

HUNTINGTON CITY TOWNSHIP PUBLIC LIBRARY

Board of Trustees
August 17th, 2020
5:15 pm

Regular Meeting

1. Call to Order
2. Reading and Approval of Minutes
3. Reading and Approval of Financial Report and Bills
4. Director's Report
5. Unfinished Business
 - a. Roof Replacement
 - b. Binding Review
 - c. Budget
 - d. Other
6. New Business
 - a. Employee Status Approval
 - b. E-rate Consortium Resolution
 - c. Internal Controls - Petty Cash Adjustment
 - d. Performance Evaluations
 - e. Pandemic Strategy Review
 - f. Other
7. Public Input
8. Adjournment

**Huntington City-Township Public Library
Board of Trustees Regular Meeting, 5:15 PM
July 20, 2020**

Present: Doug Denney, Jessica Mankey, Terri Salzano-Sees, Daryl Shrock, Beka Lemons, John Branham, Anne McClellan

Absent: Jamie Hoffman

Visitors: Zack Benedict, Mike Perkins, Eric Fry

Call to Order:

John called the meeting to order.

Reading and Approval of Minutes

a. June 2020 Terri moved to approve the minutes as they are, Anne seconded.

Minutes approved.

Reading and Approval of Financial Report and Bills: Daryl motioned to approve the Financial Report & Bills. Terri seconded. Motion passed.

Report of the Director: Slow restart but virtual programming if off the charts.

Committee Reports: None

Communications: None

Unfinished Business

a. **Roof Replacement:**

I. **Approval of Bid:** Zach explained the significant differences in the bid (it had to do with color match and suppliers used by the different contractors). Zach explained the difference in the differential bid with the gauge of the metal for the roof. He recommended that we not opt for the thinner gauge. The 24 gauge is typically longer lasting and less inclined to bow. Because the project required an architect, we can take his fees out of the.

Doug moved that we accept the bid from Master Steel Roofing. Daryl seconded the motion. Motion passed.

b. **Binding Review:** Beka explained what happened in the meeting. She followed up with the board and they did not rescind the motion. Beka has followed up with our attorney and he will write up an opinion that Beka will take back to Council's meeting next Monday and ask them clearly to rescind the motion. She anticipates that it is likely that they will do so.

c. Other: None.

New Business:

a. Fiscal Body Declaration: New legislation requires us to declare our fiscal body. The resolution just states that if we go over our 150% number, the council is our governing body. Jessica moved to approve the motion, Daryl seconded. Motion passed.

b. Budget

i. 2021 Budget Consensus: Health insurance is flat due to change in provider. There will be a 27th pay next year so there is an adjustment to the wages of assistants. We are budgeting for a T-1 Internet reimbursement to not come through ---it may but we don't know. We are budgeting for the full amount.

Beka explained how she approached budget estimates for utilities because the last two years have not been normal for us (first construction and now COVID-19).

We are budgeting for a 27th week of pay in an expanded sum. However, the board had many questions and will continue to discuss how we want to handle the pay situation.

Beka asked for a consensus on where the board stands on how she has the budget written. As it stands, we will still decrease our levy by about \$50,000. Board gives consensus.

Public hearing is in September, budget adoption is the October meeting.

ii. LIRF Reduction Resolution: See below.

iii. Rainy Day Reduction Resolution: Terri motioned to approve Both LIRF & Rainy Day reductions. Daryl seconded. Motions approved via signature vote.

iv. Rainy Day Spending Resolution: Daryl motioned to approve, Doug seconded. Motion passed via signature vote.

c. Policies

i. Background Check Policy - NEW: As part of the current legislation going into effect, we are required to have a policy in place. Beka put into policy our current practices. Beka read the new policy to the board.

Note: The HPD runs background checks for volunteers at the library without cost to library. For employees, we pay \$20.

Terri motioned to approve the policy as it is, Anne seconded. Motion passed.

ii. Library Card Policy: Only change is the availability of library cards to foster kids. Jessica moved to approve the policy, Terri seconded. Motion was approved.

iii. Purchasing Policy: Beka noted the changes in this policy that we will follow state statutes. Motion to approve Purchasing Policy made by Anne, seconded by Daryl. Motion passed.

iv. 2021 Holiday Closings: No difference in the holiday schedule.

We talked about being open on Sunday ---this is a conversation that we continue to revisit. Beka is still considering this as an option. The patron survey was pretty evenly split 50/50 between people who wanted us open on Sunday and those who did not. There is also a backburner discussion of later Fridays. These are just discussions for consideration.

