

HUNTINGTON CITY TOWNSHIP PUBLIC LIBRARY

Board of Trustees

June 21st, 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. Health Insurance Correction
 - b. Compensation Plan
 - c. Other
8. New Business
 - a. Personnel Handbook
 - i. Remote Work
 - ii. Unpaid Leave
 - b. Land Acquisition Proposal
 - c. Other
9. Public Input
10. Adjournment

HUNTINGTON CITY TOWNSHIP PUBLIC LIBRARY

Board of Trustees May 25th, 2021

(Rescheduled from May 17th)

5:15pm

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

Absent: None

Visitors: Mike Perkins, Eric Frye

Regular Meeting

1. **Call to Order:** Anne Called the meeting to order.
2. **Reading and Approval of Minutes:** John moved to approve the minutes for both April and May. Jessica seconded. Motion approved.
3. **Reading and Approval of Financial Report and Bills:** Daryl motioned to approve both sets of Financial Reports & Bills. Jessica seconded. Motion passed.
4. **report of the Librarian:** We have hired Marcia to replace Kirk. Mattie is a new hire for the new Outreach specialist position. Kristen has been hired to replace Julie in the Keefer Center. We are getting ready to begin the Summer Reading Program.
5. **Committee Reports:** Benefits committee met and we will discuss the outcome of that.
6. **Communications :** None
7. **Unfinished Business:**
 - a. Desk Shields: The Shields have been replaced and are much improved. The final bill has been settled with the company with no additional charges.
 - b. Other: Roof completely paid off by insurance company.
8. **New Business**
 - a. Compensation Plan: Beka has asked for us to consider a change to this policy that would remove the requirement for education and experience. Beka's concern is that requiring education and experience is employment equity. Several members of the expressed concern about how that might affect succession planning and how the policy might be implemented in the future.

Beka addressed the initial concern about the restructure from several years ago that reduced the management-heavy structure. This may have had an impact on the people who were hired into positions but it was not the intention of that restructuring to select for degree & experience alone.

Wording in the compensation plan will be changed to 'Preferred but not required.' rather than removed entirely.

Terri had asked for a projection of what the cost of the proposed 'longevity bonus' will be for the next 10 years. Beka came back with some numbers. The numbers are close to \$3300 a year with a 'worse case scenario' of an additional \$450 to that.

This was a staff suggestion/request from the committee that the board consider this proposal. Beka focused on what this means as an appreciation piece of the compensation plan. There was discussion of both the pros and cons of the addition of this policy. Consensus is generally to leave this wording in.

1.5% bonus added for those who have maxed out their pay scale. Beka will revise this policy to ensure that there is wording about not being on an improvement plan or that there is an issue with performance evaluations to be eligible for this bonus.

Beka explained proposed adjustments to the salary scale and addressed some of the positions where the salary study indicated that we are underpaying some of the positions we have. Beka used the information put out by the state library. We can fund these changes (they have been built into the budget). There was discussion about the maximum pay range adjustments. Board supported the listings.

b. **Budget:** Beka reviewed the proposed budget first draft and asked for feedback.

c. **Health Insurance:** Benefits committee met to discuss the increase in the healthcare plans. Beka reported back that the recommendation from the benefits committee was to keep the plan as it is and keep staff contribution at 15% of the premium. We are also planning to keep the \$250 HSA plan choice incentive.

Terri motioned to approve, Jessica seconded. Motion carried.

d. Policies

i. Library Card: Beka summarized the change to the policy and read proposed changes to the board. Beka will add a statement to the 'change of address' notification that will be changed to a nonresident card unless they qualify for a card under another Type. John motioned to approve with the amended wording, Jamie seconded. Motion carried.

ii. Electronic Meetings: Policy is a new and newly required by the state. Beka read this policy to us. John moved to approve, Doug seconded. Motion approved.

e. Other: Face mask policy update. Beka reviewed the policy update that she emailed to the board.

