

HUNTINGTON CITY TOWNSHIP PUBLIC LIBRARY

Board of Trustees

May 17th, 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. Desk Shields
 - b. Other
8. New Business
 - a. Compensation Plan
 - b. Budget
 - c. Health Insurance
 - d. Policies
 - i. Library Card
 - ii. Electronic Meetings
 - e. Other
9. Public Input
10. Adjournment

HUNTINGTON CITY TOWNSHIP PUBLIC LIBRARY

Board of Trustees
April 19th, 2021
5:15pm

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

Absent: Doug Denney

Visitors: Mike Perkins, Bryan Ballinger, Eric Frye, Jessica Grossman, Jeri Davis

Regular Meeting:

1. Call to Order: Anne called the meeting to order.
2. Reading and Approval of Minutes: Terri motioned to accept the Minutes, John seconded. Minutes approved.
3. Reading and Approval of Financial Report and Bills: Daryl motioned to approve the motion to approve Financial Report & Bills, Jessica seconded. Motion carried.
4. Report of the Librarian: Beka is joining us virtually and will let us know when she will be back in person when she knows more. She will continue to work from home until she can be back. Personnel changes coming up, actively interviewing for Julie's position currently as she is leaving soon. Kurt's position will be replaced by a 20hr a week position. Interviewing currently for that. Working on summer programming, some in-person (small events) and in June back to in-person storytime (done outside). Friends of the library will be holding their annual sale this year. We will begin working on the budget soon.
5. Committee Reports: None
6. Communications: None
7. Unfinished Business:
 - a. Roof Update: The roof has had a couple of additional breaks installed to fix the heavy fall of water/snow areas above the door. This has been fixed.
 - b. Desk Shields: Installed. Working to get them fixed --there are a couple of issues that need to be addressed with them. Working on getting the edges smoothed out. There is concern from the Board that the shields are not very professional looking. Jamie believes this to be more than a simple fix and would like for us to just start over -wood doesn't match, plastic is not the correct grade, not finished properly. This was too expensive for what was installed.

c. Mural: John expressed his preference for the courthouse mural idea. Beyond that, his concern is whether this is a project we want to tackle. He asked about the true cost (long-term cost of the mural, any insurance coverage needed, prep for the surface, etc.). Terri noted that she has gotten some feedback from the community that echoes the concerns John mentioned. Jamie echoed this concern and in addition emphasized that we are not sure about the purpose. Jessica added that community members she had spoken to echo the concerns that Terri mentioned as well. Beka talked about the goal being grabbing attention and helping direct attention from the community to the library. Additionally, part of the goal has been to participate in the community's focus on art and murals with the Art Center. Beka raised the concern that it is easy to miss that this is the library building. Terri wanted to know if there is another way to incorporate art into the library. Bryan, the muralist we have been talking to, talked with the board a bit. He spoke a bit about how Ft. Wayne has integrated murals into the city and it has been successful. He also noted that this is a cooperation between the library and the art center in Huntington. Bryan talked about how long a mural will last ---about 10-15 years.

Jessica Grossman from the Visitor Bureau spoke about the positive impact of the impact of the one mural we have had installed. People are coming to Huntington to see the murals. There is a plan in the City plan to create and fund art there is also support in the county for art in the city. She also noted that they will be marketing the murals created very aggressively. There are additional murals in each of the towns in Huntington county. Additionally, Jessica G. said that there is something to having welcoming art next to the new police station.

John moved that we discontinue consideration of the mural on the exterior walls at this time. Terri seconded the motion. Motion approved, with one dissenting vote, four approving votes.

Jamie requested that there be a committee put together including both staff and board members. Beka noted that she will put this committee together when she returns in person.

d. Other: Beka talked about the patio project at the Huntington library building (so we are removing brick and putting down concrete) and the Markle sidewalk project. The quote for the patio at the Huntington library was \$9950 in September, the contractor said it would be only a couple hundred dollars more at this point. We will remove the bricks ourselves, save them and have the Friends of the Library sell them (they are valuable). Beka needs approval to go ahead with the patio (does the board have a cost ceiling for this project?). Jamie moved that we go with the quote we received from the company in the fall to remove the bricks and replace concrete as long as the cost is no more than \$500 more than their original cost. Daryl seconded the motion. Motion is approved.

