

# HUNTINGTON CITY TOWNSHIP PUBLIC LIBRARY

Board of Trustees  
September 20th, 2021  
5:15pm

## Public Hearing for 2022 Budget

1. Call to Order
2. Public Input
3. Adjournment

## 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
  - a. Markle Development Letter
8. Unfinished Business
  - a. Patio
9. New Business
  - a. Holiday Closings
  - b. Erate Approval
  - c. Bookworm
  - d. Children's Study Booths
  - e. Wayfinding
  - f. Other
10. Public Input
11. Adjournment

# HUNTINGTON CITY TOWNSHIP PUBLIC LIBRARY

Board of Trustees

August 16th, 2021

5:15pm

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

**Absent:** Doug Denney

**Visitors:** Mike Perkins, Keri Hyndman, Eric Fry

## Regular Meeting

1. **Call to Order:** Anne called the meeting to start at 5:15PM

2. **Reading and Approval of Minutes:** John motioned to approve the minutes, Terri seconded. Motion approved.

3. **Reading and Approval of Financial Report and Bills:** Daryl motioned to approve the financial report and bills. Jessica seconded. Motion passed.

4. **Report of the Librarian:** Beka reviewed the staffing changes that have been made over the past month.

We served over 1000 people during the 4H & Back to School Bash.

5. **Committee Reports:** None

6. **Communications:** None

### 7. Unfinished Business

a. **Budget:** Beka added lines in the budget to hold place for a grant that we are applying for. We will be funding about \$180,000 out of our operating budget (which will finally allow us to reduce the amount in the budget).

i. **LIRF Reduction:** A reduction of \$40,000 from the 2021 budget. Terri motioned, Daryl seconded. Motion passed via signature vote.

ii. **Rainy Day Reduction:** We are reducing our 2021 Rainy Day expenditure by \$421,150.00 Jessica motioned to approve this reduction. Daryl seconded. Motion passed via signature vote.

**iii. Rainy Day Authorization:** Beka reviewed what kinds of expenditures we would use the Rainy Day for. Terri motioned approval of this authorization, Daryl seconded. Motion passed via signature vote.

**b. Other:** Discussion of front patio. The bricks are valuable and we are having the workers who are putting down the concrete will stack the bricks. We will then sell the bricks (they are selling for around \$10 each). We are also going to fully cover a concrete area in front of the Keifer Center. Beka brought this to us because it crosses the \$10,000 limit with the addition of the stacking of the bricks and the addition of a section in front of the Keifer Center. Jessica motioned to approve the patio project with an additional cost. Daryl seconded the motion. Motion approved.

## **8. New Business**

### **a. Policies**

**i. Credit Card Acceptance:** Reauthorizing the acceptance of credit cards. Jessica motioned to approve. Terri seconded. Motion passed via signature vote.

**ii. Unattended Patrons:** Beka reviewed the policy. No changes to this policy. Terri motioned to approve the policy renewal, Jessica seconded. Motion passed.

**b. ARPA Grant Application:** There is up to \$100,00 of grant money available from the America Rescue Plan. Beka applied for \$92,000 in grant funds. This must be spent on COVID related expenses. Beka has focused on tech related improvements that we can make: Upgrading the check out points with kiosks, outside/curbside smart-lockers, security cameras, a mobile computer lab, Smartboards in meeting rooms.

John expressed some concerns about taking money that we don't necessarily need. His concern is stewardship of public funds and concerns surrounding these funds.

Jamie asked about long-term expenses that we may be committing ourselves to with our purchases. Beka noted that other than some minimal upkeep/repair, there is no long-term expense associated with the items in the grant application.

**c. Mask Guidelines:** Beka talked about how she has approached the mask situation given the higher levels of COVID infections in Huntington due to patron and employee concern.

The children's area is on the list of required masking areas because we know that children under 12 cannot be vaccinated at this point.

John expressed concern about us being able to enforce a mask requirement when no one else in Huntington County is requiring them.

Jamie noted that she also supports the safety that is a part of a mask requirement.

Terri noted concerns about the way the Delta variant is spreading and the impact that kids going back to school will have (which we have already seen in Texas --with kids filling up hospitals with COVID cases).

We will likely go to registration for storytime to create the ability for social distancing.

Patron called Anne to talk about her (the patron's) concern for her child with special needs who is unable to wear a mask. The patron is concerned about what we are going to do when we are no longer able to meet at Hier's Park.

There are several solutions to these issues that are possible including an accommodation for individuals who cannot wear masks. When we start doing indoor programming, we will assess the situation and adjust policy accordingly with accommodations as needed.

