

# **HUNTINGTON CITY TOWNSHIP PUBLIC LIBRARY**

Board of Trustees  
January 16th, 2017  
5:15pm

## **Board of Finance Meeting**

1. Call to Order
2. Election of Officers
3. Review of Current Investments
4. Adjournment

## **Regular Meeting**

1. Call to Order
2. Reading and Approval of Minutes
3. Reading and Approval of Financial Report
  - A. Approve Changes to Appropriation
4. Approval of Bills
5. Report of the Librarian
6. Committee Reports
7. Communications
8. Unfinished Business
  - A. Other
9. New Business
  - A. Holiday Closings
  - B. Credit Card Acceptance Policy
  - C. Dress Code Revision
  - D. Signature Authorization Resolution
  - E. Other
10. Public Input
11. Adjournment

**Huntington City - Township Public Library  
Board of Trustees Meeting  
December 12, 2016**

**Present:** Beka Lemons, John Branham, Peggy Caley, Chad Lippe, Anne McClellan, Terry Miller, Fred Scheiber

**Absent:** Jamie Foday

**Visitors:** Jessi Brown, Chuck Homier, Pam Homier, Mike Perkins, Barb B., Sarah Kirby

Peggy called the meeting to order at 5:00 pm.

**Reading and Approval of Minutes:** Terry moved to approve the minutes, Chad seconded, motion carried.

**Reading and Approval of Financial Report and Approval of Bills:** John moved to approve the financial report and bills, Terry seconded, motion carried.

**Report of the Librarian:** The four new employees have started in their new positions; winter story time is going well at the schools; with the exception of the director all employee evaluations are complete will all meeting or exceeding expectations.

**Committee Reports:** We will have an update from the benefits committee next month.

**Communications:** None

**Unfinished Business:**

- A. Nominations for 2017 offices: President: Peggy (John); Vice President: Anne (Fred); Treasurer: Chad (John); Secretary: Jamie (Terry). Terry moved to close the nominations, John seconded, motion carried. Terry moved to vote on said nominations, Fred seconded, motion carried.
- B. Fred asked and it was confirmed that all of the new filled positions created have started.

**New Business:**

- A. Salary Schedule: Terry moved to approve the 2017 salary schedule, Anne seconded, motion carried.
- B. Markle Hours: Recommended new hours: M W F 12:00 - 7:00 & T Th S 10:00 - 5:00. Terry moved to approve the new hours, Chad seconded, motion carried.
- C. Audit Report: Clean report. No concerns.

- D. Internal Controls: John moved to approve the internal controls framework, Fred seconded, motion carried.
- E. Signing Authorization: During the audit it was noted that Beka has authority to sign checks. As Terry will no longer be eligible to be treasurer as of the 16th and it may take a little time to get Chad approved at all banks we have the ability to pay bills that are time sensitive. All bills still have to be approved by the board as usual.
- F. Other: Beka recognized and thanked Fred & Terry for their service on the board.

**Public Input:** Chuck asked about the Chiefs plaque, Beka has an update for him. Chuck also expressed interest in the library recognizing Joan Keefer's long time and excellent work in the Indiana Room. Mike agreed. We will discuss and do something. Chuck also expressed the desire to keep the library open during our inservice days.

**Trustee Education - The Board Plans - John Branham:** John led us in our education of board planning.

**Adjournment:** John moved to adjourn, Terry seconded, motion carried.

**Huntington City-Township Public Library  
Board of Trustees Meeting  
November 21, 2016  
5:00 PM**

**Present:** Rebecca Lemons (via phone), John Branham, Peggy Caley, Jamie Foday, Chad Lippe, Anne McClellan, Terry Miller, Fred Scheiber

**Absent:** none

**Visitors:** Mike Perkins, Chuck Homier, Jeri Davis, Jessi Brown, Jan Perkins, Mike Bandelier (from Aflac), Michelle (from Aflac)

**Peggy called the meeting to order.**

**Reading and Approval of Minutes:** John moved to approve the minutes, Fred seconded, and motion carried.

**Reading and Approval of Financial Report and Approval of Bills:** Fred moved to approve, Anne seconded, and motion carried.

