

BOARD OF TRUSTEES MEETING

Wednesday, August 15, 2012

5:45 p.m.

Meeting Room 1B

AGENDA

1. Call to Order – Kari Isaacson, President
2. Consent Agenda – action item – Sara Laughlin
 - a. Minutes of July 18, 2012 Board Meeting (page)
 - b. Minutes of August 8, 2012 Work Session (page)
 - c. Monthly Bills for Payment (page)
 - d. Monthly Financial Report (page)
 - e. Personnel Report (page)
 - f. 2012 Board Calendar (page)
3. Director’s Monthly Report (page) – Sara Laughlin
4. Old Business
5. New Business – action items
 - a. Authorization to Appeal for an Increase to the Maximum Levy, resulting from County Auditor Error in 2012 (page) – Gary Lettelleir
 - b. 2013 Budget (revised) (page)– Gary Lettelleir
 - c. Internet and Computer Use Policy (page)– Josh Wolf , Steve Backs and Ned Baugh
6. Department Update – Information Systems – Ned Baugh
7. Public Comment
8. Adjournment

BOARD OF TRUSTEES MEETING
Wednesday, July 18, 2012
5:45 p.m.
Meeting Room 1B
MINUTES

Trustees in Attendance:

Kari Isaacson, Valerie Merriam, John Walsh, Steve Moberly, Fred Risinger, Melissa Pogue, Dave Ferguson.

Others in Attendance:

Sara Laughlin, Gary Lettelleir, Marilyn Wood, Kyle Wickemeyer-Hardy, Bara Swinson, Chris Hosler, Mary Loro, Pam Wasmer, Jennifer Kellams, Mickey Needham, Michael White, Tom Bunger.

Call to Order

Kari called the meeting to order at 5:45 p.m.

Sara started the meeting by reporting that the final bond payment has been made and offering a sparkling grape juice toast in celebration.

Consent Agenda

- a. Minutes of June 20, 2012 Board Meeting (page 1-4)
- b. Minutes of July 11, 2012 Work Session (page 5-8)
- c. Monthly Bills for Payment (page 9-15)
- d. Monthly Financial Report (page 16-36)
- e. Personnel Report (page 37)
- f. 2012 Board Calendar (page 38)

Sara pointed out that the September board meeting (September 12th) is potentially on the same date as the County Council's regular work session and that we may have to reschedule our meeting. Sara asked the members if they would like to change to a different day of the week or different week. We don't know where the Library will be on the Council's schedule that night. Per Valerie's suggestion, it was decided that Sara will check with the County Council and ask if we could be scheduled last on the agenda so our regular meeting can take place.

Steve Moberly asked a question about the monthly budget report, page 19 (Total insurance) and why it appears that we have already used our 2012 appropriation. Gary's explanation was that we paid the annual general liability insurance premium early in the year.

Steve Moberly moved that the Consent Agenda be approved; seconded by Fred Risinger; unanimously approved.

Director's Monthly Report (page 39-55) – Sara Laughlin

Sara gave an update on today at library. Just as the Staff Association pitch-in lunch for new Associate Director Marilyn Wood was beginning, an overflow in the chillers above the second floor caused a water leak on Second floor near Reference/computer area. Staff members nearby quickly moved items on holds to carts, took away computers, and got buckets. Within an hour, the blockage in the chiller drains had been fixed. Patron service was not disrupted, and ceiling tiles will be replaced tomorrow. At same time, we had a four-car pileup in the parking lot. It was a busy day for security, facilities, and circulation staff. She extended thanks to HFI who came right out to help us and to everyone on staff for pitching in.

Valerie asked Sara to remind all of us when we were going to purchase new chillers. Sara replied the money is allocated in the bond proceeds to be available at the end of 2012. The water leak may have been related to water main break up the street two weeks ago due to extreme drought, which caused a two-hour delay in opening the library. We had to shut down the chillers at that time. We will be installing a water bug sensor that will let us know if there's a problem in the future.

Kari pointed out that the total circulation figures on page 44 are up again and at an all time high. Valerie stated that she is impressed with Summer Reading Program. She felt much more marketing was going on as outreach to different groups of kids. Sara added that last year was the first time we did a collaborative summer reading program with Bloomington Parks Dept; YMCA; IU Health/Bloomington Hospital; and Southern Indiana Pediatrics. We have worked hard this year to meet camps' needs. There has been a very large upsurge in camp groups participating.

Old Business

No old business.

New Business – action items

a. Circulation Policy Update

Bara Swinson presented the recommendation to update some policies to match our current computer situation, use of collection agency, and respond to perceived misuse of children's cards by adults.

Bara requested that all of the changes take effect at the time of the vote with the exception of changes in requirements for children's identification. If approved, Circulation will have everything ready to go by September 1. She also requested that the Board approve moving three charges previously listed in the Circulation Policy to the annual Fine and Fee Schedule adopted by the Board.

Kari asked Bara if her department had made a thorough study of policy changes and Bara responded yes.

Valerie asked about those individuals who do not have a permanent address and how they register for cards. Bara stated that there are several social service agencies in town that offer post-office-like service for homeless people. If individuals don't have a permanent address but

reside in Monroe County and can present something received in the mail at Shalom or elsewhere, they can use that address. If they are participating with a social service agency they can bring in a message on agency letterhead that states that they are participating and you can use the agency's address as residence. We ask for cell phone number and/or email address, and picture ID.

Steve noted that a non-resident of Monroe County can pay \$60 to get card and Bara shared that we currently only have six patrons with fee cards. A second method is the PLAC card which costs \$50 and allows the individual to use any public library in Indiana. There are currently approximately 550 PLAC card holders at our library. In our annual report we report the circulation figures and there is a very detailed list of every library and how much their patrons have used our library. Bara will send out info in email.

John Walsh moved to approve the Circulation Policy update; Melissa Pogue seconded; unanimously approved.

b. 2012 Fee Schedule Revisions to Add Circulation Charges (page 63) – Bara Swinson

Bara presented the fee schedule revisions related to the revised Circulation Policy just approved and that were extensively reviewed at the Board's work session last week.

Fred Risinger moved for approval of 2012 Fee Schedule Revisions to Add Circulation Charges; Melissa Pogue seconded; unanimously approved.

c. Personnel Policy Section 5.01 Revision (page 64) – Kyle Wickemeyer-Hardy

Kyle Wickemeyer-Hardy reviewed the safety policy dealing with clothing. She stated that Mark Mobley of Facilities brought a request to the Labor-Management Committee to have opportunity to have jackets as well as shirts. Those employees who work outside and inside and travel between Main and Ellettsville would like to have library jackets. The Committee developed the proposal which will be a cost-neutral solution to provide staff with appropriate wear.

Steve Moberly moved to approve the revisions to Personnel Policy Section 5.01; seconded by Valerie Merriam; unanimously approved.

Department Update – Circulation

Bara Swinson shared that the Circulation department has spent last three years practicing for days like today. Almost year ago Jennifer Kellams came and talked to Board about new automated materials handler that had been in place for about a month. The last three years have been about change. During that time, they have moved every desk; touched every item in the collection, and rethought every process.

In 2010, the department implemented collection agency, participated in adding RFID tags to every item in the collection, moved its offices following renovation to second floor, added six express check stations which now account for 60% of total circulation, and moved drive up window to north side of building off parking lot.

In 2011, the department turned on security gates, continued to check in manually but using RFID, integrated RFID into checkout during last quarter, implemented a Polaris upgrade in that allowed “my account” functions on mobile devices, and automated materials handling,

Kari asked Bara to explain what express check is for the viewing audience.

Bara replied that with the express check system patrons scan their own items to check out. There are always library circulation staff members ready to help. Patrons can also pay fines with a credit card at express check stations.

With mobile access patrons can get notifications such as overdue notices, holds, fines, and accounts sent to collection agency. Patron can also apply for a library card and download books and music.

Changes have made collection more available, as more items are returned, items are checked in faster with less handling and returned to shelves quickly. Changes have resulted in fewer errors, leading to reduced claims that items have been returned but not checked in. Bestseller Express opened first in DVDs and then for books, adding another way to get popular materials quickly. Changes have reduced the need for staff to multitask, so they can be “present” for service. Some tasks to be reassigned to better match job descriptions. Bara said she was proud of her staff who had embraced the changes.

Daily holds checked out have increased from an average of 900/day in 2008 to 1,325/day in June 2012.

Upcoming changes include:

1. Circulation policy will mean finding new ways for children to provide identification and training staff to implement the new requirements.
2. The next Polaris upgrade is available now and we expect to install it later in the year.
3. The false alarm rate is still unacceptably high. We are working with Polaris and Bibliotheca to reduce fall alarms.
4. Renovation, phase 3

Valerie asked Bara if Polaris felt that a certain number of false alarms were acceptable. Bara explained that it is not Polaris but Bibliotheca; they say there is an acceptable rate of false alarms, but we are not yet satisfied.

Public Comment

Rita Lichtenberg commented that while she appreciates all the wonders of technology she still likes a bit of human interaction when checking out items. She expressed her concern that we are becoming so technological that it will affect jobs. She also indicated that the library is one of her favorite places.

Adjournment

Kari adjourned the meeting at 6:40 p.m.

**MONROE COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
WORK SESSION
Wednesday, August 08, 2012
5:45 p.m.
Meeting Room 1B
MINUTES**

Trustees in Attendance: Kari Isaacson, Fred Risinger, John Walsh.

Absent: Melissa Pogue, Valerie Merriam, Steve Moberly, and David Ferguson.

Others in Attendance: Sara Laughlin, Marilyn Wood, Gary Lettelleir, Pam Wasmer, Margaret Harter, Michael White, Ned Baugh, Steve Backs, Josh Wolf, Stephanie Holman, Chris Jackson, Tom Bunger.

Call to Order

Kari called the meeting to order at 5:50 p.m.

Authorization to Appeal for an Increase to the Maximum Levy, resulting from County Auditor Error in 2012

Gary Lettelleir presented the authorization to appeal for an increase to the maximum levy and stated that at next week's meeting he will be asking for approval to file the appeal for 2013. We will be asking the Department of Local Government Finance to allow us to claim \$42,975 lost in 2012 because of error made by the Monroe County Auditor. 257 tax-exempt entities were erroneously included in property tax billings, which had the result of lowering actual collections, since those entities do not pay property tax. If Board approves filing of appeal we may be able to recover funds with 2013 tax levy.

2013 Budget (revised) (page 7-25)

Gary noted that the third draft of the 2013 budget includes one change – an additional \$5,000 for consulting service for Information Services. We have a need for assistance related to Library's computer network. We anticipate future consulting needs as demands on Library's systems increase. Gary reduced LIRF transfer by \$5,000 to offset this expense. We received the final Assessed Value figure from Auditor's Office this week after we sent out packet. Final figure is \$6.32 billion; Gary will update the budget before the Board meeting next week. The increase is a little less than 1% over 2012 assessed value.

The *Notice to Taxpayers* to be published in local newspapers, on page 8 in the packet, will be an action item on next week's agenda. The *Notice* provides the total of Library spending and tax levy for 2013, as well as the time and place of public hearing on the budget and adoption meeting. Public hearing will be the September 19th board meeting; adoption of budget is at the October 24th board meeting.

John Walsh inquired whether the change in Assessed Value was good, bad, or indifferent and Sara's response was that it is very good. Assessed value is value of all taxable property in county. An increase means that the local economy is growing, which means property tax revenue will be sufficient to continue to support local government without increasing costs to individual taxpayers.

John also asked about the IS Department consulting needs and Ned Baugh responded that we have done some consulting in the past. Historically we had a relationship with HoosierNet and were able to request their expertise. We are anticipating in near future upgrading network infrastructure for better traffic. Ned shared that he is awaiting a proposal from a vendor which will conduct an audit and make recommendations. After we receive the results, we will evaluate whether we can complete the work in house or need additional help.

Kari Isaacson asked if we will look at this matter again next month. Gary responded that the budget will be discussed at the September work session and we will go over it in a little more detail at the September public hearing.

Sara shared that at next week's Board meeting we will ask for approval to publish the *Notice to Taxpayers* announcing the public hearing. After that we cannot increase the totals, but we can adjust within the funds.

Internet and Computer Use Policy

Josh Wolf, representing the Encouraging Positive Patron Behavior Committee, addressed the Board regarding the Internet and computer use policy. He stated that the Indiana Public Library standards require the Board of Trustees to adopt an internet and computer use policy and review it annually. The Committee did an extensive review of the principles of open access and intellectual freedom, effectiveness of filters, and behavioral issues related to unfiltered access to the Internet and the Library's processes for encouraging positive behaviors.

The Committee recommended that the Board make no changes in the current Internet and Computer Use Policy and cited three reasons, outlined in their report:

1. Intellectual Freedom and open access are core principles of the library.
2. Filtering technology is not reliable. Filters are no substitute for parental supervision.
3. The library's processes minimize the behavioral issues related to computer use and are being improved.

To ensure the best possible behavior, the library employs three strategies:

- a. Zero tolerance for inappropriate behavior.
- b. Recessed monitors for public computing.
- c. Staff monitoring and enforcement. We continue to provide links to a variety of child-friendly web sites, including filtered search engines, and children and adults are instructed by staff, through our web site, and in our handouts, how to use internet safely.

The Committee anticipates making two improvements:

- a. More frequent roving in computer areas and a six-month ban after an initial warning for those who do not comply with Behavioral Rules.
- b. New signage and branding to reinforce cooperative computing and civil behavior.

Fred Risinger stated that he applauds committee's efforts. Patrons should have to sign an agreement stating the conditions of computer usage.

Kari Isaacson also applauded committee's efforts and agreement that requiring an agreement was a good step. She shared that her concern was the conflict between patrons' rights to access content and patrons' rights not to view objectionable content. She pointed out that this was a tricky situation. Another thing that concerned her was that we would be enabling bad habits with the taxpayer money used to purchase library computers.

Josh shared that intellectual freedom was the main focus of the Committee's review. He said that the Committee's focus was on acceptable behavior in this arena as is other areas. An individual's behavior cannot negatively affect other's use of the library.

John Walsh asked if we knew what percentage of Indiana libraries filtered and Josh stated that it was difficult to get those exact figures as the State Library annual report did not include such a question. Of 237 public libraries in the state, 162 libraries belong to the consortium and 75 are not. Most of the libraries in the consortium filter; data for those that do not is unavailable. John stated that he supported the decisions recommended by the committee.

Fred asked what a filtering program cost per year and Ned shared it would be minimal, depending on the vendor, around \$1,500. The obvious problem with filtering is that when we filter objectionable content we end up filtering information, such as health-related facts, that need to be accessed.

Public Comment

Rita Lichtenberg stated that she does not use computers here, but she appreciates the sensitivity of the committee and thinks they have thought matters through very carefully. She thanked them for their work.

Rita asked what will happen to the \$42,975 that will be coming if the appeal is successful. Gary responded that if we receive the money it will be placed in the pool of tax revenues.

Adjournment

Kari adjourned the meeting at 6:28 p.m.

Financial Report Comments

Reports as of 7-31-12

Board Meeting Date 8/15/12

Monthly Budget Report:

The guideline for the portion of the annual budget spent after seven months is 58.3%. The actual operating fund spending is 54.0% of the annual total budget.

Total salaries for July 2012 are about \$285,000 compared to about \$444,000 in July of last year. There were two pay dates in July 2012 compared to three pay dates last year in July.

Total wages and benefits are about \$2,814,000 so far in 2012 – a reduction of about \$46,000 compared to July 31 of last year.

Operating supplies are at about \$50,000 compared to about \$40,000 last year. The increase is due to the circulation supply line and the purchase of RFID tags.

In the Other Services and Charges category:

The professional services total is at about \$123,000 compared to \$186,000 last year. Last year we paid about \$35,000 to OCLC for catalog related services in June. The 2012 payment will probably be made in August. About \$24,000 of the decrease can be attributed to the collection services fees. Now that we are in our second year they are lower.

Communication and Transportation – About \$44,000 this year compared to about \$37,000 last year. The encumbered continuing education line spending is \$13,000 and it is the main reason for the increase.

Repairs and maintenance spending is at about \$49,000 compared to about \$8,000 last year. Most of the increase is related to the energy audit (\$36,166) which was encumbered.

The other charges line is about \$125,000 compared to about \$8,000 last year because of the transfer to the rainy day fund. In 2012 we are making a monthly entry to charge one twelfth of total annual amount - \$200,000. Last year we made a lump sum entry at the end of the year.

The rest of the budget lines seem to be moving along as expected.

MONROE COUNTY PUBLIC LIBRARY

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***Check Summary Register©**

July 13, 2012 to August 09, 2012

Name	Check Date	Check Amt	
06500 FIFTH THIRD CHECKING			
Paid Chk# 002836 AMERICAN UNITED LIFE INS. CO.	7/18/2012	\$1,579.18	403b TSA-AUL W/H
Paid Chk# 002837 DUKE ENERGY	7/18/2012	\$22,996.10	ELECTRICITY
Paid Chk# 002838 MIDWEST PRESORT SERVICE	7/18/2012	\$313.06	POSTAGE
Paid Chk# 002839 VERIZON WIRELESS	7/18/2012	\$186.88	CELL PHONES
Paid Chk# 002840 WRIGHT EXPRESS FSC	7/18/2012	\$40.42	FUEL
Paid Chk# 002841 ANDREA MARTINE	7/20/2012	\$19.99	REFUND ON LOST ITEM
Paid Chk# 002842 AT&T (OK)	7/20/2012	\$88.07	LONG-DISTANCE CALLS
Paid Chk# 002843 CITY OF BLOOMINGTON	7/20/2012	\$3,257.95	WATER & SEWER
Paid Chk# 002844 JPMORGAN CHASE BANK, NA	7/20/2012	\$2,964.58	VARIOUS
Paid Chk# 002845 MARILYN WOOD	7/20/2012	\$18.29	REFRESHMENTS
Paid Chk# 002846 MIDWEST PRESORT SERVICE	7/20/2012	\$297.61	POSTAGE SERVICES
Paid Chk# 002847 JIM GORDON, INC	7/20/2012	\$148.94	MNTHLY COPIER MAINT.
Paid Chk# 002848 MONROE COUNTY YMCA	7/20/2012	\$100.00	2 WELLNESS LUNCHES/ACHIEVE GRANT
Paid Chk# 002849 SARA LAUGHLIN	7/20/2012	\$90.17	ALA EXPENSES
Paid Chk# 002850 AFSCME COUNCIL 62	8/1/2012	\$1,189.78	UNION DUES
Paid Chk# 002851 AMERICAN UNITED LIFE INS. CO.	8/1/2012	\$1,581.13	403b TSA-AUL W/H
Paid Chk# 002852 AT&T (IL)	8/1/2012	\$1,328.79	PHONE CALLS
Paid Chk# 002853 AT&T ADVERTISING SOLUTIONS	8/1/2012	\$170.00	PHONE LISTING
Paid Chk# 002854 AT&T MOBILITY	8/1/2012	\$284.89	CELL PHONES
Paid Chk# 002855 BETTY L. WARREN	8/1/2012	\$50.00	FD/IN RM/PROGRAM
Paid Chk# 002856 CHRIS JACKSON	8/1/2012	\$56.03	REIMBURSE/LOWE'S
Paid Chk# 002857 CITGO	8/1/2012	\$632.88	FUEL
Paid Chk# 002858 DEPT. OF HOMELAND SECURITY	8/1/2012	\$210.00	INSPECTIONS
Paid Chk# 002859 DUKE ENERGY	8/1/2012	\$1,547.72	ELECTRICITY
Paid Chk# 002860 GLHEC	8/1/2012	\$200.80	GARNISHMENT
Paid Chk# 002861 LEGAL SHIELD	8/1/2012	\$47.84	PRE-PAID LEGAL W/H
Paid Chk# 002862 MIDWEST PRESORT SERVICE	8/1/2012	\$729.35	POSTAGE SERVICES
Paid Chk# 002863 MONROE COUNTY YMCA	8/1/2012	\$121.84	YMCA DUES W/H
Paid Chk# 002864 PICKAWAY COUNTY DISTRICT	8/1/2012	\$60.00	OHPUG 2012 CONF.
Paid Chk# 002865 SMITHVILLE DIGITAL, INC.	8/1/2012	\$1,425.00	MONTHLY INTERNET SVCS
Paid Chk# 002866 SUZANNE KERN - PETTY CASH	8/1/2012	\$75.86	POSTAGE
Paid Chk# 002867 UNITED COMMERCE BANK	8/1/2012	\$1,032.50	HSA EMPLOYER PAID
Paid Chk# 002868 UNITED WAY	8/1/2012	\$118.00	UNITED WAY W/H
Paid Chk# 002869 VECTREN ENERGY DELIVERY	8/1/2012	\$99.78	NATURAL GAS
Paid Chk# 002870 ANTHEM BLUE CROSS BLUE	8/6/2012	\$58,034.74	AUG. HEALTH INS.
Paid Chk# 002871 CITY OF BLOOMINGTON	8/6/2012	\$2,925.00	ZONE 4 PARKING PERMITS
Paid Chk# 002872 COLONIAL LIFE	8/6/2012	\$497.73	AUG. '12 INS. W/H
Paid Chk# 002873 ELLETTSVILLE UTILITIES	8/6/2012	\$256.63	WATER & SEWER
Paid Chk# 002874 GEGRB/AMAZON	8/6/2012	\$7,884.37	BOOKS
Paid Chk# 002875 PAMELA WASMER	8/6/2012	\$18.00	POLARIS CONF./FOOD
Paid Chk# 002876 DUKE ENERGY	8/7/2012	\$24,504.02	ELECTRICITY
Paid Chk# 002877 GUARDIAN LIFE INS. CO.	8/7/2012	\$5,946.52	AUG. DENTAL, VISION, & INS.
Paid Chk# 002878 REPUBLIC SERVICES #694	8/7/2012	\$165.00	TRASH SERVICES
Paid Chk# 002879 SMITHVILLE COMMUNICATIONS,	8/7/2012	\$242.90	PHONE CALLS
Paid Chk# 002880 A.M. BEST COMPANY, INC.	8/9/2012	\$337.90	BOOKS
Paid Chk# 002881 AUDIOGO	8/9/2012	\$256.21	NONPRINT
Paid Chk# 002882 BAKER & TAYLOR BOOKS	8/9/2012	\$41,184.52	BOOKS
Paid Chk# 002883 BRILLIANCE AUDIO, INC.	8/9/2012	\$79.78	NONPRINT
Paid Chk# 002884 CARMICHAEL TRUCK &	8/9/2012	\$738.79	SPRINTER REPAIR
Paid Chk# 002885 CDW GOVERNMENT, INC.	8/9/2012	\$340.41	IS SPLS
Paid Chk# 002886 CENTER POINT LARGE PRINT	8/9/2012	\$214.50	BOOKS
Paid Chk# 002887 CHARDON LABORATORIES, INC.	8/9/2012	\$662.00	MAINT. CONTRACT
Paid Chk# 002888 CINTAS CORPORATION	8/9/2012	\$227.20	FIRST-AID SPLS
Paid Chk# 002889 DELL MARKETING L.P.	8/9/2012	\$340.77	BACK-UP TAPES FOR IS

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***Check Summary Register©**

