

**BOARD OF TRUSTEES MEETING**  
**Wednesday, July 21, 2010**  
**Meeting Room 1B**  
**5:45 p.m.**

**AGENDA**

1. Call to Order –President Fred Risinger
2. Consent Agenda – action item – Sara Laughlin
  - a. Minutes of June 16, 2010 Board Meeting (page 1-4)
  - b. Minutes of July 14, 2010 Work Session (page 5-9)
  - c. Monthly Bills for Payment (page 10-15)
  - d. Monthly Financial Report (page 16-35)
  - e. Board Calendar (page 36)
  - f. Personnel Report (page 37)
3. Director’s Report (page 38-39) and First Quarter 2010 Performance Report (page 40-41) – Sara Laughlin
4. Old Business
  - a. Main Renovation Update – Mickey Needham
5. New Business
  - a. Resolution Authorizing Electronic Funds Transfer (page 42) – action item – Bonnie Estell
  - b. Approval to Expend \$20,000 for Main Renovation Signage and Upholstery (page 43) – action item – Mickey Needham
6. Public Comment
7. Adjournment

**MONROE COUNTY PUBLIC LIBRARY**  
**Board of Trustees Meeting**  
**Meeting Room 1B**  
**Wednesday, June 16, 2010**

**Attendance**

Board Members Present: Dave Ferguson, Kari Isaacson, Steve Moberly, Randy Paul, Melissa Pogue, and John Walsh

Board Members Absent: Fred Risinger

Staff: Pat Combs, Bonnie Estell, Christine Friesel, Mickey Needham, Sara Laughlin, Bara Swinson, and Pam Wasmer, Michael White

Others: Tom Bunger and Rita Lichtenberg

**Call to Order**

Vice-President Kari Isaacson called the meeting to order at 5:45 p.m.

The board welcomed back Randy Paul.

**Consent Agenda**

The consent agenda (Minutes of May 19, 2010 Board Meeting; Minutes of June 9, 2010 Work Session; Monthly Bills for Payment; Monthly Financial Report; Board Calendar, and Personnel Report) was presented for approval.

Steve Moberly moved; Melissa Pogue seconded approval of the consent agenda as presented. Motion carried unanimously (Dave Ferguson absent for vote).

## **Director's Report**

Sara Laughlin presented the Director's Report.

Randy Paul asked about the status of the garden. Sara reported that flowers and shrubs are being planted along Sixth Street, but a location for the public garden has not been determined.

Randy Paul asked about the collection process for unpaid library fees. Bara Swinson and Sara Laughlin reviewed the policy and the process for reminding people to return their items before the collection agency is involved.

Regarding employee turn-over, Randy Paul asked how many of the positions listed as "ending employment" in the Human Resources report are not being filled. Sara Laughlin said that most of these particular positions will be filled.

Randy Paul asked about progress of the Friends Campaign for Excellence. Sara Laughlin reported that about \$13,270 has been raised.

## **Old Business**

### **Main Renovation Update**

Mickey Needham reported that there are three major components left in the second floor renovation: 1) The VITAL resource room (work has begun); 2) moving circulation and re-doing that area; and 3) finishing the drive-up window and parking lot. Mickey is hopeful that the work will be done by mid-July.

Steve Moberly asked if a canopy has been located. Mickey reported that a simple, unobtrusive six-foot wide metal canopy has been located. The canopy will fall within the original budget of \$4,500. Signage for the canopy will be considered along with other new signage.

Randy Paul asked when the parking lot will be completed and the lay-by put into use. Mickey explained that after the canopy and book drops are completed, the lot will be painted, the flow of traffic will be reversed, and the lay-by will put into operation. Randy asked whether administration is anticipating problems with the traffic reversal. Sara Laughlin said that some problems are anticipated but noted that there are already problems with the lot. The library will provide extensive signage and publicity before the direction is changed.

John Walsh suggested a mass email to patrons alerting them to the change.

### **Other Old Business**

Randy Paul expressed concern with replacing the \$500,000 County Option Income Tax (COIT) funds that will be lost in 2012 and years following. He felt that the Friends have been clear that they do not want to undertake major fund-raising.

Sara Laughlin noted that the Friends Board has discussed the matter and has asked for additional information from Sara. Sara will continue to work with the Friends on the issue. Sara explained that fund-raising alone will not rectify the problem. She will send Randy a copy of the materials that she and Bonnie Estell presented at the June work session. This presentation addressed various aspects of future years' budgets including cost-savings anticipated with the installation of the Radio Frequency Identification (RFID) system as well as other operational savings.

### **Resolution to Permit Transfer of Funds from the Library Improvement and Reserve Fund to the Operating, Debt Service, and Library Capital Projects Fund**

Kari Isaacson read into the record a resolution to permit transfer of funds from the Library Improvement and Reserve Fund (LIRF) to the Operating, Debt Service, and Library Capital Projects Funds. This resolution permits the transfer of \$1,000,000 to cover any temporary fund deficits in the event that the June 30, 2010 property tax settlement

is not received in a timely manner. All transfers will be reversed upon receipt of the tax settlement. This is a routine operating procedure.

Dave Ferguson moved; Steve Moberly seconded approval of the Resolution to Permit Transfer of Funds from the Library Improvement and Reserve Fund to the Operating, Debt Service, and Library Capital Projects Fund as presented. Motion carried unanimously.

### **Program Update**

Christine Friesel presented a program update on the Indiana Bedrock Digitization Project. This project was funded by the Institute of Museums and Library Services under the Library and Services Technology Act (LSTA) administered by the Indiana State Library. The library partnered with Monroe County Historical Society on this \$21,132 grant. Grant funding was used for salaries or temporary staff and to purchase digitization equipment.

A second LSTA grant has been received in the amount of \$19,705. The library will partner with the Monroe County Historical Society to digitize Monroe County photographs and documents relating to the Civil War and Reconstruction Era (1855-1875).

### **Public Comment**

Rita Lichtenberg commented that the Elm Heights neighborhood has many homes built and lived in by limestone workers. She thought perhaps walking tours of the area could be linked to the Indiana Bedrock project.

The meeting adjourned at 6:40 p.m.

**MONROE COUNTY PUBLIC LIBRARY**  
**Board of Trustees Work Session**  
**Wednesday, July 14, 2010**  
**Meeting Room 1B**

**Attendance**

Board Members Present: Kari Isaacson, Steve Moberly, Randy Paul, Melissa Pogue, and Fred Risinger

Board Members Absent: Dave Ferguson and John Walsh

Staff: Pat Combs, Bonnie Estell, Sara Laughlin, Mickey Needham, Pam Wasmer, and Kyle Wickemeyer-Hardy

**Call to Order**

President Fred Risinger called the meeting to order at 5:50 p.m.

**Resolution Authorizing Electronic Fund Transfers**

Bonnie Estell presented a resolution authorizing electronic fund transfers and explained that library administration recently learned from the State Board of Accounts that such resolution was necessary. The library is currently using electronic fund transfers primarily for payroll and a few monthly bills. This resolution would allow all bills to be paid electronically, although Bonnie Estell does not foresee the library doing so.

The resolution will be an action item at the regular July board meeting.

## **Approval to Expend \$20,000 for Main Renovation Signage and Upholstery**

Mickey Needham presented a request for approval to expend \$20,000 for signage and upholstery. This \$20,000 request was part of a larger request made in November 2009 to expend one-time shortfall appeal funds. At that time, the board elected to hold back \$54,000 (including signage, upholstery, and Alternate 5 – Learning Center) of the original request until renovation was closer to completion. Administration does not plan to request funding for Alternate 5 at this time. Community needs appear to have changed and administration is evaluating the best usage of the former Circulation office space. Additional signage is necessary due to the change in layout of the second floor, the relocation of the drive-up window, and the change in traffic flow in the parking lot. Upholstery funds will be used to refurbish existing furniture.

Kari Isaacson asked if durable, stain resistant fabrics are being explored. Mickey Needham confirmed.

Randy Paul noted that the current signage in the elevators is not good for patrons in wheelchairs or for patrons with visual impairments.

Kari Isaacson asked what will be done with the Circulation space in the meantime. Sara Laughlin explained that outside walls will be built but interior space will not be finished at this time.

This item will be an action item at the regular July board meeting.

## **2011 Budget**

Sara Laughlin reviewed the proposed 2011 budget. Sara noted the Assessed Value Growth Quotient for 2011 is 2.9%. This is the limit for increase in Operating Fund and Capital Projects Funds combined. The proposed budget is based on 0% increase in County Option Income Tax and 0% increase in fines and fees.

Steve Moberly asked if the June property tax settlement had been received and if the full anticipated amount was received. Bonnie Estell confirmed that the tax settlement was received and was slightly over 50% of the year's anticipated settlement. She felt that the overage was

likely due to some taxpayers paying their full assessments for the year. COIT funds received were 50% of the total anticipated for the year. Receipts from other taxes (vehicle excise, license excise, etc.) were slightly under 50%, which may be due to lags in distribution or the economic downturn, but fortunately these account for a very small percentage of the overall budget. Bonnie added that library expenditures for the first six months of the year are very slightly under half of the budget.

Sara Laughlin continued her discussion of the proposed 2011 budget. She noted that the budget includes implementation of the second half of the Salary Study recommendations for staff, plus a 1% increment. The budget also includes the first half of the Salary Study recommendations for managers.

Randy Paul asked for a dollar figure on these increases. Sara will send these figures to the board. Randy Paul thought that increases for the managers had been tabled. Sara stated that they had not been tabled, but rather had not proposed for 2010. The increases are being presented for approval in the 2011 budget.

Sara Laughlin reported that additional expenditure priorities include reducing operating expenses; aligning staffing with core priorities; taking advantage of technology to restrain increases in staff; reviewing benefits to align with the market; exploring fees for non-core services (such as meeting room usage); and continuing efforts to raise non-tax funds.

Randy Paul was concerned that not much has been accomplished in the area of attrition so far this year. Sara Laughlin explained that some attrition has been accomplished, but the staff turnover rate has been lower this year.

Steve Moberly asked if there was an estimate of upcoming retirements. Sara Laughlin noted that none have been announced although there are about 10-12 employees eligible for retirement under the Public Employees Retirement Fund (PERF) rules. Retirement incentives are being explored.



Kari Isaacson asked whether meeting room fees have been discussed. Sara Laughlin explained that proposals for charging for meeting room use have been presented to the board in the past but not recently.

Steve Moberly commented that the Long Range Planning Committee recommended meeting room fees and he felt this should be discussed soon.

Randy Paul urged the board to put in place some kind of formal fund-raising structure including someone to organize and monitor fund-raising.

Sara Laughlin noted that she has been working with the Friends to determine what they are willing to do in terms of fund-raising. They have set aside six months to explore their preferred role. Sara notes that one of the decisions might be whether the existing 501(c)3 structure in place for the Foundation should be utilized for both Friends activities and fund development or whether two separate organizations would be preferred. Also under consideration is whether the library should have a development office (perhaps funded by the Rainy Day Fund for the first year or two) or a designated staff member for fund-raising purposes.

Randy Paul felt that an experienced Task Force would be required for such decisions. Sara Laughlin noted that the library received advice from the experienced professionals on the Long-range Financial Planning Committee, including Curt Simic, President Emeritus of I.U. Foundation.

Steve Moberly requested clarification of specific line items as follows:

1) Zero budget for Line Item 1320 – Temporary Staff. Sara Laughlin explained that she has proposed to eliminate four paid intern positions in 2011. 2) Increase in Line 2300 – IS Supplies. Bonnie Estell explained that technology is a rapidly growing area in the library with increased needs for supplies; 3) Line 2310 – Building Materials. Bonnie explained that 2010 expenditures were exceeding the amount budgeted.

Kari Isaacson asked about the status of the associate director position. Sara Laughlin explained that the position has been vacant for three years. Reasons to fill the position include 1) succession (someone to continue acting in Sara's absence); 2) increased work load in

anticipation of a union agreement; and 3) a very large portfolio in terms of general administration of the library.

Melissa Pogue requested a copy of the library organization chart. Sara will provide.

Randy Paul again expressed concern with the lack of fund-raising noting that any staff savings from the Radio Frequency Identification System (RFID) will take some time to realize.

Randy Paul expressed concern that the new “holds” system (patron retrieval of held items) might involve a privacy issue and suggested changing the identification system from the first and last name to something else. He was also concerned about the shelving of the holds noting that patrons in wheelchairs would not be able to reach items on high or low shelves and that patrons with visual impairments would not be able to read the labels. Sara Laughlin noted that staff is always present to help with retrieval of held items. Randy Paul felt that it was not an issue of whether staff is available to help but rather whether patrons with disabilities should have to ask for help. Sara will refer the matter to Bara Swinson, Circulation department manager.

### **Public Comment**

None.

Meeting adjourned at 6:55 p.m.

