

**MONROE COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES**

**WORK SESSION
Wednesday, March 12, 2014
5:45 p.m.
Meeting Room 1B**

AGENDA

1. Call to Order –Valerie Merriam, President
2. Additional Appropriation to Authorize Spending for Renovation (page 1-4) – Sara Laughlin/Gary Lettelleir
3. Resolution to Declare Property Surplus (page 5-6) – Gary Lettelleir
4. Public Comment
5. Adjournment

View the Board Packet on the Library's website:

<http://mcpl.info/library-trustees/meetings>

Monroe County Public Library Additional Appropriation 2014

We are requesting an additional appropriation of \$500,000 from the 2014 Rainy Day Fund.

In January 2014, the Board approved transferring unused funds in the amount of \$418,857 from the discontinued Library Capital Projects Fund (LCPF) to the Rainy Day Fund, following the state-mandated process to be used when closing the LCPF. The money had originally been appropriated in 2012 for building renovation, but we were not ready to complete the project that year.

With the renovation expected to occur in 2014, we now wish to appropriate these funds in order that they can be available to be spent. The additional appropriation does not involve any increase in taxes; it just allows the library to spend funds already in our account, carried over from the LCPF fund, and designated for this purpose.

According to state law, the additional appropriation process follows the same steps as approval of the regular budget, with public notice, public hearing, Board adoption, and approval by the County Council.

March 12	Board work session: Introduce additional appropriation need and process - \$500,000 from Rainy Day for renovation.
March 26	Board meeting: Approve pursuing additional appropriation and authorize public advertising.
April 9 or 16	Board meeting: Board selects contractor and alternates.
May 1	Send notice to newspapers, for publication 5/7.
May 21	Board meeting: Public hearing and board meeting to approve additional appropriation.
May 22	Submit to County Council and request approval on 5/27 or 6/3.
May 27 or June 3	County Council approval.
June 4	Submit to DLGF.
June 19	Deadline for DLGF approval (15 days after receipt).

CERTIFIED COPY OF ADDITIONAL APPROPRIATION

UNIT NAME: Monroe County Public Library
 COUNTY NAME: Monroe County
 Date of Publication: May 7, 2014 Newspaper: Herald Times
 Date of Publication: May 7, 2014 Newspaper: Ellettsville Journal
 Date of Public Hearing: May 21, 2014
 Date of Resolution/Ordinance: May 27, 2014??

County # _____
 Unit # _____
 Date Received:
 Order Number:

Complete for each fund from which the additional appropriations are made. Use a separate column for each fund. Lines referred to below are on the Fund Report from the DLGF.

A. DLGF Fund Number	<u>0061</u>			
B. Fund Name	<u>Rainy Day</u>			
C. Appropriation Amount Requested	<u>500,000</u>			
D. Amount by Reduction	<u>0</u>			
E. Net Amount of Increase (C minus D)	<u>500,000</u>			
1. Property Tax Levy (Line 16)	<u>0</u>			
2. Levy Excess (Line 15)	<u>0</u>			
3. PTRC from CAGIT (Line 13A)	<u>0</u>			
4. LOIT Freeze Amount (Line 13B)	<u>0</u>			
5. Misc. Revenue (Line 8B) (If higher than 8B amount, a revised Budget Form 2 must be attached.)	<u>418,857</u>			
6. January 1 Cash Balance (include investments)	<u>1,576,509</u>			
7. Subtotal of Funds (Add 1 thru 6)	<u>1,995,366</u>			
8. Less Circuit Breaker				
9. Total Funds (7 minus 8)	<u>1,995,366</u>			
10. DLGF Approved Budget (Line 1)	<u>400,000</u>			
11. Encumbered Appropriations	<u>0</u>			
12. Temporary Loans Outstanding as of January 1	<u>0</u>			
13. Beginning Obligations (Add 10 thru 12)	<u>400,000</u>			
14. Surplus Funds (9 minus 13)	<u>1,595,366</u>			
15. Previous additional appropriation(s) approved since January 1, less any reductions in appropriations	<u>0</u>			
16. Amount transferred to the Rainy Day Fund	<u>0</u>			
17. Surplus Funds Remaining (14 minus 15 minus 16)	<u>1,595,366</u>			

I, Gary Lettelleir, fiscal officer of Monroe County Public Library, do hereby certify that the above information is true and correct.

Dated this ___ day of _____, 20__.

