

# HUNTINGTON CITY TOWNSHIP PUBLIC LIBRARY

Board of Trustees  
September 21st, 2022  
5:15pm

## Public Hearing for 2023 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
8. Unfinished Business
  - a. Veregy Energy Proposal
  - b. Other
9. New Business
  - a. Policy Review - Author and Artist Sales
  - b. Hiring Request
  - c. After Hours Event
  - d. Other
10. Public Input
11. Adjournment

# HUNTINGTON CITY TOWNSHIP PUBLIC LIBRARY

Board of Trustees

August 17th, 2022

5:15pm

**Present:** Jamie Hoffman, Jessica Mankey, Daryl Shrock, Beka Lemons, Terri Salzano-Sees, John Branham, Mike Richard, Doug Denney

**Absent:** None

**Visitors:** Bill Easley, Kayla Milledge, Eric Fry

## Regular Meeting

1. Call to Order: John called the meeting to order.
2. Reading and Approval of Minutes: Passed by written vote.
3. Reading and Approval of Financial Report and Bills: Daryl motioned to approve the financial report and the bills. Mike seconded. Motion passed.
4. Report of the Librarian: Beka updated us on some personnel changes. 4H with the Bookmobile saw lots of people. Summer program has wrapped up. Trivia is back up and running again now that Chapman's has reopened.
5. Committee Reports: None
6. Communications: None
7. Unfinished Business
  - a. Sensory Room Policy: Bill from the Bowen Center, head of the Autism center, came and talked with us about the sensory room. There was discussion about the need for this room and what typically belongs (and would be in) this room. Jessica motioned to approve the policy, with modifications discussed. Daryl seconded. Motion approved.
  - b. 2023 Budget: Beka updated us on the proposed budget. Board discussed the budget. Board was supportive.
  - c. Other: None.

8. New Business

a. Budget Reductions

i. Rainy Day: Motion passed by signature vote.

b. Other: In-service is scheduled for Wednesday, 30 November. Beka asked that both locations be closed for staff training. Daryl motioned to approve, Mike seconded. Motion approved.

Jamie asked about the director's performance evaluation deadline and Beka suggested that the committee, Jamie, Terri, & Jessica, shoot for starting the process in September and completing it by November.

9. Public Input: None.

10. Adjournment: Doug motioned to adjourn. Meeting adjourned.

Huntington City-Township Public Library  
September 2022

**Director's Report**

- Daniel Messenger has resigned from his position as Library Assistant in the children's department. His last day will be September 25th. We are working to fill the position as quickly as possible. This is a full-time position.
- Leah Rodriguez has started as a Patron Services Clerk to replace Melanie Lorton.
- We have had several very successful community events in the last few months. We are definitely seeing more demand for staff to be out at these events, especially with the Bookworm.
- The Pioneer Festival is happening on September 24th and 25th. The library is once again responsible for the main history display and activities.
- We will distribute a survey at the Markle Fall Festival this month to get information from Markle residents about their library use. We are seeing some significant changes to use patterns and we want to make sure that we are keeping up with community needs.
- I am working as part of a committee convened by the Mayor to plan activities for the city's 175 anniversary next year. I anticipate that we will be heavily involved in these events next year.

