

**BOARD OF TRUSTEES
PUBLIC HEARING ON BUDGET
Wednesday, September 15, 2010
Meeting Room 1B
5:45 pm**

1. Call to Order – President Fred Risinger
2. 2011 Budget – Sara Laughlin
3. Public Comment
4. Adjournment

Monroe County Public Library: 2011 Budget Work Plan

<i>Step</i>	<i>State Requirement</i>	<i>MCPL Date</i>
State Library/DLGF workshop		6/3
Board work session		6/16
Board meeting		6/23
Input from managers		6/30
Board work session		7/14
Board meeting		7/21
AVGQ announced		7/15
Monroe County AV available		8/1
Board work session		8/11
Board meeting	Approve budget for advertising;	8/18
Submit budget to County Council for non-binding recommendation	Submit to County Council before 9/17 and 45 days before meeting	8/19
County Council review	By 10/15 and at least 15 days before Library Adoption	8/24
Advertise budget and appeal for first time	Before 9/2 and at least 10 days before public hearing	
Send to HT and ELL Journal		8/27
Confirm correct printing in both papers		9/1
Advertise budget and appeal for second time	Before 9/9 and at least 3 days before public hearing	
Confirm correct printing in both papers		9/8
Board work session		9/8
Library Public Hearing	Before 10/22 and at least 10 days before board adoption	9/15
Objection Petition filed by 10 or more taxpayers	No more than 7 days after public hearing	9/22
Board work session		10/20
Board meeting: Adopt budget	Last day for Board to adopt 10/31 and at least 15 days after County Council's recommendation	10/27 4th Wed

NOTICE TO TAXPAYERS OF BUDGET ESTIMATES AND TAX LEVIES

In the matter of determining the tax rates for certain purposes by the Library Board of Monroe County Public Library, Monroe County, Indiana. Notice is hereby given to taxpayers of Monroe County Public Library, that the proper officers of said Library will conduct a public hearing at 303 E. Kirkwood Ave, Bloomington, Indiana on the 2011 Budget at 5:45 pm on September 15, 2010. Following this meeting, any ten or more taxpayers, or one (1) taxpayer that owns property that represents at least ten percent (10%) of the taxable assessed valuation in the political subdivision, may object to a budget, tax rate or tax levy by filing an objecting petition with the proper officers of the political subdivision, within seven days after the hearing. The objecting petition must identify the provisions of the budget, tax rate or levy that taxpayers object to. If a petition is filed, the political subdivision shall adopt with its budget a finding concerning the objections filed and testimony presented. Following this aforementioned hearing, the Library Board will meet at 303 E. Kirkwood Ave., Bloomington, Indiana on October 27, 2010, at 5:45 pm to adopt the following budget.

Net Assessed Valuation: 5,434,942,000

BUDGET ESTIMATE AND TAX LEVIES

1	2	3	4	5
Fund Name	Budget Estimate	Maximum Estimated Funds to be raised (including appeals and levies exempt from maximum levy limitations)	Excessive Levy Appeals (included in Column 3)	Current Tax Levy
Library Operating Fund	\$7,464,532	\$4,546,689	\$9,250	\$4,861,253
Library Improvement Reserve Fund	\$296,932		XXXXXXXXXX	
Bond & Interest Redemption Fund	\$0		XXXXXXXXXX	
Library Capital Projects Fund	\$404,000	\$348,735	XXXXXXXXXX	\$458,951
Debt Service Fund	\$1,996,000	\$1,852,480	XXXXXXXXXX	\$1,811,647
Rainy Day Fund	\$473,310		XXXXXXXXXX	
Totals		\$6,747,904		

The 2011 estimated maximum levy limitation for this unit is \$4,886,174.
 The Property Tax Replacement Credit used to reduce the rate for this unit is none.

Taxpayers appearing at the hearing shall have an opportunity to be heard.

Fred Risinger
 President of Library Board

 Melissa Pogue
 Secretary of Library Board

 David Ferguson
 Treasurer of Library Board

Dated: August 18, 2010

LIBRARY BUDGET ESTIMATE
 For the Calendar Year Ending December 31, 2011
 Monroe County Public Library
 Monroe County

Prepare a separate estimate for each fund.			
OPERATING FUND	Items	Total Estimate	Approved
1. Personal Services			
Salaries and Wages			
	Salary of Administration	\$167,000	
	Salary of Professional/Supervisors	\$545,000	
	Salary of Professional Assistants	\$1,351,000	
	Salary of Specialists & Technicians	\$814,000	
	Salary of Clerical Assistants	\$442,000	
	Salary of Pages	\$226,000	\$3,545,000
	Wages of Janitor	\$348,000	\$348,000
Employee Benefits			
	Employer's Share - F.I.C.A.	\$238,100	
	Unemployment Compensation	\$0	
	Employer's Contribution - PERF	\$368,250	
	Employer's Contribution - Insurance	\$602,100	
	Employer's Contribution - Medicare	\$55,725	
	Other Employee Benefits	\$0	\$1,264,175
Other Personal Services			
	Workstudy	\$1,000	
	Temporary Staff	\$0	\$1,000
	Total Personal Services	\$5,158,175	
2. Supplies			
Office Supplies			
	Official Records	\$ 1,000	
	Stationery and Printing	\$1,000	
	Other Office Supplies	\$40,000	\$ 42,000
Operating Supplies			
	Cleaning and Sanitation Supplies	\$28,000	
	Fuel, Oil and Lubricants	\$8,500	
	Other Operating Supplies	\$40,600	\$77,100
Repair and Maintenance Supplies			
	Building Materials & Supplies	\$8,500	
	Paint and Painting Supplies	\$200	
	Repair Parts	\$0	
	Other Repair & Maintenance Supplies	\$0	\$8,700
Other Supplies			
	Video Materials - CATS	\$0	
	Other supplies	\$5,000	\$5,000
	Total Supplies	\$132,800	
3. Other Services and Charges			
Professional Services			
	Consulting Services	\$3,000	
	Engineering & Architectural Services	\$3,000	
	Legal Services	\$14,000	
	Other Professional Services	\$232,000	\$252,000
Communication and Transportation			
	Telephone and Telegraph	\$26,000	
	Postage	\$30,000	
	Traveling Expense	\$10,000	
	Professional Meetings	\$10,000	
	Freight and Express	\$1,000	
	Continuing Education	\$10,000	\$87,000
Printing and Advertising			
	Advertising Publication of Notices	\$2,000	
	Printing other than Office Supplies	\$6,000	\$8,000
Insurance			
	Official Bonds	\$700	
	Other Insurance	\$54,000	\$54,700

3. Other Services and Charges (continued)		Total	
		Items	Estimate
Utility Services			
Gas	\$5,600		
Electricity	\$293,000		
Water	\$15,800		
Waste Disposal Services	\$0	\$314,400	
Repairs and Maintenance			
Buildings and Structures	\$22,000		
Equipment	\$80,500	\$102,500	
Rentals			
Real Estate	\$32,000		
Equipment	\$100	\$32,100	
Debt Service			
Principal of Bonds	\$0		
Interest - Bonds	\$0	\$0	
Lease Rental	\$0	\$0	
Other			
Dues/Educational/Licensing Services	\$13,000		
Interest on Temporary Loans	\$2,500		
Taxes and Assessments	\$0	\$15,500	
Transfer to LIRF	\$200,000	\$200,000	
Total Other Services and Charges		\$1,066,200	
4. Capital Outlays			
Land	\$0		
Buildings	\$0		
Improvements Other than Buildings	\$0	\$0	
Furniture and Equipment	\$18,357	\$18,357	
Other Capital Outlays			
Books	\$593,000		
Periodicals & Newspapers	\$48,000		
Nonprinted Materials	\$448,000	\$1,089,000	
Total Capital Outlays		\$1,107,357	
Fund Total		\$7,464,532	

We hereby certify that the foregoing is true and fair estimate of the necessary expense of the Monroe County Public Library for the calendar year 2011 for the purposes therein specified.