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Name	Check Date	Check Amt	
<b>06100 CHASE BANK CHECKING</b>			
Paid Chk# 079764	CHASE CARD SERVICES	6/17/2010	\$115.67 VARIOUS
Paid Chk# 079765	JPMORGAN CHASE BANK, NA	6/17/2010	\$6,484.02 VARIOUS
Paid Chk# 079766	MCCSC ADULT EDUCATION	6/17/2010	\$70.00 TEST FEE/GED EXAM 7/27/10/MIT
Paid Chk# 079767	MCPL FOUNDATION	6/17/2010	\$50.00 CAMPAGIN FOR EXCELLENCE CC
Paid Chk# 079768	STANLEY CONVERGENT	6/17/2010	\$2,801.58 7/1/10 - 12/31/10 SECURITY MAIN
Paid Chk# 079769	STEVENS PUPPETS	6/17/2010	\$650.00 FD/CHILD/PERFORMANCE
Paid Chk# 079770	VERIZON WIRELESS	6/17/2010	\$109.25 CELL PHONES
Paid Chk# 079771	AMERICAN UNITED LIFE INS.	6/21/2010	\$1,520.00 403(b) TSA-AUL W/H
Paid Chk# 079772	AT&T (OK)	6/21/2010	\$51.58 PHONE CALLS
Paid Chk# 079773	FEDEX	6/21/2010	\$13.73 FREIGHT
Paid Chk# 079774	MIDWEST PRESORT SERVICE	6/21/2010	\$481.06 POSTAGE SERVICES
Paid Chk# 079775	POSTMASTER	6/21/2010	\$88.00 200 FOREVER STAMPS @ 44-CENTS
Paid Chk# 079776	R. MARTIN WOODWORKS	6/21/2010	\$350.00 MODIFICATIONS TO SHELVING IN CHILDRENS
Paid Chk# 079777	SOUTH CENTRAL INDIANA REMC	6/21/2010	\$38.37 BKM ELECTRICITY
Paid Chk# 079778	WOOLLEN, MOLZAN &	6/21/2010	\$774.73 ARCH SVCS/MAIN/CHANGE ORDER 001
Paid Chk# 079779	CITY OF BLOOMINGTON	6/23/2010	\$456.00 JULY - DEC '10/PARKING PERMITS
Paid Chk# 079780	CITY OF BLOOMINGTON-	6/23/2010	\$9,220.00 JULY-DEC '10/PARKING PERMITS
Paid Chk# 079781	JANET LAMBERT	6/23/2010	\$43.28 FD/CHILD/SPLS
Paid Chk# 079782	LAUREN HARRISON	6/23/2010	\$231.64 RE-ISSUED CHECK
Paid Chk# 079783	LISA CHAMPELLI	6/23/2010	\$16.65 FD/CHILD/SPLS
Paid Chk# 079784	VECTREN ENERGY DELIVERY	6/23/2010	\$53.56 NATURAL GAS
Paid Chk# 079785	ANTHEM BLUE CROSS BLUE	6/25/2010	\$51,955.94 HEALTH & VISION INS.-JULY '10
Paid Chk# 079786	AT&T (IL)	6/25/2010	\$1,311.10 PHONE CALLS
Paid Chk# 079787	CITGO	6/25/2010	\$646.60 FUEL
Paid Chk# 079788	GREAT LAKES HIGHER ED	6/25/2010	\$200.80 GARNISHMENT W/H
Paid Chk# 079789	MIDWEST PRESORT SERVICE	6/25/2010	\$476.65 POSTAGE SERVICES
Paid Chk# 079790	MONROE CIRCUIT COURT	6/25/2010	\$30.00 GARNISHMENT W/H
Paid Chk# 079791	MONROE COUNTY YMCA	6/25/2010	\$145.86 YMCA W/H
Paid Chk# 079792	PRE-PAID LEGAL SERVICES,	6/25/2010	\$62.34 PREPAID LEGAL W/H
Paid Chk# 079793	SARAH BOWMAN	6/25/2010	\$125.00 FD/ADULT/DVD PROGRAM
Paid Chk# 079794	UNITED WAY	6/25/2010	\$178.00 UNITED WAY W/H
Paid Chk# 079795	UNUM LIFE INS. CO. OF	6/25/2010	\$2,196.55 LIFE INS./JULY '10
Paid Chk# 079796	3D PROFESSIONAL	6/30/2010	\$222,774.98 MAIN RENOVATION/FLOORING
Paid Chk# 079797	ADP, INC.	6/30/2010	\$238.82 FSA SERVICES
Paid Chk# 079798	ADP, INC.	6/30/2010	\$1,111.60 PAYROLL SERVICES
Paid Chk# 079799	AL'S TWO-WAY RADIO	6/30/2010	\$620.95 2 RADIOS & RADIO REPAIR
Paid Chk# 079800	BLOOMINGTON COMMUNITY	6/30/2010	\$2,500.00 WFHB QUARTERLY PAYMENT
Paid Chk# 079801	BUNGER & ROBERTSON, LLP	6/30/2010	\$187.50 LEGAL SERVICES
Paid Chk# 079802	CARMICHAEL TRUCK &	6/30/2010	\$97.23 BKM REPAIR
Paid Chk# 079803	CINTAS FIRST AID & SAFETY	6/30/2010	\$43.55 FIRST-AID SPLS
Paid Chk# 079804	CONFIDENTIAL DOCUMENT	6/30/2010	\$43.70 DOCUMENT DESTRUCTION
Paid Chk# 079805	FREEDOM BUSINESS	6/30/2010	\$1,049.64 PRINTER REPAIR & CARTRIDGES
Paid Chk# 079806	GENERAL BINDING	6/30/2010	\$522.64 LAMINATOR REPAIR
Paid Chk# 079807	GENGEE LLC	6/30/2010	\$5,720.00 ENERGY AUDIT
Paid Chk# 079808	HP PRODUCTS	6/30/2010	\$2,108.75 CLEANING SPLS
Paid Chk# 079809	ICE MILLER LLP	6/30/2010	\$121.50 LEGAL SERVICES
Paid Chk# 079810	KLEINDORFER'S HDWE	6/30/2010	\$55.33 BLDG SPLS
Paid Chk# 079811	LOWE'S	6/30/2010	\$15.60 BLDG SPLS
Paid Chk# 079812	MAXWELLS OFFICE PRODUCTS	6/30/2010	\$557.78 PAPER
Paid Chk# 079813	QUILL CORPORATION	6/30/2010	\$208.49 OFFICE SPLS
Paid Chk# 079814	STAPLES BUSINESS ADVANTAGE	6/30/2010	\$96.17 PAPER & OFFICE SPLS
Paid Chk# 079815	THE ELLETTSVILLE JOURNAL	6/30/2010	\$70.07 LCPF NOTICE
Paid Chk# 079816	TRI-STATE BEARING	6/30/2010	\$168.05 BLDG SPLS
Paid Chk# 079817	UPSTART	6/30/2010	\$74.25 FD/FAIR BOOKMARKS

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Name	Check Date	Check Amt	
Paid Chk# 079818 VALUE FENCE COMPANY	6/30/2010	\$580.00	ELL. FENCE/GATE
Paid Chk# 079819 WOOLLEN, MOLZAN AND	6/30/2010	\$1,916.47	ARCH SVCS/MAIN
Paid Chk# 079820 BAUGH ENTERPRISES, INC.	6/30/2010	\$342.86	LSTA/BEDROCK POSTERS & POSTCAR
Paid Chk# 079821 HEALTH RESOURCES, INC.	6/30/2010	\$2,773.95	DENTAL INS.
Paid Chk# 079822 AT&T ADVERTISING	7/1/2010	\$135.00	PHONE LISTINGS
Paid Chk# 079823 AT&T MOBILITY	7/1/2010	\$253.46	CELL PHONES
Paid Chk# 079824 COLONIAL LIFE	7/1/2010	\$106.57	LIFE INS. W/H
Paid Chk# 079825 DUKE ENERGY	7/1/2010	\$1,183.03	ELECTRICITY
Paid Chk# 079826 EVANSVILLE BINDERY, INC.	7/1/2010	\$110.77	BOOK & MAGAZINE BINDING
Paid Chk# 079827 JASON RADKE	7/1/2010	\$15.01	FUEL/POP'S EVENT
Paid Chk# 079828 MIDWEST PRESORT SERVICE	7/1/2010	\$435.14	POSTAGE SERVICES
Paid Chk# 079829 UNITED COMMERCE BANK	7/1/2010	\$19,362.67	LIBRARY'S SEMI-ANNUAL HSA CONTRIBUTION
Paid Chk# 079830 VECTREN ENERGY DELIVERY	7/1/2010	\$46.00	NATURAL GAS
Paid Chk# 079831 GE MONEY BANK/AMAZON	7/2/2010	\$5,356.33	BOOKS
Paid Chk# 079832 INDIANA DEPARTMENT OF	7/2/2010	\$50.45	MAY '10 UNEMPLOYMENT
Paid Chk# 079833 MONROE CTY PARKS &	7/2/2010	\$30.00	FD/CHILD PROGRAM
Paid Chk# 079834 SMITHVILLE DIGITAL LLC	7/2/2010	\$1,225.00	MONTHLY INTERNET SERVICE
Paid Chk# 079835 AMERICAN UNITED LIFE INS.	7/7/2010	\$1,520.00	403b TSA-AUL W/H C10048
Paid Chk# 079836 ANSWER INDIANA	7/7/2010	\$9.85	PAGER
Paid Chk# 079837 ELLETTSVILLE UTILITIES	7/7/2010	\$231.57	WATER & SEWER
Paid Chk# 079838 MAGI CONCEPTS, INC.	7/7/2010	\$500.00	FD/CHILD-MAGIC PROGRAMS
Paid Chk# 079839 POSTMASTER	7/7/2010	\$352.00	800 44-CENT FOREVER STAMPS
Paid Chk# 079840 VERIZON WIRELESS	7/7/2010	\$129.05	BKM DATA LINES
Paid Chk# 079841 AT&T (IL)	7/13/2010	\$238.28	PHONE CALLS
Paid Chk# 079842 CITY OF BLOOMINGTON	7/13/2010	\$1,041.15	WATER & SEWER
Paid Chk# 079843 DUKE ENERGY	7/13/2010	\$21,557.60	ELECTRICITY
Paid Chk# 079844 HOOSIER DISPOSAL #686	7/13/2010	\$363.98	TRASH SERVICES
Paid Chk# 079845 KATHERYN B. MCQUEEN	7/13/2010	\$25.00	REFUND ON LOST ITEM
Paid Chk# 079846 MIDWEST PRESORT SERVICE	7/13/2010	\$433.27	POSTAGE SERVICES
Paid Chk# 079847 PATRICK E. MEDLAND	7/13/2010	\$26.00	REFUND ON LOST ITEM
Paid Chk# 079848 PUBLIC EMPLOYEES	7/13/2010	\$86,978.65	2ND QTR '10 PERF
Paid Chk# 079849 SMITHVILLE TELEPHONE CO.	7/13/2010	\$234.44	PHONE
Paid Chk# 079850 STEPHEN B. THOMPSON	7/13/2010	\$420.00	FD/CHILD PROGRAM/SRP
Paid Chk# 079851 UTILITIES DIST. OF WESTERN IN	7/13/2010	\$33.00	BKM ELECTRICITY
Paid Chk# 079852 VERIZON WIRELESS	7/13/2010	\$103.76	CELL PHONES
Paid Chk# 079853 ADP, INC.	7/14/2010	\$1,162.98	PAYROLL SERVICES
Paid Chk# 079854 ALL-PHASE ELECTRIC SUPPLY	7/14/2010	\$1,226.30	LIGHT BULBS
Paid Chk# 079855 AVCAFE	7/14/2010	\$216.90	NONPRINT
Paid Chk# 079856 BAKER & TAYLOR BOOKS	7/14/2010	\$54,634.02	BOOKS, NONPRINT & ELECTRONIC MAT'LS
Paid Chk# 079857 BBC AUDIOBOOKS AMERICA	7/14/2010	\$527.13	NONPRINT
Paid Chk# 079858 BLACKSTONE AUDIO, INC.	7/14/2010	\$40.50	NONPRINT
Paid Chk# 079859 BLOOMINGTON PAINT &	7/14/2010	\$56.06	PAINT SPLS
Paid Chk# 079860 BLOOMINGTON SUPPLY, INC.	7/14/2010	\$50.89	BLDG SPLS
Paid Chk# 079861 BRACKEMYRE PUBLISHING	7/14/2010	\$85.00	BOOKS
Paid Chk# 079862 BUNGER & ROBERTSON, LLP	7/14/2010	\$300.00	LEGAL SERVICES
Paid Chk# 079863 CD BABY	7/14/2010	\$15.94	NONPRINT
Paid Chk# 079864 CDW GOVERNMENT, INC.	7/14/2010	\$1,661.35	IS SPLS
Paid Chk# 079865 CECIL J. SMITH	7/14/2010	\$25.00	BOOKS
Paid Chk# 079866 CENTER POINT LARGE PRINT	7/14/2010	\$255.24	BOOKS
Paid Chk# 079867 CHINABERRY INC.	7/14/2010	\$18.90	NONPRINT
Paid Chk# 079868 CINTAS FIRST AID & SAFETY	7/14/2010	\$163.85	FIRST AID SPLS
Paid Chk# 079869 COMMERCIAL SERVICE OF	7/14/2010	\$735.00	SECONDARY CHILLER WATER PUMPS
Paid Chk# 079870 DISNEY EDUCATIONAL	7/14/2010	\$9.99	NONPRINT
Paid Chk# 079871 DIXIE KLINE RICHARDSON	7/14/2010	\$25.95	BOOKS
Paid Chk# 079872 DUNCAN SUPPLY COMPANY,	7/14/2010	\$33.94	BLDG SPLS

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Name	Check Date	Check Amt	
Paid Chk# 079873 DUNCAN VIDEO, INC.	7/14/2010	\$643.50	EQUIP. REPAIR
Paid Chk# 079874 FILM MOVEMENT	7/14/2010	\$998.00	NONPRINT
Paid Chk# 079875 FREEDOM BUSINESS	7/14/2010	\$1,045.05	CARTRIDGE
Paid Chk# 079876 GALE	7/14/2010	\$1,886.17	BOOKS
Paid Chk# 079877 GENEALOGICAL PUBLISHING	7/14/2010	\$35.00	BOOKS
Paid Chk# 079878 GENERAL BINDING	7/14/2010	\$353.60	LAMINATOR MAINT CONTRACT- 1 YEAR
Paid Chk# 079879 GLOBAL GOV/ED	7/14/2010	\$5,399.88	12 LAPTOP COMPUTERS
Paid Chk# 079880 GREEN PLANET FILMS	7/14/2010	\$35.37	NONPRINT
Paid Chk# 079881 HELEN HOBAN ROGERS	7/14/2010	\$25.00	BOOKS
Paid Chk# 079882 HOUGHTON MIFFLIN	7/14/2010	\$741.35	BOOKS
Paid Chk# 079883 HP PRODUCTS	7/14/2010	\$1,696.89	CLEANING SPLS
Paid Chk# 079884 INDIANA CHAMBER OF	7/14/2010	\$192.85	BOOKS
Paid Chk# 079885 INDIANA HISTORICAL SOCIETY	7/14/2010	\$121.67	NONPRINT
Paid Chk# 079886 INDIANA STATE LIBRARY	7/14/2010	\$3,001.00	2ND QTR.'10 PLAC
Paid Chk# 079887 INFO USA	7/14/2010	\$620.00	BOOKS
Paid Chk# 079888 INTEGRATED TECHNOLOGY	7/14/2010	\$229,261.84	RFID TAGS, EQUIP, & SOFTWARE
Paid Chk# 079889 JIM GORDON, INC	7/14/2010	\$84.37	MONTHLY COPIERS MAINT. CONTRAC
Paid Chk# 079890 K M ADAMS	7/14/2010	\$30.00	NONPRINT
Paid Chk# 079891 KLEINDORFER'S HDWE	7/14/2010	\$5.38	CLEANING SPLS
Paid Chk# 079892 LANGUAGE SECRETS	7/14/2010	\$19.73	NONPRINT
Paid Chk# 079893 LEARNING TREASURES	7/14/2010	\$321.16	NONPRINT
Paid Chk# 079894 LOGISTECH, INC.	7/14/2010	\$277.91	BOOKS
Paid Chk# 079895 LOWE'S	7/14/2010	\$265.35	BLDG SPLS
Paid Chk# 079896 MIDWEST COLLABORATIVE	7/14/2010	\$31,104.36	OCLC USAGE 07/01/10 - 06/30/11
Paid Chk# 079897 MIDWEST TAPE	7/14/2010	\$31,624.03	NONPRINT
Paid Chk# 079898 MONROE CO SWCD	7/14/2010	\$60.00	BOOKS
Paid Chk# 079899 MUNICIPAL CODE	7/14/2010	\$197.40	BOOKS
Paid Chk# 079900 NEAL-SCHUMAN PUBLISHERS,	7/14/2010	\$94.00	BOOKS
Paid Chk# 079901 NOLAN'S LAWN CARE SERVICE	7/14/2010	\$286.00	LAWN SERVICES
Paid Chk# 079902 OXMOOR HOUSE	7/14/2010	\$36.91	BOOKS
Paid Chk# 079903 PBS	7/14/2010	\$111.25	NONPRINT
Paid Chk# 079904 PEARSON EDUCATION	7/14/2010	\$1,142.77	BOOKS
Paid Chk# 079905 B,B & C POW PEST CONTROL,	7/14/2010	\$84.00	PEST CONTROL
Paid Chk# 079906 PROQUEST LLC	7/14/2010	\$3,491.72	BOOKS
Paid Chk# 079907 QUILL CORPORATION	7/14/2010	\$53.62	OFFICE SPLS
Paid Chk# 079908 RANDOM HOUSE, INC.	7/14/2010	\$1,393.44	NONPRINT
Paid Chk# 079909 RECORDED BOOKS, LLC	7/14/2010	\$763.75	NONPRINT
Paid Chk# 079910 SCHOOL SPECIALTY, INC.	7/14/2010	\$809.92	BOOKS
Paid Chk# 079911 SECURE CONTENT	7/14/2010	\$7,300.00	2 YR. AGREEMENT FOR SOPHOS SOFTWARE
Paid Chk# 079912 STAPLES	7/14/2010	\$37.75	CIRC SPLS
Paid Chk# 079913 STAPLES BUSINESS ADVANTAGE	7/14/2010	\$89.94	OFFICE SPLS
Paid Chk# 079914 SUZANNE KERN - PETTY CASH	7/14/2010	\$51.11	REPLENISH PETTY CASH
Paid Chk# 079915 TAKE ACTION FILMS	7/14/2010	\$155.00	NONPRINT
Paid Chk# 079916 THE ENGRAVING AND STAMP	7/14/2010	\$102.00	ENGRAVING & PLAQUE/VITAL
Paid Chk# 079917 THE HERALD-TIMES, INC.	7/14/2010	\$107.29	LCPF NOTICE & MAP ADV.
Paid Chk# 079918 UNIQUE MANAGEMENT	7/14/2010	\$6,640.90	CIRC/COLLECTION AGENCY FEES
Paid Chk# 079919 UNIVENTURE	7/14/2010	\$164.15	A/V CATALOGING SPLS
Paid Chk# 079920 WEST PAYMENT CENTER	7/14/2010	\$223.50	PERIODICALS
<b>Total Checks</b>		<b>\$861,885.69</b>	

