

# HUNTINGTON CITY TOWNSHIP PUBLIC LIBRARY

Board of Trustees  
January 18th, 2023  
5:15pm

## Board of Finance Meeting

1. Call to Order
2. Election of Officers
3. Review of Current Investments
4. Policy Review
  - a. Investment Cash Management
  - b. Investment Policy
  - c. Internal Controls
  - d. Check Signing Authorization
5. Adjournment

## Regular Meeting

1. Call to Order
2. Reading and Approval of Minutes
3. Reading and Approval of Financial Report and Bills
  - a. Approve Changes to Appropriation
4. Report of the Librarian
5. Committee Reports
6. Communications
7. Unfinished Business
  - a. Other
8. New Business
  - a. Policy Review
    - i. Computer and Internet Use
    - ii. Library Card
    - iii. Behavior in the Library
    - iv. Public Input at Library Board Meetings
  - b. Markle Project
  - c. Other
9. Public Input
10. Adjournment

# HUNTINGTON CITY TOWNSHIP PUBLIC LIBRARY

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

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

**Absent:** None

**Visitors:** Mike Perkins, Sue Jepsen

## Regular Meeting

1. Call to Order: John called the meeting to order.
2. Reading and Approval of Minutes: Jessica moved to approve the minutes, Daryl seconded.
3. Reading and Approval of Financial Report and Bills: Beka updated us on what will happen with some of the various line-items in our current financials as we approach the end of the year. Jessica motioned to approve, Daryl seconded. Bills and Financial Reports approved by signature vote.
4. Report of the Librarian: Beka noted various updates to program attendance, new board members, etc.
5. Committee Reports: Beka updates us on the committee meeting to discuss patron behavior, there will be policy updates coming in January.
6. Communications: Beka noted a 23% increase in the water utility rates for next year.
7. Unfinished Business
  - a. Other
8. New Business
  - a. Policy Review
    - i. Library Card Policy: Beka reviewed the updates to the policy on

library cards and coming online registration/renewal of cards (and thus language update reflecting those coming changes). John noted that there may be some sticky situations because of the use of GPS coordinates and the physical outline of the library. Updates to allow teens to use their school cards and the inclusion of homeschool students in the county. Terri motioned to approve, Doug seconded. Motion approved.

ii. Library of Things Policy: We reviewed the changes to the policy, including allowing student borrowers not in the district as long as a parent who signed for the card is with the student at the time. Additionally, there is a change to allow transfers to Markle. Jessica motioned to approve, Daryl seconded. Motion approved.

iii. Library Photography and Video Policy: Again, reviewed changes. Terri motioned to approve with revisions, Jamie seconded, motion approved.

iv. Use of Library Property Policy: No changes to policy. Daryl motioned to approve. Daryl seconded. Motion passed.

v. Materiality Threshold Policy: No change to policy. Jessica motioned to approve, Daryl seconded. Motion approved.

b. Salary Schedule: Salary schedule approved via signature vote.

c. Strategic Plan Extension: Beka requested an extension of the Strategic Plan for 2022 through the year 2023. We will vote on a new Strategic Plan for 2024 at the end of 2023. Beka will use the year to prepare the plan. John asked for a vote and the motion passed.

d. Election of Officers: Doug volunteered to serve as President and accepted the position. Jamie volunteered to remain serving as Vice President. Daryl volunteered to continue in the role of treasurer. Jessica volunteered to continue in the role of secretary. Terri motioned to approve the slate of officers, John seconded. Unanimous approval.

e. Other: Beka talked to us about some issues that the library is facing regarding materials requested from the library. Beka requested a couple of board members to join a committee that will include the staff who are responsible for decisions (related to material acquisition) to evaluate our policy for acquiring materials.

Beka brought her concerns about comments said about and to her in her attendance at the Rotary Club. She has not been attending and has requested to attend. Board accepted and supported this request. Beka will check with others at the library to see if anyone is interested in joining the Rotary Club.

