

# HUNTINGTON CITY TOWNSHIP PUBLIC LIBRARY

Board of Trustees

July 16th 2025

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. Public Input
8. Unfinished Business
  - a. Teen area quotes
  - b. Budget Advertising Approval
  - c. Other
9. New Business
  - a. Staff Unpaid Leave Request
  - b. Library Card Policy
  - c. Other
10. Adjournment

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## Board of Trustees Members and Appointments

### Doug Denney - President

1/1/24 - 12/31/27 -Huntington County Community School Corporation and Northern Wells  
Community Schools

### Jamie Hoffman - Vice President

1/1/23 - 12/31/26 - Huntington County Council and Wells County Council

### Rebekah Benjamin - Secretary

1/1/22 - 12/31/25 - Huntington County Community School Corporation

### Daryl Shrock - Treasurer

1/1/25- 12/31/28 -Huntington County Council and Wells County Council

### Terri Salzano-Sees

1/1/22 - 12/31/25 Huntington County Commissioners and Wells County Commissioners

### David E Ferguson Sr

1/1/25 - 12/31/28 -Huntington County Commissioners and Wells County Commissioners

### Suzanne Jepsen

1/1/23 - 12/31/26 -Huntington County Community School Corporation

# HUNTINGTON CITY TOWNSHIP PUBLIC LIBRARY

Board of Trustees

June 18th 2025

5:15pm

**Present:** Doug Denney, Rebekah Benjamin, Jamie Hoffman, Beka Lemons, Daryl Shrock, Sue Jepsen

**Absent:** David E. Ferguson, Sr., Terri Salzano-Sees

**Visitors:** Hank Miller, Mike Skeens

## Regular Meeting

1. **Call to Order:** Doug called the meeting to order at 5:15 pm.
2. **Reading and Approval of Minutes:** Two minor corrections (typos) were made to the minutes from May 21, 2025. Sue moved to approve the minutes and Jamie seconded. Minutes approved as amended.
3. **Reading and Approval of Financial Report and Bills:** Sue made comments about three line items on the financial reports. There appears to be a typo that Beka will fix and another issue regarding insurance numbers that Beka will look into. Daryl moved to approve the financial report and bills; Jamie seconded. Motion approved.
4. **Report of the Librarian:** Beka discussed the successful start of the summer reading program. School lunches have also begun. Otherwise, they've continued work on ongoing projects and continuing to develop orientation for new employees. Beka had Sue update the board on the success of the Friends of the Library Sale which grossed over \$3600. Friends also acquired 21 new members.
5. **Committee Reports:** Beka met with the personnel committee for regular evaluation and discussion this past week.
6. **Communications:** Beka read a couple of thank you notes from the Tipton library and the Nappanee library. Representatives from these libraries came for training on Polaris and a tour of our facilities, respectively.
7. **Public Input:** Hank Miller made comments.
8. **Unfinished Business**
  - a. **Teen area quotes:** Two firms have provided designs, and we are waiting on a design from a third. Beka has asked all three firms now for detailed designs and quotes by the end of June. The board should be able to look at any submitted designs and quotes in the July meeting.
  - b. **Other:** None
9. **New Business**
  - a. **Budget Draft and Information:** Beka updated on legislative information regarding the budget and levy. No new information, but the board should consider how much of the allowable levy should be taken out in the coming couple of years. Beka is going to recommend that we increase our levy ask by \$150K to \$2M out of a total possible \$2.747M and then increase by \$150K each year. The board will need to decide in August whether to increase the levy or keep the rate down and reduce the budget. August will be the month for the public budget meeting, and September will be the month for the adoption meeting. Both meetings will require a quorum.
  - b. **Other:** Beka discussed the new School Meetings policy (4.1.9) based on recent legislation brought to her by our HR attorney. Sue moved to approve the new policy; Daryl seconded. The policy was approved.
10. **Board Education - Communications Team Strategy:** Beka discussed the new strategic plan for the

Communications Team for 2025-2027.

11. **Adjournment:** Daryl moved to adjourn; Jamie seconded. The meeting adjourned at 6:05 pm. The July meeting is scheduled for July 16.

