

HUNTINGTON CITY TOWNSHIP PUBLIC LIBRARY

Board of Trustees

August 28th, 2017

5:15pm

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. Space Planning Update
 - B. Other
9. New Business
 - A. Budget
 - B. Other
10. Public Input
11. Trustee Education – Committees – Peggy Caley
12. Adjournment

Huntington City-Township Public Library
Monthly Report
August 2017

Director's Report

News and Updates

- The Summer Library Program is complete. We had a great response to the new format for prizes. Adult participation was very high this year, we believe this is because of the fantastic prizes that we had. We did have some trouble getting people to come to programs, especially on Saturdays. We are going to rethink our strategy on this for next year. Participation was as follows:
 - Huntington Adult – 571
 - Huntington Teen – 101
 - Huntington Children – 628
 - Markle Adult – 63
 - Markle Teen – 13
 - Markle Children - 61
- The space planning group met with Meg from MKM to go over the final report. We discussed several issues and made a few changes. The plan is to talk to the Board and all of the staff about priorities.
- Several staff attended back-to-school nights at area schools to register students for library cards.
- Jessi, Malcolm, Jane, and I attended the United Way Pacesetters Kickoff Luncheon.
- Jessi has been accepted as a Chamber Ambassador. She has been attending Chamber meetings and she feels that this will be a very productive relationship for us.
- In September we will once again be able to offer discounts at local businesses for library card sign up month. Last year we had 5 businesses participate, this year we have 13.
- We are currently investigating the possibility of hiring a courier service to transport items between Huntington and Markle.
- The Indiana Room is in the process of reorganizing to make the space more usable. Key changes include a public service desk (we used the old reference desk), dedicated office space for all of the staff, a dark room for the microfilm readers, more public access to computers, and more comfortable reading areas.
- We are now accepting debit and credit cards for payments. The response has been very strong. We anticipate that our cash intake will decrease dramatically.
- Nick assisted with the Markle Chamber of Commerce 5K. We also provided some giveaway bags for this event.

Meetings and Activities

July 18 th	ILF Strategic Planning Update
July 18 th	Librarian's Meeting
July 19 th	United Way Pacesetters Luncheon
July 19 th	Quality and Process Improvement Meeting
July 20 th	Cohort 2 Meeting
July 22 nd	Can-unity Event

July 24 th	Senior Leadership Meeting
July 26 th	Cohort 4 Meeting
July 27 th	Cohort 3 Meeting
August 1 st	Librarian's Meeting
August 3 rd	Literacy Coalition Board Meeting
August 8 th	Programming Meeting
August 9 th -22 nd	Vacation
August 10 th	ILF Board Meeting
August 23 rd	Planning Meeting with MKM
August 23 rd	Budget Committee Meeting
August 24 th	Cohort 3 Meeting
August 28 th	Library Board Meeting

Upcoming Meetings and Activities

August 30 th	ILF Conference Call
August 31 st	Cohort 4 Meeting
September 4 th	Closed for Labor Day
September 5 th	Librarians Meeting
September 6 th	Technology Training Meeting
September 7 th	Literacy Coalition Board Meeting
September 8 th	DLGF Budget Meeting
September 11 th	Senior Leadership Meeting
September 12 th	Programming Meeting
September 13 th	Cohort 1 Meeting
September 14 th	ILF Board Meeting
September 19 th	Librarians Meeting
September 20 th	Quality and Process Improvement Meeting
September 20 th	United Way Campaign Luncheon
September 21 st	Cohort 2 Meeting
September 25 th	Senior Leadership Meeting
September 25 th	Library Board Meeting

Strategic Plan Update

Library Trends

National

- Still getting used to providing internet
- Expanding to non-traditional services

- Focus on community support and outreach
- Struggle for resources
- Lack cohesive commitment to vision
- Provide a safe and unbiased place
- Anxiety about political situation
- Optimism about trying new things
- Focus on patron experience
- Providing experience based services (STEAM and Maker)
- May be affected by population decline

Local

- Increased need for technology support
 - Job applications
 - Gun permits / egov
 - At-home access
- Increased use of personal devices
 - Still need help
- Small business support
 - Technology and social media
- Need for school age kids to have things to do
- Lack of knowledge on use of electronic resources
- Increased connection to local businesses (especially Markle)
- Interest in connecting with community organizations
- Community need for skilled workers

Future Goal

- To be an alternative space for people to succeed and be inspired

How do we get there?

