

# HUNTINGTON CITY TOWNSHIP PUBLIC LIBRARY

Board of Trustees

July 15th, 2019

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
  - b. Budget Draft
  - c. Other
9. New Business
  - a. Policy Review - Meeting and Study Room Policy
  - b. Expense Approval - Server
  - c. Expense Approval - Furnace Replacement
  - d. Other
10. Public Input
11. Adjournment

**Huntington City-Township Public Library**  
**Board of Trustees Meeting**  
**June 17th, 2019**  
**5:15 PM**

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

**Absent:** Jamie Hoffman

**Visitors:** Jessi Brown, Eric Fry

Peggy called the meeting to order.

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

**Reading and Approval of Financial Report and Bills:** John moved to approve the Financial Report and Bills, Terri seconded and motion carried.

**Report of the Director:** Summer program has kicked off with attendance of 20 - 30+ at most programs. Heritage Days are approaching, Charlie Burd was the recipient of the quarterly 'Turning the Page' award.

**Communication:** None

**Committee Reports:** None

**Unfinished Business:**

- A. Construction Update:** Offices are operational, furniture is due next month.
- B. Bookmobile:** Banners for Bookworm, still working on paint.

**New Business:**

- A. Policy review:** Mileage Reimbursement: Jessica moved to approve the policy, Daryl seconded, and motion carried.
- B. 2020 Holiday Closing:** Jessica moved to approve the holiday closings, John seconded and motion carried.
- C. Budget Draft:** For our perusal, discussion and questions can be brought to the July meeting or email Beka.
- D. Other:**

- a. Terri moved that we move our August meeting to the 26th, Jessica seconded and the motion carried.
- b. HB1343 as passed states that library budgets are controlled by the entity that established them and in our case it is the school board.
- c. Board packets are currently available to us in Google Drive. If we would like paper copies we can let Jeri or Beka know and they will be available on the Thursday before the meeting. An email will be coming to remind us of this option.

**Public Input:** None

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

**Huntington City-Township Public Library**  
**Board of Trustees Meeting**  
**May 20, 2019**  
**5:15 PM**

**Present:** John Branham, Peggy Caley, Jamie Hoffman, Jessica Mankey, Anne McClellan, Terri Salzano-Sees, Daryl Shrock, Beka Lemons

**Absent:** none

**Visitors:** Jessi Brown, Jeri Davis, Eric Fry, Malcolm McBryde

**Peggy called the meeting to order.**

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

**Reading and Approval of Financial Report and Bills:** Jessica moved to approve the Financial Report and Bills, Jamie seconded, and motion carried. (Beka mentioned that we are going to be taking construction money from the Rainy Day Fund now going forward.)

**Report of the Director:** Beka mentioned that the library is planning to have a large presence at Heritage Days festivities this year.

**Committee Reports:** None

**Communications:** None

**Unfinished Business:**

- A. Construction Update:** The new children's side has been finished. The offices area is getting closer to completion. Phase 3 side is moving on an aggressive schedule with completion set for June 20, as of now. Mold removal has been completed. Beka decided we need to replace all of the ceiling tiles in the rest of the Phase 3 area.
- B. Other:** None

**New Business:**

- A. Purchase Approval:** All four new service desks will be custom made. Two quotes were received, with the decision being made to go with the company that quoted \$28,753, which is higher than the amount of \$20,000 that was originally budgeted. Jamie moved to approve the purchase of these four new service desks; Jessica seconded; motion carried.
- B. Internal Controls Policy Update:** Beka summarized several changes to this policy. John moved to approve the Internal Controls Policy updates; Anne seconded; motion carried.
- C. Cash Change Fund Resolution Update:** Terri moved to approve the updated Resolution to Establish Cash Change Fund, and Jessica seconded; the motion passed by written vote.
- D. Bookmobile Updates:** Materials are ready to fill the Bookmobile; however, the vehicle needs to be sandblasted (at a quote of \$9500) and cleaned before it is repainted at a quote of between \$1500

to \$2000. The vehicle is still owned by the school corporation, but costs for the restoration would fall on us. Terri suggested we see if the school corporation would have any vo-tech classes that could take on any part of the project, and Jamie suggested contacting Heartland Career Center and our school's Learning Center. Beka will do more research before decisions are made.