9. Public Input: Mike thanked John for his long and appreciated service on this board.

10. Adjournment: Jessica motioned to adjourn, Jamie seconded. Meeting adjourned.

Huntington City-Township Public Library  
January 2023

**Director's Report**

- Chasity "Chas" Taylor has been hired as the Adult Librarian. Her first day was January 16th.
- We will be working with the Huntington County Visitor's Bureau on a scavenger hunt activity for the city's 175 anniversary. There will be monthly themed scavenger hunts from February to August with prizes and drawings. We will both create content and serve as a pick up/drop off location.
- Pathfinder's VITA tax service will no longer be doing taxes in person in the library as they had in the past. Tax services will be drop off only. We have packets for pick up and a drop box in the library.
- Our staff will once again be divided into cohort teams for regular meetings and team building. This year they will work on special projects. The projects will be starting a seed library, building an accessible/sensory park on the library's back patio area, creating a procedure for new hire orientation and training, and providing resources for food scarcity needs in the community.
- I have been working on a plan to refresh and reorient collections in Markle. This will be a large scale project to try to better meet community needs.
- We have started work on a campaign to encourage people to use the library. Our numbers have not bounced back from the pandemic the way that we hoped so we will work on ways to remind people about the library and our services.
- After a brief break, we are back to doing in-person storytimes. Starting this year, we will be offering an additional storytime session on Tuesday nights. Also, Markle storytimes will be increased to weekly.

# Appropriation Report for 100 OPERATING

## Huntington City-Township Public Library

Report Date: From 12/21/2022 To 12/31/2022

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	\$80,000.00	\$0.00	\$80,000.00	\$3,148.00	\$79,659.34	\$340.66	0.4
1.12 Salary of Assistants (Salary and Wage Overflow)	\$855,000.00	\$0.00	\$855,000.00	\$32,696.64	\$838,370.21	\$16,629.79	1.9
1.14 Wages of Janitors	\$58,500.00	(\$586.78)	\$57,913.22	\$2,625.70	\$52,272.88	\$5,640.34	9.7
1.15 Additional Hours (750)	\$7,000.00	\$586.78	\$7,586.78	\$0.00	\$7,586.78	\$0.00	0.0
1.21 Employer's Share FICA	\$76,000.00	\$0.00	\$76,000.00	\$2,920.66	\$74,052.37	\$1,947.63	2.6
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	(\$1,547.17)	\$81,952.83	\$3,316.11	\$80,235.35	\$1,717.48	2.1
1.231 Employer's contribution PERF - Employee	\$22,500.00	\$1,547.17	\$24,047.17	\$688.26	\$24,047.17	\$0.00	0.0
1.24 Employer's Contribution Group Health	\$190,000.00	(\$4,107.96)	\$185,892.04	\$0.00	\$169,980.04	\$15,912.00	8.6
1.25 Employer's Contribution Life Ins.	\$9,750.00	\$0.00	\$9,750.00	\$0.00	\$9,280.97	\$469.03	4.8
1.26 Employer's Contribution STD	\$9,000.00	\$1,541.06	\$10,541.06	\$0.00	\$10,541.06	\$0.00	0.0
1.27 Employer's Contribution LTD	\$9,000.00	\$2,566.90	\$11,566.90	\$0.00	\$11,566.90	\$0.00	0.0
1.28 Employer's Contribution Dental	\$7,250.00	\$0.00	\$7,250.00	\$0.00	\$5,507.55	\$1,742.45	24.0
1.29 Other Employee Benefits (Benefits Overflow)	\$500.00	(\$158.83)	\$341.17	\$0.00	\$0.00	\$341.17	100.0
1.3 Employer's Contribution Vision	\$400.00	\$158.83	\$558.83	\$0.00	\$558.83	\$0.00	0.0
<b>Subtotal</b>	<b>\$1,410,400.00</b>	<b>\$0.00</b>	<b>\$1,410,400.00</b>	<b>\$45,595.37</b>	<b>\$1,363,659.45</b>	<b>\$46,740.55</b>	<b>3.3</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	(\$3,225.84)	\$22,774.16	\$720.02	\$15,746.20	\$7,027.96	30.9

