

HUNTINGTON CITY TOWNSHIP PUBLIC LIBRARY

Board of Trustees

June, 20th, 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. Internal Controls
 - B. Petty Cash Fund
 - C. Cash Change Fund
 - D. Circulation Policy
 - E. Furnace replacement plan
 - F. Request for committee formation
 - G. Other
10. Trustee Education
 - A. Operating fund
11. Public Input
12. Adjournment

Huntington City-Township Public Library
Board of Trustees Meeting at the Markle Branch
May 16, 2016
5:00 PM

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

Absent: none

Visitors: Jessica Brown

Peggy called the meeting to order.

Reading and Approval of Minutes: John moved to approve the minutes for the Executive Session and the regular Board of Trustees meeting, Chad seconded, and motion carried.

Reading and Approval of Financial Report and Approval of Bills: Jamie moved to approve, Chad seconded, and motion carried.

Report of the Librarian: Beka reported that today was the first day that Markle Branch is open. Our E-book Consortium has decided that our yearly contribution will increase to \$25,000. The Friends of Library book sale was very successful. She highlighted one area of the Strategic Plan called Gateway to Opportunity, which focuses on workforce and economic development in the community. Beka met last Friday with Adam Drummond, interim Director of United Way, as they are asking HCTPL to be involved in a coalition targeting children ages birth to age 5. Since there could be a monetary donation involved, Beka needs to explore our options for involvement.

Committee Reports:

A. Markle Building – Beka reported that there are a few exterior and interior elements that still need to be finished, but everything is still scheduled to be ready by June 10 for the open house.

Communications: None

Unfinished Business:

A. By-law Review – John summarized the progress and gave us an overview of how library by-laws are mandated. Indiana Code makes provision for library by-laws to be reviewed every three years. By-Laws are dictated by State Law, Indiana Administrative Code, and other relevant Indiana State Laws. He summarized a few areas in our existing by-laws that he suggests we revise. Because our by-laws state that items to be changed must be in review at least 15 days prior to approval, we will wait until next month to approve changes.

New Business:

A. College Cards – State Law now allows libraries to offer library cards to any college student who attends a university that are in our district. Beka will present the resolution to be acted on at the next meeting.

B. Other – The school board has appointed Anne McClellan to fill the empty spot on our board, and she will begin after the paperwork has become official. A library staff member who is out for medical reasons has requested a 30-day unpaid leave; John moved to approve her unpaid leave, Terry seconded, and motion carried.

Pubic Input: Jessica commended Beka for her leadership in the smooth and efficient opening of the Markle Library.

John moved to adjourn the meeting, Fred seconded, and motion carried.

Markle Tour

PCalvey
J. Ford
J. J. Mill
Anne McCallan
John C. Paul
A. H.

Huntington City-Township Public Library
Monthly Report
June 2016

Director's Report

News and Updates

- Weekly meeting with the Senior Leadership team continue.
- Jessi Brown and I completed the Huntington County Leadership Academy this month.
- Most of the month of May was spent moving into the new building in Markle and tweaking little things that need to be changed.
- The Markle grand opening was held June 10th. We estimate between 250 and 300 people visited the building.
- We held our first Bike Rodeo at the Library on June 4th. It was a very successful event, Parkview Hospital gave out over 70 free bike helmets to kids and we estimate at least 100 people attended the event. HARTA was also on hand with a bike obstacle course and Mayor Fetters helped us with bike safety checks. All involved agreed that this would be a good event to repeat annually.
- Several library staff manned a table at the Markle Wildcat Festival. We played games with the kids and gave out prizes.
- I am part of a group that has founded a non-profit leadership support group for non-profit leaders in Huntington County. We will meet monthly for education, networking, and general support.
- I completed the State Library budget workshop. There are many legislative changes to the budget process this year.