**d. Reciprocal Borrowing:** We have a reciprocal borrowing agreement with Wells county but we do not have a reciprocal agreement with any other library in Huntington or the area/state. Beka would like to approach other libraries in the county to do a reciprocal borrowing policy.

Terri asked about the cost to us. Beka noted that we have around \$500ish a month in non-resident cards. Will will likely lose some of that but probably not all.

The board is fully supportive of this proposal.

**e. Other:** None.

**9. Public Input:** The mom who called to talk with Anne and Beka came to talk about her kids who have not been able to play in the library because they cannot wear masks. Kari explained that her oldest son is autistic and her younger son has sensory issues and neither can wear a mask but she wants them to be able to participate in library activities, particularly storytime.

Terri thanked Kari for coming to talk to the board about her concerns. Terri and Beka both thanked Kari for sharing her situation with the board. Anne expressed appreciation for Kari's willingness to let us know how our policy was impacting her family because we need to hear from the people we are serving to ensure we are making the right decisions. We can only factor in concerns if we know what they are.

Mike thanked the board for the way we are managing this constantly changing and complicated situation. He also indicated that his tinnitus makes it hard for him to hear. He proposed that we lower our masks when we speak to allow for better hearing.

**10. Adjournment:** John moved to adjourn, Terry seconded. Meeting adjourned.

Huntington City-Township Public Library  
September 2021

**Director's Report**

- Personnel Changes
  - Alyssah Hix who was hired for the temporary position in the Children's Department did not return after her first day as she got a full time position elsewhere. We are working on refilling this position.
  - Anna Brinegar resigned her position as Branch Manager. Her last day was September 10th.
  - Library Assistant Linda Smith was promoted to fill the Branch Manager position. We are working to replace her position internally before we advertise it.
  - Dawn Schmidt resigned her position as Literacy Specialist. Her last day will be October 1st. We are discussing options for possibly assigning these job duties to an existing employee rather than rehiring the position.
  - Courtney Erick resigned her position as Patron Services Clerk. Her last day will be September 24th. We are working on refilling this position.
  - Cassidy DeHaven has been training to take over the Business Manager position in 2022. We are going to officially promote her and increase her pay as of October 4th as she will be taking over more of the Business Manager duties. Her Patron Services Clerk position will be filled mid-October to allow plenty of time for training.
- The Bookworm vehicle is in need of some pretty extensive repairs. The school corporation has decided that they will not continue repairing it for us. They don't want to keep putting money into it as it is over 20 years old. They say that if we pay for the repairs they will continue to do the work. If we don't do this, we won't be able to continue with the program without buying a new vehicle. We do have a backup plan for community literacy programs if we are unable to continue with the Bookworm.
- Outreach Specialist Maddie has been working with a local group of woodworker's to get our 'Readboxes' built. These will be like Little Free Libraries but we aren't using that name because it is trademarked. We have plans to put 4 boxes up initially in city parks. The goal is to get materials to underserved areas. We are also going to have art classes from the high school design and paint them.
- We are continuing to meet with companies to make plans for wayfinding / signage in the building. It has been difficult to get people to respond and provide quotes.
- We have concerns about continuing in-person programming. We know that a lot of libraries are canceling programs for the fall. We want to avoid this if possible but we need to stay safe. Right now we are going to continue small in-person programs with masks required. Storytime will continue outside until weather prevents it. We may go to smaller sessions indoors after that or we may take a break until after the holidays.
- I will be on vacation September 29th to October 13th.