**E. New Bookmobile Policy:** John moved to approve the new Bookmobile Policy as amended; Anne seconded; motion carried.

**Public Input:** None

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

P. Caley  
M. May  
John F. Paul  
Daryl K. Shrock  
Terri Salzano  
Anne McCulla

Huntington City-Township Public Library  
Monthly Report  
July 2019

**Director's Report**

**News and Updates**

- Our takeover of the Heritage Days Kids Zone was a huge success. A big crowd formed for face painting and other fun activities. While we did not win any awards in the parade our float was very well received.
- We are continuing to work on moving furniture around to accommodate construction. The front desk and reference desk were moved along with all of the computers and the new materials shelving. The computers will stay where they are now but everything else up front will be moved one more time after the new carpet is in place.
- We are settled into our new offices and spaces in the administration space. We will be getting a few new pieces of furniture to make sure that we have what we need. We will also be ordering new furniture for the study rooms.
- We are in the process of planning an open house/ re-opening party on November 1st and 2nd.

**Meetings and Activities**

June 20	State Library Budget Workshop
June 20	Cohort 2 Meeting
June 22	Heritage Days Parade and Kids Zone
June 24	Senior Leadership Meeting
June 26	City-County Budget Meeting
June 26	ILF Management Division Meeting
June 27	Construction Progress Meeting
June 27	Cohort 3 Meeting
July 2	Librarians Meeting
July 4	Closed for Independence Day
July 8	Senior Leadership Meeting
July 8	Stay and Play Planning Meeting
July 10	Cohort 1 Meeting
July 11	Construction Progress Meeting
July 15	Cohort 4 Meeting
July 15	Library Board Meeting

**Upcoming Meetings and Activities**

June 20	State Library Budget Workshop
June 24	Cohort 4 Meeting
June 24	Senior Leadership Meeting
June 26	City/County Budget Meeting

June 26	ILF Management Division Meeting
June 27	Cohort 3 Meeting
June 27	Cohort 2 Meeting
June 28	Construction Progress Meeting
July 1	HEA 1343 Training
July 2	Librarians Meeting
July 8	Senior Leadership Meeting
July 8	Stay and Play Planning Meeting
July 10	Cohort 1 Meeting
July 11	Construction Progress Meeting
July 15	Cohort 4 Meeting
July 15	Library Board Meeting