Dated this 27th Day of October, 2010

AYE

NAY

_____ **ID** **YEAR** **COUNTY** **TYPE** **KEY**

MONROE COUNTY PUBLIC LIBRARY

MONROE COUNTY, INDIANA

ESTIMATE OF MISCELLANEOUS REVENUES
FROM SOURCES OTHER THAN GENERAL PROPERTY TAXES
FOR USE IN PREPARATION OF ESTIMATE OF FUNDS TO BE RAISED 2011
 PREPARE SEPARATE ESTIMATE FOR EACH FUND

OPERATING FUND

SOURCE OF RECEIPTS

SPECIAL TAXES

0201 Financial Institutions Tax/PCA
 0202 License Excise Tax
 0203 CAGIT Certified Shares
 0204 CAGIT Property Tax Replacement Credit
 0212 County Option Income Tax (COIT)
 0217 CVET

OTHER REVENUE

1515 State Distribution
 4100 Fines and Fees
 2717 Photocopy Fees
 6101 Income from Trusts
 6100 Interest on Investments
 2716 County Contractural Library
 1418 Library Service Authority
 2705 Township Contracts (List)
 PLAC Distribution
 Cable Access Fees
 6400 Gifts and Bequests
 1419 Operating Grants (Specify Source)
 1420 Capital Grants (Specify Source)
 5207 Transfer from Operating Fund
 (For LIRF only)
 6200 Rental of Property
 5101 Sale of Property
 9999 Total Columns A & B

ESTIMATED AMOUNTS TO BE RECEIVED			
A Jul. 1, 2010 to Dec. 31, 2010	X Department of Local Government Finance	B Jan. 1, 2011 to Dec. 31, 2011	X Department of Local Government Finance
\$ 4,914		\$ 8,500	
\$153,052		\$263,000	
\$1,108,564		\$1,817,000	
\$17,035		\$30,000	
\$60,000		\$160,000	
\$8,000		\$15,700	
\$0		\$0	
\$1,351,565		\$2,294,200	

NOTE: Col. A is for the period from July 1 to Dec. 31 of the present year.
 Col. B is for the period from Jan. 1 to Dec. 31 of the incoming year.
 Cols. X are reserved for the State Board of Tax Commissioners adjustments.
 (CAGIT) means County Adjusted Gross Income Tax

ID	2011 YEAR	53 CO	TYPE	KEY
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RESOLUTION OF APPROPRIATIONS

A resolution appropriating monies for the purpose of defraying the expenses for the fiscal year beginning January 1, 2011, and ending December 31, 2011, including all outstanding claims and obligations, and fixing a time when the same shall take effect.

Section 1. Be it resolved by the Library Board of Monroe County Public Library, Monroe County Indiana that for the expenses of the library for the calendar year ending December 31, 2011, the following sums of money are hereby appropriated, and ordered set apart out of the fund herein named and for the purposes herein specified, subject to the laws governing the same. Such sum herein appropriated shall be held to include all expenditures authorized to be made during the year, unless otherwise expressly stipulated and provided by law.

Section 2. That for said calendar year there is hereby appropriated out of the **OPERATING FUND** of said library, the following:

100 Personal Services

Salaries and Wages	
Salary of Librarian	<u>\$167,000</u>
Salary of Assistants	<u>\$3,378,000</u>
Salary of Treasurer	<u>\$0</u>
Wages of Janitors	<u>\$348,000</u>
Employee Benefits	<u>\$1,264,175</u>
Other Personal Services	<u>\$1,000</u>
Total Personal Services	<u><u>\$5,158,175</u></u>

300 Other Services and Charges

Professional Services	<u>\$252,000</u>
Communication & Transportation	<u>\$87,000</u>
Printing & Advertising	<u>\$8,000</u>
Insurance	<u>\$54,700</u>
Utility Services	<u>\$314,400</u>
Repairs & Maintenance	<u>\$102,500</u>
Rentals	<u>\$32,100</u>
Debt Service	<u>\$0</u>
Dues, Interest & Taxes, & Other	<u>\$15,500</u>
Transfer to LIRF	<u>\$200,000</u>
Total Other Services & Charges	<u><u>\$1,066,200</u></u>

200 Supplies

Office Supplies	<u>\$42,000</u>
Operating Supplies	<u>\$77,100</u>
Repair & Maintenance	
Supplies	<u>\$8,700</u>
Other Supplies	<u>\$5,000</u>
Total Supplies	<u><u>\$132,800</u></u>

400 Capital Outlays

Land, Buildings & Improvements	<u>\$0</u>
Furniture & Equipment	<u>\$18,357</u>
Books	<u>\$593,000</u>
Periodicals & Newspapers	<u>\$48,000</u>
Nonprinted Materials	<u>\$448,000</u>
Total Capital Outlays	<u><u>\$1,107,357</u></u>

9999 Total Fund

\$7,464,532

(The appropriation resolution should contain the foregoing classification insofar as applicable for each fund. A separate sheet should be prepared for each fund identified as Sections 3, 4, etc.)

This Resolution shall be in full force and effect from and after its passage.

Passed by the Library Board this 27th day of October, 2010.

AYE

Members of Library Board

NAY

Members of Library Board

ID YEAR CO TYPE KEY

BUDGET ESTIMATE - FINANCIAL STATEMENT - PROPOSED TAX RATE

TAXING UNIT: Monroe County Public Library
OPERATING FUND

COUNTY: Monroe

NET ASSESSED VALUATION

5,434,942,000

(This form is to be prepared for each fund that requires either a tax rate or an appropriation.)

(NOT TO BE PUBLISHED)

FUNDS REQUIRED FOR EXPENSES TO DECEMBER 31st OF INCOMING YEAR:	AMOUNTS USED TO COMPUTE PUBLISHED BUDGET	APPROPRIATING BODY	TAX ADJUSTMENT BOARD	CONTROL BOARD AND STATE TAX BOARD FINAL ACTION
1. Total budget estimate for incoming year:	\$7,464,532			
2. Necessary expenditures, July 1 - Dec. 31 present year, to be made from appropriation unexpended:	\$4,458,639			
3. Additional appropriation necessary to be made July 1, to December 31 of present year	\$0			
4. Outstanding temporary loans	\$0			
a. To be paid not included in lines 2 or 3	\$0			
b. Not repaid by December 31 of present year				
5. Total funds required (add lines 1, 2, 3, 4a and 4b):	\$11,923,171			
FUNDS ON HAND AND TO BE RECEIVED FROM SOURCES OTHER THAN PROPOSED TAX LEVY:				
6. Actual cash balance, June 30 of present year (including cash investments)	\$1,890,119			
7. Taxes to be collected, present year (December settlement):	\$2,219,266			
8. Miscellaneous revenue to be received July 1 of present year to December 31 of incoming year				
a. Total Column A Budget Form 2:	\$1,351,565			
b. Total Column B Budget Form 2:	\$2,294,200			
9. Total Funds (add lines 6, 7, 8a, & 8b):	\$7,755,150			
10. Net amount to be raised for expenses to Dec. 31st of incoming year (deduct line 9 from 5):	\$4,168,021			
11. Operating balance (not in excess of expenses Jan. 1 to June 30, less miscellaneous revenue for same period):	\$378,668			
12. Amount to be raised by tax levy (add lines 10 & 11):	\$4,546,689			
13. Property Tax Replacement Credit from Local Option Tax:				
14. NET AMOUNT TO BE RAISED BY TAX LEVY (deduct line 13 from line 12)	\$4,546,689			
15. Levy excess Fund Applied to Current Budget:	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	
16. Net amount to be Raised:	\$4,546,689			
17. Net tax rate on each one hundred dollars of Taxable Property:	0.0837			

Note: Please be sure total of amounts in line 2, 3, & 4 do not exceed total amounts in lines 6, 7, and 8a.

BUDGET SUBMISSION LETTER AND CERTIFICATE

TO THE AUDITOR OF Monroe County, Indiana:

The undersigned herewith submits two copies of the budget adopted by the Library Board of Monroe County Public Library, for the year ending December 31, 2011, for filing and presentation to the County Board of Tax Adjustment.

Also submitted are copies of the Proof of Publication of published notice to taxpayers. (Two copies from each newspaper.)

Fred Risinger
President of Library Board
Melissa Pogue
Secretary of Library Board
David Ferguson
Treasurer of Library Board

CERTIFICATE AND RESOLUTION OF TAX RATES

The undersigned hereby certifies that the following resolution levying taxes and fixing the rate of taxation for the purpose of raising revenue to meet the necessary expense for the calendar year ending December 31, 2011, has been adopted.

Be it resolved by the Library Board of Monroe County Public Library, Bloomington, Indiana, that: There shall be levied upon each one hundred dollars of the assessed valuation of taxable property in said library taxing district for the fiscal year 2010, to be collected in the year 2011, the following:

- For the **LIBRARY OPERATING FUND**, the rate of _____.0837___ dollars per one hundred dollars of taxable property.
- For the **LIBRARY DEBT SERVICE FUND**, the rate of _____.0341___ dollars per one hundred dollars of taxable property.
- For the **LIBRARY CAPITAL PROJECTS FUND**, the rate of _____.0064___ dollars per one hundred dollars of taxable property.
- For the **LIBRARY IMPROVEMENT RESERVE FUND**, the rate of ____-0-___ dollars per one hundred dollars of taxable property.
- For the **RAINY DAY FUND**, the rate of ____-0-___ dollars per one hundred dollars of taxable property.

