

HUNTINGTON CITY TOWNSHIP PUBLIC LIBRARY

Board of Trustees
November 19th, 2018
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. Construction update
9. New Business
 - a. Hours - Staff In-service closing
 - b. Policy Update- Reciprocal Borrowing
 - c. ENA Agreements
 - d. Insurance Renewal
 - e. Other
10. Public Input
11. Adjournment

Huntington City-Township Public Library
Monthly Report
November 2018

Director's Report

News and Updates

- Jana Bonfield has resigned her position as Youth Services Librarian. Her last day will be December 15th. I anticipate that we will hire for this position in early January.
- Construction has started and is moving along with a few interruptions and unexpected issues. We are still on schedule to have the children's finished and open by summer.
- Victory Knoll will be including library information on handouts that they intend to deliver to Spanish speaking populations in the area.
- I met with the new head of DCS in the area, Kerri Baker. We discussed ways that the library and DCS can support each other. Kerri will be coming to our staff in-service to talk to the staff about DCS services.
- Several staff members attended the ILF annual conference last week.
- We will be meeting with all of the school library media specialist to discuss ways that we can support them.

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 31	Bookworm Committee Meeting
November 1	Construction Progress Meeting
November 12-14	ILF Annual Conference
November 15	Construction Progress Meeting
November 19	Library Board Meeting

Upcoming Meetings and Activities

November 21	Bookworm Committee Meeting
November 21	Special Projects Meeting
November 22	Closed for Thanksgiving
November 26	Senior Leadership Meeting
November 28	Bookworm Committee Meeting
November 29	Construction Progress Meeting
November 29	Annual Report/Bookkeeping Workshop
December 3	Community Advisory Board
December 4	Librarians Meeting
December 5	Bookworm Committee Meeting

December 5	ILF Professional Development Meeting
December 10	Senior Leadership Meeting
December 11	Programming Meeting
December 12	Bookworm Committee Meeting
December 12	Cohort 1 Meeting
December 13	Construction Progress Meeting
December 13	ILF Board Meeting
December 17	Library Board Meeting

**Huntington City-Township Public Library
Budget Adoption
October 22, 2018, 5:15 PM**

Peggy called the meeting to order.

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

Absent: John Branham

Visitors: Jessi Brown, Jeri Davis, Malcolm McBryde, Mike Perkins

The Resolution for Appropriations and Tax Rates for the 2019 budget was passed by written vote.

Jessica moved to adjourn, Daryl seconded, and motion carried.

**Huntington City-Township Public Library
Board of Trustees Meeting
October 22, 2018**

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

Absent: John Branham

Visitors: Jessi Brown, Jeri Davis, Malcolm McBryde, Mike Perkins.

Peggy called the meeting to order.

Reading and Approval of Minutes: Jamie moved to approve the minutes with corrections, Anne seconded, and motion carried.

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

Report of the Director: Beka highlighted various items in her Director's Report. Two new employees have started at the library. Several community organizations have reached out to Beka to meet for various partnership ideas. The Fun Palace saw attendance of nearly 400 people. The library card discount program was a success.

Communication: None

Committee Reports: None

Unfinished Business: The construction contract from MKM was reviewed by our lawyer, and Beka recommends we move forward with a few minor modifications she will ask to be made. Construction is set to begin this coming Wednesday.

New Business:

A. New Hire Wage: Beka would like us to approve starting wage at \$15 per hour for a new librarian. Jessica moved to approve, and Daryl seconded; motion carried.

B. Hours:

I. Staff In-Service Closing - The library will need to close on November 30 for the staff in-service training. Jamie moved to approve, Jessica seconded, and motion carried.

II. 2019 Holiday Closings - Jamie moved to approve the 2019 holiday closings, with the addition of April 20, 2019, as an unpaid day off the Saturday before Easter; Jessica seconded; motion carried.

C. Special Projects Updates:

I. Foundation - Beka asked us to spread the word for volunteers to serve on this foundation, as we need at least three people. We also need a donation of approximately \$1000 to start up this effort.

II. Stay and Play - This new program for the Children's Department will start later next year, once the construction project is closer to completion. The library will be reaching out to the high school and to Huntington University for student volunteers to help with this program.

III. Bookworm - The library is in the process of stocking the book mobile with books and materials as a joint venture with our local school system. The library will be looking for some local sponsorships to help with this project.

D. Other: The Winter Extravaganza will take place in December and is geared for kindergarten and 1st grade. The Friday Night Frights movie program has seen growing attendance throughout the month.

Public Input: Mike Perkins asked about a security exit plan for the new Children's Department renovations; Beka responded that she will look into that and inquire about the need and possibilities.

Jessica moved to adjourn, Daryl seconded, and motion carried.