July 13, 2012 to August 09, 2012

Name	Check Date	Check Amt	
Paid Chk# 002890 DEMCO, INC.	8/9/2012	\$253.00	CATALOGING/A-V SPLS
Paid Chk# 002891 DUNCAN SUPPLY COMPANY, IN	8/9/2012	\$1,233.15	BLDG SPLS
Paid Chk# 002892 DUNCAN VIDEO, INC.	8/9/2012	\$1,830.00	UPGRADE SOFTWARE
Paid Chk# 002893 ELECTRONIC COMMERCE, INC.	8/9/2012	\$1,924.00	PAYROLL SERVICES
Paid Chk# 002894 ELLEN ARNHOLTER	8/9/2012	\$101.50	FD/CHILD REFRESHMENTS
Paid Chk# 002895 FEDEX	8/9/2012	\$10.52	SHIPPING
Paid Chk# 002896 FREEDOM BUSINESS SOLUTION	8/9/2012	\$1,239.98	PRINTER REPAIRS & CARTRIDGES
Paid Chk# 002897 GALE	8/9/2012	\$1,642.07	BOOKS
Paid Chk# 002898 GAYLORD BROS., INC.	8/9/2012	\$855.24	4 BOOK TRUCKS
Paid Chk# 002899 GLOBAL GOV/ED SOLUTIONS	8/9/2012	\$5,194.90	COMPUTER WORKSTATIONS
Paid Chk# 002900 GREEN PLANET FILMS	8/9/2012	\$28.00	NONPRINT
Paid Chk# 002901 HP PRODUCTS	8/9/2012	\$2,130.30	CLEANING SPLS
Paid Chk# 002902 INDIANA DAILY STUDENT	8/9/2012	\$180.00	WELCOME AD
Paid Chk# 002903 JANET LAMBERT	8/9/2012	\$30.06	FD/CHILD SPLS
Paid Chk# 002904 JERALD W. JAMES	8/9/2012	\$200.00	FINRA PROGRAM/TALK TO AN EXPER
Paid Chk# 002905 JIM GORDON, INC	8/9/2012	\$88.65	MONTHLY COPIER MAINT.
Paid Chk# 002906 KLEINDORFER'S HDWE	8/9/2012	\$18.17	BLDG SPLS
Paid Chk# 002907 KOORSEN FIRE & SECURITY, IN	8/9/2012	\$551.00	BLDG SERVICES
Paid Chk# 002908 LAMINATED TOPS OF CENTRAL	8/9/2012	\$859.00	1ST FLOOR BATHROOM REMODEL
Paid Chk# 002909 LATIN-AMERICAN PERIODICALS	8/9/2012	\$945.41	PERIODICALS
Paid Chk# 002910 LEARNING SEED	8/9/2012	\$114.45	NONPRINT
Paid Chk# 002911 LISA CHAMPELLI	8/9/2012	\$5.98	FD-CHILD SPLS
Paid Chk# 002912 LOWE'S	8/9/2012	\$115.18	BLDG SPLS
Paid Chk# 002913 MARY FRASIER	8/9/2012	\$37.92	FD/CHILD SPLS
Paid Chk# 002914 MAXWELLS OFFICE PRODUCTS	8/9/2012	\$609.90	TONER
Paid Chk# 002915 MCCSC-TRANSPORTATION	8/9/2012	\$49.56	FD-CHILD/KIDS TRANSPORTATION
Paid Chk# 002916 MENARDS - BLOOMINGTON	8/9/2012	\$99.89	BLDG SPLS
Paid Chk# 002917 MIDWEST COLLABORATIVE FOR	8/9/2012	\$2,663.37	6/12 OCLC USAGE
Paid Chk# 002918 MIDWEST TAPE	8/9/2012	\$40,363.96	NONPRINT
Paid Chk# 002919 MONROE COUNTY SOLID WASTE	8/9/2012	\$371.68	BLDG SERVICES
Paid Chk# 002920 NEW READERS PRESS	8/9/2012	\$1,113.69	BOOKS
Paid Chk# 002921 NOLAN'S LAWN CARE SERVICE	8/9/2012	\$2,180.50	LAWN CARE SERVICES
Paid Chk# 002922 OVERDRIVE	8/9/2012	\$500.00	E-BOOKS
Paid Chk# 002923 PARACLETE PRESS, INC.	8/9/2012	\$72.94	NONPRINT
Paid Chk# 002924 POLARIS LIBRARY SYSTEMS, IN	8/9/2012	\$600.00	SOFTWARE FOR CC AT CIRC. DESKS
Paid Chk# 002925 B,B & C POW PEST CONTROL,	8/9/2012	\$49.00	PEST CONTROL
Paid Chk# 002926 QUILL CORPORATION	8/9/2012	\$8.37	OFFICE SPLS
Paid Chk# 002927 RANDOM HOUSE, INC.	8/9/2012	\$1,213.90	NONPRINT
Paid Chk# 002928 RECORDED BOOKS, LLC	8/9/2012	\$1,139.40	NONPRINT
Paid Chk# 002929 SCHINDLER ELEVATOR	8/9/2012	\$2,387.61	MAINT. CONTRACT
Paid Chk# 002930 STANSIFER RADIO COMPANY IN	8/9/2012	\$55.72	BLDG SPLS
Paid Chk# 002931 STAPLES	8/9/2012	\$239.52	PROGRAM SPLS/WAHL GRANT
Paid Chk# 002932 TANTOR MEDIA	8/9/2012	\$323.20	NONPRINT
Paid Chk# 002933 THE ENGRAVING AND STAMP	8/9/2012	\$163.78	OFFICE SPLS
Paid Chk# 002934 THE MACEXPRIENCE	8/9/2012	\$1,237.95	CATS- EQUIPMENT
Paid Chk# 002935 THE SINGER GROUP INC.	8/9/2012	\$4,090.04	#6/8 MGMT DEVELOP. PROGRAM
Paid Chk# 002936 UNIVENTURE	8/9/2012	\$257.84	CATALOGING SPLS/A-V
Paid Chk# 002937 WESTON WOODS STUDIOS	8/9/2012	\$157.70	NONPRINT
Total Checks		\$267,458.42	

MONROE COUNTY PUBLIC LIBRARY
CHECKING ACCOUNTS
07/13/12 - 08/09/12

Fifth Third Checking Account/Check Register Total	\$267,458.42
Add: Electronic Withdrawals	
Merchant Services-Monthly Credit Card Fees (July '12)	646.44
Fifth Third Checking-Monthly Service Charge (July `12)	0.00
Add: Payrolls	
Vouchers & Checks 07/13/12 Payroll (ECI)	114,970.21
Electronic transfer (ECI) employee/employer taxes	40,177.15
Electronic transfer (ECI) employer & employee "HSA"	24,604.47
Electronic transfer 07/17/12 (TASC) employee "FSA"	363.45
Vouchers 07/27/12 Payroll (ECI)	120,324.31
Electronic transfer (ECI) employee/employer taxes	41,691.78
Electronic transfer (ECI) employee "HSA"	2,007.97
Electronic transfer 07/31/12 (TASC) employee "FSA"	363.45
TOTAL OF A/P AND PAYROLL CHECK REGISTERS	\$612,607.65

ck 2844

ACCOUNTS PAYABLE VOUCHER

MONROE COUNTY PUBLIC LIBRARY*Address Line 1*303 E KIRKWOOD AVENUE*BLOOMINGTON, IN 47408

Payee		Claim 20976
JPMORGAN CHASE BANK, NA	Purchase Order No. 0	
	Terms	
PALATINE, IL 60094-4016	Date Due	

Invoice Date	Invoice Number	Description (or note attached Invoice(s) or bill(s))	Amount
6/12/2012		E001-005-31700 PAYFLOW/CC MNTHLY FEE	\$89.25
6/22/2012		E019-001-32300 BELL CAB/ ALA CAB EXPENSE	\$126.25
6/22/2012		E019-001-32300 HILTON MIX/ALA FOOD	\$27.00
6/24/2012		E019-001-32300 BRODARD CHATEAU/ALA FOOD	\$26.34
6/25/2012		E019-001-32300 SUPERSHUTTLE/ALA TRAVEL	\$16.00
6/26/2012		E019-001-32300 RAMADA/ALA HOTEL	\$417.69
6/20/2012		E001-003-21200 OVERNIGHT PRINTS/BUS. CARDS	\$23.54
6/20/2012		E001-010-21200 OVERNIGHT PRINTS/BUS. CARDS	\$23.54
6/20/2012		E001-011-21200 OVERNIGHT PRINTS/BUS. CARDS	\$31.35
6/20/2012		E001-012-21200 OVERNIGHT PRINTS/BUS. CARDS	\$54.89
6/20/2012		E001-015-21200 OVERNIGHT PRINTS/BUS. CARDS	\$47.08
6/30/2012		E001-007-33200 CONSTANTCONTRACT/NEWSLETTER SUB.	\$15.00
6/13/2012		E020-016-21400 US DIGITAL MEDIA/THERMAL CARTRIDGES	\$322.47
6/6/2012		E001-018-45300 GOTYE/NONPRINT	\$150.73
6/7/2012		E001-018-45300 BGSU/NONPRINT	\$23.95
6/13/2012		E001-018-45300 PORTRAYALFI/NONPRINT	\$55.95
6/20/2012		E001-018-45300 CARCA/NONPRINT	\$17.12
6/27/2012		E001-018-45200 NEW YORK TIMES/PERIODICALS	\$19.97
6/27/2012		E001-018-45300 BARNES&NOBLE/NONPRINT	\$10.49
6/27/2012		E019-011-21350 KROGER/FD-CHILD SPLS	\$76.14
6/6/2012		E019-010-21350 KROGER/FD-TEENS FOOD	\$19.08
6/27/2012		E019-011-21350 KROGER/FD-CHILD FOOD	\$56.60
7/1/2012		E019-010-21350 BLGFDS/FD-ADULT FOOD	\$13.54
6/6/2012		E019-010-21350 CAFÉ PIZZARIA/FD-TEENS FOOD	\$116.46
6/27/2012		E016-010-21350 SUBWAY/TEENS FOOD	\$125.00
6/27/2012		E019-010-21350 SUBWAY/FD-TEENS FOOD	\$39.95
6/28/2012		E019-011-21350 MAD MUSHROOM/FD-CHILD FOOD	\$71.99
6/6/2012		E021-019-44650 APPLE/SOFTWARE UPGRADE	\$29.00
6/18/2012		E001-019-31500 YAHOO-FLICKR/1 YR. LICENSE SUBSCRIPT	\$24.95
6/21/2012		E001-019-31500 HOOTSUITE/1 YR.SUBSCRIPTION	\$9.99
6/27/2012		R001-012-03600 MCPL/CC TEST-F/F	\$1.75
6/28/2012		R001-012-03600 MCPL/CC TEST-F/F	\$1.50
6/28/2012		R001-012-03600 MCPL/CC TEST-F/F	\$1.00
6/28/2012		R001-012-03600 MCPL/CC TEST-F/F	\$1.00
6/8/2012		R001-012-03500 MCPL/CC TEST-L/D	\$1.00
6/21/2012		E001-005-31500 SURVEYMONKEY-YEARLY SUBSCRIPTION	\$239.00
6/26/2012		E004-001-21350 TLF FLOWERS/FOR NEW ASS. DIR.	\$46.01
6/26/2012		E016-015-21350 AMAZON/WAHL-STORY KITS	\$23.03
6/27/2012		E016-015-21350 SSI/WAHL-STORY KITS	\$110.18
6/27/2012		E016-015-21350 AMAZON/WAHL-STORY KITS	\$18.47
6/27/2012		E016-015-21350 AMAZON/WAHL-STORY KITS	\$86.03

6/27/2012	E016-015-21350 AMAZON/WAHL-STORY KITS	\$143.19
6/27/2012	E016-015-21350 LEARNING TREASURES-WAHL-STORY KITS	\$168.62
6/28/2012	E016-015-21350 AMAZON/WAHL-STORY KITS	\$9.97
6/28/2012	E019-015-21350 KROGER/FD-VITAL FOOD	\$32.52
	Total	\$2,964.58

VOUCHER NO. 20976

WARRANT NO. 2844

JPMORGAN CHASE BANK, NA

ALLOWED

IN THE SUM OF \$ \$2,964.58

\$ \$2,964.58

ON ACCOUNT OF APPROPRIATION FOR

COST DISTRIBUTION LEDGER CLASSIFICATION
IF CLAIM PAID MOTOR VEHICLE HIGHWAY FUND

Board/Council Member

Acct. No.	Account Title	Amount
	E001-005-31700	\$89.25
	E019-001-32300	\$126.25
	E019-001-32300	\$27.00
	E019-001-32300	\$26.34
	E019-001-32300	\$16.00
	E019-001-32300	\$417.69
	E001-003-21200	\$23.54
	E001-010-21200	\$23.54
	E001-011-21200	\$31.35
	E001-012-21200	\$54.89
	E001-015-21200	\$47.08
	E001-007-33200	\$15.00
	E020-016-21400	\$322.47
	E001-018-45300	\$150.73
	E001-018-45300	\$23.95
	E001-018-45300	\$55.95
	E001-018-45300	\$17.12
	E001-018-45200	\$19.97
	E001-018-45300	\$10.49
	E019-011-21350	\$76.14
	E019-010-21350	\$19.08
	E019-011-21350	\$56.60
	E019-010-21350	\$13.54
	E019-010-21350	\$116.46
	E016-010-21350	\$125.00
	E019-010-21350	\$39.95
	E019-011-21350	\$71.99
	E021-019-44650	\$29.00
	E001-019-31500	\$24.95
	E001-019-31500	\$9.99
	R001-012-03600	\$1.75

MONROE COUNTY PUBLIC LIBRARY
MONTHLY SUMMARY OF BUDGET CATEGORIES
AS OF JULY 31, 2012
SEVEN MONTHS = 58.3%

	2012 JULY	2011 JULY	2012 Y-T-D ACTUAL	2012 BUDGET	2011 Y-T-D ACTUAL	2012 Y-T-D BUDGET REMAINING	2012 % OF BUDGET USED	2012 % OF BUDGET REMAINING
PERSONNEL SERVICES								
SALARIES	284,816.09	443,844.09	2,098,838.87	3,849,557.66	2,157,215.17	1,750,718.79	54.5%	45.5%
EMPLOYEE BENEFITS	176,706.75	173,493.69	712,239.21	1,292,197.59	692,626.85	579,958.38	55.1%	44.9%
OTHER WAGES	0.00	2,698.35	3,064.16	9,300.00	10,394.32	6,235.84	32.9%	67.1%
TOTAL PERSONNEL SERVICES	<u>461,522.84</u>	<u>620,036.13</u>	<u>2,814,142.24</u>	<u>5,151,055.25</u>	<u>2,860,236.34</u>	<u>2,336,913.01</u>	<u>54.6%</u>	<u>45.4%</u>
SUPPLIES								
OFFICE SUPPLIES	3,592.06	2,722.28	23,811.33	49,160.00	27,553.64	25,348.67	48.4%	51.6%
OPERATING SUPPLIES	4,197.62	6,064.85	49,775.98	101,400.00	40,224.72	51,624.02	49.1%	50.9%
REPAIR & MAINT. SUPPLIES	<u>3,180.42</u>	<u>993.62</u>	<u>14,373.14</u>	<u>25,700.00</u>	<u>11,177.93</u>	<u>11,326.86</u>	<u>55.9%</u>	<u>44.1%</u>
TOTAL SUPPLIES	<u>10,970.10</u>	<u>9,780.75</u>	<u>87,960.45</u>	<u>176,260.00</u>	<u>78,956.29</u>	<u>88,299.55</u>	<u>49.9%</u>	<u>50.1%</u>
OTHER SERVICES & CHARGES								
PROFESSIONAL SERVICES	37,235.34	38,781.05	123,498.68	350,140.00	186,622.07	226,641.32	35.3%	64.7%
COMMUNICATION & TRANSPORTATION	2,276.10	5,269.32	44,252.44	104,600.00	36,743.97	60,347.56	42.3%	57.7%
PRINTING & ADVERTISING	245.80	446.28	1,213.96	8,800.00	2,790.06	7,586.04	13.8%	86.2%
INSURANCE	0.00	0.00	58,793.00	56,100.00	53,247.00	-2,693.00	104.8%	-4.8%
UTILITIES	26,557.43	25,596.03	177,899.22	312,200.00	167,224.91	134,300.78	57.0%	43.0%
REPAIR & MAINTENANCE	2,091.53	873.99	48,748.65	84,386.00	7,958.55	35,637.35	57.8%	42.2%
RENTALS	150.00	0.00	29,132.50	33,700.00	29,424.50	4,567.50	86.4%	13.6%
ELECTRONIC SERVICES	10,586.92	0.00	44,950.47	128,583.00	0.00	83,632.53	35.0%	65.0%
OTHER CHARGES	<u>16,916.67</u>	<u>0.00</u>	<u>124,792.63</u>	<u>215,390.00</u>	<u>8,136.00</u>	<u>90,597.37</u>	<u>57.9%</u>	<u>42.1%</u>
TOTAL OTHER SERVICES & CHARGES	<u>96,059.79</u>	<u>70,966.67</u>	<u>653,281.55</u>	<u>1,293,899.00</u>	<u>492,147.06</u>	<u>640,617.45</u>	<u>50.5%</u>	<u>49.5%</u>
CAPITAL OUTLAY								
FURNITURE & EQUIPMENT	0.00	0.00	5,419.86	10,811.88	2,984.01	5,392.02	50.1%	49.9%
OTHER CAPITAL OUTLAY	<u>77,874.27</u>	<u>68,849.41</u>	<u>564,221.48</u>	<u>1,009,317.00</u>	<u>580,598.47</u>	<u>445,095.52</u>	<u>55.9%</u>	<u>44.1%</u>
TOTAL CAPITAL OUTLAY	<u>77,874.27</u>	<u>68,849.41</u>	<u>569,641.34</u>	<u>1,020,128.88</u>	<u>583,582.48</u>	<u>450,487.54</u>	<u>55.8%</u>	<u>44.2%</u>
TOTAL OPERATING EXPENDITURES	<u><u>646,427.00</u></u>	<u><u>769,632.96</u></u>	<u><u>4,125,025.58</u></u>	<u><u>7,641,343.13</u></u>	<u><u>4,014,922.17</u></u>	<u><u>3,516,317.55</u></u>	<u><u>54.0%</u></u>	<u><u>46.0%</u></u>
				2011 BUDGET %USED IN 2011	7,465,919.52 53.8%			

MONROE COUNTY PUBLIC LIBRARY
MONTHLY BUDGET REPORT
AS OF JULY 31, 2012

	2012 JULY	2011 JULY	2012 Y-T-D ACTUAL	2012 BUDGET	2011 Y-T-D ACTUAL	2012 Y-T-D BUDGET REMAINING	2012 % OF BUDGET USED	2012 % OF BUDGET REMAINING
PERSONNEL SERVICES (1000'S)								
SALARIES								
1120 ADMINISTRATION	11,568.62	10,889.58	59,464.64	164,792.01	54,447.89	105,327.37	36.1%	63.9%
1130 PROFESSIONAL/SUPERVISORS	38,151.29	56,381.26	286,134.58	495,966.80	273,833.20	209,832.22	57.7%	42.3%
1140 PROFESSIONAL ASSISTANTS	93,998.64	172,371.11	713,699.05	1,291,404.64	802,001.78	577,705.59	55.3%	44.7%
1150 SPECIALISTS & TECHNICIANS	62,279.03	85,839.82	459,715.96	824,581.94	438,841.63	364,865.98	55.8%	44.2%
1160 CLERICAL ASSISTANTS	31,999.88	49,689.54	237,633.02	455,807.47	254,459.70	218,174.45	52.1%	47.9%
1170 PAGES	18,758.69	28,888.80	139,271.39	268,544.64	135,070.15	129,273.25	51.9%	48.1%
1190 BUILDING MAINTENANCE	28,059.94	39,783.98	202,920.23	348,460.16	198,560.82	145,539.93	58.2%	41.8%
TOTAL SALARIES	284,816.09	443,844.09	2,098,838.87	3,849,557.66	2,157,215.17	1,750,718.79	54.5%	45.5%
EMPLOYEE BENEFITS								
EMPLOYEE BENEFITS								
1210 EMPLOYER CONTRIBUTION/FICA	16,770.95	26,396.14	123,482.36	239,860.56	127,503.59	116,378.20	51.5%	48.5%
1220 UNEMPLOYMENT COMPENSATION	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
1230 EMPLOYER CONTRIBUTION/PERF	102,468.69	81,857.43	191,552.36	386,771.31	164,971.46	195,218.95	49.5%	50.5%
1240 EMPLOYER CONT/INSURANCE	53,544.79	59,066.74	368,325.48	608,874.69	370,288.78	240,549.21	60.5%	39.5%
1250 EMPLOYER CONT/MEDICARE	3,922.32	6,173.38	28,879.01	56,691.03	29,863.02	27,812.02	50.9%	49.1%
TOTAL EMPLOYEE BENEFITS	176,706.75	173,493.69	712,239.21	1,292,197.59	692,626.85	579,958.38	55.1%	44.9%
OTHER WAGES								
1310 WORKSTUDY	0.00	0.00	2,730.73	4,300.00	2,961.29	1,569.27	63.5%	36.5%
1180 TEMPORARY STAFF	0.00	2,698.35	333.43	5,000.00	7,433.03	4,666.57	6.7%	93.3%
TOTAL OTHER WAGES	0.00	2,698.35	3,064.16	9,300.00	10,394.32	6,235.84	32.9%	67.1%
TOTAL PERSONNEL SERVICES	461,522.84	620,036.13	2,814,142.24	5,151,055.25	2,860,236.34	2,336,913.01	54.6%	45.4%
SUPPLIES (2000'S)								
OFFICE SUPPLIES								
1004 MISCELLANEOUS UNAPPROPRIATED	0.00	1.00	0.00	0.00	1,019.98	0.00	#DIV/0!	#DIV/0!
2110 OFFICIAL RECORDS	0.00	0.00	0.00	1,000.00	1,613.26	1,000.00	0.0%	100.0%
2120 STATIONERY & PRINTING	865.71	0.00	865.71	2,760.00	301.57	1,894.29	31.4%	68.6%
2130 OFFICE SUPPLIES	711.40	876.24	5,686.15	21,300.00	8,202.96	15,613.85	26.7%	73.3%
2135 GENERAL SUPPLIES	0.00	0.00	90.67	0.00	0.00	-90.67	#DIV/0!	#DIV/0!
2140 DUPLICATING	2,014.95	1,845.04	17,168.80	24,100.00	16,415.87	6,931.20	71.2%	28.8%
2150 PROMOTIONAL MATERIALS	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!
TOTAL OFFICE SUPPLIES	3,592.06	2,722.28	23,811.33	49,160.00	27,553.64	25,348.67	48.4%	51.6%

*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.

MONROE COUNTY PUBLIC LIBRARY
MONTHLY BUDGET REPORT
AS OF JULY 31, 2012

	2012 JULY	2011 JULY	2012 Y-T-D ACTUAL	2012 BUDGET	2011 Y-T-D ACTUAL	2012 Y-T-D BUDGET REMAINING	2012 % OF BUDGET USED	2012 % OF BUDGET REMAINING
OPERATING SUPPLIES								
2210 CLEANING SUPPLIES	1,969.19	3,300.39	17,891.23	30,650.00	20,394.33	12,758.77	58.4%	41.6%
2220 FUEL, OIL, & LUBRICANTS	528.07	730.08	4,148.20	11,000.00	4,607.40	6,851.80	37.7%	62.3%
2230 CATALOGING SUPPLIES-BOOKS	0.00	233.85	2,257.25	5,500.00	2,255.95	3,242.75	41.0%	59.0%
2240 A/V SUPPLIES-CATALOGING	101.66	229.65	1,925.45	10,950.00	3,086.42	9,024.55	17.6%	82.4%
2250 CIRCULATION SUPPLIES	0.00	0.00	17,380.12	33,000.00	4,226.78	15,619.88	52.7%	47.3%
2260 LIGHT BULBS	689.46	1,555.13	2,736.06	3,000.00	4,201.76	263.94	91.2%	8.8%
2280 UNIFORMS	883.00	0.00	1,829.00	1,900.00	1,261.00	71.00	96.3%	3.7%
2290 DISPLAY/EXHIBIT SUPPLIES	26.24	15.75	1,608.67	5,400.00	191.08	3,791.33	29.8%	70.2%
TOTAL OPERATING SUPPLIES	4,197.62	6,064.85	49,775.98	101,400.00	40,224.72	51,624.02	49.1%	50.9%
REPAIR & MAINTENANCE SUPPLIES								
2300 IS SUPPLIES	267.69	24.95	1,970.12	6,600.00	3,157.96	4,629.88	29.9%	70.1%
2310 BUILDING MATERIALS & SUPPLIES	2,912.73	1,128.35	12,181.20	15,800.00	6,402.92	3,618.80	77.1%	22.9%
2315 ENERGY AUDIT MAT'LS & SPLS	0.00	-159.68	0.00	2,000.00	1,490.37	2,000.00	0.0%	100.0%
2320 PAINT & PAINTING SUPPLIES	0.00	0.00	221.82	300.00	126.68	78.18	73.9%	26.1%
2340 OTHER REPAIR & BINDING	0.00	0.00	0.00	1,000.00	0.00	1,000.00	0.0%	100.0%
TOTAL REPAIR & MAINTENANCE SUPPLIES	3,180.42	993.62	14,373.14	25,700.00	11,177.93	11,326.86	55.9%	44.1%
TOTAL SUPPLIES	10,970.10	9,780.75	87,960.45	176,260.00	78,956.29	88,299.55	49.9%	50.1%
OTHER SERVICES/CHARGES (3000'S)								
PROFESSIONAL SERVICES								
30040 MISC. UNAPPROPRIATED	0.00	0.00	1.00	0.00	0.00	-1.00	#DIV/0!	#DIV/0!
3110 CONSULTING SERVICES	0.00	0.00	0.00	3,000.00	90.00	3,000.00	0.0%	100.0%
3120 ENGINEERING/ARCHITECTURAL	0.00	0.00	0.00	40,000.00	2,862.66	40,000.00	0.0%	100.0%
3130 LEGAL SERVICES	259.57	1,183.94	5,176.72	15,500.00	9,059.06	10,323.28	33.4%	66.6%
3140 BUILDING SERVICES	1,324.56	1,260.25	9,211.27	40,000.00	13,873.89	30,788.73	23.0%	77.0%
3150 MAINTENANCE CONTRACTS	31,980.09	30,464.18	67,285.36	139,840.00	58,210.71	72,554.64	48.1%	51.9%
3160 COMPUTER SERVICES (OCLC)	1,425.00	1,225.00	9,975.00	51,300.00	42,511.46	41,325.00	19.4%	80.6%
3170 ADMIN/ACCOUNTING SERVICES	823.07	3,063.53	21,565.78	36,500.00	25,941.64	14,934.22	59.1%	40.9%
3175 COLLECTION AGENCY SERVICES	1,423.05	1,584.15	10,283.55	24,000.00	34,072.65	13,716.45	42.8%	57.2%
TOTAL PROFESSIONAL SERVICES	37,235.34	38,781.05	123,498.68	350,140.00	186,622.07	226,641.32	35.3%	64.7%
COMMUNICATION & TRANSPORTATION								
3210 TELEPHONE	944.79	3,727.01	15,489.28	30,600.00	16,073.45	15,110.72	50.6%	49.4%
3220 POSTAGE	1,331.31	858.85	10,279.00	30,000.00	12,493.85	19,721.00	34.3%	65.7%
3230 TRAVEL EXPENSE	0.00	0.00	1,345.70	10,000.00	2,029.06	8,654.30	13.5%	86.5%
3240 PROFESSIONAL MTG. (OFF-SITE)	0.00	0.00	19.00	10,000.00	246.00	9,981.00	0.2%	99.8%
3250 CONTINUING ED. (ON-SITE)	0.00	27.80	3,259.53	10,000.00	5,100.38	6,740.47	32.6%	67.4%
32501 ENCUMBERED CONTINU. ED.(ON-SITE)	0.00	0.00	13,000.00	13,000.00	0.00	0.00	100.0%	0.0%
3260 FREIGHT & DELIVERY	0.00	655.66	859.93	1,000.00	801.23	140.07	86.0%	14.0%
TOTAL COMMUNICATION & TRANSPORTATION	2,276.10	5,269.32	44,252.44	104,600.00	36,743.97	60,347.56	42.3%	57.7%

*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.