Meetings and Activities

May 17 th	Huntington County Leadership session
May 18 th	NICCL meeting
May 18 th	Technology Training Committee
May 19 th	Quality and Process Improvement Meeting
May 27 th	SRCS Training at Peabody Library
May 28 th	Closed for Memorial Day
May 30 th	Closed for Memorial Day
May 31 st	Huntington County Leadership session and graduation
June 2 nd	Literacy Coalition Board Meeting
June 4 th	Bike Rodeo
June 8 th	Quality and Process Improvement Meeting
June 10 th	Markle Open House
June 13 th	Programming Committee Meeting
June 15 th	Budget Workshop
June 16 th -18 th	Closed for Heritage Days
June 20 th	Library Board Meeting

Upcoming Meetings and Activities

June 25 th	Bike Share Launch
July 7 th	Literacy Coalition Board Meeting
July 11 th	Programming Committee Meeting
July 14 th	Quality and Process Improvement Meeting
July 18 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 Learning

.....**Learning opportunities for a lifetime**

We recognize and celebrate the fact that people continue to learn throughout their lives. It is our goal to provide ample opportunities for learning, not only academically but personally as well. We will strive to make learning an enjoyable, lifelong experience.

Goals

We develop a pleasure for learning throughout people's lives.

- We will integrate gaming into our programming as an educational tool.
- We will provide activities to promote a passion for reading with all age groups including programming based on books and author visits.
- We will provide opportunities for people to share their passion for ideas with others in creative ways.

We facilitate cooperative community learning.

- We will work with educators to set up classes that they would lead using our space and resources.
- We will provide opportunities for community educators to share their knowledge with others.
- We will work with homeschool families to develop programs and services that meet their unique needs.
- We will work with schools at all levels to support their current curriculum, projects, and clubs when their goals align with ours.

We develop essential learning skills at all life stages.

- We recognize the need for literacy in areas beyond reading.
- We will provide programs for parent and caregiver education in order to increase literacy skills in children.
- We will provide programs and services that support non-traditional and online students.
- We recognize the importance of early literacy and pre-literacy skills.
- We will provide programs and services that build technology skills for 'digital immigrants'.

What are we currently doing to support these goals?

- Computer and technology classes
- Every Child Ready to Read
- Partnership with Purdue Extension on various topics
- State Police presentation on online safety
- Test proctoring
- Support the Literacy Coalition
- Rent-a-librarian
- Taking books to nursing homes
- Provide space for annual county auditors training
- Pass It On book wagon
- Homeschool open house
- Scouts come in for history projects
- Chess club
- Stretching class
- Minecraft
- Book clubs
- Wordsmiths writing group
- Story hours
- Summer Library Program

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

- Expanding technology classes
- Working with Youth Services Bureau to provide information on various topics
- Teen skills program
- Falconry program

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

- Technology classes for nursing homes/care facilities
- Hobby Fair
- Communicate with community organizations about possibilities
- Need someone to facilitate community participation
- More Makerspace opportunities

Financial Report
Huntington City-Township Public Library

Report Dates = **5/16/16 to 6/20/16**

<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	\$149,145.75	\$1,543,780.30	\$52,707.05	\$945,572.45	\$816,809.32
101 LIBRARY OPERATING FUND- INVESTMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$1,415,017.17	\$149,145.75	\$1,543,780.30	\$52,707.05	\$945,572.45	\$816,809.32
2. LIRF						
110 LIBRARY IMPROVEMENT RESERVE FUND	\$1,303,874.22	\$75,723.18	\$919,051.14	\$49.99	\$251,367.27	\$636,190.35
111 LIRF-INVESTMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$1,303,874.22	\$75,723.18	\$919,051.14	\$49.99	\$251,367.27	\$636,190.35
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	\$0.40	\$21.12	\$192.12
130.01 GIFT (REGULAR)	\$4,444.45	\$0.00	\$30.50	\$62.77	\$198,267.79	\$202,681.74
130.02 FRIENDS OF THE LIBRARY	\$12,929.61	\$594.49	\$7,700.58	\$0.00	\$2,750.00	\$7,979.03
130.03 SPECIAL PURPOSES FUND	\$473.21	\$0.00	\$0.00	\$0.00	\$236.52	\$709.73
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	\$34.76	\$259.59	\$0.00	\$700.00	\$2,343.96
131 MULTIPLE GIFT FUND INVESTMENT	\$197,112.14	\$0.00	\$197,112.14	\$0.00	\$0.00	\$0.00
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	\$185.84	\$1,059.14
Subtotal	\$297,940.73	\$629.25	\$311,102.81	\$101.07	\$308,850.40	\$295,688.32
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	\$933.91	\$369,557.11	\$1,105,250.90
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	\$933.91	\$620,557.11	\$2,206,250.90
9. Withholding						
200.01 FEDERAL TAX	\$0.00	\$7,346.46	\$44,560.34	\$7,346.46	\$44,560.34	\$0.00
200.02 FICA	\$0.00	\$5,077.89	\$30,210.71	\$5,077.89	\$30,210.71	\$0.00
200.03 INDIANA STATE TAX	\$0.00	\$2,198.21	\$12,042.67	\$2,209.47	\$13,144.05	\$1,101.38
200.04 COUNTY TAX	\$0.00	\$1,054.86	\$5,756.01	\$1,060.86	\$6,284.96	\$528.95
200.05 INSURANCE	\$2,077.13	\$3,781.50	\$13,702.17	\$1,204.68	\$11,398.45	(\$226.59)
200.06 INDIANA DEFERRED COMPENSATION	\$0.00	\$828.00	\$4,968.00	\$828.00	\$4,968.00	\$0.00
200.07 UNITED WAY	\$0.00	\$0.00	\$541.82	\$105.50	\$647.32	\$105.50
200.08 GARNISHMENT	\$0.00	\$319.68	\$1,509.00	\$319.68	\$1,627.30	\$118.30
Subtotal	\$2,077.13	\$20,606.60	\$113,290.72	\$18,152.54	\$112,841.13	\$1,627.54
Grand Total	\$5,107,407.59	\$246,104.78	\$3,389,419.97	\$71,944.56	\$2,239,592.36	\$3,957,579.98