Anne motioned to approve the holiday closings schedule, Daryl seconded. Motion passed.

d. Other: Beka asked for our thoughts on requirements for masks for patrons. She would like to remain at a strong recommendation for people to wear masks. Beka would like to require masks for one-on-one services, eg Kieffer Center, tutoring, reference, etc.

Board supports the new guidelines.

Public Input: None.

Adjournment:

John moved to adjourn, Anne seconded, motion carried.

Huntington City-Township Public Library
August 2020

Director's Report

- We are continuing to work on hiring for the Children's Librarian and a Library Assistant. We will be hiring our summer intern, Colton Jagger, as a regular employee to fill one of the vacant Library Assistant positions.
- The Bookworm is back in service. Our first stop was fairly well attended. We have changed the schedule slightly to allow for a day time stop at Kids Kampus. Several of the teachers from Kids Kampus came to get books while we were there.
- The Keefer Center is working with the Huntington County Historical Museum and the County Clerk's office to save some original copies of the Huntington Herald Press Newspaper. The newspapers are currently stored at the courthouse and they need to be moved to make space. We believe that many of these are the last paper copy in public hands so we need to find a way to archive them.
- I met with City and County Leaders to discuss local issues. Much of the conversation centered around the school's plans for reopening. The superintendent indicated that he did not think that internet access was an issue for the majority of the virtual students so we do not anticipate a large influx of students in the library. However, school libraries are closed so I do think that we will see more kids in to check out materials. We have also offered to work with the schools to give the students access to our e-book collections using their student ID.
- The staff are currently completing position questionnaires to be used in the compensation plan review process.
- We continue to work on changes and updates to the performance evaluation process.

Financial Report
Huntington City-Township Public Library

Report Dates = 7/20/2020 to 8/17/2020

<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	\$1,822,292.50	\$112,382.39	\$1,155,868.89	\$144,759.73	\$1,189,987.33	\$1,856,410.94
Subtotal	\$1,822,292.50	\$112,382.39	\$1,155,868.89	\$144,759.73	\$1,189,987.33	\$1,856,410.94
2. Special Revenue						
200 GIFT (REGULAR)	\$195,715.86	\$60.00	\$8,938.16	\$12.26	\$1,042.93	\$187,820.63
201 FRIENDS OF THE LIBRARY	\$1,491.03	\$985.73	\$10,070.21	\$0.00	\$14,323.77	\$5,744.59
202 LITERACY	\$25,655.11	\$39.00	\$97.49	\$200.00	\$1,498.80	\$27,056.42
203 GIFT - B. JOAN KEEFER CENTER	\$46,305.06	\$273.84	\$1,963.79	\$0.00	\$226.61	\$44,567.88
204 B JOAN KEEFER CENTER INVESTMENT - UND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
205 GIFT - CHILDRENS ROOM	\$1,443.05	\$0.00	\$0.00	\$0.00	\$5.62	\$1,448.67
206 MARKLE/BARKELY GIFT	\$19.23	\$0.00	\$0.00	\$0.00	\$0.00	\$19.23
207 BRIDGE-DICKEY INVESTMENT 08/2012	\$24,860.57	\$0.00	\$0.00	\$0.00	\$0.00	\$24,860.57
208 BRIDGE-DICKEY FUND	\$1,176.99	\$0.00	\$0.00	\$41.90	\$287.90	\$1,464.89
276 STATE TECH GRANT FUND	\$0.00	\$0.00	\$6,122.19	\$0.00	\$15,053.19	\$8,931.00
277 IND. STATE STUDENT ASSISTANCE	\$0.00	\$0.00	\$0.00	\$0.00	\$842.50	\$842.50
Subtotal	\$296,666.90	\$1,358.57	\$27,191.84	\$254.16	\$33,281.32	\$302,756.38
4. Capital Projects						
400 LIBRARY IMPROVEMENT RESERVE FUND	\$40,241.73	\$0.00	\$0.00	\$8.08	\$181.66	\$40,423.39
401 LIRF-INVESTMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
402 ROOF & DIGITAL SIGN REPAIR - INSURANCE	\$0.00	\$8,234.68	\$15,703.75	\$0.00	\$510,057.58	\$494,353.83
421 RAINY DAY FUND	\$773,080.83	\$0.00	\$409,633.66	\$0.00	\$265,168.15	\$628,615.32
422 RAINY DAY INVESTMENT	\$251,000.00	\$0.00	\$251,000.00	\$0.00	\$250,000.00	\$250,000.00
Subtotal	\$1,064,322.56	\$8,234.68	\$676,337.41	\$8.08	\$1,025,407.39	\$1,413,392.54
5. Clearing						
800 PLAC FUND	\$0.00	\$0.00	\$130.00	\$0.00	\$130.00	\$0.00
801 MARKLE PLAC FUND	\$0.00	\$0.00	\$65.00	\$0.00	\$65.00	\$0.00
803 FEDERAL	\$0.00	\$5,861.48	\$48,237.16	\$5,861.48	\$48,237.16	\$0.00
804 FICA	\$0.00	\$5,406.47	\$45,498.67	\$5,406.47	\$45,498.67	\$0.00
806 STATE	\$0.00	\$3,382.82	\$18,191.28	\$2,296.75	\$19,360.78	\$1,169.50
807 COUNTY	\$0.00	\$1,887.36	\$10,143.22	\$1,277.07	\$10,790.68	\$647.46
808 INSURANCE	\$4,104.86	\$572.07	\$29,361.81	\$2,391.41	\$28,954.86	\$3,697.91
809 DEFERRED COMP	\$0.00	\$970.00	\$8,280.00	\$970.00	\$8,280.00	\$0.00
810 UNITED WAY	\$0.00	\$180.00	\$953.06	\$120.00	\$1,013.06	\$60.00
811 STAFF ASSOCIATION	\$0.00	\$0.00	\$103.00	\$14.00	\$117.00	\$14.00
812 ROTH IRA	\$0.00	\$100.00	\$700.00	\$100.00	\$700.00	\$0.00
813 HEALTH SAVINGS ACCOUNT	\$0.00	\$605.38	\$1,765.76	\$605.38	\$1,765.76	\$0.00
Subtotal	\$4,104.86	\$18,965.58	\$163,428.96	\$19,042.56	\$164,912.97	\$5,588.87
Grand Total	\$3,187,386.82	\$140,941.22	\$2,022,827.10	\$164,064.53	\$2,413,589.01	\$3,578,148.73