**ACCOUNTS PAYABLE VOUCHER**  
**MONROE COUNTY PUBLIC LIBRARY\*303 E KIRKWOOD AVE\*\*BLOOMINGTON, IN 47408**

Payee CHASE CARD SERVICES  CARDMEMBER SERVICE PALATINE, IL 60094-4014	Claim 16381  Purchase Order No. 0 Terms Date Due
---	--

Invoice Date	Invoice Number	Description (or note attached Invoice(s) or bill(s))	Amount
5/18/2010		E019-010-21350 AMAZON/FD-SPANISH BOOKS/ADULT	\$9.99
5/17/2010		E019-010-21350 AMAZON/FD-SPANISH BOOKS/ADULT	\$28.98
5/17/2010		E019-010-21350 AMAZON/FD-SPANISH BOOKS/ADULT	\$10.87
5/17/2010		E019-010-21350 AMAZON/FD-SPANISH BOOKS/ADULT	\$10.73
5/18/2010		E019-010-21350 AMAZON/FD-SPANISH BOOKS/ADULT	\$4.47
5/18/2010		E019-010-21350 AMAZON/FD-SPANISH BOOKS/ADULT	\$10.73
5/18/2010		E019-010-21350 AMAZON/FD-SPANISH BOOKS/ADULT	\$4.45
5/19/2010		E019-010-21350 AMAZON/FD-SPANISH BOOKS/ADULT	\$10.73
5/19/2010		E019-010-21350 AMAZON/FD-SPANISH BOOKS/ADULT	\$10.73
5/22/2010		E019-010-21350 AMAZON/FD-SPANISH BOOKS/ADULT	\$13.99
<b>Total</b>			<b>\$115.67</b>

VOUCHER NO. 16381      WARRANT NO. 79764

CHASE CARD SERVICES

ALLOWED  
 IN THE SUM OF \$ \$115.67

\$ \$115.67

ON ACCOUNT OF APPROPRIATION FO

COST DISTRIBUTION LEDGER CLASSIFICATION  
 IF CLAIM PAID MOTOR VEHICLE HIGHWAY FUND

Board/Council Member

Acct. No.	Account Title	Amount
	E019-010-21350	\$9.99
	E019-010-21350	\$28.98
	E019-010-21350	\$10.87
	E019-010-21350	\$10.73
	E019-010-21350	\$4.47
	E019-010-21350	\$10.73
	E019-010-21350	\$4.45
	E019-010-21350	\$10.73
	E019-010-21350	\$10.73
	E019-010-21350	\$13.99

CK# 79765

Prescribed by State Board of Account

June 2010

Library Form No. 4 (Rev 1984)

ACCOUNTS PAYABLE VOUCHER

MONROE COUNTY PUBLIC LIBRARY\*303 E KIRKWOOD AVE\*\*BLOOMINGTON, IN 47408

Payee		Claim 16386
JPMORGAN CHASE BANK, NA		Purchase Order No. 0
PALATINE, IL 60094-4016		Terms
		Date Due

Invoice Date	Invoice Number	Description (or note attached Invoice(s) or bill(s))	Amount
6/4/2010	05/10/10	E019-001-32400 GREATER BLGTM/HEALTHY BUS. BREAK	\$54.00
6/4/2010	05/12/10	E001-005-31700 PAYPAL/MNTHLY CC FEE	\$86.95
6/4/2010	05/12/10	E019-010-21350 ABEBOOKS/FD-ADULT SPANISH BKX	\$13.50
6/4/2010	05/19/10	E001-015-23000 ANTENNA PLUS/BKM IS SPLS	\$104.00
6/4/2010	05/20/10	E001-007-21300 BUYONLINENOW/TICKET HOLDERS	\$75.45
6/4/2010	05/31/10	E001-004-32200 USPS/PERIODICALS & PR	\$16.98
6/4/2010	05/31/10	E001-001-21200 PRINTINGFORLESS/BUS. CARDS	\$75.36
6/4/2010	05/31/10	E001-004-21200 PRINTINGFORLESS/BUS. CARDS	\$75.36
6/4/2010	05/31/10	E001-006-21200 PRINTINGFORLESS/BUS. CARDS	\$75.36
6/4/2010	05/31/10	E001-007-21200 PRINTINGFORLESS/BUS. CARDS	\$37.68
6/4/2010	05/31/10	E001-008-21200 PRINTINGFORLESS/BUS. CARDS	\$75.36
6/4/2010	05/31/10	E001-009-21200 PRINTINGFORLESS/BUS. CARDS	\$37.68
6/4/2010	05/31/10	E001-010-21200 PRINTINGFORLESS/BUS. CARDS	\$113.05
6/4/2010	05/31/10	E001-011-21200 PRINTINGFORLESS/BUS. CARDS	\$75.36
6/4/2010	05/31/10	E001-012-21200 PRINTINGFORLESS/BUS. CARDS	\$37.68
6/4/2010	05/31/10	E001-014-21200 PRINTINGFORLESS/BUS. CARDS	\$113.05
6/4/2010	05/31/10	E001-015-21200 PRINTINGFORLESS/BUS. CARDS	\$75.36
6/4/2010	05/31/10	E001-016-21200 PRINTINGFORLESS/BUS. CARDS	\$150.73
6/4/2010	05/31/10	E001-017-21200 PRINTINGFORLESS/BUS. CARDS	\$75.36
6/4/2010	05/31/10	E001-019-21200 PRINTINGFORLESS/BUS. CARDS	\$75.36
6/4/2010	06/03/10	E003-003-44450 MAY'S GREENHOUSE/SHRUBBERY	\$583.44
6/4/2010	06/04/10	E016-014-21350 KMART/GIFT \$/CD PLAYER	\$24.99
6/4/2010	05/19/10	E019-010-32400 IN HIST./MIDWESTERN ROOTS CONF.	\$90.00
6/4/2010	05/28/10	E019-001-21350 KROGER/PROCESS IMPROV. MTG.	\$55.89
6/4/2010	05/28/10	E019-001-21350 MICHAELS UPTOWN/PROCESS IMPROV LUNCH	\$10.51
6/4/2010	05/21/10	E001-007-21300 ALL THINGS ID/CR/NAMETAG SLPS	\$49.62
6/4/2010	05/14/10	E020-016-31650 VIDEO INTERCHANGE/DIGITIZING REEL	\$690.00
6/4/2010	05/05/10	E001-018-45200 CHICAGO TRIBUNE/NEWSPAPERS	\$401.96
6/4/2010	05/06/10	E001-018-45300 PAYPAL/SALES-NONPRINT	\$37.95
6/4/2010	05/06/10	E001-018-45300 PAYPAL/SALES-NONPRINT	\$37.95
6/4/2010	05/18/10	E001-018-45100 CONSUMER REPORT/BOOKS	\$123.70
6/4/2010	05/26/10	E001-018-45300 OWLINK MEDIA/NONPRINT	\$156.67
6/4/2010	05/26/10	E001-018-45100 NAT'L GARDENING/BOOKS	\$38.90
6/4/2010	05/27/10	E001-018-45300 JONATHAN DIAMOND/NONPRINT	\$117.95
6/4/2010	05/27/10	E001-018-45300 PAYPAL/TWOMILLION/NONPRINT	\$29.25
6/4/2010	05/06/10	E001-010-21300 MODERN POSTCARD/MATCHING \$ LSTA/POSTCARDS	\$411.98
6/4/2010	05/11/10	E019-010-21350 MARSH/FD-ADULT REFRESHMENTS	\$94.70
6/4/2010	06/03/10	E019-010-21350 KROGER/FD-TEEN REFRESHMENTS	\$23.93
6/4/2010	05/24/10	E021-019-44650 TECHSOUP/WINDOWS7 UPGRADES & LICENSES	\$2,061.00
Total			\$6,484.02

MERCHANT SERVICES  
7300 CHAPMAN HWY  
KNOXVILLE, TN 37920



**Merchant Billing Statement**  
Cycle: CUTOFF

Statement Date: 06/30/2010  
Store Number: 0000000000  
Merchant Number: 0000008010956517  
Chain Number: 00000  
DBA Name: MONROE COUNTY PUBLIC LIBRARY

000060346 1 AT 0.357 106481649319007 P  
MONROE COUNTY PUBLIC LIBRARY  
ATTN BONNIE ESTELL  
303 E KIRKWOOD AVE  
BLOOMINGTON IN 47408-3534

Client Group: 00009  
Principal Chain: 00000  
Parent Chain: 00000  
Parent Entity: 43155

Page 1 of 3

7/12/10  
bl

**Your Resources For Help**

For customer service please call 800-282-5558.

**News For You**

EFFECTIVE AUGUST 1, 2010, BANKCARD QUALIFIED PER TRANSACTION FEES WILL BE ASSESSED PER AUTHORIZATION INSTEAD OF PER SETTLED ITEM. ELAVON IS DEDICATED TO BEING YOUR PAYMENT SERVICE PROVIDER. THANK YOU FOR YOUR CONTINUED PATRONAGE.

**Summary**

	Number of Items	Dollar Amounts	Fee/Charges Category	Fee Summary
Sales	862	9,901.55	Visa/MC/Discover Processing Charges	454.94
Returns	0	0.00	Card Association Fees	49.30
Net Sales	862	9,901.55	Other Fees	30.00
Chargebacks	0	0.00	Total Charges and Fees	534.24
Adjustments	0	0.00		
Convenience Adjustments	0	0.00		
Total Sales	862	9,901.55		

5.4%

Charges and Fees have been posted to Account #: XXXXX1242

**Volume Recap**

Card Type	Sales		Credits		Net Sales		Discount Paid	Per Item Paid
	Item Count	Amount	Item Count	Amount	Amount	Amount		
VISA	710	8,023.90	0	0.00	8,023.90	195.94	144.20	
M/C	152	1,877.65	0	0.00	1,877.65	71.80	43.00	

**Deposits**

Batch Date	Settlement Date	Reference Number	Batch Number	Card Type	Paid by Merchant Payment Services	Paid by Others	Total Batch Amount
05/31/10	06/01/10	12152113419	00161	BATCH	32.25	0.00	32.25
06/02/10	06/02/10	13153964202	00162	BATCH	477.63	0.00	477.63
06/03/10	06/03/10	13154877865	00163	BATCH	360.29	0.00	360.29
06/04/10	06/04/10	12155253953	00164	BATCH	439.83	0.00	439.83
06/05/10	06/05/10	12156253044	00165	BATCH	400.45	0.00	400.45
06/06/10	06/06/10	12157211615	00166	BATCH	233.22	0.00	233.22
06/07/10	06/07/10	12158178848	00167	BATCH	121.97	0.00	121.97
06/08/10	06/08/10	13159796701	00168	BATCH	376.44	0.00	376.44
06/09/10	06/09/10	12160240890	00169	BATCH	307.31	0.00	307.31
06/10/10	06/10/10	12161223138	00170	BATCH	597.21	0.00	597.21
06/11/10	06/11/10	13162932574	00171	BATCH	286.45	0.00	286.45
06/12/10	06/12/10	12163253572	00172	BATCH	226.20	0.00	226.20
06/12/10	06/13/10	12164140209	00173	BATCH	295.97	0.00	295.97



MONROE COUNTY PUBLIC LIBRARY  
MONTHLY SUMMARY OF BUDGET CATEGORIES  
AS OF JUNE 30, 2010  
SIX MONTHS = 50.0%

	2010 JUNE	2009 JUNE	2010 Y-T-D ACTUAL	2010 BUDGET	2009 Y-T-D ACTUAL	2010 Y-T-D BUDGET REMAINING	2010 % OF BUDGET USED	2010 % OF BUDGET REMAINING
PERSONNEL SERVICES								
SALARIES	286,145.20	272,699.56	1,723,249.30	3,794,503.00	1,746,801.18	2,071,253.70	45.4%	54.6%
EMPLOYEE BENEFITS	103,478.74	23,523.20	506,330.89	1,193,738.00	401,795.84	687,407.11	42.4%	57.6%
OTHER WAGES	3,944.28	3,157.72	20,985.91	46,446.00	19,122.93	25,460.09	45.2%	54.8%
TOTAL PERSONNEL SERVICES	<u>393,568.22</u>	<u>299,380.48</u>	<u>2,250,566.10</u>	<u>5,034,687.00</u>	<u>2,167,719.95</u>	<u>2,784,120.90</u>	<u>44.7%</u>	<u>55.3%</u>
SUPPLIES								
OFFICE SUPPLIES	4,866.44	1,883.92	21,916.21	45,244.00	15,383.39	23,327.79	48.4%	51.6%
OPERATING SUPPLIES	3,469.61	1,354.77	29,225.13	334,634.00	33,691.82	305,408.87	8.7%	91.3%
REPAIR & MAINT. SUPPLIES	454.23	43.07	11,960.14	24,200.00	5,927.22	12,239.86	49.4%	50.6%
TOTAL SUPPLIES	<u>8,790.28</u>	<u>3,281.76</u>	<u>63,101.48</u>	<u>404,078.00</u>	<u>55,002.43</u>	<u>340,976.52</u>	<u>15.6%</u>	<u>84.4%</u>
OTHER SERVICES & CHARGES								
PROFESSIONAL SERVICES	16,321.33	5,929.28	103,566.97	270,738.00	91,775.02	167,171.03	38.3%	61.7%
COMMUNICATION & TRANSPORTATION	7,115.57	4,434.35	31,099.93	98,250.00	29,759.00	67,150.07	31.7%	68.3%
PRINTING & ADVERTISING	70.07	73.00	1,420.42	27,000.00	3,046.24	25,579.58	5.3%	94.7%
INSURANCE	0.00	246.00	47,705.00	61,200.00	35,501.00	13,495.00	77.9%	22.1%
UTILITIES	21,466.03	21,861.85	143,609.75	316,212.00	149,239.85	172,602.25	45.4%	54.6%
REPAIR & MAINTENANCE	5,310.32	1,887.61	36,277.02	71,640.00	30,997.05	35,362.98	50.6%	49.4%
RENTALS	9,448.00	9,448.00	29,267.00	32,500.00	29,002.00	3,233.00	90.1%	9.9%
OTHER CHARGES	0.00	0.00	2,450.17	166,500.00	855.00	164,049.83	1.5%	98.5%
TOTAL OTHER SERVICES & CHARGES	<u>59,731.32</u>	<u>43,880.09</u>	<u>395,396.26</u>	<u>1,044,040.00</u>	<u>370,175.16</u>	<u>648,643.74</u>	<u>37.9%</u>	<u>62.1%</u>
CAPITAL OUTLAY								
FURNITURE & EQUIPMENT	10,586.82	0.00	30,192.61	289,618.00	7,640.00	259,425.39	10.4%	89.6%
OTHER CAPITAL OUTLAY	81,004.36	41,651.19	491,592.30	1,060,415.00	451,997.56	568,822.70	46.4%	53.6%
TOTAL CAPITAL OUTLAY	<u>91,591.18</u>	<u>41,651.19</u>	<u>521,784.91</u>	<u>1,350,033.00</u>	<u>459,637.56</u>	<u>828,248.09</u>	<u>38.6%</u>	<u>61.4%</u>
TOTAL OPERATING EXPENDITURES	<u>553,681.00</u>	<u>388,193.52</u>	<u>3,230,848.75</u>	<u>7,832,838.00</u>	<u>3,052,535.10</u>	<u>4,601,989.25</u>	<u>41.2%</u>	<u>58.8%</u>
				2009 BUDGET	6,680,256.00			
				%USED IN 2009	45.7%			