MONROE COUNTY PUBLIC LIBRARY
MONTHLY BUDGET REPORT
AS OF JULY 31, 2012

	2012 JULY	2011 JULY	2012 Y-T-D ACTUAL	2012 BUDGET	2011 Y-T-D ACTUAL	2012 Y-T-D BUDGET REMAINING	2012 % OF BUDGET USED	2012 % OF BUDGET REMAINING
PRINTING & ADVERTISING								
3310 ADVERTISING & PUBLICATION	0.00	446.28	835.56	2,900.00	914.42	2,064.44	28.8%	71.2%
3320 PRINTING	245.80	0.00	378.40	5,900.00	1,875.64	5,521.60	6.4%	93.6%
TOTAL PRINTING & ADVERTISING	245.80	446.28	1,213.96	8,800.00	2,790.06	7,586.04	13.8%	86.2%
INSURANCE								
3410 OFFICIAL BOND	0.00	0.00	450.00	700.00	450.00	250.00	64.3%	35.7%
3420 OTHER INSURANCE	0.00	0.00	58,343.00	55,400.00	52,797.00	-2,943.00	105.3%	-5.3%
TOTAL INSURANCE	0.00	0.00	58,793.00	56,100.00	53,247.00	-2,693.00	104.8%	-4.8%
UTILITIES								
3510 GAS	46.00	143.62	1,091.53	3,800.00	1,507.76	2,708.47	28.7%	71.3%
3520 ELECTRICITY	22,996.10	23,806.32	165,785.98	290,500.00	158,223.07	124,714.02	57.1%	42.9%
3530 WATER	3,515.33	1,646.09	11,021.71	17,900.00	7,494.08	6,878.29	61.6%	38.4%
TOTAL UTILITIES	26,557.43	25,596.03	177,899.22	312,200.00	167,224.91	134,300.78	57.0%	43.0%
REPAIR & MAINTENANCE								
3610 BUILDING REPAIR	1,287.29	0.00	2,943.48	22,000.00	760.31	19,056.52	13.4%	86.6%
3630 OTHER EQUIP/FURNITURE REPAIRS	160.00	178.90	3,995.26	13,800.00	2,357.58	9,804.74	29.0%	71.0%
36301 ENCUMBERED EQUIP/FURN REPAIRS	0.00	0.00	36,166.00	39,586.00	0.00	3,420.00	91.4%	8.6%
3640 VEHICLE REPAIR & MAINTENANCE	644.24	695.09	3,770.77	6,000.00	4,207.78	2,229.23	62.8%	37.2%
3650 MATERIAL BINDING/REPAIR SERV.	0.00	0.00	1,873.14	3,000.00	632.88	1,126.86	62.4%	37.6%
TOTAL REPAIR & MAINTENANCE	2,091.53	873.99	48,748.65	84,386.00	7,958.55	35,637.35	57.8%	42.2%
RENTALS								
3710 REAL ESTATE RENTAL/PARKING	150.00	0.00	29,132.50	33,600.00	29,424.50	4,467.50	86.7%	13.3%
3720 EQUIPMENT RENTAL	0.00	0.00	0.00	100.00	0.00	100.00	0.0%	100.0%
TOTAL RENTALS	150.00	0.00	29,132.50	33,700.00	29,424.50	4,567.50	86.4%	13.6%
ELECTRONIC SERVICES								
38450 DATABASES SERVICES	7,086.92	0.00	38,300.47	88,170.00	0.00	49,869.53	43.4%	56.6%
38460 E-BOOKS SERVICES	3,500.00	0.00	6,650.00	40,413.00	0.00	33,763.00	16.5%	83.5%
TOTAL ELECTRONIC SERVICES	10,586.92	0.00	44,950.47	128,583.00	0.00	83,632.53	35.0%	65.0%
OTHER CHARGES								
3910 DUES/INSTITUTIONAL	250.00	0.00	7,075.98	7,590.00	7,176.00	514.02	93.2%	6.8%
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	0.00	0.00	0.00	#DIV/0!	#DIV/0!
3945 TRANSFER TO ANOTHER FUND (R.DAY)	16,666.67	0.00	116,666.65	200,000.00	0.00	83,333.35	58.3%	41.7%
3950 EDUCATIONAL SERV/LICENSING	0.00	0.00	1,050.00	5,300.00	960.00	4,250.00	19.8%	80.2%
TOTAL OTHER CHARGES	16,916.67	0.00	124,792.63	215,390.00	8,136.00	90,597.37	57.9%	18 42.1%

TOTAL OTHER SERVICES/CHARGES	96,059.79	70,966.67	653,281.55	1,293,899.00	492,147.06	640,617.45	50.5%	49.5%
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MONROE COUNTY PUBLIC LIBRARY
MONTHLY BUDGET REPORT
AS OF JULY 31, 2012

	2012 JULY	2011 JULY	2012 Y-T-D ACTUAL	2012 BUDGET	2011 Y-T-D ACTUAL	2012 Y-T-D BUDGET REMAINING	2012 % OF BUDGET USED	2012 % OF BUDGET REMAINING
CAPITAL OUTLAY (4000'S)								
FURNITURE & EQUIPMENT								
4410 FURNITURE	0.00	0.00	792.96	1,000.00	300.82	207.04	79.3%	20.7%
44105 ENCUMBERED FURNITURE	0.00	0.00	0.00	0.00	1,387.52	0.00	#DIV/0!	#DIV/0!
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	3,115.02	8,300.00	1,295.67	5,184.98	37.5%	62.5%
4440 LAND & BUILDINGS	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
4445 BUILDING 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!
44601 ENCUMBERED IS EQUIPMENT	0.00	0.00	1,511.88	1,511.88	0.00	0.00	100.0%	0.0%
4465 IS SOFTWARE	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	#DIV/0!
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!
TOTAL FURNITURE & EQUIPMENT	0.00	0.00	5,419.86	10,811.88	2,984.01	5,392.02	50.1%	49.9%
OTHER CAPITAL OUTLAY								
4510 BOOKS	46,633.70	39,084.49	343,869.46	595,008.00	321,142.03	251,138.54	57.8%	42.2%
4520 PERIODICALS & NEWSPAPERS	481.03	1,252.71	2,061.07	45,971.00	5,987.98	43,909.93	4.5%	95.5%
4530 NONPRINT MATERIALS	30,759.54	25,302.21	218,290.95	368,338.00	230,045.87	150,047.05	59.3%	40.7%
4540 ELECTRONIC RESOURCES	0.00	3,210.00	0.00	0.00	23,422.59	0.00	#DIV/0!	#DIV/0!
TOTAL OTHER CAPITAL OUTLAY	77,874.27	68,849.41	564,221.48	1,009,317.00	580,598.47	445,095.52	55.9%	44.1%
TOTAL CAPITAL OUTLAY	77,874.27	68,849.41	569,641.34	1,020,128.88	583,582.48	450,487.54	55.8%	44.2%
TOTAL OPERATING EXPENDITURES	646,427.00	769,632.96	4,125,025.58	7,641,343.13	4,014,922.17	3,516,317.55	54.0%	46.0%

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MONROE COUNTY PUBLIC LIBRARY

Operating Budget & Expenditure Report

January 1, 2012 to July 31, 2012
7 months = 58.3%

Object	Object Descr	2012 Budget	Jan 2012	Feb 2012	Mar 2012	Apr 2012	May 2012	June 2012	July 2012	2012 YTD Amt	2012 YTD Balance	2012 %YTD Budget
11200	ADMINISTRATION	\$164,792.01	\$7,368.61	\$7,368.62	\$7,368.62	\$7,368.62	\$7,368.62	\$11,052.93	\$11,568.62	\$59,464.64	\$105,327.37	36.08%
11300	PROF/SUPERVISORS	\$495,966.80	\$38,151.28	\$38,151.28	\$38,151.26	\$38,151.26	\$38,151.27	\$57,226.94	\$38,151.29	\$286,134.58	\$209,832.22	57.69%
11400	PROFESSIONAL	\$1,291,404.6	\$95,337.60	\$95,876.31	\$97,649.88	\$92,758.60	\$99,105.01	\$138,973.01	\$93,998.64	\$713,699.05	\$577,705.59	55.27%
11500	SPECIALIST/TECHNICIANS	\$824,581.94	\$60,862.56	\$61,790.02	\$63,174.89	\$59,803.37	\$59,780.04	\$92,026.05	\$62,279.03	\$459,715.96	\$364,865.98	55.75%
11600	CLERICAL ASSISTANTS	\$455,807.47	\$30,788.03	\$30,581.55	\$31,690.24	\$32,031.60	\$33,064.49	\$47,477.23	\$31,999.88	\$237,633.02	\$218,174.45	52.13%
11700	PAGES	\$268,544.64	\$16,971.36	\$19,678.51	\$19,472.85	\$18,262.77	\$19,101.81	\$27,025.40	\$18,758.69	\$139,271.39	\$129,273.25	51.86%
11800	TEMPORAY STAFF	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$333.43	\$0.00	\$333.43	\$4,666.57	6.67%
11900	BUILDING	\$348,460.16	\$26,911.87	\$26,905.00	\$27,005.01	\$27,365.67	\$27,953.27	\$38,719.47	\$28,059.94	\$202,920.23	\$145,539.93	58.23%
12100	FICA/EMPLOYER	\$239,860.56	\$16,240.20	\$16,486.33	\$16,740.56	\$16,200.80	\$16,751.05	\$24,292.47	\$16,770.95	\$123,482.36	\$116,378.20	51.48%
12300	PERF/EMPLOYER	\$386,771.31	\$0.00	\$0.00	\$0.00	\$89,083.67	\$0.00	\$0.00	\$102,468.6	\$191,552.36	\$195,218.95	49.53%
12400	INS/EMPLOYER	\$608,874.69	\$17,599.45	\$136,387.27	\$57,418.27	\$43,567.70	\$57,101.87	\$2,706.13	\$53,544.79	\$368,325.48	\$240,549.21	60.49%
12500	MEDICARE/EMPLOYER	\$56,691.03	\$3,798.01	\$3,855.70	\$3,915.30	\$3,788.78	\$3,917.48	\$5,681.42	\$3,922.32	\$28,879.01	\$27,812.02	50.94%
13100	WORK STUDY	\$4,300.00	\$2,730.73	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,730.73	\$1,569.27	63.51%
21100	OFFICIAL RECORDS	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
21200	STATIONERY/BUS. CARDS	\$2,760.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$865.71	\$865.71	\$1,894.29	31.37%
21300	OFFICE SUPPLIES	\$21,300.00	\$1,301.74	\$553.03	\$286.14	\$363.45	\$1,650.16	\$820.23	\$711.40	\$5,686.15	\$15,613.85	26.70%
21350	GENERAL SUPPLIES	\$0.00	\$0.00	\$70.00	\$20.67	\$0.00	\$0.00	\$0.00	\$0.00	\$90.67	-\$90.67	0.00%
21400	DUPLICATING	\$24,100.00	\$1,658.23	\$2,948.37	\$1,333.21	\$1,871.96	\$1,572.97	\$5,769.11	\$2,014.95	\$17,168.80	\$6,931.20	71.24%
22100	CLEANING SUPPLIES	\$30,650.00	\$0.00	\$5,825.68	\$3,861.52	\$1,722.79	\$2,915.81	\$1,596.24	\$1,969.19	\$17,891.23	\$12,758.77	58.37%
22200	FUEL/OIL/LUBRICANTS	\$11,000.00	\$1,013.49	\$710.60	\$587.21	\$516.60	\$772.24	\$19.99	\$528.07	\$4,148.20	\$6,851.80	37.71%
22300	CATALOGING	\$5,500.00	\$626.31	\$199.72	\$27.16	\$36.18	\$299.58	\$1,068.30	\$0.00	\$2,257.25	\$3,242.75	41.04%
22400	A/V SUPPLIES/CATALOG	\$10,950.00	\$0.00	\$470.99	\$244.80	\$1,108.00	\$0.00	\$0.00	\$101.66	\$1,925.45	\$9,024.55	17.58%
22500	CIRCULATION SUPPLIES	\$33,000.00	\$232.05	\$7,246.73	\$64.16	\$37.18	\$0.00	\$9,800.00	\$0.00	\$17,380.12	\$15,619.88	52.67%
22600	LIGHT BULBS	\$3,000.00	\$0.00	\$326.95	\$1,408.04	\$236.77	\$74.84	\$0.00	\$689.46	\$2,736.06	\$263.94	91.20%
22800	UNIFORMS	\$1,900.00	\$0.00	\$0.00	\$0.00	\$0.00	\$946.00	\$0.00	\$883.00	\$1,829.00	\$71.00	96.26%
22900	DISPLAY/EXHIBITS SUPPLIES	\$5,400.00	\$0.00	\$0.00	\$1,349.65	\$128.88	\$0.00	\$103.90	\$26.24	\$1,608.67	\$3,791.33	29.79%
23000	IS SUPPLIES	\$6,600.00	\$215.60	\$603.83	\$139.31	\$528.16	\$87.88	\$127.65	\$267.69	\$1,970.12	\$4,629.88	29.85%
23100	BUILDING MATERIAL	\$15,800.00	\$0.00	\$4,426.35	\$868.06	\$635.46	\$2,576.59	\$762.01	\$2,912.73	\$12,181.20	\$3,618.80	77.10%
23150	ENERGY AUDIT MAT'LS &	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0.00%
23200	PAINT/PAINTING SUPPLIES	\$300.00	\$38.81	\$82.87	\$0.00	\$27.98	\$12.32	\$59.84	\$0.00	\$221.82	\$78.18	73.94%
23400	OTHER REPAIRS/BINDING	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
30040	MISC. UNAPPROPRIATED	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$0.00	\$1.00	-\$1.00	0.00%
31100	CONSULTING SERVICES	\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,000.00	0.00%
31200	ENGINEERING/ARCHITECTU	\$40,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,000.00	0.00%
31300	LEGAL SERVICES	\$15,500.00	\$166.32	\$2,119.50	\$347.86	\$202.66	\$763.00	\$1,317.81	\$259.57	\$5,176.72	\$10,323.28	33.40%
31400	BUILDING SERVICES	\$40,000.00	\$1,161.71	\$2,413.50	\$927.00	\$1,309.00	\$239.00	\$1,836.50	\$1,324.56	\$9,211.27	\$30,788.73	23.03%
31500	MAINTENANCE	\$139,840.00	\$10,191.33	\$9,247.14	\$3,577.21	\$1,693.72	\$6,480.51	\$4,115.36	\$31,980.09	\$67,285.36	\$72,554.64	48.12%
31600	COMPUTER SERVICES	\$51,300.00	\$1,425.00	\$1,425.00	\$1,425.00	\$1,425.00	\$2,850.00	\$0.00	\$1,425.00	\$9,975.00	\$41,325.00	19.44%
31700	ADMIN/ACCOUNTING	\$36,500.00	\$4,415.36	\$4,893.66	\$2,793.78	\$2,778.84	\$3,083.49	\$2,777.58	\$823.07	\$21,565.78	\$14,934.22	59.08%
31750	COLLECTION AGENCY	\$24,000.00	\$1,673.65	\$1,763.15	\$0.00	\$1,396.20	\$1,163.50	\$2,864.00	\$1,423.05	\$10,283.55	\$13,716.45	42.85%
32100	TELEPHONE	\$30,600.00	\$2,304.79	\$2,368.84	\$2,332.90	\$2,129.07	\$2,918.57	\$2,490.32	\$944.79	\$15,489.28	\$15,110.72	50.62%

MONROE COUNTY PUBLIC LIBRARY

Operating Budget & Expenditure Report

January 1, 2012 to July 31, 2012
7 months = 58.3%

Object	Object Descr	2012 Budget	Jan 2012	Feb 2012	Mar 2012	Apr 2012	May 2012	June 2012	July 2012	2012 YTD Amt	2012 YTD Balance	2012 %YTD Budget
32200	POSTAGE	\$30,000.00	\$1,402.76	\$1,424.61	\$1,351.28	\$1,635.16	\$1,895.55	\$1,238.33	\$1,331.31	\$10,279.00	\$19,721.00	34.26%
32300	TRAVEL EXPENSE	\$10,000.00	\$0.00	\$0.00	\$80.08	\$0.00	\$1,021.96	\$243.66	\$0.00	\$1,345.70	\$8,654.30	13.46%
32400	PROFESSIONAL MTG/OFF	\$10,000.00	\$19.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$19.00	\$9,981.00	0.19%
32500	CONTINUING	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,259.53	\$0.00	\$0.00	\$3,259.53	\$6,740.47	32.60%
32501	ENCUMBERED CONTINUING	\$13,000.00	\$4,162.56	\$0.00	\$3,984.70	\$3,987.27	\$865.47	\$0.00	\$0.00	\$13,000.00	\$0.00	100.00%
32600	FREIGHT/DELIVERY	\$1,000.00	\$0.00	\$198.63	\$11.30	\$0.00	\$0.00	\$650.00	\$0.00	\$859.93	\$140.07	85.99%
33100	ADVERTISING/PUBLICATIO	\$2,900.00	\$0.00	\$0.00	\$15.00	\$431.80	\$43.76	\$345.00	\$0.00	\$835.56	\$2,064.44	28.81%
33200	PRINTING SERVICES	\$5,900.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15.00	\$117.60	\$245.80	\$378.40	\$5,521.60	6.41%
34100	OFFICIAL BOND INS.	\$700.00	\$0.00	\$450.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$450.00	\$250.00	64.29%
34200	OTHER INSURANCE	\$55,400.00	\$3,200.00	\$50,111.00	\$1,761.00	\$1,269.00	\$0.00	\$2,002.00	\$0.00	\$58,343.00	-\$2,943.00	105.31%
35100	GAS	\$3,800.00	\$54.12	\$561.56	\$51.40	\$168.59	\$158.22	\$51.64	\$46.00	\$1,091.53	\$2,708.47	28.72%
35200	ELECTRICITY	\$290,500.00	\$25,660.13	\$24,832.47	\$23,179.36	\$21,792.71	\$22,356.92	\$24,968.29	\$22,996.10	\$165,785.98	\$124,714.02	57.07%
35300	WATER	\$17,900.00	\$792.60	\$1,015.44	\$793.20	\$1,124.92	\$1,903.31	\$1,876.91	\$3,515.33	\$11,021.71	\$6,878.29	61.57%
36100	BUILDING REPAIRS	\$22,000.00	\$888.79	\$0.00	\$767.40	\$0.00	\$0.00	\$0.00	\$1,287.29	\$2,943.48	\$19,056.52	13.38%
36300	OTHER EQUIP/FURNITURE	\$13,800.00	\$694.00	\$1,427.76	\$389.90	\$458.90	\$672.30	\$192.40	\$160.00	\$3,995.26	\$9,804.74	28.95%
36301	ENCUMBERED EQUIP	\$39,586.00	\$3,000.00	\$0.00	\$15,000.00	\$0.00	\$8,466.00	\$9,700.00	\$0.00	\$36,166.00	\$3,420.00	91.36%
36400	VEHICLE	\$6,000.00	\$977.95	\$864.42	\$0.00	\$1,284.16	\$0.00	\$0.00	\$644.24	\$3,770.77	\$2,229.23	62.85%
36500	MATERIALS	\$3,000.00	\$568.55	\$465.06	\$0.00	\$549.25	\$0.00	\$290.28	\$0.00	\$1,873.14	\$1,126.86	62.44%
37100	REAL ESTATE	\$33,600.00	\$19,171.00	\$75.00	\$0.00	\$30.50	\$0.00	\$9,706.00	\$150.00	\$29,132.50	\$4,467.50	86.70%
37200	EQUIPMENT RENTAL	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00%
38450	DATABASES	\$88,170.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,913.55	\$29,300.00	\$7,086.92	\$38,300.47	\$49,869.53	43.44%
38460	E-BOOKS	\$40,413.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00	\$3,000.00	\$3,500.00	\$6,650.00	\$33,763.00	16.46%
39100	DUES/INSTITUTIONAL	\$7,590.00	\$0.00	\$5,775.98	\$1,050.00	\$0.00	\$0.00	\$0.00	\$250.00	\$7,075.98	\$514.02	93.23%
39200	INTEREST/TEMPORARY	\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0.00%
39450	TRANSFER TO ANOTHER	\$200,000.00	\$16,666.63	\$16,666.67	\$16,666.67	\$16,666.67	\$16,666.67	\$16,666.67	\$16,666.67	\$116,666.65	\$83,333.35	58.33%
39500	EDUCATIONAL/LICENSING	\$5,300.00	\$960.00	\$0.00	\$0.00	\$0.00	\$90.00	\$0.00	\$0.00	\$1,050.00	\$4,250.00	19.81%
44100	FURNITURE	\$1,000.00	\$0.00	\$272.98	\$519.98	\$0.00	\$0.00	\$0.00	\$0.00	\$792.96	\$207.04	79.30%
44300	OTHER EQUIPMENT	\$8,300.00	\$1,495.00	\$284.99	\$0.00	\$0.00	\$0.00	\$1,335.03	\$0.00	\$3,115.02	\$5,184.98	37.53%
44601	ENCUMBERED IS	\$1,511.88	\$1,511.88	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,511.88	\$0.00	100.00%
45100	BOOKS	\$595,008.00	\$45,153.21	\$69,908.54	\$27,786.46	\$45,853.65	\$54,274.82	\$54,259.08	\$46,633.70	\$343,869.46	\$251,138.54	57.79%
45200	PERIODICALS/NEWSPAPERS	\$45,971.00	\$144.25	\$218.21	\$29.00	\$94.95	\$901.83	\$191.80	\$481.03	\$2,061.07	\$43,909.93	4.48%
45300	NONPRINT MATERIALS	\$368,338.00	\$35,164.08	\$44,692.75	\$19,222.96	\$30,883.30	\$27,969.29	\$29,599.03	\$30,759.54	\$218,290.95	\$150,047.05	59.26%
		\$7,641,343.1	\$504,870.6	\$704,022.57	\$496,840.25	\$572,761.5	\$533,325.5	\$666,778.04	\$646,427.0	\$4,125,025.58	\$3,516,317.55	53.98%

MONROE COUNTY PUBLIC LIBRARY

LIRF Budget & Expenditure Report

January 1, 2012 to July 31, 2012

7 months = 58.3%

Object	Object Descr	2012 Budget	Jan 2012	Feb 2012	Mar 2012	Apr 2012	May 2012	June 2012	July 2012	YTD Amount	2012 YTD Balance	2012 %YTD Budget
36100	BUILDING REPAIRS	\$100,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100,000.00	0.00%
44300	OTHER EQUIPMENT	\$100,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100,000.00	0.00%
44450	BUILDING RENOVATION	\$150,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$636.41	\$2,500.00	\$3,136.41	\$146,863.59	2.09%
		\$350,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$636.41	\$2,500.00	\$3,136.41	\$346,863.59	0.90%

MONROE COUNTY PUBLIC LIBRARY
Debt Service Budget & Expenditures Report

January 1, 2012 to July 31, 2012
7 months = 58.3%

Object	2012	Jan	Feb	Mar	Apr	May	June	July	2012	2012	2012
Object Descr	Budget	2012	2012	2011	2011	2012	2011	2011	YTD Amt	YTD Balance	%YTD Budget
37100 REAL ESTATE	\$322,088.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$278,999.20	\$0.00	\$278,999.20	\$43,088.80	86.62%
39200 INTEREST/TEM	\$0.00	\$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	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	0.00%
	\$322,088.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$278,999.20	\$0.00	\$278,999.20	\$43,088.80	86.62%

