00	ONB/MONROE BANK CHECKING
GIFT-RESTRICTED	\$0.00	\$160.00	\$5.75	\$154.25	GERMAN AMER./UNITED COMMERCE
GIFT-RESTRICTED	\$29,958.84	\$9,279.73	\$17,446.25	\$21,792.32	FIFTH THIRD BANK CHECKING
GIFT-RESTRICTED	\$50,000.00	\$0.00	\$0.00	\$50,000.00	FIFTH THIRD BANK SAVINGS
Fund 016 GIFT-RESTRICTED	\$81,958.84	\$19,434.73	\$17,452.00	\$83,941.57	
GIFT-FOUNDATION	\$44,359.32	\$0.53	\$6,084.22	\$38,275.63	FIFTH THIRD BANK CHECKING
Fund 019 GIFT-FOUNDATION	\$44,359.32	\$0.53	\$6,084.22	\$38,275.63	
SPECIAL REVENUE	\$106.96	\$840.00	\$24.33	\$922.63	GERMAN AMER./UNITED COMMERCE
SPECIAL REVENUE	\$165,457.72	\$58,444.52	\$56,138.69	\$167,763.55	FIFTH THIRD BANK CHECKING
SPECIAL REVENUE	\$155,000.00	\$0.00	\$0.00	\$155,000.00	FIFTH THIRD BANK SAVINGS
Fund 020 SPECIAL REVENUE	\$320,564.68	\$59,284.52	\$56,163.02	\$323,686.18	
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	\$48,942.45	\$599,485.84	\$402,885.53	\$245,542.76	FIFTH THIRD BANK CHECKING
GENERAL OBLIGATION BOND	\$1,269,059.86	\$0.00	\$599,485.84	\$669,574.02	FIFTH THIRD BANK SAVINGS
GENERAL OBLIGATION BOND	\$0.00	\$100.00	\$0.00	\$100.00	FIFTH THIRD ESCROW ACCT
Fund 026 GENERAL OBLIGATION BOND	\$1,318,002.31	\$599,585.84	\$1,002,371.37	\$915,216.78	
COMMUNITY FDTN GRANT	\$8,898.78	\$0.00	\$2,596.33	\$6,302.45	FIFTH THIRD BANK CHECKING
Fund 027 COMMUNITY FDTN GRANT	\$8,898.78	\$0.00	\$2,596.33	\$6,302.45	
FINRA 2014	\$0.00	\$43,615.00	\$0.00	\$43,615.00	FIFTH THIRD BANK CHECKING
Fund 028 FINRA 2014	\$0.00	\$43,615.00	\$0.00	\$43,615.00	
	\$5,076,113.22	\$1,419,655.12	\$2,238,173.82	\$4,257,594.52	

MONROE COUNTY PUBLIC LIBRARY

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CHASE BANK SAVINGS

06110 BANKONESV

May 2014

Account Summary

Beginning Balance	5/1/2014	\$11,928.45
+ Receipts/Deposits		\$0.29
- Payments (Checks and		\$0.00
Ending Balance as	5/30/2014	\$11,928.74

Check Book

Active	G 001-06110	OPERATING	\$1,915.19
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	\$11,928.74

Beginng Balance	\$11,928.45
+ Total Deposits	\$0.29
- Checks Written	\$0.00

Check Book	\$11,928.74
Difference	\$0.00

MONROE COUNTY PUBLIC LIBRARY

06/05/14 3:06 PM
Page 1

***Check Reconciliation©**
ONB MONROE CHECKING
06300 ONB/MONROE
May 2014

Account Summary

Beginning Balance	5/1/2014	\$6,460.13
+ Receipts/Deposits		\$17,179.06
- Payments (Checks and		\$0.00
Ending Balance as	5/31/2014	\$23,639.19

Check Book

Active	G 001-06300	OPERATING	\$10,163.53
Active	G 002-06300	JAIL	\$0.00
Active	G 003-06300	CLEARING	\$0.00
Active	G 004-06300	GIFT UNRESTRICTED	\$454.92
Active	G 005-06300	PLAC	\$100.00
Active	G 006-06300	RETIREES	\$925.74
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	\$11,995.00
Active	G 019-06300	GIFT-FOUNDATION	\$0.00
Active	G 020-06300	SPECIAL REVENUE	\$0.00
Active	G 024-06300	FINRA GRANT	\$0.00
Active	G 027-06300	COMMUNITY FDTN	\$0.00
		Cash	\$23,639.19
	Beginng Balance		\$6,460.13
	+ Total Deposits		\$17,179.06
	- Checks Written		\$0.00
	Check Book		\$23,639.19
	Difference		\$0.00

MONROE COUNTY PUBLIC LIBRARY

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Page 1

***Check Reconciliation©**
GERMAN-AMER/UNITED C
06400 GER AME/UC
May 2014

Account Summary

Beginning Balance	5/1/2014	\$5,032.62
+ Receipts/Deposits		\$8,443.98
- Payments (Checks and		\$0.00
Ending Balance as	5/30/2014	\$13,476.60

Check Book

Active	G 001-06400	OPERATING	\$11,639.72
Active	G 003-06400	CLEARING	\$0.00
Active	G 004-06400	GIFT UNRESTRICTED	\$10.00
Active	G 005-06400	PLAC	\$750.00
Active	G 016-06400	GIFT-RESTRICED	\$154.25
Active	G 020-06400	SPECIAL REVENUE	\$922.63
		Cash	\$13,476.60
	Beginng Balance	\$5,032.62	
	+ Total Deposits	\$8,443.98	
	- Checks Written	\$0.00	
	Check Book	\$13,476.60	
	Difference	\$0.00	

MONROE COUNTY PUBLIC LIBRARY

06/05/14 3:39 PM
Page 1

***Check Reconciliation©
FIFTH THIRD CHECKING
06500 FIFTHCKNG
May 2014**

Account Summary

Beginning Balance	5/1/2014	\$372,005.63
+ Receipts/Deposits		\$899,278.22
- Payments (Checks and		\$1,055,167.28
Ending Balance as	5/31/2014	\$216,116.57

Check Book

Active	G 001-06500	OPERATING	-\$582,664.66
Active	G 002-06500	JAIL	\$4,330.08
Active	G 003-06500	CLEARING	\$1,821.94
Active	G 004-06500	GIFT UNRESTRICTED	\$8,634.87
Active	G 005-06500	PLAC	\$600.00
Active	G 006-06500	RETIREEES	-\$600.24
Active	G 007-06500	LIRF	\$5,447.32
Active	G 008-06500	DEBT SERVICE	\$57,762.58
Active	G 009-06500	RAINY DAY	\$18,784.54
Active	G 010-06500	PAYROLL	\$20,294.10
Active	G 016-06500	GIFT-RESTRICED	\$21,792.32
Active	G 019-06500	GIFT-FOUNDATION	\$38,275.63
Active	G 020-06500	SPECIAL REVENUE	\$167,763.55
Active	G 021-06500	CAPITAL PROJECTS	\$0.00
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	\$245,542.76
Active	G 027-06500	COMMUNITY FDTN	\$6,302.45
Active	G 028-06500	FINRA 2014	\$43,615.00
		Cash	\$58,088.18
	Begining Balance		\$372,005.63
	+ Total Deposits		\$899,278.22
	- Checks Written		\$1,213,195.67
	Check Book		\$58,088.18
	O/S Checks		\$158,028.39

MONROE COUNTY PUBLIC LIBRARY

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Page 1

***Check Reconciliation©**

FIFTH THIRD SAVINGS

06510 FIFTHSAVG

May 2014

Account Summary

Beginning Balance	5/1/2014	\$3,748,730.54
+ Receipts/Deposits		\$631.27
- Payments (Checks and		\$600,000.00
Ending Balance as	5/31/2014	\$3,149,361.81

Check Book

Active	G 001-06510	OPERATING	\$631.27
Active	G 007-06510	LIRF	\$803,518.58
Active	G 008-06510	DEBT SERVICE	\$18,214.08
Active	G 009-06510	RAINY DAY	\$1,452,423.86
Active	G 016-06510	GIFT-RESTRICED	\$50,000.00
Active	G 020-06510	SPECIAL REVENUE	\$155,000.00
Active	G 021-06510	CAPITAL PROJECTS	\$0.00
Active	G 025-06510	LSTA-SMITHVILLE	\$0.00
Active	G 026-06510	GENERAL OBLIGATION	\$669,574.02
		Cash	\$3,149,361.81

Beginng Balance	\$3,748,730.54
+ Total Deposits	\$631.27
- Checks Written	\$600,000.00

Check Book	\$3,149,361.81
Difference	\$0.00

MONROE COUNTY PUBLIC LIBRARY

***Check Reconciliation©**
FIFTH THIRD ESCROW
06530 FIFTH ESCR
May 2014

Account Summary

Beginning Balance	5/1/2014	\$0.00
+ Receipts/Deposits		\$100.00
- Payments (Checks and		\$0.00
Ending Balance as	5/31/2014	\$100.00

Check Book

Active	G 026-06530	GENERAL OBLIGATION	\$100.00
		Cash	\$100.00
	Begining Balance	\$0.00	
	+ Total Deposits	\$100.00	
	- Checks Written	\$0.00	
	Check Book	\$100.00	
	Difference	\$0.00	

TO: Monroe County Public Library – Board of Trustees
FROM: Kyle Wickemeyer-Hardy, Human Resources Manager
RE: Personnel Report
DATE: June 18, 2014

Beginning Employment

- Eric Cervantes, Page, Pay Grade A, 15-18 hours per week effective May 19, 2014.
- Courtney New, Page, Pay Grade A, 15-18 hours per week effective May 19, 2014.
- Erin van Wesenbeeck, Page, Pay Grade A, 15-18 hours per week effective May 19, 2014.
- Matthew Dillon, Page, Pay Grade A, 15-18 hours per week effective May 19, 2014

Ending Employment

- Arwa Merriman, Circulation, Page, Pay Grade A, 15-18 hours per week effective May 31, 2014.

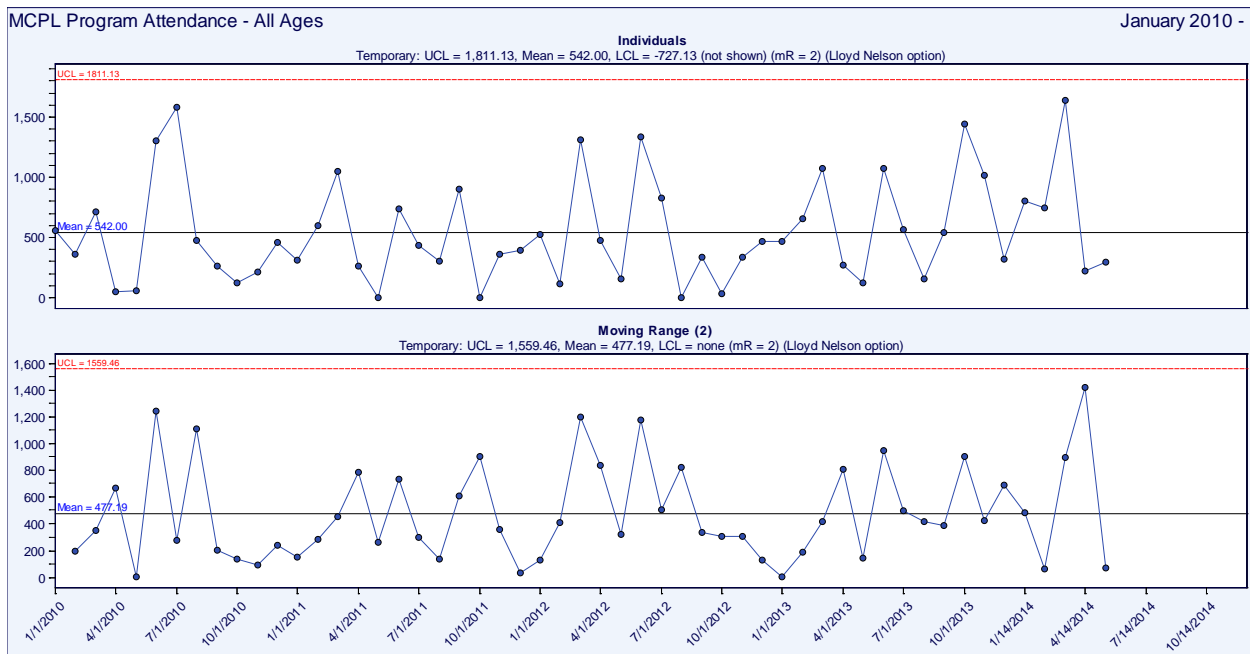
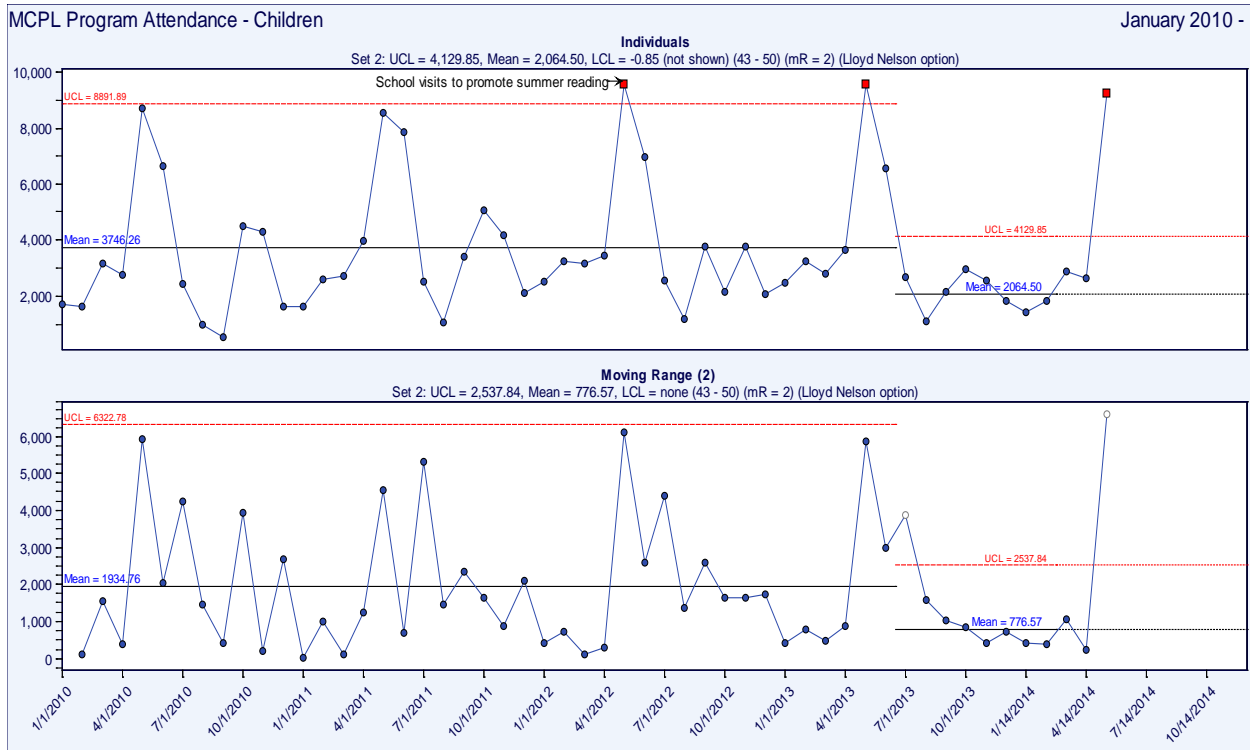
Job Changes

- Mike Adams, CATS, Production Assistant, Pay Grade D, 25 hours per week to CATS, Production Assistant, Pay Grade D, 37.5 hours per week effective June 2, 2014.
- Glenn Myers, CATS, Production Assistant, Pay Grade D, temporary, to CATS, Production Assistant, Pay Grade D, 25 hours per week effective June 2, 2014.

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
March	12	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; Update: Content and Collections - Mickey Needham and Pam Wasmer
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 21st century literacy skills.



1A. Strengthen early literacy skills.

- Mary Frasier presented nine early literacy storytimes for more than 130 babies and caregivers.
- Polly O'Shea presented seven story times to Head Start classrooms, wrapping up their school year. The theme this month was "Things That Go." She read *Trashy Town* by Andrea Zimmerman and *Rattletrap Car* by Phyllis Root, and performed the action songs "The Wheels on the Bus" and "Zoom,

Zoom, Zoom." The children then played a stoplight game using red, yellow and green circles on a felt board.