MONROE COUNTY PUBLIC LIBRARY  
MONTHLY BUDGET REPORT  
AS OF JUNE 30, 2010

	2010 JUNE	2009 JUNE	2010 Y-T-D ACTUAL	2010 BUDGET	2009 Y-T-D ACTUAL	2010 Y-T-D BUDGET REMAINING	2010 % OF BUDGET USED	2010 % OF BUDGET REMAINING
PERSONNEL SERVICES (1000'S)								
SALARIES								
1120 ADMINISTRATION	11,320.62	7,048.28	67,923.72	151,527.00	45,813.82	83,603.28	44.8%	55.2%
1130 PROFESSIONAL/SUPERVISORS	34,851.26	57,525.58	209,107.56	467,539.00	371,072.33	258,431.44	44.7%	55.3%
1140 PROFESSIONAL ASSISTANTS	100,444.24	74,386.34	602,277.31	1,329,632.00	482,931.44	727,354.69	45.3%	54.7%
1150 SPECIALISTS & TECHNICIANS	57,286.29	51,382.91	343,967.98	755,902.00	338,472.07	411,934.02	45.5%	54.5%
1160 CLERICAL ASSISTANTS	39,338.59	43,289.91	241,156.26	497,785.00	270,638.61	256,628.74	48.4%	51.6%
1170 PAGES	17,067.94	16,615.99	102,709.67	226,865.00	99,916.39	124,155.33	45.3%	54.7%
1190 BUILDING MAINTENANCE	25,836.26	22,450.55	156,106.80	365,253.00	137,956.52	209,146.20	42.7%	57.3%
<b>TOTAL SALARIES</b>	<b>286,145.20</b>	<b>272,699.56</b>	<b>1,723,249.30</b>	<b>3,794,503.00</b>	<b>1,746,801.18</b>	<b>2,071,253.70</b>	<b>45.4%</b>	<b>54.6%</b>
EMPLOYEE BENEFITS								
EMPLOYEE BENEFITS								
1210 EMPLOYER CONTRIBUTION/FICA	17,131.00	16,404.89	102,914.39	236,545.00	105,109.93	133,630.61	43.5%	56.5%
1220 UNEMPLOYMENT COMPENSATION	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
1230 EMPLOYER CONTRIBUTION/PERF	0.00	0.00	81,729.17	351,413.00	86,030.06	269,683.83	23.3%	76.7%
1240 EMPLOYER CONT/INSURANCE	82,341.31	3,281.68	297,618.66	550,459.00	186,073.67	252,840.34	54.1%	45.9%
1250 EMPLOYER CONT/MEDICARE	4,006.43	3,836.63	24,068.67	55,321.00	24,582.18	31,252.33	43.5%	56.5%
<b>TOTAL EMPLOYEE BENEFITS</b>	<b>103,478.74</b>	<b>23,523.20</b>	<b>506,330.89</b>	<b>1,193,738.00</b>	<b>401,795.84</b>	<b>687,407.11</b>	<b>42.4%</b>	<b>57.6%</b>
OTHER WAGES								
1310 WORKSTUDY	102.59	0.00	102.59	4,000.00	290.76	3,897.41	2.6%	97.4%
1180 TEMPORARY STAFF	3,841.69	3,157.72	20,883.32	42,446.00	18,832.17	21,562.68	49.2%	50.8%
1350 STIPEND/RECLASSIFICATION	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
<b>TOTAL OTHER WAGES</b>	<b>3,944.28</b>	<b>3,157.72</b>	<b>20,985.91</b>	<b>46,446.00</b>	<b>19,122.93</b>	<b>25,460.09</b>	<b>45.2%</b>	<b>54.8%</b>
<b>TOTAL PERSONNEL SERVICES</b>	<b>393,568.22</b>	<b>299,380.48</b>	<b>2,250,566.10</b>	<b>5,034,687.00</b>	<b>2,167,719.95</b>	<b>2,784,120.90</b>	<b>44.7%</b>	<b>55.3%</b>
SUPPLIES (2000'S)								
OFFICE SUPPLIES								
2110 OFFICIAL RECORDS	0.00	0.00	0.00	1,000.00	842.89	1,000.00	0.0%	100.0%
2120 STATIONERY & PRINTING	1,092.75	0.00	2,226.93	2,500.00	53.80	273.07	89.1%	10.9%
2130 OFFICE SUPPLIES	1,941.74	0.00	8,494.74	21,744.00	3,814.03	13,249.26	39.1%	60.9%
2140 DUPLICATING	1,831.95	1,883.92	11,194.54	20,000.00	10,672.67	8,805.46	56.0%	44.0%
2150 PROMOTIONAL MATERIALS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
2160 PUBLIC USE SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
2170 TRAINING MATERIALS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
<b>TOTAL OFFICE SUPPLIES</b>	<b>4,866.44</b>	<b>1,883.92</b>	<b>21,916.21</b>	<b>45,244.00</b>	<b>15,383.39</b>	<b>23,327.79</b>	<b>48.4%</b>	<b>51.6%</b>

\*NOTE: BUDGET LINES THAT HAVE BEEN EXCEEDED WILL HAVE MONEY TRANSFERRED INTO THEM FROM BUDGET LINES THAT HAVE EXCESS MONEY IN THEM AT THE END OF THE YEAR.

MONTHLY BUDGET REPORT  
AS OF JUNE 30, 2010

	2010 JUNE	2009 JUNE	2010 Y-T-D ACTUAL	2010 BUDGET	2009 Y-T-D ACTUAL	2010 Y-T-D BUDGET REMAINING	2010 % OF BUDGET USED	2010 % OF BUDGET REMAINING
<b>OPERATING SUPPLIES</b>								
2210 CLEANING SUPPLIES	2,108.75	0.00	14,872.95	32,000.00	7,475.52	17,127.05	46.5%	53.5%
2220 FUEL, OIL, & LUBRICANTS	1,263.63	729.44	4,380.82	11,000.00	3,279.35	6,619.18	39.8%	60.2%
2230 CATALOGING SUPPLIES-BOOKS	0.00	0.00	2,522.61	7,500.00	4,771.24	4,977.39	33.6%	66.4%
2240 A/V SUPPLIES-CATALOGING	0.00	296.10	5,230.48	12,000.00	5,176.13	6,769.52	43.6%	56.4%
2250 CIRCULATION SUPPLIES	97.23	241.97	722.76	263,434.00	10,268.84	262,711.24	0.3%	99.7%
2260 LIGHT BULBS	0.00	0.00	1,495.51	8,000.00	2,633.48	6,504.49	18.7%	81.3%
2270 VIDEOTAPE - CATS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
2280 UNIFORMS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
2290 DISPLAY/EXHIBIT SUPPLIES	0.00	87.26	0.00	700.00	87.26	700.00	0.0%	100.0%
<b>TOTAL OPERATING SUPPLIES</b>	<b>3,469.61</b>	<b>1,354.77</b>	<b>29,225.13</b>	<b>334,634.00</b>	<b>33,691.82</b>	<b>305,408.87</b>	<b>8.7%</b>	<b>91.3%</b>
<b>REPAIR &amp; MAINTENANCE SUPPLIES</b>								
2300 IS SUPPLIES	104.00	0.00	4,129.24	5,500.00	1,410.36	1,370.76	75.1%	24.9%
2310 BUILDING MATERIALS & SUPPLIES	350.23	43.07	7,752.20	17,200.00	4,456.93	9,447.80	45.1%	54.9%
2320 PAINT & PAINTING SUPPLIES	0.00	0.00	78.70	500.00	59.93	421.30	15.7%	84.3%
2340 OTHER REPAIR & BINDING	0.00	0.00	0.00	1,000.00	0.00	1,000.00	0.0%	100.0%
2350 VIDEO MATERIALS - CATS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
<b>TOTAL REPAIR &amp; MAINTENANCE SUPPLIES</b>	<b>454.23</b>	<b>43.07</b>	<b>11,960.14</b>	<b>24,200.00</b>	<b>5,927.22</b>	<b>12,239.86</b>	<b>49.4%</b>	<b>50.6%</b>
<b>TOTAL SUPPLIES</b>	<b>8,790.28</b>	<b>3,281.76</b>	<b>63,101.48</b>	<b>404,078.00</b>	<b>55,002.43</b>	<b>340,976.52</b>	<b>15.6%</b>	<b>84.4%</b>
<b>OTHER SERVICES/CHARGES (3000'S)</b>								
<b>PROFESSIONAL SERVICES</b>								
3110 CONSULTING SERVICES	1,260.00	0.00	6,300.00	10,000.00	370.00	3,700.00	63.0%	37.0%
3120 ENGINEERING/ARCHITECTURAL	7,271.20	0.00	17,259.29	31,000.00	5,720.45	13,740.71	55.7%	44.3%
31201 ENCUMBERED ENGINEER/ARCH	0.00	0.00	0.00	0.00	13,110.00	0.00	#DIV/0!	#DIV/0!
3130 LEGAL SERVICES	187.50	438.85	5,678.92	23,100.00	4,730.65	17,421.08	24.6%	75.4%
3140 BUILDING SERVICES	705.12	3,234.83	23,046.52	36,638.00	16,722.18	13,591.48	62.9%	37.1%
3150 MAINTENANCE CONTRACTS	2,801.58	112.71	24,656.25	92,000.00	17,162.31	67,343.75	26.8%	73.2%
3160 COMPUTER SERVICES (OCLC)	1,225.00	1,330.00	7,350.00	50,000.00	20,712.72	42,650.00	14.7%	85.3%
3170 ADMIN/ACCOUNTING SERVICES	2,870.93	812.89	19,275.99	28,000.00	13,246.71	8,724.01	68.8%	31.2%
<b>TOTAL PROFESSIONAL SERVICES</b>	<b>16,321.33</b>	<b>5,929.28</b>	<b>103,566.97</b>	<b>270,738.00</b>	<b>91,775.02</b>	<b>167,171.03</b>	<b>38.3%</b>	<b>61.7%</b>
<b>COMMUNICATION &amp; TRANSPORTATION</b>								
3210 TELEPHONE	3,568.34	2,132.55	16,422.48	31,000.00	11,928.69	14,577.52	53.0%	47.0%
3220 POSTAGE	2,842.58	2,301.80	13,737.97	37,000.00	17,171.18	23,262.03	37.1%	62.9%
3230 TRAVEL EXPENSE	44.80	0.00	232.00	10,000.00	80.96	9,768.00	2.3%	97.7%
3240 PROFESSIONAL MTG. (OFF-SITE)	0.00	0.00	22.00	10,000.00	0.00	9,978.00	0.2%	99.8%
3250 CONTINUING ED. (ON-SITE)	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.0%	100.0%
3260 FREIGHT & DELIVERY	659.85	0.00	685.48	250.00	578.17	-435.48	274.2%	-174.2%
<b>TOTAL COMMUNICATION &amp; TRANSPORTATION</b>	<b>7,115.57</b>	<b>4,434.35</b>	<b>31,099.93</b>	<b>98,250.00</b>	<b>29,759.00</b>	<b>67,150.07</b>	<b>31.7%</b>	<b>68.3%</b>

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MONTHLY BUDGET REPORT  
AS OF JUNE 30, 2010

	2010 JUNE	2009 JUNE	2010 Y-T-D ACTUAL	2010 BUDGET	2009 Y-T-D ACTUAL	2010 Y-T-D BUDGET REMAINING	2010 % OF BUDGET USED	2010 % OF BUDGET REMAINING
<b>PRINTING &amp; ADVERTISING</b>								
3310 ADVERTISING & PUBLICATION	70.07	73.00	685.87	8,000.00	2,170.48	7,314.13	8.6%	91.4%
3320 PRINTING	0.00	0.00	734.55	19,000.00	875.76	18,265.45	3.9%	96.1%
<b>TOTAL PRINTING &amp; ADVERTISING</b>	<b>70.07</b>	<b>73.00</b>	<b>1,420.42</b>	<b>27,000.00</b>	<b>3,046.24</b>	<b>25,579.58</b>	<b>5.3%</b>	<b>94.7%</b>
<b>INSURANCE</b>								
3410 OFFICIAL BOND	0.00	300.00	300.00	1,200.00	300.00	900.00	25.0%	75.0%
3420 OTHER INSURANCE	0.00	-54.00	47,405.00	60,000.00	35,201.00	12,595.00	79.0%	21.0%
<b>TOTAL INSURANCE</b>	<b>0.00</b>	<b>246.00</b>	<b>47,705.00</b>	<b>61,200.00</b>	<b>35,501.00</b>	<b>13,495.00</b>	<b>77.9%</b>	<b>22.1%</b>
<b>UTILITIES</b>								
3510 GAS	154.06	52.17	1,517.83	8,000.00	2,407.21	6,482.17	19.0%	81.0%
3520 ELECTRICITY	19,818.15	20,463.33	135,955.76	291,212.00	141,114.31	155,256.24	46.7%	53.3%
3530 WATER	1,493.82	1,346.35	6,136.16	17,000.00	5,718.33	10,863.84	36.1%	63.9%
<b>TOTAL UTILITIES</b>	<b>21,466.03</b>	<b>21,861.85</b>	<b>143,609.75</b>	<b>316,212.00</b>	<b>149,239.85</b>	<b>172,602.25</b>	<b>45.4%</b>	<b>54.6%</b>
<b>REPAIR &amp; MAINTENANCE</b>								
3610 BUILDING REPAIR	580.00	0.00	14,119.04	45,640.00	19,241.72	31,520.96	30.9%	69.1%
3630 OTHER EQUIP/FURNITURE REPAIRS	4,633.09	115.00	13,636.80	15,000.00	5,318.69	1,363.20	90.9%	9.1%
3640 VEHICLE REPAIR & MAINTENANCE	97.23	1,671.47	7,497.24	8,000.00	5,565.65	502.76	93.7%	6.3%
3650 MATERIAL BINDING/REPAIR SERV.	0.00	101.14	1,023.94	3,000.00	870.99	1,976.06	34.1%	65.9%
<b>TOTAL REPAIR &amp; MAINTENANCE</b>	<b>5,310.32</b>	<b>1,887.61</b>	<b>36,277.02</b>	<b>71,640.00</b>	<b>30,997.05</b>	<b>35,362.98</b>	<b>50.6%</b>	<b>49.4%</b>
<b>RENTALS</b>								
3710 REAL ESTATE RENTAL/PARKING	9,448.00	9,448.00	29,267.00	32,000.00	29,002.00	2,733.00	91.5%	8.5%
3720 EQUIPMENT RENTAL	0.00	0.00	0.00	500.00	0.00	500.00	0.0%	100.0%
<b>TOTAL RENTALS</b>	<b>9,448.00</b>	<b>9,448.00</b>	<b>29,267.00</b>	<b>32,500.00</b>	<b>29,002.00</b>	<b>3,233.00</b>	<b>90.1%</b>	<b>9.9%</b>
<b>OTHER CHARGES</b>								
3910 DUES/INSTITUTIONAL	0.00	0.00	953.00	8,000.00	210.00	7,047.00	11.9%	88.1%
3920 INTEREST/TEMPORARY LOAN	0.00	0.00	0.00	2,500.00	0.00	2,500.00	0.0%	100.0%
3930 TAXES & ASSESSMENTS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
3940 TRANSFER TO LIRF	0.00	0.00	0.00	150,000.00	0.00	150,000.00	0.0%	100.0%
3950 EDUCATIONAL SERV/LICENSING	0.00	0.00	1,497.17	6,000.00	645.00	4,502.83	25.0%	75.0%
3960 COMMUNITY NEWS SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
<b>TOTAL OTHER CHARGES</b>	<b>0.00</b>	<b>0.00</b>	<b>2,450.17</b>	<b>166,500.00</b>	<b>855.00</b>	<b>164,049.83</b>	<b>1.5%</b>	<b>98.5%</b>
<b>TOTAL OTHER SERVICES/CHARGES</b>	<b>59,731.32</b>	<b>43,880.09</b>	<b>395,396.26</b>	<b>1,044,040.00</b>	<b>370,175.16</b>	<b>648,643.74</b>	<b>37.9%</b>	<b>62.1%</b>