MONROE COUNTY PUBLIC LIBRARY

Rainy Day Budget & Expenditures Report

January 1, 2012 to July 31, 2012

7 months = 58.3%

Object	Object Descr	2012 Budget	Jan 2012	Feb 2012	Mar 2012	Apr 2012	May 2012	June 2012	July 2012	2012 YTD Amt	2012 YTD Balance	2012 %YTD Budget
12200	UNEMPLOYMENT COMPENSATION	\$10,000.00	\$1,233.63	\$724.00	\$490.56	\$0.00	\$0.00	\$0.00	\$0.00	\$2,448.19	\$7,551.81	24.48%
31100	CONSULTING SERVICES	\$50,000.00	\$0.00	\$0.00	\$1,001.02	\$0.00	\$11,461.1	\$5,000.0	\$0.00	\$17,462.21	\$32,537.79	34.92%
31300	LEGAL SERVICES	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50,000.00	0.00%
32400	PROFESSIONAL MTG/OFF SITE	\$0.00	\$0.00	\$0.00	\$975.00	\$0.00	\$0.00	\$0.00	\$0.00	\$975.00	-\$975.00	0.00%
33200	PRINTING SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$103.26	\$0.00	\$103.26	-\$103.26	0.00%
36100	BUILDING REPAIRS	\$100,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100,000.00	0.00%
44100	FURNITURE	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50,000.00	0.00%
44300	OTHER EQUIPMENT	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50,000.00	0.00%
44450	BUILDING RENOVATION	\$100,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100,000.00	0.00%
		\$410,000.00	\$1,233.63	\$724.00	\$2,466.58	\$0.00	\$11,461.1	\$5,103.2	\$0.00	\$20,988.66	\$389,011.34	5.12%

MONROE COUNTY PUBLIC LIBRARY

Special Revenue Budget & Expenditure Report

January 1, 2012 to July 31, 2012
7 months = 58.3%

Object	Object Descr	2012 Budget	Jan 2012	Feb 2012	Mar 2012	Apr 2012	May 2012	June 2012	July 2012	YTD Amount	2012 YTD Balance	2012 %YTD Budget
11300	PROF/SUPERVISORS	\$60,226.20	\$4,632.78	\$4,632.78	\$4,632.78	\$4,632.78	\$4,632.78	\$6,949.17	\$4,632.78	\$34,745.85	\$25,480.35	57.69%
11400	PROFESSIONAL ASSISTANT	\$121,237.77	\$9,325.95	\$9,325.98	\$9,325.99	\$9,325.98	\$9,326.00	\$13,988.97	\$9,325.97	\$69,944.84	\$51,292.93	57.69%
11600	CLERICAL ASSISTANTS	\$175,746.84	\$13,853.72	\$14,030.16	\$13,992.65	\$13,977.17	\$14,332.20	\$20,699.19	\$13,227.21	\$104,112.30	\$71,634.54	59.24%
11800	TEMPORARY STAFF	\$11,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11,000.00	0.00%
12100	FICA/EMPLOYER	\$22,147.07	\$1,634.21	\$1,645.92	\$1,644.65	\$1,641.33	\$1,665.56	\$2,450.07	\$1,600.79	\$12,282.53	\$9,864.54	55.46%
12300	PERF/EMPLOYER	\$35,966.53	\$0.00	\$0.00	\$0.00	\$8,370.51	\$0.00	\$0.00	\$9,769.80	\$18,140.31	\$17,826.22	50.44%
12400	INS/EMPLOYER	\$66,000.00	\$7,367.87	\$12,595.81	\$5,752.58	\$4,135.00	\$5,537.01	\$117.09	\$11,073.77	\$46,579.13	\$19,420.87	70.57%
12500	MEDICARE/EMPLOYER	\$5,179.55	\$382.19	\$384.93	\$384.65	\$383.85	\$389.51	\$573.00	\$374.38	\$2,872.51	\$2,307.04	55.46%
13100	WORK STUDY	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
21200	STATIONERY/BUS. CARDS	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
21300	OFFICE SUPPLIES	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13.59	\$0.00	\$0.00	\$13.59	\$486.41	2.72%
21400	DUPLICATING	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$322.47	\$322.47	-\$122.47	161.24%
22200	FUEL/OIL/LUBRICANTS	\$1,000.00	\$111.60	\$31.49	\$79.39	\$0.00	\$42.63	\$155.30	\$40.42	\$460.83	\$539.17	46.08%
22700	VIDEO TAPE/MEDIA STORAGE	\$15,000.00	\$0.00	\$0.00	\$5,691.55	\$0.00	\$0.00	\$5,477.97	\$0.00	\$11,169.52	\$3,830.48	74.46%
23000	IS SUPPLIES	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$92.23	\$92.23	\$907.77	9.22%
23100	BUILDING MATERIAL	\$0.00	\$0.00	\$0.00	\$0.00	\$3.43	\$0.00	\$0.00	\$0.00	\$3.43	-\$3.43	0.00%
23500	VIDEO MATERIALS/CATS	\$10,000.00	\$17.10	\$98.38	\$227.62	\$1,271.33	\$0.00	\$1,460.63	\$261.75	\$3,336.81	\$6,663.19	33.37%
31100	CONSULTING SERVICES	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$450.00	\$450.00	\$9,550.00	4.50%
31300	LEGAL SERVICES	\$750.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40.32	\$92.72	\$133.04	\$616.96	17.74%
31400	BUILDING SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.14	\$0.00	\$0.14	-\$0.14	0.00%
31650	DIGITIZATION SERVICES	\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0.00%
31700	ADMIN/ACCOUNTING	\$0.00	\$0.14	\$0.84	\$1.02	\$2.36	\$3.30	\$4.42	\$5.62	\$17.70	-\$17.70	0.00%
32100	TELEPHONE	\$3,500.00	\$0.00	\$717.39	\$253.45	\$0.00	\$495.54	\$247.56	\$0.00	\$1,713.94	\$1,786.06	48.97%
32200	POSTAGE	\$750.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$750.00	0.00%
32300	TRAVEL EXPENSE	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
32400	PROFESSIONAL MTG/OFF	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
32600	FREIGHT/DELIVERY	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9.30	\$0.00	\$0.00	\$9.30	\$490.70	1.86%
36300	OTHER EQUIP/FURNITURE	\$6,000.00	\$0.00	\$177.64	\$0.00	\$1,684.50	\$725.64	\$0.00	\$0.00	\$2,587.78	\$3,412.22	43.13%
37100	REAL ESTATE	\$3,500.00	\$1,866.00	\$0.00	\$0.00	\$0.00	\$0.00	\$696.00	\$0.00	\$2,562.00	\$938.00	73.20%
39100	DUES/INSTITUTIONAL	\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$770.00	\$0.00	\$0.00	\$770.00	\$730.00	51.33%
39500	EDUCATIONAL/LICENSING	\$400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$400.00	0.00%
39600	COMMUNITY NEWS SERVICES	\$10,000.00	\$0.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$5,000.00	\$5,000.00	50.00%
44100	FURNITURE	\$1,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$360.52	\$0.00	\$0.00	\$360.52	\$839.48	30.04%
44700	EQUIPMENT - CATS	\$70,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$70,000.00	0.00%
44750	SOFTWARE - CATS	\$5,000.00	\$599.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$599.00	\$4,401.00	11.98%
		\$642,803.96	\$39,790.56	\$43,641.32	\$41,986.33	\$47,928.24	\$38,303.58	\$55,359.83	\$51,269.91	\$318,279.77	\$324,524.19	49.51%

MONROE COUNTY PUBLIC LIBRARY

LCPF Budget & Expenditure Report

January 1, 2012 to July 31, 2012

7 months = 58.3%

Object	Object Descr	2012 Budget	Jan 2012	Feb 2012	Mar 2012	Apr 2012	May 2012	June 2012	July 2012	YTD Amount	2012 YTD Balance	2012 %YTD Budget
44100	FURNITURE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$990.15	\$990.15	-\$990.15	0.00%
44450	BUILDING RENOVATION	\$418,411.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$418,411.00	0.00%
44600	IS EQUIPMENT	\$50,000.00	\$3,805.00	\$650.11	\$12,396.00	\$9,859.70	\$2,381.54	\$5,966.00	\$148.58	\$35,206.93	\$14,793.07	70.41%
44650	IS SOFTWARE	\$25,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	\$29.00	\$529.00	\$24,471.00	2.12%
44700	EQUIPMENT - CATS	\$45,000.00	\$3,579.60	\$14,656.95	\$4,714.12	\$3,814.99	\$603.79	\$0.00	\$6,286.96	\$33,656.41	\$11,343.59	74.79%
44750	SOFTWARE - CATS	\$5,000.00	\$0.00	\$506.00	\$0.00	\$0.00	\$1,702.49	\$0.00	\$0.00	\$2,208.49	\$2,791.51	44.17%
		\$543,411.00	\$7,384.60	\$15,813.06	\$17,110.12	\$13,674.69	\$4,687.82	\$6,466.00	\$7,454.69	\$72,590.98	\$470,820.02	13.36%

MONROE COUNTY PUBLIC LIBRARY

Expenditure Summary compared to last year

2012 compared to 2011: Period Ending July

Fund	Fund Descr	2012 Budget	July 2012 Amt	2012 YTD Amt	2011 Budget	July 2011 Amt	2011 YTD Amt	%Last YR YTD Diff
001	OPERATING	\$7,641,343.13	\$646,427.00	\$4,125,025.58	\$7,465,919.52	\$769,632.96	\$4,014,922.17	3.00%
002	JAIL	\$0.00	\$446.87	\$3,280.00	\$0.00	\$283.68	\$2,978.34	10.00%
003	CLEARING	\$0.00	\$0.00	\$0.00	\$0.00	\$420.00	\$2,782.18	-100.00%
004	GIFT	\$0.00	\$4,070.99	\$33,286.42	\$0.00	\$83.45	\$120.39	27549.00%
005	PLAC	\$0.00	\$2,250.00	\$8,550.00	\$0.00	\$2,452.00	\$8,652.00	-1.00%
006	RETIREEES	\$0.00	\$1,555.44	\$13,218.75	\$0.00	\$1,622.79	\$12,439.53	6.00%
007	LIRF	\$350,000.00	\$2,500.00	\$3,136.41	\$296,932.00	\$102.86	\$98,759.93	-97.00%
008	DEBT SERVICE	\$322,088.00	\$0.00	\$278,999.20	\$1,996,000.00	\$166,333.35	\$1,164,333.35	-76.00%
009	RAINY DAY	\$410,000.00	\$0.00	\$20,988.66	\$473,310.00	\$0.00	\$0.00	0.00%
010	PAYROLL	\$0.00	\$323,937.02	\$2,346,955.16	\$0.00	\$488,151.33	\$2,400,174.22	-2.00%
011	INVESTMENT-GIFT	\$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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
016	GIFT-RESTRICED	\$0.00	\$5,456.09	\$54,402.64	\$7,100.00	\$9,984.64	\$48,686.44	12.00%
017	LEVY EXCESS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,550.83	-100.00%
018	IN KIND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
019	GIFT-FOUNDATION	\$0.00	\$11,518.53	\$42,574.34	\$0.00	\$5,692.92	\$36,568.64	16.00%
020	SPECIAL REVENUE	\$642,803.96	\$51,269.91	\$318,279.77	\$549,300.00	\$65,088.17	\$293,897.90	8.00%
021	CAPITAL PROJECTS	\$543,411.00	\$7,454.69	\$72,590.98	\$505,635.00	\$211,718.24	\$428,976.54	-83.00%
022	GATES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,400.00	-100.00%
023	LSTA-CIVIL WAR	\$0.00	\$0.00	\$0.00	\$5,274.27	\$0.00	\$5,134.59	-100.00%
024	FINRA GRANT	\$0.00	\$5,158.86	\$21,554.04	\$0.00	\$2,047.04	\$5,522.52	290.00%
025	LSTA-SMITHVILLE	\$0.00	\$0.00	\$0.00	\$8,650.00	\$0.00	\$0.00	0.00%
		\$9,909,646.09	\$1,062,045.40	\$7,342,841.95	\$11,308,120.79	\$1,723,613.43	\$8,554,899.57	-14.00%

MONROE COUNTY PUBLIC LIBRARY

Monthly Revenue Report (Cash Basis)

Current Period compared to Prior Period
Current Period: July 2012
Operating Fund

Source	Source Descr	2012 Budget	July 2012 Amt	2012 YTD Amt	2011 Budget	July 2011 Amt	2011 YTD Amt	%Last YR YTD Diff
00100	PROPERTY TAX/ADVANCES	\$4,592,520.00	\$0.00	\$2,454,145.80	\$4,521,806.00	\$0.00	\$2,587,663.98	-5.00%
00200	INTANGIBLES TAX	\$12,443.00	\$0.00	\$6,727.81	\$8,500.00	\$0.00	\$5,115.46	32.00%
00300	LICENSE EXCISE TAX	\$232,699.00	\$0.00	\$144,052.18	\$263,000.00	\$0.00	\$178,720.02	-19.00%
00400	COUNTY OPTION INCOME TAX	\$1,980,075.00	\$164,950.76	\$1,154,655.32	\$1,817,000.00	\$173,115.12	\$1,215,908.99	-5.00%
00500	COMMERCIAL VEHICLE EXCISE TAX	\$42,483.00	\$0.00	\$17,382.84	\$30,000.00	\$0.00	\$17,308.52	0.00%
00600	US FORESTRY FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
03400	ELL COPIERS/PRINTERS	\$0.00	\$236.91	\$2,178.74	\$0.00	\$300.71	\$2,263.58	-4.00%
03500	LOST/DAMAGED	\$0.00	\$2,013.28	\$13,256.69	\$10,000.00	\$1,760.32	\$18,139.67	-27.00%
03600	FINES/FEES	\$175,000.00	\$14,381.57	\$102,411.40	\$150,000.00	\$14,503.68	\$130,696.15	-22.00%
03650	COLLECTION AGENCY FEE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
03700	BLGTN COPIERS/PRINTERS	\$6,000.00	\$774.45	\$7,560.84	\$5,700.00	\$1,210.17	\$8,127.41	-7.00%
03900	MISCELLANEOUS RECEIPTS	\$0.00	\$7,558.57	\$20,800.31	\$0.00	\$171.94	\$23,111.36	-10.00%
04100	PUBLIC LIBRARY ACCESS CARD	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
04200	MEETING ROOM FEES	\$0.00	\$0.00	\$809.50	\$0.00	\$0.00	\$0.00	0.00%
04500	PLAC DISTRIBUTION	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$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	\$0.00	\$202.69	\$1,671.25	\$0.00	\$207.57	\$1,539.16	9.00%
18000	COIN TELEPHONE RECEIPTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
18500	INTEREST FROM	\$7,500.00	\$834.11	\$4,960.58	\$0.00	\$1,767.11	\$4,243.87	17.00%
19000	TEMPORARY LOANS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
20000	CABLE ACCESS FEES -	\$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 - ELLETTSVIL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
21300	RENT INCOME	\$7,500.00	\$0.00	\$1,800.00	\$0.00	\$900.00	\$2,700.00	-33.00%
53000	LSTA INKIND GRANT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$7,066,220.00	\$190,952.34	\$3,932,413.26	\$6,816,006.00	\$193,936.62	\$4,195,538.17	-6.00%

MONROE COUNTY PUBLIC LIBRARY

Cash Balances by fund

Current Period: July, 2012

FUND Descr	07/01/2012	MTD Debit	MTD Credit	07/31/2012	Bal Sht Descr
OPERATING	\$1,894.43	\$1.15	\$0.00	\$1,895.58	CHASE/BANK ONE SAVINGS
OPERATING	\$19,158.17	\$10,145.68	\$18,938.05	\$10,365.80	ONB/MONROE BANK CHECKING
OPERATING	\$27,071.14	\$9,733.65	\$27,054.69	\$9,750.10	UNITED COMMERCE BANK
OPERATING	-\$130,566.05	\$769,797.27	\$633,325.42	\$5,905.80	FIFTH THIRD BANK CHECKING
OPERATING	\$1,726,206.15	\$832.42	\$550,000.00	\$1,177,038.57	FIFTH THIRD BANK SAVINGS
Fund 001 OPERATING	\$1,643,763.84	\$790,510.17	\$1,229,318.16	\$1,204,955.85	
JAIL	\$3,166.87	\$0.00	\$446.87	\$2,720.00	FIFTH THIRD BANK CHECKING
GIFT UNRESTRICTED	\$187.32	\$824.48	\$672.04	\$339.76	ONB/MONROE BANK CHECKING
GIFT UNRESTRICTED	\$13.00	\$2.00	\$13.00	\$2.00	UNITED COMMERCE BANK
GIFT UNRESTRICTED	\$14,638.62	\$690.04	\$4,070.99	\$11,257.67	FIFTH THIRD BANK CHECKING
Fund 004 GIFT UNRESTRICTED	\$14,838.94	\$1,516.52	\$4,756.03	\$11,599.43	
PLAC	\$300.00	\$250.00	\$400.00	\$150.00	ONB/MONROE BANK CHECKING
PLAC	\$1,300.00	\$550.00	\$1,400.00	\$450.00	UNITED COMMERCE BANK
PLAC	\$655.00	\$1,800.00	\$2,255.00	\$200.00	FIFTH THIRD BANK CHECKING
Fund 005 PLAC	\$2,255.00	\$2,600.00	\$4,055.00	\$800.00	
RETIREES	\$300.58	\$1,625.32	\$1,555.44	\$370.46	FIFTH THIRD BANK CHECKING
LIRF	\$10,013.55	\$0.00	\$0.00	\$10,013.55	CHASE/BANK ONE SAVINGS
LIRF	\$0.00	\$0.00	\$2,500.00	-\$2,500.00	FIFTH THIRD BANK CHECKING
LIRF	\$619,136.64	\$0.00	\$0.00	\$619,136.64	FIFTH THIRD BANK SAVINGS
LIRF	\$500.00	\$0.00	\$0.00	\$500.00	5-3 LIQUIDITY MGMT ACCT
LIRF	\$500,000.00	\$0.00	\$0.00	\$500,000.00	INVESTMENT CD's
Fund 007 LIRF	\$1,129,650.19	\$0.00	\$2,500.00	\$1,127,150.19	
DEBT SERVICE	-\$45,308.23	\$0.00	\$0.00	-\$45,308.23	FIFTH THIRD BANK CHECKING
RAINY DAY	\$4,305.12	\$31,437.45	\$0.00	\$35,742.57	FIFTH THIRD BANK CHECKING
RAINY DAY	\$854,339.74	\$0.00	\$0.00	\$854,339.74	FIFTH THIRD BANK SAVINGS
RAINY DAY	\$500.00	\$0.00	\$0.00	\$500.00	5-3 LIQUIDITY MGMT ACCT
RAINY DAY	\$500,000.00	\$0.00	\$0.00	\$500,000.00	INVESTMENT CD's
Fund 009 RAINY DAY	\$1,359,144.86	\$31,437.45	\$0.00	\$1,390,582.31	
PAYROLL	\$24,236.31	\$317,158.16	\$323,937.02	\$17,457.45	FIFTH THIRD BANK CHECKING
GIFT-RESTRICED	\$1,630.00	\$1,200.00	\$1,730.00	\$1,100.00	ONB/MONROE BANK CHECKING
GIFT-RESTRICED	\$84,642.60	\$1,911.77	\$5,459.64	\$81,094.73	FIFTH THIRD BANK CHECKING
Fund 016 GIFT-RESTRICED	\$86,272.60	\$3,111.77	\$7,189.64	\$82,194.73	
GIFT-FOUNDATION	\$15,024.88	\$260.00	\$11,518.53	\$3,766.35	FIFTH THIRD BANK CHECKING
SPECIAL REVENUE	\$329.78	\$195.00	\$359.71	\$165.07	UNITED COMMERCE BANK
SPECIAL REVENUE	\$38,252.03	\$3,381.51	\$51,291.71	-\$9,658.17	FIFTH THIRD BANK CHECKING
SPECIAL REVENUE	\$150,000.00	\$0.00	\$0.00	\$150,000.00	FIFTH THIRD BANK SAVINGS

MONROE COUNTY PUBLIC LIBRARY

Cash Balances by fund

Current Period: July, 2012

FUND Descr	07/01/2012	MTD Debit	MTD Credit	07/31/2012	Bal Sht Descr
Fund 020 SPECIAL REVENUE	\$188,581.81	\$3,576.51	\$51,651.42	\$140,506.90	
CAPITAL PROJECTS	\$0.00	\$0.00	\$7,454.69	-\$7,454.69	FIFTH THIRD BANK CHECKING
CAPITAL PROJECTS	\$246,452.45	\$0.00	\$0.00	\$246,452.45	FIFTH THIRD BANK SAVINGS
Fund 021 CAPITAL PROJECTS	\$246,452.45	\$0.00	\$7,454.69	\$238,997.76	
FINRA GRANT	\$39,123.19	\$0.00	\$5,158.86	\$33,964.33	FIFTH THIRD BANK CHECKING
	\$4,707,503.29	\$1,151,795.90	\$1,649,541.66	\$4,209,757.53	

MONROE COUNTY PUBLIC LIBRARY

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CHASE BANK SAVINGS

06110 BANKONESV

July 2012

Account Summary

Beginning Balance on	7/1/2012	\$11,907.98	Cleared	\$11,909.13
+	Receipts/Deposits	\$1.15	Statement	\$11,909.13
-	Payments (Checks and Withdrawals)	\$0.00	Difference	\$0.00
Ending Balance as of	7/31/2012	\$11,909.13		

Check Book Balance

Active	G 001-06110	OPERATING	\$1,895.58
Active	G 004-06110	GIFT UNRESTRICTED	\$0.00
Active	G 007-06110	LIRF	\$10,013.55
Active	G 008-06110	DEBT SERVICE	\$0.00
Active	G 009-06110	RAINY DAY	\$0.00
Active	G 010-06110	PAYROLL	\$0.00
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	\$0.00
		Cash	\$11,909.13

Beginng Balance	\$11,907.98	
+ Total Deposits	\$1.15	
- Checks Written	\$0.00	
Check Book Balance	\$11,909.13	
Difference	\$0.00	

MONROE COUNTY PUBLIC LIBRARY

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ONB MONROE CHECKING
06300 ONB/MONROE
July 2012**

Account Summary

Beginning Balance on	7/1/2012	\$21,535.49	Cleared	\$11,955.56
+	Receipts/Deposits	\$12,420.07	Statement	\$11,955.56
-	Payments (Checks and Withdrawals)	\$22,000.00	Difference	\$0.00
Ending Balance as of	7/31/2012	\$11,955.56		

Check Book Balance

Active	G 001-06300	OPERATING	\$10,365.80
Active	G 002-06300	JAIL	\$0.00
Active	G 003-06300	CLEARING	\$0.00
Active	G 004-06300	GIFT UNRESTRICTED	\$339.76
Active	G 005-06300	PLAC	\$150.00
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	\$1,100.00
Active	G 019-06300	GIFT-FOUNDATION	\$0.00
Active	G 020-06300	SPECIAL REVENUE	\$0.00
Active	G 024-06300	FINRA GRANT	\$0.00
		Cash	\$11,955.56
	Beginng Balance	\$21,535.49	
	+ Total Deposits	\$12,420.07	
	- Checks Written	\$22,000.00	
	Check Book Balance	\$11,955.56	
	Difference	\$0.00	

MONROE COUNTY PUBLIC LIBRARY

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UNITED COMMERCE

06400 UNITED COM

July 2012

Account Summary

Beginning Balance on	7/1/2012	\$28,892.14	Cleared	\$10,367.17
+	Receipts/Deposits	\$10,475.03	Statement	\$10,367.17
-	Payments (Checks and Withdrawals)	\$29,000.00	Difference	\$0.00
Ending Balance as of	7/31/2012	\$10,367.17		

Check Book Balance

Active	G 001-06400	OPERATING	\$9,750.10
Active	G 003-06400	CLEARING	\$0.00
Active	G 004-06400	GIFT UNRESTRICTED	\$2.00
Active	G 005-06400	PLAC	\$450.00
Active	G 016-06400	GIFT-RESTRICED	\$0.00
Active	G 020-06400	SPECIAL REVENUE	\$165.07
		Cash	\$10,367.17
	Beginng Balance	\$28,892.14	
	+ Total Deposits	\$10,475.03	
	- Checks Written	\$29,000.00	
	Check Book Balance	\$10,367.17	
	Difference	\$0.00	