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

**Report Dates = 8/16/2021 to 9/20/2021**

<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>
<b>1. Operating Fund</b>						
100 OPERATING	\$1,910,477.37	\$152,292.99	\$1,894,844.74	\$54,264.28	\$1,934,957.21	\$1,950,589.84
<b>Subtotal</b>	<b>\$1,910,477.37</b>	<b>\$152,292.99</b>	<b>\$1,894,844.74</b>	<b>\$54,264.28</b>	<b>\$1,934,957.21</b>	<b>\$1,950,589.84</b>
<b>2. Special Revenue</b>						
200 GIFT (REGULAR)	\$188,203.90	\$710.17	\$6,797.92	\$105.10	\$613.38	\$182,019.36
201 FRIENDS OF THE LIBRARY	\$2,695.78	\$0.00	\$2,698.76	\$0.00	\$2.98	\$0.00
202 LITERACY	\$25,693.40	\$68.50	\$12,762.34	\$214.56	\$1,666.98	\$14,598.04
203 GIFT - B. JOAN KEEFER CENTER	\$44,289.28	\$0.00	\$0.00	\$29.14	\$327.87	\$44,617.15
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	\$3.33	\$1,453.85
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	\$329.37	\$2,001.06
209 OUTREACH	\$0.00	\$0.00	\$796.56	\$4.68	\$10,004.68	\$9,208.12
276 STATE TECH GRANT FUND	\$0.00	\$0.00	\$0.00	\$3.72	\$7,291.26	\$7,291.26
277 IND. STATE STUDENT ASSISTANCE	\$0.00	\$0.00	\$0.00	\$1,290.00	\$2,750.00	\$2,750.00
278 CARES GRANT FUND	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,900.00	\$900.00
<b>Subtotal</b>	<b>\$288,884.37</b>	<b>\$778.67</b>	<b>\$28,074.81</b>	<b>\$1,689.96</b>	<b>\$28,889.85</b>	<b>\$289,699.41</b>
<b>4. Capital Projects</b>						
400 LIBRARY IMPROVEMENT RESERVE FUND	\$40,440.82	\$0.00	\$0.00	\$1.62	\$16.01	\$40,456.83
401 LIRF-INVESTMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
402 ROOF & DIGITAL SIGN REPAIR - INSURANCE	\$86,767.49	\$0.00	\$169,865.42	\$0.00	\$83,097.93	\$0.00
421 RAINY DAY FUND	\$709,453.14	\$0.00	\$0.00	\$495.22	\$256,521.31	\$965,974.45
422 RAINY DAY INVESTMENT	\$250,000.00	\$0.00	\$250,000.00	\$0.00	\$0.00	\$0.00
<b>Subtotal</b>	<b>\$1,086,661.45</b>	<b>\$0.00</b>	<b>\$419,865.42</b>	<b>\$496.84</b>	<b>\$339,635.25</b>	<b>\$1,006,431.28</b>
<b>5. Clearing</b>						
800 PLAC FUND	\$0.00	\$0.00	\$130.00	\$0.00	\$130.00	\$0.00
801 MARKLE PLAC FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
803 FEDERAL	\$0.00	\$5,801.42	\$52,184.72	\$5,801.42	\$52,184.72	\$0.00
804 FICA	\$0.00	\$5,281.76	\$47,386.81	\$5,281.76	\$47,386.81	\$0.00
806 STATE	\$0.00	\$2,308.79	\$19,068.26	\$2,239.18	\$20,182.09	\$1,113.83
807 COUNTY	\$0.00	\$1,234.23	\$10,419.09	\$1,203.40	\$11,019.84	\$600.75
808 INSURANCE	\$3,734.45	\$2,906.65	\$24,853.68	\$2,773.49	\$22,417.31	\$1,298.08
809 DEFERRED COMP	\$0.00	\$1,506.00	\$9,511.00	\$1,506.00	\$9,511.00	\$0.00
810 UNITED WAY	\$0.00	\$312.48	\$937.44	\$104.16	\$937.44	\$0.00
811 STAFF ASSOCIATION	\$0.00	\$0.00	\$0.00	\$14.00	\$166.00	\$166.00
812 ROTH IRA	\$0.00	\$500.00	\$3,650.00	\$500.00	\$3,650.00	\$0.00
813 HEALTH SAVINGS ACCOUNT	\$0.00	\$606.92	\$4,887.28	\$606.92	\$4,887.28	\$0.00
814 GARNISHMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Subtotal</b>	<b>\$3,734.45</b>	<b>\$20,458.25</b>	<b>\$173,028.28</b>	<b>\$20,030.33</b>	<b>\$172,472.49</b>	<b>\$3,178.66</b>

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>
<b>Grand Total</b>	\$3,289,757.64	\$173,529.91	\$2,515,813.25	\$76,481.41	\$2,475,954.80	\$3,249,899.19