**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.



The image shows five handwritten signatures in black ink. From left to right, they are: 'D. Calvey', 'M. M.', 'Anne McCallan', 'J. H. H.', and 'Daryl Shuech'. The signatures are written in a cursive style.

Financial Report
Huntington City-Township Public Library

Report Dates = 10/22/18 to 11/19/18

<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>
1. Operating Fund						
100 OPERATING	\$1,025,931.10	\$416,225.56	\$1,880,423.88	\$338,384.15	\$1,832,120.13	\$977,627.35
Subtotal	\$1,025,931.10	\$416,225.56	\$1,880,423.88	\$338,384.15	\$1,832,120.13	\$977,627.35
2. LIRF						
110 LIBRARY IMPROVEMENT RESERVE FUND	\$592,339.04	\$16,611.89	\$205,248.21	\$882.14	\$97,107.68	\$484,198.51
111 LIRF-INVESTMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$592,339.04	\$16,611.89	\$205,248.21	\$882.14	\$97,107.68	\$484,198.51
3. Gift Funds						
130.01 GIFT (REGULAR)	\$204,741.52	\$98.71	\$521.50	\$270.18	\$2,126.44	\$206,346.46
130.02 FRIENDS OF THE LIBRARY	\$1,244.01	\$333.43	\$7,188.68	\$0.00	\$9,148.44	\$3,203.77
130.03 LITERACY	\$0.00	\$0.00	\$0.00	\$200.00	\$600.00	\$600.00
130.04 GIFT - IN RM	\$56,141.70	\$0.00	\$10,350.00	\$0.00	\$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	\$0.00	\$334.72	\$603.02
Subtotal	\$290,986.25	\$432.14	\$20,544.69	\$470.18	\$13,220.01	\$283,661.57
4. Grants						
124 STATE TECH GRANT FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$10,754.18	\$10,754.18
Subtotal	\$0.00	\$0.00	\$0.00	\$0.00	\$10,754.18	\$10,754.18
5. LSCA						
150.03 IND. STATE STUDENT ASSISTANCE	\$0.00	\$0.00	\$0.00	\$0.00	\$3,090.00	\$3,090.00
Subtotal	\$0.00	\$0.00	\$0.00	\$0.00	\$3,090.00	\$3,090.00
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	\$1,060,360.12	\$0.00	\$292,492.10	\$1,558.50	\$271,649.29	\$1,039,517.31
171 RAINY DAY INVESTMENT	\$1,101,000.00	\$0.00	\$251,000.00	\$0.00	\$251,000.00	\$1,101,000.00
Subtotal	\$2,161,360.12	\$0.00	\$543,492.10	\$1,558.50	\$522,649.29	\$2,140,517.31
9. Withholding						
200.01 FEDERAL TAX	\$0.00	\$4,530.15	\$56,633.12	\$4,530.15	\$56,633.12	\$0.00
200.02 FICA	\$0.00	\$4,690.76	\$55,092.46	\$4,690.76	\$55,092.46	\$0.00
200.03 INDIANA STATE TAX	\$0.00	\$1,899.76	\$22,100.03	\$1,940.35	\$23,090.62	\$990.59
200.04 COUNTY TAX	\$0.00	\$980.70	\$11,578.61	\$998.91	\$12,087.30	\$508.69
200.05 INSURANCE	\$0.00	\$479.52	\$27,504.96	\$1,665.00	\$28,440.80	\$935.84

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	\$19,523.80	\$2,839.76	\$19,523.80	\$0.00
200.07 UNITED WAY	\$98.24	\$193.90	\$1,061.05	\$74.50	\$1,000.06	\$37.25
200.08 GARNISHMENT	\$0.00	\$0.00	\$456.94	\$0.00	\$456.94	\$0.00
Subtotal	\$98.24	\$15,614.55	\$193,950.97	\$16,739.43	\$196,325.10	\$2,472.37
Grand Total	\$4,070,714.75	\$448,884.14	\$2,843,789.85	\$358,034.40	\$2,675,396.39	\$3,902,321.29