MONROE COUNTY PUBLIC LIBRARY

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FIFTH THIRD CHECKING

06500 FIFTHCKNG

July 2012

Account Summary

Beginning Balance on	7/1/2012	\$103,009.34	Cleared	\$130,445.93
+	Receipts/Deposits	\$804,353.54	Statement	\$130,445.93
-	Payments (Checks and Withdrawals)	\$776,916.95	Difference	\$0.00
Ending Balance as of	7/31/2012	\$130,445.93		

Check Book Balance

Active	G 001-06500	OPERATING	\$5,905.80
Active	G 002-06500	JAIL	\$2,720.00
Active	G 003-06500	CLEARING	\$0.00
Active	G 004-06500	GIFT UNRESTRICTED	\$11,257.67
Active	G 005-06500	PLAC	\$200.00
Active	G 006-06500	RETIREEES	\$370.46
Active	G 007-06500	LIRF	-\$2,500.00
Active	G 008-06500	DEBT SERVICE	-\$45,308.23
Active	G 009-06500	RAINY DAY	\$35,742.57
Active	G 010-06500	PAYROLL	\$17,457.45
Active	G 016-06500	GIFT-RESTRICED	\$81,094.73
Active	G 019-06500	GIFT-FOUNDATION	\$3,766.35
Active	G 020-06500	SPECIAL REVENUE	-\$9,658.17
Active	G 021-06500	CAPITAL PROJECTS	-\$7,454.69
Active	G 022-06500	GATES HARDWARE	\$0.00
Active	G 024-06500	FINRA GRANT	\$33,964.33
Active	G 025-06500	LSTA-SMITHVILLE NEWS	\$0.00
		Cash	\$127,558.27

Begining Balance	\$103,009.34	
+ Total Deposits	\$804,353.54	
- Checks Written	\$779,804.61	
Check Book Balance	\$127,558.27	
O/S Checks	\$2,887.66	

MONROE COUNTY PUBLIC LIBRARY

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FIFTH THIRD SAVINGS

06510 FIFTHSAVG

July 2012

Account Summary

Beginning Balance on	7/1/2012	\$3,596,134.98	Cleared	\$3,046,967.40
+	Receipts/Deposits	\$832.42	Statement	\$3,046,967.40
-	Payments (Checks and Withdrawals)	\$550,000.00	Difference	\$0.00
Ending Balance as of	7/31/2012	\$3,046,967.40		

Check Book Balance

Active	G 001-06510	OPERATING	\$1,177,038.57
Active	G 007-06510	LIRF	\$619,136.64
Active	G 008-06510	DEBT SERVICE	\$0.00
Active	G 009-06510	RAINY DAY	\$854,339.74
Active	G 016-06510	GIFT-RESTRICTED	\$0.00
Active	G 020-06510	SPECIAL REVENUE	\$150,000.00
Active	G 021-06510	CAPITAL PROJECTS	\$246,452.45
Active	G 025-06510	LSTA-SMITHVILLE NEWS	\$0.00

Cash **\$3,046,967.40**

Beginng Balance	\$3,596,134.98	
+ Total Deposits	\$832.42	
- Checks Written	\$550,000.00	
Check Book Balance	\$3,046,967.40	
Difference	\$0.00	

MONROE COUNTY PUBLIC LIBRARY

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FIFTH THIRD SAVINGS

06510 FIFTHSAVG

Check Nbr	Vendor Name	Check Date	Outstanding	Cleared
Deposit	07/31/12FINT	7/31/2012		(\$832.42)
000023E	MONROE COUNTY PUBLIC LIBRARY	7/10/2012		\$400,000.00
000024E	MONROE COUNTY PUBLIC LIBRARY	7/25/2012		\$150,000.00
	Receipts/Deposits			(\$832.42)
			Total Deposits	(\$832.42)
	Payments/Withdrawals			\$550,000.00
	Outstanding + Cleared Checks	=	Total Checks Written	\$550,000.00

*NM Next Month items not included in Total Checks Written and Total Deposits

TO: Monroe County Public Library – Board of Trustees
FROM: Kyle Wickemeyer-Hardy, Human Resources Manager
RE: Personnel Report
DATE: August 15, 2012

Beginning Employment

None

Job Changes

- Travis Castleberry, from Circulation Clerk, Pay Grade C, 37.5 hours per week to Adult Teen Services Reference Assistant, Pay Grade F, 37.5 per week, effective August 13, 2012.
- Maggie Bruce, Circulation Clerk, Pay Grade C, 20 hours per week to 25 hours per week, effective July 7, 2012.
- Tyler Meese, Circulation Clerk, Pay Grade C, 20 hours per week to 37.5 hours per week, effective August 13, 2012.

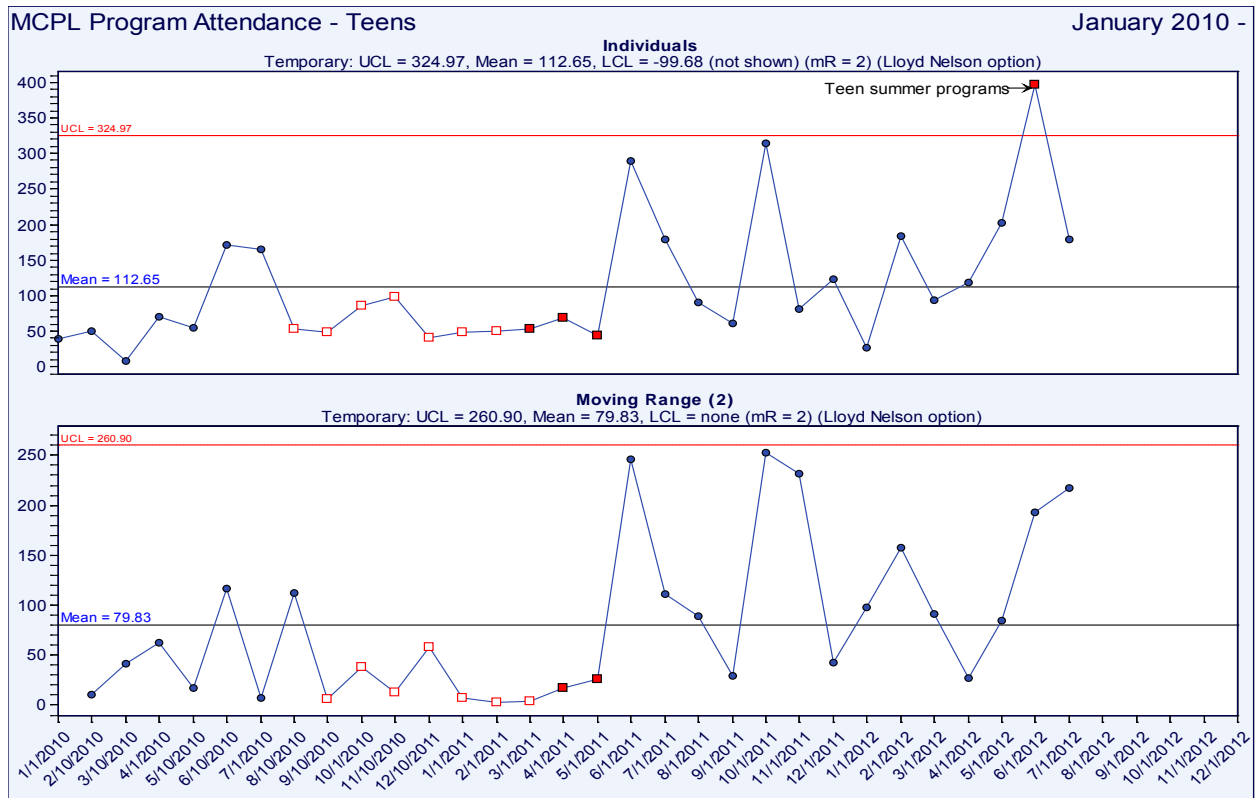
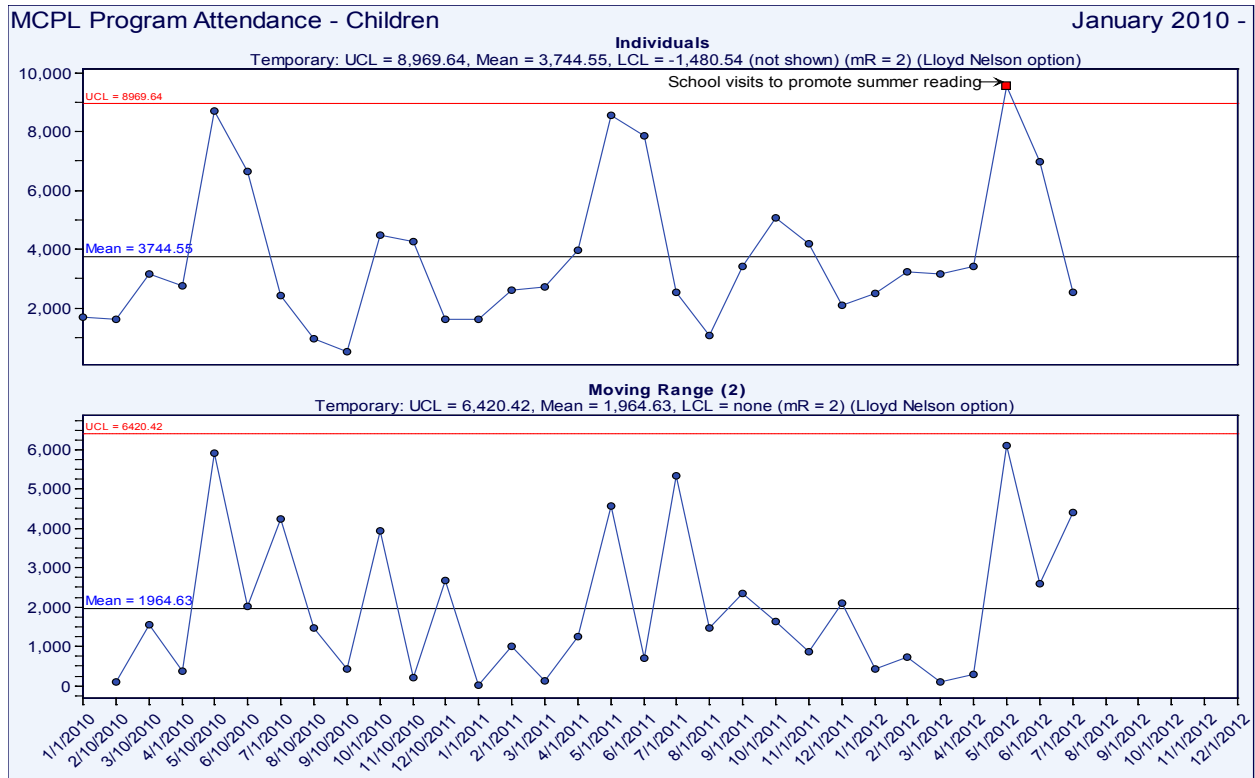
Ending Employment

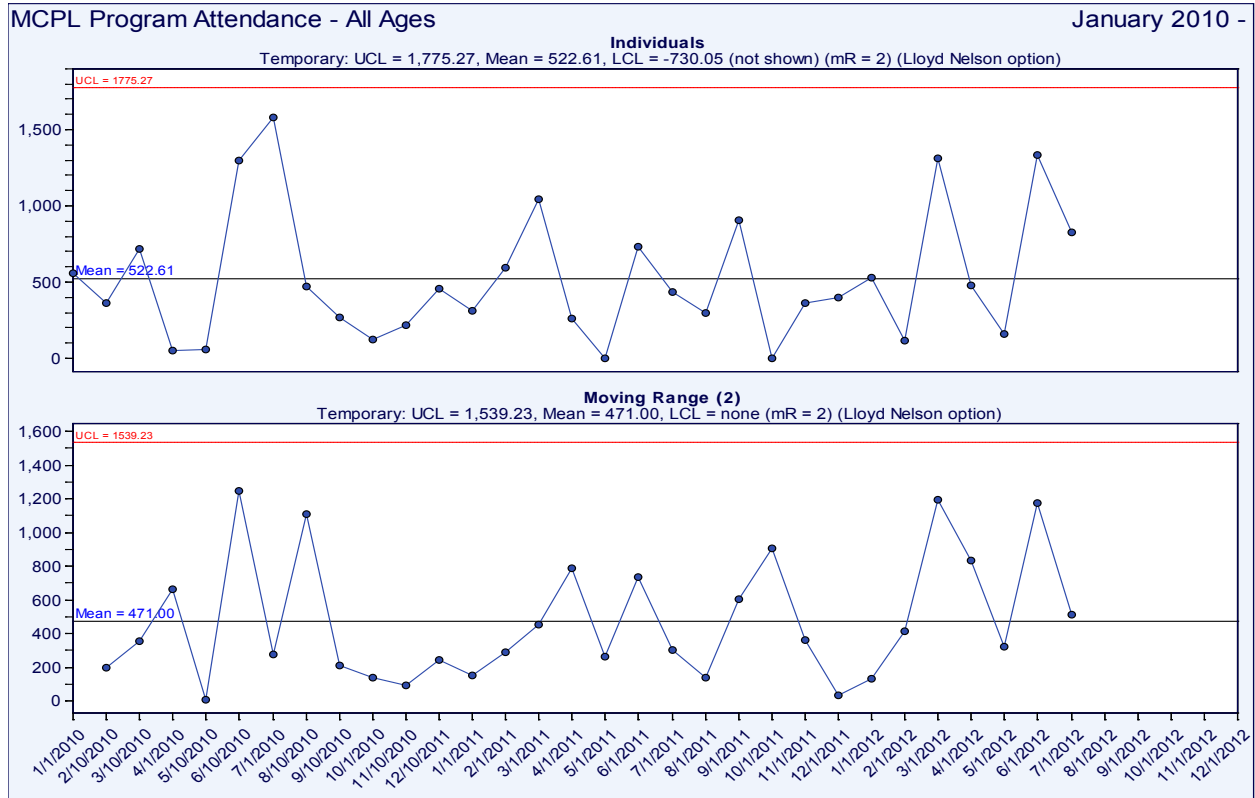
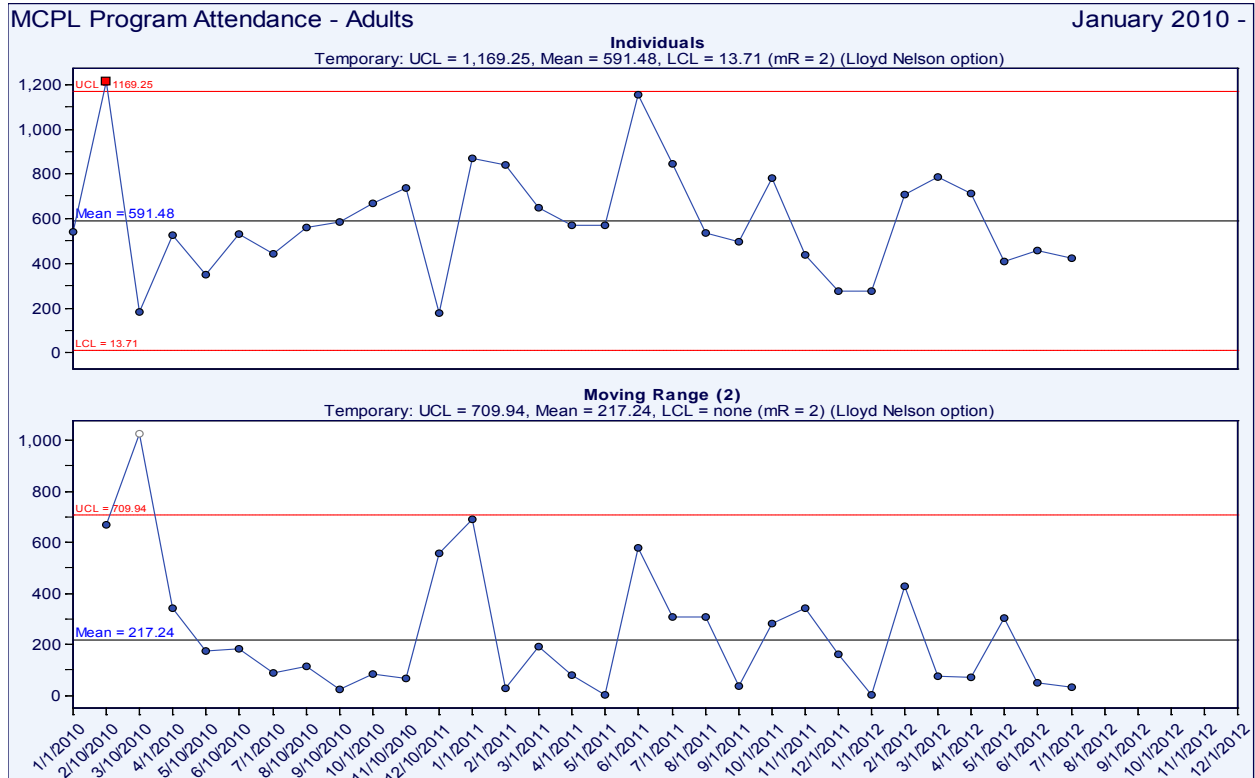
- Ellie Craig, Administration, Temporary Intern, Pay Grade F, 15 hours per week, effective July 6, 2012.
- Victoria Dillinger, Ellettsville, Page, Pay Grade A, 15-18 hours per week, effective July 31, 2012.
- Glenn Myers, CATS, Production Assistant, Pay Grade D, 25 hours per week, effective July 31, 2012.
- Roxanne Saidah, Outreach/VITAL, Clerk, Pay Grade C, 25 hours per week, effective August 21, 2012.
- Beth Gucinski, Circulation, Page, Pay Grade A, 15-18 hours per week, effective August 19, 2012.

2012 Board of Trustees Calendar

<i>Month</i>	<i>Date</i>	<i>Meeting</i>	<i>Topic</i>
January	11	Work Session	
	18	Board Meeting	
		Board of Finance	Review Investment Report and Policy
February	8	Work Session	
	29	Board Meeting	Election of Board Officers (new date set at 1/18 mtg)
March	7	Work Session	
	21	Board Meeting	
April	11	Work Session	
	18	Board Meeting	
May	9	Work Session	
	16	Board Meeting	
June	13	Work Session	
	20	Board Meeting	
July	11	Work Session	Draft 2013 Budget
	18	Board Meeting	
August	8	Work Session	Revise 2013 Budget
	15	Board Meeting	Approve 2013 Budget for advertising
September	12	Work Session	
	19	Public Hearing	2013 Budget
	19	Board Meeting	
October	17	Work Session	2013 Budget, as recommended by County Council
	24	Board Meeting	Adopt 2013 Budget; Adopt Final Bond Resolution and Approve Form of Continuing Disclosure Undertaking
November	7	Work Session	Approve 2013 employee insurance package
	14	Board Meeting	
December	12	Work Session	
	19	Board Meeting	Approve 2013 salary schedule; Award General Obligation Bonds

Goal 1: Strengthen support for literacy and lifelong learning.





1A. Increase pre-literacy skills among low-income children and families.

- An Ellettsville Branch patron made a comment that demonstrates the power of literacy programming: "We were at story time earlier this week and you did 'Itsy Bitsy Spider' with the spider puppet. My younger son just pulled my husband's big black winter glove out of the closet and started singing. It didn't take me long to realize he was singing 'Itsy Bitsy Spider' and using that glove like a puppet. Thanks for being such a great librarian and entertainer."
- Outreach's Head Start story times this month were silly. The line-up included books Silly Sally and There's a Monster at the End of This Book, a chant called "Oh me oh my" and Raffi's "Shake My Sillies Out." But it was the bad-mannered burping crocodile puppet that stole the show during the presentation of "Five Little Monkeys Swinging From a Tree".

1B. Support development of reading, language, and comprehension of K-6 students.

- The Summer Reading Program continued to swell in July. Children's Services at the Main Library ran out of game boards before the month was over. To date, nearly 2,800 children have registered at the Main Library; Ellettsville Branch gave out an additional 35 Children's summer reading game boards in July. Children are still coming in asking for the game boards and picking up their prizes. Front-line staff are tired but elated at the success of the program this year.
- Children's librarians presented four more programs to MCCSC I-Read 3 summer school students, reinforcing the curriculum and making some new friends. The Bookmobile also visited the Templeton site twice in July and the library hosted several visiting groups from the MCCSC EDventure camp.
- We have been especially successful this year at working with camp and daycare groups to coordinate visits and provide additional summer programming. We presented 21 programs for 594 children, in addition to providing drop-in crafts and activities.
- We were excited to host Dr. Jill Bolte Taylor in the auditorium on July 21. After Sara Laughlin introduced her, Dr. Taylor read the picture book *Miss Rumphius*, then engaged her multi-generational audience in a dialogue about neuro-anatomy that was accessible and entertaining.
- Children's Services tried a new type of program in July – LEGO Workshops. Designed and hosted by Christina Jones, these programs involved an initial investment in a class set of LEGOs, but the feedback has been overwhelmingly positive. All four of her sessions were full, and patrons have approached the desk to ask if we will host the workshops again during the school year.

1C. Increase effectiveness of volunteer tutoring programs, including Children's Math and Reading Team, Math Homework Help, and VITAL.

- Josh Wolf began contacting former tutors for the Homework Center and building the fall tutor schedule. He and Marla Gray will attend the IU work study job fair on August 17.
- Bethany Terry met with the Project Manager of the HOPE grant (Helping Offenders through Partnership and Employment) to discuss training and support for volunteers interested in working with this population. The HOPE project is designed to provide wrap around services to help ex-offenders overcome barriers to completing training and securing employment.

1D. Inform community members about the Library's response to literacy needs.

- Stephanie Holman posted to the Ellettsville blog about the Summer Reading Program and Ellettsville staff contributed to Facebook postings in July.
- Stephanie Holman finalized Ellettsville branch programming for the fall and submitted the information to Community Relations for the fall brochure.

1E. Strengthen literacy skills of adults.

- The Ellettsville branch gave out 12 Teen summer reading game boards and received 21 completed game boards in the month of July.
- In VITAL, 78 learners were matched with tutors, 27 participated in English Conversation Groups, and 3 participated in the ESL book club. The VITAL Advisory Council met for the first time with Coordinator Bethany Terry.

1F. Strengthen readers' advisory services.

- Ellettsville Branch had 28 participants in the Adult Summer Reading Program, including a handful of Endwright Center participants who participated for the first time.

1G. Develop and evaluate partnerships to better serve target audiences.

- In June and July Stephanie Holman wrote letters of support to encourage continued funding of the Family Engagement Coordinator position in the RBB school system. Stephanie is involved with three Partners in Education teams in the elementary schools and these teams are coordinated by this position. The position has now been funded for the upcoming school year, with additional monies for a few more hours per week to do more outreach to the Edgewood Early Childhood Center and Preschool families.

Goal 2: Expand access to information.