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

Report Dates = **8/17/2022 to 9/21/2022**

<i>Fund</i>	<i>Start of year</i>	<i>Start of Month</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	#####	\$2,021,427.68	\$134,644.17	\$1,304,835.66	\$51,079.60	\$1,221,532.85	\$1,937,863.11
<i>Subtotal</i>	\$2,021,165.92	\$2,021,427.68	\$134,644.17	\$1,304,835.66	\$51,079.60	\$1,221,532.85	\$1,937,863.11
<b>2. Special Revenue</b>							
200 GIFT (REGULAR)	\$178,338.21	\$177,798.65	\$0.00	\$1,538.33	\$17.71	\$1,016.48	\$177,816.36
201 FRIENDS OF THE LIBRARY	\$8,314.92	\$2,795.59	\$236.68	\$6,166.06	\$0.00	\$410.05	\$2,558.91
202 LITERACY	\$14,177.01	\$15,613.22	\$0.00	\$0.00	\$200.00	\$1,636.21	\$15,813.22
203 GIFT - B. JOAN KEEFER CENTER	\$46,782.91	\$46,191.91	\$0.00	\$890.63	\$0.00	\$299.63	\$46,191.91
204 B JOAN KEEFER CENTER INVESTMENT - UND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
205 GIFT CHILDRENS ROOM	\$1,454.84	\$1,776.17	\$0.00	\$0.00	\$0.00	\$321.33	\$1,776.17
207 BRIDGE-DICKEY INVESTMENT 08/2012	\$24,860.57	\$24,885.10	\$0.00	\$0.00	\$8.45	\$32.98	\$24,893.55
208 BRIDGE-DICKEY FUND	\$2,051.29	\$2,084.53	\$0.00	\$0.00	\$0.00	\$33.24	\$2,084.53
209 OUTREACH	\$8,913.18	\$8,531.88	\$0.00	\$399.97	\$0.00	\$18.67	\$8,531.88
276 STATE TECH GRANT FUND	\$0.00	\$2,609.12	\$0.00	\$5,197.50	\$0.00	\$7,806.62	\$2,609.12
277 IND. STATE STUDENT ASSISTANCE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
278 CARES GRANT FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
279 ARPA Grant	\$0.00	\$0.00	\$0.00	\$25,116.34	\$0.00	\$25,116.34	\$0.00
<i>Subtotal</i>	\$284,892.93	\$282,286.17	\$236.68	\$39,308.83	\$226.16	\$36,691.55	\$282,275.65
<b>4. Capital Projects</b>							
400 LIBRARY IMPROVEMENT RESERVE FUND	\$40,464.50	\$40,565.27	\$0.00	\$0.00	\$58.27	\$159.04	\$40,623.54
401 LIRF-INVESTMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
421 RAINY DAY FUND	#####	\$1,114,108.14	\$47,300.00	\$62,750.93	\$0.00	\$1,674.49	\$1,066,808.14
422 RAINY DAY INVESTMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>Subtotal</i>	\$1,168,349.08	\$1,154,673.41	\$47,300.00	\$62,750.93	\$58.27	\$1,833.53	\$1,107,431.68
<b>5. Clearing</b>							
800 PLAC FUND	\$0.00	\$0.00	\$0.00	\$62.57	\$0.00	\$62.57	\$0.00
801 MARKLE PLAC FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
803 FEDERAL	\$0.00	\$0.00	\$6,996.88	\$55,696.23	\$6,996.88	\$55,696.23	\$0.00
804 FICA	\$0.00	\$0.00	\$6,092.96	\$50,288.47	\$6,092.96	\$50,288.47	\$0.00
806 STATE	\$0.00	\$1,237.48	\$2,494.39	\$19,193.53	\$2,493.48	\$20,430.10	\$1,236.57
807 COUNTY	\$0.00	\$708.55	\$1,426.04	\$11,043.59	\$1,422.25	\$11,748.35	\$704.76
808 INSURANCE	\$3,930.57	\$1,657.48	\$1,890.14	\$29,691.36	\$3,705.78	\$29,233.91	\$3,473.12
809 DEFERRED COMP	\$0.00	\$0.00	\$1,602.00	\$17,848.00	\$1,602.00	\$17,848.00	\$0.00
810 UNITED WAY	\$0.00	\$906.00	\$0.00	\$0.00	\$112.00	\$1,018.00	\$1,018.00
811 STAFF ASSOCIATION	\$0.00	\$16.00	\$0.00	\$30.00	\$4.00	\$50.00	\$20.00
812 ROTH IRA	\$0.00	\$0.00	\$520.00	\$4,640.00	\$520.00	\$4,640.00	\$0.00
813 HEALTH SAVINGS ACCOUNT	\$0.00	\$0.00	\$370.00	\$4,258.46	\$370.00	\$4,258.46	\$0.00
<i>Subtotal</i>	\$3,930.57	\$4,525.51	\$21,392.41	\$192,752.21	\$23,319.35	\$195,274.09	\$6,452.45
<b>Grand Total</b>	\$3,478,338.50	\$3,462,912.77	\$203,573.26	\$1,599,647.63	\$74,683.38	\$1,455,332.02	\$3,334,022.89