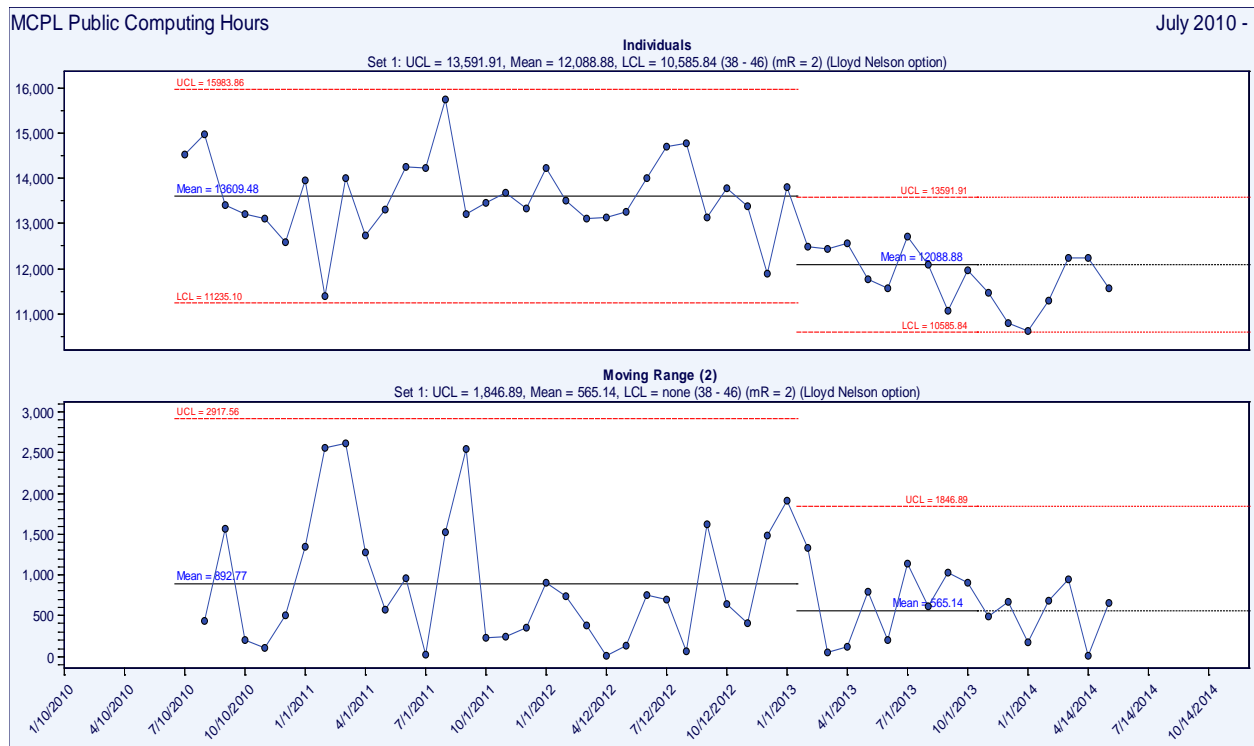
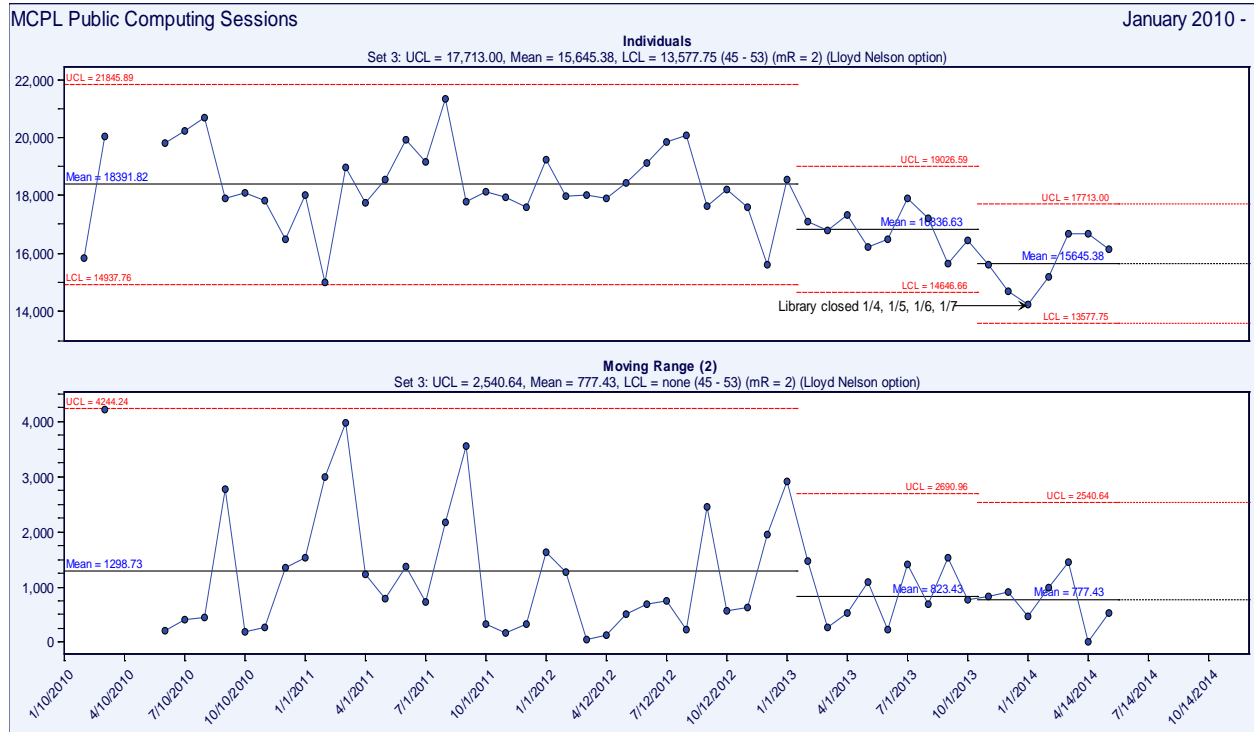
- Polly also conducted story times for an Early Head Start infant class, the Northwest YMCA's Center for Children and Families, and Penny Lane East daycare.

1B. Support basic literacy skills.

- VITAL received a compelling letter of support from a VITAL family member in May describing the impact that tutoring has had on her brother following a traumatic brain injury. Below is an excerpt:
"I have been so impressed with the work and progress my brother has made through the VITAL program... After his therapy ended in summer of 2012, I noticed Bruce's reading ability began to suffer. You can imagine how amazed I was then to see Bruce reading a condensed version of *Great Expectations* in his sessions with Judy [his VITAL tutor]! I saw some of his homework assignments during this time, so I realized how in depth their discussions were, but I was completely astounded when I read the review that was prepared based on Bruce's vocal review of the book. I shared the text with [his former therapist] since I knew she too would be so impressed with his accomplishments and I'll share a bit of her response:
'Reading a classic of this depth and vocabulary level absolutely proves beyond a doubt that he can read, understand and remember. His listing of the strategies at the end of his summary indicates he has a good grasp of how to best support his comprehension and retention. Kudos to Bruce for all the hard work, and also to the VITAL program for their successful approach and for setting the bar so high for him (having a GREAT EXPECTATION). He has spoken positively of this experience; again he is fortunate to have these resources, and his work ethic gives him every opportunity to have a positive outcome.'
"I know Judy spends an inordinate amount of time on assignments for Bruce and I cannot thank her enough for her time, expertise, and patience... I thank the VITAL Program also for providing such support and being such a valuable resource to the community."
- Teachers at Edgewood Intermediate School (Grades 3-5) reached out to the Children's Librarian at the Ellettsville Branch to support three different initiatives in the month of May:
 - "Storybook Character Day," when all third graders dress up as a character from a book and gather to hear stories from the Stephanie from the branch library,
 - Support of the fourth grade folklore unit for which Stephanie pulled dozens of books for their use and presented programs to all the fourth graders, giving examples of folklore from fables to tall tales, and
 - "Transition to Third Grade" where second graders and their families learn more about attending the intermediate school in the fall.
- Stephanie Holman spoke to every class at Stinesville Elementary, Edgewood Primary, Edgewood Intermediate, and to all the sixth grader students at Edgewood Junior High. They were personally invited to attend the summer reading program which began May 27. The summer game and program offerings are off to a good start at Ellettsville Branch. Between May 27 and May 31, more than 400 children registered and received game boards. The parent of a first grader told Stephanie Holman that his son had turned into a voracious reader with the summer reading game board. He went on to say that his school hadn't yet been able to pique his interest in reading.
- Children's staff at the Main Library made 58 presentations in the schools to more than 5,700 elementary school students. Soon after, students flooded the department, many of them enthusiastically asking staff members if they remembered talking to them during the visit to the school. One excited boy's babysitter told desk staff, "He could have come anywhere today, but he chose the library, even over the pool. He just couldn't wait to get that guide."
- Three school age programs – "ARF (Read to a Dog)," "Intergenerational Gardening," and "Lego Club" – drew more than 150 children in May. The Lego Club has been so popular that we decided to offer it twice a month during the summer.

- Chris Jackson took the Bookmobile to Grandview Elementary for a special reading celebration event, giving 122 students a tour of the mobile library.

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

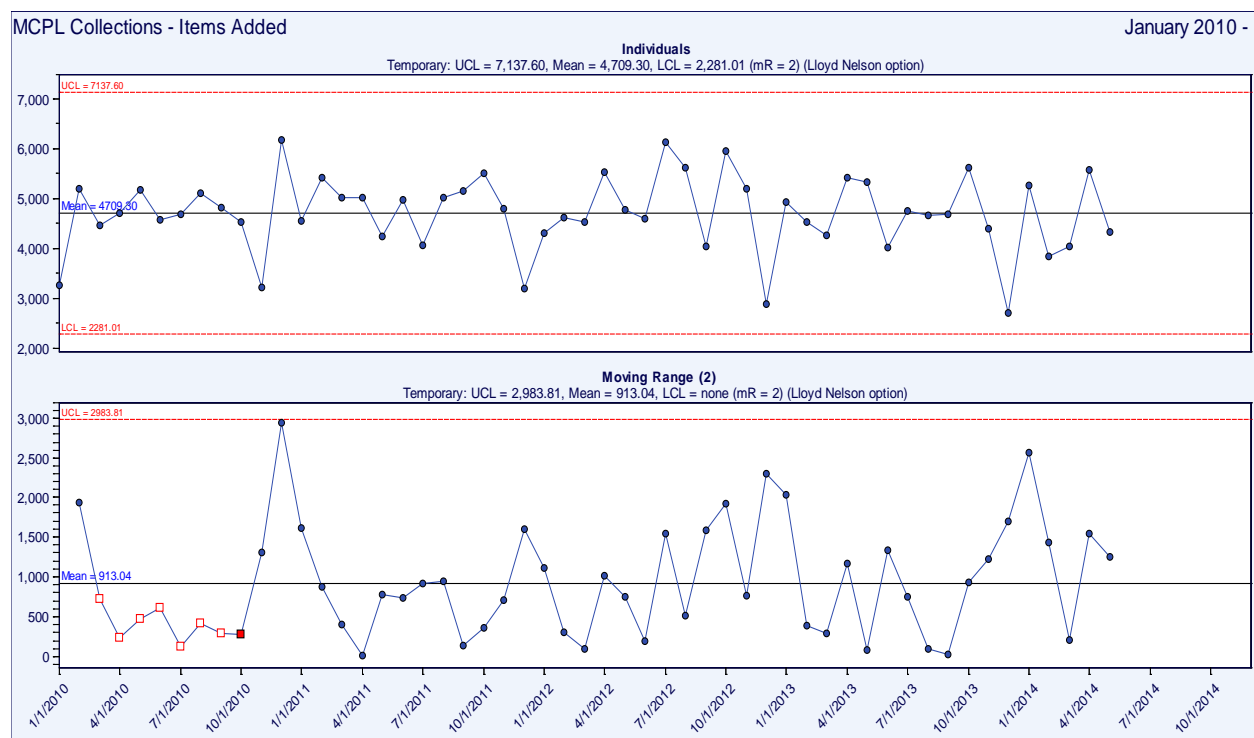


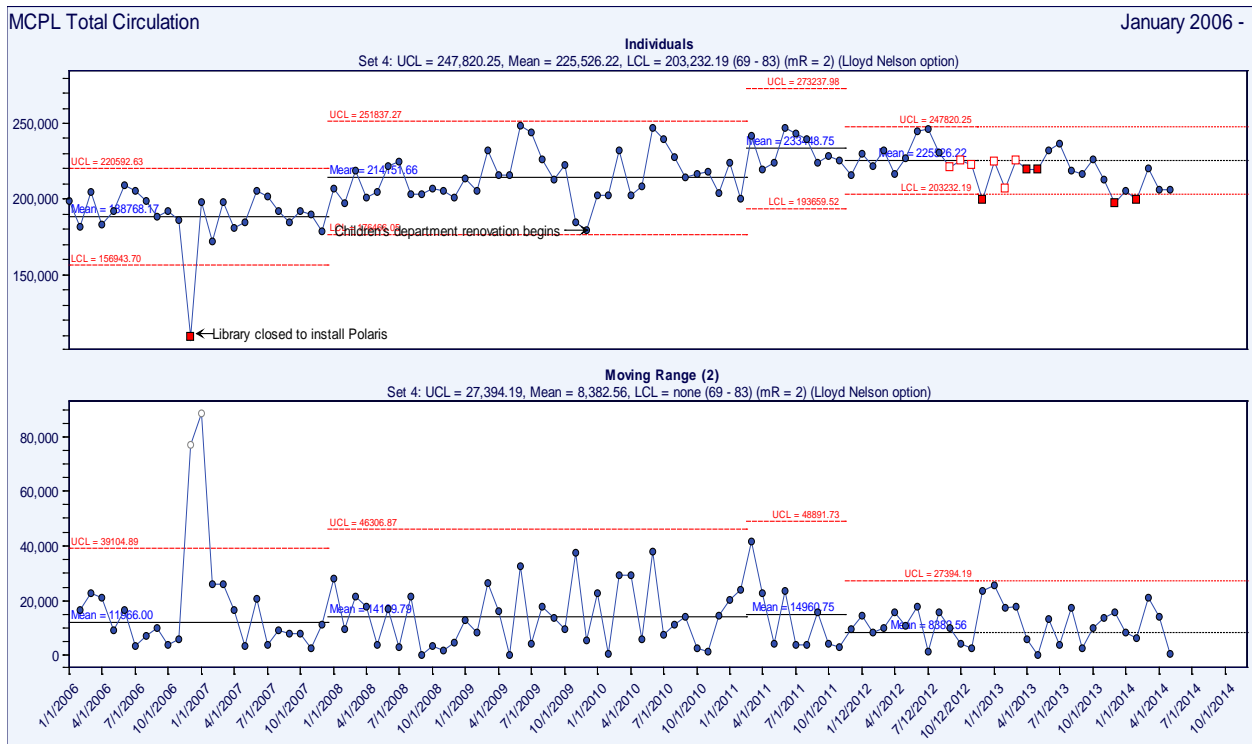
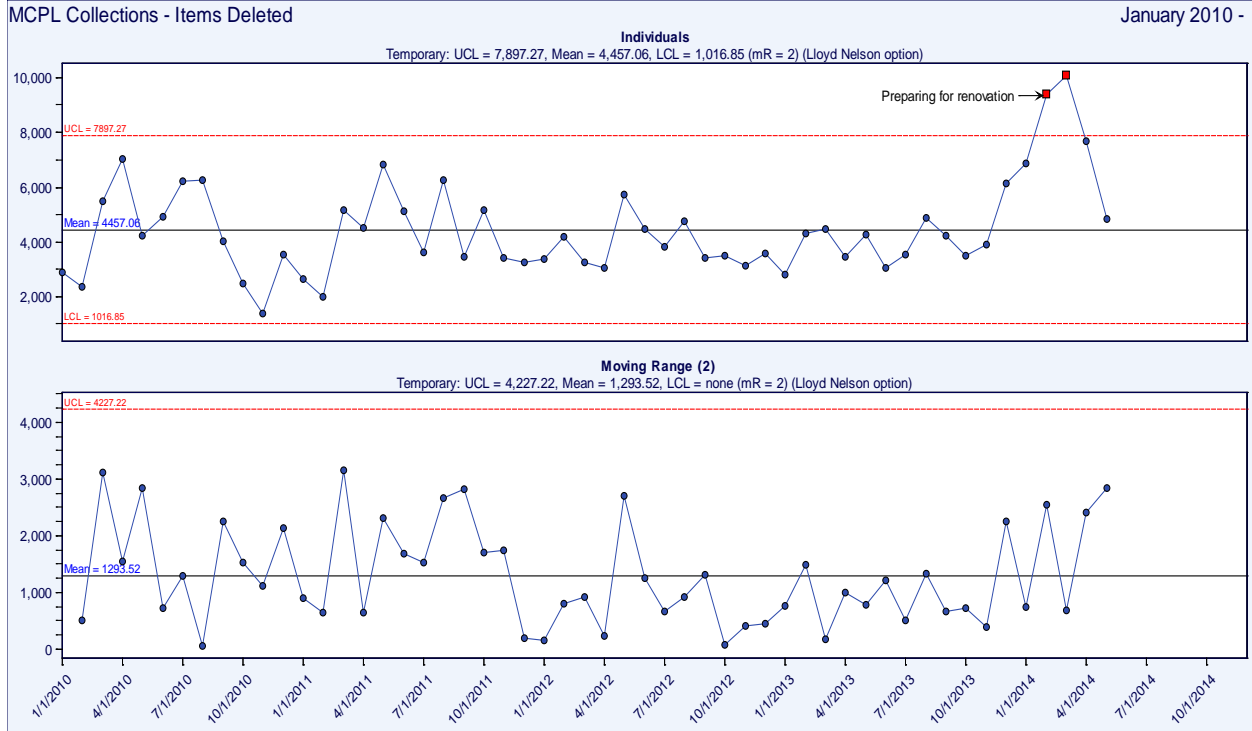
1D. Support digital creativity.