**Total all banks = \$3,249,899.19**



# Appropriation Report for 100 OPERATING

## Huntington City-Township Public Library

Report Date: From 8/16/2021 To 9/20/2021

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Remain
<b>1. Personal Services</b>							
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	\$5,976.24	\$52,764.72	\$25,485.28	32.6
1.12 Salary of Assistants (Salary and Wage Overflow)	\$830,000.00	\$0.00	\$830,000.00	\$59,868.13	\$530,987.94	\$299,012.06	36.0
1.14 Wages of Janitors	\$70,500.00	\$0.00	\$70,500.00	\$3,447.70	\$40,752.46	\$29,747.54	42.2
1.15 Additional Hours (750)	\$7,000.00	\$0.00	\$7,000.00	\$572.68	\$1,123.04	\$5,876.96	84.0
1.21 Employer's Share FICA	\$74,033.00	\$0.00	\$74,033.00	\$5,281.62	\$47,387.25	\$26,645.75	36.0
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	\$5,800.57	\$50,658.31	\$28,341.69	35.9
1.231 Employer's contribution PERF - Employee	\$22,000.00	\$0.00	\$22,000.00	\$1,553.73	\$13,569.34	\$8,430.66	38.3
1.24 Employer's Contribution Group Health	\$165,000.00	\$0.00	\$165,000.00	\$13,687.86	\$108,280.11	\$56,719.89	34.4
1.25 Employer's Contribution Life Ins.	\$9,250.00	\$0.00	\$9,250.00	\$1,564.19	\$8,131.51	\$1,118.49	12.1
1.26 Employer's Contribution STD	\$8,500.00	\$0.00	\$8,500.00	\$1,554.77	\$7,472.45	\$1,027.55	12.1
1.27 Employer's Contribution LTD	\$7,700.00	\$0.00	\$7,700.00	\$1,574.07	\$7,704.36	(\$4.36)	-0.1
1.28 Employer's Contribution Dental	\$6,000.00	\$0.00	\$6,000.00	\$485.13	\$4,140.66	\$1,859.34	31.0
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	\$56.25	\$444.82	(\$44.82)	-11.2
<b>Subtotal</b>	<b>\$1,360,733.00</b>		<b>\$1,360,733.00</b>	<b>\$101,422.94</b>	<b>\$873,416.97</b>	<b>\$486,716.03</b>	<b>35.8</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	\$26,000.00	\$0.00	\$26,000.00	\$4,636.71	\$16,660.95	\$9,339.05	35.9

<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	\$676.04	\$8,092.83	\$1,907.17	19.1
<b>Subtotal</b>	<b>\$36,001.00</b>		<b>\$36,001.00</b>	<b>\$5,312.75</b>	<b>\$24,753.78</b>	<b>\$11,247.22</b>	<b>31.2</b>
<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	\$0.00	\$323.13	(\$322.13)	-32213.0
3.13 Legal Services	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$118.50	\$881.50	88.2
3.14 Other Professional Services	\$18,000.00	\$0.00	\$18,000.00	\$984.30	\$17,140.47	\$859.53	4.8
3.141 Contracted Labor for Grounds	\$13,000.00	\$0.00	\$13,000.00	\$3,882.92	\$11,794.97	\$1,205.03	9.3
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	\$3,600.33	\$6,718.05	\$11,281.95	62.7
3.146 E-books	\$42,500.00	\$0.00	\$42,500.00	\$1,555.81	\$39,419.85	\$3,080.15	7.2
3.21 Telephone	\$5,750.00	\$0.00	\$5,750.00	\$293.73	\$3,674.28	\$2,075.72	36.1
3.211 Telephone - Markle	\$1,300.00	\$0.00	\$1,300.00	\$33.00	\$536.54	\$763.46	58.7
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	\$459.25	\$3,674.00	\$12,326.00	77.0
3.2131 ENA - E-Rate Funding / Markle	\$8,000.00	\$0.00	\$8,000.00	\$285.00	\$2,280.00	\$5,720.00	71.5
3.22 Postage and Shipping	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$712.40	\$287.60	28.8
3.23 Traveling Expense	\$3,000.00	\$0.00	\$3,000.00	\$119.37	\$401.10	\$2,598.90	86.6
3.24 Professional Development	\$9,000.00	\$0.00	\$9,000.00	\$773.71	\$1,935.41	\$7,064.59	78.5
3.31 Advertising and Public Notices	\$5,000.00	\$0.00	\$5,000.00	\$1,033.25	\$2,271.99	\$2,728.01	54.6
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	\$48.17	\$6,447.87	\$6,052.13	48.4
3.511 Gas Markle	\$1,350.00	\$0.00	\$1,350.00	\$18.19	\$531.28	\$818.72	60.6
3.52 Electricity Huntington (Utilities Overflow)	\$63,000.00	\$0.00	\$63,000.00	\$6,134.56	\$42,013.23	\$20,986.77	33.3
3.521 Electricity Markle	\$2,750.00	\$0.00	\$2,750.00	\$268.22	\$2,129.61	\$620.39	22.6