**Public Input:** Peggy opened the floor for public comments from visitors. Five visitors signed up to comment. The first comment came from Mike Perkins, who asked that we move the public comment section to the end of our agenda, where it traditionally has been. It was agreed to move this to the end of our agenda.

**Report of the Librarian:** Beka highlighted a couple items. Related to the hiring of new employees, she mentioned that three former employees applied, and all three were rehired.

**Committee Reports:**

**A. Benefits:**

- I. Insurance Renewal** - Beka explained some of the details of the insurance plan renewals: the vision plan and life/disability plan will remain the same; dental is going up only a few percentages; the cost of the medical plan is actually going down. Beka recommended that we renew the plans. John made a motion to continue with the insurance plans, Fred seconded, and motion carried.
- II. Supplemental Insurance** - Beka met with representatives from Aflac about bringing in some supplemental options. The Aflac representative, Michelle, explained the purpose of adding Aflac as an insurance option that can offer ways to supplement what we already offer our employees and their families, at no additional cost to the library. They advertise their rates as typically being 40% below rates offered by other companies. The minimum enrollment to offer the group discount is three employees. John made the motion that Beka bring this to the Benefits Committee for further discussion and research before the Board votes on it, Terry seconded, and motion carried.

**Communications:** None

**Unfinished Business:**

**A. LIRF Resolution** – Peggy read aloud the LIRF Resolution. Beka explained that the amounts from July were incorrect. This amended LIRF Resolution corrects the dollar amounts; it passed by written vote.

**New Business:**

**A. Personnel**

- I. PTO Allotment** – Beka requested that the prior employees that were rehired be allowed to keep their previous years of service earnings for paid time off. John moved to approve, Anne seconded, and motion carried. Additionally, Fred moved that related to PTO, the three employees are “re-hires”, not “new hires”, and thus do not have a wait period; Chad seconded, and motion carried.
- II. Allowance Request** – Three of the new employees are moving from out of state, and one is requesting a moving allowance. One of the new employees is asking for around \$2,400 in moving expenses, and Beka is recommending an allowance of \$2,000 be offered for each of the new employees moving from out of state. After some discussion, it was decided not to pursue this option.
- III. Non-Exempt Positions** – Beka explained that as of January 1, 2017, overtime rules are changing for non-exempt positions as part of the Federal mandate. Beka recommends that we make all positions Non-exempt, and she will make the needed changes to the 2017 Benefits/Salary Schedule.

**B. Hours of Operation**

- I. In-Service Closure** December 17 – Fred moved to approve, Chad seconded, and motion carried.
- II. Holiday Closings 2017** – The dates reflect the same amount of closures as last year. John moved to approve, Terry seconded, and motion carried.

- C. December Meeting Date:** Terry is proposing that we move the December 2016 meeting date to the second Monday in December, which would be Monday, December 12. John reminded that we need to make the required public notice of the change. Terry moved to change the date, Chad seconded, and motion carried. Anne and Chad requested that we permanently move our meeting start times to 5:15. Anne moved to change our Board meeting start times to 5:15, Chad seconded, and motion carried.

- D. Other:** None

**Public Input:**

Mike Perkins asked for explanation of the acronym LIRF and the purpose of this fund.

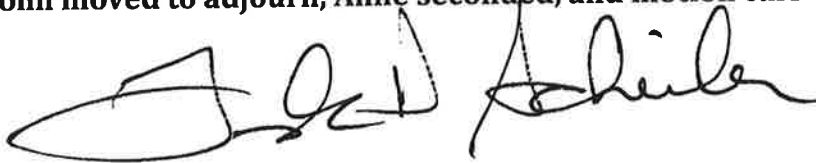
Chuck Homier commented that as the largest property tax payer in Huntington County, he brings input as a tax payer and wanted to comment about the new hiring and his disappointment at the way the termination of long-term employees was handled, as he believes it contradicts what we stand for professionally and also as a county. He also mentioned that he made a large contribution to the library about 30 years ago and had an agreement at the time that there would be a plaque

displayed that lists the local Chiefs of the Wabash, and he would like to see this plaque hung up again. Beka confirmed that we do have the plaque but that it has been damaged and will definitely be repaired and hung up again.