Total all banks = \$3,957,579.98

Appropriation Report for 100 OPERATING

Huntington City-Township Public Library

Report Date: From 5/16/16 To 6/20/16

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Spent
1. Personal Services							
1.11 Salary of Director	\$68,000.00	\$0.00	\$68,000.00	\$5,227.50	\$34,365.00	\$33,635.00	50.5
1.12 Professional Assistants	\$730,000.00	\$0.00	\$730,000.00	\$55,420.16	\$326,919.90	\$403,080.10	44.8
1.14 Wages of Janitors	\$67,000.00	\$0.00	\$67,000.00	\$5,135.75	\$30,238.18	\$36,761.82	45.1
1.15 Additional Hours (750)	\$8,500.00	\$0.00	\$8,500.00	\$593.91	\$3,385.50	\$5,114.50	39.8
1.21 Employer's Share FICA	\$67,000.00	\$0.00	\$67,000.00	\$5,077.85	\$27,707.24	\$39,292.76	41.4
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	\$5,527.74	\$35,697.55	\$35,302.45	50.3
1.231 Employer's contribution PERF - Employee	\$25,000.00	\$0.00	\$25,000.00	\$1,608.17	\$9,656.53	\$15,343.47	38.6
1.24 Employer's Contribution Group Health	\$123,000.00	\$0.00	\$123,000.00	\$20,177.08	\$70,594.86	\$52,405.14	57.4
1.25 Employer's Contribution Life Ins.	\$8,500.00	\$0.00	\$8,500.00	\$1,317.38	\$4,753.15	\$3,746.85	55.9
1.26 Employer's Contribution STD	\$8,000.00	\$0.00	\$8,000.00	\$1,330.58	\$4,662.49	\$3,337.51	58.3
1.27 Employer's Contribution LTD	\$7,200.00	\$0.00	\$7,200.00	\$1,143.74	\$4,028.99	\$3,171.01	56.0
1.28 Employer's Contribution Dental	\$5,000.00	\$0.00	\$5,000.00	\$812.14	\$2,882.19	\$2,117.81	57.6
1.29 Other Employee Benefits	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$332.28	\$667.72	33.2
Subtotal	\$1,192,200.00		\$1,192,200.00	\$103,372.00	\$555,223.86	\$636,976.14	46.6
2. Supplies							
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	\$3,338.06	\$22,256.88	\$8,743.12	71.8
2.21 Operating/Cleaning/Sanitation Supplies	\$12,000.00	\$0.00	\$12,000.00	\$1,366.04	\$2,720.08	\$9,279.92	22.7
Subtotal	\$43,001.00		\$43,001.00	\$4,704.10	\$24,976.96	\$18,024.04	58.1
3. Other Services and Charges							
3.11 Consulting Services	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0