- Staff buy in and commitment
- Cohesive and understandable vision
 - Find and visit good examples
- Just do it!
 - Failure is always and option
- Better staff training
 - Technology training

**Huntington City-Township Public Library
Board of Trustees Meeting
July 17, 2017, 5:15 PM**

Present: John Branham, Peggy Caley, Chad Lippe, Jessica Mankey, Anne McClellan, James Miller, Beka Lemons

Absent: Jamie Foday

Visitors: Jessi Brown, Barb Buroker, Malcolm McBryde, Mike Perkins

Peggy called the meeting to order at 5:15 PM

Reading and Approval of Minutes: John moved to approve the June minutes, Jim seconded and motion carried.

Reading and Approval of Financial Report and Bills: Jessica moved to approve the financial report and bills, Jim seconded and motion carried.

Report of the Director: The Summer Reading Program will wrap up on the 22nd with the Can-unity event. Beka and Jessi attended the ALA conference in Chicago. Meeting people during the Farmer's Market with the book wagon has made great contacts. 32 people joined in on the walking tour.

Committee Reports: Budget committee will meet July 31st.

Communications: None

Unfinished Business:

- A. Space Planning Update:** No real update. Zach is working out a few changes.
- B. Other:** None

New business:

- A. Employee Recognition - Turning the Page Award:** Quarterly Award goes to... Amy Jones & Brittany Humbarger for their efforts in the Teen Area. The Board congratulates them!
- B. United Way:** The library has been asked to serve as a Pacesetter. Events such as Popcorn & Pop sales on Wednesdays are planned.
- C. October and July opening adjustments:** John moved and Jessica seconded the opening of the library on Sunday, October 8th from noon - 4:00pm for the Fun Palace

event. FYI on Friday July 21st the library will host the Can-unity builders after hours but will not be open late to the public.

D. Policy Review: Library Card Policy: John moved, Jim seconded to approve the updated library card policy and motion carried.

E. Other: Resolution passed by a signature vote to renew our membership in the state consortium which provides a discount for our internet providing we follow the standards. John suggested we reach out to the Eckhart Library in Auburn to offer our support and any help we could be.

Public Input: Jessi encouraged the board to drop in on Saturday to see the Can-unity sculptures.

Trustee Education - The Decision Making Process: Jessica presented this chapter in the manual to us.

Additional Business: Chad informed us of his decision to step down from the Board. We thanked him for his service to the library and the community. John moved to elect Jim as treasurer to fill the vacancy left by Chad, Jessica seconded and motion carried. Jim also agreed to join the budget committee.

John moved to adjourn, Jim seconded and motion carried.

**Huntington City-Township Public Library
Board of Trustees Meeting
June 19, 2017, 5:15 PM**

Present: John Branham, Peggy Caley, Jamie Foday, Chad Lippe, Jessica Mankey, Anne McClellan, James Miller, Beka Lemons

Absent: none

Visitors: Jessi Brown, Malcolm McBryde, Mike Perkins

Peggy called the meeting to order at 5:15 PM

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

Reading and Approval of Financial Report and Bills: Chad moved to approve the financial report and bills, Jessica seconded, and motion carried.

Report of the Director: Some highlights from the Director's Report are as follows: Beka reported that the turnout has been outstanding for the summer reading program; staff members are noticing increased usage in the teen area since the remodeling; changes to the reference department and Indiana Room have been beneficial; we are taking advantage of the change in location of the Farmer's Market to the nearby city parking lot by taking out the Book Mobile when it is open.