- For a second year, the library is offering “Maker Days,” with many exciting programs for children, teens, and adults. By late May, most were completely full and library staff were working to add additional sessions to accommodate long waiting lists.

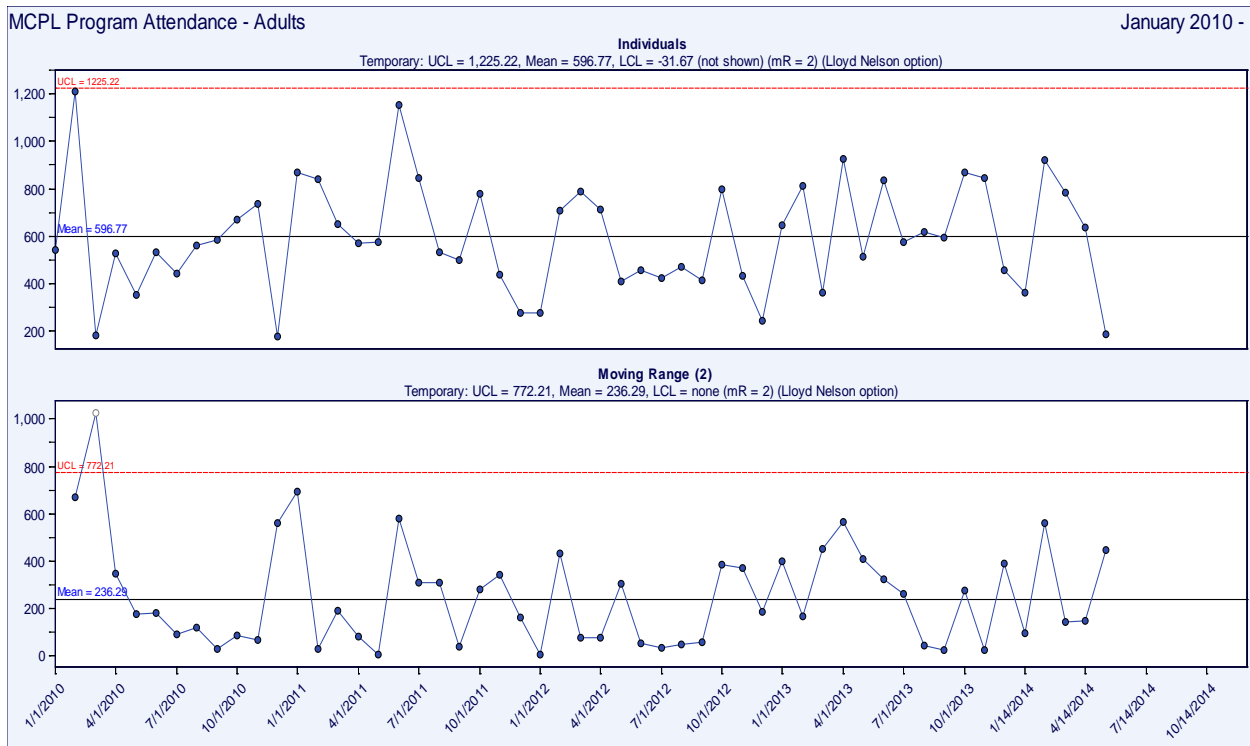
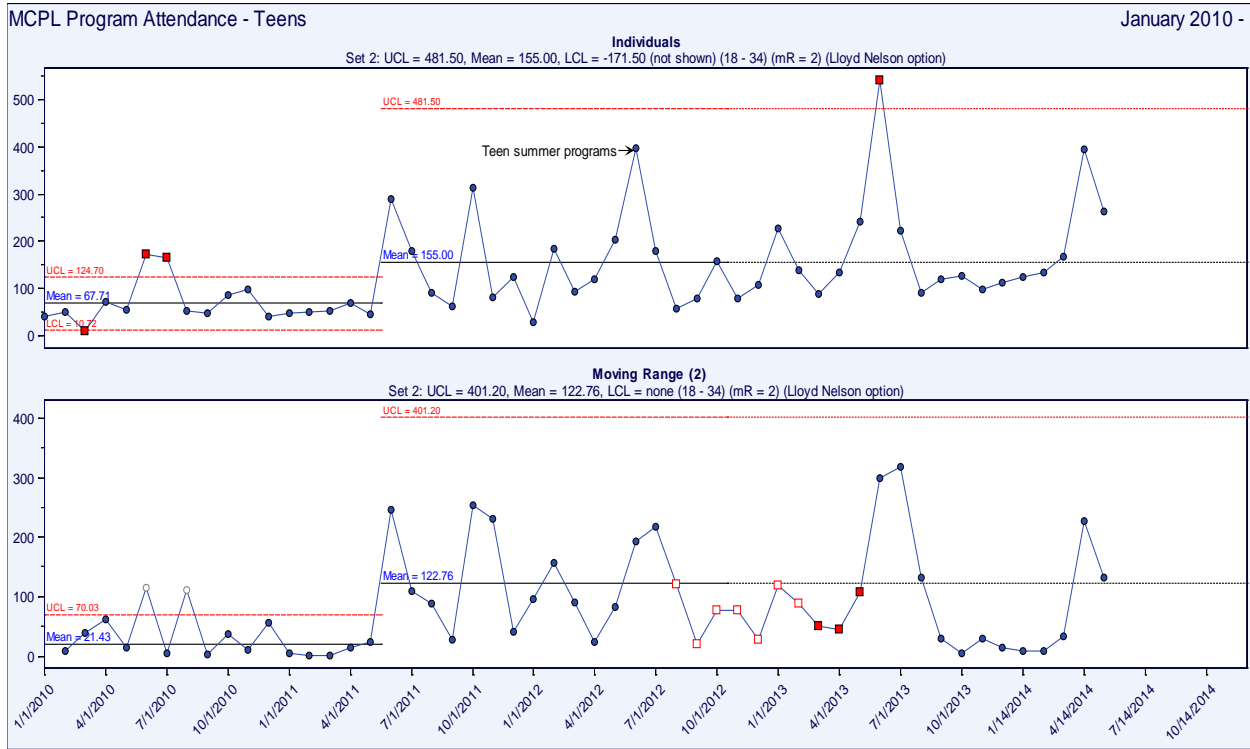
1E. Maintain collections to meet current needs, adding new formats and removing obsolete formats.

- The Movies and Music collection moved from its former location on the first floor to the second floor. Early responses to the move are very favorable and use of the collection is high.
- The library signed a one-year subscription agreement for Treehouse, an online learning platform for website and mobile applications and coding education. This one-year pilot program is a partnership with the Bloomington Technology Partnership, which is planning a “Coding School” to support technology workforce development in Monroe County. Interest is also strong from schools and local venture capitalists.
- In May, the library transferred the PCB collection to the Indiana University Libraries.





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



2A. Provide programs for teens and adults.

- Ellettsville Branch conducted 105 tax help sessions from February to mid-April.

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

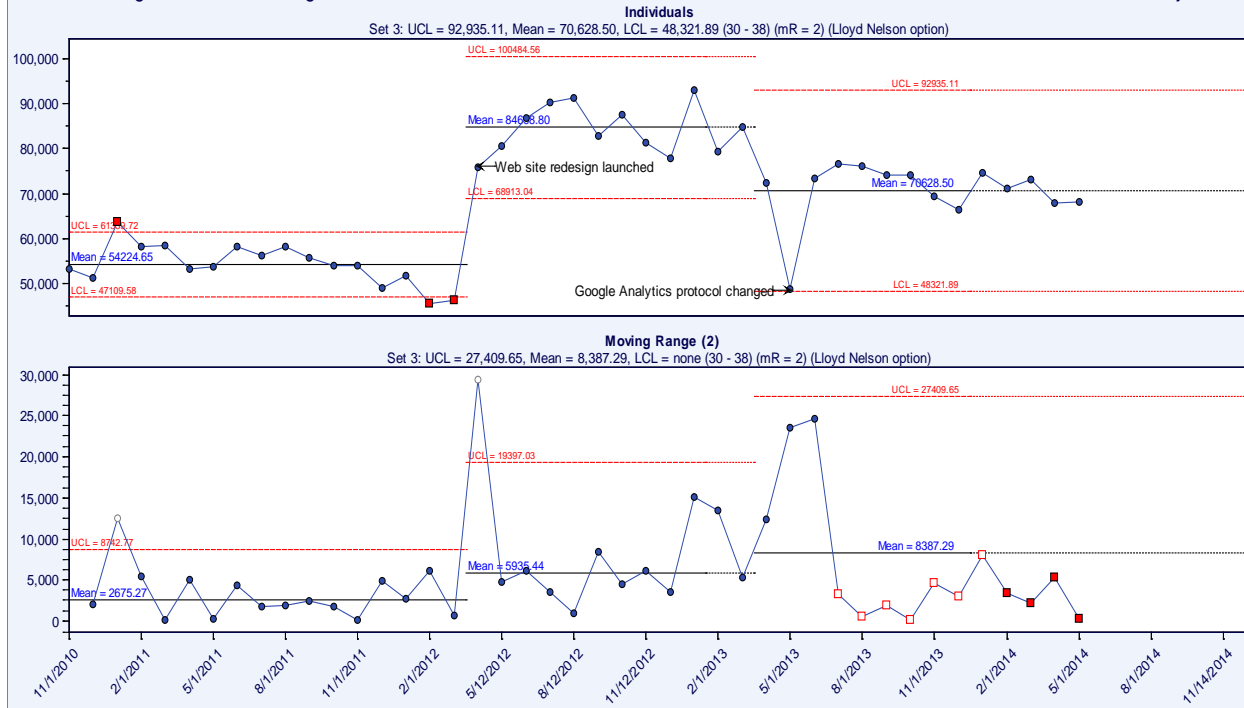
- Marilyn Wood attended the Chamber of Commerce parking committee meeting to review the Chamber’s recent parking survey and discuss results.
- The library’s Prezi presentation of the Strategic Plan 2013-2017 won the “Best of Show Award” from the Library Leadership and Management Association, a division of the American Library Association. You can watch it here: <http://mcpl.info/about/plans-and-reports>.
- The library nominated its disability programming for the Indiana Library Federation Programming Award. If it is chosen, the award will be presented at the ILF conference in November.
- Christine Friesel and Ryan Stacy presented information about the Indiana Room to the Monroe County History Club meeting (approximately 25 attendees), held at the American Legion. While most content was about the *Monroe County Timeline*, Christine spent several minutes explaining the *Nonprofit Central* initiative so that these “power” users will understand the new service and know it doesn’t reflect a shift in our energies from local history and genealogy.
- The Friends of the Library held a bookstore clearance sale from May 9-12 at the Ellettsville Branch. Several customers and volunteers commented that this was their first visit to the Branch. They appreciated the ease of parking and were glad to learn that items borrowed at the Branch can be returned at the Main Library or the Bookmobile.
- Josh Wolf represented the library at the Fairview Block Party, where he described library services and handed out information to parents, children, and other community agencies.

2C. Strengthen services for nonprofit organizations.

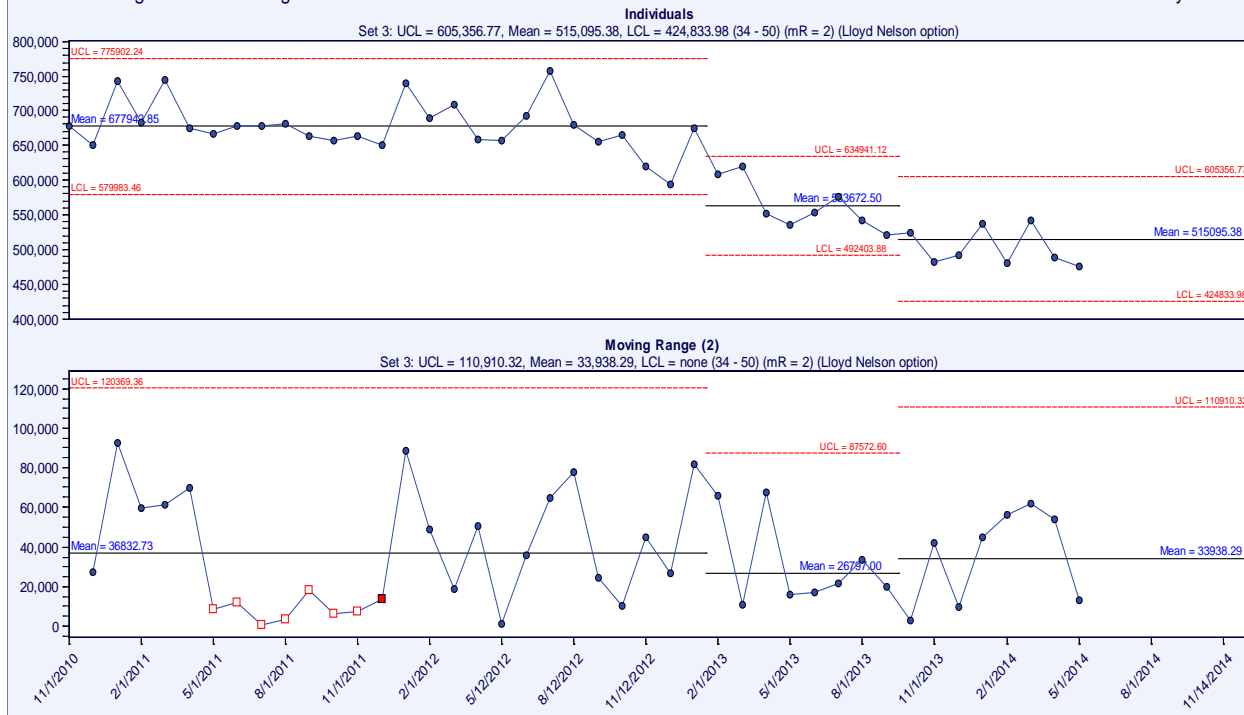
- *Nonprofit Central* met with 29 community members. Nine of these meetings represented unique organizations while six other organizations made multiple visits to *Nonprofit Central*. *Nonprofit Central* also fielded questions from 10 community members who are not currently affiliated with nonprofit organizations but were researching issues related to the nonprofit sector. A sample of queries:
 - The Monroe County Convention Center inquired about bringing nonprofit conferences to Bloomington.
 - Diversifying revenue streams for a recently incorporated organization.
 - Assistance understanding 501(c)3 application for a youth sports organization.
 - Foundation Center grant research for an area garden organization.
 - Implementation process for *Nonprofit Central* (employee of South Carolina library)
 - Start-up funding for a spay neuter clinic in Lawrence County
- Mickey Needham attended the 2014 wrap up and 2015 planning session on Tax Assistance programs at the United Way.

