

HUNTINGTON CITY TOWNSHIP PUBLIC LIBRARY

Board of Trustees
February 15th, 2021
5:15pm

Regular Meeting

1. Call to Order
2. Reading and Approval of Minutes
3. Reading and Approval of Financial Report and Bills
4. Report of the Librarian
5. Committee Reports
6. Communications
7. Unfinished Business
 - a. Roof Update
 - b. Desk Shields
 - c. Other
8. New Business
 - a. Policy Review
 - i. Mobile Hotspot
 - ii. Chromebook Checkout
 - iii. Use of Credit Cards
 - b. Outreach Specialist Position
 - c. Mural Proposal
 - d. Bookworm Strategy
 - e. Other
9. Public Input
10. Adjournment

HUNTINGTON CITY TOWNSHIP PUBLIC LIBRARY

Board of Trustees
January 18th, 2021
5:15pm

Board of Finance Meeting

Present: Doug Denney, Jessica Mankey, Terri Salzano-Sees, Daryl Shrock, Jamie Hoffman, Beka Lemons (via phone conference), John Branham, Anne McClellan

Absent: None

Visitors: Michael Perkins, Eric Fry, Jeri Davis

1. Call to Order: Jamie called the meeting of the Board of Finance to order.
2. Election of Officers: John moved to reappoint Daryl as president and Jessica as secretary. Anne seconded. Motion passed.
3. Review of Current Investments: Reviewed investments.
4. Policy Review
 - a. Investment Cash Management: Only change is Flagstar Bank was removed from the list. Otherwise, all was the same. Daryl moved to approve the policy, Terri seconded. Motion carried.
 - b. Investment Policy: No changes. John moved to approve the policy, Daryl seconded. Motion passed.
 - c. Internal Controls: Changes to reflect current practices ---Beka carries one of the cards, the other cards are in the business office not in the safe. However, the cards are locked and secured. Changed the meetings language to reflect frequent meetings (not weekly). John moved to approve, Anne seconded. Motion passed.
 - d. Check Signing Authorization: Annual signing of the approval form by signature. Anne motioned to approve, Daryl seconded. Motion approved.
5. Adjournment: Jessica moved to adjourn, Daryl seconded. Motion approved, meeting adjourned.

Regular Meeting

Present: Doug Denney, Jessica Mankey, Terri Salzano-Sees, Daryl Shrock, Jamie Hoffman, Beka Lemons (via phone conference), John Branham, Anne McClellan

Absent: None

Visitors: Michael Perkins, Eric Fry, Jeri Davis

1. Call to Order: Anne called the meeting to order.
2. Reading and Approval of Minutes: Terri motioned to approve the minutes as written. Daryl seconded. Motion approved.
3. Reading and Approval of Financial Report and Bills: After the three items below were addressed, John motioned to approve the Financial Report and Bills, Daryl seconded. Motion carried.
 - a. Approve Changes to Appropriation: Jamie moved to approve the changes to Appropriation, Daryl seconded. Motion passed.
 - b. Rainy Day Transfer Resolution: Rainy Day Transfer Resolution was made before the Appropriation Approval. We are transferring \$91,008.56 left over from this year's budget to the Rainy Day fund. Terri motioned to approve, Doug seconded. Motion passed via signature vote.
 - c. Removal of Old Checks: Per policy 3 checks were listed to be removed, Jessica motioned to pass the motion to remove old checks, Doug seconded.
4. Report of the Librarian: Pathfinder is coming back to do tax appointments. Beka offered the Library's assistance to the Health Dept. regarding COVID-19 vaccine. They responded that they could use help scheduling appointments. Beka is looking at ways staff can help with this.
5. Committee Reports: None
6. Communications: None
7. Unfinished Business
 - a. Roof Update: Coming along. Almost done --finishing is coming along well.
 - b. Other: None

8. New Business

a. Policy Review

i. Computer and Internet Use: Changes are grammatical in nature, no content change. Jessica motioned to approve, John seconded. Motion passed.

ii. Inter-library Loan (NEW): This is a new policy, Beka read the policy to the board and opened discussion on the policy. Terri motioned to approve, Jamie seconded. Motion passed.

b. Desk Shields: Staff has emphasized the desire for better shields that will work and look better. There are concerns for safety of staff. Beka & Malcolm have been searching and have found 5 options:

Option 1) Custom Build -Schlemmer Brother (from Wabash ---they build the shields for the desks at the Wabash Library). Estimate was around \$14,000.