Huntington City-Township Public Library  
July 2025

**Director's Report**

- Mikayleigh Clark will be leaving her position as Library Assistant in the Keefer Center in early September.
- AJ Middaugh will be moved up from a part-time Library Assistant to the full-time Library Assistant position in the Keefer Center effective August 3rd.
  - We are currently accepting applications for the part-time position.
- As of 7/9 we have 1097 people signed up for the Summer Library Program. This is 85 more people than last year and we still have a little over 2 weeks left in the program.
- The Youth Services Department has completed their department strategic plan. I will share this with the Board in August. Our next department to work on will be Adult Services.
- Staff have met in all departments to discuss trends and needs in collection development. I will use this information to revise the Collection Development plan and complete that within the next month or two.
- I have been selected as part of a testing group for the new budget application that is being developed by DLGF. I have attended training and will be using the new budget forms alongside the old ones to test them. From what I have seen so far, this system is going to be a great improvement for everyone.
- I assisted with the Indiana Library Federation's annual Budget Training session.
- Starting in late August, I will once again be leading the Indiana Library Federation's Management Cohort training. This is a bi-weekly eight week course that I developed several years ago to train library managers and directors.
- As usual, a lot of my focus this month has been with ongoing projects and committees
  - Project management oversight process
  - Orientation
  - Program planning process
  - Building layout plans
  - Collection development guides

# Financial Report

## Huntington City-Township Public Library

Report Dates = **6/18/2025 to 7/16/2025**

<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	\$1,852,652.68	\$162,026.01	\$1,250,560.66	\$808,695.56	\$1,333,713.61	\$1,935,805.63
<b>Subtotal</b>	<b>\$1,852,652.68</b>	<b>\$162,026.01</b>	<b>\$1,250,560.66</b>	<b>\$808,695.56</b>	<b>\$1,333,713.61</b>	<b>\$1,935,805.63</b>
<b>2. Special Revenue</b>						
200 GIFT (REGULAR)	\$181,528.80	\$158.76	\$4,371.43	\$442.87	\$4,547.27	\$181,704.64
201 FRIENDS OF THE LIBRARY	\$8,809.70	\$233.78	\$7,032.40	\$154.35	\$840.96	\$2,618.26
202 LITERACY	\$22,626.01	\$0.00	\$0.00	\$38.30	\$225.03	\$22,851.04
203 GIFT - B. JOAN KEEFER CENTER	\$50,704.46	\$0.00	\$2,900.78	\$131.66	\$971.44	\$48,775.12
204 B JOAN KEEFER CENTER INVESTMENT - UND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
205 GIFT CHILDRENS ROOM	\$2,097.42	\$0.00	\$278.20	\$103.22	\$619.93	\$2,439.15
206 JOAN B. KEEFER CENTER MEMORIAL	\$945.00	\$0.00	\$0.00	\$0.00	\$0.00	\$945.00
207 BRIDGE-DICKEY INVESTMENT 08/2012	\$25,543.36	\$0.00	\$0.00	\$0.00	\$0.00	\$25,543.36
208 BRIDGE-DICKEY FUND	\$2,053.36	\$0.00	\$0.00	\$0.00	\$0.00	\$2,053.36
209 OUTREACH	\$11,364.55	\$0.00	\$220.00	\$89.44	\$526.05	\$11,670.60
276 STATE TECH GRANT FUND	\$19,235.60	\$0.00	\$0.00	\$83.01	\$514.56	\$19,750.16
277 IND. STATE STUDENT ASSISTANCE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
280 ALA GRANT 2023	\$1,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,200.00
281 AGING GRANT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Subtotal</b>	<b>\$326,108.26</b>	<b>\$392.54</b>	<b>\$14,802.81</b>	<b>\$1,042.85</b>	<b>\$8,245.24</b>	<b>\$319,550.69</b>
<b>4. Capital Projects</b>						
400 LIBRARY IMPROVEMENT RESERVE FUND	\$97,337.90	\$0.00	\$0.00	\$155.00	\$778.95	\$98,116.85
401 LIRF-INVESTMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
421 RAINY DAY FUND	\$903,699.72	\$0.00	\$31,062.59	\$1,455.98	\$8,628.49	\$881,265.62
422 RAINY DAY INVESTMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Subtotal</b>	<b>\$1,001,037.62</b>	<b>\$0.00</b>	<b>\$31,062.59</b>	<b>\$1,610.98</b>	<b>\$9,407.44</b>	<b>\$979,382.47</b>
<b>5. Clearing</b>						
800 PLAC FUND	\$0.00	\$70.00	\$140.00	\$0.00	\$140.00	\$0.00
801 MARKLE PLAC FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
803 FEDERAL	\$0.00	\$8,621.80	\$59,957.59	\$8,621.80	\$59,957.59	\$0.00
804 FICA	\$0.00	\$7,704.12	\$52,604.69	\$7,704.12	\$52,604.69	\$0.00
806 STATE	\$0.00	\$3,214.73	\$20,443.78	\$3,227.83	\$22,056.88	\$1,613.10
807 COUNTY	\$0.00	\$1,851.15	\$11,757.66	\$1,861.84	\$12,688.71	\$931.05
808 INSURANCE	\$0.00	\$1,747.96	\$29,147.95	\$4,428.24	\$29,551.05	\$403.10
809 DEFERRED COMP	\$0.00	\$600.00	\$4,825.75	\$600.00	\$4,825.75	\$0.00
810 UNITED WAY	\$0.00	\$0.00	\$0.00	\$164.00	\$1,158.00	\$1,158.00
811 EMPLOYEE CONTRIBUTION PERF	\$0.00	\$1,008.51	\$6,833.37	\$1,008.51	\$6,833.37	\$0.00
812 ROTH IRA	\$0.00	\$750.00	\$4,965.00	\$750.00	\$4,965.00	\$0.00
813 HEALTH SAVINGS ACCOUNT	\$0.00	\$650.00	\$4,325.00	\$650.00	\$4,325.00	\$0.00
814 GARNISHMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Subtotal</b>	<b>\$0.00</b>	<b>\$26,218.27</b>	<b>\$195,000.79</b>	<b>\$29,016.34</b>	<b>\$199,106.04</b>	<b>\$4,105.25</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>	\$3,179,798.56	\$188,636.82	\$1,491,426.85	\$840,365.73	\$1,550,472.33	\$3,238,844.04