<i>Account #</i>	<i>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	(\$372.00)	\$78.00	\$0.00	\$78.00	\$0.00	0.0
3.54	Sewer and Waste Huntington	\$8,000.00	\$1,107.69	\$9,107.69	\$0.00	\$9,107.69	\$0.00	0.0
3.541	Sewer and WasteMarkle	\$325.00	\$428.38	\$753.38	\$0.00	\$753.38	\$0.00	0.0
3.62	Equipment Repair and Maintenance	\$4,000.00	(\$1,466.00)	\$2,534.00	\$0.00	\$2,534.00	\$0.00	0.0
3.621	Equipment Leasing and Maintenance	\$14,500.00	\$4,843.26	\$19,343.26	\$1,110.00	\$19,343.26	\$0.00	0.0
3.622	Contracted Facility Maintenance	\$17,500.00	\$5,714.58	\$23,214.58	\$608.04	\$23,214.58	\$0.00	0.0
3.623	Technology License Agreements	\$10,000.00	(\$2,085.34)	\$7,914.66	\$0.00	\$7,399.15	\$515.51	6.5
3.624	Technology Maintenance	\$15,000.00	\$2,015.64	\$17,015.64	\$0.00	\$17,015.64	\$0.00	0.0
3.625	ILS Maintenance and Contract	\$35,000.00	\$2,523.97	\$37,523.97	\$0.00	\$37,523.97	\$0.00	0.0
3.626	2021 Encumbered Funds - Mobile App	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$6,000.00	\$0.00	0.0
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	(\$325.00)	\$2,175.00	\$0.00	\$2,175.00	\$0.00	0.0
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	(\$12,060.37)	\$52,089.63	\$0.00	\$0.00	\$52,089.63	100.0
	<b>Subtotal</b>	<b>\$438,356.00</b>	<b>(\$8,575.52)</b>	<b>\$429,780.48</b>	<b>\$3,218.86</b>	<b>\$372,561.62</b>	<b>\$57,218.86</b>	<b>13.3</b>
<b>4. Capitol Outlays</b>								
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	\$8,475.52	\$13,475.52	\$59.90	\$13,475.52	\$0.00	0.0
4.41	ARRPA 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	\$675.50	\$9,675.50	\$4,778.10	\$9,675.50	\$0.00	0.0
4.43	Computer Technology Upgrade	\$10,000.00	(\$2,107.12)	\$7,892.88	\$4,102.60	\$4,102.60	\$3,790.28	48.0
4.5	Books	\$115,000.00	\$0.00	\$115,000.00	\$565.00	\$114,820.01	\$179.99	0.2

# Appropriation Report for 400 LIBRARY IMPROVEMENT RE

## Huntington City-Township Public Library

Report Date: From 12/21/2022 To 12/31/2022

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 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 12/21/2022 To 12/31/2022

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	\$1,036.09	\$21,036.09	\$0.00	\$21,036.09	\$0.00	0.0
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	(\$1,036.09)	\$29,613.91	\$0.00	\$7,288.00	\$22,325.91	75.4
<b>Subtotal</b>	<b>\$60,650.00</b>	<b>\$0.00</b>	<b>\$60,650.00</b>	<b>\$0.00</b>	<b>\$28,324.09</b>	<b>\$32,325.91</b>	<b>53.3</b>
<b>4. Capital 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	\$0.00	\$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>\$0.00</b>	<b>\$58,003.93</b>	<b>\$727,646.07</b>	<b>92.6</b>