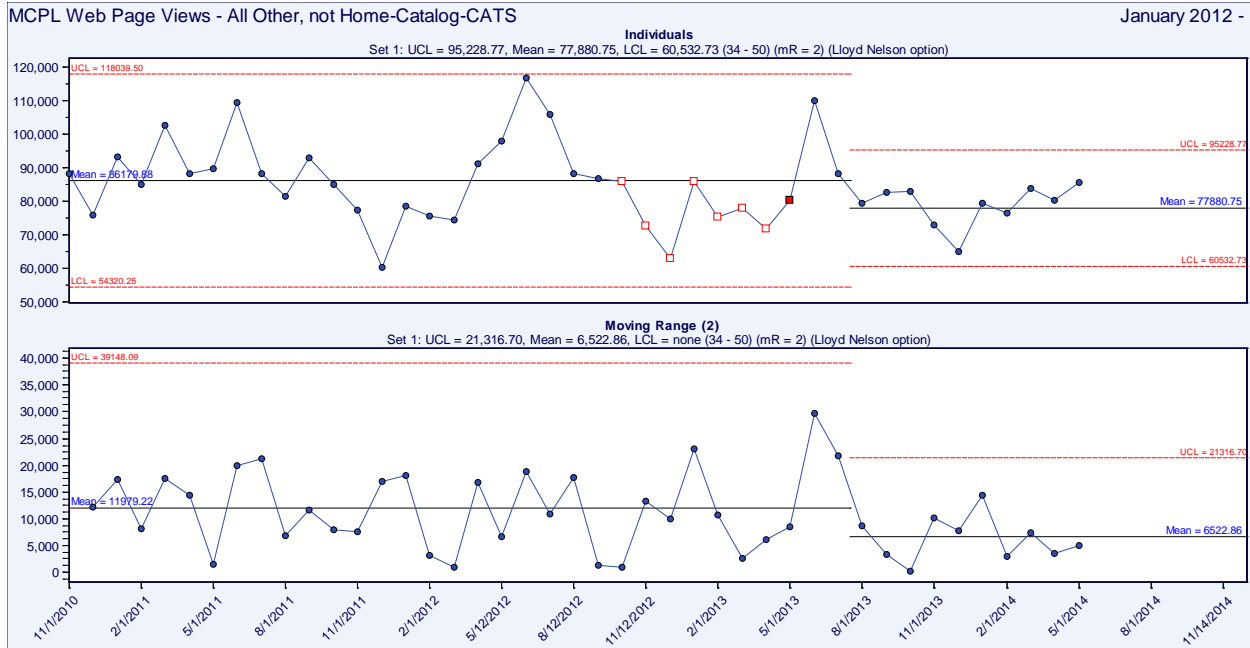
May Meeting Rooms/Auditorium Use		
Meeting Rooms	Main Library meeting rooms used	86
(Closed in May)	Main Library auditorium used	0
	Main Library atrium	1
	Ellettsville Branch	17
	TOTAL MEETING ROOMS USED	104

MCPL Web Page Views - Home Page January 2012 -



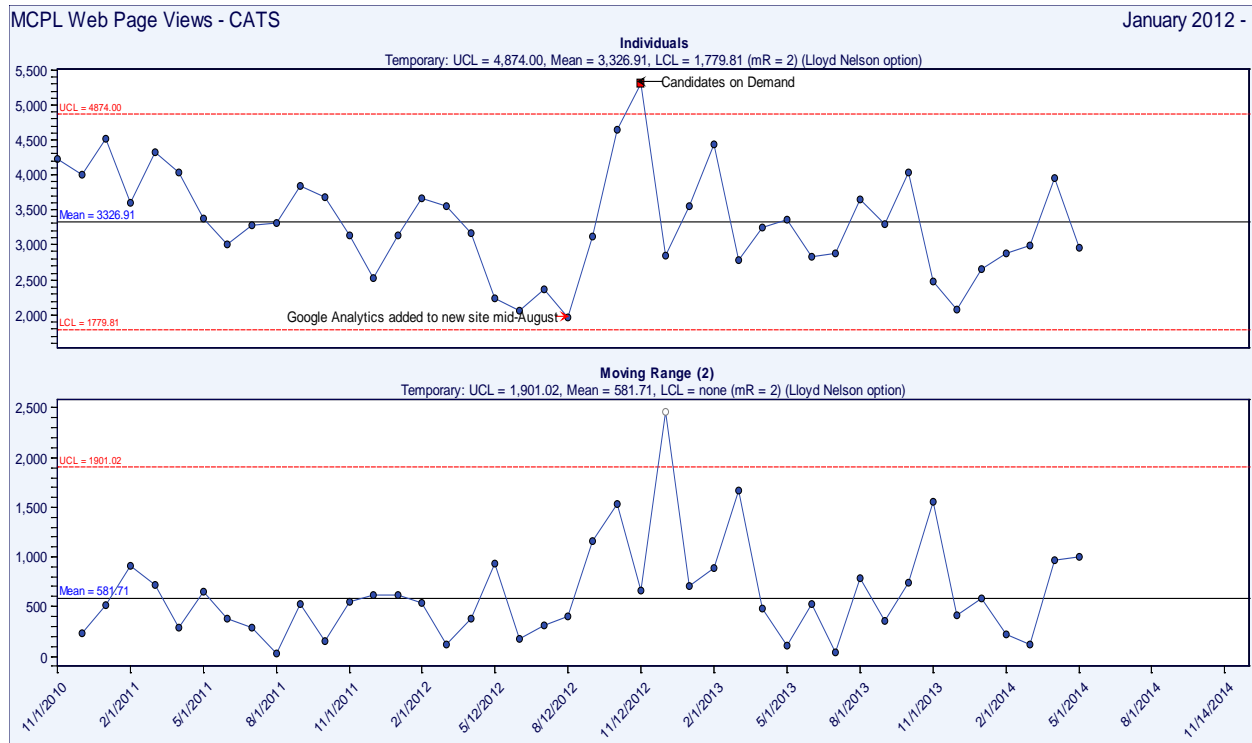
MCPL Web Page Views - Catalog January 2012 -





- Non-governmental programming produced by CATS during the month included *Let's Hear Teacher Voices: A Community Conversation* from Showers Chambers; *IU Soul Revue Spring Concert 2014* from the IU Ruth N. Halls Theater; *Quarryland Men's Chorus: Stronger Together – Now and Forever* from First United Methodist Church; *Bloomington Rotary Tuesday Luncheon Scholarship Award*, and presentations from *Becky Skillman* and *John Whikehart*, from the IMU Frangipani Room; *MCCSC Adult Student Recognition Ceremony* from Bloomington High School North Auditorium; *2014 Black Congratulatory Ceremony* from the IU MAC; *Active Aging Coalition* from Bell Trace Commons; *2014 Police Officer of the Year Awards* from the American Legion; *Bloomington Peace Choir: Season of Joy* from St. Mark's United Methodist Church; *Stone Belt: The Care Gap Crisis – A Community Discussion* from First United Church; and *Bloomington High School North and Bloomington High School South Commencement Ceremonies* from IU Assembly Hall on the 31st.

May CATS	
Government programs produced	31
Patron programs produced	125
Community programs produced	35
Public service announcements	5
Dubs delivered	144
Programs added to collection	191



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

- Lisa Champelli designed an exciting online component for the summer reading program, an interactive game that ends with book recommendations.

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

- Ned Baugh met with two vendors to discuss expansion of wireless access.

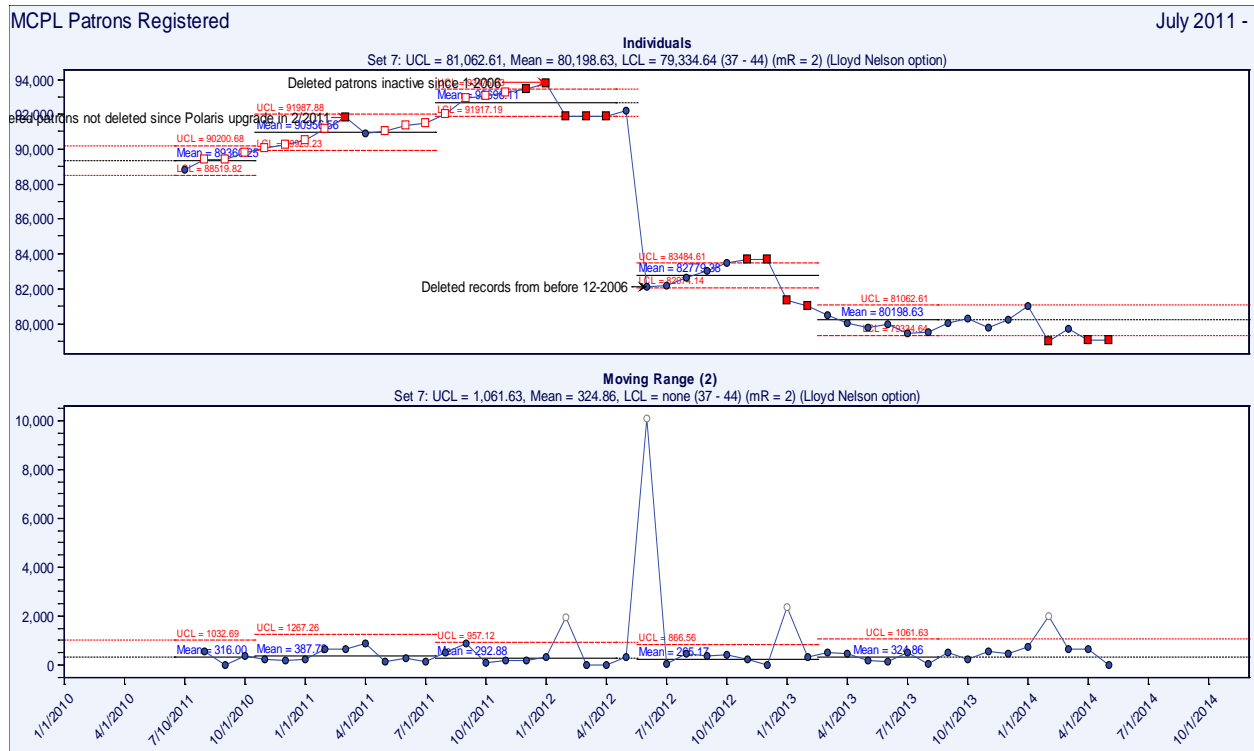
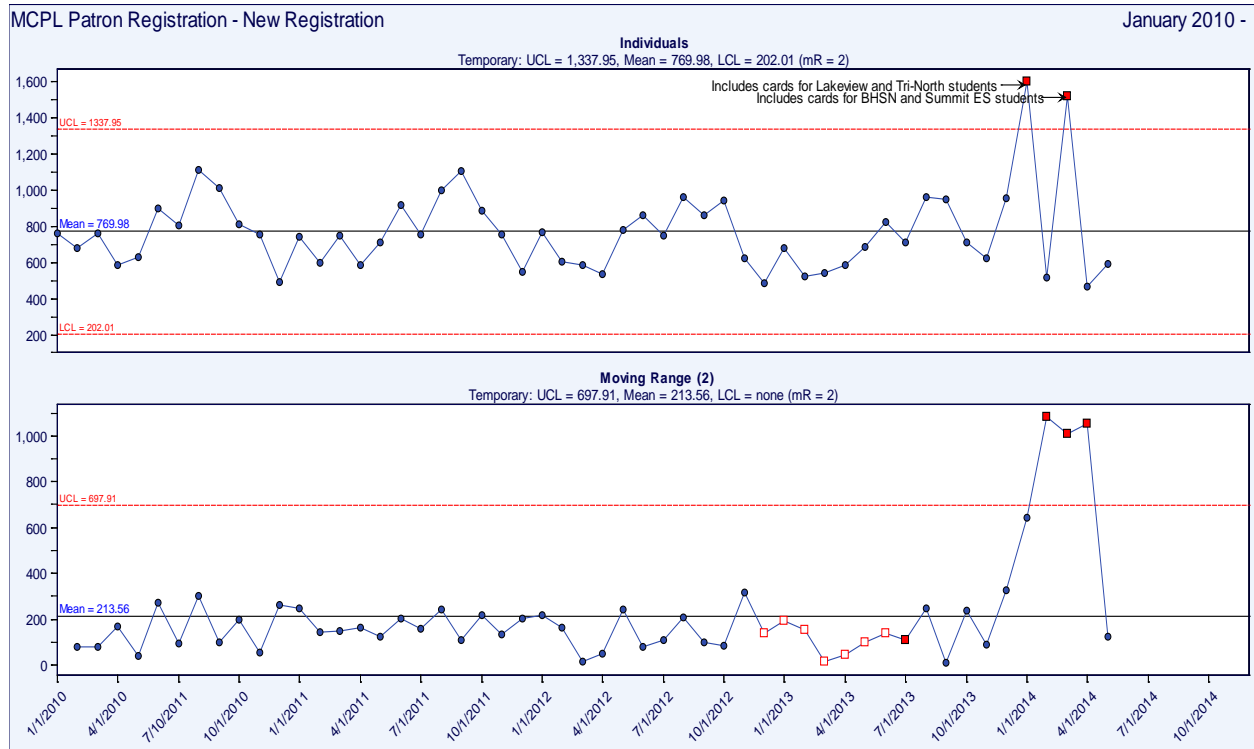
May Access		
Read It Off	Number registered	439
	Charges waived	\$438.60
	Number individuals with charged waived	55
	Number exiting program	6
Interlibrary Loan	Items loaned	189
	Items borrowed	28
Author Alert	Alerts placed	234

GOAL 3: Provide high quality, personalized customer service.

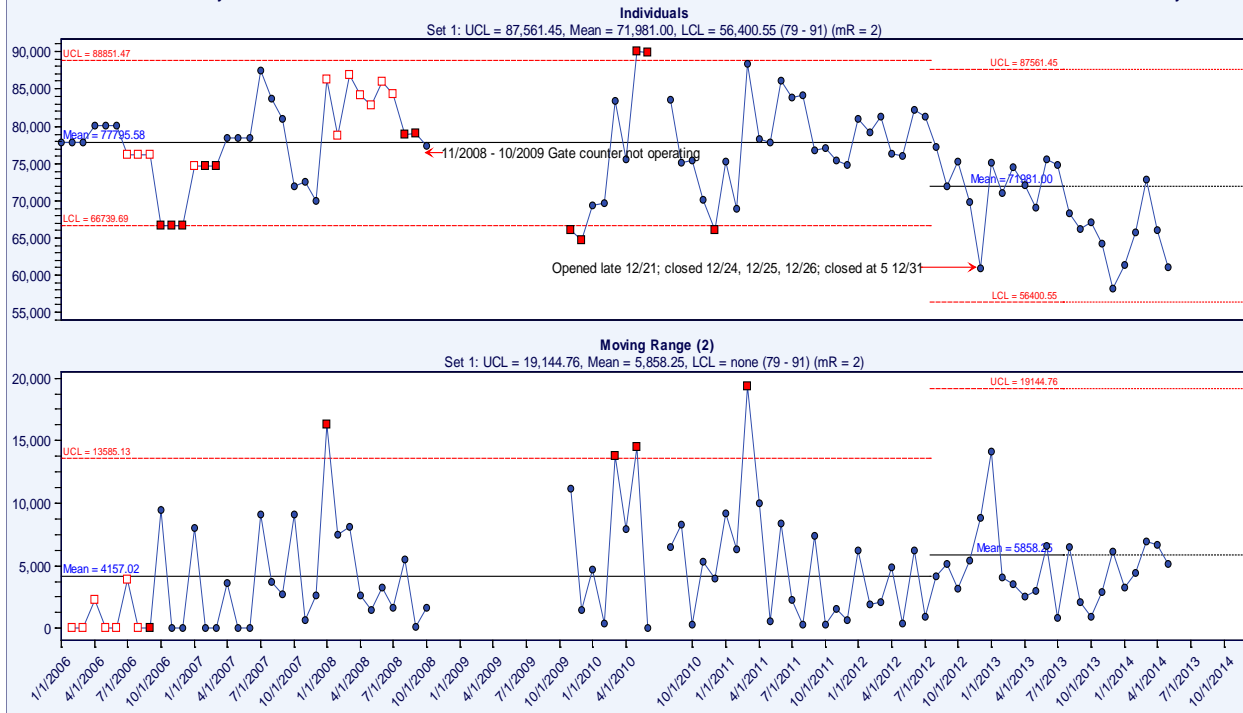
3A. Provide quality customer service to increasingly diverse audiences.

- One-on-one appointments in Ellettsville featured assistance with downloading eBooks to a Kindle Paperwhite eReader, setting up an email account, uploading a resume, and completing an online job application.