Option 2) Custom Build -Jerrin Clemmins (this would be plexiglass). Estimate was \$10,000.

Option 3) Look for polyacrylic panels and do it ourselves. The total for the panels we need was around \$6,800 with a 6-8 week lead time.

Option 4) Found the same panels that can be shipped within the next week, came in just around \$6,000.

Option 5) Leave things as they are or cobble together a bit more with what we have.

Beka recommended the Custom Build option by Jerrin. Noting as well that we can apply for and use several grants from the state and the city to help offset the cost of the project. Custom build will be around the same height that we would get elsewhere.

John moved to approve the approval of the recommended Custom Build by Jerrin Clemmins with an understanding that the noted grants will be applied for from the state and city. Jamie seconded the motion. Motion passed.

c. Employee Development Tool: Beka has discussed the new tool for performance evaluation tool. The focus of the tool is an employee development tool, changing the approach to more of a conversational tool and check-in every two months. This tool will be used as a part of the elements that go into annual raises.

Jamie & Terri both expressed appreciation for the new process.

d. Other: Jamie asked about the Labor complaint, Beka said she had checked but no information is available yet. Jamie asked about the reappointment of Jessica to the board. Beka and Jessica indicated that they had not heard anything. Jamie recommended a call to the Commissioners office.

9. Public Input: None.

10. Adjournment: Terri moved to adjourn. Jessica seconded. Meeting adjourned.

Huntington City-Township Public Library
February 2021

Director's Report

- We are still working on hiring a 20 hour Maintenance Specialist. We have had very few applicants so far. We may need to reconsider the hours or pay.
- We received a \$2,000 grant from the State Library to help pay for our desk shields. I also applied for \$2,500 from the city. I should hear back on this soon. Due to the conditions of the city grant, we have to wait to sign any contracts or start work until they approve the grant.
- We continue to assist the Health Department with vaccine appointment scheduling. In the first week we scheduled 114 appointments. We are scheduling an average of about 10 appointments a day. We are also taking calls for information and waitlist. Calls have slowed down this week but we expect it to be busier when the state changes the age limit again.
- We are planning a book drive to get donations for the Bookworm. This will happen during National Library Week, which is April 4-10. Staff have been visiting community organizations to ask for support and donations.
- The Markle Branch is working with the Markle Historical Society to house and display some of their archives as their regular storage space is no longer available.
- We have begun planning for our Summer Library Program. This year's theme is 'Tails and Tales' so our program will center on animals. We are planning mostly virtual programs with the option for very limited in-person events if circumstances allow them. We are also planning some outdoor activities like storytime in the park.