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

Report Dates = **6/17/2019 to 7/15/2019**

<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	\$1,489,535.25	\$122,345.25	\$1,015,644.77	\$60,072.06	\$1,283,987.03	\$1,757,877.51
<b>Subtotal</b>	<b>\$1,489,535.25</b>	<b>\$122,345.25</b>	<b>\$1,015,644.77</b>	<b>\$60,072.06</b>	<b>\$1,283,987.03</b>	<b>\$1,757,877.51</b>
<b>2. LIRF</b>						
110 LIBRARY IMPROVEMENT RESERVE FUND	\$376,372.61	\$0.00	\$471,879.18	\$73.74	\$144,653.30	\$49,146.73
111 LIRF-INVESTMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Subtotal</b>	<b>\$376,372.61</b>	<b>\$0.00</b>	<b>\$471,879.18</b>	<b>\$73.74</b>	<b>\$144,653.30</b>	<b>\$49,146.73</b>
<b>3. Gift Funds</b>						
130.01 GIFT (REGULAR)	\$206,426.31	\$875.00	\$7,292.92	\$166.21	\$1,924.38	\$201,057.77
130.02 FRIENDS OF THE LIBRARY	\$1,993.48	\$1,091.18	\$5,279.93	\$139.12	\$8,628.10	\$5,341.65
130.03 LITERACY	\$765.80	\$0.00	\$644.00	\$219.21	\$24,097.83	\$24,219.63
130.04 GIFT - IN RM	\$46,378.97	\$0.00	\$5,689.59	\$42.46	\$5,521.02	\$46,210.40
130.05 IN. ROOM INVESMENT - UND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
130.06 GIFT - CHILDRENS ROOM	\$1,561.00	\$0.00	\$127.90	\$1.14	\$4.89	\$1,437.99
130.07 MARKLE/BARKELY GIFT	\$72.70	\$0.00	\$25.48	\$0.00	\$0.00	\$47.22
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	\$715.82	\$0.00	\$0.00	\$36.78	\$221.92	\$937.74
<b>Subtotal</b>	<b>\$282,774.65</b>	<b>\$1,966.18</b>	<b>\$19,059.82</b>	<b>\$604.92</b>	<b>\$40,398.14</b>	<b>\$304,112.97</b>
<b>4. Grants</b>						
124 STATE TECH GRANT FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$11,201.00	\$11,201.00
<b>Subtotal</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$11,201.00</b>	<b>\$11,201.00</b>
<b>4.1 Copier Leases</b>						
140 COPIER LEASE	\$0.00	\$0.00	\$18,464.63	\$0.00	\$18,590.72	\$126.09
<b>Subtotal</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$18,464.63</b>	<b>\$0.00</b>	<b>\$18,590.72</b>	<b>\$126.09</b>
<b>5. LSCA</b>						
150.03 IND. STATE STUDENT ASSISTANCE	\$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>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	\$130.00	\$195.00	\$130.00	\$260.00	\$65.00
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>\$130.00</b>	<b>\$195.00</b>	<b>\$130.00</b>	<b>\$260.00</b>	<b>\$65.00</b>
<b>8. Rainy Day Fund</b>						
170 RAINY DAY FUND	\$1,041,658.38	\$87,100.86	\$481,883.78	\$1,212.10	\$881,128.56	\$1,440,903.16
171 RAINY DAY INVESTMENT	\$1,101,000.00	\$0.00	\$850,000.00	\$0.00	\$0.00	\$251,000.00
<b>Subtotal</b>	<b>\$2,142,658.38</b>	<b>\$87,100.86</b>	<b>\$1,331,883.78</b>	<b>\$1,212.10</b>	<b>\$881,128.56</b>	<b>\$1,691,903.16</b>
<b>9. Withholding</b>						
200.01 FEDERAL TAX	\$0.00	\$5,258.78	\$35,868.40	\$5,258.78	\$35,868.40	\$0.00
200.02 FICA	\$0.00	\$5,093.95	\$34,664.43	\$5,093.95	\$34,664.43	\$0.00

Approved by the State Board Of Accounts for Huntington City-Township Public Library on 1/1/1998.

<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>
200.03 INDIANA STATE TAX	\$0.00	\$2,156.82	\$13,657.24	\$2,161.76	\$14,741.13	\$1,083.89
200.04 COUNTY TAX	\$0.00	\$1,188.11	\$7,538.84	\$1,190.16	\$8,135.19	\$596.35
200.05 INSURANCE	\$574.08	\$2,678.87	\$16,602.81	\$2,728.55	\$17,765.28	\$1,736.55
200.06 INDIANA DEFERRED COMPENSATION	\$0.00	\$1,139.76	\$7,528.32	\$1,139.76	\$7,528.32	\$0.00
200.07 UNITED WAY	\$0.00	\$106.12	\$673.97	\$106.12	\$673.97	\$0.00
200.08 GARNISHMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Subtotal</b>	<b>\$574.08</b>	<b>\$17,622.41</b>	<b>\$116,534.01</b>	<b>\$17,679.08</b>	<b>\$119,376.72</b>	<b>\$3,416.79</b>
<b>Grand Total</b>	<b>\$4,291,914.97</b>	<b>\$229,164.70</b>	<b>\$2,973,661.19</b>	<b>\$79,771.90</b>	<b>\$2,499,595.47</b>	<b>\$3,817,849.25</b>