Beka would like for the board to either approve the acceptance of a bid under \$16,000 or

wait until we get more bids. John motioned that we table the motion until we get more bids. Terri seconded. Motioned approved.

8. New Business

a. Compensation Plan: Beka overviewed two changes proposed and asked that we take time to consider them and plan to talk about them next time.

First: we are changing the time frame to be reviewed every 3 years rather than every other. However, pay-scale can be amended at any time.

Major change consideration one: Beka asked that we consider dropping education and experience from the required qualifications from our job descriptions from all but a select set of positions. Beka's reasoning is that this allows us to approach hiring from a more equitable position. Anne asked about the increase in pay that we approved and asked if we had in part approved the increases based on education. Beka indicated that education and experience are not the only factors that we look at when we are classifying positions. Terri asked about succession planning and how that may impact employees who might hit a barrier based on education level that might leave them at a loss.

Anne asked and Jamie restated a question about comparing what we do now vs what we are proposing to change. Terri asked what our motivational goals are. Beka indicated that she has often made exceptions and that she would like to be able to recruit more people and make that recruitment more equitable.

John asked why change a rule if we aren't following it anyway. Beka noted that we do follow the rule but we are likely to make exceptions and she would like policy to reflect what we actually do. Terri asked about using the word 'preferred' about the educational and experiential requirements instead.

The second major change that Beka asked us to consider is the idea of instituting longevity pay. This is a staff raised issue. The recommendation is that a longevity bonus be added annually. The bonus would be \$10 per year worked each year. Part of it is recognition of length of time of employment, a thank you for your service to the community, and an incentive for retention. Terri would like to see a 10 year projection of cost for this longevity pay. John noted that there are additional concerns that should be addressed in the policy to avoid some of the potential issues that can come from the administration of the process. Additionally, Beka has asked that we consider the proposed updates to the pay scale that has been adjusted to ensure that all positions have pay adjustments that are equal on how the maximum salary is calculated.

Additionally, the adjustments proposed are based on the study that Beka did looking at pay for a library this size. These adjustments would be made starting in July and we have money in the budget for these adjustments.

b. Extended Staff Leaves: Colton has asked for an extended leave to be able to return to school to finish his last year (August 2021 -May 2022ish) at college. He will not be able to take virtual classes to be able to complete his degree (thus his need to return to campus). He

is an exceptional employee and we want to encourage the qualities that he regularly demonstrates. Additionally, he has indicated that he would like to potentially complete his Master's in Library Science (which he can do fully online while working).

Mikah has asked for extended maternity leave. She is asking to come back in October. Beka has a plan in place to cover the leaves.

Terri motioned to approve the leaves, Jessica seconded. Motion passed.

c. Other: Board supports continuing our current mask practice in Markle which is under a different mandate. We will revisit this discussion again. Beka would like to at least ensure that all staff have the opportunity to get the vaccination if they choose to do so before talking about relaxing mask requirements. End of May is likely a good time to revisit what we want to do going forward.

9. Public Input: Jeri commented on the changes proposed to the compensation plan regarding degree and experience. She listed a whole line of women who did not have a degree but who have been very qualified and

who have done some great things for us in our library. She asked us to consider the impact of the women we have known who worked here who did not have a degree and the value of what they have brought to us and the positive impact they have had on her career. For example, Sue Strass, Joan Keefer, etc.