Total all banks = \$3,577,762.48

Appropriation Report for 100 OPERATING

Huntington City-Township Public Library

Report Date: From 7/20/2020 To 8/17/2020

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Remain
1. Personal Services							
1.11 Salary of Librarian	\$74,000.00	\$0.00	\$74,000.00	\$5,680.62	\$48,230.35	\$25,769.65	34.8
1.12 Salary of Assistants	\$796,000.00	\$0.00	\$796,000.00	\$60,010.65	\$504,803.40	\$291,196.60	36.6
1.14 Wages of Janitors	\$65,210.00	\$0.00	\$65,210.00	\$4,866.69	\$42,623.38	\$22,586.62	34.6
1.15 Additional Hours (750)	\$8,000.00	\$0.00	\$8,000.00	\$502.80	\$1,301.38	\$6,698.62	83.7
1.21 Employer's Share FICA	\$71,500.00	\$0.00	\$71,500.00	\$5,406.65	\$45,498.70	\$26,001.30	36.4
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	\$80,200.00	\$0.00	\$80,200.00	\$5,925.26	\$48,880.83	\$31,319.17	39.1
1.231 Employer's contribution PERF - Employee	\$21,500.00	\$0.00	\$21,500.00	\$1,587.12	\$13,093.10	\$8,406.90	39.1
1.24 Employer's Contribution Group Health	\$165,000.00	\$0.00	\$165,000.00	(\$20,422.36)	\$102,511.21	\$62,488.79	37.9
1.25 Employer's Contribution Life Ins.	\$7,800.00	\$0.00	\$7,800.00	\$153.36	\$6,282.16	\$1,517.84	19.5
1.26 Employer's Contribution STD	\$8,500.00	\$0.00	\$8,500.00	\$0.00	\$5,863.33	\$2,636.67	31.0
1.27 Employer's Contribution LTD	\$7,700.00	\$0.00	\$7,700.00	\$0.00	\$5,922.05	\$1,777.95	23.1
1.28 Employer's Contribution Dental	\$7,200.00	\$0.00	\$7,200.00	\$513.95	\$3,603.67	\$3,596.33	49.9
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	\$41.18	\$399.40	\$0.60	0.2
Subtotal	\$1,315,510.00		\$1,315,510.00	\$64,265.92	\$829,012.96	\$486,497.04	37.0
2. Supplies							
2.11 Official Records	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$1.00	100.0
2.13 Other Office Supplies	\$26,000.00	\$0.00	\$26,000.00	\$1,354.68	\$8,595.04	\$17,404.96	66.9
2.21 Operating/Cleaning/Sanitation Supplies	\$10,000.00	\$0.00	\$10,000.00	\$641.57	\$5,374.82	\$4,625.18	46.3
Subtotal	\$36,001.00		\$36,001.00	\$1,996.25	\$13,969.86	\$22,031.14	61.2

