

HUNTINGTON CITY TOWNSHIP PUBLIC LIBRARY

Board of Trustees

April, 18th, 2016

5:00pm

Regular Meeting

1. Call to Order
2. Reading and Approval of Minutes
3. Reading and Approval of Financial Report
4. Approval of Bills
5. Report of the Librarian
6. Committee Reports
7. Communications
8. Unfinished Business
 - A. By-law Review
9. New Business
 - A. May meeting location
 - B. Policy Review
 - I. Chromebook Checkout
 - C. Employee Recognition Program
 - D. Trustee Education
 - I. Budget Overview presented by Jeri Davis
 - E. Foundation Discussion
 - F. Other
10. Public Input
11. Adjournment

Huntington City-Township Public Library
Board of Trustees Executive Session
March 21, 2016
5:00 PM

Present: Rebecca Lemons, Peggy Caley, Jamie Foday, Chad Lippe, Terry Miller, Fred Scheiber
Absent: John Branham

Peggy called the meeting to order. Fred moved to enter executive session for the express purpose of discussing the performance evaluation of the Director, Rebecca Lemons; Chad seconded; motion carried.

- The Benefits/Personnel Committee presented and discussed the Director's performance evaluation.
- The committee recommended giving Beka a performance bonus. It was decided to approve a 2016 salary increase of 2.5% retroactive to January 1, 2016, plus a one-time payment of \$3000.

Fred moved to adjourn the Executive Session, Chad seconded, motion carried.

Huntington City-Township Public Library
Board of Trustees Meeting
March 21, 2016
5:30 PM

Present: Rebecca Lemons, Peggy Caley, Jamie Foday, Chad Lippe, Terry Miller, Fred Scheiber
Absent: John Branham
Visitors: Jessica Brown, Jeri Davis

,Reading and Approval of Minutes: Terry moved to approve the minutes, Chad seconded, motion carried.

Reading and Approval of Financial Report and Approval of Bills: Beka presented two checks that will be voided and re-deposited because they are more than three years old and were never cashed. Fred moved to approve the Financial Report and Bills, Chad seconded, motion carried.

Report of the Librarian: Beka will be reviewing a part of the Strategic Plan to the Board every month. (The final document was sent out to about 30 other organizations who will give us feedback related to the various planned initiatives.) Beka gave updates on the Markle construction project. An open house for the Markle grand opening is being planned for June 10, with the soft opening planned for the third week of May. Beka gave some information about the staff in-service, which will be Friday, April 22. Board of Trustee members are invited to attend, as this would be a good opportunity to meet library staff. Beka will email us the schedule.

Committee Reports: None

Communications: None

Unfinished Business:

A. By-law Review: We tabled the By-laws review until next month when John Branham will be here to lead discussion.

New Business:

A. Director's Evaluation

I. Jamie moved to approve the Director's performance evaluation, Fred seconded, and motion carried.

II. The Resolution to Amend the 2016 Salary Schedule passed by written vote. It will give to the Library Director a 2.5% salary increase effective January 1, 2016, and also a one-time payment of \$3000 to be paid in a lump sum. It was noted that hence forward Beka's evaluation will be done in November so that any salary increases will become active at the beginning of the year.

B. Closing Dates: Markle will be closed from May 9 - 14 for the move to the new building; Huntington and Markle will close on April 22 for staff in-service; Markle will be open until 8:30 PM on Friday, June 10, for the Markle Grand Opening event; Huntington will close at 5:00 PM on Wednesday, June 15th for Heritage Days; Huntington will be closed June 16 - 18 during Heritage Days. (Library staff will either be working or using their own accrued time off for all of these dates.) Terry moved to approve the closures and amended hours, Fred seconded, and motion carried.

C. Trustee Education: Beka wants to start doing 10 to 15 minutes of Trustee education at our Board meetings. This will start at our April meeting.

D. Benefit Changes: Beka informed us of changes to retirement plan options. The Benefits Committee will need to meet soon to discuss.

E. Other: Jamie will contact Cindy Gray of HCCSC to remind her that the School Board needs to fill the open seat of the Library Board of Trustees. (The term expires December of 2017.)

Pubic Input: None

Terry moved to adjourn the meeting, Chad seconded, and motion carried.