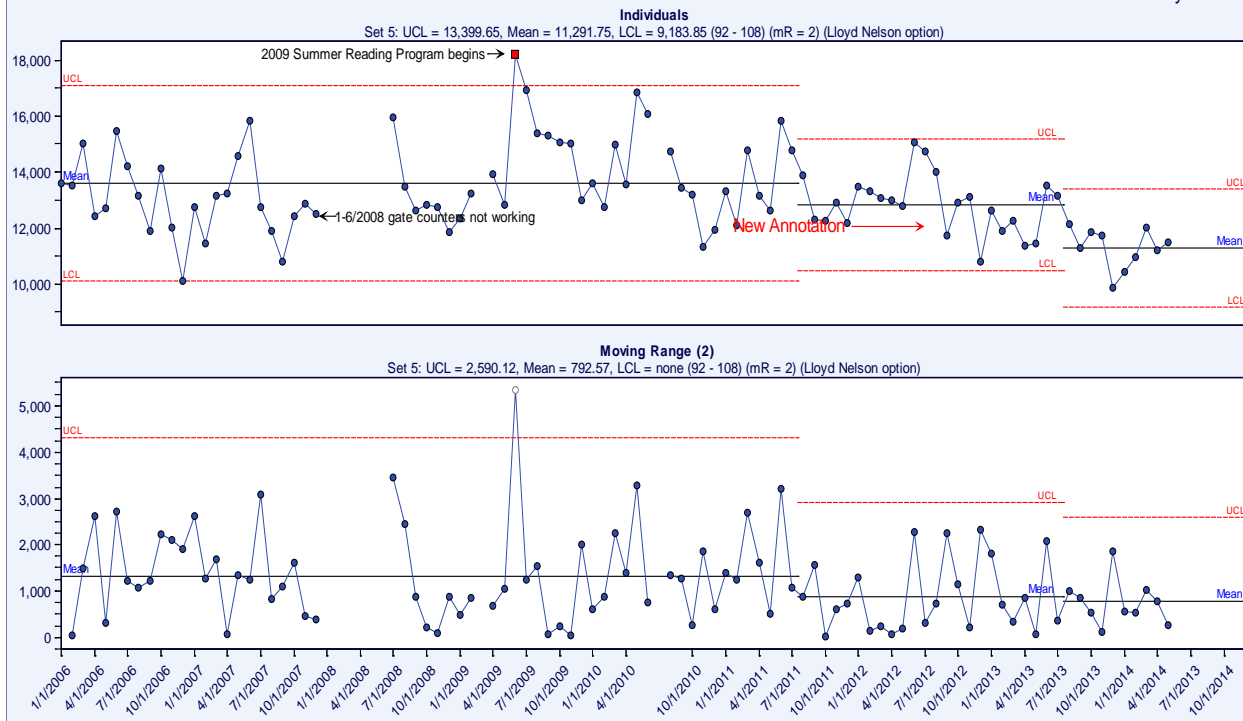
- Ellettsville Branch staff received two compliments from patrons in May. One patron shared how the reference staff helped her increase her Social Security benefits and the other talked about how helpful the reference staff was in teaching someone how to search the web effectively.

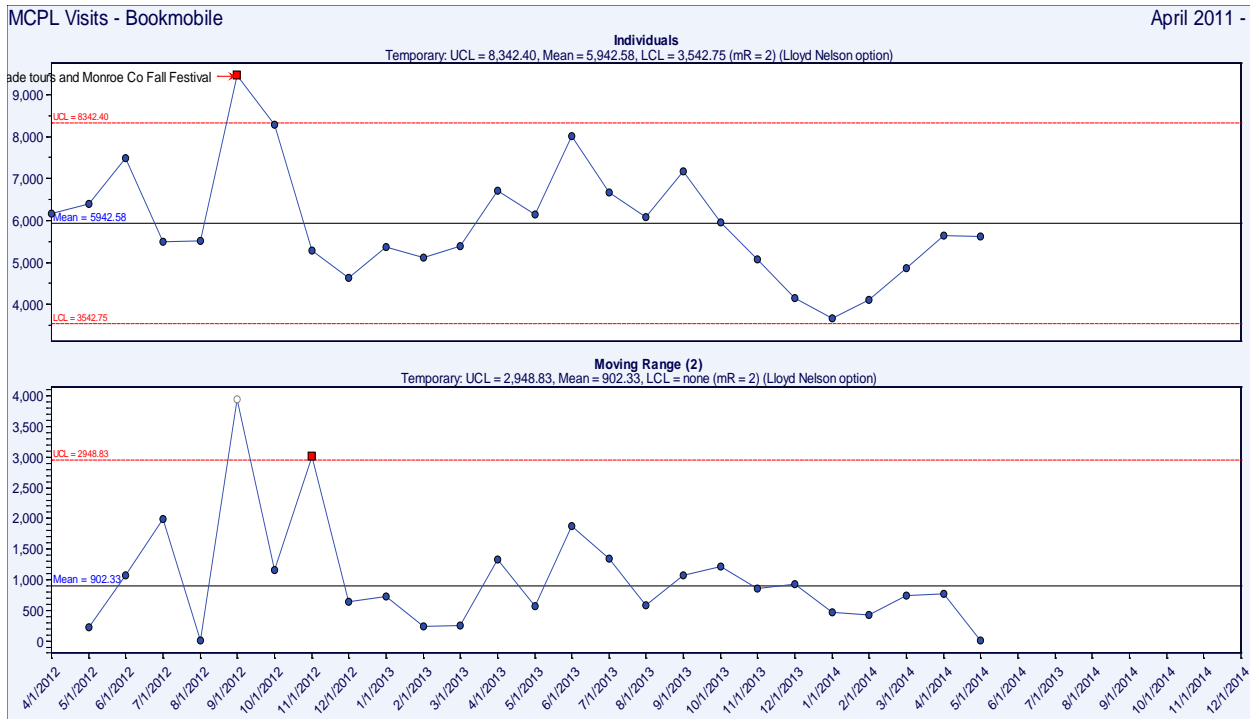


MCPL Visits - Main Library January 2006 -



MCPL Visits - Ellettsville Branch January 2006 -





3B. Develop a unified communication strategy.

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

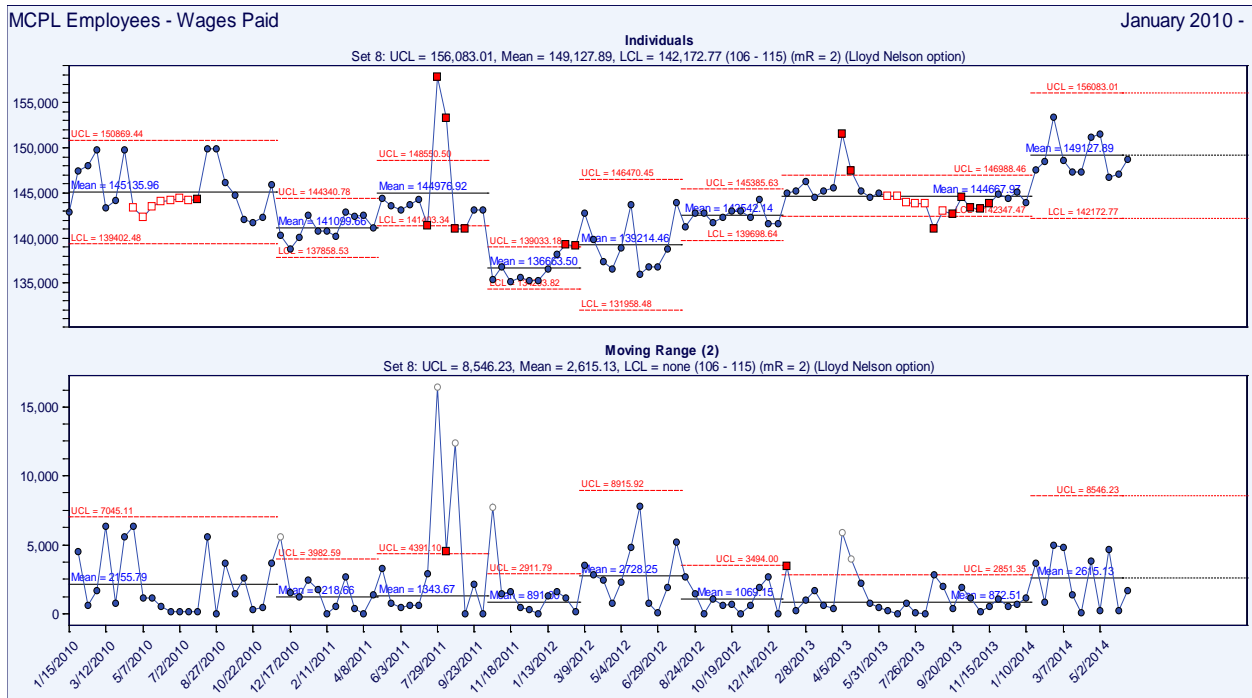
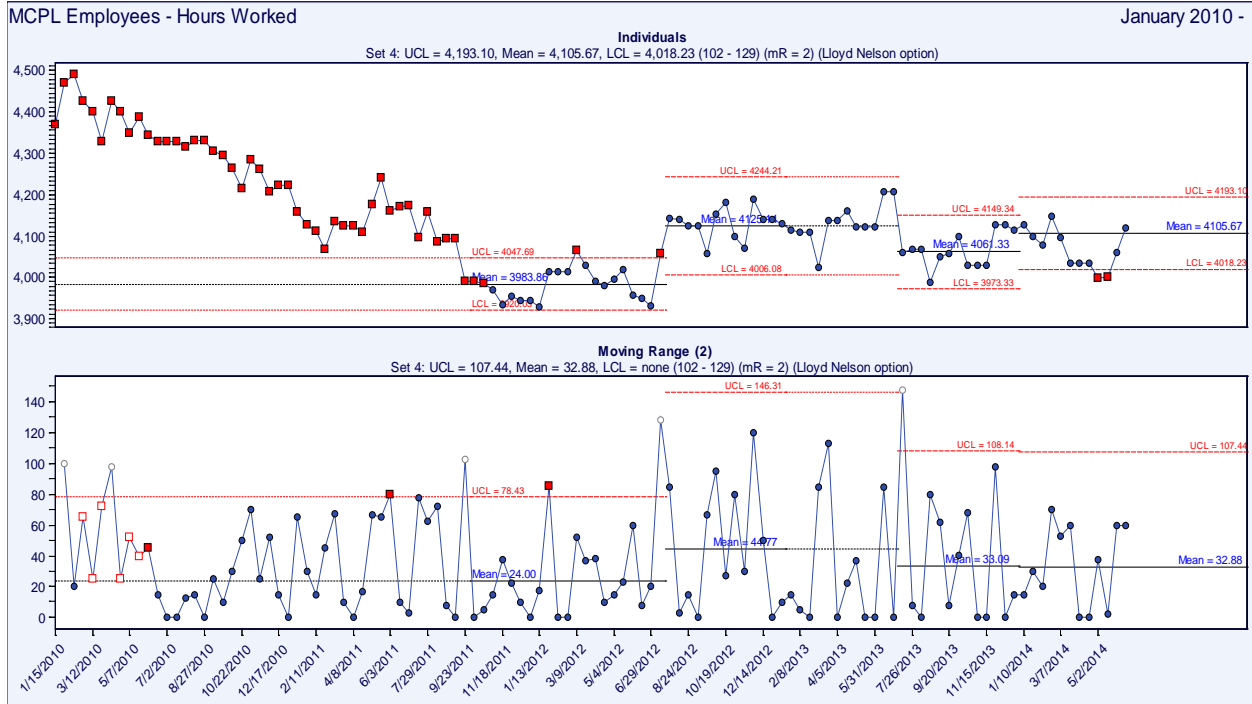
- Work began on demolition of the auditorium in anticipation of a September re-opening date in newly renovated and equipped space.

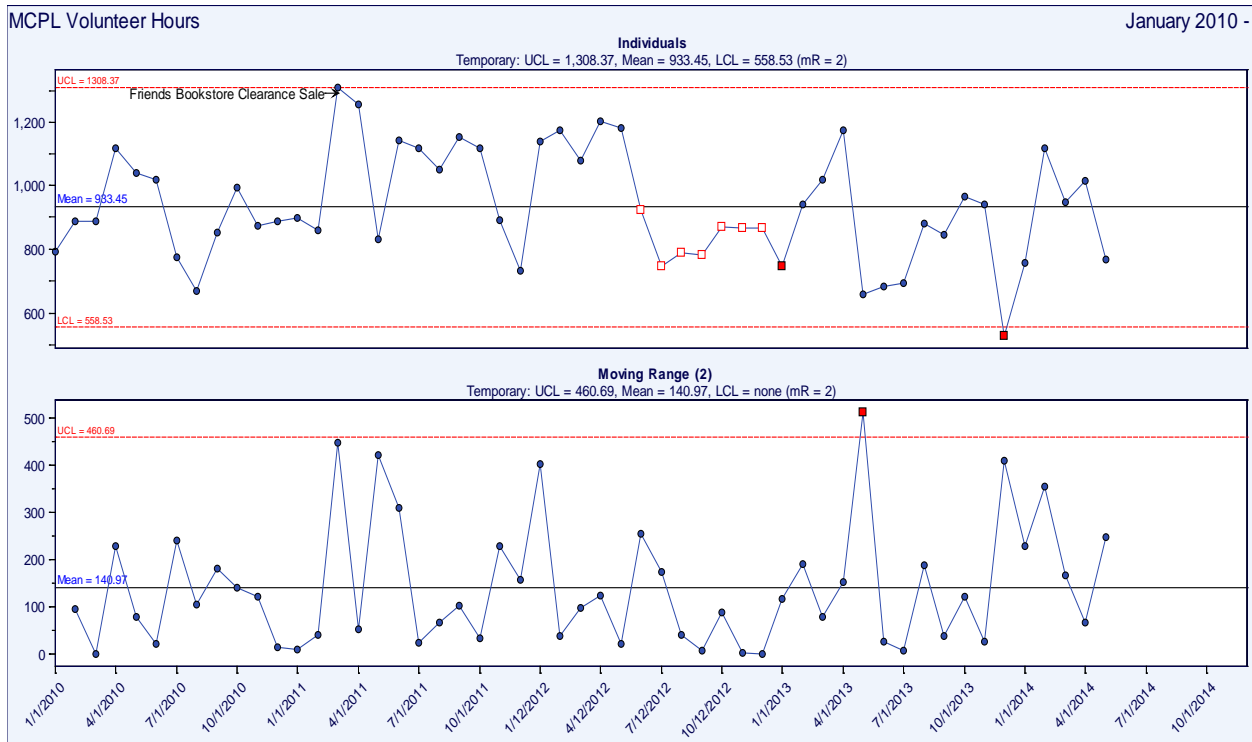
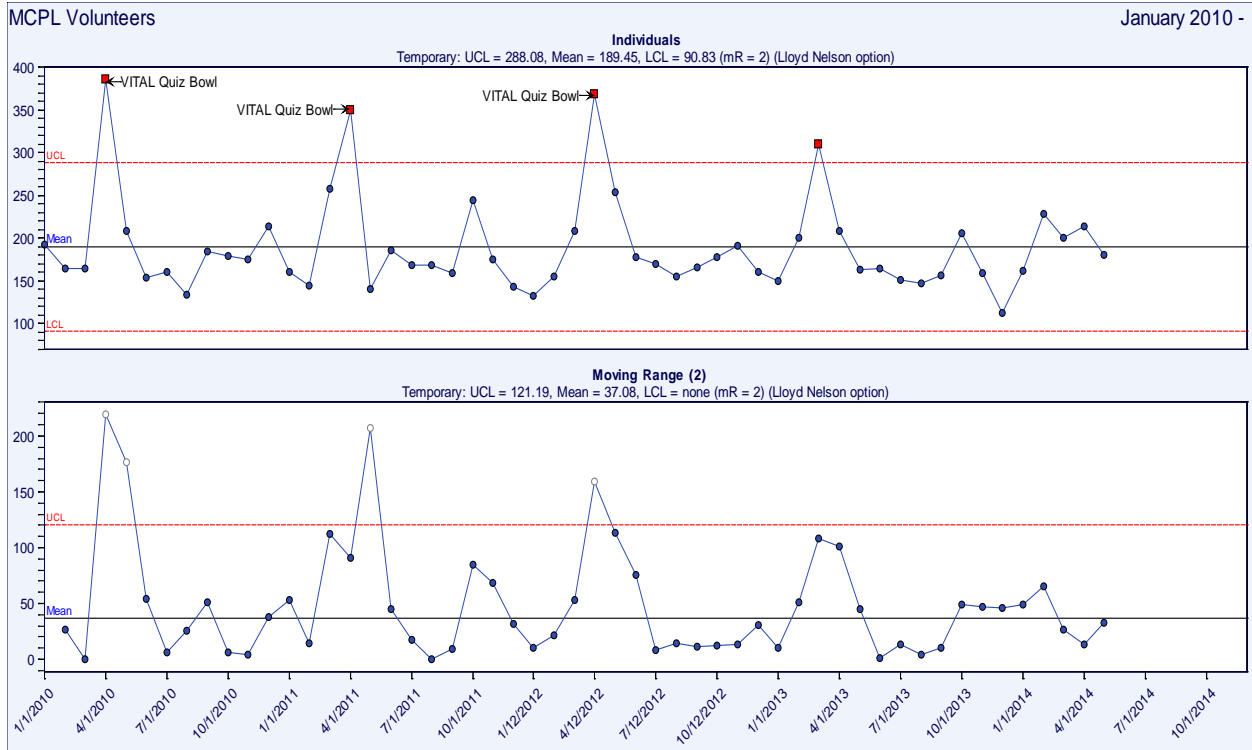
GOAL 4: Optimize stewardship of library resources.