Committee Reports: None

Communications: None

Unfinished Business:

- A. Budget Comments:** Beka reported that we received our tax draw last week, which is about \$100,00 less than expected. We could pick up more in our December draw, but there is no way to be sure. If we continue on this pattern, we will receive about 70% of our levy rather than the 80% we anticipated; this could affect both spending this year and budgeting for next year. Our appointment with DLGF is not until September 8th. Beka recommends moving the regular September meeting to the fourth Monday rather than the third Monday in order to be in compliance with regulations related to budget adoption in October. John moved to move the September board meeting to September 25th and also hold the public budget hearing before the board meeting on that date, Jim seconded, and motion carried.
- B. Budget Committee:** Beka asked for volunteers to serve on the Budget Committee to begin meeting in August. Jessica, Chad, and Anne volunteered to serve on the committee. Beka will plan a committee meeting date for the beginning of August.
- C. Other:** Beka received the official letter from the state of Indiana confirming that we are in compliance with library standards.

New Business:

A. Space Planning Update: Beka and several library employees met with MKM about their recommendations. She showed diagrams and visuals of the proposed space plans. Next month she will share projections related to furniture and cost.

B. Other: none

Public Input: None

Trustee Education – Board Meetings: Jamie summarized some highlights from this section of the manual.

John moved to adjourn, Anne seconded, and motion carried.

Calley
Mary
James Miller
Anne McLellan
J. Paul
J. Paul

Financial Report
Huntington City-Township Public Library

Report Dates = 7/17/17 to 8/28/17

<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	\$1,149,720.77	\$173,403.37	\$1,150,982.73	\$65,190.25	\$977,489.80	\$976,227.84
Subtotal	\$1,149,720.77	\$173,403.37	\$1,150,982.73	\$65,190.25	\$977,489.80	\$976,227.84
2. LIRF						
110 LIBRARY IMPROVEMENT RESERVE FUND	\$595,042.70	\$0.00	\$8,510.00	\$84.16	\$2,520.33	\$589,053.03
111 LIRF-INVESTMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$595,042.70	\$0.00	\$8,510.00	\$84.16	\$2,520.33	\$589,053.03
3. Gift Funds						
130.01 GIFT (REGULAR)	\$203,595.65	\$125.00	\$406.23	\$107.65	\$956.20	\$204,145.62
130.02 FRIENDS OF THE LIBRARY	\$8,669.57	\$1,920.63	\$4,602.68	\$8.27	\$218.22	\$4,285.11
130.04 GIFT - IN RM	\$3,057.72	\$0.00	\$0.00	\$22.81	\$53,740.13	\$56,797.85
130.05 IN. ROOM INVESMENT - UND	\$53,000.00	\$0.00	\$53,000.00	\$0.00	\$0.00	\$0.00
130.06 GIFT - CHILDRENS ROOM	\$2,293.96	\$67.99	\$227.62	\$0.00	\$550.00	\$2,616.34
130.07 MARKLE/BARKELY GIFT	\$146.10	\$0.00	\$199.34	\$0.00	\$200.00	\$146.76
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	\$1,320.78	\$0.00	\$0.00	\$38.01	\$259.93	\$1,580.71
Subtotal	\$296,944.35	\$2,113.62	\$58,435.87	\$176.74	\$55,924.48	\$294,432.96
4. Grants						
124 STATE TECH GRANT FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$10,349.99	\$10,349.99
Subtotal	\$0.00	\$0.00	\$0.00	\$0.00	\$10,349.99	\$10,349.99
5. LSCA						
150.03 IND. STATE STUDENT ASSISTANCE	\$0.00	\$0.00	\$0.00	\$416.00	\$760.00	\$760.00
Subtotal	\$0.00	\$0.00	\$0.00	\$416.00	\$760.00	\$760.00
6. Levy Excess						
161 LEVY EXCESS - OPERATING	\$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
7. PLAC						
163 PLAC FUND	\$0.00	\$0.00	\$130.00	\$0.00	\$130.00	\$0.00
163.1 MARKLE PLAC FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$0.00	\$0.00	\$130.00	\$0.00	\$130.00	\$0.00
8. Rainy Day Fund						
170 RAINY DAY FUND	\$1,074,575.60	\$17,952.86	\$90,556.51	\$1,124.75	\$7,740.62	\$991,759.71
171 RAINY DAY INVESTMENT	\$1,101,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,101,000.00
Subtotal	\$2,175,575.60	\$17,952.86	\$90,556.51	\$1,124.75	\$7,740.62	\$2,092,759.71
9. Withholding						
200.01 FEDERAL TAX	\$0.00	\$9,342.24	\$51,894.49	\$9,342.24	\$51,894.49	\$0.00
200.02 FICA	\$0.00	\$7,279.61	\$40,120.29	\$7,279.61	\$40,120.29	\$0.00
200.03 INDIANA STATE TAX	\$0.00	\$4,028.15	\$16,685.29	\$3,023.51	\$16,685.29	\$0.00
200.04 COUNTY TAX	\$0.00	\$2,119.02	\$8,793.32	\$1,590.50	\$8,793.32	\$0.00
200.05 INSURANCE	\$5,790.86	\$6,149.30	\$29,358.10	\$5,882.21	\$25,865.44	\$2,298.20
200.06 INDIANA DEFERRED COMPENSATION	\$0.00	\$1,095.00	\$5,645.00	\$1,095.00	\$5,645.00	\$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>
200.07 UNITED WAY	\$177.22	\$214.84	\$1,031.03	\$161.13	\$907.52	\$53.71
200.08 GARNISHMENT	\$0.00	\$124.62	\$706.18	\$124.62	\$706.18	\$0.00
Subtotal	\$5,968.08	\$30,352.78	\$154,233.70	\$28,498.82	\$150,617.53	\$2,351.91
Grand Total	\$4,223,251.50	\$223,822.63	\$1,462,848.81	\$95,490.72	\$1,205,532.75	\$3,965,935.44