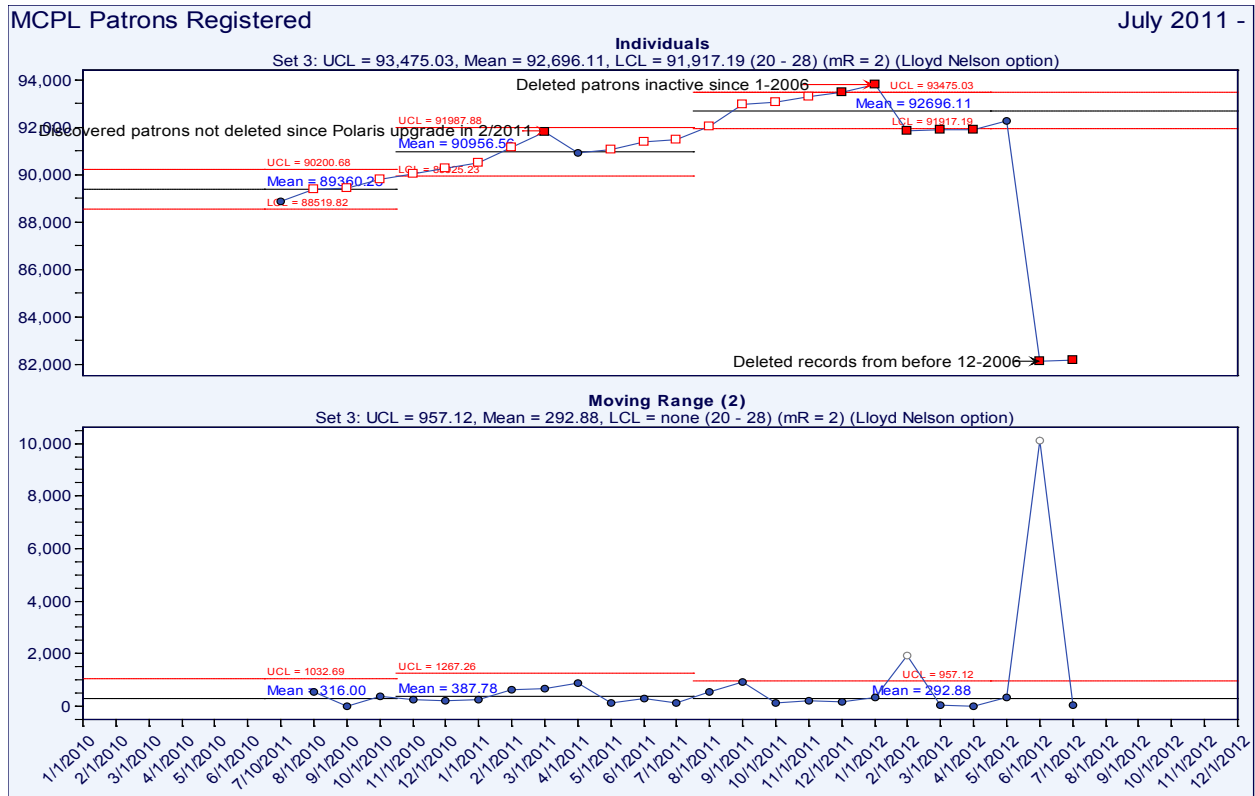
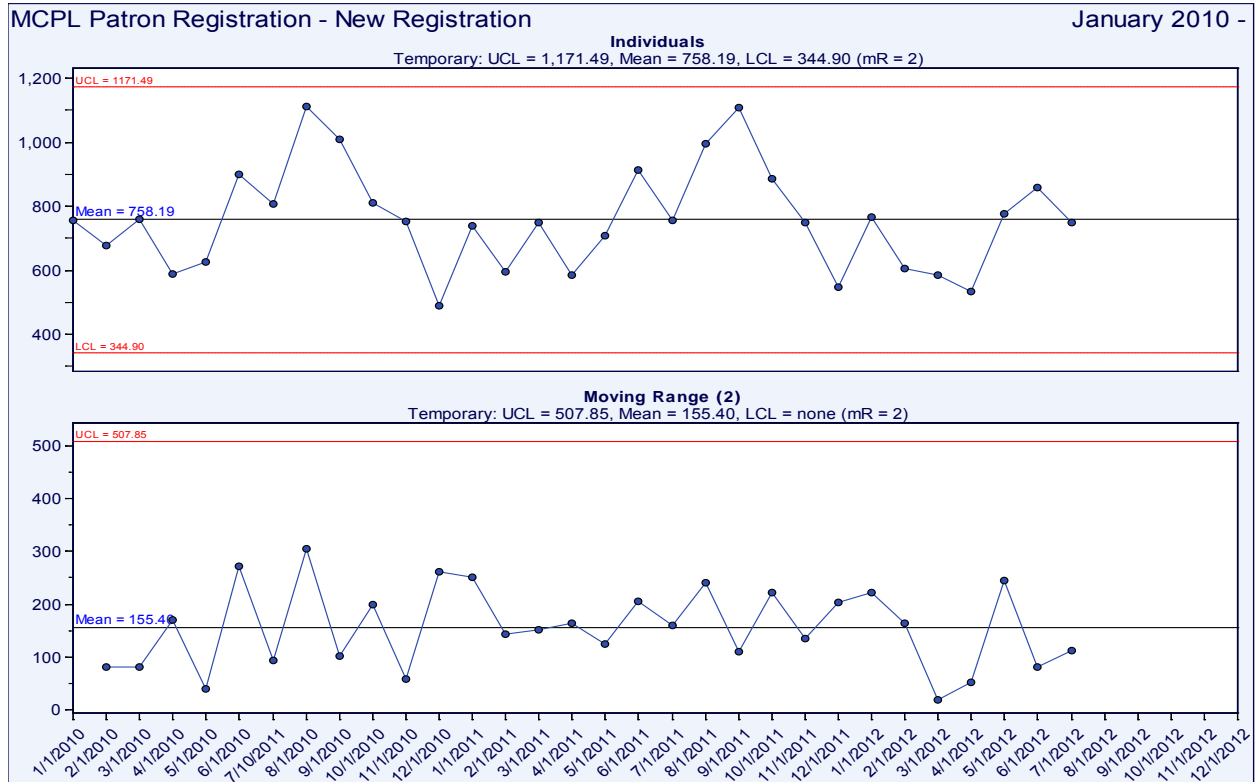
July Access		
Website Visits	Home page views	90,289
	Catalog page views	757,189
	CATS page views	2,365
	Other hits	105,851
		TOTAL 955,694
Read It Off	Number registered	431
	Charges waived	\$933.21
	Number individuals with charged waived	99
	Number exiting program	41
Interlibrary loan	Items loaned	183
	Items borrowed	26

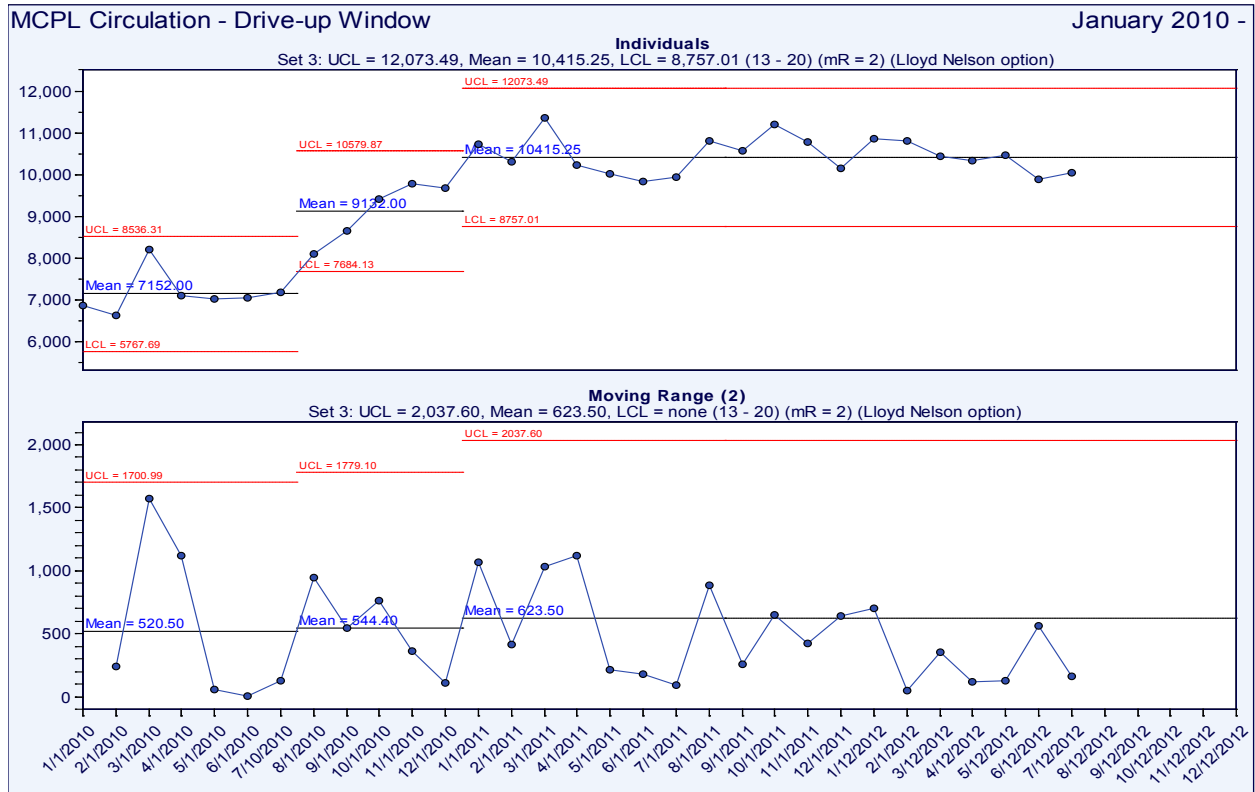
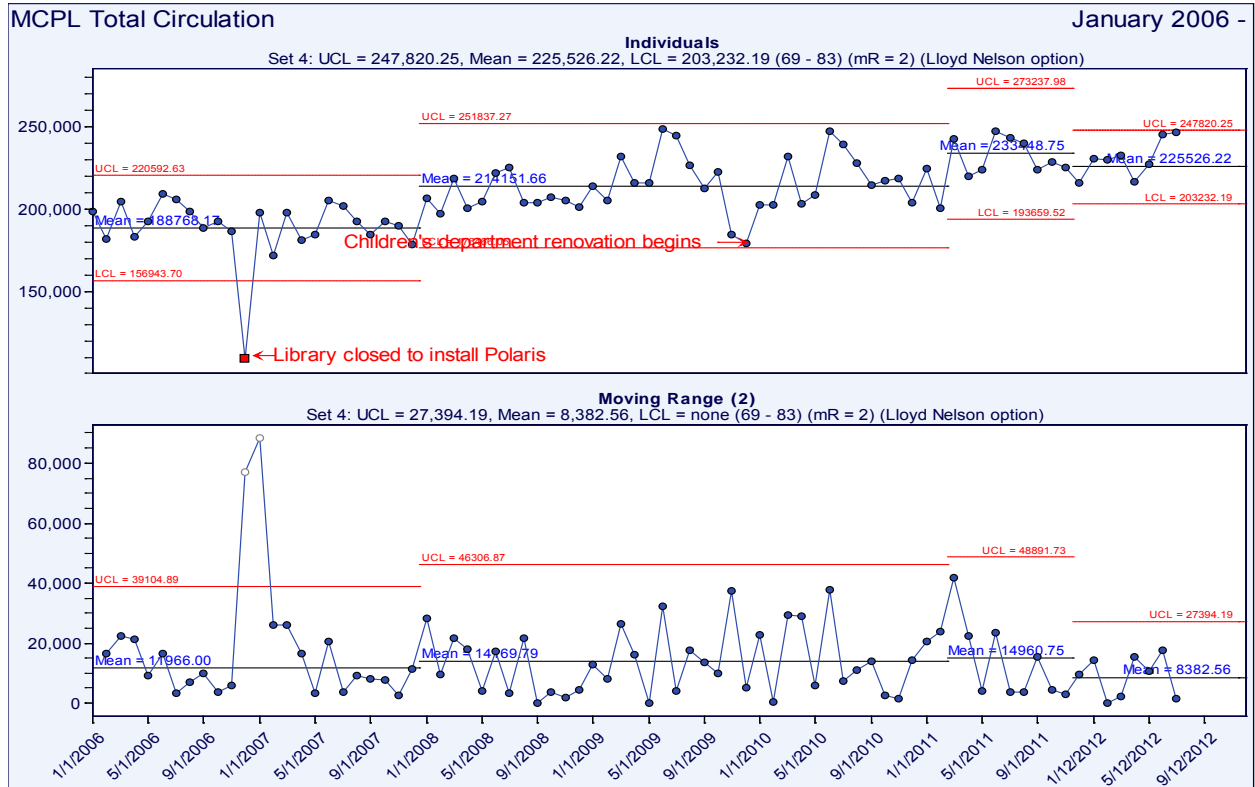
2A. Employ technology to facilitate better access to information.

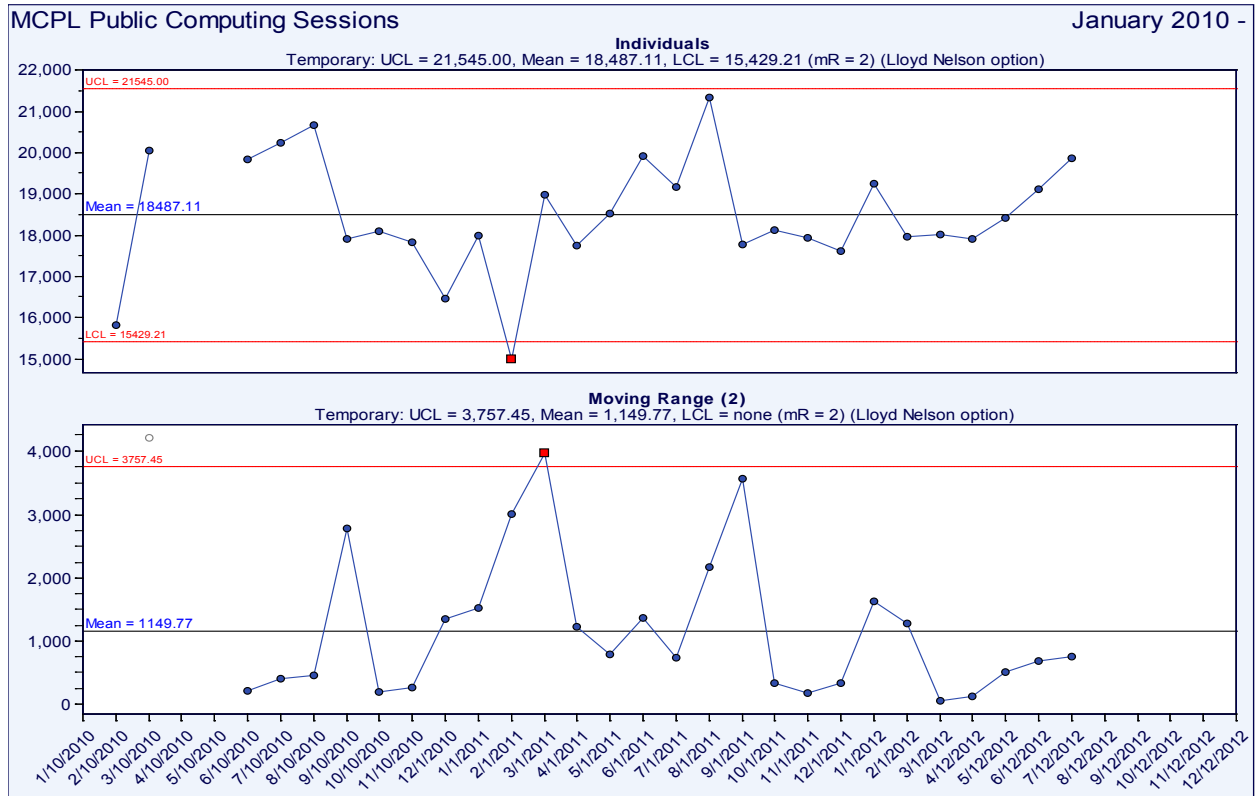
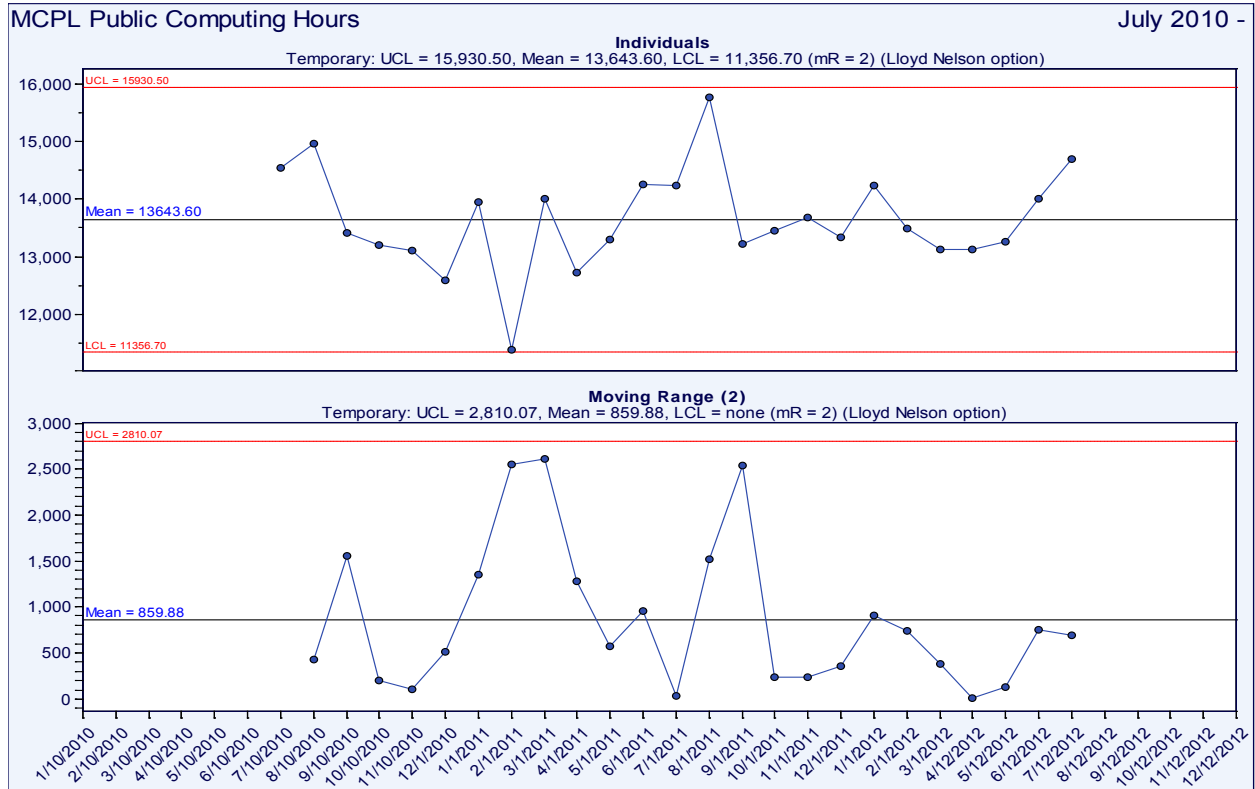
- Lisa Champelli's summer technology programs ("Animoto" and "Move to the Groove") were offered a second time in July. "Move to the Groove" combined the internet and physical activity. Attendees designed dance moves on a web site, then tried to match the steps in real time.

2B. Improve web access.

- Adult and Teen Services switched from Meebo to Libraryh3lp.com for providing chat reference service. The transition was seamless; the new product provides a widget for patrons on the library website which is practically indistinguishable from the Meebo widget. Statistics on chat reference will be available in the August report.







2C. Deliver information through CATS.

July CATS

Government programs produced	37
Patron programs produced	133
Community programs produced	38
Library events produced	9
Dubs delivered	118
Programs added to collection	217

2D. Replace Bookmobile. COMPLETED

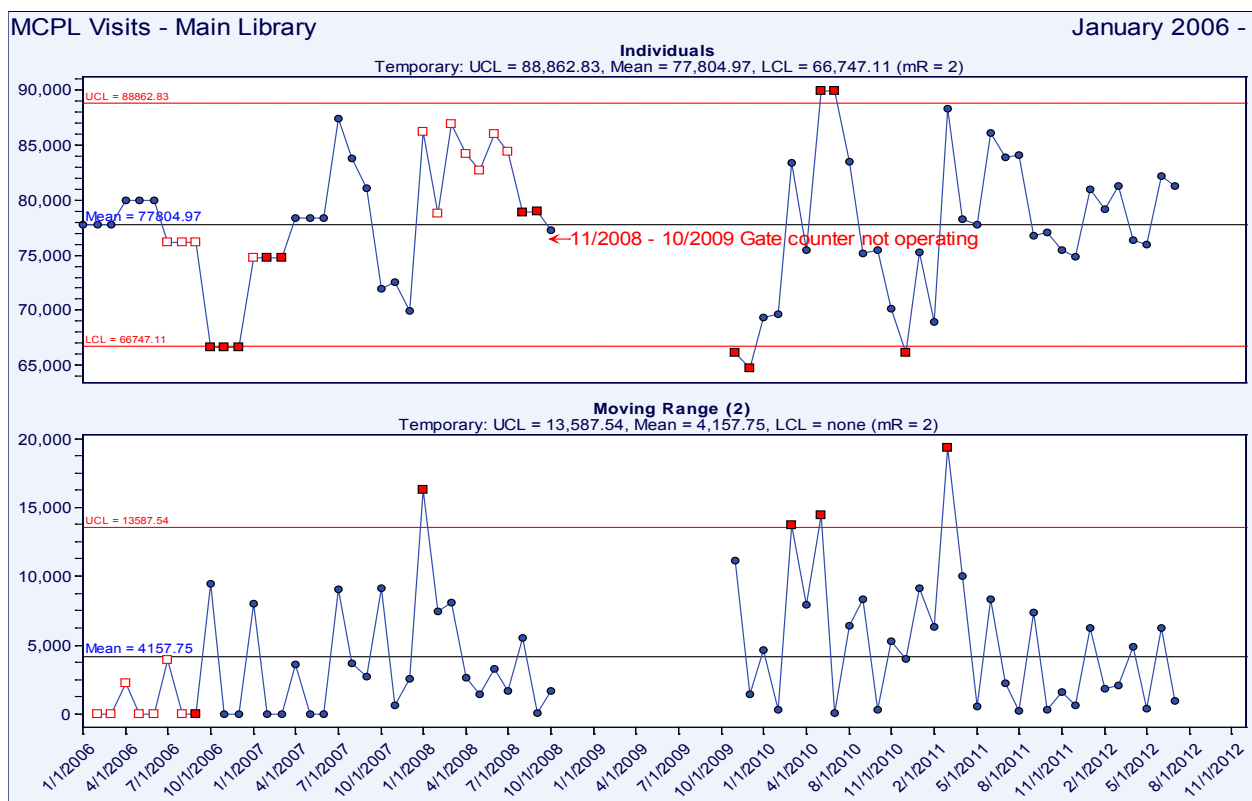
2E. Investigate changing or expanding hours.

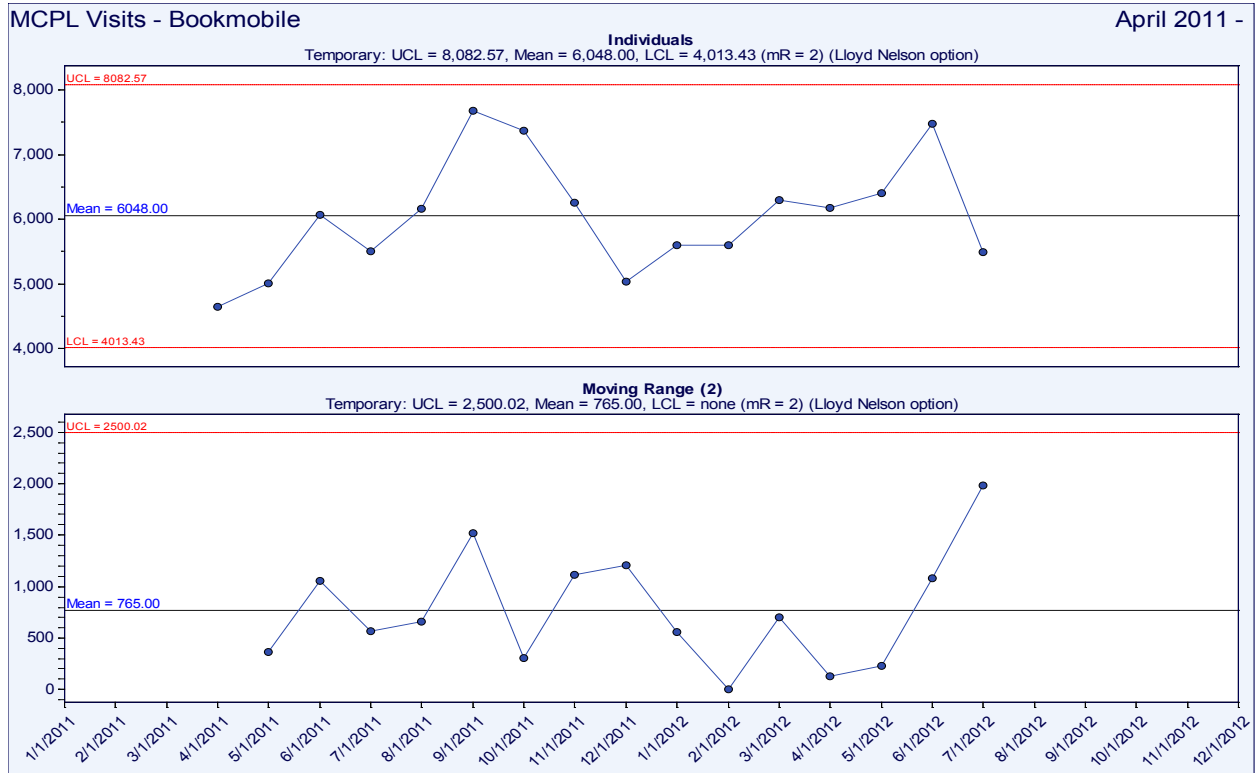
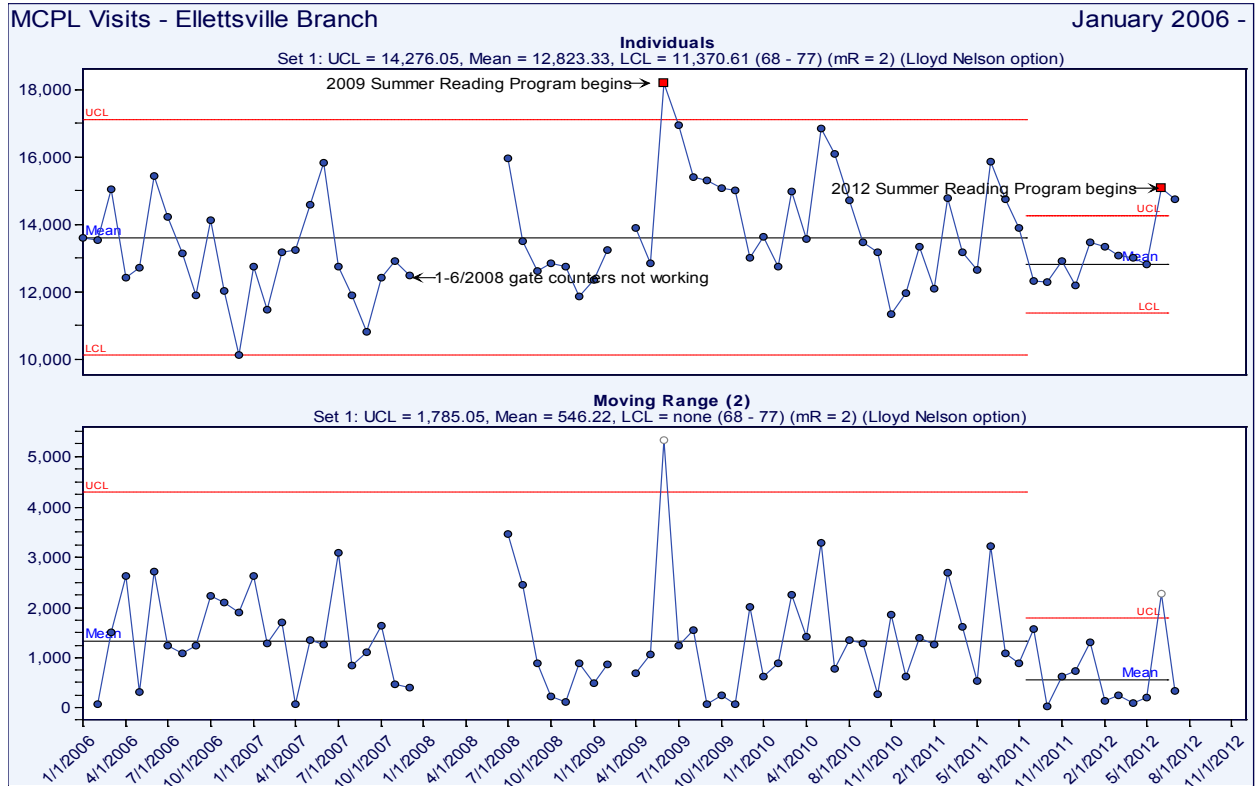
2F. Open a second branch location.

