

# HUNTINGTON CITY TOWNSHIP PUBLIC LIBRARY

Board of Trustees  
October 22nd, 2018  
5:15pm

## Adoption of 2019 Budget

1. Call to Order
2. Budget Adoption
3. Adjournment

## 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. Construction update
9. New Business
  - a. New Hire Wage
  - b. Hours
    - i. Staff In-service closing
    - ii. 2019 Holiday closings
  - c. Special Projects Updates
    - i. Foundation
    - ii. Stay and Play
    - iii. Bookworm
  - d. Other
10. Public Input
11. Adjournment

**Huntington City-Township Public Library  
Budget Public Hearing  
September 17, 2018, 5:15 PM**

**Peggy called the hearing to order.**

**Present:** John Branham, Peggy Caley, Jessica Mankey, Anne McClellan, Daryl Shrock, Beka Lemons

**Absent:** Jamie Hoffman, James Miller

**Visitors:** Jessi Brown, Jeri Davis, Malcolm McBryde, Mike Perkins, Representative from ACB General Contractors

**Discussion:** Copies of the Budget Form 1 - Budget Estimate were presented for review and discussion. There were no questions or discussion from the public.

**Anne moved to adjourn, Jessica seconded, and motion carried.**

**Huntington City-Township Public Library  
Board of Trustees Meeting  
September 17, 2018**

**Present:** John Branham, Peggy Caley, Jessica Mankey, Anne McClellan, Daryl Shrock, Beka Lemons

**Absent:** Jamie Hoffman, James Miller

**Visitors:** Jessi Brown, Jeri Davis, Malcolm McBryde, Mike Perkins, Representative from ACB General Contractors.

**Peggy called the meeting to order.**

**Reading and Approval of Minutes:** Jessica moved to approve the minutes, Anne seconded, and motion carried.

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

**Report of the Director:** Beka highlighted various items in her Director's Report. She and Anna attended a great conference in Springfield, IL. The quarterly Turn the Page Award winner is

Devon Henderson for her work on the National Library Card sign-up program. We were given the brochure.

**Communication:** None

**Committee Reports:** None

**Unfinished Business:** We finished the last sections of the Personnel Handbook and after clarifying changes we had discussed in earlier sections John moved to approve the Personnel Handbook with the changes, Anne seconded, and motion carried.

**New business:**

- A. Construction Contract Approval:** Three complete bids were received with Hamilton Hunter Builders, LLC being the lowest bidder. We were given the recommendation to approve the bid from Hamilton Hunter Builders with alternates 1, 2, 3, and 4. The overall total is \$1,238,337.00 with construction due to begin roughly 5 days after contract signing. Jessica moved we approve the bid from Hamilton Hunter Builders, Daryl seconded, and motion carried.
- B. Special Open Hours October 7:** The Fun Palace is scheduled for Saturday 10/6 & Sunday 10/7. ? moved that the library hours for Sunday 10/7 be noon - 4:00, and ? seconded, and motion carried.
- C. Other:** Daryl moved that we approve up to \$20,000, including shipping, for the replacement of the meeting room chairs, Jessica seconded, and motion carried.
- D. Other:** James Miller is resigning from the board effective today. Anne nominated Daryl to replace Jim as treasurer and moved to vote on nomination. John seconded the nomination and vote and motion carried with Daryl named as our new treasurer.

**Public Input:** None

**John moved to adjourn, Jessica seconded, and motion carried.**

**Huntington City- Township Public Library  
Board of Trustees Meeting  
August 27, 2018  
5:15 PM**

**Present:** Peggy Caley, Jamie Hoffman, Beka Lemons, Jessica Mankey, Anne McClellan, James Miller, Daryl Shrock

**Absent:** John Branham

**Visitors:** Jeri Davis, Malcolm McBryde, Jessica Brown, Mike Perkins

**President Peggy Caley called the meeting to order.**

**Reading and Approval of Minutes:** Daryl moved to approve the July minutes as presented, and Jim seconded; motion carried. Daryl moved to approved the August special meeting minutes, Jim seconded, and motion carried.