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

Financial Report
Huntington City-Township Public Library

Report Dates = 4/19/2021 to 5/17/2021

<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	\$152,431.30	\$674,825.43	\$56,683.76	\$271,347.90	\$1,506,999.84
Subtotal	\$1,910,477.37	\$152,431.30	\$674,825.43	\$56,683.76	\$271,347.90	\$1,506,999.84
2. Special Revenue						
200 GIFT (REGULAR)	\$188,203.90	\$2,023.74	\$3,691.39	\$20.51	\$314.79	\$184,827.30
201 FRIENDS OF THE LIBRARY	\$2,695.78	\$196.78	\$2,698.76	\$0.00	\$2.98	\$0.00
202 LITERACY	\$25,693.40	\$446.60	\$1,583.18	\$200.00	\$829.11	\$24,939.33
203 GIFT - B. JOAN KEEFER CENTER	\$44,289.28	\$0.00	\$0.00	\$0.00	\$145.08	\$44,434.36
204 B JOAN KEEFER CENTER INVESMENT - 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	\$1.48	\$1,452.00
206 MARKLE/BARKELY GIFT	\$19.23	\$0.00	\$19.23	\$0.00	\$0.00	\$0.00
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	\$40.66	\$162.65	\$1,834.34
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
278 CARES GRANT FUND	\$0.00	\$5,000.00	\$5,000.00	\$3,400.00	\$5,900.00	\$900.00
Subtotal	\$288,884.37	\$7,667.12	\$12,992.56	\$3,661.17	\$14,643.63	\$290,535.44
4. Capital Projects						
400 LIBRARY IMPROVEMENT RESERVE FUND	\$40,440.82	\$0.00	\$0.00	\$2.10	\$8.76	\$40,449.58
401 LIRF-INVESTMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
402 ROOF & DIGITAL SIGN REPAIR - INSURANCE	\$86,767.49	\$96,905.00	\$166,039.33	\$83,058.39	\$83,097.93	\$3,826.09
421 RAINY DAY FUND	\$709,453.14	\$0.00	\$0.00	\$0.00	\$255,302.71	\$964,755.85
422 RAINY DAY INVESTMENT	\$250,000.00	\$0.00	\$250,000.00	\$0.00	\$0.00	\$0.00
Subtotal	\$1,086,661.45	\$96,905.00	\$416,039.33	\$83,060.49	\$338,409.40	\$1,009,031.52
5. Clearing						
800 PLAC FUND	\$0.00	\$0.00	\$65.00	\$0.00	\$65.00	\$0.00
801 MARKLE PLAC FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
803 FEDERAL	\$0.00	\$5,696.55	\$26,394.83	\$5,696.55	\$26,394.83	\$0.00
804 FICA	\$0.00	\$5,138.14	\$23,932.47	\$5,138.14	\$23,932.47	\$0.00
806 STATE	\$0.00	\$2,286.74	\$9,074.73	\$2,192.13	\$10,175.79	\$1,101.06
807 COUNTY	\$0.00	\$1,275.05	\$5,056.83	\$1,187.76	\$5,653.14	\$596.31
808 INSURANCE	\$3,734.45	\$2,373.77	\$12,995.86	\$2,158.02	\$10,350.47	\$1,089.06
809 DEFERRED COMP	\$0.00	\$1,010.00	\$4,660.00	\$1,010.00	\$4,660.00	\$0.00
810 UNITED WAY	\$0.00	\$104.16	\$468.72	\$104.16	\$468.72	\$0.00
811 STAFF ASSOCIATION	\$0.00	\$0.00	\$0.00	\$14.00	\$103.00	\$103.00
812 ROTH IRA	\$0.00	\$400.00	\$1,500.00	\$400.00	\$1,500.00	\$0.00
813 HEALTH SAVINGS ACCOUNT	\$0.00	\$506.92	\$1,906.14	\$506.92	\$1,906.14	\$0.00
814 GARNISHMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$3,734.45	\$18,791.33	\$86,054.58	\$18,407.68	\$85,209.56	\$2,889.43
Grand Total	\$3,289,757.64	\$275,794.75	\$1,189,911.90	\$161,813.10	\$709,610.49	\$2,809,456.23