**Total all banks = \$3,817,849.25**

# Appropriation Report for 100 OPERATING

## Huntington City-Township Public Library

Report Date: From 6/17/2019 To 7/15/2019

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<b>1. Personal Services</b>							
1.11 Salary of Librarian	\$73,000.00	\$0.00	\$73,000.00	\$5,570.78	\$38,940.84	\$34,059.16	46.7
1.12 Salary of Assistants	\$725,600.00	\$0.00	\$725,600.00	\$55,734.73	\$380,155.82	\$345,444.18	47.6
1.14 Wages of Janitors	\$62,376.00	\$0.00	\$62,376.00	\$4,756.61	\$32,057.69	\$30,318.31	48.6
1.15 Additional Hours (750)	\$8,000.00	\$0.00	\$8,000.00	\$693.24	\$3,150.38	\$4,849.62	60.6
1.21 Employer's Share FICA	\$65,700.00	\$0.00	\$65,700.00	\$5,093.98	\$34,664.71	\$31,035.29	47.2
1.22 Unemployment Compensation	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	100.0
1.23 Employer's Contribution PERF - Library	\$70,770.00	\$0.00	\$70,770.00	\$5,462.70	\$37,583.35	\$33,186.65	46.9
1.231 Employer's contribution PERF - Employee	\$19,000.00	\$0.00	\$19,000.00	\$1,463.26	\$10,067.17	\$8,932.83	47.0
1.24 Employer's Contribution Group Health	\$157,328.00	\$0.00	\$157,328.00	\$13,208.83	\$76,948.80	\$80,379.20	51.1
1.25 Employer's Contribution Life Ins.	\$9,520.00	\$0.00	\$9,520.00	\$869.87	\$4,855.41	\$4,664.59	49.0
1.26 Employer's Contribution STD	\$8,200.00	\$0.00	\$8,200.00	\$768.44	\$4,237.42	\$3,962.58	48.3
1.27 Employer's Contribution LTD	\$7,350.00	\$0.00	\$7,350.00	\$699.75	\$3,788.84	\$3,561.16	48.5
1.28 Employer's Contribution Dental	\$6,100.00	\$0.00	\$6,100.00	\$0.00	\$2,994.82	\$3,105.18	50.9
1.29 Other Employee Benefits	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	100.0
1.3 Employer's Contribution Vision	\$400.00	\$0.00	\$400.00	\$29.25	\$175.04	\$224.96	56.2
<b>Subtotal</b>	<b>\$1,215,844.00</b>		<b>\$1,215,844.00</b>	<b>\$94,351.44</b>	<b>\$629,620.29</b>	<b>\$586,223.71</b>	<b>48.2</b>
<b>2. Supplies</b>							
2.11 Official Records	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$1.00	100.0
2.13 Other Office Supplies	\$25,000.00	\$0.00	\$25,000.00	\$1,378.26	\$13,981.15	\$11,018.85	44.1
2.21 Operating/Cleaning/Sanitation Supplies	\$9,000.00	\$0.00	\$9,000.00	\$994.36	\$3,290.67	\$5,709.33	63.4
<b>Subtotal</b>	<b>\$34,001.00</b>		<b>\$34,001.00</b>	<b>\$2,372.62</b>	<b>\$17,271.82</b>	<b>\$16,729.18</b>	<b>49.2</b>