2G. Improve service for people with disabilities.

- Kyle Wickemeyer-Hardy attended "ADA Update" presented by the IU Institute for Study of Disabilities, on July 17.

Goal 3: Deliver exemplary service.





July Service		
Meeting Rooms	Main Library meeting rooms used	50
	Main Library auditorium used	29
	Main Library atrium	6
	Ellettsville Branch	8
	TOTAL MEETING ROOMS USED	93
Author Alert	Holds placed	340

3A. Improve parking for patrons and staff at Main Library.

3B. Improve efficiency of checkout, check-in, and holds processes.

- Circulation staff beta-tested credit card payments at the assisted check desk. We can now provide seamless and flexible service to patrons needing staff assistance with their payment, as is the case with yearly PLAC payments, replacement library cards purchases, and partial payments.
- We celebrated the one-year anniversary of our automated materials handling system by breaking our all time record high check-in for any month – 182,960.

3C. Improve materials security.

- Circulation staff and Vanessa Schwegman continued to trouble-shoot issues with false reads at the security gates.

3D. Complete children's addition at Ellettsville Branch. COMPLETED

3E. Remodel Main Library to improve space utilization and update worn areas.

3F. Make exterior improvements and replace landscaping at Main Library and Ellettsville.

- A Request for Quotes related to the plaza was distributed to four local contractors. A walk-through is scheduled for August 20.

3G. Provide high quality public technology services.

3H. Create engaging library experiences.

- Chris Hosler created a display of books nominated for the 2012-13 Rosie Award at the Ellettsville Branch and Main Library.
- 35 children contributed pieces of their work-- from Legos to paintings and ceramics- to the Ellettsville Branch's July lobby display. Their creativity was astounding and was much appreciated by visitors to the branch.
- The Adult Summer Reading program wrapped up at the end of July with a total of 373 participating. Adults were asked to submit their reads in six categories, with 'Freebie' being the most chosen and *Hunger Games* being the most submitted book. Also popular was the "Read a Book from Your Childhood" category with *Charlotte's Web* being the most frequently submitted. The "Game Club" is slowly building attendance after a core group aged out of teen programs. We discussed special themes for future dates, and decided on two for Fall 2012 – An Unplugged Night (no video games!) and a LAN party (probably with Minecraft in 2C).
- 5th Annual All Day Anime was a huge success. 40 teens stopped by rooms 1B/1C during the day and participated in activities that ranged from decorating future display banners, painting mugs, making felt Totoro (or other anime character) phone/ipod cozies, playing anime related video games and eating 12 pizzas. Many teens showed up in costumes. After dinner, we watched full-

length animated movie *Summer Games*, a remake of *War Games*, set in modern day Japan. Many of the teens declared it "epic."

- The launch of the "Smithville News Project" was celebrated as part of the Monroe County History Center's Third Thursday Series. Many staff, volunteers, and partners attended. IU librarian Lou Malcomb, who helped arrange for the preservation of these newspapers by IU, commented that the discussions and questions were rich and engaging. Thanks to all those involved, especially Indiana Room volunteer Mita Glass and reference assistant Brandon Rome.

3I. Improve signage, maps, and promotional capacity inside Main Library and Ellettsville Branch.

- The stolen parking lot "enter here" sign was replaced at the Main Library.

3J. Offer regular customer service training and updates.

3K. Implement training to enhance technology core competencies.

- Andrea Spaulding and Penny Gillie attended a training session for Facebook contributors.

3L. Offer regular feedback opportunities for employees.

- Ellettsville Branch staff completed a survey (created by IS) on their technology training needs.

3M. Provide regular opportunities for community members to make suggestions for improving library services.

- The Strategic Planning Steering Committee met on July 9 to review Future Search results and give feedback on the draft community survey. Following that meeting, core team members finalized the community survey and approved mailing.
- Mickey Needham worked with Austin Stroud, Instructional Systems designer, to develop a survey for Ellettsville Branch patrons technology training needs. Results will help determine what kinds of training the Branch will provide.

Goal 4: Maintain High Quality Collections

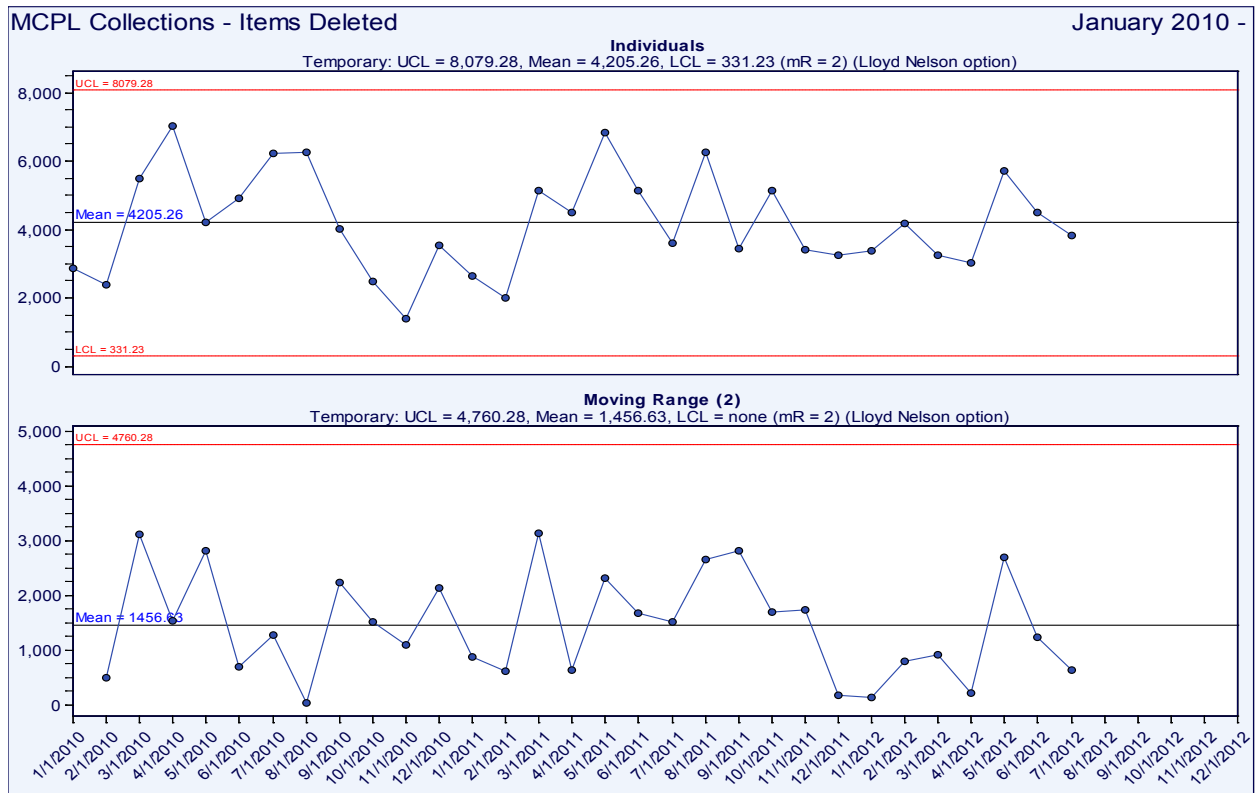
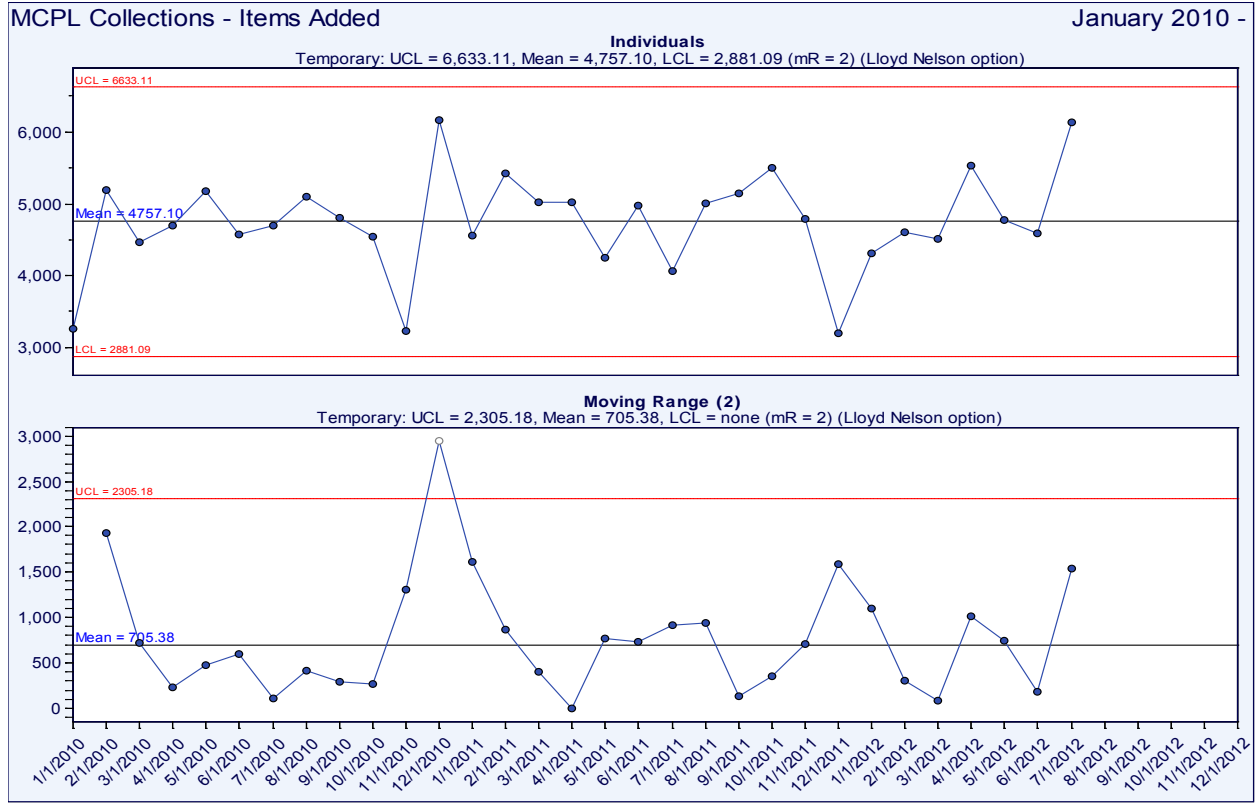
4A. Purchase print materials that respond to community needs.

4B. Maintain functional and attractive library collections.

- This summer's drought was broken by an unexpected downpour from a broken HVAC condensation pipe, through the ceiling and onto the Main holds shelves on July 18. Mary Loro acted quickly to gather staff from Circulation and beyond, whose heroic rescue efforts saved every single item on the holds shelves. The holds were organized onto carts in the following minutes, resulting in only a very brief interruption of patron service. Mark Mobley, Jason Chandler, and the facilities staff were able to repair and clean the area that day, and the holds were comfortably resting back on the holds shelves less than 24 hours later!
- Chris Hosler and Julie Kinser worked with Martha Ody to replace six worn-out Young Adult titles at the Ellettsville Branch.
- Penny Gillie has been weeding aggressively in juvenile non-fiction in order to remove worn and outdated titles from the collection.
- Branch staff have been evaluating and weeding movie and music collections. Over the summer, Ellettsville staff evaluated and discarded 497 music CDs and 900 DVDs. Replacements were ordered for high interest items.

4C. Continue to explore new formats.

- Collection Services recommended purchasing "Playaway" format audiobooks.



4D. Improve patron satisfaction with movies collection.

4E. Improve the weeding process. COMPLETED

4F. Develop a children's collection endowment.

Goal 5: Optimize stewardship of the library's resources.

5A. Implement recommendations from classification and compensation study.

5B. Implement certification in employee hiring, development, and promotion.

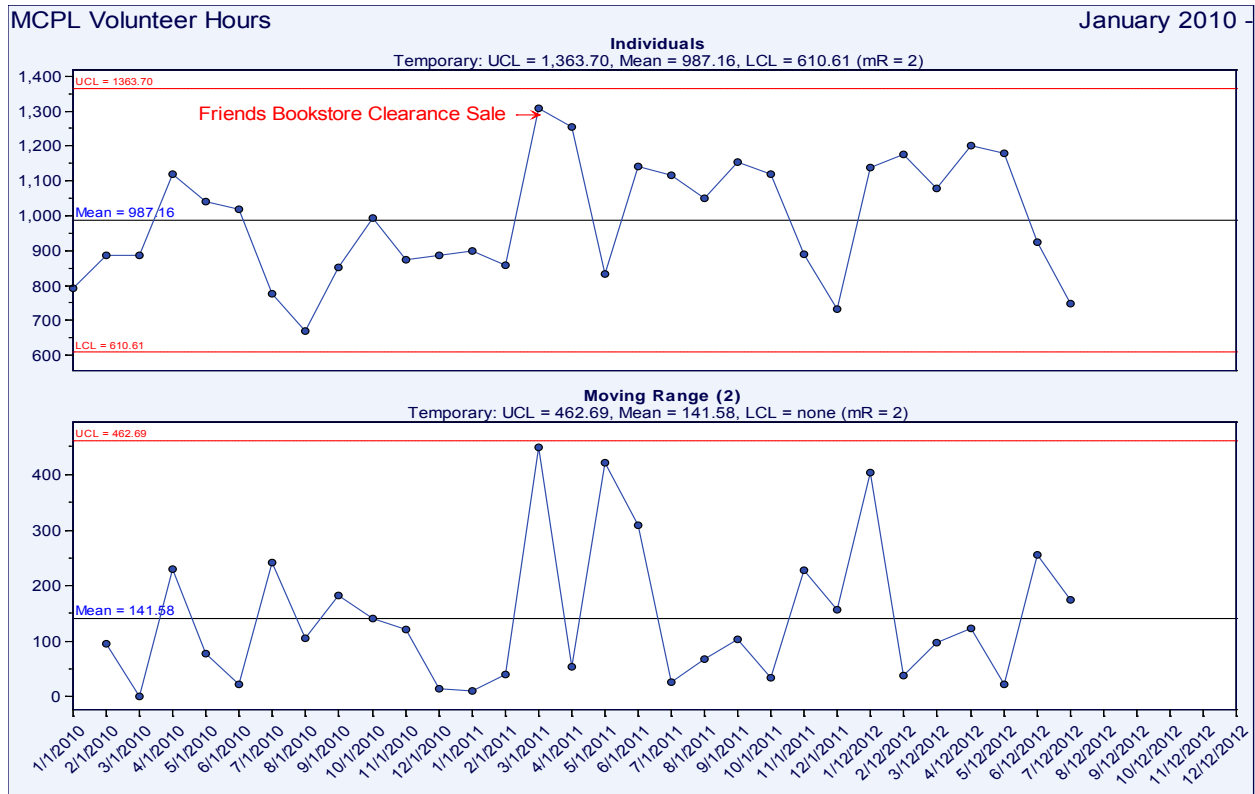
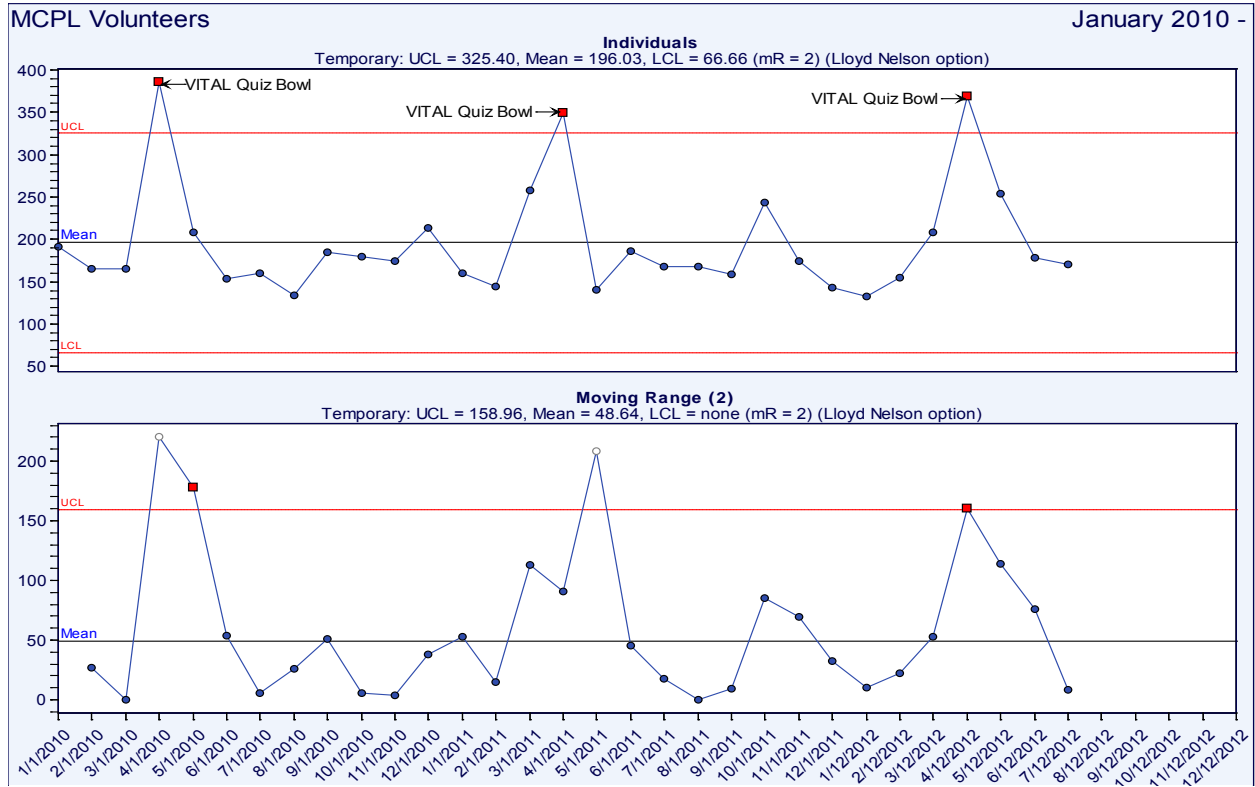
5C. Create staff development plan aligned with strategic plan.

- On July 11, library staff attended a webinar from the Indiana Youth Institute, "The Culturally Aware Youth Worker."
- Also on July 11, Margaret Harter attended a webinar on rebranding the library, from which she recommended the library send representatives to an upcoming conference.
- Paula Singer presented the fourth session in the leadership series for managers.
- CATS staff attended the Alliance for Community Media's Annual Conference and Trade Show in Chicago and visited the Chicago Public Library and Skokie Public Library to investigate their digital media labs.
- Sara Laughlin attended "Public Policy Evaluation" presented by the Indiana Evaluation Association, with Alice Robbin, SLIS.

5D. Complete negotiations for and begin implementation of first union contract.

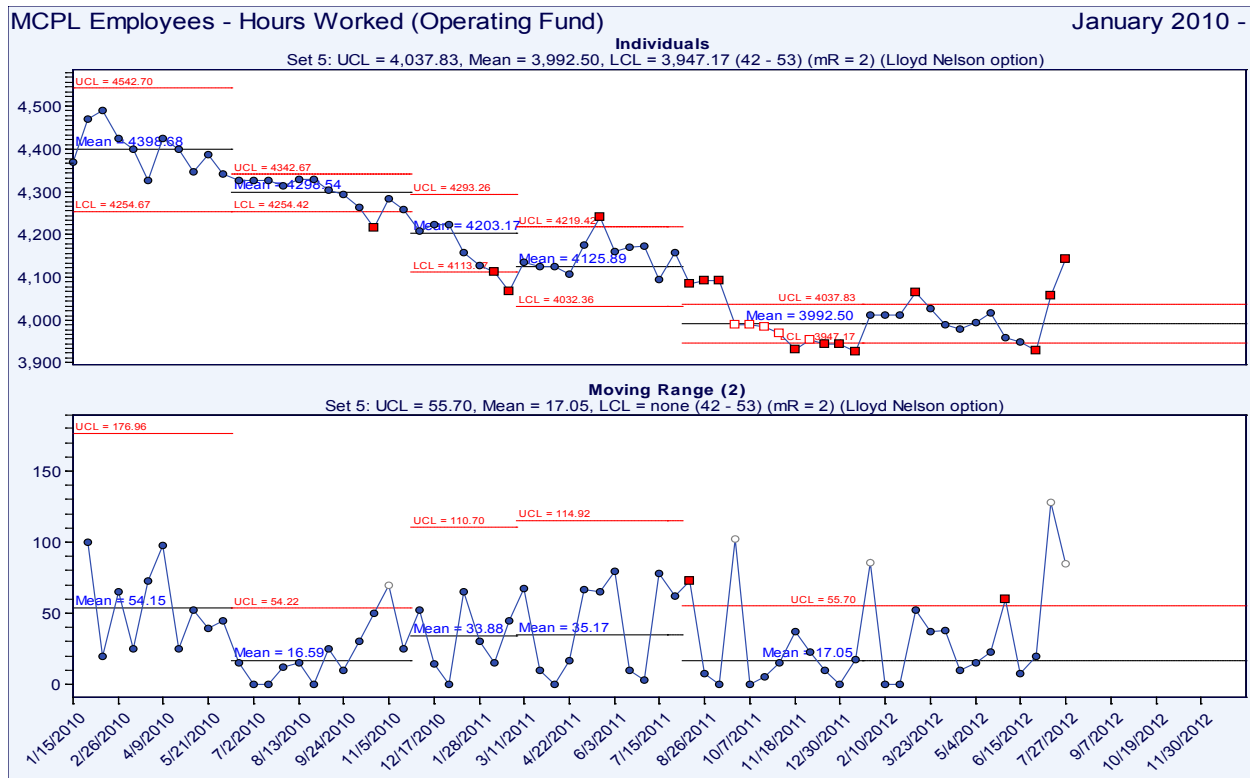
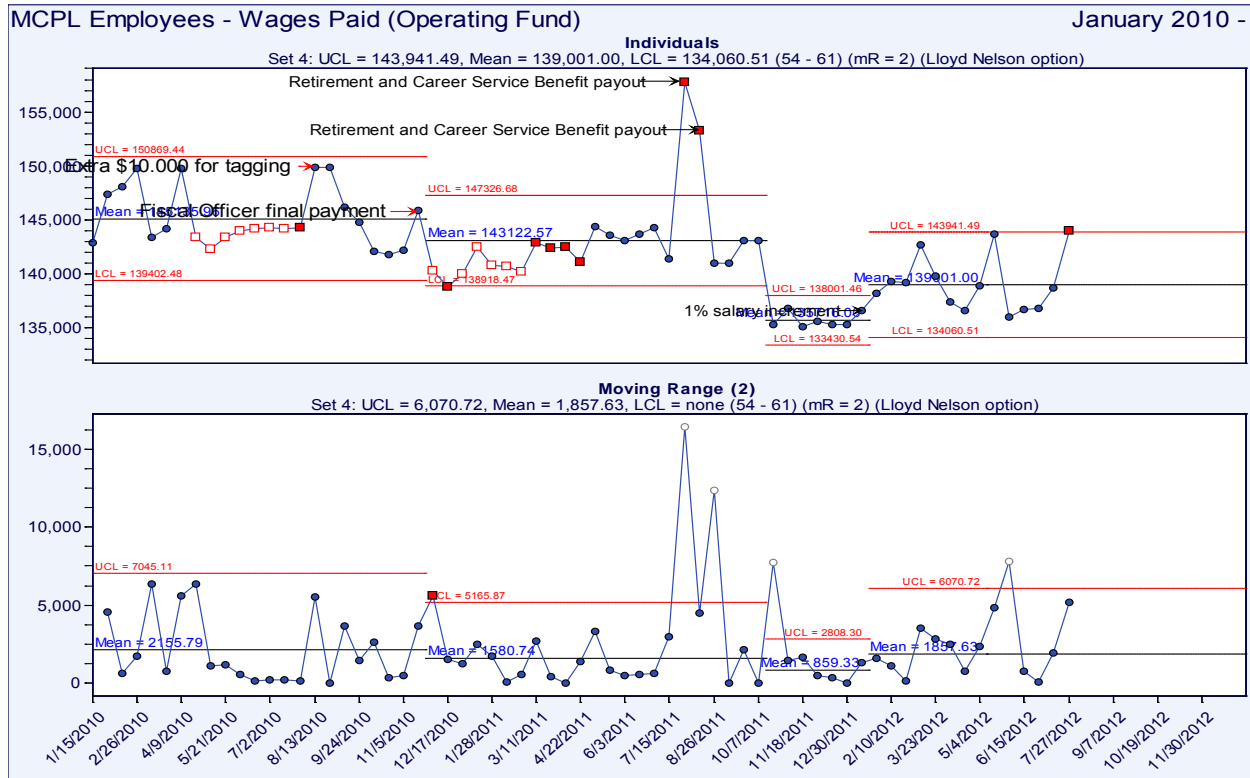
5E. Optimize use of interns, volunteers, and work-study employees.