**Reading and Approval of Financial Report and Bills:** Jamie moved to approve the financial report and bills as presented, Anne seconded, and motion carried.

**Report of the Director:** Beka highlighted items from her report. We are in the process of hiring a new adult librarian; we are also looking for a part time circulation clerk. Various work continues in order to prepare for construction. Beka discussed several professional development opportunities some staff members are attending.

**Communications:** None

**Unfinished Business:**

- **Budget:** Beka reported on her recent meeting with DLGF, where she learned that there are changes that will affect our Budget. Beka recommends we now take a \$1.65 million levy that will be advertised next week. (Peggy reminded us that the tax rate and the overall Budget will still be lower than last year.)
- **Personnel Handbook Review:** Beka reviewed changes to Chapter 5, Employee Health and Safety, and Chapter, Evaluation and Discipline.

**New Business:**

- **Policy Updates:** Beka summarized changes to library cards and materials loan policies. Jessica moved to approve the library card policy, Jamie seconded, and motion carried. Jim moved to approve the materials loan policy, Daryl seconded, and motion carried.
- **Extended Hours in October:** A series of Fright Night Horror Movies is being planned for the four Fridays in October; since we are not open at that time, approval is needed to use the north and south meeting rooms for special open hours specifically for that program. Jessica moved to approve the extended hours for the meeting rooms, Daryl seconded, and motion carried.
- **Compensation Plan:** Beka summarized the changes and fielded questions. Beka recommends this new compensation plan become effective January 1, 2019. Jamie moved to approve the compensation plan, effective January 1, 2019; Jessica seconded; motion carried.

**Public Input:** None

**Jessica moved to adjourn, Anne seconded, and motion carried.**

The image shows five handwritten signatures in black ink. From top left to bottom right, they are: Kacey, J.F. Re, Jim, Daryl Shook, and Anne McEllen. The signatures are written in a cursive style.

Huntington City-Township Public Library  
Monthly Report  
October 2018

**Director's Report**  
**News and Updates**

- Charlie Burd has been hired as the new Adult Librarian. Pam Hesting has been hired as the new Circulation Clerk.
- I have met twice with contractors and subcontractors to discuss details of the remodeling project.
- Over the next two weeks I will be meeting with representatives from McKenzie's Hope, Victory Knoll, and DCS to discuss possible partnerships and cross promotion.
- We have begun working in earnest on the bookworm bus project. We have received several boxes of books from the school to fill the bus. We will be getting more in the next few weeks. I met with the elementary principals to introduce them to the project and get their feedback.
- Our second annual Fun Palace weekend was a great success with nearly 400 participants.
- Statistics are still being gathered for the National Library Card Sign-up Month program but early indications are that the discounts were a great success. Around 300 people used their library card for discounts at Mecates restaurant alone.
- Training for our new ILS system will start in November. Technical Services staff have already begun working on all of the crucial background details.
- A family donated a new tortoise, Bob, to the library, and he's now set up housekeeping at the Markle branch.

**Meetings and Activities**

September 18	Lifelong Learning Meeting
September 19	Cohort 1 Meeting
September 19	Special Projects Meeting (formerly Quality & Process Improv.)
September 20	Cohort 2 Meeting
September 21	Meet with Superintendent Harris
September 24	Senior Leadership Meeting
September 26	Cohort 4 Meeting
September 27	Cohort 3 Meeting
October 1	Community Advisory Board Meeting
October 2	Librarians Meeting
October 5	Pre-construction meeting
October 8	Senior Leadership Meeting
October 9-16	Vacation
October 17	Bookworm Committee Meeting
October 17	Cohort 1 Meeting
October 17	Special Projects Meeting

October 17	Pre-construction Meeting
October 18	Cohort 2 Meeting
October 22	Senior Leadership Meeting
October 22	Library Board Meeting (budget adoption)