Financial Report
Huntington City-Township Public Library

Report Dates = 1/18/2021 to 2/15/2021

<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	\$1,910,477.37	\$165,222.95	\$242,794.63	\$53,118.36	\$105,934.70	\$1,773,617.44
Subtotal	\$1,910,477.37	\$165,222.95	\$242,794.63	\$53,118.36	\$105,934.70	\$1,773,617.44
2. Special Revenue						
200 GIFT (REGULAR)	\$188,203.90	\$0.00	\$616.56	\$12.56	\$67.51	\$187,654.85
201 FRIENDS OF THE LIBRARY	\$2,695.78	\$180.44	\$663.64	\$0.00	\$0.87	\$2,033.01
202 LITERACY	\$25,693.40	\$0.00	\$0.00	\$200.00	\$205.79	\$25,899.19
203 GIFT - B. JOAN KEEFER CENTER	\$44,289.28	\$0.00	\$0.00	\$0.00	\$11.34	\$44,300.62
204 B JOAN KEEFER CENTER INVESTMENT - UND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
205 GIFT - CHILDRENS ROOM	\$1,450.52	\$0.00	\$0.00	\$0.00	\$0.37	\$1,450.89
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	\$1,671.69	\$0.00	\$0.00	\$42.02	\$42.02	\$1,713.71
276 STATE TECH GRANT FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$7,287.54	\$7,287.54
277 IND. STATE STUDENT ASSISTANCE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$288,884.37	\$180.44	\$1,280.20	\$254.58	\$7,615.44	\$295,219.61
4. Capital Projects						
400 LIBRARY IMPROVEMENT RESERVE FUND	\$40,440.82	\$0.00	\$0.00	\$2.56	\$2.56	\$40,443.38
401 LIRF-INVESTMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
402 ROOF & DIGITAL SIGN REPAIR - INSURANCE	\$86,767.49	\$68,505.00	\$68,914.33	\$0.00	\$22.67	\$17,875.83
421 RAINY DAY FUND	\$709,453.14	\$0.00	\$0.00	\$254,400.92	\$254,582.30	\$964,035.44
422 RAINY DAY INVESTMENT	\$250,000.00	\$250,000.00	\$250,000.00	\$0.00	\$0.00	\$0.00
Subtotal	\$1,086,661.45	\$318,505.00	\$318,914.33	\$254,403.48	\$254,607.53	\$1,022,354.65
5. Clearing						
800 PLAC FUND	\$0.00	\$0.00	\$0.00	\$65.00	\$65.00	\$65.00
801 MARKLE PLAC FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
803 FEDERAL	\$0.00	\$5,724.36	\$8,561.47	\$5,724.36	\$8,561.47	\$0.00
804 FICA	\$0.00	\$5,331.06	\$7,984.20	\$5,331.06	\$7,984.20	\$0.00
806 STATE	\$0.00	\$2,253.44	\$2,253.44	\$2,260.18	\$3,385.35	\$1,131.91
807 COUNTY	\$0.00	\$1,254.66	\$1,254.66	\$1,258.44	\$1,884.89	\$630.23
808 INSURANCE	\$3,734.45	\$3,841.07	\$7,341.85	\$2,340.70	\$3,511.05	(\$96.35)
809 DEFERRED COMP	\$0.00	\$1,040.00	\$1,550.00	\$1,040.00	\$1,550.00	\$0.00
810 UNITED WAY	\$0.00	\$0.00	\$0.00	\$104.16	\$156.24	\$156.24
811 STAFF ASSOCIATION	\$0.00	\$0.00	\$0.00	\$34.00	\$61.00	\$61.00
812 ROTH IRA	\$0.00	\$250.00	\$375.00	\$250.00	\$375.00	\$0.00
813 HEALTH SAVINGS ACCOUNT	\$0.00	\$326.92	\$490.38	\$326.92	\$490.38	\$0.00
814 GARNISHMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$3,734.45	\$20,021.51	\$29,811.00	\$18,734.82	\$28,024.58	\$1,948.03
Grand Total	\$3,289,757.64	\$503,929.90	\$592,800.16	\$326,511.24	\$396,182.25	\$3,093,139.73

Total all banks = \$3,093,139.73

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

Appropriation Report for 100 OPERATING

Huntington City-Township Public Library

Report Date: From 1/18/2021 To 2/15/2021

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	\$78,250.00	\$0.00	\$78,250.00	\$5,822.64	\$8,733.96	\$69,516.04	88.8
1.12 Salary of Assistants (Salary and Wage Overflow)	\$830,000.00	\$0.00	\$830,000.00	\$59,921.52	\$90,417.24	\$739,582.76	89.1
1.14 Wages of Janitors	\$70,500.00	\$0.00	\$70,500.00	\$4,438.40	\$5,960.00	\$64,540.00	91.5
1.15 Additional Hours (750)	\$7,000.00	\$0.00	\$7,000.00	\$0.00	\$0.00	\$7,000.00	100.0
1.21 Employer's Share FICA	\$74,033.00	\$0.00	\$74,033.00	\$5,331.20	\$7,984.31	\$66,048.69	89.2
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	\$79,000.00	\$0.00	\$79,000.00	\$5,761.92	\$8,627.06	\$70,372.94	89.1
1.231 Employer's contribution PERF - Employee	\$22,000.00	\$0.00	\$22,000.00	\$1,543.39	\$2,310.84	\$19,689.16	89.5
1.24 Employer's Contribution Group Health	\$165,000.00	\$0.00	\$165,000.00	\$23,414.96	\$34,450.52	\$130,549.48	79.1
1.25 Employer's Contribution Life Ins.	\$9,250.00	\$0.00	\$9,250.00	\$1,427.71	\$908.98	\$8,341.02	90.2
1.26 Employer's Contribution STD	\$8,500.00	\$0.00	\$8,500.00	\$0.00	\$695.84	\$7,804.16	91.8
1.27 Employer's Contribution LTD	\$7,700.00	\$0.00	\$7,700.00	\$0.00	\$704.29	\$6,995.71	90.9
1.28 Employer's Contribution Dental	\$6,000.00	\$0.00	\$6,000.00	\$482.37	\$1,052.35	\$4,947.65	82.5
1.29 Other Employee Benefits (Benefits Overflow)	\$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	\$44.32	\$134.54	\$265.46	66.4
Subtotal	\$1,360,133.00		\$1,360,133.00	\$106,903.43	\$161,979.93	\$1,198,153.07	88.1
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	\$363.64	\$734.96	\$25,265.04	97.2
2.21 Operating/Cleaning/Sanitation Supplies	\$10,000.00	\$0.00	\$10,000.00	\$376.97	\$944.53	\$9,055.47	90.6