Jan Perkins asked a couple clarification questions related to PTO transfers.

**Trustee Education:** The Director's Job Description – Chad Lippe summarized this section from our IN The Public Trust Manual.

**John moved to adjourn, Anne seconded, and motion carried.**

A handwritten signature in cursive script, appearing to read "John".A handwritten signature in cursive script, appearing to read "Kacey".A handwritten signature in cursive script, appearing to read "John A. Buel".A handwritten signature in cursive script, appearing to read "Chad Lippe".A handwritten signature in cursive script, appearing to read "Anne McCullen".

Huntington City-Township Public Library  
Monthly Report  
January 2017

**Director's Report**

**News and Updates**

- Weekly meeting with the Senior Leadership team will be adjusted to be bi-weekly. I am also going to add a bi-weekly Librarians meeting.
- The staff in-service on December 16<sup>th</sup> was very well received by the staff. We had a fruitful discussion about what our library needs to do to move forward. I am working on goals and action steps based on this discussion.
- In December several schools and pre-schools visited for our Winter Storytime. Unfortunately attendance at our public event was greatly reduced due to bad weather.
- I have been invited to participate in a strategic planning session for the Indiana Library Federation on February 3<sup>rd</sup>. It is my goal this year to increase my leadership presence within ILF in order to create a better professional network.
- Jessi and Amy are currently working on proposals to update the teen area with art and furniture.
- Malcolm and Lori are working on proposals to replace the false wall in the circulation office with a real wall. When this is complete we may look into creating an updated reading room in the fireplace area.
- I have been making efforts to continue to clean out old and unused materials that are in storage. The goal is to be more organized so that we can be more efficient and have less waste. Guidelines have been put in place to ensure that all staff are responsible for using and storing supplies in a more responsible way.
- New guidelines have been created for purchasing which will ensure that all of our purchases are necessary and responsible. All purchases will have to be approved by one of the Assistant Directors. Malcolm is also working on a supply purchasing procedure that will help us to be more efficient.

**Meetings and Activities**

December 13 <sup>th</sup>	Winter Story time School Visit
December 14 <sup>th</sup>	Winter Story time School Visit
December 14 <sup>th</sup>	ILF Leadership Conference Call
December 15 <sup>th</sup>	Winter Story time School Visit
December 16 <sup>th</sup>	Staff In-service
December 17 <sup>th</sup>	Winter Story time Public
December 21 <sup>st</sup> -23 <sup>rd</sup>	Vacation
January 5 <sup>th</sup>	Literacy Coalition Board Meeting
January 9 <sup>th</sup>	Programming Committee Meeting
January 11 <sup>th</sup>	ILF Leadership Conference Call
January 16 <sup>th</sup>	Library Board Meeting

**Upcoming Meetings and Activities**

January 19 <sup>th</sup>	Management Division Conference Call
January 20 <sup>th</sup>	Vacation
January 23 <sup>rd</sup>	Summer Library Program Planning Meeting
January 25 <sup>th</sup>	Non-profit Leadership Support Group
February 2 <sup>nd</sup>	Literacy Coalition Board Meeting
February 3 <sup>rd</sup>	ILF Strategic Planning Meeting
February 9 <sup>th</sup>	Early Learning Alliance Meeting
February 13 <sup>th</sup>	Programming Committee Meeting
February 20 <sup>th</sup>	Library Board Meeting