**Upcoming Meetings and Activities**

October 23	Lifelong Learning Meeting
October 24	Bookworm Committee Meeting
October 24	Cohort 4 Meeting
October 24	ILF Board Committee Call
October 25	Cohort 3 Meeting
October 26	Continuous Improvement Meeting in LaPorte
October 31	Bookworm Committee Meeting
November 1	Construction Progress Report
November 6	Librarians Meeting
November 12-14	ILF Annual Conference
November 15	Construction Progress Report
November 15	Cohort 3 Meeting
November 19	Library Board Meeting

**Financial Report**  
**Huntington City-Township Public Library**

Report Dates = 9/17/18 to 10/22/18

<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>
<b>1. Operating Fund</b>						
100 OPERATING	\$1,025,931.10	\$147,691.91	\$1,464,198.32	\$59,851.34	\$1,493,705.35	\$1,055,438.13
<b>Subtotal</b>	<b>\$1,025,931.10</b>	<b>\$147,691.91</b>	<b>\$1,464,198.32</b>	<b>\$59,851.34</b>	<b>\$1,493,705.35</b>	<b>\$1,055,438.13</b>
<b>2. LIRF</b>						
110 LIBRARY IMPROVEMENT RESERVE FUND	\$592,339.04	\$104,523.64	\$188,636.32	\$89,188.72	\$96,225.54	\$499,928.26
111 LIRF-INVESTMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Subtotal</b>	<b>\$592,339.04</b>	<b>\$104,523.64</b>	<b>\$188,636.32</b>	<b>\$89,188.72</b>	<b>\$96,225.54</b>	<b>\$499,928.26</b>
<b>3. Gift Funds</b>						
130.01 GIFT (REGULAR)	\$204,741.52	\$10.00	\$422.79	\$194.67	\$1,856.26	\$206,174.99
130.02 FRIENDS OF THE LIBRARY	\$1,244.01	\$849.64	\$6,855.25	\$0.00	\$9,148.44	\$3,537.20
130.03 LITERACY	\$0.00	\$0.00	\$0.00	\$200.00	\$400.00	\$400.00
130.04 GIFT - IN RM	\$56,141.70	\$0.00	\$10,350.00	\$146.43	\$510.41	\$46,302.11
130.05 IN. ROOM INVESMENT - UND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
130.06 GIFT - CHILDRENS ROOM	\$2,083.39	\$0.00	\$947.39	\$0.00	\$500.00	\$1,636.00
130.07 MARKLE/BARKELY GIFT	\$146.76	\$0.00	\$37.12	\$0.00	\$0.00	\$109.64
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	\$1,768.30	\$0.00	\$1,500.00	\$36.78	\$334.72	\$603.02
<b>Subtotal</b>	<b>\$290,986.25</b>	<b>\$859.64</b>	<b>\$20,112.55</b>	<b>\$577.88</b>	<b>\$12,749.83</b>	<b>\$283,623.53</b>
<b>4. Grants</b>						
124 STATE TECH GRANT FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$10,754.18	\$10,754.18
<b>Subtotal</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$10,754.18</b>	<b>\$10,754.18</b>
<b>5. LSCA</b>						
150.03 IND. STATE STUDENT ASSISTANCE	\$0.00	\$0.00	\$0.00	\$960.00	\$3,090.00	\$3,090.00
<b>Subtotal</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$960.00</b>	<b>\$3,090.00</b>	<b>\$3,090.00</b>
<b>6. Levy Excess</b>						
161 LEVY EXCESS - OPERATING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Subtotal</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>7.PLAC</b>						
163 PLAC FUND	\$0.00	\$65.00	\$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
<b>Subtotal</b>	<b>\$0.00</b>	<b>\$65.00</b>	<b>\$130.00</b>	<b>\$0.00</b>	<b>\$130.00</b>	<b>\$0.00</b>
<b>8. Rainy Day Fund</b>						
170 RAINY DAY FUND	\$1,060,360.12	\$0.00	\$292,492.10	\$1,375.74	\$270,090.79	\$1,037,958.81
171 RAINY DAY INVESTMENT	\$1,101,000.00	\$0.00	\$251,000.00	\$0.00	\$251,000.00	\$1,101,000.00
<b>Subtotal</b>	<b>\$2,161,360.12</b>	<b>\$0.00</b>	<b>\$543,492.10</b>	<b>\$1,375.74</b>	<b>\$521,090.79</b>	<b>\$2,138,958.81</b>
<b>9. Withholding</b>						
200.01 FEDERAL TAX	\$0.00	\$4,461.32	\$52,102.97	\$4,461.32	\$52,102.97	\$0.00
200.02 FICA	\$0.00	\$4,599.16	\$50,401.70	\$4,599.16	\$50,401.70	\$0.00
200.03 INDIANA STATE TAX	\$0.00	\$1,903.92	\$20,200.27	\$1,902.91	\$21,150.27	\$950.00
200.04 COUNTY TAX	\$0.00	\$982.54	\$10,597.91	\$982.11	\$11,088.39	\$490.48
200.05 INSURANCE	\$0.00	\$4,379.28	\$27,025.44	\$3,266.14	\$26,775.80	(\$249.64)