Account #	Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Spent
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	\$3,000.00	\$3,077.78	\$33,422.22	8.4
3.141	Contracted Labor for Facilities and Grounds	\$8,000.00	\$0.00	\$8,000.00	\$859.50	\$2,832.00	\$5,168.00	35.4
3.145	Databases	\$24,000.00	\$0.00	\$24,000.00	\$0.00	\$11,965.96	\$12,034.04	49.9
3.146	E-books	\$20,000.00	\$0.00	\$20,000.00	\$0.00	\$20,000.00	\$0.00	100.0
3.21	Telephone	\$4,500.00	\$0.00	\$4,500.00	\$401.39	\$2,390.56	\$2,109.44	53.1
3.211	Telephone - Markle	\$1,500.00	\$0.00	\$1,500.00	\$149.84	\$517.59	\$982.41	34.5
3.212	Fax Expense	\$800.00	\$0.00	\$800.00	\$65.37	\$378.48	\$421.52	47.3
3.213	T-1 Access Huntington	\$12,000.00	\$0.00	\$12,000.00	\$727.50	\$3,637.50	\$8,362.50	30.3
3.2131	T-1 Access Markle	\$4,500.00	\$0.00	\$4,500.00	\$193.55	\$793.55	\$3,706.45	17.6
3.22	Postage and Shipping	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$683.58	\$816.42	45.6
3.23	Traveling Expense	\$2,500.00	\$0.00	\$2,500.00	\$166.48	\$889.66	\$1,610.34	35.6
3.24	Professional Meetings	\$8,000.00	\$0.00	\$8,000.00	\$0.00	\$3,419.95	\$4,580.05	42.7
3.31	Advertising and Public Notices	\$4,000.00	\$0.00	\$4,000.00	\$327.31	\$1,386.37	\$2,613.63	34.7
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	\$176.88	\$5,691.16	\$6,308.84	47.4
3.511	Gas Markle	\$2,500.00	\$0.00	\$2,500.00	\$21.87	\$390.29	\$2,109.71	15.6
3.52	Electricity Huntington	\$60,000.00	\$0.00	\$60,000.00	\$5,234.57	\$22,628.78	\$37,371.22	37.7
3.521	Electricity Markle	\$3,500.00	\$0.00	\$3,500.00	\$141.69	\$701.98	\$2,798.02	20.1
3.53	Water Huntington	\$2,500.00	\$0.00	\$2,500.00	\$164.77	\$1,065.99	\$1,434.01	42.6
3.531	Water Markle	\$500.00	\$0.00	\$500.00	\$19.24	\$19.24	\$480.76	3.8
3.54	Sewer Huntington	\$4,000.00	\$0.00	\$4,000.00	\$458.69	\$2,482.17	\$1,517.83	62.1
3.541	Sewer Markle	\$1,000.00	\$0.00	\$1,000.00	\$15.85	\$15.85	\$984.15	1.6
3.62	Equipment Repair and Maintenance	\$5,000.00	\$0.00	\$5,000.00	\$67.63	(\$2,095.24)	\$7,095.24	-41.9
3.621	Equipment Leasing and Maintenance	\$6,000.00	\$0.00	\$6,000.00	\$1,090.74	\$4,872.62	\$1,127.38	81.2
3.622	Contracted Facility Maintenance	\$15,000.00	\$0.00	\$15,000.00	\$9,123.95	\$13,014.91	\$1,985.09	86.8