- Two young women volunteered to help with the "X-Treme Team: Angry Birds Live" program. These teens came all the way from Bloomington to the Ellettsville Branch to help out and had so much fun that they came back to help with the Main Library session of the program!



5F. Increase efforts to be an inclusive and attractive employer.

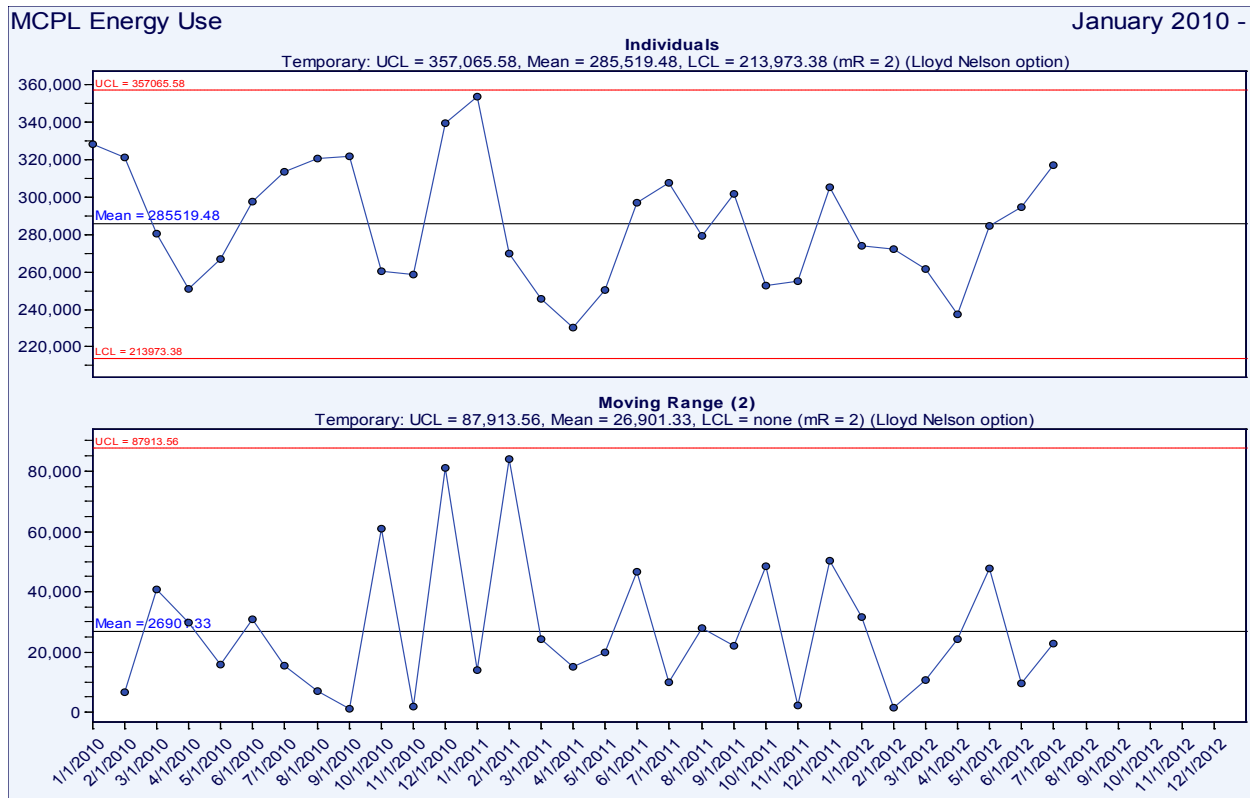
- Associate Director Marilyn Wood and Sara Laughlin held transition meetings with eight managers who will be reporting to Marilyn.



5G. Support improvement of key processes.

- Aubrey Dunnuck, Jennifer Kellams, and Margaret Harter updated an internal materials evaluations form. The form reflects workflow changes with the majority of check-in being completed by automated materials handling. Staff can quickly note valuable information on the form that is easily interpreted by the Circulation Department's evaluations team as they triage items for repair.

5H. Continue sustainability efforts to reduce energy consumption.



5I. Develop long-term facilities, equipment, and technology maintenance and replacement schedule.

- Facilities completed renovation of the first floor women's restroom.
- De-cluttering of storage areas began, in preparation for Main Library renovation, phase 3.

5J. Maximize tax support.

- Gary Lettelleir and Sara Laughlin met with a DLGF representative to review the draft 2013 budget.

5K. Increase funding from non-tax sources.

- On July 23, the Bloomington City Council approved a 3% increase in CATS funding for budget year 2013. On August 1 the Town of Ellettsville confirmed a 3% increase to CATS for 2013. These franchise fee contributions from the City of Bloomington and Town of Ellettsville are in keeping with the annual requests CATS asks of its three governmental funding partners, which also include Monroe County. The library is the operational partner, contributing 7,000 square feet of office and studio space, maintenance, vehicles and administrative support, in addition to significant financial support for equipment and staff.

5L. Work closely with Friends of the Library.

- Library employees and Friends Board members marched with the Friends of the Library unit in the City of Bloomington's Fourth of July parade.

PETITION TO APPEAL FOR AN INCREASE TO THE MAXIMUM LEVY

The _____ **Board of Trustees** _____ of the **Monroe County Public Library** _____,
(Fiscal/Governing Body) (Taxing Unit)

___**Monroe**_____ County, State of Indiana, has determined to file for an excess levy appeal.

(Please check the appropriate excess levy appeal(s) and provide the dollar amount(s) requested:

- | | |
|---|------------------------|
| <input type="checkbox"/> Annexation (IC 6-1.1-18.5-13(1)) | \$ _____ |
| <input type="checkbox"/> Three Year Growth (IC 6-1.1-18.5-13(3)) | \$ _____ |
| <input type="checkbox"/> Emergency Levy Appeal (C-1.1-18.5-13(13)) | \$ _____ |
| <input checked="" type="checkbox"/> Property Tax Shortfall (IC 6-1.1-18.5-16) | \$ <u>42,975</u> _____ |
| <input type="checkbox"/> Correction of Error (IC 6-1.1-18.5-14) | \$ _____ |

The fiscal/governing body of **Monroe County Public Library, Monroe** County hereby resolves to proceed with a petition for an excess levy to the Department of Local Government Finance to increase the taxing unit's maximum levy.

Adopted this 19th day of September, 2012.

FOR

AGAINST

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

ATTEST: _____

PRESCRIBED BY DEPT OF LOCAL GOVERNMENT
FINANCE

FORM APPROVED BY STATE BOARD OF ACCOUNTS



Budget Form No. 3

NOTICE TO TAXPAYERS

Complete details of budget estimates by fund and/or department may be seen in the office of this unit of government.

Notice is hereby given to taxpayers of Monroe County Public Library, Indiana that the proper officers of Monroe County Public Library at 5:45 PM on Wednesday, September 19 2012 at 303 East Kirkwood, Bloomington will conduct a public hearing on the year 2013 budget. Following this meeting, any ten or more taxpayers may object to a budget, tax rate, or tax levy by filing an objection petition with the proper officers of Monroe County Public Library within seven days after the hearing. The objection petition must identify the provisions of the budget, tax rate, or tax levy that taxpayers object to. If a petition is filed, Monroe County Public Library shall adopt with its budget a finding concerning the objections filed and testimony presented. Following the aforementioned hearing, Monroe County Public Library will meet at 5:45 PM on Wednesday, October 24 2012 at 303 East Kirkwood, Bloomington to adopt the following budget:

Date and Time of Public Hearing	Date: Wednesday, September 19 2012 Time: 5:45 PM
Date and Time of Adoption Mtg.	Date: Wednesday, October 24 2012 Time: 5:45 PM
Net Assessed Valuation	\$ 6,319,658,549
Estimated Max Levy	\$ 5,163,373

1 Fund Name	2 Budget Estimate	3 Maximum Estimated Funds to be Raised (Including appeals and levies exempt from maximum levy limitations)	4 Excessive Levy Appeals (Included in Column 3)	5 Current Tax Levy
	Click Here to Insert Form 4b published amounts 	Click Here to Insert Form 4b published amounts 		
0061-RAINY DAY	\$ 400,000	\$ 0	\$ 0	0
0101-GENERAL	\$ 7,798,983	\$ 5,163,373	\$ 42,975	4,534,002
0180-DEBT SERVICE	\$ 600,000	\$ 600,000	\$ 0	150,298
1220-LIBRARY CAPITAL PROJECTS	\$ 0	\$ 0	\$ 0	488,470
2011-LIBRARY IMPROVEMENT RESERVE	\$ 350,000	\$ 0	\$ 0	0
<i>Totals:</i>	<i>Total: \$ 9,148,983</i>	<i>Total: \$ 5,763,373</i>	<i>Total: \$ 42,975</i>	<i>Total: \$ 5,172,770</i>

Internet and Computer Use Policy

INTRODUCTION

This is a library-wide policy for the management of computer data networks and the resources they make available, as well as stand-alone computers that are owned and administered by the Monroe County Public Library (MCPL). The policy reflects the principles of MCPL. It specifies the Library's objectives in providing computing resources for public use, and the responsibilities assumed by the users of such resources.

In accord with the Indiana Code (IC 36-12-1-12), MCPL performs a public review of this Internet and Computer Use Policy annually.

OBJECTIVES

MCPL provides computers which allow public access to a variety of electronic resources, including in-house databases (the library catalog, magazine indexes, and business directories), productivity software (word processors, spreadsheets, etc.), and the Internet (primarily through Web browsers). While MCPL does not provide email accounts, patrons may send and receive email if they have an account accessible through the World Wide Web.

In keeping with our general policies, MCPL protects patrons' rights to privacy and confidentiality. MCPL keeps any communications that reside on its computer network confidential. However, in general, electronic communication is not secure and networks are sometimes susceptible to outside intervention. As part of normal system maintenance, network administrators do monitor system activity, but the library does not reveal information about an individual's use of computer resources unless compelled to do so by a court order.

To promote equitable access to computer resources, MCPL utilizes time management software. To access the Internet, an individual must use his or her own library card number or guest pass number. Staff may also take other measures to manage Internet time including (but not restricted to) reserving terminals for individuals or groups with specific needs.

USER RESPONSIBILITIES

To ensure fair and proper use of library computing resources, users must follow the legal and cooperative rules listed below.

Legal Responsibilities:

Computing resources may only be used for legal purposes. Examples of illegal use include, but are not limited to, the following:

- Attempting to alter or damage computer equipment, software configurations, or files belonging to MCPL, other users, or external networks
- Attempting unauthorized entry to MCPL's network or external networks
- Intentional propagation of computer viruses, trojans, etc.
- Violation of copyright or communications laws
- Violation of software license agreements
- Transmission of speech not protected by the First Amendment, such as libel and obscenity

Cooperative Responsibilities:

MCPL strives to balance the rights of users to access different information resources with the rights of users to work in a public environment free from harassing sounds and visuals. We ask all our library users to remain sensitive to the fact that they are working in a public environment shared by people of all ages, with a variety of information interests and needs. In order to ensure an efficient, productive computing environment, the Library insists on the practice of cooperative computing. This includes:

- Respecting the privacy of other users
- Not using computer accounts, access codes, or network identification codes assigned to others
- Refraining from overuse of connect time, information storage space, printing facilities, processing capacities, or bandwidth capacities
- Refraining from the use of sounds and visuals which might disrupt the ability of other library patrons to use the library and its resources

SANCTIONS

MCPL relies on the cooperation of its users in order to efficiently and effectively provide shared resources and ensure community access to a wide range of information. If individuals break these acceptable use rules in any way, their right to use networked resources may be suspended for a specified time, depending on the damage caused by their actions. They will be notified of the length of and reason for the suspension. Individuals using library computing resources for illegal purposes may also be subject to prosecution.

COMPUTER USE AT MCPL INCLUDES PUBLIC ACCESS TO THE INTERNET

MCPL aims to develop collections, resources, and services that meet the cultural, educational, informational and recreational needs of its diverse community, and which respond to advances in technology. With this goal in mind, and as part of its mission to meet the changing needs of the community, MCPL offers access to the Internet.

A global network of computers, the Internet provides access to a wide variety of educational, recreational and reference resources, many of which are not available in print, but there is no central control over its content or users. The Internet contains a diverse range of information, some of which may be objectionable or offensive.

MCPL cannot protect users from offensive Internet content, but librarians can offer advice and suggestions to help ensure effective Internet searching.

MCPL has investigated filters designed to restrict access to various online content, but has found them to be both overly broad (restricting access to materials that no one would find objectionable) and not fully effective (allowing access to a considerable number of sites of the sort they purport to block). Given these limitations, MCPL has not installed such software. In order to provide alternatives for minors, MCPL does provide links through the Children's site to search engines with filters.

DISCLAIMERS

Except for the Web pages produced by the Library, MCPL does not control Internet content and makes no general effort to limit Internet access. However, when informed of a violation of MCPL's Internet and Computer Use Policy, library staff will enforce the legal and cooperative responsibilities outlined above.

As with other materials, parents and guardians of minor children – not the library nor its staff – are responsible for supervising their children's use of Internet resources at the library.

MCPL cannot ensure the availability nor the accuracy of external electronic resources. Like print materials, not all electronic sources provide accurate, complete or current information. Users need to be good information consumers, questioning the validity of information.

LIMITATION OF LIABILITY

MCPL assumes no liability for any loss or damage to users' data or devices, nor for any personal damage or injury incurred as a result of using MCPL's computing resources. This includes damage or injury sustained from invasions of the user's privacy.

Adopted by the Board of Trustees of the Monroe County Public Library on March 5, 1997, amended June 21, ; June 20, 2002; and July 17, 2003; reaffirmed June 16, 2004; revised June 15, 2005; reaffirmed June 20, 2007, June 17, 2009, and September 15, 2010.

Internet Filtering Recommendation

from the Encouraging Positive Patron Behavior Committee

The Indiana Public Library Standards require that the Board of Trustees adopt an Internet and Computer Use Policy and review it annually. The following report details the Library's 2012 review of the principles of open access, effectiveness of filters, and behavioral issues related to unfiltered access to the Internet and the Library's processes for reducing them.

The committee recommends that the Board make no changes in the current Internet and Computer Use Policy.

1. Intellectual Freedom and Open Access Are Core Principles of the Library.

Certain core principles underscore the policies and practices at Monroe County Public Library. One of the most deeply held is intellectual freedom. We reference it in many key policy documents:

Our Circulation Policy states: *Individual patrons determine for themselves what library materials are appropriate for personal checkout or viewing. [...] The Monroe County Public Library endorses and defends the concepts of intellectual freedom, as protected by the United States Constitution and as described in the Library Bill of Rights.*

Our Collection Development Policy, most recently approved in March, 2012, includes the following: *The library recognizes some materials may be considered controversial and may offend some users. [...]* *The Board of Trustees of Monroe County Public Library adopts and declares that the American Library Association's Intellectual Freedom Statements will guide the development of the Library's collections. Specifically the library will adhere to and support the American Library Association's "Library Bill of Rights" ([Appendix A](#)), "Freedom to Read" ([Appendix B](#)), "Freedom to View" ([Appendix C](#)), and "Interpretations of the Library Bill of Rights" ([Appendix D](#)).*

Our Internet and Computer Use Policy states: *The Internet contains a diverse range of information, some of which may be objectionable or offensive. MCPL cannot protect users from offensive Internet content, but librarians can offer advice and suggestions to help ensure effective Internet searching.*

The Library Bill of Rights states, among other relevant passages: *Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment.*

Filtering in the Children's Services Department

Unlike the schools, we do not act *in loco parentis* (in place of the parents). Knowing this, we would rather continue to expect civil behavior from our patrons and allow them to choose for themselves what is appropriate for their children.

Because of smart phones, tablets, and a host of other mobile devices, the Internet is now ubiquitous. Not only information gathering, but basic communication is evolving at a phenomenal rate. The ability to find, use, evaluate, and create information is critical in education, in the workplace, and in individual's personal lives. Increasingly, children, teens, and adults use personal devices such as cell phones and tablets for Internet connectivity that would be completely unaffected by our filters. When the library provides free and unfettered Internet access, we are helping patrons, including young people, gain crucial information literacy skills necessary to function in our society. Having been asked to review this issue, the committee believes that the matter of civil behavior and use of the Internet in a public place go hand in hand and therefore the library plays an important role in educating patrons about the need for responsible behavior in public places.

Filtering computers in the children's department could be perceived as "promising safety" when in fact, we should be educating children about how to be more savvy Internet users.

Employing filters in the Children's Department would directly violate our policy of providing free and equal access to information, regardless of age. According to the American Library Association's Intellectual Freedom brochure:

- Over-blocking legal content affects minors' First Amendment right to access constitutionally protected material in the library.
- Under-blocking may cause students to view inappropriate images and text.
- Filtering de-emphasizes education as the best means of teaching children to be smart and safe while using the Internet, and it gives adults a false sense of security.

2. Filtering Technology Is Not Reliable

In 2008, San Jose Public Library conducted its own tests of Internet filters in order to answer questions from their Board. Filter testing conducted by professional librarians from San José city libraries and SJSU library staff, aided by City IT staff, concluded that filters over-block and under-block keyword searches by 15-20%.

For example, using filters, test searchers were able to access pornography 15-20% of the time. On the other hand, they were blocked access to medical information, or even literary sites, that contain keywords that were on blocked lists.

The San Jose library also gathered feedback from city and county agencies and the general public.

The San Jose Library Commission reported that:

“Filtering remains a challenge as it can create embarrassing situations for those who search for answers to specific medical conditions or other personal information requests. Legitimate history and art sites and photographs useful for research can also be blocked. Many library users won’t ask for help now and would certainly find it impossible to ask for a site to be unblocked.

“Filters are no substitute for parental supervision and a conscious awareness by both patrons and library staff of events that go on in the library. Current staff is trained to appropriately handle situations as they arise.

“With so few incidences or complaints system-wide, library patrons should enjoy the freedom to gather information without City intervention.”

We at MCPL have searched for research articles that might detail the effectiveness of filters since the 2008 study and have not found anything indicating improvement. (*In fact, it seems researchers have largely moved away from analyzing the effectiveness of filtering, possibly because the state of the art has not changed recently.*) We used several research and citation databases from the information science disciplines, and we found no recent research. Opinion pieces continue to be written. We did learn that some researchers are working on filtering based on other technologies, such as image filtering, but none of these are beyond initial stages and are far from the marketplace as of this report.

We also interviewed a sample of peer Indiana libraries and found a range of filter policies in place, from open access (no Internet filter) to very aggressive filters (no chat, social media, etc).

Filtering technology available to libraries for purchase has not changed significantly in the last five years; it still works by blocking words and/or sites. The overall effectiveness of filtering software depends on the settings which will block more or less content, and those settings, in turn, relate directly to the “false hits” problem identified in research on filtering: the more effective a filter is, the more likely it is to block information that would otherwise be deemed appropriate in a public library setting. This committee was asked to look at the effectiveness of filtering and we have concluded that the issues surrounding Internet filters have not changed significantly since the library first adopted its Internet and Computer Use Policy in 1997.

3. The Library’s Processes Minimize The Behavioral Issues Related to Computer Use and are Being Improved

The Encouraging Positive Behavior Committee has been charged to:

“Develop a comprehensive strategy involving staff, patrons, and community stakeholders to address negative patron behavior and its impact in and around the library buildings and Outreach sites.”

The issue of objectionable information on library computers is not new. Obviously, information available on the Internet is sometimes objectionable. Complaints of improper Internet use are few when compared to the number of complaints about noise from headphones and loud conversations at the computers or violations of other library behavioral rules.

The committee believes this is an opportunity to address the perception issue that corresponds with not implementing Internet filtering. The library is an important cultural and civic resource in the community and occupies the unique place of being able to speak with authority on the topic of information use in a time of what we believe to be nearly total access to all types of content, regardless of attempts to filter. There is responsible and civil behavior with respect to the Internet, and there can sometimes be inappropriate behavior that should not be tolerated in an atmosphere of research, learning and knowledge. Behavior that is obviously uncivil and that may result in the disruption of other patrons’ use of the library should not be tolerated. We believe library values, as expressed in MCPL policies (*Internet and Computer Use Policy* and *Behavioral Rules*) grant the library the ability and the powers necessary to ensure a high degree of acceptable and civil Internet viewing.

To ensure the best possible behavior, we employ three strategies:

- a) Zero tolerance for inappropriate behavior: Patrons are expected to monitor their own viewing in our shared computer environment. No viewing of inappropriate material should be visible to other patrons. This rule is outlined in the computer use policy that patrons have to accept in order to access public computers.
- b) Recessed monitors for public computing: The library already has recessed monitors available on approximately one-third of public computers. Patrons using these computers have a reasonable expectation of privacy and may use them for viewing potentially sensitive content, e.g., online banking, medical information, etc.
- c) Staff monitoring and enforcement: Occasionally, patrons complain about content they’ve viewed on another public computer. Staff members report that it is often difficult to monitor inappropriate Internet content because offending patrons often “click away” from the content, or they click to another open window to hide it. Nevertheless, if the effect is that patrons will self-monitor as a result of staff members being out among the computers, we recommend that public service staff implement more frequent roving in the computer areas.

Children's Services staff vigilantly watches for a variety of threats to the comfort and safety of children in the library. On a daily basis, we provide better and more nuanced protection than any filter. (In general, we view unaccompanied adults as a much greater threat than inappropriate use of the Internet.)

We continue to provide links to a variety of child-friendly web sites including filtered search engines, and children and adults are instructed by staff, through our web site, and in our handouts, on how to use the Internet safely.

Improvements

- a) More frequent roving in computer areas: We believe that a higher staffing presence will help to improve the overall behavioral environment in the public computing areas, while simultaneously improving overall customer service.

Behavioral policy enforcement should be sufficiently strict to deter infractions. **The committee recommends a six-month ban for patrons who, after one warning, continue to disrupt others use of the library while using public computers.**

- b) New signage and branding to reinforce cooperative computing and civil behavior: Both patrons and staff expressed surprise and gratitude at the effect of making library property 100% tobacco free. Behaviors changed in and outside of the library, and the atmosphere improved dramatically. The actual policy change made by the Board in January, 2012 was minor, but it benefited us by drawing community-wide attention to our efforts. We followed that with enforcement by all levels of staff and newly designed signage and branding.

The committee recommends changing the current lengthy computer use acceptance required by patrons logging on with the attached reminder that they are in a shared computing environment and there will be consequences if they disrupt others use of the library. Patrons will be required to acknowledge this simple reminder before being granted access to computers.

Additionally, Internet browsers at public computers will reinforce our message of civil responsibility before directing patrons to the library home page.

We believe that all of these changes will replicate the success of our work to make the library property 100% tobacco-free, and address negative perceptions of the library while also honoring MCPL's historic commitment to intellectual freedom.