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>
200.06 INDIANA DEFERRED COMPENSATION	\$0.00	\$2,839.76	\$16,684.04	\$2,839.76	\$16,684.04	\$0.00
200.07 UNITED WAY	\$98.24	\$0.00	\$867.15	\$74.50	\$925.56	\$156.65
200.08 GARNISHMENT	\$0.00	\$0.00	\$456.94	\$0.00	\$456.94	\$0.00
<b>Subtotal</b>	<b>\$98.24</b>	<b>\$19,165.98</b>	<b>\$178,336.42</b>	<b>\$18,125.90</b>	<b>\$179,585.67</b>	<b>\$1,347.49</b>
<b>Grand Total</b>	<b>\$4,070,714.75</b>	<b>\$272,306.17</b>	<b>\$2,394,905.71</b>	<b>\$170,079.58</b>	<b>\$2,317,331.36</b>	<b>\$3,993,140.40</b>

**Total all banks = \$3,993,140.40**

# Appropriation Report for 100 OPERATING

## Huntington City-Township Public Library

Report Date: From 9/17/18 To 10/22/18

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Disbursements Last YTD	Balance	Percent Remain
<b>1. Personal Services</b>								
1.1 Salary and Wages	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
1.11 Salary of Librarian	\$71,000.00	\$0.00	\$71,000.00	\$5,461.54	\$57,346.17	\$56,134.68	\$13,653.83	80.8
1.12 Salary of Assistants	\$696,400.00	\$0.00	\$696,400.00	\$49,554.18	\$544,045.63	\$532,793.12	\$152,354.37	78.1
1.14 Wages of Janitors	\$74,600.00	\$0.00	\$74,600.00	\$4,650.67	\$53,794.49	\$54,823.71	\$20,805.51	72.1
1.15 Additional Hours (750)	\$9,500.00	\$0.00	\$9,500.00	\$621.26	\$5,701.99	\$7,217.07	\$3,798.01	60.0
1.21 Employer's Share FICA	\$65,200.00	\$0.00	\$65,200.00	\$4,599.21	\$50,402.37	\$49,606.23	\$14,797.63	77.3
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	\$74,026.00	\$0.00	\$74,026.00	\$4,957.26	\$54,153.73	\$56,529.34	\$19,872.27	73.2
1.231 Employer's contribution PERF - Employee	\$19,828.00	\$0.00	\$19,828.00	\$1,327.84	\$14,505.43	\$15,178.33	\$5,322.57	73.2
1.24 Employer's Contribution Group Health	\$143,100.00	\$0.00	\$143,100.00	\$20,845.68	\$114,691.92	\$107,019.70	\$28,408.08	80.1
1.25 Employer's Contribution Life Ins.	\$10,403.00	\$0.00	\$10,403.00	\$1,314.25	\$7,345.09	\$8,509.93	\$3,057.91	70.6
1.26 Employer's Contribution STD	\$8,300.00	\$0.00	\$8,300.00	\$1,216.77	\$6,296.94	\$7,399.55	\$2,003.06	75.9
1.27 Employer's Contribution LTD	\$6,900.00	\$0.00	\$6,900.00	\$1,095.86	\$5,676.46	\$6,244.35	\$1,223.54	82.3
1.28 Employer's Contribution Dental	\$6,800.00	\$0.00	\$6,800.00	\$488.53	\$4,919.71	\$5,185.09	\$1,880.29	72.3
1.29 Other Employee Benefits	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$321.12	\$500.00	0.0
1.3 Employer's Contribution Vision	\$2,000.00	\$0.00	\$2,000.00	\$17.32	\$252.18	\$0.00	\$1,747.82	12.6