4A. Recruit and retain quality employees.

- Kevin MacDowell began work on May 5 as manager for Teen Services and Digital Creativity. He is quickly becoming immersed in opportunities to engage teens and potential community partnerships.
- Ryan Stacy began work as "It's Your Money" project coordinator for a two-year grant funded by the FINRA Foundation with the goal of providing unbiased financial and investment information to 20-34 year olds in Monroe County.
- Staff from across the library welcomed the newest 15 employees hired since December 2013 at a new employee reception held on May 21.
- Three programs submitted by staff have been accepted for the Indiana Library Federation conference in November 2014: Marilyn Wood, Jennifer Kellams, and Ryan Stacy will be presenting on the library's staff development program. Mary Frasier will talk about the Learn and Play Space, and Steve Backs will present on maker programs.
- In May, 75 employees attended one of nine professional learning opportunities – Contact Center Report Training (2), Health Information Searching (6), Library Security (6), Emergency Preparedness and Response (8), Renovation Update-Communicating with Patrons (7), New Employee Reception (19), How to Be a Great Boss (4), Digital Creativity Mac Basics (13), and Library 101 (10).
- Anna Brinegar began her SLIS summer internship work at the Ellettsville Branch Library.

- CATS made some significant personnel changes in May, hiring Robert Stockwell as the Equipment Operations Specialist, Mike Adams as a full-time production assistant, and Glenn Myers as a part-time production assistant. The moves come on the heels of losing a beloved and integral member of the CATS team, Jason Radke. A longtime CATS employee, first as a production assistant and then as Operations Specialist, Jason moved on to new career opportunities in Indianapolis after twelve years in the CATS department of the library. Jason's production expertise, technical savvy and hard work will be greatly missed.





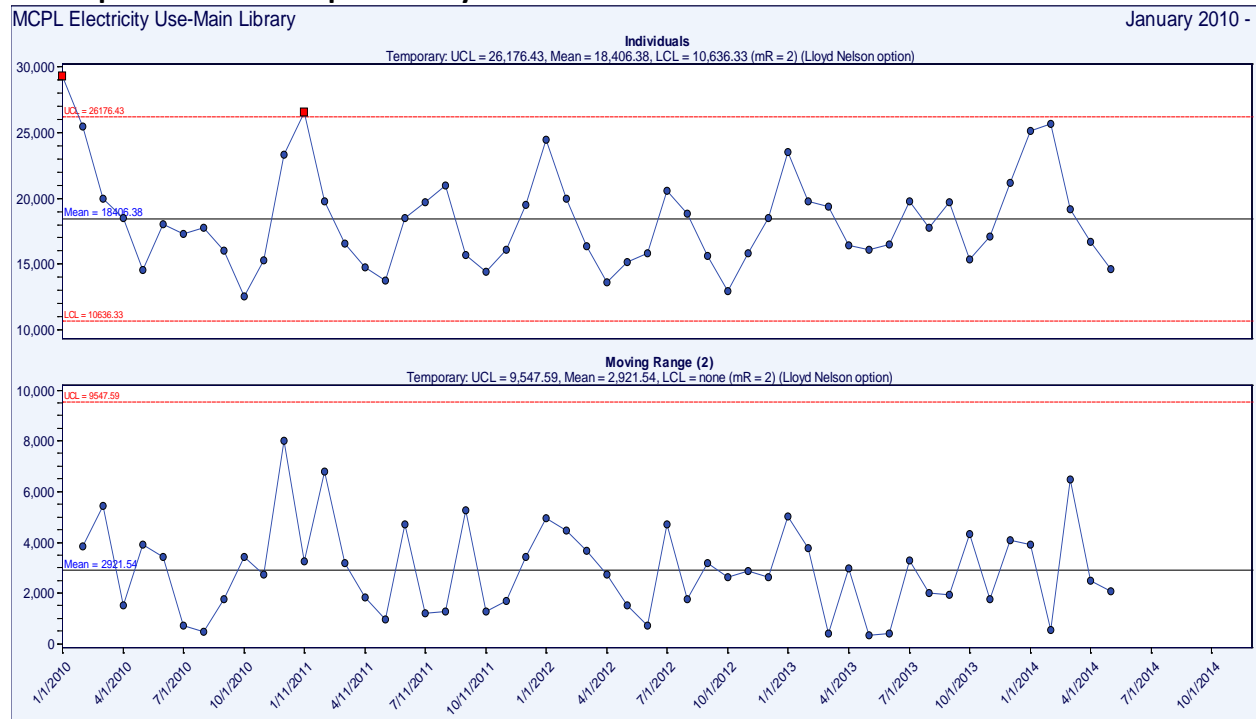
4B. Assure adequate, stable funding for library operations.

- Sara Laughlin, Marilyn Wood and Gary Lettelier attended the County Council meeting on May 13 where the Library's request was approved for a \$500,000 additional appropriation to fund in part the Main Library renovation.

4C. Maintain library facilities.

- Facilities staff along with Sara Laughlin and Marilyn Wood planted more than 100 perennials, as well as dozens of annuals, to complete the update of landscaping around the plaza, Kirkwood, and south half of Grant Street sides of the Main Library.
- Mickey Needham and Sara Laughlin toured the Ellettsville Branch and the Main Library with staff and board members from the Morgan County Library System. The visitors were interested in the renovation processes and design choices the library has made over the past few years.
- Installation of new chillers, anticipated in May, was delayed by late shipment of the equipment from the manufacturer and is now scheduled for June 2 and June 9.

4D. Improve stewardship of library assets and records.



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

	1st Qtr		Year to Date	
	2013	2014	2013	2014
Main Library	220,603	200,077	220,603	200,077
Ellettsville Branch	36,782	33,413	36,782	33,413
Bookmobile	15,867	12,639	15,867	12,639
Total	273,252	246,129	273,252	246,129

Library Programs

	1st Qtr				Year to Date			
	2013		2014		2013		2014	
	Programs	People	Programs	People	Programs	People	Programs	People
Children	322	8,627	245	6,101	322	8,627	245	6,101
Young Adult	31	447	37	424	31	447	37	424
Adult	245	1,619	287	2,065	245	1,619	287	2,065
General - All Ages	17	2,122	28	3,180	17	2,122	28	3,180
Total	615	12,815	597	11,770	615	12,815	597	11,770

CATS Programs

	1st Quarter		Year to Date	
	2013	2014	2013	2014
Programs added	587	659	587	659
Community programs	94	95	94	95
Government meetings	384	433	384	433
Patron programs	89	86	89	86

Meeting Room Use

	1st Quarter		Year to Date	
	2013	2014	2013	2014
Library Meeting Rooms	303	295	303	295
Library Auditorium	47	53	47	53
Main Library Atrium	0	62	0	62
Ellettsville Meeting Rooms	42	41	42	41
Total	392	451	392	451

Technology Use

	1st Quarter		Year to Date	
	2013	2014	2013	2014
Computer Sessions	42,452	46,099	42,452	46,099
Home Page Views	256,913	218,723	256,913	218,723
All Web Pages Views	238,927	239,860	238,927	239,860
Catalog Page Views	1,903,825	1,559,194	1,903,825	1,559,194
CATS Page Views	10,777	8,523	10,777	8,523
TOTAL Page Views	2,410,442	2,026,300	2,410,442	2,026,300

Collection Development

	1st Quarter		Year to Date	
	2013	2014	2013	2014
Items added	13,727	13,134	13,727	13,134
Items discarded	11,602	26,338	11,602	26,338

Proposal to Change Hours at Monroe County Public Library

Recommendation

1. Change Main Library hours as follows, beginning the week of September 1:

	Current	Proposed	Change
Monday	9 a.m. – 9 p.m.	9 a.m. – 9 p.m.	None
Tuesday	9 a.m. – 9 p.m.	9 a.m. – 9 p.m.	None
Wednesday	9 a.m. – 9 p.m.	9 a.m. – 9 p.m.	None
Thursday	9 a.m. – 9 p.m.	9 a.m. – 9 p.m.	None
Friday	9 a.m. – 6 p.m.	10 a.m. – 6 p.m.	(-1)
Saturday	9 a.m. – 5 p.m.	10 a.m. – 6 p.m.	Open and close one hour later
Sunday	1 p.m. – 5 p.m.	12 p.m. – 6 p.m.	+2
TOTAL	69 hours	70 hours	

2. At Ellettsville Branch, move Saturday hours from 9 a.m. – 5 p.m. to 10 a.m. – 6 p.m., beginning the week of September 1.

	Current	Proposed	Change
Monday	10 a.m. – 9 p.m.	10 a.m. – 9 p.m.	None
Tuesday	10 a.m. – 9 p.m.	10 a.m. – 9 p.m.	None
Wednesday	10 a.m. – 9 p.m.	10 a.m. – 9 p.m.	None
Thursday	10 a.m. – 9 p.m.	10 a.m. – 9 p.m.	None
Friday	10 a.m. – 6 p.m.	10 a.m. – 6 p.m.	None
Saturday	9 a.m. – 5 p.m.	10 a.m. – 6 p.m.	Open and close one hour later
Sunday	1 p.m. – 5 p.m.	1 p.m. – 5 p.m.	None
TOTAL	64 hours	64 hours	

Need

The recommendation to increase Sunday hours is driven by three factors – community priorities outlined in the library’s 2012 Community Survey, the recent addition of parking meters in downtown Bloomington that have created new barriers to library service for many, and interest expressed by the Board of Trustees to review hours for the first time in many years.

2012 Community Survey

In the 2012 community survey, “Expanded weekend hours” ranked third in the list of actions most important for the library to take to improve service, with 27.7% of all respondents choosing this among

their top four actions.¹ “Improved parking” ranked first (48%) overall and for all subgroups. “Support for basic computer literacy” (35.4%) was second overall.

Sub-groups who also rated “Expanded weekend hours” third included:

- Respondents from every zip code
- Those who primarily visited the Main Library, Ellettsville, Bookmobile, and website
- Males and females
- Those with incomes of \$100,000 or more
- Those who didn’t own and didn’t plan to purchase an e-reader

It ranked *higher* – second – among some sub-groups:

- Those with less than a high school education (33.3%)
- Those with children under 10 in the household (31.5%) and households with individuals aged 20-54
- Those with household incomes under \$25,000, \$25,000-\$49,999, and \$50,000-\$74,999
- Those who didn’t own an e-reader, but planned on purchasing one

Groups that ranked expanded weekend hours as less important were:

- Those who felt the library was somewhat, not very, or not at all important to their household
- Those who felt the library was not very or not at all important to the future of the community
- Those with household incomes of \$75,000-\$99,999
- Those who owned an e-reader

Parking meters in downtown Bloomington

In August 2013, the City of Bloomington installed parking meters. Metered hours run from 8 a.m. (before the library opens) to 10 p.m. (after the library closes), Monday through Saturday. Meters are not enforced on Sunday, making the current four hours during which the library is open on Sunday the only time that customers can count on parking on the street for free, without fear of getting a parking ticket. The library’s own 38 parking spaces are always free, but nowhere near adequate to accommodate library customers. The addition of the meters has increased pressure on the library to increase Sunday hours.

Parking continues to be free every day in Ellettsville, where the library also enjoys a larger parking lot.

Board interest

Even though library usage has grown by every available measure, Main Library hours have not changed for 25 years.² In light of changing usage and new parking constraints, the Board asked for a review. This

¹ “Improved parking” ranked first (48%) overall and for all subgroups. “Support for basic computer literacy” (35.4%) was second overall.

proposal is the result of their interest, the community's request for expanded weekend hours, and the changing downtown environment.

Methodology

Staff collected and analyzed data about library usage during four "typical" weeks, Monday through Sunday, over the past year:

July 8-14, 2013

October 7-13, 2013

December 2-8, 2013

May 5-11, 2014

In the charts below, the data for each day represents the average of that day during all four weeks. For example, "Monday" in Chart 1 includes July 8, October 7, December 2, and May 5, divided by four.

Two anomalies occurred during these weeks; data has been adjusted as much as possible to minimize the impact:

1. The library was closed on Friday, December 6, due to a snowstorm. Averages for visits, computer sessions, and reference questions were adjusted. Meeting rooms reserved were included, even though they weren't used. Circulation was included, since renewals continued, so Friday totals may be unrealistically low.
2. The auditorium and meeting room 1A were closed in May for renovation. Averages were adjusted to account for the closings.

We also reviewed staffing hours for the four Sundays included – July 14, October 13, December 8, and May 11 – and discussed staffing implications of adding hours, in order to assess whether staffing would be needed or not.

A draft proposal was shared with managers and reviewed by the Labor-Management Committee. Suggestions from both groups were considered and incorporated where feasible into this proposal.

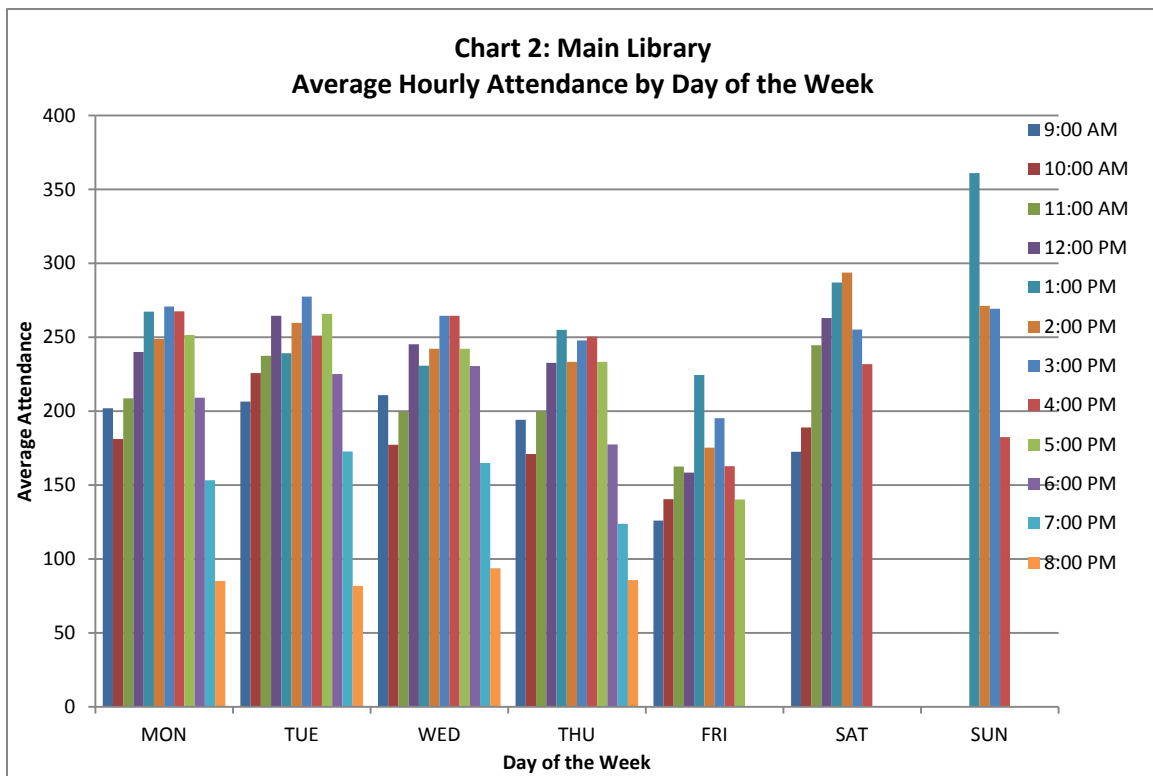
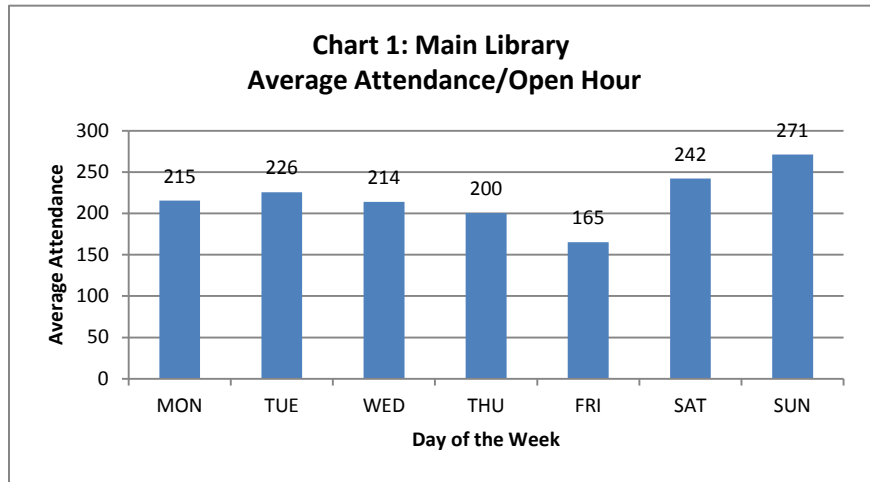
Current Daily Use, by Hour