9. Public Input: None

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

Huntington City-Township Public Library
June 2021

Director's Report

- Maddie Hoover started as the Outreach Specialist. She will be working part-time hours until July when she will transition to full-time.
- Kristan Donk started as the new Keefer Center Library Assistant.
- Marsha Martin started as a part-time Maintenance Specialist.
- We have resumed some in-person programming and everything is going very well so far. The two storytimes that have been held at Hier's Park have had 33 and 51 people in attendance. We hope that this will continue to grow as the summer progresses.
- We are currently working with a couple of sign companies to get proposals to create directional signs for the inside of the building. We have been working on this project since we finished remodeling as nearly everything has changed locations.
- We will once again be running the Kids Zone at Heritage Days.
- The State Library has received around \$3.5 million dollars in funding from the American Rescue Plan. They will be distributing grants for COVID mitigation and outdoor space improvements. I am delaying work on the front and back patio areas to see if we can get some of this funding to pay for furniture and improvements.
- The Friends of the Library held a very successful book sale, raising nearly \$2,000.
- We received a \$1,000 contribution to our fund at the Huntington County Community Foundation. HCCF held a raffle at the Senior Expo for someone to get \$1,000 for the charity of their choice and the winner gave it to us. We are planning to use some of this money for the Bookworm program.

Financial Report
Huntington City-Township Public Library
Report Dates = 5/17/2021 to 6/21/2021

<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	\$174,500.83	\$849,326.26	\$878,037.70	\$1,149,385.60	\$2,210,536.71
Subtotal	\$1,910,477.37	\$174,500.83	\$849,326.26	\$878,037.70	\$1,149,385.60	\$2,210,536.71
2. Special Revenue						
200 GIFT (REGULAR)	\$188,203.90	\$418.87	\$4,110.26	\$107.76	\$422.55	\$184,516.19
201 FRIENDS OF THE LIBRARY	\$2,695.78	\$0.00	\$2,698.76	\$0.00	\$2.98	\$0.00
202 LITERACY	\$25,693.40	\$1,011.66	\$2,594.84	\$217.16	\$1,046.27	\$24,144.83
203 GIFT - B. JOAN KEEFER CENTER	\$44,289.28	\$0.00	\$0.00	\$122.33	\$267.41	\$44,556.69
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	\$0.74	\$2.22	\$1,452.74
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	\$42.02	\$204.67	\$1,876.36
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	\$0.00	\$5,000.00	\$0.00	\$5,900.00	\$900.00
Subtotal	\$288,884.37	\$1,430.53	\$14,423.09	\$490.01	\$15,133.64	\$289,594.92
4. Capital Projects						
400 LIBRARY IMPROVEMENT RESERVE FUND	\$40,440.82	\$0.00	\$0.00	\$2.01	\$10.77	\$40,451.59
401 LIRF-INVESTMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
402 ROOF & DIGITAL SIGN REPAIR - INSURANCE	\$86,767.49	\$3,826.09	\$169,865.42	\$0.00	\$83,097.93	\$0.00
421 RAINY DAY FUND	\$709,453.14	\$0.00	\$0.00	\$486.66	\$255,789.37	\$965,242.51
422 RAINY DAY INVESTMENT	\$250,000.00	\$0.00	\$250,000.00	\$0.00	\$0.00	\$0.00
Subtotal	\$1,086,661.45	\$3,826.09	\$419,865.42	\$488.67	\$338,898.07	\$1,005,694.10
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	\$8,410.74	\$34,805.57	\$8,410.74	\$34,805.57	\$0.00
804 FICA	\$0.00	\$7,660.64	\$31,593.11	\$7,660.64	\$31,593.11	\$0.00
806 STATE	\$0.00	\$4,374.31	\$13,449.04	\$3,273.25	\$13,449.04	\$0.00
807 COUNTY	\$0.00	\$2,356.71	\$7,413.54	\$1,760.40	\$7,413.54	\$0.00
808 INSURANCE	\$3,734.45	\$683.27	\$13,679.13	\$3,680.45	\$14,030.92	\$4,086.24
809 DEFERRED COMP	\$0.00	\$1,485.00	\$6,145.00	\$1,485.00	\$6,145.00	\$0.00
810 UNITED WAY	\$0.00	\$156.24	\$624.96	\$156.24	\$624.96	\$0.00
811 STAFF ASSOCIATION	\$0.00	\$0.00	\$0.00	\$21.00	\$124.00	\$124.00
812 ROTH IRA	\$0.00	\$650.00	\$2,150.00	\$650.00	\$2,150.00	\$0.00
813 HEALTH SAVINGS ACCOUNT	\$0.00	\$760.38	\$2,666.52	\$760.38	\$2,666.52	\$0.00
814 GARNISHMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$3,734.45	\$26,537.29	\$112,591.87	\$27,858.10	\$113,067.66	\$4,210.24
Grand Total	\$3,289,757.64	\$206,294.74	\$1,396,206.64	\$906,874.48	\$1,616,484.97	\$3,510,035.97