Account #	Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Remain
3. Other Services and Charge								
	Subtotal	\$36,001.00		\$36,001.00	\$740.61	\$1,679.49	\$34,321.51	95.3
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	\$0.00	\$0.00	\$1.00	100.0
3.13	Legal Services	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100.0
3.14	Other Professional Services	\$18,000.00	\$0.00	\$18,000.00	\$1,193.27	\$1,214.42	\$16,785.58	93.3
3.141	Contracted Labor for Grounds	\$13,000.00	\$0.00	\$13,000.00	\$2,185.00	\$2,185.00	\$10,815.00	83.2
3.145	Databases	\$18,000.00	\$0.00	\$18,000.00	\$0.00	\$0.00	\$18,000.00	100.0
3.146	E-books	\$42,500.00	\$0.00	\$42,500.00	\$0.00	\$0.00	\$42,500.00	100.0
3.21	Telephone	\$5,750.00	\$0.00	\$5,750.00	\$884.08	\$1,317.25	\$4,432.75	77.1
3.211	Telephone - Markle	\$1,300.00	\$0.00	\$1,300.00	\$43.21	\$338.54	\$961.46	74.0
3.212	Fax Expense	\$800.00	\$0.00	\$800.00	\$25.00	\$50.00	\$750.00	93.8
3.213	T-1 Access Huntington	\$16,000.00	\$0.00	\$16,000.00	\$459.25	\$918.50	\$15,081.50	94.3
3.2131	T-1 Access Markle	\$8,000.00	\$0.00	\$8,000.00	\$285.00	\$570.00	\$7,430.00	92.9
3.22	Postage and Shipping	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100.0
3.23	Traveling Expense	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$3,000.00	100.0
3.24	Professional Development	\$9,000.00	\$0.00	\$9,000.00	\$0.00	\$100.00	\$8,900.00	98.9
3.31	Advertising and Public Notices	\$5,000.00	\$0.00	\$5,000.00	\$138.60	\$179.58	\$4,820.42	96.4
3.41	Official Bonds	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	100.0
3.42	Operational Insurance	\$37,000.00	\$0.00	\$37,000.00	\$0.00	\$2,301.00	\$34,699.00	93.8
3.51	Gas Huntington	\$12,500.00	\$0.00	\$12,500.00	\$2,099.05	\$2,099.05	\$10,400.95	83.2
3.511	Gas Markle	\$1,350.00	\$0.00	\$1,350.00	\$123.06	\$123.06	\$1,226.94	90.9
3.52	Electricity Huntington (Utilities Overflow)	\$63,000.00	\$0.00	\$63,000.00	\$4,344.65	\$8,121.94	\$54,878.06	87.1
3.521	Electricity Markle	\$2,750.00	\$0.00	\$2,750.00	\$276.48	\$577.72	\$2,172.28	79.0
3.53	Water Huntington	\$3,000.00	\$0.00	\$3,000.00	\$215.29	\$421.69	\$2,578.31	85.9
3.531	Water Markle	\$400.00	\$0.00	\$400.00	\$26.00	\$52.00	\$348.00	87.0