A collection of handwritten signatures in black ink. From left to right, the signatures are: 'Caley', 'Andy', 'J, mill', 'J.H.F. Boul', 'Chad', and 'Beka'. The signatures are written in a cursive, flowing style.

Huntington City-Township Public Library
Monthly Report
April 2016

Director's Report

News and Updates

- State Superintendent of Public Instruction Glenda Ritz was at the library April 14th from 6:00-7:30pm as part of her Hoosier Family of Readers initiative.
- Weekly meeting with the Senior Leadership team continue.
- Jessi Brown and I have been attending the Huntington County Leadership Academy this month and will be continuing through May. This is a 12 week class provided by the Purdue Extension office.
- Regular construction meetings for the Markle project continue. We are on schedule to place the furniture in the building the week of May 2nd. We will plan to move everything into the new building the following week.
- I am planning on having the Markle grand opening/open house on June 10th. This will coincide with the kickoff for the Markle Wildcat festival and will be at the same time as the pork chop dinner at the fire station. This will ensure a much larger audience for us.
- Weeding has been completed at Markle. We are currently in the process of converting all of the DVDs to new labels and cases to make them consistent and appealing to the eye.
- I attended the Annual Meeting of the Friends of the Library. At this meeting they agreed to provide \$2750 for the activity area in the new Markle Library.
- The Friends of the Library Spring Book Sale will take place April 29th and 30th.

Meetings and Activities

March 22 nd	Huntington County Leadership session
March 31 st	Construction Meeting
April 5 th	Friends of the Library Annual Meeting
April 7 th	Literacy Coalition Board Meeting
April 11 th	Programming Committee Meeting
April 12 th	Huntington County Leadership session
April 14 th	Construction Meeting
April 14 th	Quality and Process Improvement Committee Meeting
April 18 th	Library Board Meeting

Upcoming Meetings and Activities

April 26 th	Huntington County Leadership session
April 27 th	NIDL Meeting
April 29 th	HR Law Seminar
May 3 rd	Huntington County Leadership session
May 5 th	Literacy Coalition Board Meeting
May 9 th	Programming Committee Meeting
May 16 th	Library Board Meeting

Strategic Plan Update

****** New report format – once a month the Senior Leadership team will be reviewing one area of the strategic plan. The outcomes will be reported as the monthly report to the Board. ******

Gateway to Experience

We engage community participation in culturally enriching library experiences.

- *We will provide opportunities for local artists and creators to share their work and experience with the community.*
- *We will regularly invite community experts to present programs that share their knowledge and experience.*
- *We will highlight collections of art and artifacts for community information and enjoyment.*
- *We will create spaces that encourage the community to gather and to share their knowledge and interests with others.*

We provide a balanced collection that expresses a variety of cultural viewpoints and fosters curiosity and discovery.

- *The collection will reflect the diversity of the world outside our community.*
- *We will actively support each individual's right to explore ideas.*
- *We will establish a weeding policy that serves to keep the collection relevant and inviting.*

We provide value added programming that explores art, culture and entertainment.

- *All programs will be required to include an element of art, culture, or STEM.*
- *We will provide hands-on, creative programming and spaces that stimulate creativity and innovation.*
- *A diverse array of programs will be equally distributed among adults, teens, and children.*
- *Regular programming will be provided outside of the library to share library experiences with the community.*

What are we currently doing to support these goals?

- Created a programming committee to increase the effectiveness and quality of programs
- Visits to schools, pre-schools and community organizations
- STEM activities for kids in:
 - Tween Scene
 - Passive Programming
 - Storytime
- STEM and Art related programs for adults and teens such as:
 - Knitting and Crochet
 - Creative Play
 - Photography class
 - Computer classes
 - Minecraft activities

- Pass It On program
- Events from community experts such as:
 - Sign language
 - Postcard appraisal
- Artwork from HNHS displayed
- Adult Storytime
- Partnership with Purdue Extension to provide programs
- Author visits increasing
- Comic-Con
- Chess Club
- Collection Development Policy and Guide
- Spanish collection
- Made it easier for patrons to request items for the collection
- Took away censorship via checkout limits
- Defined the difference between Juvenile and YA collections

What projects are we working on right now that will support these goals?