Total all banks = \$3,510,035.97

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 5/17/2021 To 6/21/2021

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Remain
I. 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	\$8,733.96	\$34,935.84	\$43,314.16	55.4
1.12 Salary of Assistants (Salary and Wage Overflow)	\$830,000.00	\$0.00	\$830,000.00	\$83,130.76	\$351,453.20	\$478,546.80	57.7
1.14 Wages of Janitors	\$70,500.00	\$0.00	\$70,500.00	\$9,335.64	\$30,316.84	\$40,183.16	57.0
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	\$7,670.80	\$31,593.62	\$42,439.38	57.3
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	\$7,954.02	\$33,759.62	\$45,240.38	57.3
1.231 Employer's contribution PERF - Employee	\$22,000.00	\$0.00	\$22,000.00	\$2,130.56	\$9,042.86	\$12,957.14	58.9
1.24 Employer's Contribution Group Health	\$165,000.00	\$0.00	\$165,000.00	\$0.00	\$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	\$5,123.60	\$4,126.40	44.6
1.26 Employer's Contribution STD	\$8,500.00	\$0.00	\$8,500.00	\$774.44	\$4,691.08	\$3,808.92	44.8
1.27 Employer's Contribution LTD	\$7,700.00	\$0.00	\$7,700.00	\$782.06	\$4,824.73	\$2,875.27	37.3
1.28 Employer's Contribution Dental	\$6,000.00	\$0.00	\$6,000.00	\$482.37	\$2,981.83	\$3,018.17	50.3
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	\$311.82	\$88.18	22.0
Subtotal	\$1,360,133.00		\$1,360,133.00	\$121,877.56	\$566,900.52	\$793,232.48	58.3
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	\$2,194.29	\$9,013.51	\$16,986.49	65.3