<b>Subtotal</b>	<b>\$1,191,557.00</b>		<b>\$1,191,557.00</b>	<b>\$96,150.37</b>	<b>\$919,132.11</b>	<b>\$906,962.22</b>	<b>\$272,424.89</b>	<b>77.1</b>
<b>2. Supplies</b>								
2.11 Official Records	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$0.00	\$1.00	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 Remain</i>
2.13 Other Office Supplies	\$32,000.00	\$0.00	\$32,000.00	\$2,246.73	\$18,476.03	\$1,890.26	\$13,523.97	57.7
2.21 Operating/Cleaning/Sanitation Supplies	\$10,000.00	\$0.00	\$10,000.00	\$585.00	\$4,119.46	\$1,501.85	\$5,880.54	41.2
<b>Subtotal</b>	<b>\$42,001.00</b>		<b>\$42,001.00</b>	<b>\$2,831.73</b>	<b>\$22,595.49</b>	<b>\$3,392.11</b>	<b>\$19,405.51</b>	<b>53.8</b>
<b>3. Other Services and Charges</b>								
3.11 Consulting Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
3.12 Engineering and Architechtural 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	\$835.60	\$39.00	\$164.40	83.6
3.14 Other Professional Services	\$20,000.00	\$0.00	\$20,000.00	\$4,418.92	\$20,051.41	\$0.00	(\$51.41)	100.3
3.141 Contracted Labor for Grounds	\$5,500.00	\$0.00	\$5,500.00	\$0.00	\$8,155.64	\$0.00	(\$2,655.64)	148.3
3.142 Facility Repairs and Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
3.145 Databases	\$16,000.00	\$0.00	\$16,000.00	\$0.00	\$14,262.53	\$15,731.57	\$1,737.47	89.1
3.146 E-books	\$27,500.00	\$0.00	\$27,500.00	\$0.00	\$27,400.00	\$25,300.00	\$100.00	99.6
3.21 Telephone	\$5,250.00	\$0.00	\$5,250.00	\$371.03	\$3,748.60	\$3,623.91	\$1,501.40	71.4
3.211 Telephone - Markle	\$1,200.00	\$0.00	\$1,200.00	\$67.80	\$667.74	\$1,038.02	\$532.26	55.6
3.212 Fax Expense	\$800.00	\$0.00	\$800.00	\$77.16	\$653.50	\$655.69	\$146.50	81.7
3.213 T-1 Access Huntington	\$8,000.00	\$0.00	\$8,000.00	\$1,223.50	\$6,812.00	\$7,275.00	\$1,188.00	85.2
3.2131 T-1 Access Markle	\$4,000.00	\$0.00	\$4,000.00	\$360.00	\$2,320.00	\$3,000.00	\$1,680.00	58.0
3.22 Postage and Shipping	\$1,250.00	\$0.00	\$1,250.00	\$0.00	\$678.51	\$634.90	\$571.49	54.3
3.23 Traveling Expense	\$2,500.00	\$0.00	\$2,500.00	\$281.12	\$1,867.81	\$2,574.09	\$632.19	74.7
3.24 Professional Development	\$8,000.00	\$0.00	\$8,000.00	\$179.53	\$6,771.52	\$9,750.45	\$1,228.48	84.6
3.31 Advertising and Public Notices	\$3,500.00	\$0.00	\$3,500.00	\$671.84	\$4,548.22	\$3,252.15	(\$1,048.22)	129.9
3.41 Official Bonds	\$500.00	\$0.00	\$500.00	\$200.00	\$209.89	\$632.00	\$290.11	42.0
3.42 Operational Insurance	\$50,000.00	\$0.00	\$50,000.00	\$0.00	\$0.00	\$0.00	\$50,000.00	0.0
3.51 Gas Huntington	\$13,000.00	\$0.00	\$13,000.00	\$137.88	\$8,813.21	\$6,617.51	\$4,186.79	67.8
3.511 Gas Markle	\$1,500.00	\$0.00	\$1,500.00	\$36.38	\$949.71	\$751.92	\$550.29	63.3