- Bike Rodeo and Tours
- New Markle building
- Bike Share project with the City
- All collections will be weeded soon
- DVDs relabeled for ease of use

What do we need to do in the future to support these goals?

- Increase art and STEM activities for adults and teens
- Plan activities for our target audiences
- Plan community 'parties'
- Local art showcases
- Rethink our repeat programs to assess effectiveness and value
- Take more risks with programming and services
- Ask more community experts to present programs
- Purchase more interesting and diverse non-fiction

Financial Report
Huntington City-Township Public Library

Report Dates = **3/21/16 to 4/18/16**

<i>Fund</i>	<i>Start of year</i>	<i>Disbursements this month</i>	<i>Disbursements YTD</i>	<i>Receipts this month</i>	<i>Receipts YTD</i>	<i>Balance</i>
1. Operating Fund						
100 OPERATING	\$1,415,017.17	\$486,149.90	\$1,258,383.74	\$382,618.88	\$857,627.52	\$1,014,260.95
101 LIBRARY OPERATING FUND- INVESTMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$1,415,017.17	\$486,149.90	\$1,258,383.74	\$382,618.88	\$857,627.52	\$1,014,260.95
2. LIRF						
110 LIBRARY IMPROVEMENT RESERVE FUND	\$1,303,874.22	\$248,327.58	\$523,769.79	\$0.05	\$762.56	\$780,866.99
111 LIRF-INVESTMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$1,303,874.22	\$248,327.58	\$523,769.79	\$0.05	\$762.56	\$780,866.99
3. Bond & Interest						
121 BOND & INTEREST - INVESTMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
122 BOND & INTEREST REDEMPTION FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3.1 Building Project Fund						
180 CONSTRUCTION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4. Gift Funds						
130 MARKLE - GIFT	\$171.00	\$0.00	\$0.00	\$0.00	\$0.00	\$171.00
130.01 GIFT (REGULAR)	\$4,444.45	\$30.50	\$30.50	\$7.82	\$140.23	\$4,554.18
130.02 FRIENDS OF THE LIBRARY	\$12,929.61	\$586.06	\$1,869.53	\$2,750.00	\$2,750.00	\$13,810.08
130.03 SPECIAL PURPOSES FUND	\$473.21	\$0.00	\$45.00	\$0.00	\$0.00	\$428.21
130.04 GIFT - IN RM	\$2,172.90	\$0.00	\$53,000.00	\$0.00	\$53,689.13	\$2,862.03
130.05 IN. ROOM INVESMENT - UND	\$53,000.00	\$0.00	\$53,000.00	\$0.00	\$53,000.00	\$53,000.00
130.06 GIFT - CHILDRENS ROOM	\$1,903.55	\$64.88	\$224.83	\$0.00	\$0.00	\$1,678.72
131 MULTIPLE GIFT FUND INVESTMENT	\$197,112.14	\$0.00	\$0.00	\$0.00	\$0.00	\$197,112.14
133 BRIDGE-DICKEY INVESTMENT 08/2012	\$24,860.57	\$0.00	\$0.00	\$0.00	\$0.00	\$24,860.57
133.01 BRIDGE-DICKEY FUND	\$873.30	\$0.00	\$0.00	\$37.90	\$111.26	\$984.56
Subtotal	\$297,940.73	\$681.44	\$108,169.86	\$2,795.72	\$109,690.62	\$299,461.49
5. Grants						
124 STATE TECH GRANT FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
127 INDIANA HUMANITIES	\$609.55	\$0.00	\$0.00	\$0.00	\$200.00	\$809.55
Subtotal	\$609.55	\$0.00	\$0.00	\$0.00	\$200.00	\$809.55
6. LSCA						
150.03 IND. STATE STUDENT ASSISTANCE	\$0.00	\$0.00	\$0.00	\$0.00	\$204.00	\$204.00
Subtotal	\$0.00	\$0.00	\$0.00	\$0.00	\$204.00	\$204.00
7. Levy Excess						
161 LEVY EXCESS - OPERATING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Approved by the State Board Of Accounts for Huntington City-Township Public Library on 1/1/98.