**Total all banks = \$3,238,844.04**

# Appropriation Report for 100 OPERATING

Huntington City-Township Public Library

Report Date: From 6/18/2025 To 7/16/2025

Account #	Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<b>1. Personal Services</b>								
1.11	Salary of Librarian	\$99,100.00	\$0.00	\$99,100.00	\$7,617.34	\$53,243.72	\$45,856.28	46.3
1.12	Salary of Assistants (Salary and Wage Overflow)	\$1,177,000.00	\$0.00	\$1,177,000.00	\$89,297.65	\$608,056.21	\$568,943.79	48.3
1.14	Wages of Janitors	\$87,500.00	\$0.00	\$87,500.00	\$4,798.34	\$33,161.17	\$54,338.83	62.1
1.21	Employer's Share FICA	\$103,000.00	\$0.00	\$103,000.00	\$7,704.16	\$53,101.03	\$49,898.97	48.4
1.22	Unemployment Compensation	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$3,000.00	100.0
1.23	Employer's Contribution PERF - Library	\$114,000.00	\$0.00	\$114,000.00	\$7,949.72	\$55,398.20	\$58,601.80	51.4
1.231	Employer's contribution PERF - Employee	\$33,500.00	\$0.00	\$33,500.00	\$2,129.40	\$14,838.91	\$18,661.09	55.7
1.24	Employer's Contribution Group Health	\$240,000.00	\$0.00	\$240,000.00	\$0.00	\$95,899.42	\$144,100.58	60.0
1.25	Employer's Contribution Life Ins.	\$11,750.00	\$0.00	\$11,750.00	\$165.72	\$5,941.53	\$5,808.47	49.4
1.26	Employer's Contribution STD	\$11,250.00	\$0.00	\$11,250.00	\$0.00	\$6,346.03	\$4,903.97	43.6
1.27	Employer's Contribution LTD	\$12,250.00	\$0.00	\$12,250.00	\$0.00	\$6,573.62	\$5,676.38	46.3
1.28	Employer's Contribution Dental	\$7,250.00	\$0.00	\$7,250.00	\$608.02	\$4,277.30	\$2,972.70	41.0
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	\$900.00	\$0.00	\$900.00	\$42.49	\$297.43	\$602.57	67.0
	<b>Subtotal</b>	<b>\$1,901,000.00</b>		<b>\$1,901,000.00</b>	<b>\$120,312.84</b>	<b>\$937,134.57</b>	<b>\$963,865.43</b>	<b>50.7</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	\$17,000.00	\$0.00	\$17,000.00	\$1,818.14	\$8,925.35	\$8,074.65	47.5
2.21	Operating/Cleaning/Sanitation Supplies	\$22,000.00	\$0.00	\$22,000.00	\$1,521.33	\$9,430.40	\$12,569.60	57.1
	<b>Subtotal</b>	<b>\$39,001.00</b>		<b>\$39,001.00</b>	<b>\$3,339.47</b>	<b>\$18,355.75</b>	<b>\$20,645.25</b>	<b>52.9</b>
<b>3. Other Services and Charge</b>								