Account #	Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Disbursements Last YTD	Balance	Percent Remain
3.52	Electricity Huntington	\$62,000.00	\$0.00	\$62,000.00	\$5,564.13	\$56,291.71	\$53,908.06	\$5,708.29	90.8
3.521	Electricity Markle	\$2,500.00	\$0.00	\$2,500.00	\$205.98	\$1,956.32	\$1,895.13	\$543.68	78.3
3.53	Water Huntington	\$2,750.00	\$0.00	\$2,750.00	\$457.70	\$2,283.87	\$2,027.99	\$466.13	83.0
3.531	Water Markle	\$300.00	\$0.00	\$300.00	\$23.10	\$227.14	\$192.40	\$72.86	75.7
3.54	Sewer Huntington	\$5,250.00	\$0.00	\$5,250.00	\$739.61	\$4,358.81	\$3,915.75	\$891.19	83.0
3.541	Sewer Markle	\$300.00	\$0.00	\$300.00	\$19.02	\$187.03	\$158.97	\$112.97	62.3
3.62	Equipment Repair and Maintenance	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$2,018.97	\$1,067.68	\$2,981.03	40.4
3.621	Equipment Leasing and Maintenance	\$12,000.00	\$0.00	\$12,000.00	\$1,948.22	\$12,050.10	\$7,445.92	(\$50.10)	100.4
3.622	Contracted Facility Maintenance	\$16,500.00	\$0.00	\$16,500.00	\$7,068.60	\$17,776.92	\$2,496.43	(\$1,276.92)	107.7
3.623	Technology License Agreements	\$15,000.00	\$0.00	\$15,000.00	\$184.65	\$5,425.75	\$11,010.83	\$9,574.25	36.2
3.624	Technology Maintenance	\$17,500.00	\$0.00	\$17,500.00	\$8,501.32	\$20,041.99	\$1,215.41	(\$2,541.99)	114.5
3.625	ILS Maintenance and Contract	\$30,000.00	\$0.00	\$30,000.00	\$0.00	\$25,132.14	\$27,176.21	\$4,867.86	83.8
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	\$2,500.00	\$0.00	\$2,500.00	\$59.00	\$873.00	\$2,324.60	\$1,627.00	34.9
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	\$50,000.00	\$0.00	\$50,000.00	\$0.00	\$0.00	\$0.00	\$50,000.00	0.0
	<b>Subtotal</b>	<b>\$391,104.00</b>		<b>\$391,104.00</b>	<b>\$32,796.49</b>	<b>\$257,369.64</b>	<b>\$195,711.59</b>	<b>\$133,734.36</b>	<b>65.8</b>
<b>4. Capitol Outlays</b>									
4.1	Land	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
4.2	Building Improvements	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
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	\$0.00	\$6,223.93	\$4,768.08	\$3,776.07	62.2
4.41	Technology Equipment	\$8,000.00	\$0.00	\$8,000.00	\$0.00	\$7,840.76	\$70.85	\$159.24	98.0