**Total all banks = \$3,334,022.89**

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

## Title: Author and Artist Sales

Effective Date: 5/18/15

Authorized By: Library Board of Trustees

Date of Last Revision: 9/21/22

Any author or artist who participates in a library sponsored program will be authorized to sell any materials that they have created before, during or after the program. All sales will be at the discretion of the Library Director and may be refused at any time and for any reason.

If materials are provided by the author or artist, all financial transactions for sales must be completed by the author or artist and/or their designated representative. Library staff may not be responsible in any way for the sale of materials or the transaction of funds.

The library, or the Friends of the Library, may purchase books or other materials on behalf of the author or artist to sell during or after programs. In this case library staff or Friends volunteers will be responsible for all transactions.

This policy does not apply to sales of materials by organizations using Library facilities for non-Library sponsored programs. Nor does it allow for the sale of materials by any commercial entity participating in Library sponsored programs.

## August 2022- Checkout and Renewal

Location	2021 Current Month	2022 Current Month	% Change	2021 Year-to-Date	2022 Year-to-Date	% Change
<b>Huntington</b>						
Adult Books	4443	4138	-7.37%	34132	32434	-5.24%
Juvenile Books	4822	6360	24.18%	40782	46563	12.42%
Young Adult Books	630	1075	41.40%	5009	7327	31.64%
Adult Audio-visual	2853	2825	-0.99%	21561	24208	10.93%
Juvenile Audio-visual	814	698	-16.62%	7054	5654	-24.76%
Young Adult Audio-visual	9	10	10.00%	51	87	41.38%
Periodicals	206	264	21.97%	1666	1577	-5.64%
Other	142	209	32.06%	1528	1483	-3.03%
<b>Total</b>	<b>13919</b>	<b>15579</b>	<b>10.66%</b>	<b>111783</b>	<b>119333</b>	<b>6.33%</b>
<b>Markle</b>						
Adult Books	270	236	-14.41%	2146	1999	-7.35%
Juvenile Books	600	458	-31.00%	3524	3260	-8.10%
Young Adult Books	51	41	-24.39%	482	420	-14.76%
Adult Audio-visual	429	496	13.51%	3962	3110	-27.40%
Juvenile Audio-visual	264	179	-47.49%	1867	1200	-55.58%
Young Adult Audio-visual	3	1	-200.00%	4	5	20.00%
Periodicals	3	24	87.50%	74	122	39.34%
Other	26	15	-73.33%	234	152	-53.95%
<b>Total</b>	<b>1646</b>	<b>1450</b>	<b>-13.52%</b>	<b>12293</b>	<b>10268</b>	<b>-19.72%</b>
eContent	2488	3932	36.72%	19071	25610	25.53%
<b>Grand Total*</b>	<b>15565</b>	<b>17029</b>	<b>8.60%</b>	<b>124076</b>	<b>129601</b>	<b>4.26%</b>
*not including e-content						
<b>Grand Total</b>	<b>18053</b>	<b>20961</b>	<b>13.87%</b>	<b>143147</b>	<b>155211</b>	<b>7.77%</b>