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MONTHLY BUDGET REPORT  
AS OF JUNE 30, 2010

	2010 JUNE	2009 JUNE	2010 Y-T-D ACTUAL	2010 BUDGET	2009 Y-T-D ACTUAL	2010 Y-T-D BUDGET REMAINING	2010 % OF BUDGET USED	2010 % OF BUDGET REMAINING
CAPITAL OUTLAY (4000'S)								
FURNITURE & EQUIPMENT								
4410 FURNITURE	350.00	0.00	350.00	70,000.00	0.00	69,650.00	0.5%	99.5%
4420 AUDIO VISUAL EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
4430 OTHER EQUIPMENT	0.00	0.00	55.79	0.00	0.00	-55.79	#DIV/0!	#DIV/0!
4440 LAND & BUILDINGS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
44450 BUILDING RENOVATIONS	10,236.82	0.00	26,636.82	216,000.00	0.00	189,363.18	12.3%	87.7%
444451 ENCUMBERED BLDG RENOVATIONS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
4460 IS EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
4465 IS SOFTWARE	0.00	0.00	3,150.00	3,618.00	7,640.00	468.00	87.1%	12.9%
4470 EQUIPMENT - CATS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
4475 SOFTWARE - CATS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
<b>TOTAL FURNITURE &amp; EQUIPMENT</b>	<b>10,586.82</b>	<b>0.00</b>	<b>30,192.61</b>	<b>289,618.00</b>	<b>7,640.00</b>	<b>259,425.39</b>	<b>10.4%</b>	<b>89.6%</b>
OTHER CAPITAL OUTLAY								
4510 BOOKS	47,958.73	35,100.62	286,090.06	577,714.00	261,897.95	291,623.94	49.5%	50.5%
4520 PERIODICALS & NEWSPAPERS	748.21	591.94	7,174.71	44,007.00	3,252.76	36,832.29	16.3%	83.7%
4530 NONPRINT MATERIALS	32,297.42	5,958.63	181,982.44	370,721.00	171,975.58	188,738.56	49.1%	50.9%
4540 ELECTRONIC RESOURCES	0.00	0.00	16,345.09	67,973.00	14,871.27	51,627.91	24.0%	76.0%
<b>TOTAL OTHER CAPITAL OUTLAY</b>	<b>81,004.36</b>	<b>41,651.19</b>	<b>491,592.30</b>	<b>1,060,415.00</b>	<b>451,997.56</b>	<b>568,822.70</b>	<b>46.4%</b>	<b>53.6%</b>
<b>TOTAL CAPITAL OUTLAY</b>	<b>91,591.18</b>	<b>41,651.19</b>	<b>521,784.91</b>	<b>1,350,033.00</b>	<b>459,637.56</b>	<b>828,248.09</b>	<b>38.6%</b>	<b>61.4%</b>
<b>TOTAL OPERATING EXPENDITURES</b>	<b>553,681.00</b>	<b>388,193.52</b>	<b>3,230,848.75</b>	<b>7,832,838.00</b>	<b>3,052,535.10</b>	<b>4,601,989.25</b>	<b>41.2%</b>	<b>58.8%</b>

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# MONROE COUNTY PUBLIC LIBRARY

## Operating Budget \_Expenditure Report

January 1, 2010 to June 30, 2010

6 months = 50.0%

Object	Object Descr	2010 Budget	Jan 2010	Feb 2010	Mar 2010	Apr 2010	May 2010	June 2010	2010 YTD Amt	2010 YTD Balance	2010 % YTD Balance
10040	MISCELLANEOUS UNAPP	\$0.00	\$72.74	\$29.95	\$69.95	\$102.43	\$25.99	\$100.00	\$401.06	-\$401.06	0.00%
11200	ADMINISTRATION SALARI	\$150,927.00	\$11,320.62	\$11,320.62	\$11,320.62	\$11,320.62	\$11,320.62	\$11,320.62	\$67,923.72	\$83,003.28	55.00%
11300	PROF/SUPERVISORS	\$454,797.00	\$34,851.26	\$34,851.26	\$34,851.26	\$34,851.26	\$34,851.26	\$34,851.26	\$209,107.56	\$245,689.44	54.00%
11400	PROFESSIONAL ASSISTA	\$1,310,080.00	\$100,263.12	\$100,392.49	\$100,392.49	\$100,392.49	\$100,392.48	\$100,444.24	\$602,277.31	\$707,802.69	54.00%
11500	SPECIALIST/TECHNICIAN	\$793,998.00	\$57,428.16	\$57,313.91	\$57,310.74	\$57,307.69	\$57,321.19	\$57,286.29	\$343,967.98	\$450,030.02	57.00%
11600	CLERICAL ASSISTANTS	\$504,780.00	\$43,331.48	\$41,006.09	\$38,658.04	\$39,341.52	\$39,480.54	\$39,338.59	\$241,156.26	\$263,623.74	52.00%
11700	PAGES	\$232,873.00	\$16,053.31	\$19,411.69	\$18,167.29	\$16,240.03	\$15,769.41	\$17,067.94	\$102,709.67	\$130,163.33	56.00%
11800	TEMPORAY STAFF	\$42,446.00	\$2,876.50	\$3,464.81	\$3,647.75	\$3,379.69	\$3,672.88	\$3,841.69	\$20,883.32	\$21,562.68	51.00%
11900	BUILDING MAINTENANCE/	\$345,774.00	\$26,600.60	\$29,766.19	\$24,653.13	\$24,325.87	\$24,924.75	\$25,836.26	\$156,106.80	\$189,667.20	55.00%
12100	FICA/EMPLOYER CONTRI	\$236,545.00	\$17,234.71	\$17,580.99	\$17,051.18	\$16,943.13	\$16,973.38	\$17,131.00	\$102,914.39	\$133,630.61	56.00%
12300	PERF/EMPLOYER CONTRI	\$351,963.00	\$0.00	\$0.00	\$0.00	\$81,729.17	\$0.00	\$0.00	\$81,729.17	\$270,233.83	77.00%
12400	INS/EMPLOYER CONTRIB	\$514,550.00	\$55,569.88	\$40,361.06	\$80,022.99	\$39,323.42	\$0.00	\$82,341.31	\$297,618.66	\$216,931.34	42.00%
12500	MEDICARE/EMPLOYER C	\$55,900.00	\$4,030.69	\$4,111.69	\$3,987.77	\$3,962.51	\$3,969.58	\$4,006.43	\$24,068.67	\$31,831.33	57.00%
13100	WORK STUDY	\$1,600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$102.59	\$102.59	\$1,497.41	94.00%
21100	OFFICIAL RECORDS	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	100.00%
21200	STATIONERY/PRINTING	\$2,500.00	\$0.00	\$1,134.18	\$0.00	\$0.00	\$0.00	\$1,092.75	\$2,226.93	\$273.07	11.00%
21300	OFFICE SUPPLIES	\$22,244.00	\$1,578.48	\$1,688.08	\$1,413.51	\$627.60	\$1,245.33	\$1,941.74	\$8,494.74	\$13,749.26	62.00%
21400	DUPLICATING	\$20,000.00	\$1,434.69	\$2,432.49	\$1,572.96	\$1,124.36	\$2,798.09	\$1,831.95	\$11,194.54	\$8,805.46	44.00%
22100	CLEANING SUPPLIES	\$31,000.00	\$4,541.27	\$607.65	\$3,860.53	\$1,720.12	\$2,034.63	\$2,108.75	\$14,872.95	\$16,127.05	52.00%
22200	FUEL/OIL/LUBRICANTS	\$9,500.00	\$1,079.16	\$25.98	\$1,329.42	\$615.46	\$67.17	\$1,263.63	\$4,380.82	\$5,119.18	54.00%
22300	CATALOGING SUPPLIES/B	\$6,500.00	\$1,395.51	\$857.48	\$0.00	\$0.00	\$269.62	\$0.00	\$2,522.61	\$3,977.39	61.00%
22400	A/V SUPPLIES/CATALOG	\$11,000.00	\$1,386.26	\$470.93	\$1,359.94	\$2,013.35	\$0.00	\$0.00	\$5,230.48	\$5,769.52	52.00%
22500	CIRCULATION SUPPLIES	\$235,364.00	\$127.21	\$0.00	\$71.86	\$158.57	\$267.89	\$97.23	\$722.76	\$234,641.24	100.00%
22600	LIGHT BULBS	\$4,000.00	\$330.38	\$421.25	\$729.06	\$0.00	\$14.82	\$0.00	\$1,495.51	\$2,504.49	63.00%
22900	DISPLAY/EXHIBITS SUPPL	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	100.00%
23000	IS SUPPLIES	\$5,000.00	\$950.61	\$67.82	\$565.29	\$842.52	\$1,599.00	\$104.00	\$4,129.24	\$870.76	17.00%
23100	BUILDING MATERIAL SUP	\$9,300.00	\$979.00	\$3,172.24	\$1,220.26	\$1,545.59	\$484.88	\$350.23	\$7,752.20	\$1,547.80	17.00%
23200	PAINT/PAINTING SUPPLIE	\$500.00	\$33.23	\$0.00	\$0.00	\$0.00	\$45.47	\$0.00	\$78.70	\$421.30	84.00%
31100	CONSULTING SERVICES	\$10,000.00	\$0.00	\$2,520.00	\$0.00	\$1,260.00	\$1,260.00	\$1,260.00	\$6,300.00	\$3,700.00	37.00%
31200	ENGINEERING/ARCHITEC	\$22,890.00	\$375.54	\$8,943.54	\$231.18	\$311.75	\$126.08	\$7,271.20	\$17,259.29	\$5,630.71	25.00%
31300	LEGAL SERVICES	\$16,100.00	\$965.30	\$962.80	\$1,609.94	\$188.36	\$1,765.02	\$187.50	\$5,678.92	\$10,421.08	65.00%
31400	BUILDING SERVICES	\$34,600.00	\$12,798.38	\$4,064.01	\$1,675.86	\$490.97	\$3,312.18	\$705.12	\$23,046.52	\$11,553.48	33.00%
31500	MAINTENANCE CONTRAC	\$76,635.00	\$6,933.67	\$4,988.73	\$3,095.84	\$798.91	\$6,037.52	\$2,801.58	\$24,656.25	\$51,978.75	68.00%
31600	COMPUTER SERVICES	\$49,420.00	\$1,225.00	\$1,225.00	\$1,225.00	\$1,225.00	\$1,225.00	\$1,225.00	\$7,350.00	\$42,070.00	85.00%
31700	ADMIN/ACCOUNTING SER	\$31,750.00	\$4,595.75	\$3,888.70	\$2,501.31	\$2,654.57	\$2,764.73	\$2,870.93	\$19,275.99	\$12,474.01	39.00%
32100	TELEPHONE	\$27,000.00	\$4,850.00	\$2,114.28	\$2,664.12	\$2,431.72	\$794.02	\$3,568.34	\$16,422.48	\$10,577.52	39.00%
32200	POSTAGE	\$35,000.00	\$1,950.55	\$2,456.16	\$2,720.81	\$2,240.87	\$1,527.00	\$2,842.58	\$13,737.97	\$21,262.03	61.00%
32300	TRAVEL EXPENSE	\$10,000.00	\$0.00	\$16.80	\$170.40	\$0.00	\$0.00	\$44.80	\$232.00	\$9,768.00	98.00%
32400	PROFESSIONAL MTG/OFF	\$10,000.00	\$0.00	\$0.00	\$0.00	\$22.00	\$0.00	\$0.00	\$22.00	\$9,978.00	100.00%
32500	CONTINUING EDUCATION/	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	100.00%
32600	FREIGHT/DELIVERY	\$1,000.00	\$0.00	\$18.19	\$0.00	\$7.44	\$0.00	\$659.85	\$685.48	\$314.52	31.00%

# MONROE COUNTY PUBLIC LIBRARY

## Operating Budget \_Expenditure Report

January 1, 2010 to June 30, 2010

6 months = 50.0%

Object	Object Descr	2010 Budget	Jan 2010	Feb 2010	Mar 2010	Apr 2010	May 2010	June 2010	2010 YTD Amt	2010 YTD Balance	2010 % YTD Balance
33100	ADVERTISING/PUBLICATI	\$3,450.00	\$46.26	\$274.41	\$0.00	\$49.00	\$246.13	\$70.07	\$685.87	\$2,764.13	80.00%
33200	PRINTING	\$8,000.00	\$14.70	\$10.80	\$0.00	\$212.95	\$496.10	\$0.00	\$734.55	\$7,265.45	91.00%
34100	OFFICIAL BOND INS.	\$700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00	\$0.00	\$300.00	\$400.00	57.00%
34200	OTHER INSURANCE	\$58,000.00	\$0.00	\$10,932.00	\$34,473.00	\$2,000.00	\$0.00	\$0.00	\$47,405.00	\$10,595.00	18.00%
35100	GAS	\$4,000.00	\$54.29	\$507.41	\$660.64	\$54.31	\$87.12	\$154.06	\$1,517.83	\$2,482.17	62.00%
35200	ELECTRICITY	\$281,212.00	\$28,091.55	\$24,694.43	\$25,327.49	\$20,606.67	\$17,417.47	\$19,818.15	\$135,955.76	\$145,256.24	52.00%
35300	WATER	\$16,200.00	\$838.46	\$819.25	\$307.10	\$1,461.08	\$1,216.45	\$1,493.82	\$6,136.16	\$10,063.84	62.00%
36100	BUILDING REPAIRS	\$44,220.00	\$9,370.91	\$1,312.50	\$975.00	\$0.00	\$1,880.63	\$580.00	\$14,119.04	\$30,100.96	68.00%
36300	OTHER EQUIP/FURNITUR	\$19,000.00	\$912.75	\$3,791.92	\$410.19	\$887.75	\$3,001.10	\$4,633.09	\$13,636.80	\$5,363.20	28.00%
36400	VEHICLE MAINTENANCE/	\$9,000.00	\$5,511.52	\$1,056.04	\$54.39	\$640.06	\$138.00	\$97.23	\$7,497.24	\$1,502.76	17.00%
36500	MATERIALS BINDING/REP	\$3,000.00	\$661.48	\$171.27	\$0.00	\$0.00	\$191.19	\$0.00	\$1,023.94	\$1,976.06	66.00%
37100	REAL ESTATE RENTAL/PA	\$32,000.00	\$19,601.50	\$37.50	\$75.00	\$30.00	\$75.00	\$9,448.00	\$29,267.00	\$2,733.00	9.00%
37200	EQUIPMENT RENTAL	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	100.00%
39100	DUES/INSTITUTIONAL	\$7,350.00	\$30.00	\$100.00	\$823.00	\$0.00	\$0.00	\$0.00	\$953.00	\$6,397.00	87.00%
39200	INTEREST/TEMPORARY L	\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,500.00	100.00%
39400	TRANSFER TO LIRF	\$150,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150,000.00	100.00%
39500	EDUCATIONAL/LICENSING	\$6,500.00	\$960.00	\$0.00	\$454.70	\$82.47	\$0.00	\$0.00	\$1,497.17	\$5,002.83	77.00%
44100	FURNITURE	\$70,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$350.00	\$350.00	\$69,650.00	100.00%
44300	OTHER EQUIPMENT	\$55.79	\$0.00	\$0.00	\$0.00	\$55.79	\$0.00	\$0.00	\$55.79	\$0.00	0.00%
44450	BUILDING RENOVATION	\$216,000.00	\$16,400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,236.82	\$26,636.82	\$189,363.18	88.00%
44650	IS SOFTWARE	\$8,750.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,150.00	\$0.00	\$3,150.00	\$5,600.00	64.00%
45100	BOOKS	\$577,714.00	\$53,831.55	\$44,563.35	\$58,715.89	\$38,418.98	\$42,601.56	\$47,958.73	\$286,090.06	\$291,623.94	50.00%
45200	PERIODICALS/NEWSPAPE	\$44,007.00	\$4,265.60	\$1,236.63	\$87.47	\$453.20	\$383.60	\$748.21	\$7,174.71	\$36,832.29	84.00%
45300	NONPRINT MATERIALS	\$370,721.00	\$44,643.72	\$24,415.58	\$26,685.02	\$30,502.90	\$23,437.80	\$32,297.42	\$181,982.44	\$188,738.56	51.00%
45400	ELECTRONIC RESOURCE	\$67,973.00	\$14,950.14	\$0.00	\$1,394.95	\$0.00	\$0.00	\$0.00	\$16,345.09	\$51,627.91	76.00%
		\$7,689,888.79	\$617,347.49	\$515,610.15	\$568,594.34	\$544,954.15	\$430,962.68	\$553,781.00	\$3,231,249.81	\$4,458,638.98	58.00%