<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>
3.53 Water Huntington	\$3,000.00	\$0.00	\$3,000.00	\$221.29	\$1,951.63	\$1,048.37	34.9
3.531 Water Markle	\$400.00	\$0.00	\$400.00	\$52.00	\$234.00	\$166.00	41.5
3.54 Sewer and Waste Huntington	\$6,800.00	\$0.00	\$6,800.00	\$625.69	\$5,517.37	\$1,282.63	18.9
3.541 Sewer and WasteMarkle	\$300.00	\$0.00	\$300.00	\$43.78	\$197.01	\$102.99	34.3
3.62 Equipment Repair and Maintenance	\$4,000.00	\$0.00	\$4,000.00	\$255.00	\$2,904.10	\$1,095.90	27.4
3.621 Equipment Leasing and Maintenance	\$14,250.00	\$0.00	\$14,250.00	\$1,200.85	\$9,252.34	\$4,997.66	35.1
3.622 Contracted Facility Maintenance	\$17,500.00	\$0.00	\$17,500.00	\$0.00	\$8,930.24	\$8,569.76	49.0
3.623 Technology License Agreements	\$10,000.00	\$0.00	\$10,000.00	\$1,240.80	\$10,479.96	(\$479.96)	-4.8
3.624 Technology Maintenance	\$15,000.00	\$0.00	\$15,000.00	\$560.00	\$3,192.07	\$11,807.93	78.7
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	\$150.00	\$1,015.00	\$1,485.00	59.4
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
<b>Subtotal</b>	<b>\$367,206.00</b>		<b>\$367,206.00</b>	<b>\$23,839.22</b>	<b>\$223,377.11</b>	<b>\$143,828.89</b>	<b>39.2</b>
<b>4. Capitol Outlays</b>							
4.1 Land	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
4.2 Building Repairs and Improvments	\$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	\$912.00	\$7,942.20	(\$2,942.20)	-58.8
4.41 Technology Equipment	\$7,500.00	\$0.00	\$7,500.00	\$2,238.42	\$5,583.60	\$1,916.40	25.6
4.42 Computer Technology Upgrade	\$10,000.00	\$0.00	\$10,000.00	\$41.00	\$41.00	\$9,959.00	99.6
4.5 Books	\$115,000.00	\$0.00	\$115,000.00	\$14,937.51	\$97,331.14	\$17,668.86	15.4
4.6 Periodicals and Newspapers	\$12,500.00	\$0.00	\$12,500.00	\$0.00	\$10,536.99	\$1,963.01	15.7
4.71 Audio-visual Materials	\$26,000.00	\$0.00	\$26,000.00	\$1,923.84	\$16,590.96	\$9,409.04	36.2

<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>
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	\$188.35	\$661.55	\$88.45	11.8
4.8 Materials Processing	\$11,500.00	\$0.00	\$11,500.00	\$1,476.96	\$9,409.94	\$2,090.06	18.2
<b>Subtotal</b>	<b>\$188,252.00</b>		<b>\$188,252.00</b>	<b>\$21,718.08</b>	<b>\$148,097.38</b>	<b>\$40,154.62</b>	<b>21.3</b>
<b>Grand Total</b>	<b>\$1,951,592.00</b>	<b>\$0.00</b>	<b>\$1,951,592.00</b>	<b>\$152,292.99</b>	<b>\$1,269,645.24</b>	<b>\$681,946.76</b>	<b>34.9</b>

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 8/16/2021 To 9/20/2021

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Remain
<b>4. Capitol Outlays</b>							
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
<b>Subtotal</b>	<b>\$40,241.00</b>		<b>\$40,241.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$40,241.00</b>	<b>100.0</b>
<b>Grand Total</b>	<b>\$40,241.00</b>	<b>\$0.00</b>	<b>\$40,241.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$40,241.00</b>	<b>100.0</b>

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 8/16/2021 To 9/20/2021

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Remain
<b>1. Personal Services</b>							
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
<b>Subtotal</b>	<b>\$22,500.00</b>		<b>\$22,500.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$22,500.00</b>	<b>100.0</b>
<b>2. Supplies</b>							
2.21 Operating/Cleaning/Sanitation Supplies	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	100.0
<b>Subtotal</b>	<b>\$5,000.00</b>		<b>\$5,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$5,000.00</b>	<b>100.0</b>
<b>3. Other Services and Charge</b>							
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
<b>Subtotal</b>	<b>\$30,000.00</b>		<b>\$30,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$30,000.00</b>	<b>100.0</b>
<b>4. Capitol Outlays</b>							
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
<b>Subtotal</b>	<b>\$635,650.00</b>		<b>\$635,650.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$635,650.00</b>	<b>100.0</b>
<b>Grand Total</b>	<b>\$693,150.00</b>	<b>\$0.00</b>	<b>\$693,150.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$693,150.00</b>	<b>100.0</b>

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