Adopted, certified, and respectfully submitted this 27th day of October, 2010

AYE

NAY

Members of Library Board

Members of Library Board

LIBRARY BUDGET ESTIMATE
 For the Calendar Year Ending December 31, 2011
 Monroe County Public Library
 Monroe County

Prepare a separate estimate for each fund.			
LIRF FUND	Items	Total Estimate	Approved
1. Personal Services			
Salaries and Wages			
Salary of Administration			
Salary of Professional/Supervisors			
Salary of Professional Assistants			
Salary of Specialists & Technicians			
Salary of Clerical Assistants			
Salary of Pages		\$0	
Wages of Janitor		\$0	
Employee Benefits			
Employer's Share - F.I.C.A.			
Unemployment Compensation			
Employer's Contribution - PERF			
Employer's Contribution - Insurance			
Employer's Contribution - Medicare			
Other Employee Benefits		\$0	
Other Personal Services			
Workstudy			
Temporary Staff		\$0	
Total Personal Services		\$0	
2. Supplies			
Office Supplies			
Official Records			
Stationery and Printing			
Other Office Supplies		\$0	
Operating Supplies			
Cleaning and Sanitation Supplies			
Fuel, Oil and Lubricants			
Other Operating Supplies		\$0	
Repair and Maintenance Supplies			
Building Materials & Supplies			
Paint and Painting Supplies			
Repair Parts			
Other Repair & Maintenance Supplies		\$0	
Other Supplies			
Video Materials - CATS			
Other supplies		\$0	
Total Supplies		\$0	
3. Other Services and Charges			
Professional Services			
Consulting Services			
Engineering & Architectural Services	\$42,100		
Legal Services			
Other Professional Services		\$42,100	
Communication and Transportation			
Telephone and Telegraph			
Postage			
Traveling Expense			
Professional Meetings			
Freight and Express			
Continuing Education		\$0	
Printing and Advertising			
Advertising Publication of Notices			
Printing other than Office Supplies		\$0	
Insurance			
Official Bonds			
Other Insurance		\$0	

3. Other Services and Charges (continued)		Total		
		Items	Estimate	Approved
Utility Services				
Gas				
Electricity				
Water				
Waste Disposal Services		\$0		
Repairs and Maintenance				
Buildings and Structures	\$21,458			
Equipment		\$21,458		
Rentals				
Real Estate				
Equipment		\$0		
Debt Service				
Principal of Bonds				
Interest - Bonds		\$0		
Lease Rental				
Other				
Dues/Educational/Licensing Services				
Interest on Temporary Loans				
Taxes and Assessments		\$0		
Transfer to LIRF		\$0		
Total Other Services and Charges			\$63,558	
4. Capital Outlays				
Land				
Buildings	\$150,000			
Improvements Other than Buildings	\$0			
Furniture and Equipment	\$83,374	\$233,374		
Other Capital Outlays				
Books				
Periodicals & Newspapers				
Nonprinted Materials		\$0		
Total Capital Outlays		\$233,374		
Fund Total			\$296,932	

We hereby certify that the foregoing is true and fair estimate of the necessary expense of the Monroe County Public Library for the calendar year 2011 for the purposes therein specified.

Dated this 27th Day of October, 2010

AYE

NAY

ID	2011 YEAR	53 CO	TYPE	KEY
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RESOLUTION OF APPROPRIATIONS

A resolution appropriating monies for the purpose of defraying the expenses for the fiscal year beginning January 1, 2011, and ending December 31, 2011, including all outstanding claims and obligations, and fixing a time when the same shall take effect.

Section 1. Be it resolved by the Library Board of Monroe County Public Library, Monroe County Indiana that for the expenses of the library for the calendar year ending December 31, 2011, the following sums of money are hereby appropriated, and ordered set apart out of the fund herein named and for the purposes herein specified, subject to the laws governing the same. Such sum herein appropriated shall be held to include all expenditures authorized to be made during the year, unless otherwise expressly stipulated and provided by law.

Section 2. That for said calendar year there is hereby appropriated out of the **LIRF FUND** of said library, the following:

100 Personal Services

Salaries and Wages	
Salary of Librarian	
Salary of Assistants	<u>\$0</u>
Salary of Treasurer	<u>\$0</u>
Wages of Janitors	
Employee Benefits	<u>\$0</u>
Other Personal Services	<u>\$0</u>
Total Personal Services	<u><u>\$0</u></u>

300 Other Services and Charges

Professional Services	<u>\$42,100</u>
Communication & Transportation	<u>\$0</u>
Printing & Advertising	<u>\$0</u>
Insurance	<u>\$0</u>
Utility Services	<u>\$0</u>
Repairs & Maintenance	<u>\$21,458</u>
Rentals	<u>\$0</u>
Debt Service	<u>\$0</u>
Dues, Interest & Taxes, & Other	<u>\$0</u>
Transfer to LIRF	<u>\$0</u>
Total Other Services & Charges	<u><u>\$63,558</u></u>

200 Supplies

Office Supplies	<u>\$0</u>
Operating Supplies	<u>\$0</u>
Repair & Maintenance	
Supplies	<u>\$0</u>
Other Supplies	
Total Supplies	<u><u>\$0</u></u>

400 Capital Outlays

Land, Buildings & Improvements	<u>\$150,000</u>
Furniture & Equipment	<u>\$83,374</u>
Books	<u>\$0</u>
Periodicals & Newspapers	<u>\$0</u>
Nonprinted Materials	<u>\$0</u>
Total Capital Outlays	<u><u>\$233,374</u></u>

9999 Total Fund \$296,932

(The appropriation resolution should contain the foregoing classification insofar as applicable for each fund. A separate sheet should be prepared for each fund identified as Sections 3, 4, etc.)

This Resolution shall be in full force and effect from and after its passage.

Passed by the Library Board this 27th day of October, 2010.

AYE

Members of Library Board

NAY

Members of Library Board

ID YEAR CO TYPE KEY

BUDGET ESTIMATE - FINANCIAL STATEMENT - PROPOSED TAX RATE

TAXING UNIT: Monroe County Public Library
LIRF FUND

COUNTY: Monroe

NET ASSESSED VALUATION

5,434,942,000

(This form is to be prepared for each fund that requires either a tax rate or an appropriation.)

(NOT TO BE PUBLISHED)

FUNDS REQUIRED FOR EXPENSES TO DECEMBER 31st OF INCOMING YEAR:	AMOUNTS USED TO COMPUTE PUBLISHED BUDGET	APPROPRIATING BODY	TAX ADJUSTMENT BOARD	CONTROL BOARD AND STATE TAX BOARD FINAL ACTION
1. Total budget estimate for incoming year:	\$296,932			
2. Necessary expenditures, July 1 - Dec. 31 present year, to be made from appropriation unexpended:	\$317,170			
3. Additional appropriation necessary to be made July 1, to December 31 of present year	\$0			
4. Outstanding temporary loans	\$0			
a. To be paid not included in lines 2 or 3				
b. Not repaid by December 31 of present year				
5. Total funds required (add lines 1, 2, 3, 4a and 4b):	\$614,102			
FUNDS ON HAND AND TO BE RECEIVED FROM SOURCES OTHER THAN PROPOSED TAX LEVY:				
6. Actual cash balance, June 30 of present year (including cash investments)	\$1,131,301			
7. Taxes to be collected, present year (December settlement):	\$0			
8. Miscellaneous revenue to be received July 1 of present year to December 31 of incoming year				
a. Total Column A Budget Form 2:	\$2,000			
b. Total Column B Budget Form 2:	\$204,000			
9. Total Funds (add lines 6, 7, 8a, & 8b):	\$1,337,301			
10. Net amount to be raised for expenses to Dec. 31st of incoming year (deduct line 9 from 5):	(\$854,846)			
11. Operating balance (not in excess of expenses Jan. 1 to June 30, less miscellaneous revenue for same period):	\$854,846			
12. Amount to be raised by tax levy (add lines 10 & 11):	\$0			
13. Property Tax Replacement Credit from Local Option Tax:				
14. NET AMOUNT TO BE RAISED BY TAX LEVY (deduct line 13 from line 12)	\$0			
15. Levy excess Fund Applied to Current Budget:	XXXXXXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	
16. Net amount to be Raised:	\$0			
17. Net tax rate on each one hundred dollars of Taxable Property:	0			

Note: Please be sure total of amounts in line 2, 3, & 4 do not exceed total amounts in lines 6, 7, and 8a.

LIBRARY BUDGET ESTIMATE
 For the Calendar Year Ending December 31, 2011
 Monroe County Public Library
 Monroe County

Prepare a separate estimate for each fund.			
RAINY DAY FUND			
	Items	Total Estimate	Approved
1. Personal Services			
Salaries and Wages			
Salary of Administration			
Salary of Professional/Supervisors			
Salary of Professional Assistants			
Salary of Specialists & Technicians			
Salary of Clerical Assistants			
Salary of Pages		\$0	
Wages of Janitor		\$0	
Employee Benefits			
Employer's Share - F.I.C.A.			
Unemployment Compensation	\$10,000		
Employer's Contribution - PERF			
Employer's Contribution - Insurance			
Employer's Contribution - Medicare			
Other Employee Benefits		\$10,000	
Other Personal Services			
Workstudy			
Temporary Staff		\$0	
Total Personal Services		\$10,000	
2. Supplies			
Office Supplies			
Official Records			
Stationery and Printing			
Other Office Supplies	\$50,000	\$50,000	
Operating Supplies			
Cleaning and Sanitation Supplies	\$50,000		
Fuel, Oil and Lubricants			
Other Operating Supplies	\$87,048	\$137,048	
Repair and Maintenance Supplies			
Building Materials & Supplies			
Paint and Painting Supplies			
Repair Parts			
Other Repair & Maintenance Supplies		\$0	
Other Supplies			
Video Materials - CATS			
Other supplies		\$0	
Total Supplies		\$187,048	
3. Other Services and Charges			
Professional Services			
Consulting Services	\$50,000		
Engineering & Architectural Services			
Legal Services	\$12,000		
Other Professional Services		\$62,000	
Communication and Transportation			
Telephone and Telegraph			
Postage			
Traveling Expense			
Professional Meetings			
Freight and Express			
Continuing Education		\$0	
Printing and Advertising			
Advertising Publication of Notices			
Printing other than Office Supplies		\$0	
Insurance			
Official Bonds			
Other Insurance		\$0	