<i>Fund</i>	<i>Start of year</i>	<i>Disbursements this month</i>	<i>Disbursements YTD</i>	<i>Receipts this month</i>	<i>Receipts YTD</i>	<i>Balance</i>
162 LEVY EXCESS - BOND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
8. Other Funds						
163 PLAC FUND	\$195.00	\$0.00	\$195.00	\$0.00	\$0.00	\$0.00
163.1 MARKLE PLAC FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
170 RAINY DAY FUND	\$986,693.79	\$0.00	\$251,000.00	\$908.12	\$253,960.26	\$989,654.05
171 RAINY DAY INVESTMENT	\$1,101,000.00	\$0.00	\$251,000.00	\$0.00	\$251,000.00	\$1,101,000.00
Subtotal	\$2,087,888.79	\$0.00	\$502,195.00	\$908.12	\$504,960.26	\$2,090,654.05
9. Withholding						
200.01 FEDERAL TAX	\$0.00	\$8,169.84	\$29,912.81	\$8,169.84	\$29,912.81	\$0.00
200.02 FICA	\$0.00	\$5,236.58	\$20,123.65	\$5,236.58	\$20,123.65	\$0.00
200.03 INDIANA STATE TAX	\$0.00	\$0.00	\$6,475.63	\$2,280.01	\$8,755.64	\$2,280.01
200.04 COUNTY TAX	\$0.00	\$0.00	\$3,106.55	\$1,072.00	\$4,178.55	\$1,072.00
200.05 INSURANCE	\$2,077.13	\$1,821.61	\$9,696.76	\$2,038.92	\$7,320.61	(\$299.02)
200.06 INDIANA DEFERRED COMPENSATION	\$0.00	\$828.00	\$3,312.00	\$828.00	\$3,312.00	\$0.00
200.07 UNITED WAY	\$0.00	\$211.00	\$436.32	\$105.50	\$436.32	\$0.00
200.08 GARNISHMENT	\$0.00	\$41.54	\$751.34	\$278.14	\$987.94	\$236.60
Subtotal	\$2,077.13	\$16,308.57	\$73,815.06	\$20,008.99	\$75,027.52	\$3,289.59
Grand Total	\$5,107,407.59	\$751,467.49	\$2,466,333.45	\$406,331.76	\$1,548,472.48	\$4,189,546.62