**MONROE COUNTY PUBLIC LIBRARY**

**LIRF Budget Expenditure Report**

January 1, 2010 to June 30, 2010

6 months = 50.0%

Object	Object Descr	2010 Budget	Jan 2010	Feb 2010	Mar 2010	Apr 2010	May 2010	June 2010	YTD Amount	2010 YTD Balance	2010 % YTD Balance
31100	CONSULTING SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
31201	ENCUMBERED ENGINEER/AR	\$10,260.00	\$3,420.00	\$1,140.00	\$1,140.00	\$1,710.00	\$1,140.00	\$1,140.00	\$9,690.00	\$570.00	6.00%
31400	BUILDING SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
36100	BUILDING REPAIRS	\$20,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000.00	100.00%
44100	FURNITURE	\$26,479.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$26,479.00	100.00%
44300	OTHER EQUIPMENT	\$252,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$252,000.00	100.00%
44450	BUILDING RENOVATION	\$42,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$42,000.00	\$42,000.00	\$0.00	0.00%
44451	ENCUMBERED BLDG RENOV	\$151,057.75	\$0.00	\$0.00	\$0.00	\$0.00	\$91,034.60	\$60,023.15	\$151,057.75	\$0.00	0.00%
44600	IS EQUIPMENT	\$3,284.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,284.00	100.00%
44650	IS SOFTWARE	\$20,237.00	\$0.00	\$0.00	\$0.00	\$5,400.00	\$0.00	\$0.00	\$5,400.00	\$14,837.00	73.00%
		\$525,317.75	\$3,420.00	\$1,140.00	\$1,140.00	\$7,110.00	\$92,174.60	\$103,163.15	\$208,147.75	\$317,170.00	60.00%



**MONROE COUNTY PUBLIC LIBRARY**  
**Debt Service Budget Expenditures Report**

January 1, 2010 to June 30, 2010  
6 months = 50.0%

Object Object Descr	2010 Budget	Jan 2010	Feb 2010	Mar 2010	Apr 2010	May 2010	June 2010	2010 YTD Amt	2010 YTD Balance	2010 % YTD Balance
37100 REAL ESTATE	\$1,996,000.00	\$166,333.35	\$166,333.33	\$166,333.33	\$166,333.33	\$166,333.33	\$166,333.33	\$998,000.00	\$998,000.00	50.00%
39200 INTEREST/TE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39250 PAYMENT ON	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
39450 TRANSFER TO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	\$1,996,000.00	\$166,333.35	\$166,333.33	\$166,333.33	\$166,333.33	\$166,333.33	\$166,333.33	\$998,000.00	\$998,000.00	50.00%

# MONROE COUNTY PUBLIC LIBRARY

## Rainy Day Budget Expenditures Report

January 1, 2010 to June 30, 2010

6 months = 50.0%

Object	Object Descr	2010 Budget	Jan 2010	Feb 2010	Mar 2010	Apr 2010	May 2010	June 2010	2010 YTD Amt	2010 YTD Balance	2010 % YTD Balance
12200	UNEMPLOYMENT COMPENSATION	\$10,000.00	\$0.00	\$0.00	\$888.00	\$717.82	\$283.01	\$141.90	\$2,030.73	\$7,969.27	80.00%
21300	OFFICE SUPPLIES	\$20,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000.00	100.00%
22100	CLEANING SUPPLIES	\$20,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000.00	100.00%
31100	CONSULTING SERVICES	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50,000.00	100.00%
31300	LEGAL SERVICES	\$80,000.00	\$2,993.50	\$202.50	\$0.00	\$1,710.50	\$4,336.50	\$121.50	\$9,364.50	\$70,635.50	88.00%
44450	BUILDING RENOVATION	\$26,488.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$26,488.00	100.00%
		\$206,488.00	\$2,993.50	\$202.50	\$888.00	\$2,428.32	\$4,619.51	\$263.40	\$11,395.23	\$195,092.77	94.00%

# MONROE COUNTY PUBLIC LIBRARY

## Special Revenue Budget \_Expenditure Report

January 1, 2010 to June 30, 2010

6 months = 50.0%

Obj#	Object Descr	2010 Budget	Jan 2010	Feb 2010	Mar 2010	Apr 2010	May 2010	June 2010	YTD Amount	2010 YTD Balance	2010 % YTD Balance
1130	PROF/SUPERVISORS	\$58,595.00	\$4,507.54	\$4,507.54	\$4,507.54	\$4,507.54	\$4,507.54	\$4,507.54	\$27,045.24	\$31,549.76	54.00%
1140	PROFESSIONAL ASSISTANT	\$118,264.00	\$9,097.20	\$9,097.20	\$9,097.20	\$9,097.20	\$9,097.20	\$9,097.20	\$54,583.20	\$63,680.80	54.00%
1160	CLERICAL ASSISTANTS	\$180,394.00	\$14,506.58	\$15,254.78	\$15,943.60	\$14,948.83	\$15,957.78	\$14,221.18	\$90,832.75	\$89,561.25	50.00%
1180	TEMPORAY STAFF	\$10,880.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,880.00	100.00%
1210	FICA/EMPLOYER CONTRIBU	\$22,824.00	\$1,653.20	\$1,700.55	\$1,737.90	\$1,680.44	\$1,739.75	\$1,639.54	\$10,151.38	\$12,672.62	56.00%
1230	PERF/EMPLOYER CONTRIBU	\$21,665.00	\$0.00	\$0.00	\$0.00	\$4,999.73	\$0.00	\$0.00	\$4,999.73	\$16,665.27	77.00%
1240	INS/EMPLOYER CONTRIBUTI	\$42,792.00	\$4,632.55	\$2,952.24	\$6,940.06	\$3,197.17	\$0.00	\$5,899.97	\$23,621.99	\$19,170.01	45.00%
1250	MEDICARE/EMPLOYER CON	\$5,338.00	\$386.64	\$397.71	\$406.45	\$393.00	\$406.88	\$383.45	\$2,374.13	\$2,963.87	56.00%
1310	WORK STUDY	\$450.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$450.00	100.00%
2120	STATIONERY/PRINTING	\$1,000.00	\$0.00	\$267.74	\$0.00	\$0.00	\$0.00	\$0.00	\$267.74	\$732.26	73.00%
2130	OFFICE SUPPLIES	\$500.00	\$208.05	\$0.00	\$0.00	\$171.60	\$0.00	\$0.00	\$379.65	\$120.35	24.00%
2140	DUPLICATING	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	100.00%
2220	FUEL/OIL/LUBRICANTS	\$500.00	\$124.11	\$0.00	\$27.20	\$34.69	\$0.00	\$28.82	\$214.82	\$285.18	57.00%
2270	VIDEO TAPE/CATS	\$20,000.00	\$117.19	\$3,976.50	\$0.00	\$0.00	\$4,850.65	\$0.00	\$8,944.34	\$11,055.66	55.00%
2300	IS SUPPLIES	\$4,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,000.00	100.00%
2350	VIDEO MATERIALS/CATS	\$10,000.00	\$348.61	\$1,283.46	\$473.73	\$78.46	\$834.26	\$0.00	\$3,018.52	\$6,981.48	70.00%
3130	LEGAL SERVICES	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$62.50	\$0.00	\$62.50	\$937.50	94.00%
3160	COMPUTER SERVICES	\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00	100.00%
3165	DIGITIZATION SERVICES	\$0.00	\$653.59	\$0.00	\$0.00	\$0.00	\$0.00	\$690.00	\$1,343.59	-\$1,343.59	0.00%
3210	TELEPHONE	\$3,500.00	\$239.40	\$88.02	\$244.89	\$255.21	\$0.00	\$253.46	\$1,080.98	\$2,419.02	69.00%
3230	TRAVEL EXPENSE	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00	100.00%
3240	PROFESSIONAL MTG/OFF SI	\$525.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$525.00	100.00%
3260	FREIGHT/DELIVERY	\$750.00	\$0.00	\$0.00	\$0.00	\$143.68	\$0.00	\$0.00	\$143.68	\$606.32	81.00%
3630	OTHER EQUIP/FURNITURE R	\$4,000.00	\$0.00	\$443.60	\$0.00	\$0.00	\$399.00	\$0.00	\$842.60	\$3,157.40	79.00%
3710	REAL ESTATE RENTAL/PARK	\$2,000.00	\$1,227.00	\$0.00	\$0.00	\$0.00	\$0.00	\$228.00	\$1,455.00	\$545.00	27.00%
3910	DUES/INSTITUTIONAL	\$480.00	\$0.00	\$0.00	\$0.00	\$400.00	\$0.00	\$0.00	\$400.00	\$80.00	17.00%
3950	EDUCATIONAL/LICENSING S	\$400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$400.00	100.00%
3960	COMMUNITY NEWS SERVIC	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,500.00	\$2,500.00	\$5,000.00	\$5,000.00	50.00%
4470	EQUIPMENT - CATS	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	100.00%
4475	SOFTWARE - CATS	\$5,000.00	\$0.00	\$399.95	\$0.00	\$0.00	\$0.00	\$0.00	\$399.95	\$4,600.05	92.00%
		\$538,557.00	\$37,701.66	\$40,369.29	\$39,378.57	\$39,907.55	\$40,355.56	\$39,449.16	\$237,161.79	\$301,395.21	56.00%

**MONROE COUNTY PUBLIC LIBRARY**

**LCPF Budget Expenditure Report**

January 1, 2010 to June 30, 2010

6 months = 50.0%

Object	Object Descr	2010 Budget	Jan 2010	Feb 2010	Mar 2010	Apr 2010	May 2010	June 2010	YTD Amount	2010 YTD Balance	2010 % YTD Balance
31100	CONSULTING SERVIC	\$7,300.00	\$1,300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,300.00	\$6,000.00	82.00%
44100	FURNITURE	\$0.00	\$0.00	\$2,390.16	\$279.88	\$0.00	\$0.00	\$0.00	\$2,670.04	-\$2,670.04	0.00%
44300	OTHER EQUIPMENT	\$188,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$188,200.00	100.00%
44450	BUILDING RENOVATI	\$189,654.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$110,000.00	\$110,000.00	\$79,654.00	42.00%
44451	ENCUMBERED BLDG	\$214,499.55	\$4,015.66	\$52,705.43	\$79,102.55	\$0.00	\$78,160.90	\$515.01	\$214,499.55	\$0.00	0.00%
44600	IS EQUIPMENT	\$68,955.00	\$23,744.50	\$15,285.50	\$0.00	\$0.00	\$10,759.00	\$8,459.00	\$27,677.00	\$41,278.00	60.00%
44650	IS SOFTWARE	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,061.00	\$2,061.00	\$2,939.00	59.00%
44700	EQUIPMENT - CATS	\$45,961.00	\$510.74	\$9,763.47	\$1,098.97	\$355.97	\$10,513.96	\$0.00	\$22,243.11	\$23,717.89	52.00%
44750	SOFTWARE - CATS	\$3,000.00	\$0.00	\$1,997.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,997.00	\$1,003.00	33.00%
		\$722,569.55	\$29,570.90	\$51,570.56	\$80,481.40	\$355.97	\$99,433.86	\$121,035.01	\$382,447.70	\$340,121.85	47.00%

# MONROE COUNTY PUBLIC LIBRARY

## Expenditure Summary compared to last year

2010 compared to 2009: Period Ending June

Fund	Fund Descr	2010 Budget	June 2010 Amt	2010 YTD Amt	2009 Budget	June 2009 Amt	2009 YTD Amt	%Last YR YTD Diff
001	OPERATING	\$7,836,798.00	\$553,710.52	\$3,231,249.81	\$7,040,556.00	\$388,317.67	\$3,053,289.29	6.00%
002	JAIL	\$6,000.00	\$131.12	\$2,016.26	\$6,000.00	\$365.57	\$2,441.76	-17.00%
003	CLEARING	\$27,067.74	\$633.53	\$30,263.72	\$0.00	\$24.50	\$2,766.84	994.00%
004	GIFT UNRESTRIC	\$12,738.00	\$529.87	\$2,235.75	\$0.00	\$75.31	\$2,171.19	3.00%
005	PLAC	\$0.00	\$0.00	\$5,841.00	\$0.00	\$0.00	\$5,250.00	11.00%
006	RETIREEES	\$0.00	\$2,930.14	\$10,255.49	\$0.00	\$51.45	\$5,890.77	74.00%
007	LIRF	\$525,317.75	\$103,163.15	\$208,147.75	\$223,831.25	\$0.00	\$147,934.25	41.00%
008	DEBT SERVICE	\$1,996,000.00	\$166,333.33	\$998,000.00	\$1,996,000.00	\$166,333.33	\$998,000.00	0.00%
009	RAINY DAY	\$206,488.00	\$263.40	\$11,395.23	\$323,200.00	\$6,782.07	\$61,852.74	-82.00%
010	PAYROLL	\$0.00	\$334,684.11	\$1,955,881.09	\$0.00	\$299,972.77	\$1,959,281.64	0.00%
011	INVESTMENT-GIF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
012	TEEN COUNCIL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
015	LSTA	\$5,269.05	\$1,385.01	\$5,234.18	\$21,132.00	\$0.00	\$0.00	0.00%
016	GIFT-RESTRICED	\$26,134.48	\$5,498.59	\$31,766.07	\$0.00	\$6,217.10	\$27,138.84	17.00%
017	LEVY EXCESS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
018	IN KIND CONTRIB	\$225,233.24	\$0.00	\$225,233.24	\$0.00	\$0.00	\$0.00	0.00%
019	GIFT-FOUNDATIO	\$73,993.76	\$8,627.48	\$35,046.96	\$107,352.01	\$7,781.44	\$53,464.94	-34.00%
020	SPECIAL REVENU	\$538,557.00	\$39,449.16	\$237,161.79	\$518,605.64	\$36,198.15	\$251,118.45	-6.00%
021	CAPITAL PROJEC	\$722,569.55	\$121,035.01	\$382,447.70	\$535,621.45	\$98,448.39	\$170,164.73	125.00%
022	GATES HARDWA	\$15,600.00	\$0.00	\$15,285.50	\$0.00	\$0.00	\$0.00	0.00%
023	LSTA-CIVIL WAR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$12,217,766.57	\$1,338,374.42	\$7,387,461.54	\$10,772,298.35	\$1,010,567.75	\$6,740,765.44	10.00%