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

**Report Dates = 12/21/2022 to 12/31/2022**

<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	\$2,021,165.92	\$60,047.06	\$1,957,714.82	\$3,187.86	\$1,921,391.47	\$1,984,842.57
<b>Subtotal</b>	<b>\$2,021,165.92</b>	<b>\$60,047.06</b>	<b>\$1,957,714.82</b>	<b>\$3,187.86</b>	<b>\$1,921,391.47</b>	<b>\$1,984,842.57</b>
<b>2. Special Revenue</b>						
200 GIFT (REGULAR)	\$178,338.21	\$0.00	\$1,826.23	\$342.98	\$1,795.29	\$178,307.27
201 FRIENDS OF THE LIBRARY	\$8,314.92	\$811.17	\$10,547.37	\$0.00	\$9,560.05	\$7,327.60
202 LITERACY	\$14,177.01	\$0.00	\$0.00	\$68.85	\$8,078.88	\$22,255.89
203 GIFT - B. JOAN KEEFER CENTER	\$46,782.91	\$0.00	\$1,385.24	\$37.70	\$517.32	\$45,914.99
204 B JOAN KEEFER CENTER INVESTMENT - UND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
205 GIFT CHILDRENS ROOM	\$1,454.84	\$0.00	\$0.00	\$11.30	\$360.71	\$1,815.55
207 BRIDGE-DICKEY INVESTMENT 08/2012	\$24,860.57	\$0.00	\$0.00	\$8.45	\$49.60	\$24,910.17
208 BRIDGE-DICKEY FUND	\$2,051.29	\$0.00	\$0.00	\$0.00	\$49.86	\$2,101.15
209 OUTREACH	\$8,913.18	\$0.00	\$399.97	\$56.21	\$189.43	\$8,702.64
276 STATE TECH GRANT FUND	\$0.00	\$0.00	\$5,197.50	\$1.88	\$7,813.69	\$2,616.19
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	\$0.00	\$0.00	\$0.00	\$0.00
279 ARPA Grant	\$0.00	\$0.00	\$25,116.34	\$0.00	\$25,116.34	\$0.00
<b>Subtotal</b>	<b>\$284,892.93</b>	<b>\$811.17</b>	<b>\$44,472.65</b>	<b>\$527.37</b>	<b>\$53,531.17</b>	<b>\$293,951.45</b>
<b>4. Capital Projects</b>						
400 LIBRARY IMPROVEMENT RESERVE FUND	\$40,464.50	\$0.00	\$0.00	\$136.07	\$571.03	\$41,035.53
401 LIRF-INVESTMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
421 RAINY DAY FUND	\$1,127,884.58	\$0.00	\$86,328.02	\$754.88	\$4,313.80	\$1,045,870.36
422 RAINY DAY INVESTMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Subtotal</b>	<b>\$1,168,349.08</b>	<b>\$0.00</b>	<b>\$86,328.02</b>	<b>\$890.95</b>	<b>\$4,884.83</b>	<b>\$1,086,905.89</b>
<b>5. Clearing</b>						
800 PLAC FUND	\$0.00	\$130.00	\$192.57	\$0.00	\$192.57	\$0.00
801 MARKLE PLAC FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
803 FEDERAL	\$0.00	\$3,252.31	\$82,559.94	\$3,252.31	\$82,559.94	\$0.00
804 FICA	\$0.00	\$2,920.72	\$74,053.41	\$2,920.72	\$74,053.41	\$0.00
806 STATE	\$0.00	\$3,754.57	\$30,228.90	\$1,248.22	\$30,228.90	\$0.00
807 COUNTY	\$0.00	\$2,051.91	\$17,254.67	\$668.44	\$17,254.67	\$0.00
808 INSURANCE	\$3,930.57	\$0.00	\$43,911.05	\$1,780.00	\$43,619.69	\$3,639.21
809 DEFERRED COMP	\$0.00	\$1,395.00	\$26,310.00	\$1,395.00	\$26,310.00	\$0.00
810 UNITED WAY	\$0.00	\$1,466.00	\$1,466.00	\$56.00	\$1,466.00	\$0.00
811 STAFF ASSOCIATION	\$0.00	\$0.00	\$70.00	\$0.00	\$70.00	\$0.00
812 ROTH IRA	\$0.00	\$180.00	\$6,320.00	\$180.00	\$6,320.00	\$0.00
813 HEALTH SAVINGS ACCOUNT	\$0.00	\$105.00	\$5,338.46	\$105.00	\$5,338.46	\$0.00
<b>Subtotal</b>	<b>\$3,930.57</b>	<b>\$15,255.51</b>	<b>\$287,705.00</b>	<b>\$11,605.69</b>	<b>\$287,413.64</b>	<b>\$3,639.21</b>
<b>Grand Total</b>	<b>\$3,478,338.50</b>	<b>\$76,113.74</b>	<b>\$2,376,220.49</b>	<b>\$16,211.87</b>	<b>\$2,267,221.11</b>	<b>\$3,369,339.12</b>