3. Other Services and Charges (continued)		Total		
		Items	Estimate	Approved
Utility Services				
Gas				
Electricity				
Water				
Waste Disposal Services			\$0	
Repairs and Maintenance				
Buildings and Structures	\$78,794			
Equipment			\$78,794	
Rentals				
Real Estate				
Equipment			\$0	
Debt Service				
Principal of Bonds				
Interest - Bonds			\$0	
Lease Rental				
Other				
Dues/Educational/Licensing Services				
Interest on Temporary Loans				
Taxes and Assessments			\$0	
Transfer to LIRF			\$0	
	Total Other Services and Charges		\$140,794	
4. Capital Outlays				
Land				
Buildings	\$105,643			
Improvements Other than Buildings				
Furniture and Equipment	\$29,825		\$135,468	
Other Capital Outlays				
Books				
Periodicals & Newspapers				
Nonprinted Materials			\$0	
Total Capital Outlays			\$135,468	
	Fund Total		\$473,310	

We hereby certify that the foregoing is true and fair estimate of the necessary expense of the Monroe County Public Library for the calendar year 2011 for the purposes therein specified.

Dated this 27th Day of October, 2010

AYE

NAY

ID	2011 YEAR	53 CO	TYPE	KEY
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RESOLUTION OF APPROPRIATIONS

A resolution appropriating monies for the purpose of defraying the expenses for the fiscal year beginning January 1, 2011, and ending December 31, 2011, including all outstanding claims and obligations, and fixing a time when the same shall take effect.

Section 1. Be it resolved by the Library Board of Monroe County Public Library, Monroe County Indiana that for the expenses of the library for the calendar year ending December 31, 2011, the following sums of money are hereby appropriated, and ordered set apart out of the fund herein named and for the purposes herein specified, subject to the laws governing the same. Such sum herein appropriated shall be held to include all expenditures authorized to be made during the year, unless otherwise expressly stipulated and provided by law.

Section 2. That for said calendar year there is hereby appropriated out of the **RAINY DAY FUND** of said library, the following:

100 Personal Services

Salaries and Wages	
Salary of Librarian	\$0
Salary of Assistants	\$0
Salary of Treasurer	\$0
Wages of Janitors	\$0
Employee Benefits	\$10,000
Other Personal Services	\$0
Total Personal Services	\$10,000

300 Other Services and Charges

Professional Services	\$62,000
Communication & Transportation	\$0
Printing & Advertising	\$0
Insurance	\$0
Utility Services	\$0
Repairs & Maintenance	\$78,794
Rentals	\$0
Debt Service	\$0
Dues, Interest & Taxes, & Other	\$0
Transfer to LIRF	\$0
Total Other Services & Charges	\$140,794

200 Supplies

Office Supplies	\$50,000
Operating Supplies	\$137,048
Repair & Maintenance	
Supplies	\$0
Other Supplies	
Total Supplies	\$187,048

400 Capital Outlays

Land, Buildings & Improvements	\$105,643
Furniture & Equipment	\$29,825
Books	\$0
Periodicals & Newspapers	\$0
Nonprinted Materials	\$0
Total Capital Outlays	\$135,468

9999 Total Fund **\$473,310**

(The appropriation resolution should contain the foregoing classification insofar as applicable for each fund. A separate sheet should be prepared for each fund identified as Sections 3, 4, etc.)

This Resolution shall be in full force and effect from and after its passage.

Passed by the Library Board this 27th day of October, 2010.

AYE

Members of Library Board

NAY

Members of Library Board

ID YEAR CO TYPE KEY

BUDGET ESTIMATE - FINANCIAL STATEMENT - PROPOSED TAX RATE

TAXING UNIT: Monroe County Public Library
RAINY DAY FUND

COUNTY: Monroe
 NET ASSESSED VALUATION

5,434,942,000

(This form is to be prepared for each fund that requires either a tax rate or an appropriation.)
 (NOT TO BE PUBLISHED)

FUNDS REQUIRED FOR EXPENSES TO DECEMBER 31st OF INCOMING YEAR:	AMOUNTS USED TO COMPUTE PUBLISHED BUDGET	APPROPRIATING BODY	TAX ADJUSTMENT BOARD	CONTROL BOARD AND STATE TAX BOARD FINAL ACTION
1. Total budget estimate for incoming year:	\$473,310			
2. Necessary expenditures, July 1 - Dec. 31 present year, to be made from appropriation unexpended:	\$195,093			
3. Additional appropriation necessary to be made July 1, to December 31 of present year	\$0			
4. Outstanding temporary loans	\$0			
a. To be paid not included in lines 2 or 3				
b. Not repaid by December 31 of present year				
5. Total funds required (add lines 1, 2, 3, 4a and 4b):	\$668,403			
FUNDS ON HAND AND TO BE RECEIVED FROM SOURCES OTHER THAN PROPOSED TAX LEVY:				
6. Actual cash balance, June 30 of present year (including cash investments)	\$809,784			
7. Taxes to be collected, present year (December settlement):				
8. Miscellaneous revenue to be received July 1 of present year to December 31 of incoming year				
a. Total Column A Budget Form 2:	\$0			
b. Total Column B Budget Form 2:	\$0			
9. Total Funds (add lines 6, 7, 8a, & 8b):	\$809,784			
10. Net amount to be raised for expenses to Dec. 31st of incoming year (deduct line 9 from 8):	(\$141,381)			
11. Operating balance (not in excess of expenses Jan. 1 to June 30, less miscellaneous revenue for same period):	\$141,381			
12. Amount to be raised by tax levy (add lines 10 & 11):	\$0			
13. Property Tax Replacement Credit from Local Option Tax:				
14. NET AMOUNT TO BE RAISED BY TAX LEVY (deduct line 13 from line 12)				
15. Levy excess Fund Applied to Current Budget:	XXXXXXXXXXXXXXX	XXXXXXXXXXXXXXX	XXXXXXXXXXXXXXX	
16. Net amount to be Raised:	\$0			
17. Net tax rate on each one hundred dollars of Taxable Property:	0			

Note: Please be sure total of amounts in line 2, 3, & 4 do not exceed total amounts in lines 6, 7, and 8a.

LIBRARY BUDGET ESTIMATE
 For the Calendar Year Ending December 31, 2011
 Monroe County Public Library
 Monroe County

Prepare a separate estimate for each fund.

LIBRARY CAPITAL PROJECTS FUND

	Items	Total Estimate	Approved
1. Personal Services			
Salaries and Wages			
Salary of Administration			
Salary of Professional/Supervisors			
Salary of Professional Assistants			
Salary of Specialists & Technicians			
Salary of Clerical Assistants			
Salary of Pages		\$0	
Wages of Janitor		\$0	
Employee Benefits			
Employer's Share - F.I.C.A.			
Unemployment Compensation			
Employer's Contribution - PERF			
Employer's Contribution - Insurance			
Employer's Contribution - Medicare			
Other Employee Benefits		\$0	
Other Personal Services			
Workstudy			
Temporary Staff		\$0	
Total Personal Services		\$0	
2. Supplies			
Office Supplies			
Official Records			
Stationery and Printing			
Other Office Supplies		\$0	
Operating Supplies			
Cleaning and Sanitation Supplies			
Fuel, Oil and Lubricants			
Other Operating Supplies		\$0	
Repair and Maintenance Supplies			
Building Materials & Supplies			
Paint and Painting Supplies			
Repair Parts			
Other Repair & Maintenance Supplies		\$0	
Other Supplies			
Video Materials - CATS			
Other supplies		\$0	
Total Supplies		\$0	
3. Other Services and Charges			
Professional Services			
Consulting Services	\$0		
Engineering & Architectural Services	\$0		
Legal Services			
Other Professional Services		\$0	
Communication and Transportation			
Telephone and Telegraph			
Postage			
Traveling Expense			
Professional Meetings			
Freight and Express			
Continuing Education		\$0	
Printing and Advertising			
Advertising Publication of Notices			
Printing other than Office Supplies		\$0	
Insurance			
Official Bonds			
Other Insurance		\$0	

3. Other Services and Charges (continued)		Total	
		Items	Estimate
Utility Services			
Gas			
Electricity			
Water			
Waste Disposal Services		\$0	
Repairs and Maintenance			
Buildings and Structures			
Equipment		\$0	
Rentals			
Real Estate			
Equipment		\$0	
Debt Service			
Principal of Bonds			
Interest - Bonds		\$0	
Lease Rental			
Other			
Dues/Educational/Licensing Services			
Interest on Temporary Loans			
Taxes and Assessments		\$0	
Transfer to LIRF		\$0	
	Total Other Services and Charges	\$0	
4. Capital Outlays			
Land			
Buildings	\$0		
Improvements Other than Buildings			
Furniture and Equipment	\$404,000	\$404,000	
Other Capital Outlays			
Books			
Periodicals & Newspapers			
Nonprinted Materials		\$0	
Total Capital Outlays		\$404,000	
	Fund Total	\$404,000	

We hereby certify that the foregoing is true and fair estimate of the necessary expense of the Monroe County Public Library for the calendar year 2011 for the purposes therein specified.