Account #	Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Remain
2.21	Operating/Cleaning/Sanitation Supplies	\$10,000.00	\$0.00	\$10,000.00	\$651.75	\$4,615.47	\$5,384.53	53.8
	Subtotal	\$36,001.00		\$36,001.00	\$2,846.04	\$13,628.98	\$22,372.02	62.1
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	\$110.00	\$543.13	(\$542.13)	-54213.0
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	\$391.40	\$15,668.57	\$2,331.43	13.0
3.141	Contracted Labor for Grounds	\$13,000.00	\$0.00	\$13,000.00	\$2,546.31	\$6,741.31	\$6,258.69	48.1
3.142	Facility Repairs and Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.145	Databases	\$18,000.00	\$0.00	\$18,000.00	\$1,136.00	\$2,044.99	\$15,955.01	88.6
3.146	E-books	\$42,500.00	\$0.00	\$42,500.00	\$4,688.57	\$37,240.35	\$5,259.65	12.4
3.21	Telephone	\$5,750.00	\$0.00	\$5,750.00	\$376.03	\$2,862.82	\$2,887.18	50.2
3.211	Telephone - Markle	\$1,300.00	\$0.00	\$1,300.00	\$33.00	\$470.54	\$829.46	63.8
3.212	Fax Expense	\$800.00	\$0.00	\$800.00	\$0.00	\$125.00	\$675.00	84.4
3.213	ENA - E-Rate Funding / Huntington	\$16,000.00	\$0.00	\$16,000.00	\$918.50	\$2,755.50	\$13,244.50	82.8
3.2131	ENA - E-Rate Funding / Markle	\$6,000.00	\$0.00	\$6,000.00	\$570.00	\$1,710.00	\$6,290.00	78.6
3.22	Postage and Shipping	\$1,000.00	\$0.00	\$1,000.00	(\$96.00)	\$159.70	\$840.30	84.0
3.23	Traveling Expense	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$145.95	\$2,854.05	95.1
3.24	Professional Development	\$9,000.00	\$0.00	\$9,000.00	\$360.00	\$926.50	\$8,073.50	89.7
3.31	Advertising and Public Notices	\$5,000.00	\$0.00	\$5,000.00	\$79.98	\$524.72	\$4,475.28	89.5
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	\$514.78	\$6,188.79	\$6,311.21	50.5
3.511	Gas Markle	\$1,350.00	\$0.00	\$1,350.00	\$22.59	\$475.99	\$874.01	64.7
3.52	Electricity Huntington (Utilities Overflow)	\$63,000.00	\$0.00	\$63,000.00	\$3,868.36	\$24,053.28	\$38,946.72	61.8
3.521	Electricity Markle	\$2,750.00	\$0.00	\$2,750.00	\$182.26	\$1,380.44	\$1,369.56	49.8

Account #	Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Remain
3.53	Water Huntington	\$3,000.00	\$0.00	\$3,000.00	\$217.74	\$1,294.05	\$1,705.95	56.9
3.531	Water Markle	\$400.00	\$0.00	\$400.00	\$26.00	\$156.00	\$244.00	61.0
3.54	Sewer and Waste Huntington	\$6,800.00	\$0.00	\$6,800.00	\$610.34	\$3,667.39	\$3,132.61	46.1
3.541	Sewer and WasteMarkle	\$300.00	\$0.00	\$300.00	\$21.89	\$131.34	\$168.66	56.2
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	\$1,373.38	\$5,831.49	\$8,418.51	59.1
3.622	Contracted Facility Maintenance	\$17,500.00	\$0.00	\$17,500.00	\$2,342.40	\$7,269.40	\$10,230.60	58.5
3.623	Technology License Agreements	\$10,000.00	\$0.00	\$10,000.00	\$1,726.50	\$7,356.30	\$2,643.70	26.4
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	\$0.00	\$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	\$22,020.03	\$172,373.03	\$194,832.97	53.1
4. Capitol Outlays								
4.1	Land	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
4.2	Building Repairs and Improvements	\$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	\$6,002.71	\$6,791.75	(\$1,791.75)	-35.8
4.41	Technology Equipment	\$7,500.00	\$0.00	\$7,500.00	\$2,582.99	\$2,823.55	\$4,676.45	62.4
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	\$13,624.48	\$61,026.24	\$53,973.76	46.9
4.6	Periodicals and Newspapers	\$12,500.00	\$0.00	\$12,500.00	\$202.60	\$10,477.09	\$2,022.91	16.2
4.71	Audio-visual Materials	\$26,000.00	\$0.00	\$26,000.00	\$3,251.89	\$9,176.78	\$16,823.22	64.7

<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>
4.77 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	\$5.78	\$310.55	\$439.45	58.6
4.8 Materials Processing	\$11,500.00	\$0.00	\$11,500.00	\$2,086.75	\$5,618.27	\$5,881.73	51.1
Subtotal	\$188,252.00		\$188,252.00	\$27,757.20	\$96,224.23	\$92,027.77	48.9
Grand Total	\$1,951,592.00	\$0.00	\$1,951,592.00	\$174,500.83	\$849,126.76	\$1,102,465.24	56.5

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 5/17/2021 To 6/21/2021

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 Improvments	\$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 5/17/2021 To 6/21/2021

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 Improvments	\$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.