Total all banks = \$2,809,456.23

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 4/19/2021 To 5/17/2021

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Remain
1. Personal Services							
1.1 Salary and Wages	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
1.11 Salary of Librarian	\$78,250.00	\$0.00	\$78,250.00	\$5,822.64	\$26,201.88	\$52,048.12	66.5
1.12 Salary of Assistants (Salary and Wage Overflow)	\$830,000.00	\$0.00	\$830,000.00	\$56,795.56	\$268,322.44	\$561,677.56	67.7
1.14 Wages of Janitors	\$70,500.00	\$0.00	\$70,500.00	\$5,222.40	\$20,981.20	\$49,518.80	70.2
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	\$5,128.27	\$23,922.82	\$50,110.18	67.7
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	\$5,488.51	\$25,805.60	\$53,194.40	67.3
1.231 Employer's contribution PERF - Employee	\$22,000.00	\$0.00	\$22,000.00	\$1,470.16	\$6,912.30	\$15,087.70	68.6
1.24 Employer's Contribution Group Health	\$165,000.00	\$0.00	\$165,000.00	\$11,707.48	\$57,865.48	\$107,134.52	64.9
1.25 Employer's Contribution Life Ins.	\$9,250.00	\$0.00	\$9,250.00	\$838.63	\$4,284.97	\$4,965.03	53.7
1.26 Employer's Contribution STD	\$8,500.00	\$0.00	\$8,500.00	\$774.44	\$3,916.64	\$4,583.36	53.9
1.27 Employer's Contribution LTD	\$7,700.00	\$0.00	\$7,700.00	\$782.06	\$4,042.67	\$3,657.33	47.5
1.28 Employer's Contribution Dental	\$6,000.00	\$0.00	\$6,000.00	\$482.37	\$2,499.46	\$3,500.54	58.3
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	\$267.50	\$132.50	33.1
Subtotal	\$1,360,133.00		\$1,360,133.00	\$94,556.84	\$445,022.96	\$915,110.04	67.3
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	\$2,837.79	\$6,819.22	\$19,180.78	73.8

<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>
2.21 Operating/Cleaning/Sanitation Supplies	\$10,000.00	\$0.00	\$10,000.00	\$957.15	\$3,963.72	\$6,036.28	60.4
Subtotal	\$36,001.00		\$36,001.00	\$3,794.94	\$10,782.94	\$25,218.06	70.0
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	\$379.12	\$433.13	(\$432.13)	-43213.0
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	\$1,056.30	\$15,277.17	\$2,722.83	15.1
3.141 Contracted Labor for Grounds	\$13,000.00	\$0.00	\$13,000.00	\$0.00	\$4,195.00	\$8,805.00	67.7
3.145 Databases	\$18,000.00	\$0.00	\$18,000.00	\$0.00	\$908.99	\$17,091.01	95.0
3.146 E-books	\$42,500.00	\$0.00	\$42,500.00	\$31,538.64	\$32,551.78	\$9,948.22	23.4
3.21 Telephone	\$5,750.00	\$0.00	\$5,750.00	\$579.46	\$2,486.79	\$3,263.21	56.8
3.211 Telephone - Markle	\$1,300.00	\$0.00	\$1,300.00	\$66.00	\$437.54	\$862.46	66.3
3.212 Fax Expense	\$800.00	\$0.00	\$800.00	\$50.00	\$125.00	\$675.00	84.4
3.213 ENA - E-Rate Funding / Huntington	\$16,000.00	\$0.00	\$16,000.00	\$459.25	\$1,837.00	\$14,163.00	88.5
3.2131 ENA - E-Rate Funding / Markle	\$8,000.00	\$0.00	\$8,000.00	\$285.00	\$1,140.00	\$6,860.00	85.8
3.22 Postage and Shipping	\$1,000.00	\$0.00	\$1,000.00	\$48.59	\$255.70	\$744.30	74.4
3.23 Traveling Expense	\$3,000.00	\$0.00	\$3,000.00	\$7.50	\$145.95	\$2,854.05	95.1
3.24 Professional Development	\$9,000.00	\$0.00	\$9,000.00	\$0.00	\$566.50	\$8,433.50	93.7
3.31 Advertising and Public Notices	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$444.74	\$4,555.26	91.1
3.41 Official Bonds	\$500.00	\$0.00	\$500.00	\$0.00	\$225.00	\$275.00	55.0
3.42 Operational Insurance	\$37,000.00	\$0.00	\$37,000.00	\$0.00	\$2,451.56	\$34,548.44	93.4
3.51 Gas Huntington	\$12,500.00	\$0.00	\$12,500.00	\$716.34	\$5,674.01	\$6,825.99	54.6
3.511 Gas Markle	\$1,350.00	\$0.00	\$1,350.00	\$44.68	\$453.40	\$896.60	66.4
3.52 Electricity Huntington (Utilities Overflow)	\$63,000.00	\$0.00	\$63,000.00	\$4,163.48	\$20,184.92	\$42,815.08	68.0
3.521 Electricity Markle	\$2,750.00	\$0.00	\$2,750.00	\$185.64	\$1,198.18	\$1,551.82	56.4
3.53 Water Huntington	\$3,000.00	\$0.00	\$3,000.00	\$220.40	\$1,076.31	\$1,923.69	64.1