**Total all banks = \$3,369,339.12**

# Financial Report

Report Dates = **1/1/2023 to 1/18/2023**

Fund	Start of year	Disbursements this month	Disbursements YTD	Receipts this month	Receipts YTD	Balance
<b>1. Operating Fund</b>						
100 OPERATING	\$2,021,165.92	\$98,933.01	\$98,933.01	\$48,944.85	\$48,944.85	\$1,971,177.76
<b>Subtotal</b>	<b>\$2,021,165.92</b>	<b>\$98,933.01</b>	<b>\$98,933.01</b>	<b>\$48,944.85</b>	<b>\$48,944.85</b>	<b>\$1,971,177.76</b>
<b>2. Special Revenue</b>						
200 GIFT (REGULAR)	\$178,338.21	\$0.00	\$0.00	\$2.00	\$2.00	\$178,340.21
201 FRIENDS OF THE LIBRARY	\$8,314.92	\$45.88	\$45.88	\$0.00	\$0.00	\$8,269.04
202 LITERACY	\$14,177.01	\$0.00	\$0.00	\$0.00	\$0.00	\$14,177.01
203 GIFT - B. JOAN KEEFER CENTER	\$46,782.91	\$0.00	\$0.00	\$0.00	\$0.00	\$46,782.91
204 B JOAN KEEFER CENTER INVESMENT - UND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
205 GIFT CHILDRENS ROOM	\$1,454.84	\$0.00	\$0.00	\$0.00	\$0.00	\$1,454.84
207 BRIDGE-DICKEY INVESTMENT 08/2012	\$24,860.57	\$0.00	\$0.00	\$0.00	\$0.00	\$24,860.57
208 BRIDGE-DICKEY FUND	\$2,051.29	\$0.00	\$0.00	\$0.00	\$0.00	\$2,051.29
209 OUTREACH	\$8,913.18	\$0.00	\$0.00	\$0.00	\$0.00	\$8,913.18
276 STATE TECH GRANT FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
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	\$0.00	\$0.00	\$0.00	\$0.00
279 ARPA Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Subtotal</b>	<b>\$284,892.93</b>	<b>\$45.88</b>	<b>\$45.88</b>	<b>\$2.00</b>	<b>\$2.00</b>	<b>\$284,849.05</b>
<b>4. Capital Projects</b>						
400 LIBRARY IMPROVEMENT RESERVE FUND	\$40,464.50	\$0.00	\$0.00	\$0.00	\$0.00	\$40,464.50
401 LIRF-INVESTMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
421 RAINY DAY FUND	\$1,127,884.58	\$0.00	\$0.00	\$0.00	\$0.00	\$1,127,884.58
422 RAINY DAY INVESTMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Subtotal</b>	<b>\$1,168,349.08</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,168,349.08</b>
<b>5. Clearing</b>						
800 PLAC FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
801 MARKLE PLAC FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
803 FEDERAL	\$0.00	\$3,721.89	\$3,721.89	\$3,721.89	\$3,721.89	\$0.00
804 FICA	\$0.00	\$3,157.62	\$3,157.62	\$3,157.62	\$3,157.62	\$0.00
806 STATE	\$0.00	\$0.00	\$0.00	\$1,287.80	\$1,287.80	\$1,287.80
807 COUNTY	\$0.00	\$0.00	\$0.00	\$733.43	\$733.43	\$733.43
808 INSURANCE	\$3,930.57	\$3,619.51	\$3,619.51	\$1,712.79	\$1,712.79	\$2,023.85
809 DEFERRED COMP	\$0.00	\$945.00	\$945.00	\$945.00	\$945.00	\$0.00
810 UNITED WAY	\$0.00	\$0.00	\$0.00	\$90.00	\$90.00	\$90.00
811 STAFF ASSOCIATION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
812 ROTH IRA	\$0.00	\$180.00	\$180.00	\$180.00	\$180.00	\$0.00
813 HEALTH SAVINGS ACCOUNT	\$0.00	\$105.00	\$105.00	\$105.00	\$105.00	\$0.00
<b>Subtotal</b>	<b>\$3,930.57</b>	<b>\$11,729.02</b>	<b>\$11,729.02</b>	<b>\$11,933.53</b>	<b>\$11,933.53</b>	<b>\$4,135.08</b>
<b>Grand Total</b>	<b>\$3,478,338.50</b>	<b>\$110,707.91</b>	<b>\$110,707.91</b>	<b>\$60,880.38</b>	<b>\$60,880.38</b>	<b>\$3,428,510.97</b>

**Total all banks = \$3,428,510.97**

Approved by the State Board Of Accounts for on 12:00:00 AM.