Dated this 27th day of October, 2010.

AYE

NAY

ID	2011 YEAR	53 CO	TYPE	KEY
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RESOLUTION OF APPROPRIATIONS

A resolution appropriating monies for the purpose of defraying the expenses for the fiscal year beginning January 1, 2011, and ending December 31, 2011, including all outstanding claims and obligations, and fixing a time when the same shall take effect.

Section 1. Be it resolved by the Library Board of Monroe County Public Library, Monroe County Indiana that for the expenses of the library for the calendar year ending December 31, 2011, the following sums of money are hereby appropriated, and ordered set apart out of the fund herein named and for the purposes herein specified, subject to the laws governing the same. Such sum herein appropriated shall be held to include all expenditures authorized to be made during the year, unless otherwise expressly stipulated and provided by law.

Section 2. That for said calendar year there is hereby appropriated out of the **LIBRARY CAPITAL PROJECTS FUND** of said library, the following:

100 Personal Services

Salaries and Wages	
Salary of Librarian	
Salary of Assistants	\$0
Salary of Treasurer	\$0
Wages of Janitors	
Employee Benefits	\$0
Other Personal Services	\$0
Total Personal Services	\$0

300 Other Services and Charges

Professional Services	\$0
Communication & Transportation	\$0
Printing & Advertising	\$0
Insurance	\$0
Utility Services	\$0
Repairs & Maintenance	\$0
Rentals	\$0
Debt Service	\$0
Dues, Interest & Taxes, & Other	\$0
Transfer to LIRF	\$0
Total Other Services & Charges	\$0

200 Supplies

Office Supplies	\$0
Operating Supplies	\$0
Repair & Maintenance Supplies	\$0
Other Supplies	
Total Supplies	\$0

400 Capital Outlays

Land, Buildings & Improvements	\$0
Furniture & Equipment	\$404,000
Books	\$0
Periodicals & Newspapers	\$0
Nonprinted Materials	\$0
Total Capital Outlays	\$404,000

9999 Total Fund \$404,000

(The appropriation resolution should contain the foregoing classification insofar as applicable for each fund. A separate sheet should be prepared for each fund identified as Sections 3, 4, etc.)

This Resolution shall be in full force and effect from and after its passage.

Passed by the Library Board this 27th day of October, 2010.

AYE

Members of Library Board

NAY

Members of Library Board

ID YEAR CO TYPE KEY

BUDGET ESTIMATE - FINANCIAL STATEMENT - PROPOSED TAX RATE

TAXING UNIT: Monroe County Public Library
 FUND: **LIBRARY CAPITAL PROJECTS FUND**

COUNTY: Monroe
 NET ASSESSED VALUATION

5,434,942,000

(This form is to be prepared for each fund that requires either a tax rate or an appropriation.)
 (NOT TO BE PUBLISHED)

FUNDS REQUIRED FOR EXPENSES TO DECEMBER 31st OF INCOMING YEAR:	AMOUNTS USED TO COMPUTE PUBLISHED BUDGET	APPROPRIATING BODY	TAX ADJUSTMENT BOARD	CONTROL BOARD AND STATE TAX BOARD FINAL ACTION
1. Total budget estimate for incoming year:	\$404,000			
2. Necessary expenditures, July 1 - Dec. 31 present year, to be made from appropriation unexpended:	\$340,121			
3. Additional appropriation necessary to be made July 1, to December 31 of present year	\$0			
4. Outstanding temporary loans	\$0			
a. To be paid not included in lines 2 or 3				
b. Not repaid by December 31 of present year				
5. Total funds required (add lines 1, 2, 3, 4a and 4b):	\$744,121			
FUNDS ON HAND AND TO BE RECEIVED FROM SOURCES OTHER THAN PROPOSED TAX LEVY:				
6. Actual cash balance, June 30 of present year (including cash investments)	\$107,748			
7. Taxes to be collected, present year (December settlement):	\$249,515			
8. Miscellaneous revenue to be received July 1 of present year to December 31 of incoming year				
a. Total Column A Budget Form 2:	\$16,523			
b. Total Column B Budget Form 2:	\$21,600			
9. Total Funds (add lines 6, 7, 8a, & 8b):	\$395,386			
10. Net amount to be raised for expenses to Dec. 31st of incoming year (deduct line 9 from 5):	\$348,735			
11. Operating balance (not in excess of expenses Jan. 1 to June 30, less miscellaneous revenue for same period):	\$0			
12. Amount to be raised by tax levy (add lines 10 & 11):	\$348,735			
13. Property Tax Replacement Credit from Local Option Tax:				
14. NET AMOUNT TO BE RAISED BY TAX LEVY (deduct line 13 from line 12)	\$348,735			
15. Levy excess Fund Applied to Current Budget:	XXXXXXXXXXXXXXX	XXXXXXXXXXXXXXX	XXXXXXXXXXXXXXX	
16. Net amount to be Raised:	\$348,735			
17. Net tax rate on each one hundred dollars of Taxable Property:	0.0064			

Note: Please be sure total of amounts in line 2, 3, & 4 do not exceed total amounts in lines 6, 7, and 8a.

LIBRARY BUDGET ESTIMATE
 For the Calendar Year Ending December 31, 2011
 Monroe County Public Library
 Monroe County

Prepare a separate estimate for each fund.			
DEBT SERVICE FUND			
	Items	Total Estimate	Approved
1. Personal Services			
Salaries and Wages			
Salary of Administration			
Salary of Professional/Supervisors			
Salary of Professional Assistants			
Salary of Specialists & Technicians			
Salary of Clerical Assistants			
Salary of Pages		\$0	
Wages of Janitor		\$0	
Employee Benefits			
Employer's Share - F.I.C.A.			
Unemployment Compensation			
Employer's Contribution - PERF			
Employer's Contribution - Insurance			
Employer's Contribution - Medicare			
Other Employee Benefits		\$0	
Other Personal Services			
Workstudy			
Temporary Staff		\$0	
Total Personal Services		\$0	
2. Supplies			
Office Supplies			
Official Records			
Stationary and Printing			
Other Office Supplies		\$0	
Operating Supplies			
Cleaning and Sanitation Supplies			
Fuel, Oil and Lubricants			
Other Operating Supplies		\$0	
Repair and Maintenance Supplies			
Building Materials & Supplies			
Paint and Painting Supplies			
Repair Parts			
Other Repair & Maintenance Supplies		\$0	
Other Supplies			
Video Materials - CATS		\$0	
Total Supplies		\$0	
3. Other Services and Charges			
Professional Services			
Consulting Services			
Engineering & Architectural Services			
Legal Services			
Other Professional Services		\$0	
Communication and Transportation			
Telephone and Telegraph			
Postage			
Traveling Expenses			
Professional Meetings			
Online Services			
Freight and Express			
Continuing Education		\$0	
Printing and Advertising			
Advertising Publication of Notices			
Printing other than Office Supplies		\$0	
Insurance			
Official Bonds			
Other Insurance		\$0	

3. Other Services and Charges (continued)		Total	
		Items	Estimate
Utility Services			
Gas			
Electricity			
Water			
Waste Disposal Services		\$0	
Repairs and Maintenance			
Buildings and Structures			
Equipment		\$0	
Rentals			
Real Estate	\$1,996,000		
Equipment		\$1,996,000	
Debt Service			
Principal of Bonds			
Interest - Bonds		\$0	
Lease Rental			
Other			
Dues			
Interest on Temporary Loans			
Taxes and Assessments			
Transfer to LIRF		\$0	
Total Other Services and Charges		\$1,996,000	
4. Capital Outlays			
Land			
Buildings			
Improvements Other than Buildings			
Furniture and Equipment		\$0	
Other Capital Outlays			
Books			
Periodicals & Newspapers			
Nonprinted Materials		\$0	
Total Capital Outlays		\$0	
Fund Total		\$1,996,000	

We hereby certify that the foregoing is true and fair estimate of the necessary expense of the Monroe County Public Library for the calendar year 2011 for the purposes therein specified.