Total all banks = \$4,189,546.62

Appropriation Report for 100 OPERATING

Huntington City-Township Public Library

Report Date: From 3/21/16 To 4/18/16

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Spent
<i>I. Personal Services</i>							
1.11 Salary of Director	\$68,000.00	\$0.00	\$68,000.00	\$8,610.00	\$23,910.00	\$44,090.00	35.2
1.12 Professional Assistants	\$730,000.00	\$0.00	\$730,000.00	\$54,193.04	\$216,995.03	\$513,004.97	29.7
1.14 Wages of Janitors	\$67,000.00	\$0.00	\$67,000.00	\$5,041.74	\$20,137.97	\$46,862.03	30.1
1.15 Additional Hours (750)	\$8,500.00	\$0.00	\$8,500.00	\$606.98	\$2,009.23	\$6,490.77	23.6
1.21 Employer's Share FICA	\$67,000.00	\$0.00	\$67,000.00	\$5,236.55	\$20,123.38	\$46,876.62	30.0
1.22 Unemployment Compensation	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.0
1.23 Employer's Contribution PERF - Library	\$71,000.00	\$0.00	\$71,000.00	\$5,902.45	\$22,138.95	\$48,861.05	31.2
1.231 Employer's contribution PERF - Employee	\$25,000.00	\$0.00	\$25,000.00	\$1,708.54	\$6,440.19	\$18,559.81	25.8
1.24 Employer's Contribution Group Health	\$123,000.00	\$0.00	\$123,000.00	\$10,088.54	\$50,417.78	\$72,582.22	41.0
1.25 Employer's Contribution Life Ins.	\$8,500.00	\$0.00	\$8,500.00	\$1,188.35	\$3,163.94	\$5,336.06	37.2
1.26 Employer's Contribution STD	\$8,000.00	\$0.00	\$8,000.00	\$1,330.58	\$3,331.91	\$4,668.09	41.6
1.27 Employer's Contribution LTD	\$7,200.00	\$0.00	\$7,200.00	\$1,143.74	\$2,885.25	\$4,314.75	40.1
1.28 Employer's Contribution Dental	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$1,663.98	\$3,336.02	33.3
1.29 Other Employee Benefits	\$1,000.00	\$0.00	\$1,000.00	\$38.55	\$312.99	\$687.01	31.3
Subtotal	\$1,192,200.00		\$1,192,200.00	\$95,089.06	\$373,530.60	\$818,669.40	31.3
<i>2. Supplies</i>							
2.11 Official Records	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$1.00	0.0
2.13 Other Office Supplies	\$31,000.00	\$0.00	\$31,000.00	\$9,828.76	\$14,676.88	\$16,323.12	47.3
2.21 Operating/Cleaning/Sanitation Supplies	\$12,000.00	\$0.00	\$12,000.00	\$476.54	\$965.31	\$11,034.69	8.0
Subtotal	\$43,001.00		\$43,001.00	\$10,305.30	\$15,642.19	\$27,358.81	36.4
<i>3. Other Services and Charges</i>							
3.11 Consulting Services	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent Spent</i>
3.12 Engineering and Architectural Services	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
3.13 Legal Services	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.0
3.14 Other Professional Services	\$36,500.00	\$0.00	\$36,500.00	\$37.78	\$77.78	\$36,422.22	0.2
3.141 Contracted Labor for Facilities and Grounds	\$8,000.00	\$0.00	\$8,000.00	\$0.00	\$1,365.00	\$6,635.00	17.1
3.145 Databases	\$24,000.00	\$0.00	\$24,000.00	\$4,583.00	\$11,665.96	\$12,334.04	48.6
3.146 E-books	\$20,000.00	\$0.00	\$20,000.00	\$0.00	\$300.00	\$19,700.00	1.5
3.21 Telephone	\$4,500.00	\$0.00	\$4,500.00	\$403.28	\$1,587.67	\$2,912.33	35.3
3.211 Telephone - Markle	\$1,500.00	\$0.00	\$1,500.00	\$91.59	\$332.88	\$1,167.12	22.2
3.212 Fax Expense	\$800.00	\$0.00	\$800.00	\$65.37	\$247.74	\$552.26	31.0
3.213 T-1 Access Huntington	\$12,000.00	\$0.00	\$12,000.00	\$727.50	\$2,182.50	\$9,817.50	18.2
3.2131 T-1 Access Markle	\$4,500.00	\$0.00	\$4,500.00	\$150.00	\$450.00	\$4,050.00	10.0
3.22 Postage and Shipping	\$1,500.00	\$0.00	\$1,500.00	\$148.24	\$640.10	\$859.90	42.7
3.23 Traveling Expense	\$2,500.00	\$0.00	\$2,500.00	\$283.28	\$540.80	\$1,959.20	21.6
3.24 Professional Meetings	\$8,000.00	\$0.00	\$8,000.00	\$1,839.88	\$3,084.32	\$4,915.68	38.6
3.31 Advertising and Public Notices	\$4,000.00	\$0.00	\$4,000.00	\$172.31	\$486.75	\$3,513.25	12.2
3.32 Printing Other than Office	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
3.41 Official Bonds	\$500.00	\$0.00	\$500.00	\$0.00	\$50.00	\$450.00	10.0
3.42 Other Insurance	\$35,000.00	\$0.00	\$35,000.00	\$0.00	\$11,171.00	\$23,829.00	31.9
3.51 Gas Huntington	\$12,000.00	\$0.00	\$12,000.00	\$673.42	\$5,097.44	\$6,902.56	42.5
3.511 Gas Markle	\$2,500.00	\$0.00	\$2,500.00	\$82.34	\$308.15	\$2,191.85	12.3
3.52 Electricity Huntington	\$60,000.00	\$0.00	\$60,000.00	\$0.00	\$12,958.54	\$47,041.46	21.6
3.521 Electricity Markle	\$3,500.00	\$0.00	\$3,500.00	(\$26.93)	\$422.65	\$3,077.35	12.1
3.53 Water Huntington	\$2,500.00	\$0.00	\$2,500.00	\$180.74	\$720.48	\$1,779.52	28.8
3.531 Water Markle	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
3.54 Sewer Huntington	\$4,000.00	\$0.00	\$4,000.00	\$425.61	\$1,661.19	\$2,338.81	41.5
3.541 Sewer Markle	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
3.62 Equipment Repair and Maintenance	\$5,000.00	\$0.00	\$5,000.00	(\$3,442.00)	(\$3,286.75)	\$8,286.75	-65.7
3.621 Equipment Leasing and Maintenance	\$6,000.00	\$0.00	\$6,000.00	\$1,080.82	\$3,129.06	\$2,870.94	52.2
3.622 Contracted Facility Maintenance	\$15,000.00	\$0.00	\$15,000.00	\$827.50	\$3,709.71	\$11,290.29	24.7