Account #	Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<b>3. Other Services and Charge</b>								
3.11	Consulting Services	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$1.00	100.0
3.12	Engineering and Architectural Services	\$1.00	\$0.00	\$1.00	\$889.90	\$9,437.04	(\$9,436.04)	-943604.0
3.13	Legal Services	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$120.00	\$880.00	88.0
3.14	Other Professional Services	\$17,000.00	\$0.00	\$17,000.00	\$146.40	\$3,082.36	\$13,917.64	81.9
3.141	Contracted Labor for Grounds	\$6,000.00	\$0.00	\$6,000.00	\$443.76	\$9,513.76	(\$3,513.76)	-58.6
3.142	Facility Repairs and Maintenance	\$0.00	\$0.00	\$0.00	\$2,030.94	\$2,030.94	(\$2,030.94)	#Div/0!
3.145	Databases	\$15,000.00	\$0.00	\$15,000.00	\$0.00	\$12,638.84	\$2,361.16	15.7
3.146	E-books	\$32,820.00	\$0.00	\$32,820.00	\$0.00	\$35,920.00	(\$3,100.00)	-9.4
3.21	Telephone	\$5,000.00	\$0.00	\$5,000.00	\$392.89	\$3,402.83	\$1,597.17	31.9
3.211	Telephone - Markle	\$1,200.00	\$0.00	\$1,200.00	\$0.00	\$344.71	\$855.29	71.3
3.212	Fax Expense	\$800.00	\$0.00	\$800.00	\$62.29	\$453.08	\$346.92	43.4
3.213	T-1 Access Huntington	\$7,500.00	\$0.00	\$7,500.00	\$611.75	\$3,670.50	\$3,829.50	51.1
3.2131	T-1 Access Markle	\$4,500.00	\$0.00	\$4,500.00	\$380.00	\$2,280.00	\$2,220.00	49.3
3.22	Postage and Shipping	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$670.19	\$329.81	33.0
3.23	Traveling Expense	\$3,000.00	\$0.00	\$3,000.00	\$186.86	\$930.68	\$2,069.32	69.0
3.24	Professional Development	\$8,000.00	\$0.00	\$8,000.00	\$0.00	\$708.74	\$7,291.26	91.1
3.31	Advertising and Public Notices	\$6,000.00	\$0.00	\$6,000.00	\$382.58	\$2,691.85	\$3,308.15	55.1
3.41	Official Bonds	\$500.00	\$0.00	\$500.00	\$0.00	\$332.00	\$168.00	33.6
3.42	Operational Insurance	\$35,000.00	\$0.00	\$35,000.00	\$0.00	\$0.00	\$35,000.00	100.0
3.51	Gas Huntington	\$10,000.00	\$0.00	\$10,000.00	\$168.89	\$7,702.20	\$2,297.80	23.0
3.511	Gas Markle	\$1,100.00	\$0.00	\$1,100.00	\$18.78	\$735.19	\$364.81	33.2
3.52	Electricity Huntington	\$65,000.00	\$0.00	\$65,000.00	\$4,538.78	\$25,890.17	\$39,109.83	60.2
3.521	Electricity Markle	\$2,600.00	\$0.00	\$2,600.00	\$183.71	\$1,399.34	\$1,200.66	46.2
3.53	Water Huntington	\$2,750.00	\$0.00	\$2,750.00	\$234.80	\$1,485.70	\$1,264.30	46.0
3.531	Water Markle	\$300.00	\$0.00	\$300.00	\$26.00	\$176.20	\$123.80	41.3

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
3.54 Sewer Huntington	\$5,500.00	\$0.00	\$5,500.00	\$544.38	\$3,581.99	\$1,918.01	34.9
3.541 Sewer Markle	\$300.00	\$0.00	\$300.00	\$21.89	\$147.49	\$152.51	50.8
3.62 Equipment Repair and Maintenance	\$5,000.00	\$0.00	\$5,000.00	\$145.00	\$231.54	\$4,768.46	95.4
3.621 Equipment Leasing and Maintenance	\$13,000.00	\$0.00	\$13,000.00	\$1,110.00	\$8,032.06	\$4,967.94	38.2
3.622 Contracted Facility Maintenance	\$16,500.00	\$0.00	\$16,500.00	\$0.00	\$4,685.09	\$11,814.91	71.6
3.623 Technology License Agreements	\$14,000.00	\$0.00	\$14,000.00	\$832.83	\$6,215.62	\$7,784.38	55.6
3.624 Technology Maintenance	\$17,000.00	\$0.00	\$17,000.00	\$0.00	\$4,149.16	\$12,850.84	75.6
3.625 ILS Maintenance and Contract	\$32,000.00	\$0.00	\$32,000.00	\$0.00	\$28,960.00	\$3,040.00	9.5
3.71 Equipment Rental	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$1.00	100.0
3.72 Real Estate Rentals	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$1.00	100.0
3.91 Dues	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$615.00	\$1,885.00	75.4
3.92 Interest on Temporary Loans	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$1.00	100.0
3.93 Taxes and Assessments	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$1.00	100.0
3.94 Transfer to LIRF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
<b>Subtotal</b>	<b>\$331,876.00</b>		<b>\$331,876.00</b>	<b>\$13,352.43</b>	<b>\$182,234.27</b>	<b>\$149,641.73</b>	<b>45.1</b>
<b>4. Capitol Outlays</b>							
4.4 Furniture and Equipment	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$2,144.11	\$3,855.89	64.3
4.41 Technology Equipment	\$7,500.00	\$0.00	\$7,500.00	\$448.27	\$1,613.02	\$5,886.98	78.5
4.42 Technology Upgrade	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	100.0
4.5 Books	\$110,000.00	\$0.00	\$110,000.00	\$9,196.87	\$56,943.07	\$53,056.93	48.2
4.6 Periodicals and Newspapers	\$12,000.00	\$0.00	\$12,000.00	\$59.90	\$11,775.76	\$224.24	1.9
4.71 Audio-visual Materials	\$25,000.00	\$0.00	\$25,000.00	\$1,918.16	\$9,746.63	\$15,253.37	61.0
4.77 INSPIRE	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$1.00	100.0
4.79 Other Collections	\$750.00	\$0.00	\$750.00	\$0.00	\$0.00	\$750.00	100.0
4.8 Materials Processing	\$10,000.00	\$0.00	\$10,000.00	\$645.56	\$4,295.80	\$5,704.20	57.0
<b>Subtotal</b>	<b>\$181,251.00</b>		<b>\$181,251.00</b>	<b>\$12,268.76</b>	<b>\$86,518.39</b>	<b>\$94,732.61</b>	<b>52.3</b>