<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 Remain</i>
3. Other Services and Charge							
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	(\$3,825.00)	\$721.91	(\$720.91)	-72091.0
3.13 Legal Services	\$1,000.00	\$0.00	\$1,000.00	\$1,653.00	\$1,803.00	(\$803.00)	-80.3
3.14 Other Professional Services	\$18,000.00	\$0.00	\$18,000.00	\$1,632.51	\$12,439.99	\$5,560.01	30.9
3.141 Contracted Labor for Grounds	\$11,500.00	\$0.00	\$11,500.00	\$1,943.32	\$8,768.32	\$2,731.68	23.8
3.145 Databases	\$19,000.00	\$0.00	\$19,000.00	\$0.00	\$4,504.05	\$14,495.95	76.3
3.146 E-books	\$32,410.00	\$7,500.00	\$39,910.00	\$0.00	\$41,584.36	(\$1,674.36)	-4.2
3.21 Telephone	\$5,000.00	\$0.00	\$5,000.00	\$395.98	\$3,609.88	\$1,390.12	27.8
3.211 Telephone - Markle	\$1,200.00	\$0.00	\$1,200.00	\$0.00	\$685.99	\$514.01	42.8
3.212 Fax Expense	\$800.00	\$0.00	\$800.00	\$67.04	\$493.02	\$306.98	38.4
3.213 T-1 Access Huntington	\$7,500.00	\$0.00	\$7,500.00	\$459.25	\$3,674.00	\$3,826.00	51.0
3.2131 T-1 Access Markle	\$4,500.00	\$0.00	\$4,500.00	\$285.00	\$2,280.00	\$2,220.00	49.3
3.22 Postage and Shipping	\$800.00	\$0.00	\$800.00	\$35.77	\$709.89	\$90.11	11.3
3.23 Traveling Expense	\$3,000.00	\$0.00	\$3,000.00	\$23.46	\$413.96	\$2,586.04	86.2
3.24 Professional Development	\$9,000.00	\$0.00	\$9,000.00	\$530.00	\$2,375.04	\$6,624.96	73.6
3.31 Advertising and Public Notices	\$6,000.00	\$0.00	\$6,000.00	\$359.68	\$1,338.71	\$4,661.29	77.7
3.41 Official Bonds	\$500.00	\$0.00	\$500.00	\$0.00	\$200.00	\$300.00	60.0
3.42 Operational Insurance	\$35,000.00	\$0.00	\$35,000.00	\$20.00	\$20.00	\$34,980.00	99.9
3.51 Gas Huntington	\$16,000.00	\$0.00	\$16,000.00	\$0.00	\$6,376.74	\$9,623.26	60.1
3.511 Gas Markle	\$1,400.00	\$0.00	\$1,400.00	\$0.00	\$590.19	\$809.81	57.8
3.52 Electricity Huntington	\$65,500.00	\$0.00	\$65,500.00	\$5,621.30	\$38,240.78	\$27,259.22	41.6
3.521 Electricity Markle	\$2,750.00	\$0.00	\$2,750.00	\$263.81	\$1,493.64	\$1,256.36	45.7
3.53 Water Huntington	\$2,750.00	\$0.00	\$2,750.00	\$203.46	\$1,474.81	\$1,275.19	46.4
3.531 Water Markle	\$400.00	\$0.00	\$400.00	\$26.00	\$208.00	\$192.00	48.0
3.54 Sewer and Waste Huntington	\$6,500.00	\$0.00	\$6,500.00	\$242.23	\$3,858.16	\$2,641.84	40.6