Dated this 27th Day of October, 2010

AYE

NAY

ID YEAR COUNTY TYPE KEY

MONROE COUNTY PUBLIC LIBRARY

MONROE COUNTY, INDIANA

**ESTIMATE OF MISCELLANEOUS REVENUES
 FROM SOURCES OTHER THAN GENERAL PROPERTY TAXES
 FOR USE IN PREPARATION OF ESTIMATE OF FUNDS TO BE RAISED 2011
 PREPARE SEPARATE ESTIMATE FOR EACH FUND**

DEBT SERVICE FUND

SOURCE OF RECEIPTS

SPECIAL TAXES

0201 Financial Institutions Tax/PCA
 0202 License Excise Tax
 0203 CAGIT Certified Shares
 0204 CAGIT Property Tax Replacement Credit
 0212 County Option Income Tax (COIT)
 0217 CVET

OTHER REVENUE

1515 State Distribution
 4100 Fines and Fees
 2717 Photocopy Fees
 6101 Income from Trusts
 6100 Interest on Investments
 2716 County Contractural Library
 1418 Library Service Authority
 2705 Township Contracts (List)
 PLAC Distribution

6400 Gifts and Bequests
 1419 Operating Grants (Specify Source)

1420 Capital Grants (Specify Source)

5207 Transfer from Operating Fund
 (For LIRF only)
 6200 Rental of Property
 5101 Sale of Property

9999 Total Columns A & B

ESTIMATED AMOUNTS TO BE RECEIVED			
A	X	B	X
Jul. 1, 2010	Department of	Jan. 1, 2011	Department of
to	Local Government	to	Local Government
Dec. 31, 2010	Finance	Dec. 31, 2011	Finance
1,832		3,000	
57,038		100,000	
6,349		12,000	
65,219		115,000	

NOTE: Col. A is for the period from July 1 to Dec. 31 of the present year.
 Col. B is for the period from Jan. 1 to Dec. 31 of the incoming year.
 Cols. X are reserved for the State Board of Tax Commissioners adjustments.
 (CAGIT) means County Adjusted Gross Income Tax

ID	2010 YEAR	53 CO	TYPE	KEY
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RESOLUTION OF APPROPRIATIONS

A resolution appropriating monies for the purpose of defraying the expenses for the fiscal year beginning January 1, 2010, and ending December 31, 2010, including all outstanding claims and obligations, and fixing a time when the same shall take effect.

Section 1. Be it resolved by the Library Board of Monroe County Public Library, Monroe County Indiana that for the expenses of the library for the calendar year ending December 31, 2010, the following sums of money are hereby appropriated, and ordered set apart out of the fund herein named and for the purposes herein specified, subject to the laws governing the same. Such sum herein appropriated shall be held to include all expenditures authorized to be made during the year, unless otherwise expressly stipulated and provided by law.

Section 2. That for said calendar year there is hereby appropriated out of the **DEBT SERVICE FUND** of said library, the following:

100 Personal Services

Salaries and Wages	
Salary of Librarian	_____
Salary of Assistants	_____
Salary of Treasurer	_____ -
Wages of Janitors	_____
Employee Benefits	_____
Other Personal Services	_____
Total Personal Services	_____ -

300 Other Services and Charges

Professional Services	_____
Communication & Transportation	_____
Printing & Advertising	_____
Insurance	_____
Utility Services	_____
Repairs & Maintenance	_____
Rentals	_____ 1,996,000
Debt Service	_____ -
Dues, Interest & Taxes	_____
Transfer to LIRF	_____
Total Other Services & Charges	_____ 1,996,000

200 Supplies

Office Supplies	_____
Operating Supplies	_____
Repair & Maintenance Supplies	_____
Other Supplies	_____
Total Supplies	_____ -

400 Capital Outlays

Land, Buildings & Improvements	_____
Furniture & Equipment	_____
Books	_____
Periodicals & Newspapers	_____
Nonprinted Materials	_____
Total Capital Outlays	_____ -

9999 Total Fund 1,996,000

(The appropriation resolution should contain the foregoing classification insofar as applicable for each fund. A separate sheet should be prepared for each fund identified as Sections 3, 4, etc.)

This Resolution shall be in full force and effect from and after its passage.

Passed by the Library Board this 28th day of October, 2009.

AYE

Members of Library Board

NAY

Members of Library Board

ID YEAR CO TYPE KEY

BUDGET ESTIMATE - FINANCIAL STATEMENT - PROPOSED TAX RATE

TAXING UNIT: Monroe County Public Library
 FUND: **DEBT SERVICE FUND**

COUNTY: Monroe
 NET ASSESSED VALUATION: 5,434,942,000

(This form is to be prepared for each fund that requires either a tax rate or an appropriation.)
 (NOT TO BE PUBLISHED)

FUNDS REQUIRED FOR EXPENSES TO DECEMBER 31st OF INCOMING YEAR:	AMOUNTS USED TO COMPUTE PUBLISHED BUDGET	APPROPRIATING BODY	TAX ADJUSTMENT BOARD	CONTROL BOARD AND STATE TAX BOARD FINAL ACTION
1. Total budget estimate for incoming year:	1,996,000			
2. Necessary expenditures, July 1 - Dec. 31 present year, to be made from appropriation unexpended:	998,000			
3. Additional appropriation necessary to be made July 1, to December 31 of present year	-			
4. Outstanding temporary loans	-			
a. To be paid not included in lines 2 or 3	-			
b. Not repaid by December 31 of present year				
5. Total funds required (add lines 1, 2, 3, 4a and 4b):	2,994,000			
FUNDS ON HAND AND TO BE RECEIVED FROM SOURCES OTHER THAN PROPOSED TAX LEVY:				
6. Actual cash balance, June 30 of present year (including cash investments)	289,725			
7. Taxes to be collected, present year (December settlement):	826,718			
8. Miscellaneous revenue to be received July 1 of present year to December 31 of incoming year				
a. Total Column A Budget Form 2:	65,219			
b. Total Column B Budget Form 2:	115,000			
9. Total Funds (add lines 6, 7, 8a, & 8b):	1,296,662			
10. Net amount to be raised for expenses to Dec. 31st of incoming year (deduct line 9 from 5):	1,697,338			
11. Operating balance (not in excess of expenses Jan. 1 to June 30, less miscellaneous revenue for same period):	155,142			
12. Amount to be raised by tax levy (add lines 10 & 11):	1,852,480			
13. Property Tax Replacement Credit from Local Option Tax:	-			
14. NET AMOUNT TO BE RAISED BY TAX LEVY (deduct line 13 from line 12)	1,852,480			
15. Levy excess Fund Applied to Current Budget:	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	
16. Net amount to be Raised:	1,852,480			
17. Net tax rate on each one hundred dollars of Taxable Property:	0.0341			

Note: Please be sure total of amounts in line 2, 3, & 4 do not exceed total amounts in lines 6, 7, and 8a.

		2011	2011	2011	2011	2011	2011
BUDGET COMPARISONS		OPERATING	LIRF	RAINY DAY	CAPITAL PROJECTS	DEBT SERVICE	TOTAL FUNDS
PERSONNEL SERVICES (1000'S)							
SALARIES							
	1120 ADMINISTRATION	167,000					
	1130 PROFESSIONAL/SUPERVISORS	545,000					
	1140 PROFESSIONAL ASSISTANTS	1,351,000					
	1150 SPECIALISTS & TECHNICIANS	814,000					
	1160 CLERICAL ASSISTANTS	442,000					
	1170 PAGES/MASTERCONTROLLERS	226,000					
	1190 BUILDING MAINTENANCE	348,000					
TOTAL SALARIES		3,893,000		-		-	3,893,000
EMPLOYEE BENEFITS							
	1210 EMPLOYER CONTRIBUTION/FICA	238,100		-			
	1220 UNEMPLOYMENT COMPENSATION	-		10,000			
	1230 EMPLOYER CONTRIBUTION/PERF	368,250					
	1240 EMPLOYER CONT/INSURANCE	602,100					
	1250 EMPLOYER CONT/MEDICARE	55,725					
TOTAL EMPLOYEE BENEFITS		1,264,175		10,000			1,274,175
OTHER WAGES							
	1310 WORKSTUDY	1,000					
	1320 TEMPORARY STAFF	-					
	1350 STIPEND						
TOTAL OTHER WAGES		1,000					1,000
TOTAL PERSONNEL SERVICES (1000s)		5,158,175		10,000			5,168,175
SUPPLIES (2000s)							
OFFICE SUPPLIES							
	2110 OFFICIAL RECORDS	1,000					
	2120 STATIONERY & PRINTING	1,000					
	2130 OFFICE SUPPLIES	20,000		50,000			
	2140 DUPLICATING	20,000					
	2150 PROMOTIONAL MATERIALS	-					
TOTAL OFFICE SUPPLIES		42,000		50,000			92,000

		2011	2011	2011	2011	2011	2011
BUDGET COMPARISONS					CAPITAL	DEBT	TOTAL
		OPERATING	LIRF	RAINY DAY	PROJECTS	SERVICE	FUNDS
OPERATING SUPPLIES							
	2210 CLEANING SUPPLIES	28,000		50,000			
	2220 FUEL, OIL, & LUBRICANTS	8,500					
	2230 CATALOGING SUPPLIES	5,500					
	2240 AUDIO VISUAL SUPPLIES	10,000					
	2250 CIRCULATION SUPPLIES	21,000		87,048			
	2260 LIGHT BULBS	3,000					
	2270 RECORDING MATERIALS - CATS	-					
	2280 UNIFORMS	1,000					
	2290 DISPLAY/EXHIBIT SUPPLIES	100					
TOTAL OPERATING SUPPLIES		77,100		137,048			214,148
REPAIR & MAINTENANCE SUPPLIES							
	2300 IS SUPPLIES	5,000					
	2310 BUILDING MATERIALS & SUPPLIES	8,500					
	2320 PAINT & PAINTING SUPPLIES	200					
	2340 OTHER REPAIR & BINDING	-					
	2350 RECORDING EQUIP SUPPLIES - CATS	-					
TOTAL REPAIR & MAINTENANCE SUPPLIES		13,700					13,700
TOTAL SUPPLIES (2000s)		132,800		187,048			319,848
OTHER SERVICES/CHARGES (3000s)							
PROFESSIONAL SERVICES							
	3110 CONSULTING SERVICES	3,000		50,000			
	3120 ENGINEERING/ARCHITECTURAL	3,000	42,100				
	3130 LEGAL SERVICES	14,000		12,000			
	3140 BUILDING SERVICES	40,000					
	3150 MAINTENANCE CONTRACTS	95,000					
	3160 OCLC & COMPUTER SERVICES	50,000					
	3170 ADMIN/ACCOUNTING SERVICES	47,000					
TOTAL PROFESSIONAL SERVICES		252,000	42,100	62,000			356,100