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	\$630.17	\$7,158.73	\$29,541.27	19.5
3.624 Technology Maintenance	\$10,000.00	\$0.00	\$10,000.00	\$92.72	\$92.72	\$9,907.28	0.9
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	\$276.22	\$3,723.78	6.9
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	\$23,129.71	\$135,759.05	\$268,443.95	33.6
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	\$301.83	\$6,366.35	\$33,633.65	15.9
4.42 Computer Upgrade	\$20,000.00	\$0.00	\$20,000.00	\$0.00	\$8,100.00	\$11,900.00	40.5
4.5 Adult Non Fiction Books	\$23,800.00	\$0.00	\$23,800.00	\$1,685.88	\$8,835.15	\$14,964.85	37.1
4.505 Adult Large Print Non-Fiction Books	\$1,000.00	\$0.00	\$1,000.00	\$27.99	\$617.99	\$382.01	61.8
4.51 Adult Fiction Books	\$30,500.00	\$0.00	\$30,500.00	\$3,911.61	\$14,738.46	\$15,761.54	48.3
4.511 Adult Graphic Novels	\$2,000.00	\$0.00	\$2,000.00	\$655.93	\$773.55	\$1,226.45	38.7
4.52 Children's Fiction Books	\$8,500.00	\$0.00	\$8,500.00	\$970.34	\$4,779.17	\$3,720.83	56.2
4.521 Children's Easy Fiction Books	\$24,500.00	\$0.00	\$24,500.00	\$345.58	\$4,290.84	\$20,209.16	17.5
4.522 Children's Non-Fiction Books	\$24,000.00	\$0.00	\$24,000.00	\$898.77	\$4,652.98	\$19,347.02	19.4
4.523 Toddler Books	\$1,500.00	\$0.00	\$1,500.00	\$3.98	\$282.70	\$1,217.30	18.8
4.524 Children's Graphic Novels	\$1,000.00	\$0.00	\$1,000.00	\$358.24	\$852.39	\$147.61	85.2
4.53 YA Fiction Books	\$12,700.00	\$0.00	\$12,700.00	\$666.35	\$5,140.74	\$7,559.26	40.5
4.531 YA Graphic Novels	\$2,500.00	\$0.00	\$2,500.00	\$85.95	\$939.79	\$1,560.21	37.6
4.532 YA Non-Fiction Books	\$4,000.00	\$0.00	\$4,000.00	\$33.03	\$460.18	\$3,539.82	11.5
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	\$1,372.74	\$2,132.07	\$867.93	71.1
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	\$155.23	\$4,640.66	\$3,359.34	58.0
4.6 Periodicals and Newspapers	\$12,000.00	\$0.00	\$12,000.00	\$304.00	\$8,714.97	\$3,285.03	72.6
4.71 Adult DVD's	\$16,000.00	\$0.00	\$16,000.00	\$2,509.09	\$8,858.22	\$7,141.78	55.4
4.711 Children's DVD's	\$2,000.00	\$0.00	\$2,000.00	\$502.33	\$1,407.61	\$592.39	70.4
4.72 Adult Audiobooks	\$9,500.00	\$0.00	\$9,500.00	\$1,084.74	\$4,319.61	\$5,180.39	45.5
4.721 Children's Audiobooks	\$1,000.00	\$0.00	\$1,000.00	\$460.82	\$494.09	\$505.91	49.4
4.722 YA Audiobooks	\$900.00	\$0.00	\$900.00	\$334.29	\$514.29	\$385.71	57.1
4.73 Adult Music CD's	\$2,000.00	\$0.00	\$2,000.00	\$347.13	\$1,079.76	\$920.24	54.0
4.731 Children's Music CD's	\$400.00	\$0.00	\$400.00	\$23.04	\$233.80	\$166.20	58.5
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	\$0.00	\$90.96	\$108.04	45.7
4.8 Materials Processing	\$15,000.00	\$0.00	\$15,000.00	\$901.05	\$4,562.88	\$10,437.12	30.4
Subtotal	\$273,000.00	\$0.00	\$273,000.00	\$17,939.94	\$98,283.68	\$174,716.32	36.0
Grand Total	\$1,912,404.00	\$0.00	\$1,912,404.00	\$149,145.75	\$814,243.55	\$1,098,160.45	42.6

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 5/16/16 To 6/20/16

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	\$0.00	0.0
<i>4. Capitol Outlays</i>							
4.21 Markle Building	\$850,000.00	\$0.00	\$850,000.00	\$25,592.13	\$570,523.75	\$279,476.25	67.1
4.4 Furniture and Equipment	\$50,000.00	\$0.00	\$50,000.00	\$50,131.05	\$98,527.39	(\$48,527.39)	197.1
Subtotal	\$900,000.00		\$900,000.00	\$75,723.18	\$669,051.14	\$230,948.86	74.3
Grand Total	\$900,000.00	\$0.00	\$900,000.00	\$75,723.18	\$669,051.14	\$230,948.86	74.3

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 5/16/16 To 6/20/16

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. Capitol 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.