Total all banks = \$3,902,321.29

Appropriation Report for 100 OPERATING

Huntington City-Township Public Library

Report Date: From 10/22/18 To 11/19/18

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Disbursements Last YTD	Balance	Percent Remain
1. Personal Services								
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	\$62,807.71	\$61,480.84	\$8,192.29	88.5
1.12 Salary of Assistants	\$696,400.00	\$0.00	\$696,400.00	\$51,011.59	\$595,057.22	\$583,496.68	\$101,342.78	85.4
1.14 Wages of Janitors	\$74,600.00	\$0.00	\$74,600.00	\$4,690.04	\$58,484.53	\$59,923.18	\$16,115.47	78.4
1.15 Additional Hours (750)	\$9,500.00	\$0.00	\$9,500.00	\$321.85	\$6,023.84	\$7,925.12	\$3,476.16	63.4
1.21 Employer's Share FICA	\$65,200.00	\$0.00	\$65,200.00	\$4,690.80	\$55,093.17	\$54,317.70	\$10,106.83	84.5
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	\$74,026.00	\$0.00	\$74,026.00	\$5,073.02	\$59,226.75	\$61,899.56	\$14,799.25	80.0
1.231 Employer's contribution PERF - Employee	\$19,828.00	\$0.00	\$19,828.00	\$1,358.85	\$15,864.28	\$16,616.81	\$3,963.72	80.0
1.24 Employer's Contribution Group Health	\$143,100.00	\$0.00	\$143,100.00	\$0.00	\$114,691.92	\$117,242.34	\$28,408.08	80.1
1.25 Employer's Contribution Life Ins.	\$10,403.00	\$0.00	\$10,403.00	\$740.00	\$8,085.09	\$9,491.75	\$2,317.91	77.7
1.26 Employer's Contribution STD	\$8,300.00	\$0.00	\$8,300.00	\$618.87	\$6,915.81	\$8,076.90	\$1,384.19	83.3
1.27 Employer's Contribution LTD	\$6,900.00	\$0.00	\$6,900.00	\$558.41	\$6,234.87	\$6,850.34	\$665.13	90.4
1.28 Employer's Contribution Dental	\$6,800.00	\$0.00	\$6,800.00	\$0.00	\$4,919.71	\$5,705.53	\$1,880.29	72.3
1.29 Other Employee Benefits	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$356.80	\$500.00	0.0
1.3 Employer's Contribution Vision	\$2,000.00	\$0.00	\$2,000.00	\$29.25	\$281.43	\$0.00	\$1,718.57	14.1
Subtotal	\$1,191,557.00		\$1,191,557.00	\$74,554.22	\$993,686.33	\$993,383.55	\$197,870.67	83.4
2. Supplies								
2.11 Official Records	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$0.00	\$1.00	0.0

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Disbursements Last YTD	Balance	Percent Remain
2.13 Other Office Supplies	\$32,000.00	\$0.00	\$32,000.00	\$2,147.38	\$20,623.41	\$2,674.33	\$11,376.59	64.4
2.21 Operating/Cleaning/Sanitation Supplies	\$10,000.00	\$0.00	\$10,000.00	\$337.05	\$4,456.51	\$2,195.14	\$5,543.49	44.6
Subtotal	\$42,001.00		\$42,001.00	\$2,484.43	\$25,079.92	\$4,869.47	\$16,921.08	59.7
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 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	\$1,612.72	\$21,664.13	\$1,846.42	(\$1,664.13)	108.3
3.141 Contracted Labor for Grounds	\$5,500.00	\$0.00	\$5,500.00	\$2,100.50	\$10,256.14	\$0.00	(\$4,756.14)	186.5
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	\$1,250.00	\$15,512.53	\$15,731.57	\$487.47	97.0
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	\$386.00	\$4,134.60	\$3,988.55	\$1,115.40	78.8
3.211 Telephone - Markle	\$1,200.00	\$0.00	\$1,200.00	\$68.04	\$735.78	\$1,105.05	\$464.22	61.3
3.212 Fax Expense	\$800.00	\$0.00	\$800.00	\$64.03	\$717.53	\$714.56	\$82.47	89.7
3.213 T-1 Access Huntington	\$8,000.00	\$0.00	\$8,000.00	\$611.75	\$7,423.75	\$8,002.50	\$576.25	92.8
3.2131 T-1 Access Markle	\$4,000.00	\$0.00	\$4,000.00	\$380.00	\$2,700.00	\$3,300.00	\$1,300.00	67.5
3.22 Postage and Shipping	\$1,250.00	\$0.00	\$1,250.00	\$0.00	\$678.51	\$650.11	\$571.49	54.3
3.23 Traveling Expense	\$2,500.00	\$0.00	\$2,500.00	\$202.24	\$2,070.05	\$2,744.90	\$429.95	82.8
3.24 Professional Development	\$8,000.00	\$0.00	\$8,000.00	\$460.73	\$7,232.25	\$9,805.11	\$767.75	90.4
3.31 Advertising and Public Notices	\$3,500.00	\$0.00	\$3,500.00	\$243.21	\$4,791.43	\$3,587.25	(\$1,291.43)	136.9
3.41 Official Bonds	\$500.00	\$0.00	\$500.00	\$0.00	\$209.89	\$632.00	\$290.11	42.0
3.42 Operational Insurance	\$50,000.00	\$0.00	\$50,000.00	\$1,835.00	\$1,835.00	\$0.00	\$48,165.00	3.7
3.51 Gas Huntington	\$13,000.00	\$0.00	\$13,000.00	\$721.71	\$9,534.92	\$7,246.64	\$3,465.08	73.3
3.511 Gas Markle	\$1,500.00	\$0.00	\$1,500.00	\$53.19	\$1,002.90	\$800.55	\$497.10	66.9