<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</i>
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	\$145.50	\$2,053.50	(\$1,053.50)	-105.4
3.14 Other Professional Services	\$23,000.00	\$0.00	\$23,000.00	\$2,571.60	\$6,033.10	\$16,966.90	73.8
3.141 Contracted Labor for Grounds	\$12,000.00	\$0.00	\$12,000.00	\$0.00	\$4,050.00	\$7,950.00	66.3
3.145 Databases	\$11,000.00	\$0.00	\$11,000.00	\$0.00	\$12,054.55	(\$1,054.55)	-9.6
3.146 Electronic Materials	\$40,000.00	\$0.00	\$40,000.00	\$10,853.55	\$30,089.68	\$9,910.32	24.8
3.21 Telephone and Fax	\$4,500.00	\$0.00	\$4,500.00	\$1,063.10	\$3,035.85	\$1,464.15	32.5
3.211 Telephone - Markle	\$750.00	\$0.00	\$750.00	\$117.04	\$297.01	\$452.99	60.4
3.213 ENA - E-Rate Funding / Huntington	\$5,000.00	\$0.00	\$5,000.00	\$726.00	\$1,936.00	\$3,064.00	61.3
3.2131 ENA - E-Rate Funding / Markle	\$3,200.00	\$0.00	\$3,200.00	\$510.00	\$1,360.00	\$1,840.00	57.5
3.22 Postage and Shipping	\$750.00	\$0.00	\$750.00	\$0.00	\$493.90	\$256.10	34.1
3.23 Traveling Expense	\$3,000.00	\$0.00	\$3,000.00	\$103.95	\$775.33	\$2,224.67	74.2
3.24 Professional Development	\$9,000.00	\$0.00	\$9,000.00	\$86.85	\$3,444.68	\$5,555.32	61.7
3.31 Advertising and Public Notices	\$11,000.00	\$0.00	\$11,000.00	\$145.21	\$8,946.33	\$2,053.67	18.7
3.41 Official Bonds	\$500.00	\$0.00	\$500.00	\$0.00	\$432.00	\$68.00	13.6
3.42 Operational Insurance	\$47,250.00	\$0.00	\$47,250.00	\$0.00	\$661.91	\$46,588.09	98.6
3.51 Gas Huntington	\$15,500.00	\$0.00	\$15,500.00	\$198.93	\$8,726.66	\$6,773.34	43.7
3.511 Gas Markle	\$1,250.00	\$0.00	\$1,250.00	\$19.34	\$794.38	\$455.62	36.4
3.52 Electricity Huntington (Utilities Overflow)	\$65,000.00	\$0.00	\$65,000.00	\$5,257.43	\$33,423.99	\$31,576.01	48.6
3.521 Electricity Markle	\$3,500.00	\$0.00	\$3,500.00	\$247.75	\$2,063.50	\$1,436.50	41.0
3.53 Water Huntington	\$4,000.00	\$0.00	\$4,000.00	\$224.69	\$1,567.80	\$2,432.20	60.8
3.531 Water Markle	\$350.00	\$0.00	\$350.00	\$33.80	\$195.00	\$155.00	44.3
3.54 Sewer and Waste Huntington	\$6,000.00	\$0.00	\$6,000.00	\$572.60	\$4,214.12	\$1,785.88	29.8
3.541 Sewer and WasteMarkle	\$400.00	\$0.00	\$400.00	\$32.94	\$230.93	\$169.07	42.3
3.62 Equipment Repair and Maintenance	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$106.74	\$4,893.26	97.9