Total all banks = \$3,965,935.44

Appropriation Report for 100 OPERATING

Huntington City-Township Public Library

Report Date: From 7/17/17 To 8/28/17

Account #	Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Disbursements Last YTD	Balance	Percent
I. Personal Services									
1.11	Salary of Librarian	\$73,000.00	\$0.00	\$73,000.00	\$8,019.24	\$45,442.36	\$47,433.75	\$27,557.64	62.2
1.12	Salary of Assistants	\$681,306.00	\$0.00	\$681,306.00	\$78,096.02	\$430,579.39	\$467,312.97	\$250,726.61	63.2
1.14	Wages of Janitors	\$71,828.00	\$0.00	\$71,828.00	\$8,048.74	\$44,171.90	\$42,928.79	\$27,656.10	61.5
1.15	Additional Hours (750)	\$8,500.00	\$0.00	\$8,500.00	\$1,370.97	\$5,774.92	\$5,327.22	\$2,725.08	67.9
1.21	Employer's Share FICA	\$62,135.00	\$0.00	\$62,135.00	\$7,279.72	\$40,084.89	\$40,566.37	\$22,050.11	64.5
1.22	Unemployment Compensation	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00	0.0
1.23	Employer's Contribution PERF - Library	\$72,683.00	\$0.00	\$72,683.00	\$8,101.78	\$45,764.64	\$49,513.70	\$26,918.36	63.0
1.231	Employer's contribution PERF - Employee	\$19,469.00	\$0.00	\$19,469.00	\$2,170.16	\$12,294.88	\$13,676.09	\$7,174.12	63.2
1.24	Employer's Contribution Group Health	\$179,226.00	\$0.00	\$179,226.00	\$21,724.14	\$86,574.42	\$90,771.94	\$92,651.58	48.3
1.25	Employer's Contribution Life Ins.	\$9,662.00	\$0.00	\$9,662.00	\$1,750.13	\$6,911.05	\$6,009.33	\$2,750.95	71.5
1.26	Employer's Contribution STD	\$9,093.00	\$0.00	\$9,093.00	\$1,354.70	\$6,044.85	\$5,993.07	\$3,048.15	66.5
1.27	Employer's Contribution LTD	\$8,184.00	\$0.00	\$8,184.00	\$1,118.74	\$5,078.99	\$5,172.73	\$3,105.01	62.1
1.28	Employer's Contribution Dental	\$6,636.00	\$0.00	\$6,636.00	\$1,040.88	\$4,144.21	\$3,694.33	\$2,491.79	62.5
1.29	Other Employee Benefits	\$2,121.00	\$0.00	\$2,121.00	\$69.13	\$249.76	\$390.15	\$1,871.24	11.8
	Subtotal	\$1,206,843.00		\$1,206,843.00	\$140,144.35	\$733,116.26	\$778,790.44	\$473,726.74	60.7
2. Supplies									
2.11	Official Records	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$0.00	\$1.00	0.0
2.13	Other Office Supplies	\$16,000.00	\$0.00	\$16,000.00	\$0.00	(\$104.90)	\$28,711.74	\$16,104.90	-0.7
2.14	Programming Supplies	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	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>Disbursements Last YTD</i>	<i>Balance</i>	<i>Percent</i>