Visits

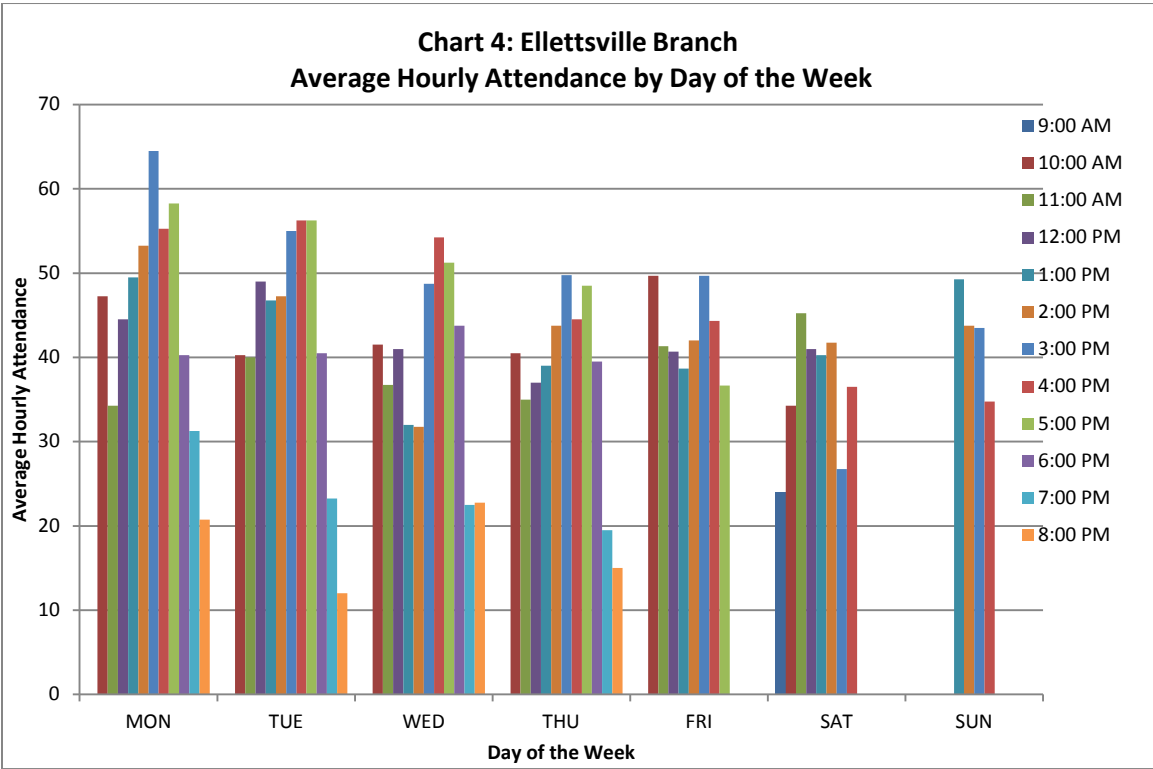
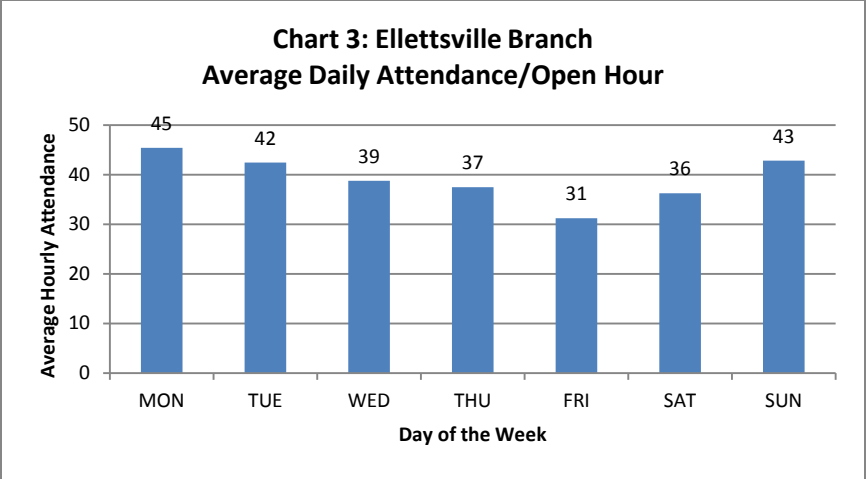
At the Main Library, average attendance/open hour is highest on Sunday, when 271 people enter the library every hour (Chart 1). Averages from Monday through Thursday are similar. Friday has the lowest attendance.

² In December 1985, the Board of Trustees approved increasing Monday hours from 10 a.m. - 6 p.m. to 9 a.m. - 6 p.m. In December 1988, the Board authorized increasing Monday hours from 9 a.m. - 6 p.m. to 9 a.m. to 9 p.m. and Friday hours from 9 a.m. - 5 p.m. to 9 a.m. - 6 p.m. These small changes set Main Library hours that would continue through the present: Monday through Thursday, 9 a.m. to 9 p.m., Friday 9 a.m. - 6 p.m., Saturday 9 a.m. - 5 p.m., and Sunday, 1 - 5 p.m.

From Monday through Saturday, patterns of hourly use at the Main Library show highest use in afternoon and early evening (Chart 2). Lowest use during the week is from 7-9 p.m. Hourly usage on Saturday follows the weekday pattern and increases in late morning and early afternoon. Highest attendance on Sunday is the first hour, decreasing afterwards, but remaining higher than weekdays and on par with Saturday.



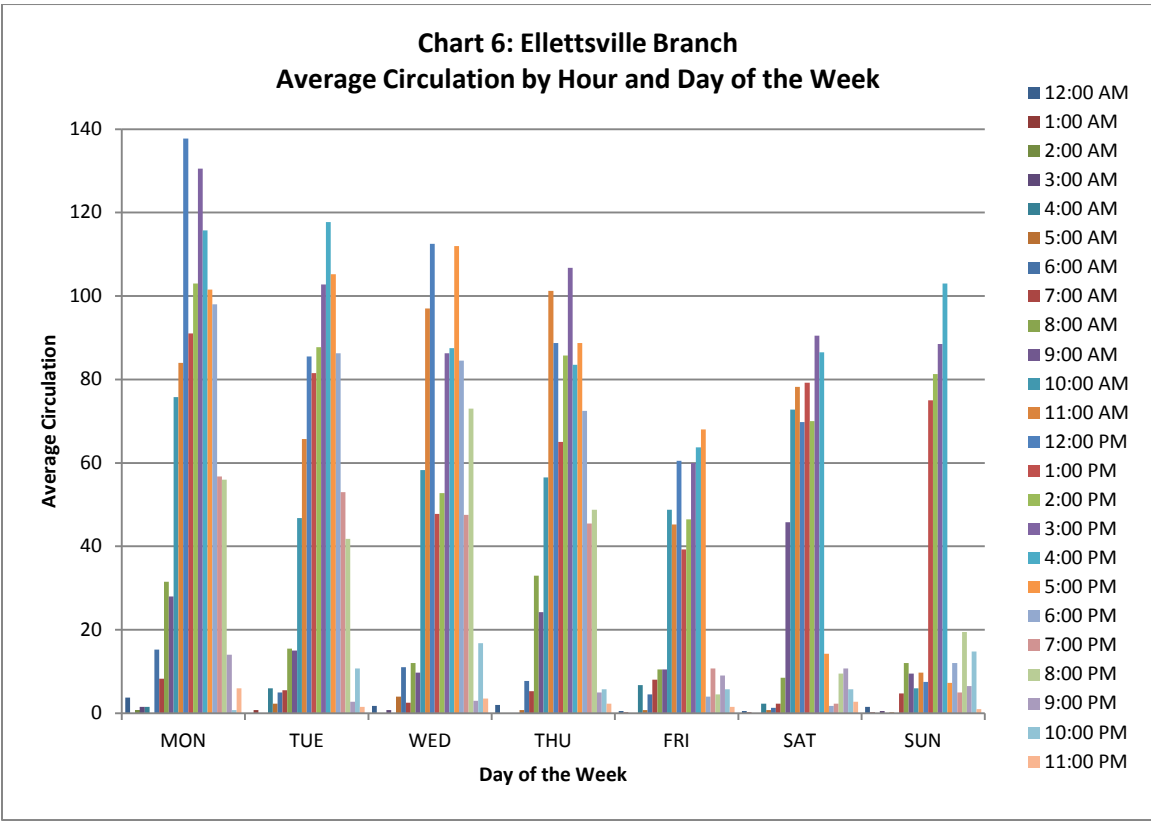
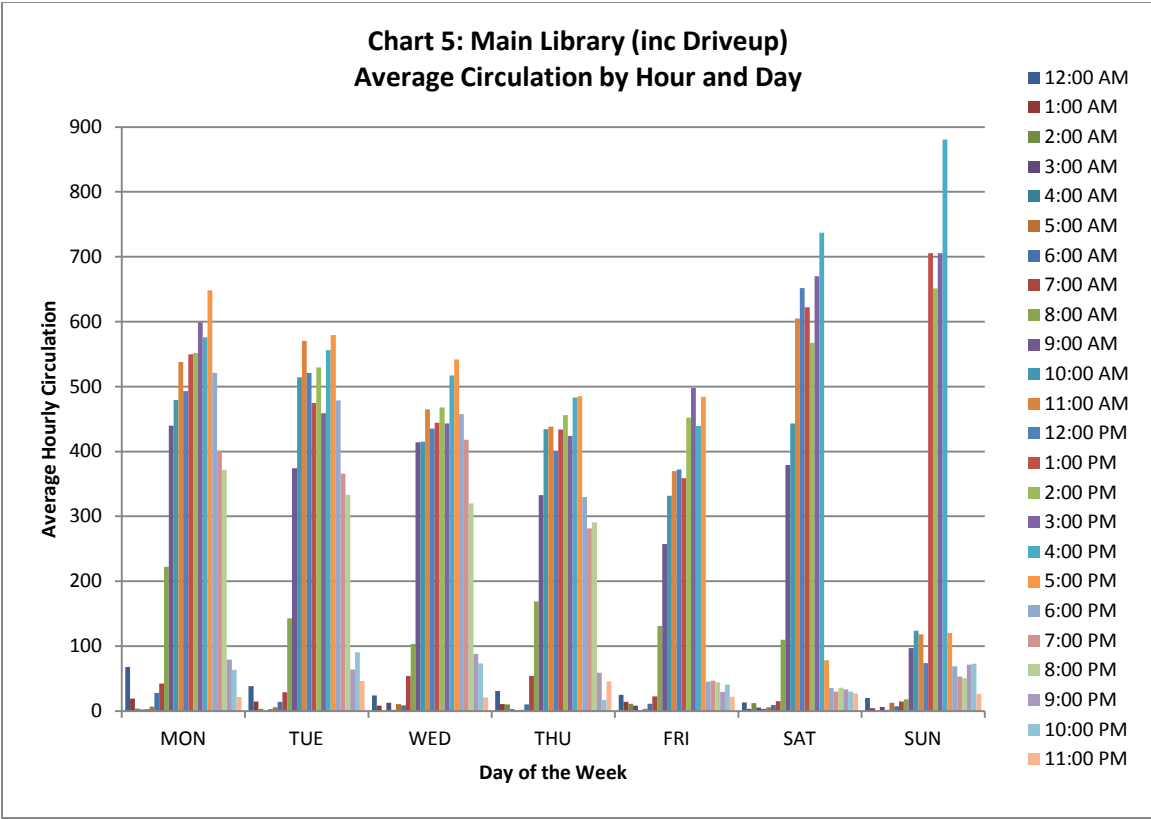
At the Ellettsville Branch, Monday, Tuesday, and Sunday have very similar hourly average attendance (Chart 3). Similar to the Main Library, Friday is the slowest day of the week. Highest hourly attendance at the Ellettsville Branch occurs in the after-school hours of 3-6 p.m., Monday through Thursday (Chart 4). Saturday and Sunday attendance is lower.



Circulation

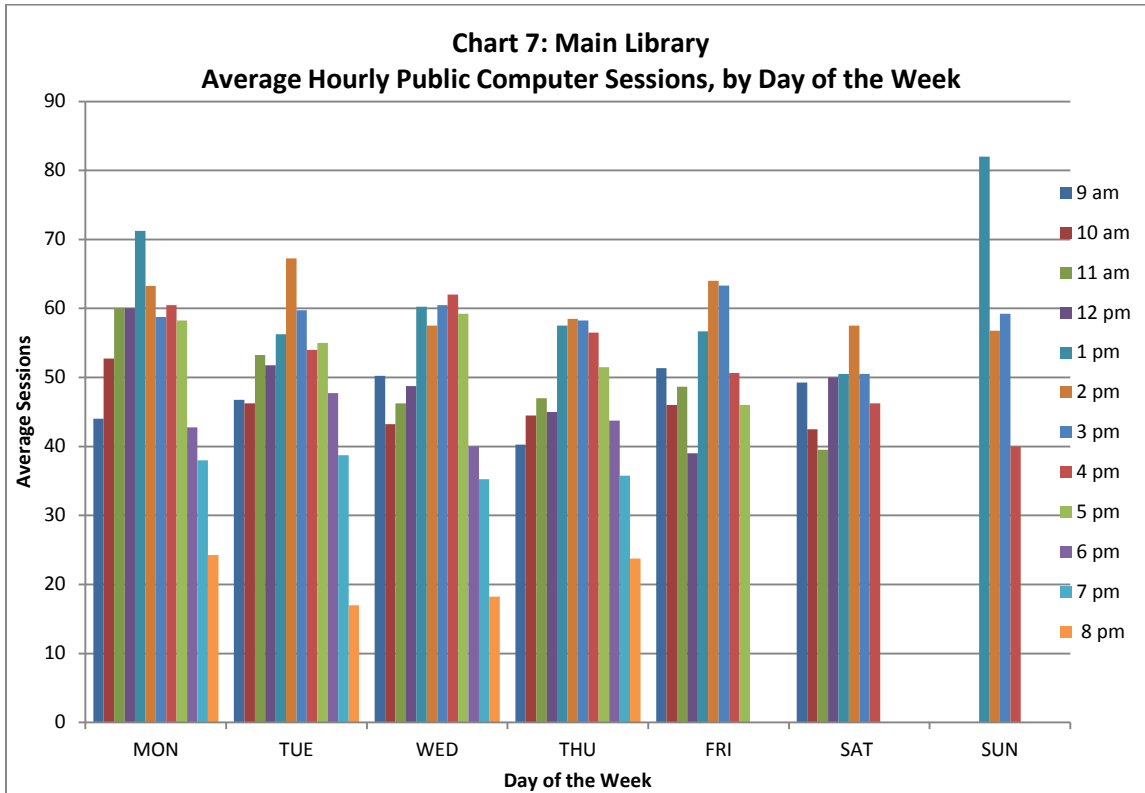
Main Library circulation patterns follow the attendance, with largest hourly circulation on Sunday, followed by Saturday (Chart 5). During the week, the busiest circulation hours are between 11 a.m. and 12 noon and between 5 and 6 p.m. Chart 5 confirms that online circulation – i.e., renewals – occur when the library is not open, most notably on Sunday evening.

At the Ellettsville Branch, circulation is highest on Monday and declines through the week (Chart 6). The highest circulation on Friday is between 5 and 6 p.m. Saturday circulation is comparable to Thursday circulation, with the strongest hours from 10 a.m. to 5 p.m. Circulation on Sunday is highest in the last hour, between 4 and 5 p.m.