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
<b>Grand Total</b>	\$1,762,972.00	\$0.00	\$1,762,972.00	\$122,345.25	\$915,644.77	\$847,327.23	48.1

Approved by the State Board Of Accounts for Huntington City-Township Public Library on 1/1/1998.

**Appropriation Report for 110 LIBRARY IMPROVEMENT RE**  
**Huntington City-Township Public Library**

**Report Date: From 6/17/2019 To 7/15/2019**

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
<b>4. Capitol Outlays</b>							
4.2 Building Improvements	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$5,505.00	\$4,495.00	45.0
4.3 Improvements Other than Building	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$9,495.00	(\$4,495.00)	-89.9
4.4 Furniture and Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
4.73 2018 Encumbered Funds - Building	\$273,162.31	\$0.00	\$273,162.31	\$0.00	\$273,162.31	\$0.00	0.0
4.731 2018 Encumbered Funds - Furniture	\$50,000.00	\$0.00	\$50,000.00	\$0.00	\$40,716.87	\$9,283.13	18.6
<b>Subtotal</b>	<b>\$338,162.31</b>		<b>\$338,162.31</b>	<b>\$0.00</b>	<b>\$328,879.18</b>	<b>\$9,283.13</b>	<b>2.7</b>
<b>Grand Total</b>	<b>\$338,162.31</b>	<b>\$0.00</b>	<b>\$338,162.31</b>	<b>\$0.00</b>	<b>\$328,879.18</b>	<b>\$9,283.13</b>	<b>2.7</b>

Approved by the State Board Of Accounts for Huntington City-Township Public Library on 1/1/1998.

# Appropriation Report for 170 RAINY DAY FUND

## Huntington City-Township Public Library

Report Date: From 6/17/2019 To 7/15/2019

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<b>4. Capitol Outlays</b>							
4 Other Capital Outlays	\$210,000.00	\$0.00	\$210,000.00	\$0.00	\$0.00	\$210,000.00	100.0
4.2 Building Improvements	\$725,000.00	\$0.00	\$725,000.00	\$1,611.89	\$3,611.89	\$721,388.11	99.5
4.31 HVAC Replacement Plan	\$40,000.00	\$0.00	\$40,000.00	\$0.00	\$0.00	\$40,000.00	100.0
4.4 Furniture and Equipment	\$250,000.00	\$0.00	\$250,000.00	\$0.00	\$0.00	\$250,000.00	100.0
4.73 2018 Encumbered Funds - Building	\$500,000.00	\$0.00	\$500,000.00	\$85,488.97	\$478,271.89	\$21,728.11	4.3
4.731 2018 Encumbered Funds - Furniture	\$250,000.00	\$0.00	\$250,000.00	\$0.00	\$0.00	\$250,000.00	100.0
<b>Subtotal</b>	<b>\$1,975,000.00</b>		<b>\$1,975,000.00</b>	<b>\$87,100.86</b>	<b>\$481,883.78</b>	<b>\$1,493,116.22</b>	<b>75.6</b>
<b>Grand Total</b>	<b>\$1,975,000.00</b>	<b>\$0.00</b>	<b>\$1,975,000.00</b>	<b>\$87,100.86</b>	<b>\$481,883.78</b>	<b>\$1,493,116.22</b>	<b>75.6</b>

Approved by the State Board Of Accounts for Huntington City-Township Public Library on 1/1/1998.