# MONROE COUNTY PUBLIC LIBRARY

## Monthly Revenue Report (Cash Basis)

Current Period compared to Prior Period

Current Period: June 2010

Operating Fund

Source	Source Descr	2010 Budget	June 2010 Amt	2010 YTD Amt	2009 Budget	June 2009 Amt	2009 YTD Amt	%Last YR YTD Diff
00100	PROPERTY TAX/ADVANCES	\$4,861,253.00	\$855,476.51	\$3,092,124.09	\$3,626,642.00	\$1,049,982.69	\$2,750,092.40	12.00%
00200	INTANGIBLES TAX	\$12,699.00	\$0.00	\$4,914.50	\$11,500.00	\$0.00	\$0.00	0.00%
00300	LICENSE EXCISE TAX	\$346,364.00	\$153,052.27	\$327,565.86	\$332,000.00	\$0.00	\$194,761.51	68.00%
00400	COUNTY OPTION INCOME TAX	\$2,217,128.00	\$184,760.67	\$1,108,564.02	\$1,995,000.00	\$183,574.00	\$1,101,444.00	1.00%
00500	COMMERCIAL VEHICLE EXCISE TA	\$40,163.00	\$0.00	\$17,035.19	\$34,000.00	\$0.00	\$18,815.30	-9.00%
00600	US FORESTRY FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
03400	ELL COPIERS/PRINTERS	\$4,000.00	\$412.78	\$2,230.99	\$0.00	\$244.28	\$2,000.95	11.00%
03500	LOST/DAMAGED	\$12,000.00	\$2,746.51	\$13,974.22	\$0.00	\$1,803.89	\$7,482.59	87.00%
03600	FINES/FEES	\$180,000.00	\$17,713.69	\$105,950.31	\$120,750.00	\$16,314.64	\$83,302.01	27.00%
03650	COLLECTION AGENCY FEE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
03700	BLGTN COPIERS/PRINTERS	\$12,000.00	\$1,972.31	\$6,936.66	\$16,000.00	\$949.80	\$6,375.26	9.00%
03900	MISCELLANEOUS RECEIPTS	\$0.00	\$667.90	\$3,420.75	\$0.00	\$7,443.84	\$24,209.24	-86.00%
04100	PUBLIC LIBRARY ACCESS CARD	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
04500	PLAC DISTRIBUTION	\$10,000.00	\$0.00	\$0.00	\$20,000.00	\$0.00	\$0.00	0.00%
10000	REALESTATE RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
11500	STATE DISTRIBUTION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
17000	READER PRINTER RECEIPTS	\$1,000.00	\$85.76	\$638.93	\$0.00	\$182.30	\$851.31	-25.00%
18000	COIN TELEPHONE RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
18500	INTEREST FROM CHECKING/SAVIN	\$0.00	\$386.95	\$490.43	\$0.00	\$4.38	\$405.02	21.00%
19000	TEMPORARY LOANS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
20000	CABLE ACCESS FEES -BLOOMINGT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
20100	CABLE ACCESS FEES - COUNTY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
20200	CABLE ACCESS FEES - ELLETTSVI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
53000	LSTA INKIND GRANT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$7,696,607.00	\$1,217,275.35	\$4,683,845.95	\$6,155,892.00	\$1,260,499.82	\$4,189,739.59	12.00%

**MONROE COUNTY PUBLIC LIBRARY**

**Cash Balances by fund**

Current Period: June 2010

<b>FUND Descr</b>	<b>6/1/2010</b>	<b>MTD Debit</b>	<b>MTD Credit</b>	<b>6/30/2010</b>	<b>Bal Sht Descr</b>
OPERATING	\$186,024.68	\$585,485.01	\$575,028.82	\$196,480.87	CHASE/BANK ONE CHECKING
OPERATING	\$1,000,086.32	\$1,008,910.37	\$400,000.00	\$1,608,996.69	CHASE/BANK ONE SAVINGS
OPERATING	\$33,742.37	\$13,604.71	\$0.00	\$47,347.08	MONROE BANK CHECKING
OPERATING	\$27,295.12	\$9,999.60	\$0.00	\$37,294.72	UNITED COMMERCE BANK
<b>Fund 001 OPERATING</b>	<b>\$1,247,148.49</b>	<b>\$1,617,999.69</b>	<b>\$975,028.82</b>	<b>\$1,890,119.36</b>	
JAIL	\$4,114.86	\$0.00	\$131.12	\$3,983.74	CHASE/BANK ONE CHECKING
CLEARING	-\$837.41	\$1,358.34	\$1,020.93	-\$500.00	CHASE/BANK ONE CHECKING
CLEARING	\$500.00	\$0.00	\$0.00	\$500.00	UNITED COMMERCE BANK
<b>Fund 003 CLEARING</b>	<b>-\$337.41</b>	<b>\$1,358.34</b>	<b>\$1,020.93</b>	<b>\$0.00</b>	
GIFT UNRESTRICTED	\$25,354.18	\$0.00	\$1,369.87	\$23,984.31	CHASE/BANK ONE CHECKING
GIFT UNRESTRICTED	\$514.96	\$299.80	\$0.00	\$814.76	MONROE BANK CHECKING
GIFT UNRESTRICTED	\$7.00	\$1.00	\$0.00	\$8.00	UNITED COMMERCE BANK
<b>Fund 004 GIFT UNRESTRICTED</b>	<b>\$25,876.14</b>	<b>\$300.80</b>	<b>\$1,369.87</b>	<b>\$24,807.07</b>	
PLAC	\$50.00	\$0.00	\$0.00	\$50.00	CHASE/BANK ONE CHECKING
PLAC	\$1,101.00	\$400.00	\$0.00	\$1,501.00	MONROE BANK CHECKING
PLAC	\$1,100.00	\$350.00	\$0.00	\$1,450.00	UNITED COMMERCE BANK
<b>Fund 005 PLAC</b>	<b>\$2,251.00</b>	<b>\$750.00</b>	<b>\$0.00</b>	<b>\$3,001.00</b>	
RETIREEES	\$0.00	\$1,465.07	\$2,930.14	-\$1,465.07	CHASE/BANK ONE CHECKING
LIRF	\$51,471.43	\$55,000.00	\$104,303.15	\$2,168.28	CHASE/BANK ONE CHECKING
LIRF	\$1,183,716.83	\$416.24	\$55,000.00	\$1,129,133.07	CHASE/BANK ONE SAVINGS
<b>Fund 007 LIRF</b>	<b>\$1,235,188.26</b>	<b>\$55,416.24</b>	<b>\$159,303.15</b>	<b>\$1,131,301.35</b>	
DEBT SERVICE	\$911,243.76	\$376,481.53	\$998,000.00	\$289,725.29	CHASE/BANK ONE SAVINGS
RAINY DAY	\$4,806.54	\$0.00	\$4,599.90	\$206.64	CHASE/BANK ONE CHECKING
RAINY DAY	\$809,291.84	\$285.36	\$0.00	\$809,577.20	CHASE/BANK ONE SAVINGS
<b>Fund 009 RAINY DAY</b>	<b>\$814,098.38</b>	<b>\$285.36</b>	<b>\$4,599.90</b>	<b>\$809,783.84</b>	
PAYROLL	\$12,349.60	\$322,106.85	\$334,684.11	-\$227.66	CHASE/BANK ONE CHECKING
LSTA	-\$2,480.32	\$19.17	\$1,404.18	-\$3,865.33	CHASE/BANK ONE CHECKING
GIFT-RESTRICED	\$71,661.23	\$6,907.56	\$5,792.11	\$72,776.68	CHASE/BANK ONE CHECKING
GIFT-RESTRICED	\$9,654.69	\$1,325.00	\$0.00	\$10,979.69	MONROE BANK CHECKING
GIFT-RESTRICED	\$0.00	\$160.00	\$0.00	\$160.00	UNITED COMMERCE BANK
<b>Fund 016 GIFT-RESTRICED</b>	<b>\$81,315.92</b>	<b>\$8,392.56</b>	<b>\$5,792.11</b>	<b>\$83,916.37</b>	
GIFT-FOUNDATION	\$209.61	\$16,211.00	\$12,427.48	\$3,993.13	CHASE/BANK ONE CHECKING
GIFT-FOUNDATION	\$26.05	\$0.00	\$0.00	\$26.05	MONROE BANK CHECKING
<b>Fund 019 GIFT-FOUNDATION</b>	<b>\$235.66</b>	<b>\$16,211.00</b>	<b>\$12,427.48</b>	<b>\$4,019.18</b>	

**MONROE COUNTY PUBLIC LIBRARY**

**Cash Balances by fund**

Current Period: June 2010

<b>FUND Descr</b>	<b>6/1/2010</b>	<b>MTD Debit</b>	<b>MTD Credit</b>	<b>6/30/2010</b>	<b>Bal Sht Descr</b>
SPECIAL REVENUE	\$162,365.37	\$0.00	\$45,182.44	\$117,182.93	CHASE/BANK ONE CHECKING
CAPITAL PROJECTS	\$3,951.10	\$140,000.00	\$141,567.99	\$2,383.11	CHASE/BANK ONE CHECKING
CAPITAL PROJECTS	\$150,012.93	\$95,351.68	\$140,000.00	\$105,364.61	CHASE/BANK ONE SAVINGS
Fund 021 CAPITAL PROJECTS	\$153,964.03	\$235,351.68	\$281,567.99	\$107,747.72	
GATES HARDWARE GRANT	\$314.50	\$0.00	\$0.00	\$314.50	CHASE/BANK ONE CHECKING
	<u>\$4,647,648.24</u>	<u>\$2,636,138.29</u>	<u>\$2,823,442.24</u>	<u>\$4,460,344.29</u>	



**MONROE COUNTY PUBLIC LIBRARY**

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**\*Check Reconciliation©  
CHASE BANK CHECKING  
06100 BANKONECK  
June 2010**

**Account**

Beginning Balance on 6/1/2010	\$523,625.36	Cleared	\$1,718,615.30
+ Receipts/Deposits	\$1,803,546.88	Statement	\$1,718,615.30
- Payments (Checks and Withdrawals)	\$608,556.94	Difference	\$0.00
Ending Balance as of 6/30/2010	\$1,718,615.30		

**Check Book Balance**

Active	G 001-06100	OPERATING	\$196,500.04
Active	G 002-06100	JAIL	\$3,983.74
Active	G 003-06100	CLEARING	-\$500.00
Active	G 004-06100	GIFT UNRESTRICTED	\$23,984.31
Active	G 005-06100	PLAC	\$50.00
Active	G 006-06100	RETIREES	-\$1,465.07
Active	G 007-06100	LIRF	\$2,168.28
Active	G 008-06100	DEBT SERVICE	\$0.00
Active	G 009-06100	RAINY DAY	\$206.64
Active	G 010-06100	PAYROLL	-\$227.66
Active	G 012-06100	TEEN COUNCIL	\$0.00
Active	G 015-06100	LSTA	-\$3,884.50
Active	G 016-06100	GIFT-RESTRICED	\$72,776.68
Active	G 017-06100	LEVY EXCESS	\$0.00
Active	G 019-06100	GIFT-FOUNDATION	\$3,993.13
Active	G 020-06100	SPECIAL REVENUE	\$117,182.93
Active	G 021-06100	CAPITAL PROJECTS	\$2,383.11
Active	G 022-06100	GATES HARDWARE	\$314.50
Active	G 023-06100	LSTA-CIVIL WAR	\$0.00

Cash Balance **\$417,466.13**

Beginng Balance	\$523,625.36
+ Total Deposits	\$1,803,546.88
- Checks Written	\$1,909,706.11

Check Book Balance \$417,466.13  
Difference \$0.00

**MONROE COUNTY PUBLIC LIBRARY**

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**\*Check Reconciliation©  
CHASE BANK SAVINGS  
06110 BANKONESV  
June 2010**

**Account**

Beginning Balance on 6/1/2010	\$4,054,351.68	Cleared	\$3,942,796.86
+ Receipts/Deposits	\$1,481,445.18	Statement	\$3,942,796.86
- Payments (Checks and Withdrawals)	\$1,593,000.00	Difference	\$0.00
Ending Balance as of 6/30/2010	\$3,942,796.86		

**Check Book Balance**

Active	G 001-06110	OPERATING	\$1,608,996.69
Active	G 007-06110	LIRF	\$1,129,133.07
Active	G 008-06110	DEBT SERVICE	\$289,725.29
Active	G 009-06110	RAINY DAY	\$809,577.20
Active	G 016-06110	GIFT-RESTRICED	\$0.00
Active	G 017-06110	LEVY EXCESS	\$0.00
Active	G 019-06110	GIFT-FOUNDATION	\$0.00
Active	G 021-06110	CAPITAL PROJECTS	\$105,364.61
		Cash Balance	<b>\$3,942,796.86</b>
	Beginng Balance	\$4,054,351.68	
	+ Total Deposits	\$1,481,445.18	
	- Checks Written	\$1,593,000.00	
	Check Book Balance	\$3,942,796.86	
	Difference	\$0.00	

**MONROE COUNTY PUBLIC LIBRARY**

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**MONROE BANK CHECKING**

**06300 MONROECK**

**June 2010**

**Account**

Beginning Balance on 6/1/2010	\$45,039.07	Cleared	\$60,668.58
+ Receipts/Deposits	\$15,629.51	Statement	\$60,668.58
- Payments (Checks and Withdrawals)	\$0.00	Difference	\$0.00
Ending Balance as of 6/30/2010	\$60,668.58		

**Check Book Balance**

Active	G 001-06300	OPERATING	\$47,347.08
Active	G 002-06300	JAIL	\$0.00
Active	G 003-06300	CLEARING	\$0.00
Active	G 004-06300	GIFT UNRESTRICTED	\$814.76
Active	G 005-06300	PLAC	\$1,501.00
Active	G 006-06300	RETIREEES	\$0.00
Active	G 007-06300	LIRF	\$0.00
Active	G 008-06300	DEBT SERVICE	\$0.00
Active	G 012-06300	TEEN COUNCIL	\$0.00
Active	G 015-06300	LSTA	\$0.00
Active	G 016-06300	GIFT-RESTRICED	\$10,979.69
Active	G 019-06300	GIFT-FOUNDATION	\$26.05
Active	G 020-06300	SPECIAL REVENUE	\$0.00
		Cash Balance	<b>\$60,668.58</b>
	Beginng Balance	\$45,039.07	
	+ Total Deposits	\$15,629.51	
	- Checks Written	\$0.00	
	Check Book Balance	\$60,668.58	
	Difference	\$0.00	

**MONROE COUNTY PUBLIC LIBRARY**

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**\*Check Reconciliation©**

**UNITED COMMERCE**

**06400 UNITED COM**

**June 2010**

**Account**

Beginning Balance on 6/1/2010	\$28,902.12	Cleared	\$39,412.72
+ Receipts/Deposits	\$10,510.60	Statement	\$39,412.72
- Payments (Checks and Withdrawals)	\$0.00	Difference	\$0.00
Ending Balance as of 6/30/2010	\$39,412.72		

**Check Book Balance**

Active	G 001-06400	OPERATING	\$37,294.72
Active	G 003-06400	CLEARING	\$500.00
Active	G 004-06400	GIFT UNRESTRICTED	\$8.00
Active	G 005-06400	PLAC	\$1,450.00
Active	G 016-06400	GIFT-RESTRICED	\$160.00
		Cash Balance	<b>\$39,412.72</b>
	Beginng Balance	\$28,902.12	
	+ Total Deposits	\$10,510.60	
	- Checks Written	\$0.00	
	Check Book Balance	\$39,412.72	
	Difference	\$0.00	

## 2010 BOARD OF TRUSTEES CALENDAR

<i>Month</i>	<i>Date</i>	<i>Date</i>	<i>Topic</i>
January	13	Work Session	
	20	Board Meeting	Annual Transfer of Appropriations Resolution to Request Advance Tax Draws
		Board of Finance	Review Investment Report and Policy
February		Work Session	
		Board Meeting	Election of Board Officers
March	10	Work Session	Draft Library Capital Projects Fund
	24	Board Meeting	Approve Library Capital Projects Fund Plan for advertising
April	14	Work Session	
	21	Public Hearing	Library Capital Projects Fund Plan
	21	Board Meeting	Adopt Library Capital Projects Fund Plan and forward to County Council
May	12	Work Session	
	19	Board Meeting	Program Update: Summer Reading
June	9	Work Session	Budget Timeline and Priorities
	16	Board Meeting	Program Update: Indiana Bedrock Project
July	14	Work Session	Draft 2011 Budget
	21	Board Meeting	
August	11	Work Session	Revised 2011 Budget
	18	Board Meeting	Approve 2011 Budget for advertising
September	8	Work Session	
	15	Public Hearing	2011 Budget
	15	Board Meeting	
October	20	Work Session	2011 Budget, as recommended by County Council
	27	Board Meeting	Adopt 2011 Budget
November	10	Work Session	
	17	Board Meeting	
December	8	Work Session	
	15	Board Meeting	

**TO: Monroe County Public Library Board of Trustees**  
**FROM: Kyle Wickemeyer-Hardy, Human Resources Manager**  
**RE: Personnel Report**  
**DATE: July 21, 2010**

### Job Changes

- Marcela Poffald, Circulation, Clerk, temporary assignment/increase in hours for VITAL, PG C. End April 22, 2010.
- Addie Hirschten, Children's Services, Reference Assistant, Pay Grade F, 20 hours per week, temporary to regular, effective July 5, 2010.
- Brenna Henry, Adult Teen Services, temporary assignment/increase in hours for Circ/RFID project as a Pay Grade A. Ends August 28, 2010.
- Jared Thompson, Adult Teen Services, temporary assignment/increase in hours for Circ/RFID project as a Pay Grade A. Ends August 28, 2010.
- Amanda Cukrowicz, Collection Services, temporary assignment/increase in hours for Circ/RFID project as a Pay Grade A. Ends August 28, 2010.
- Polly Nuest, Community Outreach, Community Outreach Librarian, Pay Grade G, from 30 hours per week to 37.5 hours per week, effective June 28, 2010.