<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	\$35.26	\$35.26	\$9,964.74	99.6
<b>Subtotal</b>	<b>\$36,002.00</b>		<b>\$36,002.00</b>	<b>\$35.26</b>	<b>\$35.26</b>	<b>\$35,966.74</b>	<b>99.9</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	\$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	\$23,000.00	\$0.00	\$23,000.00	\$996.34	\$996.34	\$22,003.66	95.7
3.141 Contracted Labor for Grounds	\$13,000.00	\$0.00	\$13,000.00	\$1,225.00	\$1,225.00	\$11,775.00	90.6
3.145 Databases	\$16,000.00	\$0.00	\$16,000.00	\$612.00	\$612.00	\$15,388.00	96.2
3.146 Electronic Materials	\$48,000.00	\$0.00	\$48,000.00	\$832.22	\$832.22	\$47,167.78	98.3
3.21 Telephone and Fax	\$6,000.00	\$0.00	\$6,000.00	\$241.00	\$241.00	\$5,759.00	96.0
3.211 Telephone - Markle	\$1,300.00	\$0.00	\$1,300.00	\$181.44	\$181.44	\$1,118.56	86.0
3.213 ENA - E-Rate Funding / Huntington	\$5,725.00	\$0.00	\$5,725.00	\$457.50	\$457.50	\$5,267.50	92.0
3.2131 ENA - E-Rate Funding / Markle	\$3,500.00	\$0.00	\$3,500.00	\$285.00	\$285.00	\$3,215.00	91.9
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	\$75.00	\$75.00	\$8,925.00	99.2
3.31 Advertising and Public Notices	\$5,000.00	\$0.00	\$5,000.00	\$76.00	\$76.00	\$4,924.00	98.5
3.41 Official Bonds	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	100.0
3.42 Operational Insurance	\$40,000.00	\$0.00	\$40,000.00	\$0.00	\$0.00	\$40,000.00	100.0
3.51 Gas Huntington	\$13,500.00	\$0.00	\$13,500.00	\$0.00	\$0.00	\$13,500.00	100.0
3.511 Gas Markle	\$1,400.00	\$0.00	\$1,400.00	\$0.00	\$0.00	\$1,400.00	100.0
3.52 Electricity Huntington (Utilities Overflow)	\$63,000.00	\$0.00	\$63,000.00	\$6,371.02	\$6,371.02	\$56,628.98	89.9
3.521 Electricity Markle	\$3,500.00	\$0.00	\$3,500.00	\$400.20	\$400.20	\$3,099.80	88.6
3.53 Water Huntington	\$3,500.00	\$0.00	\$3,500.00	\$222.75	\$222.75	\$3,277.25	93.6
3.531 Water Markle	\$450.00	\$0.00	\$450.00	\$26.00	\$26.00	\$424.00	94.2

<i>Account #</i>	<i>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>
3.54	Sewer and Waste Huntington	\$8,000.00	\$0.00	\$8,000.00	\$386.49	\$386.49	\$7,613.51	95.2
3.541	Sewer and WasteMarkle	\$325.00	\$0.00	\$325.00	\$33.57	\$33.57	\$291.43	89.7
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	\$14,500.00	\$0.00	\$14,500.00	\$0.00	\$0.00	\$14,500.00	100.0
3.622	Contracted Facility Maintenance	\$17,500.00	\$0.00	\$17,500.00	\$8,627.12	\$8,627.12	\$8,872.88	50.7
3.623	Technology License Agreements	\$10,000.00	\$0.00	\$10,000.00	\$2,561.00	\$2,561.00	\$7,439.00	74.4
3.624	Technology Maintenance	\$15,000.00	\$0.00	\$15,000.00	\$0.00	\$0.00	\$15,000.00	100.0
3.625	ILS Maintenance and Contract	\$35,000.00	\$0.00	\$35,000.00	\$0.00	\$0.00	\$35,000.00	100.0
3.626	2021 Ecumbered 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	\$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
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>\$23,609.65</b>	<b>\$23,609.65</b>	<b>\$414,746.35</b>	<b>94.6</b>
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	\$0.00	\$5,000.00	100.0
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	\$0.00	\$0.00	\$9,000.00	100.0
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	\$0.00	\$0.00	\$115,000.00	100.0
4.6	Periodicals and Newspapers	\$11,000.00	\$0.00	\$11,000.00	\$7,103.52	\$7,103.52	\$3,896.48	35.4

**4. Capitol Outlays**

# Appropriation Report for 400 LIBRARY IMPROVEMENT RE

Report Date: From 1/1/2023 To 1/18/2023

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 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 on 12:00:00 AM.



# Appropriation Report for 421 RAINY DAY FUND

Report Date: From 1/1/2023 To 1/18/2023

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
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>\$0.00</b>	<b>\$60,650.00</b>	<b>100.0</b>
<b>4. Capitol Outlays</b>							
4 Other Capital Outlays	\$125,000.00	\$0.00	\$125,000.00	\$0.00	\$0.00	\$125,000.00	100.0
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	\$0.00	\$0.00	\$105,000.00	100.0
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	\$0.00	\$15,000.00	100.0
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>\$0.00</b>	<b>\$0.00</b>	<b>\$785,650.00</b>	<b>100.0</b>