Account #	Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Remain
3.541	Sewer and WasteMarkle	\$300.00	\$0.00	\$300.00	\$21.89	\$175.12	\$124.88	41.6
3.62	Equipment Repair and Maintenance	\$4,000.00	\$0.00	\$4,000.00	\$463.00	\$3,263.15	\$736.85	18.4
3.621	Equipment Leasing and Maintenance	\$14,000.00	\$0.00	\$14,000.00	\$1,110.00	\$8,181.28	\$5,818.72	41.6
3.622	Contracted Facility Maintenance	\$17,500.00	\$0.00	\$17,500.00	\$2,584.37	\$12,853.63	\$4,646.37	26.6
3.623	Technology License Agreements	\$10,000.00	\$0.00	\$10,000.00	\$625.57	\$6,636.06	\$3,363.94	33.6
3.624	Technology Maintenance	\$17,000.00	\$0.00	\$17,000.00	\$0.00	\$5,217.67	\$11,782.33	69.3
3.625	ILS Maintenance and Contract	\$32,000.00	\$0.00	\$32,000.00	\$0.00	\$33,033.00	(\$1,033.00)	-3.2
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	\$1,591.96	\$908.04	36.3
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!
	Subtotal	\$347,816.00	\$7,500.00	\$355,316.00	\$14,741.64	\$208,816.31	\$146,499.69	41.2
4. Capitol Outlays								
4.1	Land	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
4.2	Building Improvements	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
4.3	Improvements Other than Building	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
4.4	Furniture and Equipment	\$5,000.00	\$0.00	\$5,000.00	\$416.66	\$2,853.46	\$2,146.54	42.9
4.41	Technology Equipment	\$7,500.00	\$0.00	\$7,500.00	\$100.99	(\$3,964.38)	\$11,464.38	152.9
4.42	Computer Technology Upgrade	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	100.0
4.5	Books	\$115,000.00	(\$7,500.00)	\$107,500.00	\$7,884.26	\$54,573.78	\$52,926.22	49.2
4.6	Periodicals and Newspapers	\$12,500.00	\$0.00	\$12,500.00	\$0.00	\$11,734.30	\$765.70	6.1
4.71	Audio-visual Materials	\$26,000.00	\$0.00	\$26,000.00	\$1,681.89	\$12,623.17	\$13,376.83	51.4
4.74	2019 Encumbered Funds - Building		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
4.77	INSPIRE	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$1.00	100.0

<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>Balance</i>	<i>Percent Remain</i>
4.79 Other Collections	\$750.00	\$0.00	\$750.00	\$0.00	\$0.00	\$750.00	100.0
4.8 Materials Processing	\$11,000.00	\$0.00	\$11,000.00	\$872.42	\$5,480.67	\$5,519.33	50.2
Subtotal	\$187,751.00	(\$7,500.00)	\$180,251.00	\$10,956.22	\$83,301.00	\$96,950.00	53.8
Grand Total	\$1,887,078.00	\$0.00	\$1,887,078.00	\$91,960.03	\$1,135,100.13	\$751,977.87	39.8

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

Appropriation Report for 400 LIBRARY IMPROVEMENT RE
Huntington City-Township Public Library

Report Date: From 7/20/2020 To 8/17/2020

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Remain
4. Capitol Outlays							
4.2 Building Improvements	\$20,000.00	\$0.00	\$20,000.00	\$0.00	\$0.00	\$20,000.00	100.0
4.3 Improvements Other than Building	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	100.0
4.4 Furniture and Equipment	\$9,700.00	\$0.00	\$9,700.00	\$0.00	\$0.00	\$9,700.00	100.0
Subtotal	\$39,700.00		\$39,700.00	\$0.00	\$0.00	\$39,700.00	100.0
Grand Total	\$39,700.00	\$0.00	\$39,700.00	\$0.00	\$0.00	\$39,700.00	100.0

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

Appropriation Report for 421 RAINY DAY FUND
Huntington City-Township Public Library

Report Date: From 7/20/2020 To 8/17/2020

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Remain
4. Capitol Outlays							
4 Other Capital Outlays	\$200,000.00	\$0.00	\$200,000.00	\$0.00	\$0.00	\$200,000.00	100.0
4.2 Building Improvements	\$250,000.00	\$0.00	\$250,000.00	\$0.00	\$13,748.00	\$236,252.00	94.5
4.31 HVAC Replacement Plan	\$100,000.00	\$0.00	\$100,000.00	\$0.00	\$73,131.00	\$26,869.00	26.9
4.4 Furniture and Equipment	\$100,000.00	\$0.00	\$100,000.00	\$0.00	\$3,323.93	\$96,676.07	96.7
4.74 2019 Encumbered Funds - Building	\$69,430.73	\$0.00	\$69,430.73	\$0.00	\$69,430.73	\$0.00	0.0
Subtotal	\$719,430.73	\$0.00	\$719,430.73	\$0.00	\$159,633.66	\$559,797.07	77.8
Grand Total	\$719,430.73	\$0.00	\$719,430.73	\$0.00	\$159,633.66	\$559,797.07	77.8

Approved by the State Board Of Accounts for Huntington City-Township Public Library on 1/11/1998.