		2011	2011	2011	2011	2011	2011
BUDGET COMPARISONS		OPERATING	LIRF	RAINY DAY	CAPITAL PROJECTS	DEBT SERVICE	TOTAL FUNDS
OTHER SERVICES/CHARGES (3000s) CONTINUED							
COMMUNICATION & TRANSPORTATION							
	3210 TELEPHONE	26,000					
	3220 POSTAGE	30,000					
	3230 TRAVEL EXPENSE	10,000					
	3240 PROFESSIONAL MEETINGS	10,000					
	3250 CONTINUING EDUCATION	10,000					
	3260 FREIGHT & DELIVERY	1,000					
TOTAL COMMUNICATION & TRANSPORTATION		87,000					87,000
PRINTING & ADVERTISING							
	3310 ADVERTISING & PUBLICATION	2,000					
	3320 PRINTING	6,000					
TOTAL PRINTING & ADVERTISING		8,000					8,000
INSURANCE							
	3410 OFFICIAL BOND	700					
	3420 OTHER INSURANCE	54,000					
TOTAL INSURANCE		54,700					54,700
UTILITIES							
	3510 GAS	5,600					
	3520 ELECTRICITY	293,000					
	3530 WATER	15,800					
TOTAL UTILITIES		314,400					314,400
REPAIR & MAINTENANCE							
	3610 BUILDING REPAIR	22,000	21,458	78,794			
	3630 OTHER REPAIR	70,000					
	3640 VEHICLE REPAIR & MAINTENANCE	7,500					
	3650 MATERIALS BINDING/REPAIR	3,000					
TOTAL REPAIR & MAINTENANCE		102,500	21,458	78,794			202,752
RENTALS							
	3710 REAL ESTATE RENTAL	32,000				1,996,000	
	3720 EQUIPMENT RENTAL	100					
TOTAL RENTALS		32,100				1,996,000	2,028,100

		2011	2011	2011	2011	2011	2011
BUDGET COMPARISONS		OPERATING	LIRF	RAINY DAY	CAPITAL PROJECTS	DEBT SERVICE	TOTAL FUNDS
OTHER SERVICES/CHARGES (3000s) CONTINUED							
OTHER CHARGES							
	3910 DUES/INSTITUTIONAL	6,500					
	3920 INTEREST/TEMPORARY LOAN	2,500					
	3930 TAXES & ASSESSMENTS	-					
	3940 TRANSFER TO LIRF	200,000					
	3950 EDUCATIONAL LICENSING/SERVICES	6,500					
	TOTAL OTHER CHARGES	215,500					215,500
TOTAL OTHER SERVICES/CHARGES (3000s)		1,066,200	63,558	140,794		1,996,000	3,266,552
CAPITAL OUTLAY (4000s)							
FURNITURE & EQUIPMENT							
	4410 FURNITURE	-					
	4420 AUDIO VISUAL EQUIPMENT	-					
	4430 OTHER EQUIPMENT	18,357	83,374	29,825	279,000		
	4440 BUILDING RENOVATION	-	150,000	105,643	-		
	4450 LAND & BUILDINGS	-			-		
	4460 IS EQUIPMENT	-			50,000		
	4465 IS SOFTWARE	-			25,000		
	4470 EQUIPMENT - CATS	-			45,000		
	4475 SOFTWARE - CATS	-			5,000		
	TOTAL FURNITURE & EQUIPMENT	18,357	233,374	135,468	404,000		791,199
OTHER CAPITAL OUTLAY							
	4510 BOOKS	593,000					
	4520 PERIODICALS & NEWSPAPERS	48,000					
	4530 NONPRINT MATERIALS	379,000					
	4540 ELECTRONIC RESOURCES	69,000					
	TOTAL OTHER CAPITAL OUTLAY	1,089,000					1,089,000
TOTAL CAPITAL OUTLAY		1,107,357	233,374	135,468	404,000		1,880,199
TOTAL EXPENDITURES 2011		7,464,532	296,932	473,310	404,000	1,996,000	10,634,774
2010 TOTAL BUDGET (less appeal funds)		7,260,494	364,000	206,488	508,076	1,996,000	10,335,058
Increase from 2010		2.81%	-18.43%	129.22%	-20.48%	0.00%	2.90%

BUDGET COMPARISONS	2011	2011	2011	2011	2011	2011
	OPERATING	LIRF	RAINY DAY	CAPITAL PROJECTS	DEBT SERVICE	TOTAL FUNDS
Total Budget (maximum levy funds)						
					2011	7,868,532
					2010	7,768,570
					Difference	99,962
					%	1.29%
Total personnel services	5,158,175	69%				
Supplies/Services/Facilities	1,217,357	16%				
Materials	1,089,000	15%				
Total Operating Budget	7,464,532	100%				
Maximum Levy						
2010 Max Levy	4,748,242					
1.029 x 2010 Max Levy	4,886,174	2.90%				
Under Max for 2010 (request sent to DLGF)	9,250					
Gross Max Levy for 2011	4,895,424	3.10%				
Operating Fund	4,546,689					
LCPF (per plan)	348,735					
Gross Max Levy for 2011	4,895,424					

		2011	2011	2011	2011	2011	2011
BUDGET COMPARISONS		OPERATING	LIRF	RAINY DAY	CAPITAL PROJECTS	DEBT SERVICE	TOTAL FUNDS
		2,011					
Revenue:		2010	Worse Case	Best Case	Form 2		
FIT		9,828	8,452	12,000	8,500		
License Excise Tax		306,000	263,160	320,000	263,000		
COIT		2,217,128	1,817,128	2,217,000	1,817,000		
CVET		34,070	29,300	36,000	30,000		
Copiers		18,332	15,766	18,000	15,700		
Fines & Fees		211,900	160,000	212,000	160,000	2,294,200	
PLAC		10,000	5,000	10,000	-		
Lost & Damaged		25,000	25,000	25,000	0		
Property Tax		4,286,819	4,546,689	4,546,689	4,546,689		
Total Revenue		7,119,077	6,870,494	7,396,689	6,840,889		

Monroe County Public Library

2011 Budget

Updated August 13, 2010

Income Projections

Assessed Value Growth Quotient for 2011 - 2.9% - is limit for increase in maximum property tax levy.

COIT income projected to decrease approximately \$130,000 (DLGF 9-02-2010).

<i>Source</i>	<i>2010</i>	<i>2011</i>	<i>% change</i>
Property Tax	\$4,286,819	\$4,546,689	6.1%
County Option Income Tax (COIT)	\$2,217,128	\$2,087,229	(5.9%)
License Excise Tax	\$306,000	\$263,000	(14.1%)
Commercial Vehicle Excise Tax	\$34,070	\$30,000	(11.9%)
Financial Institutions Tax	\$9,828	\$8,500	(13.5%)
Copiers	18,332	\$15,700	(14.4%)
Fines and Fees	\$211,900	\$160,000	(24.5%)
Public Library Access Card	\$10,000	\$0	-
Lost and damaged items	\$25,000	\$0	-
TOTAL REVENUE	\$7,119,077	\$7,111,118	(0.1%)

Expenditure Priorities

1. Continue to implement Strategic Plan 2009-2011, by providing full support to the extent allowed by resources available, including staff, collections, programming, and facility space for top community priorities:
 - a. Education/literacy for children/adults
 - b. Free information
 - c. Quiet oasis for reading and study
 - d. Resource for reading/listening/viewing pleasure
2. Continue to implement Salary Study recommendations.
 - a. Complete 2-year effort to bring staff to new minimums recommended by Singer Group
 - i. Second half of Singer Group recommendations = \$38,000
 - b. Begin 2-year effort to bring managers and leadership to levels recommended by Singer Group
 - i. First half of Singer Group recommendations = \$34,000
 - c. 1% increment for managers and staff = \$38,000
3. Continue to implement LR Financial Plan recommendations.
 - a. Reduce operating expenses
 - b. Align staffing with core priorities

- c. Take advantage of technology to restrain increases in staffing while responding to growing use
 - i. Automated materials handling at Main and ELL
 - ii. Energy efficiency initiatives
 - d. Review benefits and align with market
 - e. Explore options to increasing fees for non-core services
 - f. In partnership with Friends, continue efforts to raise non-tax funds and build endowment
4. Invest in facilities.
- a. Begin planning for Main Renovation Phase 3 in 2012.
 - b. Set aside increased LIRF funding for anticipated equipment replacement needs over next five years.
5. Complete strategic planning for 2012 – 2015.