2.21 Operating/Cleaning/Sanitation Supplies	\$4,500.00	\$0.00	\$4,500.00	\$405.89	\$405.89	\$4,528.97	\$4,094.11	9.0
Subtotal	\$22,501.00		\$22,501.00	\$405.89	\$300.99	\$33,240.71	\$22,200.01	1.3
3. Other Services and Charges								
3.11 Consulting Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
3.12 Engineering and Architectural Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
3.13 Legal Services	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$39.00	\$0.00	\$961.00	3.9
3.14 Other Professional Services	\$13,620.00	\$0.00	\$13,620.00	\$0.00	\$0.00	\$3,777.98	\$13,620.00	0.0
3.141 Contracted Labor for Grounds	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$3,819.50	\$5,000.00	0.0
3.145 Databases	\$15,000.00	\$0.00	\$15,000.00	\$0.00	\$15,731.57	\$15,479.26	(\$731.57)	104.9
3.146 E-books	\$25,000.00	\$0.00	\$25,000.00	\$0.00	\$25,300.00	\$20,000.00	(\$300.00)	101.2
3.21 Telephone	\$4,500.00	\$0.00	\$4,500.00	\$120.55	\$2,897.61	\$3,192.60	\$1,602.39	64.4
3.211 Telephone - Markle	\$1,500.00	\$0.00	\$1,500.00	\$373.01	\$904.38	\$704.81	\$595.62	60.3
3.212 Fax Expense	\$800.00	\$0.00	\$800.00	\$70.21	\$525.72	\$509.22	\$274.28	65.7
3.213 T-1 Access Huntington	\$8,000.00	\$0.00	\$8,000.00	\$727.50	\$5,820.00	\$5,092.50	\$2,180.00	72.8
3.2131 T-1 Access Markle	\$3,000.00	\$0.00	\$3,000.00	\$300.00	\$2,400.00	\$1,393.55	\$600.00	80.0
3.22 Postage and Shipping	\$1,250.00	\$0.00	\$1,250.00	\$31.06	\$632.07	\$840.15	\$617.93	50.6
3.23 Traveling Expense	\$3,500.00	\$0.00	\$3,500.00	\$370.80	\$2,163.01	\$1,163.04	\$1,336.99	61.8
3.24 Professional Development	\$8,000.00	\$0.00	\$8,000.00	\$2,333.07	\$7,965.45	\$5,640.18	\$34.55	99.6
3.31 Advertising and Public Notices	\$4,000.00	\$0.00	\$4,000.00	\$449.30	\$2,414.02	\$2,154.94	\$1,585.98	60.4
3.41 Official Bonds	\$500.00	\$0.00	\$500.00	\$200.00	\$632.00	\$50.00	(\$132.00)	126.4
3.42 Operational Insurance	\$40,000.00	\$0.00	\$40,000.00	\$0.00	\$0.00	\$13,678.00	\$40,000.00	0.0
3.51 Gas Huntington	\$12,000.00	\$0.00	\$12,000.00	\$101.84	\$6,417.27	\$11,730.23	\$5,582.73	53.5
3.511 Gas Markle	\$2,500.00	\$0.00	\$2,500.00	\$36.38	\$714.82	\$486.61	\$1,785.18	28.6
3.52 Electricity Huntington	\$65,000.00	\$0.00	\$65,000.00	\$12,639.08	\$42,490.00	\$36,721.83	\$22,510.00	65.4
3.521 Electricity Markle	\$3,000.00	\$0.00	\$3,000.00	\$219.68	\$1,519.23	\$1,160.45	\$1,480.77	50.6