## August 2022 - Patron Count

Patron Type	2021 Current Month	2022 Current Month	% Change
<b>Resident Borrowers</b>			
Huntington Adult	9938	10438	4.79%
Huntington Juvenile	2164	2313	6.44%
Huntington Young Adult	1237	1281	3.43%
Markle Adult	557	582	4.30%
Markle Juvenile	101	111	9.01%
Markle Young Adult	79	77	-2.60%
Temporary	56	59	5.08%
Staff	60	51	-17.65%
<b>Total</b>	<b>14192</b>	<b>14912</b>	<b>4.83%</b>
<b>Non-Resident Borrowers</b>			
Non-Resident	296	327	9.48%
School Student	720	802	10.22%
School Teacher	86	95	9.47%
Huntington University	242	286	15.38%
Schools and Caregivers	65	63	-3.17%
Tutors and Students	45	46	2.17%
Wells County Reciprocal	199	222	10.36%
PLAC	43	44	2.27%
<b>Total</b>	<b>1696</b>	<b>1885</b>	<b>10.03%</b>
<b>Grand Total</b>	<b>15888</b>	<b>16797</b>	<b>5.41%</b>

## August 2022 - Door Count

Location	2021 Current Month	2022 Current Month	%Change
Huntington	4219	8814	108.91%
Markle	471 0*	#VALUE!	
Keefer Center	770	1161	50.78%
<b>Total</b>	<b>5460</b>	<b>9975</b>	<b>82.69%</b>

\* Door Counter Malfunction

### Curbside pickups

2

### Volunteer Hours

Literacy program	
Junior	15
Adult	320.5
<b>Total</b>	<b>335.5</b>

# Appropriation Report for 100 OPERATING

## Huntington City-Township Public Library

Report Date: From 8/17/2022 To 9/21/2022

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Remain
<i>1. Personal Services</i>							
1.1 Salary and Wages	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
1.11 Salary of Librarian	\$80,000.00	\$0.00	\$80,000.00	\$6,615.04	\$54,634.86	\$25,365.14	31.7
1.12 Salary of Assistants (Salary and Wage Overflow)	\$855,000.00	\$0.00	\$855,000.00	\$68,779.13	\$572,145.35	\$282,854.65	33.1
1.14 Wages of Janitors	\$58,500.00	\$0.00	\$58,500.00	\$4,202.20	\$33,071.50	\$25,428.50	43.5
1.15 Additional Hours (750)	\$7,000.00	\$0.00	\$7,000.00	\$791.96	\$4,816.49	\$2,183.51	31.2
1.21 Employer's Share FICA	\$76,000.00	\$0.00	\$76,000.00	\$6,092.88	\$50,287.87	\$25,712.13	33.8
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	\$83,500.00	\$0.00	\$83,500.00	\$4,374.40	\$53,550.96	\$29,949.04	35.9
1.231 Employer's contribution PERF - Employee	\$22,500.00	\$0.00	\$22,500.00	\$4,379.91	\$16,899.45	\$5,600.55	24.9
1.24 Employer's Contribution Group Health	\$190,000.00	\$0.00	\$190,000.00	\$0.00	\$109,585.16	\$80,414.84	42.3
1.25 Employer's Contribution Life Ins.	\$9,750.00	\$0.00	\$9,750.00	\$877.15	\$6,901.77	\$2,848.23	29.2
1.26 Employer's Contribution STD	\$9,000.00	\$0.00	\$9,000.00	\$884.49	\$8,042.35	\$957.65	10.6
1.27 Employer's Contribution LTD	\$9,000.00	\$0.00	\$9,000.00	\$989.52	\$8,753.74	\$246.26	2.7
1.28 Employer's Contribution Dental	\$7,250.00	\$0.00	\$7,250.00	\$495.09	\$4,072.61	\$3,177.39	43.8
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	\$59.38	\$413.94	(\$13.94)	-3.5
<b>Subtotal</b>	<b>\$1,410,400.00</b>		<b>\$1,410,400.00</b>	<b>\$98,541.15</b>	<b>\$923,176.05</b>	<b>\$487,223.95</b>	<b>34.5</b>
<i>2. Supplies</i>							
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	\$682.06	\$12,137.71	\$13,862.29	53.3