Cost Containment Plans

Tier One – 2010

1. Begin strategic staff alignment, matching employee's strengths with operational goals and building on flexibilities.
2. Carefully review every open position to review and prioritize tasks. If tasks can be eliminated or absorbed, do not fill the position. If position is to be filled, delay start date for at least 2 weeks after former employee leaves payroll.
3. Cover public service desks by adjusting scheduling and increasing cross training within and among departments.
4. Shift or reduce positions after implementation of technology.
5. Reduce energy costs.
6. Increase fee recovery through implementation of collection agency.
7. Continue process improvement.

Tier Two – 2011

1. Library-wide participation in implementing administration-approved recommendations for improvement or discontinuance of low priority activities not aligned with strategic goals.
2. Hiring moratorium, with hiring/replacement for key operational positions only. No new employees or positions added. Tasks must be absorbed by existing employees or discontinued.
3. Cover public service desks by combining service points or reassigning staff, as necessary.
4. Shift or reduce positions after implementation of technology.
5. Reduce energy costs.
6. Increase fee recovery through addition of charges for meeting rooms and auditorium.
7. Create development office to focus on increasing private support.
8. Continue process improvement.

Tier Three – If Additional Savings Are Needed)

1. Hiring freeze. Core service tasks can no longer be absorbed by existing employees, even with library-wide reassignment.
2. Loss of staff necessitates reduction of library hours.
3. Increase private support.
4. Reduce collection budget, capturing lower losses as result of RFID implementation and recognizing lower total budget.

Budget Assumptions

Three elements are essential to providing quality library services:

- Knowledgeable, courteous, efficient **staff**, who meet performance expectations and certification requirements for their positions
- Safe, well-maintained **facilities**
- Current, attractive **collections**

Target percentages of Operating Fund to be expended for each are:

<u>Budget Category</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>
Personnel	71%	69%	68%	68%
Facilities/Equipment/Operations ¹	13%	16%	17%	17%
Collections ²	16%	15%	15%	15%

1. Additional expenditures for technology and facilities are expected to be provided through the Library Capital Projects Fund and occasional bond issues.
2. To meet Indiana Public Library Standards at the enhanced level.

2011 Line Item Budget – Notes

(red = 09-03-2010 adjustments)

OPERATING FUND

(Income for this fund comes from a property tax levy, County Option Income Tax (COIT), Financial Institutions Tax, License Excise Tax, Commercial Vehicle Excise Tax, and non-tax revenue from copiers, fines, fees, Public Library Access Card reimbursements.)

<u>Line</u>	<u>Comment</u>
1120-1350	Savings from Personnel Services lines of \$197,000 needed to reduce budget. Options: offer retirement incentives, eliminate Development Director and/or Associate Director, reduce/eliminate salary increases recommended by Singer Study, reduce/eliminate 1% increment, reduce health insurance contributions, reduce/eliminate contribution to employee portion of PERF.
1120	Includes salary for Associate Director. Position to be advertised internally. If filled, will not replace vacated position, which may necessitate reorganization.
1130	Development position added to this line in this draft = \$50,000.
1120-1190 + 1320	Salaries and wages for permanent and temporary employees held to 0.32% increase; total number of employees reduced by 4.2% (4.94 FTE). Employees in Pay Grades A-I receive second half of salary increases to bring them to salary study minimums, plus 1% increment. Managers receive first half of recommended salary increases, plus 1% increment.
1230	PERF rate remains the same. Library contributes 9.25% employer portion and 3.0% employee contribution. Percentage of staff qualifying increases slightly. PERF for development position added in this draft.
1240	Employer contribution to health insurance estimated to increase 16%. If increases are higher, employees will have to choose lower-cost options or make increased contributions. PERF for development position added in this draft.
2250	Circulation supplies. Abnormally large expenditure in 2010 includes RFID tags; 2011 is larger than 2009 to accommodate ongoing tag purchases.
2300-2310	Increased to account for actual 2010 expenditure levels.
3110	Does not include expense of 2012-2014 strategic planning process; consulting fees will be included in 2011 Rainy Day Fund budget.
3120	Architectural/engineering services for Phase 3 of Main Renovation.
3150	Maintenance contracts include estimated additional costs for support collection agency, RFID, and express check software.
3170	Administration/accounting services. Estimated increase for automating time and

attendance and payroll provider and collection agency fees.

- 3220 Anticipated postage rate increase, partially offset by efforts to encourage patrons to use e-mail or telephony for notifications.
- 3420 Reduced cost of general liability insurance.
- 3630 \$60,000 transferred here from Library Capital Projects Fund to cover non-capital expenditures resulting from energy audit.
- 3640 Vehicle repair costs reduced after delivery of new Bookmobile.
- 3940 Increased transfer of \$200,000 to Library Improvement Reserve Fund in anticipation of upcoming facility and equipment maintenance.
No transfer to LIRF, delaying facility and equipment maintenance, and retaining \$200,000 for operating expenses.
- 4510-4540 Materials expenditures equal 15% of Operating Fund budget to meet State Standards at enhanced level
Reduce materials expenditures by \$38,000 to reflect total budget reduction; still equals 15%.

LIBRARY IMPROVEMENT RESERVE FUND (LIRF)

(This fund derives income from end-of-year transfers from the Operating Fund and can only be used for capital expenditures.)

- 3120 Funds to cover engineering and architectural costs related to Main Renovation phase 3, included in Library Capital Projects Fund Plan for 2012.
- 3610 Appropriated in case of emergency building repairs exceeding amount appropriated in Operating Fund.
- 4430 Appropriated in case of emergency equipment replacement expenditures exceeding amount appropriated in Operating Fund.
- 4440 Appropriated in case emergency building renovations are needed.

RAINY DAY FUND

(This fund derives income from unanticipated revenue from COIT and can be spent on any expenditures allowed by the Operating Fund.)

- 1130 Development position included in earlier drafts now moved to Operating Fund.
- 1210-1230-

- 1240-1250 Employer contributions to FICA, PERF, insurance, and Medicare for development director removed in this draft and moved to Operating Fund.
- 1220 The library is self-insuring for unemployment insurance. This amount is appropriated to cover any claims during 2010.
- 2130 Appropriated in case Operating Funds are insufficient to cover office supply costs.
- 2210 Appropriated in case Operating Funds are insufficient to cover cleaning supply costs.
- 2250 Appropriated in case Operating Funds are insufficient to cover circulation supply costs.
- 3110 To cover consultant costs for 2012-14 strategic planning.
- 3130 Appropriated in case Operating Funds are insufficient to cover legal costs.
- 3610 Appropriated to cover emergency building repairs exceeding amount appropriated in Operating Fund.
- 4440 Appropriated in case emergency building renovations are needed.

LIBRARY CAPITAL PROJECTS FUND

(This fund derives its income from a separate property tax levy, as well as *Financial Institutions Tax, License Excise Tax, Commercial Vehicle Excise Tax. Funds can only be spent on equipment, renovation or construction. The 2010 LCPF budget has already been approved by the Library Board and Monroe County Council; we await final approval from the Department of Local Government Finance [DLGF].)*

- 4430 Automated Materials Handling (AMH) system.
- 4460 Replace computers on regular replacement schedule.
- 4465 Maintain and upgrade software.
- 4470 CATS equipment
- 4475 CATS software

DEBT SERVICE FUND

(This fund derives its income from a separate property tax levy and can only be spent to pay off bond indebtedness.)

- 3710 \$1,996,000 in 2011, exactly the same as in prior years. Last payment in mid 2012.

2011 Savings Options (8-18-2010)

These options are presented at the request of the Board to address a potential \$400,000 shortfall in COIT revenue. The options represent the best estimates available at the time and are roughly in order of preference.

<i>Decide by</i>	<i>Item</i>	<i>Savings</i>
11/17/2010	1. Reduce increase in health insurance (total budgeted for increase = \$83,000; every 1% increase=\$5,200)	\$83,000
11/17/2010	2. Other changes in insurance coverage	?
12/15/2010	3. Offer retirement incentives	\$100,000
12/15/2010	5. Reduce materials expenditures (15% of smaller overall expenditures)	\$38,000
12/15/2010	6. Delay hiring of Development Director	\$68,175
12/15/2010	7. Delay hiring of Associate Director (amount represents difference from 2010 when portion was used for Renovation Coordinator and temporary positions)	\$59,000
12/15/2010	8. Eliminate 1% increment increase (affects all employees)	\$38,000
12/15/2010	9. Delay second half of salary increases for employees (affects all employees)	\$38,000
12/15/2010	10. Delay first half of salary increases for managers	\$34,000
12/15/2010	11. Eliminate 3% employee contribution (each 1% = \$29,000)	\$88,000
12/31/2011	12. Make no LIRF transfer at end of 2011	\$200,000
12/15/2011	4. Energy savings (5%)	15,000
Any time	13. Reduce 4 open hours (for every hour closed, annual savings = \$56,000); with reductions in staff hours	\$224,000
Any time	14. Remain open; reduce non-core services; reduce staff hours	?
	TOTAL SAVINGS	\$985,175