### Beginning Employment

- Addison Rogers, CATS, Master Control Operator, Pay Grade C, 20 hours per week, effective June 18, 2010.
- Lee Bittner, Facilities/Building Services, Custodian, Pay Grade C, 20 hours per week, effective July 8, 2010.
- Andrea Spaulding, Ellettsville Branch, Reference Assistant, PG F, 37.5 hours per week, effective July 12, 2010.

### Ending Employment

- Curtis Wyant, Adult Teen Services, Temporary (grant), Pay Grade F, 10-15 hours per week, effective 05-26-2010.
- Margaret Browndorf, Adult Teen Services, Pay Grade F, 20 hours per week, temporary grant job ended, effective 05-26-2010.
- John Berry, Community Relations, Graphic Designer, Pay Grade G, 30 hours per week, effective July 21, 2010.
- Lynn DeRolf, CATS, Production Assistant, Pay Grade D, 25 hours per week, effective June 11, 2010.
- Jared Weyerbacher, CATS, Production Assistant, Pay Grade D, 25 hours per week, effective July 11, 2010.
- Kristen Cousert, Administration, Temp Clerk, PG B, 10 hours per week, effective July 1, 2010.

*Carrying out our Strategic Plan goals...*

- **Strengthen support for literacy and learning.**
  - “Read It Off” program saw big increases with the beginning of summer. Through June, 499 children and teens were registered in “Read It Off”; 26 returned their cards to good standing; the Library waived \$1,031 in charges for 113 individuals.
  - Children’s staff at Main, Ellettsville and on Bookmobile gave out 3,548 Summer Reading guides (and Ellettsville ran out and requested more). Main Children’s Department presented 48 programs to 1,963 children, and hosted 22 Learning through Play session for 576 children in the Learn and Play Space; at Ellettsville 897 children attended 17 programs; the children’s blog “Oh the Thinks You Can Think” is up and running on the library website. See it here: [www.childrensblog.mcpl.info](http://www.childrensblog.mcpl.info). Mary Frasier presented an Every Child Ready to Read workshop for expectant parents at Bloomington Area Birth Services. Community Outreach staff continued visits to the 6 Head Start classrooms open during summer and supplied packets for Head Start home visits to 33 families.
  - “12-hour comic book day” was the highlight of June Teen programs at the Main Library. 1,500 teens picked up Summer Reading brochures.
  - Adult program highlights: The Books Plus group viewed Botany of Desire, the PBS documentary, before participating in discussion of the book later the same week. The library took over as sponsor of Spanish classes formerly offered by Bloomington Parks and Recreation. 45 people attended “Fundraising Basics: Making the Ask.”
  - 62 VITAL tutors were matched with learners; 50 individuals met in small group ESL classes. 6 learners, 7 ESL learners, and 4 tutors were on the waiting list in June.

<b>June Programs</b>		<b>Children</b>		<b>Young Adult</b>		<b>Adult</b>		<b>All Ages</b>	
<b>Department</b>	<b>Location</b>	<b>Program</b>	<b>Attend</b>	<b>Program</b>	<b>Attend</b>	<b>Program</b>	<b>Attend</b>	<b>Program</b>	<b>Attend</b>
Adult	On Site			4	33	19	239		
	Off Site					2	48		
Children	On Site	88	4,038					11	872
	Off Site					1	13		
Outreach	Off Site	33	1,063						
Ellettsville	On Site	40	1,341	2	18	1	6	3	204
	Off Site	2	225	1	120			1	224
Information	On Site					15	112		
VITAL	On Site					28	116		
<b>Total by Audience</b>		163	6,667	7	171	66	534	15	1300
<b>Total Off-Site</b>		35	1,288	1	120	3	61	1	224
<b>Total Programs</b>								<b>251</b>	
<b>Total Attendance</b>									<b>8,672</b>

- **Expand access to information.**
  - The Library circulated a record-breaking 246,755 items, including 979 audio-books downloaded, Bookmobile 7,828, Homebound 1,288, Jail 1,342, and Van 1,931.
  - Total gate count for June was 103,830 (Main Library 86,969; Ellettsville 16,861).
  - In June, we loaned 248 items to other libraries and borrowed 16 for our patrons.
  - 96 organizations reserved meeting rooms in June.
  - CATS produced 30 government, 85 patron, and 23 CATS programs; cablecast 2,173 hours of programming; hosted 11 in-house viewings and 124 editing sessions, delivered 129 dubs, and added 254 programs to the CATS collection.

- **Deliver exemplary service.**
  - Adult/Teen Services placed 1,027 “author alert” holds in June.
  - For the first 14 days in the new second floor circulation area, circulation through express check stations averaged 52% of total circulation, a 20% increase over the January 2010 average.
- **Maintain broad and diverse collections.**
  - 5,182 items were added to the collection and 4,217 were withdrawn during June.
  - Adult/Teen, Children’s, and Ellettsville continued the accelerated weeding schedule, with support from Collection Services staff, ahead of RFID tagging beginning next month.
  - RFID conversion stations, tags, and intelligent book returns arrived and 22 staff members received tagging training. 10,000 of our 500,000 items were tagged.
  - At the end of June, the second month of collection agency activity, the library had submitted 742 accounts and received \$6677 in cash and \$10,336 in materials returned, in exchange for fees of \$6,641 – a net gain of \$10,373.
- **Optimize stewardship of the library’s resources.**

#### *People*

- 154 volunteers contributed 1,019 hours; 21 individuals completed applications in June.
- Pam Wasmer and Hillary Hargis received approval for offering 6 LEUs for their session on RDA-based cataloging rules.
- Chris Hosler attended the release party for *Living on the Edge*, a book of essays, poems, and artwork created by students from The Edge alternative high school.

#### *Processes*

- Collection Development, Marketing and Events, Quality Services, Staff Development, and Wellness Committees, and Polaris Implementation teams continued.
- 8 process improvement teams began work on improving their processes; improvements are already visible. The final presentations are scheduled for July 29.
- Adult/Teen Services (ATS) finalized a movie user survey and arranged for SLIS students to help distribute it.

#### *Partnerships*

- VITA Tax Help coordinator Mary Bent reported that volunteers helped individuals file 988 returns between February and April 15, 2010.
- VITAL announced 2010 Quiz Bowl revenue of \$4,960, a 22% increase over 2009.
- The Friends Campaign for Excellence has raised \$18,483 towards its \$25,000 goal. Campaign volunteers are hard at work sending follow-up letters and making calls.
- Ali Roberson accepted the position of Ellettsville Homework Help Coordinator.
- Ellettsville Branch and partners Bloomington Hospital, Monroe County Parks & Recreation, Boys and Girls Youth and Community Center presented “Picnic at the Park.”

#### *Technology and Facilities*

- The Circulation Department moved all second floor functions and most of the materials evaluation workroom into newly renovated space and began service on June 27. The new reference desk was delivered and installed, after a week of temporary relocation.
- The Indiana Bedrock digital collection ([www.indianabedrock.org](http://www.indianabedrock.org)) made its debut, with articles in the Herald-Times, Bloom Magazine and Friends newsletters, presentations at History Center and Library, and more than 1,500 postcards mailed.



# Quarterly Services Report

## 2010

### Library Circulation

Includes Main Library, Ellettsville Branch, and Bookmobile  
beginning 1994

100,000+

125,000+

150,000+

175,000+

200,000+

225,000+

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL	Increase	%
1994	91,400	86,804	105,092	95,928	90,161	109,116	105,030	100,764	91,581	96,209	95,879	77,104	1,145,068	40,646	3.7%
1995	104,347	94,669	104,140	93,934	92,215	109,590	104,095	105,387	89,181	98,036	94,454	78,981	1,169,029	23,961	2.1%
1996	99,083	97,969	100,332	97,724	92,557	102,389	100,506	72,677	78,476	109,334	96,766	64,366	1,112,179	-56,850	-4.9%
1997	102,297	80,417	108,333	99,623	99,660	113,370	115,565	105,481	98,538	104,353	103,578	92,649	1,223,864	111,685	10.0%
1998	116,835	105,194	123,885	109,977	103,656	129,291	126,959	113,247	108,779	115,966	114,187	102,124	1,370,100	146,236	11.9%
1999	110,233	114,354	130,356	115,485	106,471	133,561	127,946	116,536	110,365	119,753	118,931	101,731	1,405,722	35,622	2.6%
2000	121,815	120,968	131,933	118,453	116,142	133,324	130,490	125,569	114,408	124,389	126,687	106,259	1,470,437	64,715	4.6%
2001	135,604	130,721	149,383	128,818	131,845	155,769	149,605	140,771	128,799	139,696	137,810	122,983	1,651,804	181,367	12.3%
2002	153,544	139,737	155,582	146,765	142,675	158,285	164,134	152,802	142,870	157,269	149,439	129,504	1,792,606	140,802	8.5%
2003	165,033	152,780	169,828	152,491	158,807	177,377	177,894	164,227	162,784	166,539	159,777	150,057	1,957,594	164,988	9.2%
2004	176,266	168,978	192,225	168,365	163,194	190,965	189,404	173,782	163,761	168,290	169,478	141,357	2,066,065	108,471	5.5%
2005	182,879	171,080	194,707	180,853	175,874	203,419	197,892	196,619	178,987	185,622	179,184	164,071	2,211,187	145,122	7.0%
2006	198,702	182,066	204,622	183,375	192,548	209,081	205,823	198,671	188,688	192,392	186,547	109,366	2,251,881	40,694	1.8%
2007	197,973	171,889	197,962	181,352	184,840	205,370	201,607	192,456	184,509	192,278	189,825	178,494	2,278,555	26,674	1.2%
2008	206,697	197,227	218,760	200,849	204,840	222,018	225,175	203,624	203,581	207,154	205,469	200,919	2,496,313	217,758	9.6%
2009	213,633	205,451	232,000	215,647	215,771	248,189	244,064	226,378	212,681	222,453	184,819	179,522	2,600,608	104,295	4.6%
2010	202,229	202,607	232,050	202,717	208,775	246,755									

## Library Visits

	2nd Quarter		Year to Date	
	2009	2010	2009	2010
Main Library	NA	235,183	NA	457,602
Ellettsville Branch	44,974	43,346	NA	84,710
<b>Main and Ellettsville</b>	NA	278,529	NA	542,312

## Library Programs

	2nd Quarter				Year to Date			
	2009		2010		2009		2010	
	Programs	People	Programs	People	Programs	People	Programs	People
Children	288	16,483	409	18,136	572	24,655	669	24,612
Young Adult	23	212	24	297	40	367	41	396
Adult	162	2,726	158	1,415	305	4,851	256	3,352
General - All Ages	26	1,739	19	1,402	35	3,392	38	3,032
<b>Total</b>	499	21,160	610	21,250	952	33,265	1,004	31,392

## CATS Programs

	2nd Quarter		Year to Date	
	2009	2010	2009	2010
Programs added	771	754	1,534	1,530
New programs produced	273	332	736	634
Government meetings produced	93	86	183	178
Programs Cablecast (all channels)	6,528	6,634	13,024	13,116

## Meeting Room Use

	2nd Quarter		Year to Date	
	2009	2010	2009	2010
Main Library Meeting Rooms	286	201	585	360
Main Library Auditorium	55	60	96	147
Main Library Atrium	2	0	2	1
Ellettsville Meeting Rooms	46	50	124	113
<b>Total</b>	389	311	807	621

## Technology Use

	2nd Quarter		Year to Date	
	2009	2010	2009	2010
Public Computer Sessions	75,608	55,257	146,757	108,526
Web Site Home Page Hits	153,689	471,286	306,115	951,598
All Web Pages Hits	12,271,974	15,066,204	25,206,122	29,642,650
Catalog Hits	8,478,975	8,974,285	17,878,842	18,112,161

## Collection Development

	2nd Quarter		Year to Date	
	2009	2010	2009	2010
Items cataloged	13,985	14,361	36,697	29,000
Items discarded	6,428	17,777	21,353	26,584

**RESOLUTION AUTHORIZING ELECTRONIC FUNDS TRANSFER**

**WHEREAS**, the Board of the Monroe County Public Library has determined that it is beneficial to its financial operations to transact the financial affairs of the Library, including the payment of wages or compensation owed to the Library employees, through electronic funds transfers including direct deposit;

**NOW THEREFORE, BE IT RESOLVED** that, pursuant to the provisions of IC 5-13-5-5, the Library Director and Treasurer are authorized to institute electronic funds transfer for the transaction of Library financial affairs, including the payment of wages to Library employees, including direct deposit through the services provided by the Library’s and each employee’s financial institution, and that the Library Director and Treasurer are hereby authorized to take any and all actions necessary to implement electronic funds transfer, including direct deposit, for the Library and for those employees who choose this method of payment, and

**BE IT FURTHER RESOLVED**, that the Library Director and Treasurer are hereby instructed and required to maintain adequate documentation of the transactions so that said transactions may be audited as provided by law.

Duly adopted by the Board of Trustees of the Monroe County Public Library at its regular meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, at which meeting a quorum was present.

NAY

AYE

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

ATTEST:

\_\_\_\_\_

Library Director/Business Manager/Treasurer

**Recommendations for Allocating \$20,000 of Remaining  
2009 Appeal Funds  
July 2010**

After the Library received notification that its shortfall appeal was granted in November 2009, the Board approved several expenditures of the one-time funds:

1. Health Insurance (additional 10%)		\$40,000
2. Main Renovation		
Furniture: Phase I & II	\$70,000	
Alternate 3: VITAL doorway	\$13,000	
Alternate 4: Carpet second floor	\$127,000	
Furniture movers for Phase I	\$22,000	
		<u>\$232,000</u>
	<i>Sub-total</i>	<i>\$272,000</i>
3. RFID Tags and Conversion Stations		
		<u>\$248,434</u>
	<i>Sub-total</i>	<i>\$520,434</i>

The Board preferred to wait to approve the expenditure of the remaining \$54,000. At this point, we are requesting approval for items #4 and #5:

4. Main Renovation: Signage		<u>\$10,000</u>
	<i>Sub-total</i>	<i>\$530,434</i>
5. Main Renovation: Upholstery Phase II		
		<u>\$10,000</u>
	<i>Sub-total</i>	<i>\$540,434</i>

We are not planning to request funding for Alternate #5 (\$34,000) at this time, as we are reconsidering the use of the former circulation office space.