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	\$4,586.41	\$60,878.12	\$58,276.06	\$1,121.88	98.2
3.521	Electricity Markle	\$2,500.00	\$0.00	\$2,500.00	\$172.87	\$2,129.19	\$2,054.57	\$370.81	85.2
3.53	Water Huntington	\$2,750.00	\$0.00	\$2,750.00	\$0.00	\$2,283.87	\$2,206.71	\$466.13	83.0
3.531	Water Markle	\$300.00	\$0.00	\$300.00	\$46.20	\$273.34	\$211.64	\$26.66	91.1
3.54	Sewer Huntington	\$5,250.00	\$0.00	\$5,250.00	\$114.56	\$4,473.37	\$4,430.49	\$776.63	85.2
3.541	Sewer Markle	\$300.00	\$0.00	\$300.00	\$77.66	\$264.69	\$174.82	\$35.31	88.2
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	\$1,035.76	\$13,085.86	\$7,445.92	(\$1,085.86)	109.0
3.622	Contracted Facility Maintenance	\$16,500.00	\$0.00	\$16,500.00	\$604.00	\$18,360.92	\$2,496.43	(\$1,880.92)	111.4
3.623	Technology License Agreements	\$15,000.00	\$0.00	\$15,000.00	\$369.15	\$5,794.90	\$11,010.83	\$9,205.10	38.6
3.624	Technology Maintenance	\$17,500.00	\$0.00	\$17,500.00	\$795.00	\$20,836.99	\$1,215.41	(\$3,336.99)	119.1
3.625	ILS Maintenance and Contract	\$30,000.00	\$0.00	\$30,000.00	\$10,200.00	\$35,332.14	\$27,176.21	(\$5,332.14)	117.8
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	\$230.00	\$1,103.00	\$2,554.60	\$1,397.00	44.1
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
	Subtotal	\$391,104.00		\$391,104.00	\$28,220.73	\$285,590.37	\$205,815.58	\$105,513.63	73.0
4. Capitol Outlays									
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	\$120.00	\$7,960.76	\$70.85	\$39.24	99.5

<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	\$7,162.56	\$109,412.55	\$100,443.95	\$25,587.45	81.0
4.6 Periodicals and Newspapers	\$12,000.00	\$0.00	\$12,000.00	\$210.60	\$12,787.10	\$10,112.01	(\$787.10)	106.6
4.71 Audio-visual Materials	\$30,000.00	\$0.00	\$30,000.00	\$2,610.15	\$26,503.41	\$18,473.55	\$3,496.59	88.3
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	\$862.87	\$11,097.55	\$7,174.39	\$3,902.45	74.0
Subtotal	\$221,251.00	\$0.00	\$221,251.00	\$10,986.18	\$176,044.26	\$141,569.21	\$45,206.74	79.6
Grand Total	\$1,845,913.00	\$0.00	\$1,845,913.00	\$116,225.56	\$1,480,400.88	\$1,345,637.81	\$365,512.12	80.2

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 10/22/18 To 11/19/18

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Disbursements Last YTD	Balance	Percent Remain
3. Other Services and Charges								
3.12 Engineering and Architectural Services	\$50,000.00	\$0.00	\$50,000.00	\$0.00	\$88,636.32	\$0.00	(\$38,636.32)	177.3
3.14 Other Professional Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
Subtotal	\$50,000.00		\$50,000.00	\$0.00	\$88,636.32	\$0.00	(\$38,636.32)	177.3
4. Capitol Outlays								
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	\$16,611.89	\$16,611.89	\$8,510.00	\$12,786.11	56.5
4.4 Furniture and Equipment	\$50,000.00	\$0.00	\$50,000.00	\$0.00	\$0.00	\$0.00	\$50,000.00	0.0
Subtotal	\$529,398.00	\$0.00	\$529,398.00	\$16,611.89	\$16,611.89	\$8,510.00	\$512,786.11	3.1
Grand Total	\$579,398.00	\$0.00	\$579,398.00	\$16,611.89	\$105,248.21	\$8,510.00	\$474,149.79	18.2

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 10/22/18 To 11/19/18

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Disbursements Last YTD	Balance	Percent Remain
4. Capitol Outlays								
4 Other Capital Outlays	\$126,771.00	\$0.00	\$126,771.00	\$0.00	\$0.00	\$32,515.68	\$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	\$25,183.59	\$250,000.00	0.0
Subtotal	\$916,771.00	\$0.00	\$916,771.00	\$0.00	\$38,346.00	\$57,699.27	\$878,425.00	4.2
Grand Total	\$916,771.00	\$0.00	\$916,771.00	\$0.00	\$38,346.00	\$57,699.27	\$878,425.00	4.2

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