Account #	Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Remain
3.54	Sewer and Waste Huntington	\$6,800.00	\$0.00	\$6,800.00	\$546.07	\$1,052.93	\$5,747.07	84.5
3.541	Sewer and WasteMarkle	\$300.00	\$0.00	\$300.00	\$21.89	\$43.78	\$256.22	85.4
3.62	Equipment Repair and Maintenance	\$4,000.00	\$0.00	\$4,000.00	\$0.00	\$0.00	\$4,000.00	100.0
3.621	Equipment Leasing and Maintenance	\$14,250.00	\$0.00	\$14,250.00	\$1,110.00	\$1,110.00	\$13,140.00	92.2
3.622	Contracted Facility Maintenance	\$17,500.00	\$0.00	\$17,500.00	\$329.00	\$329.00	\$17,171.00	98.1
3.623	Technology License Agreements	\$10,000.00	\$0.00	\$10,000.00	\$616.57	\$2,913.57	\$7,086.43	70.9
3.624	Technology Maintenance	\$15,000.00	\$0.00	\$15,000.00	\$1,039.87	\$1,659.87	\$13,340.13	88.9
3.625	ILS Maintenance and Contract	\$34,000.00	\$0.00	\$34,000.00	\$34,779.15	\$34,779.15	(\$79.15)	-2.3
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	\$0.00	\$2,500.00	100.0
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
	Subtotal	\$367,206.00		\$367,206.00	\$50,740.49	\$62,458.05	\$304,747.95	83.0
4. Capitol Outlays								
4.3	Improvements Other than Building	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$1.00	100.0
4.4	Furniture and Equipment	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	100.0
4.41	Technology Equipment	\$7,500.00	\$0.00	\$7,500.00	\$0.00	\$27.99	\$7,472.01	99.6
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	\$0.00	\$115,000.00	\$5,030.68	\$5,201.35	\$109,798.65	95.5
4.6	Periodicals and Newspapers	\$12,500.00	\$0.00	\$12,500.00	\$382.91	\$9,860.54	\$2,639.46	21.1
4.71	Audio-visual Materials	\$26,000.00	\$0.00	\$26,000.00	\$765.86	\$893.30	\$25,106.70	96.6
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	\$3.49	\$746.51	99.5
4.8	Materials Processing	\$11,500.00	\$0.00	\$11,500.00	\$459.47	\$490.99	\$11,009.01	95.7
	Subtotal	\$188,252.00		\$188,252.00	\$6,638.92	\$16,477.66	\$171,774.34	91.2

<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>
<i>Grand Total</i>	\$1,951,592.00	\$0.00	\$1,951,592.00	\$165,023.45	\$242,595.13	\$1,708,996.87	87.6

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 1/18/2021 To 2/15/2021

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Remain
4. Capital Outlays							
4 Other Capital Outlays	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	100.0
4.2 Building Repairs and 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	\$5,241.00	\$0.00	\$5,241.00	\$0.00	\$0.00	\$5,241.00	100.0
Subtotal	\$40,241.00		\$40,241.00	\$0.00	\$0.00	\$40,241.00	100.0
Grand Total	\$40,241.00	\$0.00	\$40,241.00	\$0.00	\$0.00	\$40,241.00	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 1/18/2021 To 2/15/2021

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Remain
1. Personal Services							
1.12 Salary of Assistants (Salary and Wage Overflow)	\$15,000.00	\$0.00	\$15,000.00	\$0.00	\$0.00	\$15,000.00	100.0
1.29 Other Employee Benefits (Benefits Overflow)	\$7,500.00	\$0.00	\$7,500.00	\$0.00	\$0.00	\$7,500.00	100.0
Subtotal	\$22,500.00		\$22,500.00	\$0.00	\$0.00	\$22,500.00	100.0
2. Supplies							
2.21 Operating/Cleaning/Sanitation Supplies	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	100.0
Subtotal	\$5,000.00		\$5,000.00	\$0.00	\$0.00	\$5,000.00	100.0
3. Other Services and Charge							
3.14 Other Professional Services	\$20,000.00	\$0.00	\$20,000.00	\$0.00	\$0.00	\$20,000.00	100.0
3.52 Electricity Huntington (Utilities Overflow)	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	100.0
Subtotal	\$30,000.00		\$30,000.00	\$0.00	\$0.00	\$30,000.00	100.0
4. Capital Outlays							
4 Other Capital Outlays	\$175,000.00	\$0.00	\$175,000.00	\$0.00	\$0.00	\$175,000.00	100.0
4.2 Building Repairs and Improvements	\$180,650.00	\$0.00	\$180,650.00	\$0.00	\$0.00	\$180,650.00	100.0
4.3 Improvements Other than Building	\$105,000.00	\$0.00	\$105,000.00	\$0.00	\$0.00	\$105,000.00	100.0
4.31 HVAC Replacement Plan	\$150,000.00	\$0.00	\$150,000.00	\$0.00	\$0.00	\$150,000.00	100.0
4.4 Furniture and Equipment	\$15,000.00	\$0.00	\$15,000.00	\$0.00	\$0.00	\$15,000.00	100.0
4.41 Technology Equipment	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	100.0
Subtotal	\$635,650.00		\$635,650.00	\$0.00	\$0.00	\$635,650.00	100.0
Grand Total	\$693,150.00	\$0.00	\$693,150.00	\$0.00	\$0.00	\$693,150.00	100.0

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