<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>Disbursements Last YTD</i>	<i>Balance</i>	<i>Percent</i>
3.53 Water Huntington	\$2,000.00	\$0.00	\$2,000.00	\$234.00	\$1,561.01	\$1,446.85	\$438.99	78.1
3.531 Water Markle	\$500.00	\$0.00	\$500.00	\$19.24	\$153.92	\$68.02	\$346.08	30.8
3.54 Sewer Huntington	\$4,900.00	\$0.00	\$4,900.00	\$438.24	\$3,030.00	\$3,242.93	\$1,870.00	61.8
3.541 Sewer Markle	\$1,000.00	\$0.00	\$1,000.00	\$15.85	\$127.27	\$100.19	\$872.73	12.7
3.62 Equipment Repair and Maintenance	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$1,067.68	(\$1,570.66)	\$3,932.32	21.4
3.621 Equipment Leasing and Maintenance	\$10,000.00	\$0.00	\$10,000.00	\$1,411.11	\$7,445.92	\$6,853.56	\$2,554.08	74.5
3.622 Contracted Facility Maintenance	\$16,500.00	\$0.00	\$16,500.00	\$80.00	\$2,496.43	\$17,658.19	\$14,003.57	15.1
3.623 Technology License Agreements	\$15,000.00	\$0.00	\$15,000.00	\$1,067.40	\$10,831.67	\$9,774.14	\$4,168.33	72.2
3.624 Technology Maintenance	\$20,000.00	\$0.00	\$20,000.00	\$240.00	\$1,215.41	\$92.72	\$18,784.59	6.1
3.625 ILS Maintenance and Contract	\$24,000.00	\$0.00	\$24,000.00	\$0.00	\$27,176.21	\$16,249.65	(\$3,176.21)	113.2
3.71 Equipment Rental	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$0.00	\$1.00	0.0
3.72 Real Estate Rentals	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$0.00	\$1.00	0.0
3.91 Dues	\$3,000.00	\$0.00	\$3,000.00	\$340.00	\$2,324.60	\$541.22	\$675.40	77.5
3.92 Interest on Temporary Loans	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$0.00	\$1.00	0.0
3.93 Taxes and Assessments	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$0.00	\$1.00	0.0
3.94 Transfer to LIRF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
Subtotal	\$319,074.00		\$319,074.00	\$21,818.32	\$175,996.27	\$182,051.66	\$143,077.73	55.2
4. Capitol Outlays								
4.3 Improvements Other than Building	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
4.4 Furniture and Equipment	\$10,000.00	\$0.00	\$10,000.00	\$1,438.49	\$4,768.08	\$6,979.69	\$5,231.92	47.7
4.41 Technology Equipment	\$8,000.00	\$0.00	\$8,000.00	\$0.00	\$70.85	\$0.00	\$7,929.15	0.9
4.42 Technology Upgrade	\$20,000.00	\$0.00	\$20,000.00	\$0.00	\$0.00	\$8,100.00	\$20,000.00	0.0
4.5 Books	\$135,000.00	\$0.00	\$135,000.00	\$6,854.77	\$100,443.95	\$13,700.18	\$34,556.05	74.4
4.6 Periodicals and Newspapers	\$12,000.00	\$0.00	\$12,000.00	\$21.39	\$10,112.01	\$8,838.47	\$1,887.99	84.3
4.71 Audio-visual Materials	\$30,000.00	\$0.00	\$30,000.00	\$1,977.02	\$18,473.55	\$11,177.05	\$11,526.45	61.6