Computer Sessions

Average hourly public computer sessions at the Main Library were less variable, probably because sessions were near capacity (Chart 7). The highest number of sessions occurred on Sunday between 1 and 2 p.m. and middays Monday through Saturday. Lowest usage was between 8 and 9 p.m., Monday through Thursday.



Reference Questions

Average reference questions received at the Main Library followed a pattern similar to visits and public computer use, with Monday and Sunday the busiest days and mid- to late afternoon the busiest hours (Chart 8). On Sunday, all four open hours were as busy as peak times during the week. The lowest numbers occurred between 8 and 9 p.m. on Monday, Tuesday, and Wednesday. Unlike the other data, these numbers represent questions received during one week, May 5-11, 2014, during the regular semi-annual reference count.

At the Ellettsville Branch, Monday morning hours and Sunday between 1 and 4 p.m. were the busiest times for reference, with scattered peaks at other times and on other days of the week (Chart 9). Again, the lowest number of questions was received between 8 and 9 p.m. on Monday through Wednesday.

Chart 8: Main Library Reference Questions, All Depts, by Hour, May 5-11, 2014

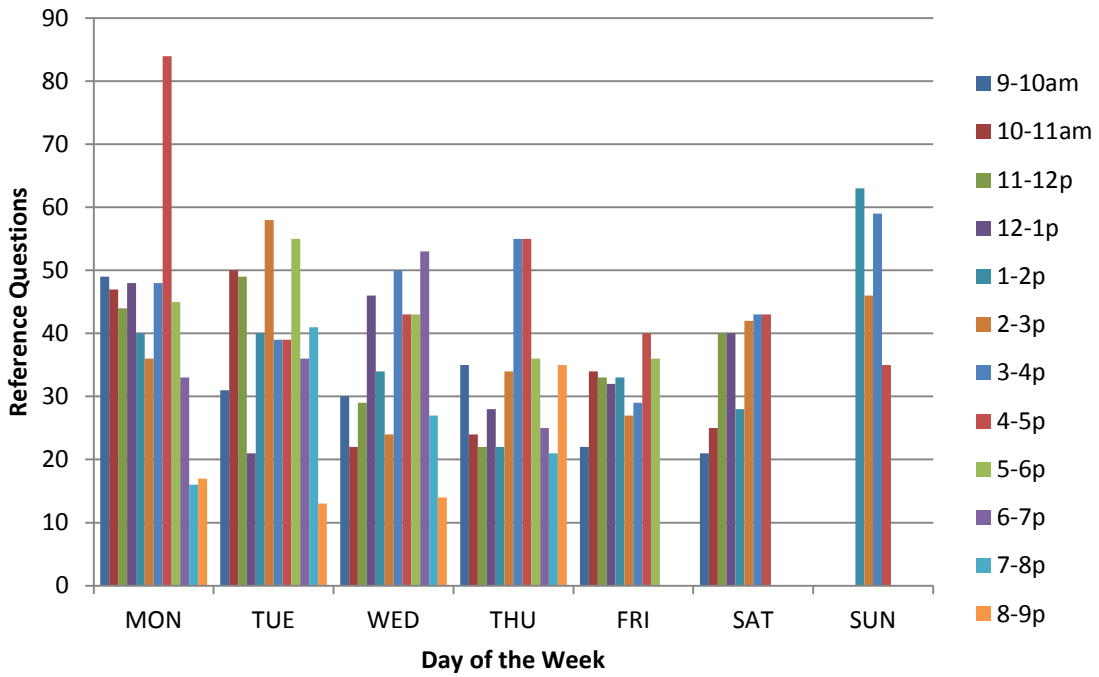
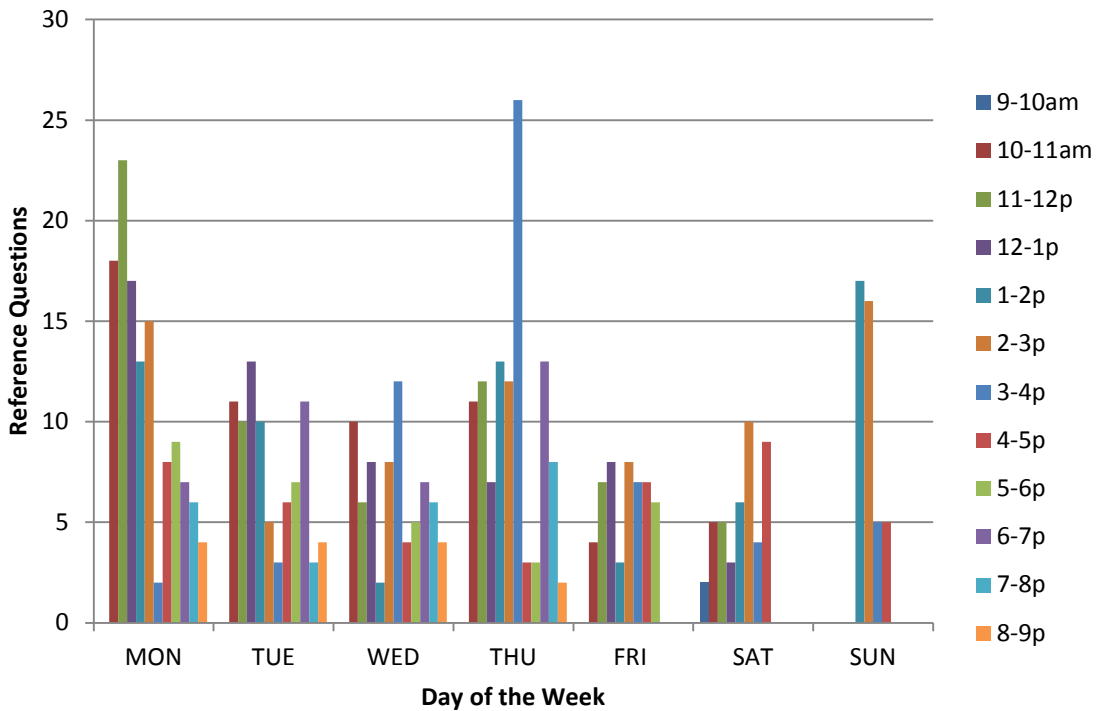


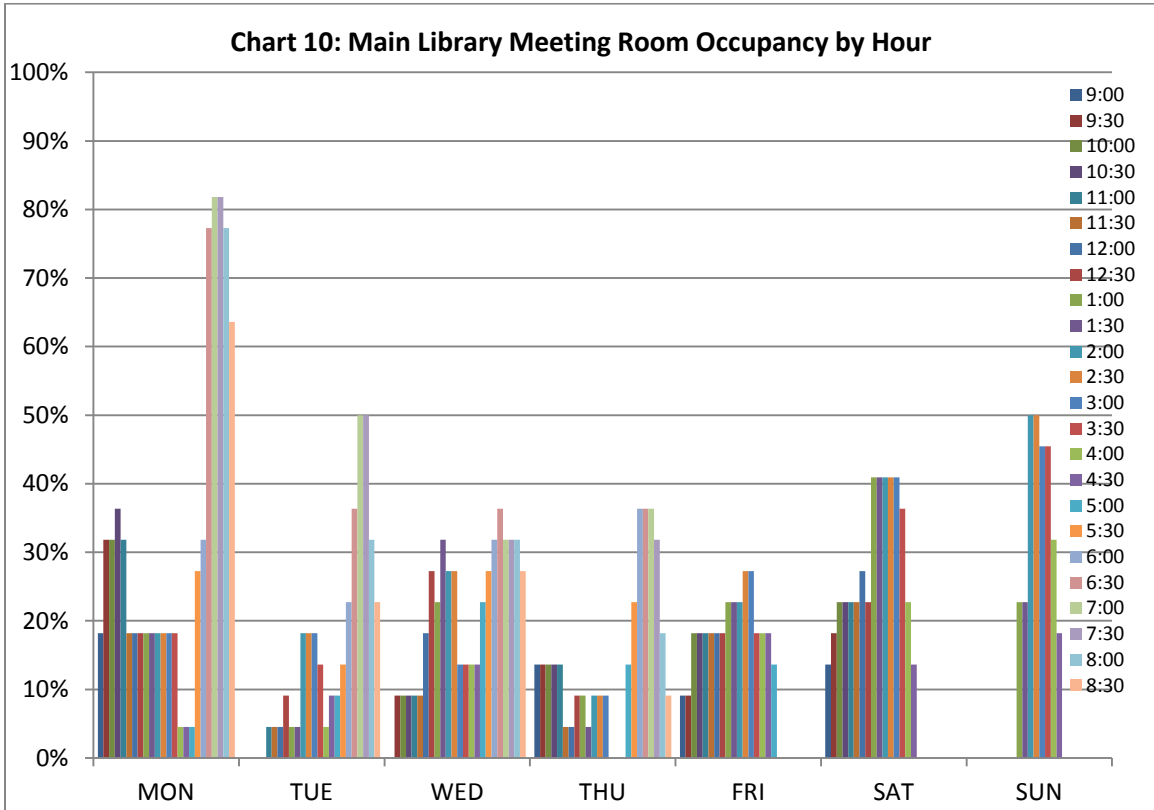
Chart 9: Ellettsville Branch Reference Questions, by Hour, May 5-11, 2014

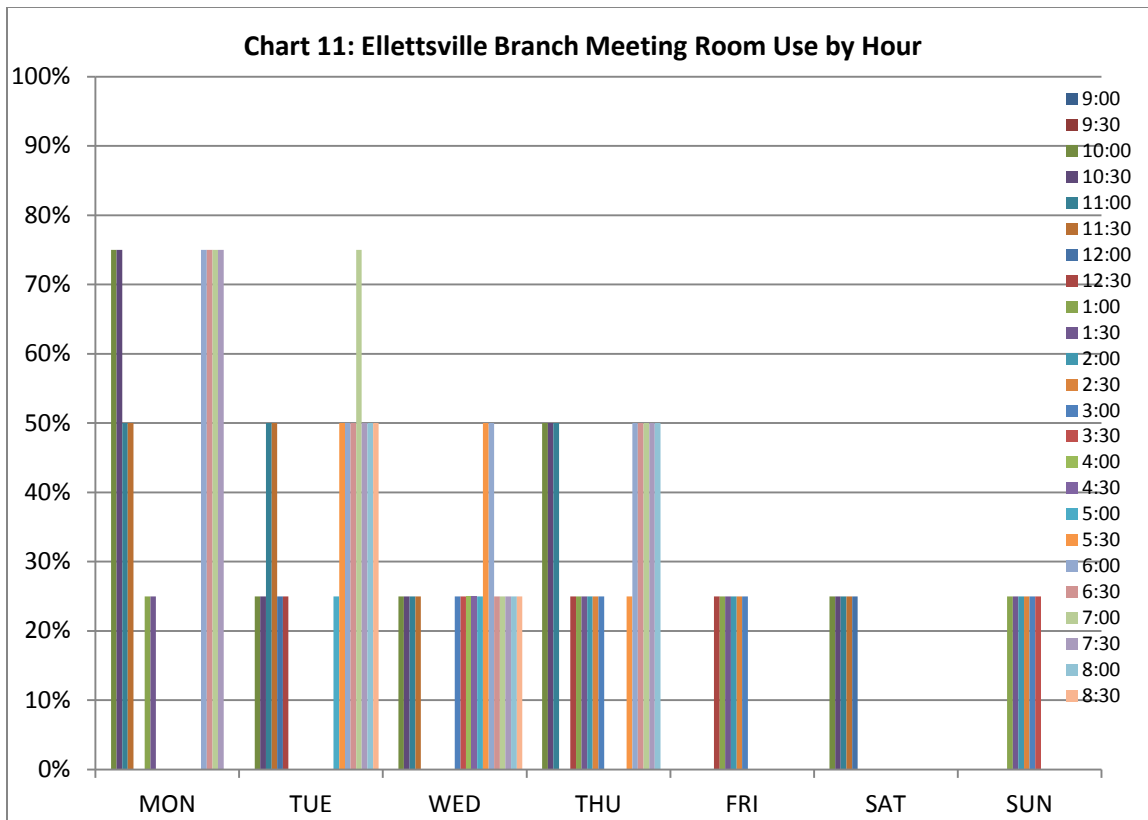


Meeting Room Use

At the Main Library, the highest occupancy of meeting rooms occurred in the evening hours through the week and on Saturday and Sunday afternoons (Chart 10).

At the Ellettsville Branch, the pattern of evening meeting room use was similar, with Monday evening showing highest occupancy (Chart 11). There was no afternoon use (between 1 and 5 p.m.) on Monday, Tuesday, Friday, or Saturday, and only partial occupancy between these hours on Wednesday and Thursday.





Staffing

Staffing at the Main Library (not including CATS and Administration) on the four Sundays included in the study (July 14, October 13, and December 8, 2013 and May 11, 2014) varied from 227.75 to 174.00 hours worked, with an average 192.88 hours worked (Table 12).

Of those hours, an average of 42.51 were worked by exempt employees – librarians, supervisors, and managers, many of whom worked a full day – 7.5 hours – on one or more of these Sundays. Hourly staff worked 150.36 hours. Of this total, 80.13 hours were worked by staff whose hours would not be impacted by a change in library hours – pages, page team leaders, and custodians. That leaves 70.23 hours worked by hourly employees in positions likely to be affected by an increase in hours – reference assistants, clerks, security guards, and perhaps technology support (highlighted in blue in Table 12). Of these, those who worked a 7.5 hour day on the Sundays included in the study accounted for 31.88 hours, leaving 38.35 hours each of these average weeks that would be impacted. If we assume that we would need to add 50% of that total to cover an increase from 4 to 6 open hours on Sunday (assuming that allowing for arrival before opening and departure after closing is included in the current total), the additional hours needed would be slightly less than 20.

Opening an hour later on Friday and Saturday would simplify scheduling on those days, requiring a single shift and approximately 10 hours less coverage. Subtracting that from the 20 additional hours needed on Sunday would result in a net increase of approximately 10 hours each week.

Table 12: Sunday Hours Worked						
MAIN LIBRARY (NOT INCLUDING CATS)						
		7/14/2013	10/13/2013	12/8/2013	5/11/2014	Av Hrs
AS						
	Reference Assistant	15.00	5.00	10.50		7.63
	Librarian	20.00	15.00	20.00	10.00	16.25
	Manager/Supervisor				15.00	3.75
CIRC						
	Page	44.00	46.00	63.00	49.00	50.50
	Page Team Leader	15.00	10.00	13.75	10.00	12.19
	Clerk	55.50	35.75	21.00	36.00	37.06
	Manager/Supervisor	7.50	7.50	7.50	7.50	7.50
CH						
	Reference Assistant	7.25	5.75	7.50	7.50	7.00
	Librarian	7.50	5.00	5.00	5.00	5.63
	Manager/Supervisor	7.50				1.88
CO						0.00
	Reference Assistant	7.50	4.00	4.75	4.00	5.06
	Librarian	7.50	7.50	7.50	7.50	7.50
FAC						
	Custodian	14.00	23.00	18.75	14.00	17.44
	Security	15.50	9.00	9.00	4.25	9.44
IS						
	Technology Support	4.00	4.00	4.00	4.25	4.06
	TOTAL	227.75	177.50	192.25	174.00	192.88

Budget Implications

At an average wage and benefit rate of \$15, adding 10 hours per week to the Main Library Sunday schedule would cost \$150 per week, or \$7,800 per year. Other current operating costs (utilities, facilities, administration, etc.) would not be impacted.

The change in Ellettsville is simply a shift in hours and should have no budget impact.

Promoting Use

The purpose of extending hours on Sunday is to attract new customers to the library who might not have time during the week and encourage current customers who have not visited the library because they object to paying or cannot afford to pay for parking in downtown Bloomington to return. In order to accomplish this, the library must make current and potential customers aware of the change in hours and offer an exciting package of activities to entice them to visit the library. We have challenged

managers to develop plans for awareness, special programming, and partnerships to address these questions:

How will we reach potential customers not currently using the library?

How will we make Sundays special?

How will we invite downtown businesses and others to support?

We will share plans as they develop with the Board, Friends, and partners.

Impact

We will judge the change to be successful if:

- New customers or those who have not visited the library in the last 12 months visit the Main Library on Sunday. Three months after the change, we will survey customers entering the Main Library on Sundays and ask them: Have you been to the library within the last 12 months? What brought you to the library today?
- Total attendance on Sunday increases.
- Total library visits throughout the week stay the same or increase.
- Customers indicate satisfaction with the change in their comments.