<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</i>
3.621 Equipment Leasing and Maintenance	\$17,000.00	\$0.00	\$17,000.00	\$0.00	\$3,808.45	\$13,191.55	77.6
3.622 Contracted Facility Maintenance	\$18,000.00	\$0.00	\$18,000.00	\$330.00	\$6,846.22	\$11,153.78	62.0
3.623 Technology License Agreements	\$14,500.00	\$0.00	\$14,500.00	\$1,205.24	\$7,708.58	\$6,791.42	46.8
3.624 Technology Maintenance	\$10,000.00	\$0.00	\$10,000.00	\$968.65	\$5,521.62	\$4,478.38	44.8
3.625 ILS Maintenance and Contract	\$45,000.00	\$0.00	\$45,000.00	\$0.00	\$43,826.42	\$1,173.58	2.6
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	\$125.00	\$404.00	\$2,096.00	83.8
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	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$1.00	100.0
<b>Subtotal</b>	<b>\$379,957.00</b>		<b>\$379,957.00</b>	<b>\$25,539.17</b>	<b>\$195,102.25</b>	<b>\$184,854.75</b>	<b>48.7</b>
<i>4. Capitol Outlays</i>							
4 Other Capital Outlays	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
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	\$9,000.00	\$0.00	\$9,000.00	\$0.00	\$2,743.68	\$6,256.32	69.5
4.42 Technology Equipment	\$11,000.00	\$0.00	\$11,000.00	\$758.73	\$11,933.71	(\$933.71)	-8.5
4.43 Computer Technology Upgrade	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$4,819.48	\$5,180.52	51.8
4.5 Books	\$105,000.00	\$0.00	\$105,000.00	\$9,479.24	\$56,182.23	\$48,817.77	46.5
4.6 Periodicals and Newspapers	\$8,500.00	\$0.00	\$8,500.00	\$210.00	\$7,519.18	\$980.82	11.5
4.71 Audio-visual Materials	\$22,500.00	\$0.00	\$22,500.00	\$1,519.76	\$10,363.45	\$12,136.55	53.9
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	\$0.00	\$722.56	\$27.44	3.7
4.8 Materials Processing	\$14,000.00	\$0.00	\$14,000.00	\$866.80	\$5,683.80	\$8,316.20	59.4

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
<i>Subtotal</i>	\$180,754.00		\$180,754.00	\$12,834.53	\$99,968.09	\$80,785.91	44.7
<i>Grand Total</i>	\$2,500,712.00	\$0.00	\$2,500,712.00	\$162,026.01	\$1,250,560.66	\$1,250,151.34	50.0

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

# Appropriation Report for 400 LIBRARY IMPROVEMENT RESERVE F

Huntington City-Township Public Library

Report Date: From 6/18/2025 To 7/16/2025

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
4. Capital Outlays							
4 Other Capital Outlays	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	100.0
4.2 Buildings	\$28,500.00	\$0.00	\$28,500.00	\$0.00	\$0.00	\$28,500.00	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	\$6,501.00	\$0.00	\$6,501.00	\$0.00	\$0.00	\$6,501.00	100.0
Subtotal	\$50,001.00		\$50,001.00	\$0.00	\$0.00	\$50,001.00	100.0
Grand Total	\$50,001.00	\$0.00	\$50,001.00	\$0.00	\$0.00	\$50,001.00	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 6/18/2025 To 7/16/2025

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<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	\$1,880.50	\$18,119.50	90.6
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>\$1,880.50</b>	<b>\$58,769.50</b>	<b>96.9</b>
<b>4. Capitol Outlays</b>							
4 Other Capital Outlays	\$123,000.00	\$0.00	\$123,000.00	\$0.00	\$0.00	\$123,000.00	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	\$285,750.00	\$0.00	\$285,750.00	\$0.00	\$6,400.00	\$279,350.00	97.8
4.4 Furniture and Equipment	\$15,000.00	\$0.00	\$15,000.00	\$0.00	\$22,782.09	(\$7,782.09)	-51.9
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>\$538,750.00</b>		<b>\$538,750.00</b>	<b>\$0.00</b>	<b>\$29,182.09</b>	<b>\$509,567.91</b>	<b>94.6</b>
<b>Grand Total</b>	<b>\$626,900.00</b>	<b>\$0.00</b>	<b>\$626,900.00</b>	<b>\$0.00</b>	<b>\$31,062.59</b>	<b>\$595,837.41</b>	<b>95.0</b>

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