<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 Remain</i>
4.42 Technology Upgrade	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$2,058.96	\$0.00	\$7,941.04	20.6
4.5 Books	\$135,000.00	\$0.00	\$135,000.00	\$11,697.78	\$102,249.99	\$100,443.95	\$32,750.01	75.7
4.6 Periodicals and Newspapers	\$12,000.00	\$0.00	\$12,000.00	\$729.62	\$13,306.12	\$10,112.01	(\$1,306.12)	110.9
4.71 Audio-Visual Materials	\$30,000.00	\$0.00	\$30,000.00	\$2,648.09	\$23,893.26	\$18,473.55	\$6,106.74	79.6
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	\$0.00	\$526.38	\$1,250.00	0.0
4.8 Materials Processing	\$15,000.00	\$0.00	\$15,000.00	\$837.83	\$9,505.06	\$7,174.39	\$5,494.94	63.4
<b>Subtotal</b>	<b>\$221,251.00</b>		<b>\$221,251.00</b>	<b>\$15,913.32</b>	<b>\$165,078.08</b>	<b>\$141,569.21</b>	<b>\$56,172.92</b>	<b>74.6</b>
<b>Grand Total</b>	<b>\$1,845,913.00</b>	<b>\$0.00</b>	<b>\$1,845,913.00</b>	<b>\$147,691.91</b>	<b>\$1,364,175.32</b>	<b>\$1,247,635.13</b>	<b>\$481,737.68</b>	<b>73.9</b>

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 9/17/18 To 10/22/18

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Disbursements Last YTD	Balance	Percent Remain
<b>3. Other Services and Charges</b>								
3.12 Engineering and Architechtural Services	\$50,000.00	\$0.00	\$50,000.00	\$4,523.64	\$88,636.32	\$0.00	(\$38,636.32)	177.3
<b>Subtotal</b>	<b>\$50,000.00</b>		<b>\$50,000.00</b>	<b>\$4,523.64</b>	<b>\$88,636.32</b>	<b>\$0.00</b>	<b>(\$38,636.32)</b>	<b>177.3</b>
<b>4. Capitol Outlays</b>								
4.2 Building Improvments	\$450,000.00	\$0.00	\$450,000.00	\$0.00	\$0.00	\$0.00	\$450,000.00	0.0
4.3 Improvements Other than Building	\$29,398.00	\$0.00	\$29,398.00	\$0.00	\$0.00	\$8,510.00	\$29,398.00	0.0
4.4 Furniture and Equipment	\$50,000.00	\$0.00	\$50,000.00	\$0.00	\$0.00	\$0.00	\$50,000.00	0.0
<b>Subtotal</b>	<b>\$529,398.00</b>		<b>\$529,398.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$8,510.00</b>	<b>\$529,398.00</b>	<b>0.0</b>
<b>Grand Total</b>	<b>\$579,398.00</b>	<b>\$0.00</b>	<b>\$579,398.00</b>	<b>\$4,523.64</b>	<b>\$88,636.32</b>	<b>\$8,510.00</b>	<b>\$490,761.68</b>	<b>15.3</b>

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 9/17/18 To 10/22/18

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Disbursements Last YTD	Balance	Percent Remain
<i>4. Capitol Outlays</i>								
4 Other Capital Outlays	\$126,771.00	\$0.00	\$126,771.00	\$0.00	\$0.00	\$23,166.35	\$126,771.00	0.0
4.2 Building Improvements	\$500,000.00	\$0.00	\$500,000.00	\$0.00	\$0.00	\$0.00	\$500,000.00	0.0
4.31 HVAC Replacement Plan	\$40,000.00	\$0.00	\$40,000.00	\$0.00	\$38,346.00	\$0.00	\$1,654.00	95.9
4.4 Furniture and Equipment	\$250,000.00	\$0.00	\$250,000.00	\$0.00	\$0.00	\$24,827.66	\$250,000.00	0.0
<b>Subtotal</b>	<b>\$916,771.00</b>	<b>\$0.00</b>	<b>\$916,771.00</b>	<b>\$0.00</b>	<b>\$38,346.00</b>	<b>\$47,994.01</b>	<b>\$878,425.00</b>	<b>4.2</b>
<b>Grand Total</b>	<b>\$916,771.00</b>	<b>\$0.00</b>	<b>\$916,771.00</b>	<b>\$0.00</b>	<b>\$38,346.00</b>	<b>\$47,994.01</b>	<b>\$878,425.00</b>	<b>4.2</b>

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