Account #	Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Spent
3.623	Technology License Agreements	\$36,700.00	\$0.00	\$36,700.00	\$593.38	\$2,342.68	\$34,357.32	6.4
3.624	Technology Maintenance	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.0
3.625	ILS Maintenance and Contract	\$23,500.00	\$0.00	\$23,500.00	\$0.00	\$16,249.65	\$7,250.35	69.1
3.71	Equipment Rental	\$200.00	\$0.00	\$200.00	\$0.00	\$0.00	\$200.00	0.0
3.72	Real Estate Rentals	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$1.00	0.0
3.91	Dues	\$4,000.00	\$0.00	\$4,000.00	\$0.00	\$151.22	\$3,848.78	3.8
3.92	Interest on Temporary Loans	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$1.00	0.0
3.93	Taxes and Assessments	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$1.00	0.0
3.94	Transfer to LIRF	\$50,000.00	\$0.00	\$50,000.00	\$0.00	\$0.00	\$50,000.00	0.0
	Subtotal	\$404,203.00		\$404,203.00	\$8,897.11	\$77,646.52	\$326,556.48	19.2
4. Capitol Outlays								
4.1	Land	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
4.2	Buildings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
4.21	Markle Building	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
4.3	Improvements Other than Building	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
4.4	Furniture and Equipment	\$40,000.00	\$0.00	\$40,000.00	\$0.00	\$6,064.52	\$33,935.48	15.2
4.42	Computer Upgrade	\$20,000.00	\$0.00	\$20,000.00	\$7,500.00	\$8,100.00	\$11,900.00	40.5
4.5	Adult Non Fiction Books	\$23,800.00	\$0.00	\$23,800.00	\$1,560.11	\$6,243.79	\$17,556.21	26.2
4.505	Adult Large Print Non-Fiction Books	\$1,000.00	\$0.00	\$1,000.00	\$369.40	\$590.00	\$410.00	59.0
4.51	Adult Fiction Books	\$30,500.00	\$0.00	\$30,500.00	\$1,771.34	\$8,233.81	\$22,266.19	27.0
4.511	Adult Graphic Novels	\$2,000.00	\$0.00	\$2,000.00	\$11.36	\$117.62	\$1,882.38	5.9
4.52	Children's Fiction Books	\$8,500.00	\$0.00	\$8,500.00	\$1,197.56	\$2,468.50	\$6,031.50	29.0
4.521	Children's Easy Fiction Books	\$24,500.00	\$0.00	\$24,500.00	\$1,192.61	\$2,510.04	\$21,989.96	10.2
4.522	Children's Non-Fiction Books	\$24,000.00	\$0.00	\$24,000.00	\$829.75	\$1,464.94	\$22,535.06	6.1
4.523	Toddler Books	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$239.07	\$1,260.93	15.9
4.524	Children's Graphic Novels	\$1,000.00	\$0.00	\$1,000.00	\$39.50	\$445.94	\$554.06	44.6
4.53	YA Fiction Books	\$12,700.00	\$0.00	\$12,700.00	\$2,006.13	\$3,895.50	\$8,804.50	30.7
4.531	YA Graphic Novels	\$2,500.00	\$0.00	\$2,500.00	\$140.12	\$516.70	\$1,983.30	20.7
4.532	YA Non-Fiction Books	\$4,000.00	\$0.00	\$4,000.00	\$23.50	\$127.82	\$3,872.18	3.2
4.54	Indiana Room Books	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$280.00	\$720.00	28.0