<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>
3.531 Water Markle	\$450.00	\$0.00	\$450.00	\$0.00	\$78.00	\$372.00	82.7
3.54 Sewer and Waste Huntington	\$8,000.00	\$0.00	\$8,000.00	\$951.60	\$7,165.42	\$834.58	10.4
3.541 Sewer and WasteMarkle	\$325.00	\$0.00	\$325.00	\$112.19	\$519.69	(\$194.69)	-59.9
3.62 Equipment Repair and Maintenance	\$4,000.00	\$0.00	\$4,000.00	\$0.00	\$2,199.00	\$1,801.00	45.0
3.621 Equipment Leasing and Maintenance	\$14,500.00	\$0.00	\$14,500.00	\$1,697.01	\$10,995.30	\$3,504.70	24.2
3.622 Contracted Facility Maintenance	\$17,500.00	\$0.00	\$17,500.00	\$0.00	\$12,920.96	\$4,579.04	26.2
3.623 Technology License Agreements	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$7,159.15	\$2,840.85	28.4
3.624 Technology Maintenance	\$15,000.00	\$0.00	\$15,000.00	\$425.00	\$15,740.64	(\$740.64)	-4.9
3.625 ILS Maintenance and Contract	\$35,000.00	\$0.00	\$35,000.00	\$0.00	\$37,523.97	(\$2,523.97)	-7.2
3.626 2021 Encumbered Funds - Mobile App	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00	100.0
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	\$825.00	\$1,675.00	67.0
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
3.94 Transfer to LIRF	\$64,150.00	\$0.00	\$64,150.00	\$0.00	\$0.00	\$64,150.00	100.0
<b>Subtotal</b>	<b>\$438,356.00</b>		<b>\$438,356.00</b>	<b>\$19,701.83</b>	<b>\$221,370.67</b>	<b>\$216,985.33</b>	<b>49.5</b>

#### *4. Capitol Outlays*

4.1 Land	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$1.00	100.0
4.2 Buildings	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$1.00	100.0
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	\$13,246.62	(\$8,246.62)	-164.9
4.41 ARPA Grant Furniture and Equipment	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$1.00	100.0
4.42 Technology Equipment	\$9,000.00	\$0.00	\$9,000.00	\$53.17	\$3,702.71	\$5,297.29	58.9
4.43 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	\$9,517.75	\$83,250.66	\$31,749.34	27.6

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

**Report Date: From**      **8/17/2022 To**      **9/21/2022**

<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>4. Capitol Outlays</i>							
4 Other Capital Outlays	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	100.0
4.2 Buildings	\$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 **8/17/2022** To **9/21/2022**

<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>
<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	\$4,747.00	\$15,253.00	76.3
3.52 Electricity Huntington (Utilities Overflow)	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	100.0
3.63 Building Repair and Improvements	\$30,650.00	\$0.00	\$30,650.00	\$0.00	\$0.00	\$30,650.00	100.0
<b>Subtotal</b>	<b>\$60,650.00</b>		<b>\$60,650.00</b>	<b>\$0.00</b>	<b>\$4,747.00</b>	<b>\$55,903.00</b>	<b>92.2</b>
<b>4. Capitol Outlays</b>							
4 Other Capital Outlays	\$125,000.00	\$0.00	\$125,000.00	\$0.00	\$3,785.83	\$121,214.17	97.0
4.2 Buildings	\$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	\$47,300.00	\$47,300.00	\$57,700.00	55.0
4.31 HVAC Replacement Plan	\$350,000.00	\$0.00	\$350,000.00	\$0.00	\$0.00	\$350,000.00	100.0
4.4 Furniture and Equipment	\$15,000.00	\$0.00	\$15,000.00	\$0.00	\$6,918.10	\$8,081.90	53.9
4.42 Technology Equipment	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	100.0
<b>Subtotal</b>	<b>\$785,650.00</b>		<b>\$785,650.00</b>	<b>\$47,300.00</b>	<b>\$58,003.93</b>	<b>\$727,646.07</b>	<b>92.6</b>