Account #	Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Remain
3.531	Water Markle	\$400.00	\$0.00	\$400.00	\$26.00	\$130.00	\$270.00	67.5
3.54	Sewer and Waste Huntington	\$6,800.00	\$0.00	\$6,800.00	\$889.50	\$3,057.05	\$3,742.95	55.0
3.541	Sewer and WasteMarkle	\$300.00	\$0.00	\$300.00	\$21.89	\$109.45	\$190.55	63.5
3.62	Equipment Repair and Maintenance	\$4,000.00	\$0.00	\$4,000.00	\$0.00	\$2,183.90	\$1,816.10	45.4
3.621	Equipment Leasing and Maintenance	\$14,250.00	\$0.00	\$14,250.00	\$1,110.00	\$4,458.11	\$9,791.89	68.7
3.622	Contracted Facility Maintenance	\$17,500.00	\$0.00	\$17,500.00	\$4,225.00	\$4,927.00	\$12,573.00	71.8
3.623	Technology License Agreements	\$10,000.00	\$0.00	\$10,000.00	\$616.57	\$5,629.80	\$4,370.20	43.7
3.624	Technology Maintenance	\$15,000.00	\$0.00	\$15,000.00	\$0.00	\$2,269.87	\$12,730.13	84.9
3.625	ILS Maintenance and Contract	\$34,000.00	\$0.00	\$34,000.00	\$0.00	\$34,779.15	(\$779.15)	-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	\$240.00	\$740.00	\$1,760.00	70.4
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
	Subtotal	\$367,206.00		\$367,206.00	\$46,929.36	\$150,353.00	\$216,853.00	59.1
4. Capitol Outlays								
4.1	Land	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
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	\$789.04	\$4,210.96	84.2
4.41	Technology Equipment	\$7,500.00	\$0.00	\$7,500.00	\$0.00	\$240.56	\$7,259.44	96.8
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	\$5,833.69	\$47,401.76	\$67,598.24	58.8
4.6	Periodicals and Newspapers	\$12,500.00	\$0.00	\$12,500.00	\$0.00	\$10,274.49	\$2,225.51	17.8
4.71	Audio-visual Materials	\$26,000.00	\$0.00	\$26,000.00	\$731.10	\$5,924.89	\$20,075.11	77.2
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	\$301.28	\$304.77	\$445.23	59.4

<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>
4.8 Materials Processing	\$11,500.00	\$0.00	\$11,500.00	\$284.09	\$3,531.52	\$7,968.48	69.3
Subtotal	\$188,252.00		\$188,252.00	\$7,150.16	\$68,467.03	\$119,784.97	63.6
Grand Total	\$1,951,592.00	\$0.00	\$1,951,592.00	\$152,431.30	\$674,625.93	\$1,276,966.07	65.4

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 4/19/2021 To 5/17/2021

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Remain
4. Capitol 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 4/19/2021 To 5/17/2021

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. Capitol 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.