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Spent
4.55 Reference Books	\$3,000.00	\$0.00	\$3,000.00	\$27.95	\$624.33	\$2,375.67	20.8
4.56 Literacy Books	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$124.47	\$1,875.53	6.2
4.57 Adult Large Print Fiction Books	\$8,000.00	\$0.00	\$8,000.00	\$3,530.33	\$4,097.38	\$3,902.62	51.2
4.6 Periodicals and Newspapers	\$12,000.00	\$0.00	\$12,000.00	(\$203.43)	\$8,146.07	\$3,853.93	67.9
4.71 Adult DVD's	\$16,000.00	\$0.00	\$16,000.00	\$853.54	\$3,798.18	\$12,201.82	23.7
4.711 Children's DVD's	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$420.41	\$1,579.59	21.0
4.72 Adult Audiobooks	\$9,500.00	\$0.00	\$9,500.00	\$0.00	\$468.48	\$9,031.52	4.9
4.721 Children's Audiobooks	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
4.722 YA Audiobooks	\$900.00	\$0.00	\$900.00	\$0.00	\$180.00	\$720.00	20.0
4.73 Adult Music CD's	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$373.21	\$1,626.79	18.7
4.731 Children's Music CD's	\$400.00	\$0.00	\$400.00	\$0.00	\$41.68	\$358.32	10.4
4.74 Art Prints	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
4.75 Video Games	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.0
4.77 INSPIRE	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$1.00	0.0
4.79 Children's Toys	\$199.00	\$0.00	\$199.00	\$90.96	\$90.96	\$108.04	45.7
4.8 Materials Processing	\$15,000.00	\$0.00	\$15,000.00	\$843.43	\$2,783.84	\$12,216.16	18.6
Subtotal	\$273,000.00	\$0.00	\$273,000.00	\$21,784.16	\$62,447.26	\$210,552.74	22.9
Grand Total	\$1,912,404.00	\$0.00	\$1,912,404.00	\$136,075.63	\$529,266.57	\$1,383,137.43	27.7

Approved by the State Board Of Accounts for Huntington City-Township Public Library on 1/1/98.

Appropriation Report for 110 LIBRARY IMPROVEMENT RE

Huntington City-Township Public Library

Report Date: From 3/21/16 To 4/18/16

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Spent
<i>1. Personal Services</i>							
1.21 Employer's Share FICA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
Subtotal	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	0.0
<i>4. Capitol Outlays</i>							
4.21 Markle Building	\$850,000.00	\$0.00	\$850,000.00	\$245,574.00	\$478,621.21	\$371,378.79	56.3
4.4 Furniture and Equipment	\$50,000.00	\$0.00	\$50,000.00	\$2,753.58	\$45,148.58	\$4,851.42	90.3
Subtotal	\$900,000.00		\$900,000.00	\$248,327.58	\$523,769.79	\$376,230.21	58.2
Grand Total	\$900,000.00	\$0.00	\$900,000.00	\$248,327.58	\$523,769.79	\$376,230.21	58.2

Approved by the State Board Of Accounts for Huntington City-Township Public Library on 1/1/98.

Appropriation Report for 170 RAINY DAY FUND

Huntington City-Township Public Library

Report Date: From 3/21/16 To 4/18/16

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Spent
3. Other Services and Charges							
3.62 Equipment Repair and Maintenance	\$275,000.00	\$0.00	\$275,000.00	\$0.00	\$0.00	\$275,000.00	0.0
Subtotal	\$275,000.00		\$275,000.00	\$0.00	\$0.00	\$275,000.00	0.0
4. Capital Outlays							
4 Other Capital Outlays	\$125,000.00	\$0.00	\$125,000.00	\$0.00	\$0.00	\$125,000.00	0.0
Subtotal	\$125,000.00		\$125,000.00	\$0.00	\$0.00	\$125,000.00	0.0
Grand Total	\$400,000.00	\$0.00	\$400,000.00	\$0.00	\$0.00	\$400,000.00	0.0

Approved by the State Board Of Accounts for Huntington City-Township Public Library on 1/1/98.