<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>Disbursements Last YTD</i>	<i>Balance</i>	<i>Percent</i>
4.77 INSPIRE	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$0.00	\$1.00	0.0
4.79 Other Collections	\$1,250.00	\$0.00	\$1,250.00	\$0.00	\$526.38	\$90.96	\$723.62	42.1
4.8 Materials Processing	\$15,000.00	\$0.00	\$15,000.00	\$743.14	\$7,174.39	\$5,927.29	\$7,825.61	47.8
Subtotal	\$231,251.00		\$231,251.00	\$11,034.81	\$141,569.21	\$54,813.64	\$89,681.79	61.2
Grand Total	\$1,779,669.00	\$0.00	\$1,779,669.00	\$173,403.37	\$1,050,982.73	\$1,048,896.45	\$728,686.27	59.1

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 7/17/17 To 8/28/17

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Disbursements Last YTD	Balance	Percent
4. Capitol Outlays								
4.2 Building Improvements	\$350,000.00	\$0.00	\$350,000.00	\$0.00	\$0.00	\$0.00	\$350,000.00	0.0
4.3 Improvements Other than Building	\$93,372.00	\$0.00	\$93,372.00	\$0.00	\$8,510.00	\$0.00	\$84,862.00	9.1
4.4 Furniture and Equipment	\$150,000.00	\$0.00	\$150,000.00	\$0.00	\$0.00	\$98,527.39	\$150,000.00	0.0
Subtotal	\$593,372.00	\$0.00	\$593,372.00	\$0.00	\$8,510.00	\$98,527.39	\$584,862.00	1.4
Grand Total	\$593,372.00	\$0.00	\$593,372.00	\$0.00	\$8,510.00	\$98,527.39	\$584,862.00	1.4

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 7/17/17 To 8/28/17

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Disbursements Last YTD	Balance	Percent
2. Supplies								
2.13 Other Office Supplies	\$15,000.00	\$0.00	\$15,000.00	\$3,153.49	\$14,170.54	\$0.00	\$829.46	94.5
2.21 Operating/Cleaning/Sanitation Supplies	\$7,500.00	\$0.00	\$7,500.00	\$890.70	\$7,500.00	\$0.00	\$0.00	100.0
Subtotal	\$22,500.00		\$22,500.00	\$4,044.19	\$21,670.54	\$0.00	\$829.46	96.3
3. Other Services and Charges								
3.12 Engineering and Architectural Services	\$75,000.00	\$0.00	\$75,000.00	\$3,930.00	\$13,622.45	\$0.00	\$61,377.55	18.2
3.14 Other Professional Services	\$70,000.00	\$0.00	\$70,000.00	\$6,620.95	\$27,078.14	\$0.00	\$42,921.86	38.7
3.142 Facility Repairs and Maintenance	\$325,000.00	\$0.00	\$325,000.00	\$131.25	\$131.25	\$0.00	\$324,868.75	0.0
Subtotal	\$470,000.00		\$470,000.00	\$10,682.20	\$40,831.84	\$0.00	\$429,168.16	8.7
4. Capitol Outlays								
4 Other Capital Outlays	\$248,000.00	\$0.00	\$248,000.00	\$3,226.47	\$3,226.47	\$0.00	\$244,773.53	1.3
4.4 Furniture and Equipment	\$100,000.00	\$0.00	\$100,000.00	\$0.00	\$24,827.66	\$0.00	\$75,172.34	24.8
Subtotal	\$348,000.00		\$348,000.00	\$3,226.47	\$28,054.13	\$0.00	\$319,945.87	8.1
Grand Total	\$840,500.00	\$0.00	\$840,500.00	\$17,952.86	\$90,556.51	\$0.00	\$749,943.49	10.8

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