 (Signature)

 (Unit Address)

 (City/Town/Zip Code)

 (Title)

 (Telephone Number)

 (E-mail Address)

MONROE COUNTY PUBLIC LIBRARY ADDITIONAL APPROPRIATIONS

NOTICE TO TAXPAYERS OF PROPOSED ADDITIONAL APPROPRIATIONS

Notice is hereby given the taxpayers of Monroe County, Indiana that the proper legal officers will consider the following additional appropriations in excess of the budget for the current year at their regular meeting place at 303 E. Kirkwood Avenue - Room 1B, Bloomington, IN, at 5:45 pm, on the 21st day of May, 2014.

Fund Name: 0061 Rainy Day Amount
Major Budget Classifications:
Capital Outlays \$500,000
TOTAL for 0061 Rainy Day Fund \$500,000

Taxpayers appearing at the meeting shall have a right to be heard. The additional appropriations as finally made will be referred to the Department of Local Government Finance (Department). The Department will make a written determination as to the sufficiency of funds to support the appropriations made within fifteen (15) days of receipt of a Certified Copy of the action taken.

Dated: March 26, 2014.

Board of Trustees Secretary – Fred Risinger

General Obligation Bond and Other Capital Spending

Update: February 2014

	2	6	5	1	4		3		
	<i>Bond</i>	<i>Operating Fund 2014</i>	<i>Rainy Day Fund 2014</i>	<i>Rainy Day Addt'l App</i>	<i>LIRF 2014</i>	<i>Total</i>		<i>Spending as of</i>	
Projects	<i>Budget</i>	<i>Budget</i>	<i>Budget</i>			<i>Budget</i>	<i>Contract</i>	<i>Variance</i>	<i>1-31-14</i>
Renovation	\$375,000		\$370,000	\$500,000	\$296,000	\$1,541,000			
Renovation Architect	\$0	\$10,000	\$30,000			\$40,000	\$90,749	\$50,749	\$42,155
Digital Creativity Equipment		\$46,000			\$54,000	\$100,000			
Roof (inc. engineer \$19,900)	\$400,000					\$400,000	\$272,400	(\$127,600)	
Chillers (inc engineer \$24,000)	\$300,000					\$300,000	\$335,700	\$35,700	\$13,200
Phone System (inc consultant \$11,375)	\$100,000					\$100,000	\$101,038	\$1,038	\$2,625
IT Network Upgrade	\$80,000					\$80,000	\$76,931	(\$3,069)	\$68,931
1B/1C Meeting Room Partition	\$20,000					\$20,000	\$11,150	(\$8,850)	
Ellettsville Reference Desk	\$25,000					\$25,000	\$7,995	(\$17,005)	\$7,955
Library Technology Allocation - 3 yrs	\$233,000					\$233,000			\$68,135
CATS Technology Allocation - 3 yrs	\$150,000					\$150,000			\$57,635
Completed:									
Landscaping-Main Library	\$42,000					\$42,000	\$42,829	\$829	\$42,829
Replace 1993 Van	\$25,000					\$25,000	\$24,075	(\$925)	\$24,075
Bond issuance cost/legal expenses	\$50,000					\$50,000	\$47,873	(\$2,127)	\$47,873
Total	\$1,800,000	\$56,000	\$400,000	\$500,000	\$350,000	\$3,106,000	\$1,010,740	(\$71,260)	\$375,413

Current balance Rainy Day Fund: \$1,995,366

Current balance Library Improvement Reserve Fund: \$1,334,724

**MONROE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES
RESOLUTION DECLARING CERTAIN PROPERTY SURPLUS**

WHEREAS, the equipment listed below is no longer needed by the library, and

WHEREAS, the estimated value of the item(s) listed below is less than \$1,000 and the library has the authority to sell, transfer, demolish, or junk the items under IC 5-22-22-6 Public or private sale or transfer without advertising or IC 5-22-22-8 Worthless property,

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Monroe County Public Library declares the following item(s) surplus and authorizes disposition of the items.

Local Tag	Description	Year
See attached list		

ADOPTED THIS 26th DAY OF MARCH, 2014

AYE

NAY

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

Local Tag	Description	Year
400534	Computer w/ 17" Flat Panel Monitor	2007
400525	Computer w/ 17" Flat Panel Monitor	2007
400537	Computer w/ 17" Flat Panel Monitor	2007
400526	Computer w/ 17" Flat Panel Monitor	2007
400532	Computer w/ 17" Flat Panel Monitor	2007
400527	Computer w/ 17" Flat Panel Monitor	2007
400533	Computer w/ 17" Flat Panel Monitor	2007
400698	COMPUTER W/15" FLAT PANEL	2002
400684	COMPUTER W/15" FLAT PANEL	2002