### **Strategic Plan Update**

No update for January



**Financial Report**  
**Huntington City-Township Public Library**

Report Dates = **12/12/16 to 12/31/16**

<i>Fund</i>	<i>Start of year</i>	<i>Disbursements this month</i>	<i>Disbursements YTD</i>	<i>Receipts this month</i>	<i>Receipts YTD</i>	<i>Balance</i>
<b>1. Operating Fund</b>						
100 OPERATING	\$1,415,017.17	\$82,048.07	\$2,491,995.42	\$459,359.66	\$2,226,699.02	\$1,149,720.77
101 LIBRARY OPERATING FUND- INVESTMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Subtotal</b>	<b>\$1,415,017.17</b>	<b>\$82,048.07</b>	<b>\$2,491,995.42</b>	<b>\$459,359.66</b>	<b>\$2,226,699.02</b>	<b>\$1,149,720.77</b>
<b>2. LIRF</b>						
110 LIBRARY IMPROVEMENT RESERVE FUND	\$1,303,874.22	\$0.00	\$962,252.69	\$1,371.59	\$253,421.17	\$595,042.70
111 LIRF-INVESTMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Subtotal</b>	<b>\$1,303,874.22</b>	<b>\$0.00</b>	<b>\$962,252.69</b>	<b>\$1,371.59</b>	<b>\$253,421.17</b>	<b>\$595,042.70</b>
<b>3. Bond &amp; Interest</b>						
121 BOND & INTEREST - INVESTMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
122 BOND & INTEREST REDEMPTION FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Subtotal</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>3.1 Building Project Fund</b>						
180 CONSTRUCTION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Subtotal</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>4. Gift Funds</b>						
130 MARKLE - GIFT	\$171.00	\$154.52	\$199.99	\$0.00	\$28.99	\$0.00
130.01 GIFT (REGULAR)	\$4,444.45	(\$763.35)	(\$108.94)	\$254.70	\$199,042.26	\$203,595.65
130.02 FRIENDS OF THE LIBRARY	\$12,929.61	\$251.83	\$14,010.04	\$0.00	\$9,750.00	\$8,669.57
130.03 SPECIAL PURPOSES FUND	\$473.21	\$709.73	\$709.73	\$0.00	\$236.52	\$0.00
130.04 GIFT - IN RM	\$2,172.90	\$0.00	\$53,000.00	\$100.00	\$53,884.82	\$3,057.72
130.05 IN. ROOM INVESMENT - UND	\$53,000.00	\$0.00	\$53,000.00	\$0.00	\$53,000.00	\$53,000.00
130.06 GIFT - CHILDRENS ROOM	\$1,903.55	\$0.00	\$309.59	\$0.00	\$700.00	\$2,293.96
130.07 MARKLE/BARKELY GIFT	\$0.00	\$0.00	\$53.90	\$0.00	\$200.00	\$146.10
131 MULTIPLE GIFT FUND INVESTMENT	\$197,112.14	\$0.00	\$197,112.14	\$0.00	\$0.00	\$0.00
133 BRIDGE-DICKEY INVESTMENT 08/2012	\$24,860.57	\$0.00	\$0.00	\$0.00	\$0.00	\$24,860.57
133.01 BRIDGE-DICKEY FUND	\$873.30	\$0.00	\$0.00	\$37.90	\$447.48	\$1,320.78
<b>Subtotal</b>	<b>\$297,940.73</b>	<b>\$352.73</b>	<b>\$318,286.45</b>	<b>\$392.60</b>	<b>\$317,290.07</b>	<b>\$296,944.35</b>
<b>5. Grants</b>						
124 STATE TECH GRANT FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
127 INDIANA HUMANITIES	\$609.55	\$142.32	\$809.55	\$0.00	\$200.00	\$0.00
<b>Subtotal</b>	<b>\$609.55</b>	<b>\$142.32</b>	<b>\$809.55</b>	<b>\$0.00</b>	<b>\$200.00</b>	<b>\$0.00</b>
<b>6. LSCA</b>						
150.03 IND. STATE STUDENT ASSISTANCE	\$0.00	\$2,946.00	\$2,946.00	\$0.00	\$2,946.00	\$0.00
<b>Subtotal</b>	<b>\$0.00</b>	<b>\$2,946.00</b>	<b>\$2,946.00</b>	<b>\$0.00</b>	<b>\$2,946.00</b>	<b>\$0.00</b>
<b>7. Levy Excess</b>						

Approved by the State Board Of Accounts for Huntington City-Township Public Library on 1/1/98.

<i>Fund</i>	<i>Start of year</i>	<i>Disbursements this month</i>	<i>Disbursements YTD</i>	<i>Receipts this month</i>	<i>Receipts YTD</i>	<i>Balance</i>
161 LEVY EXCESS - OPERATING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
162 LEVY EXCESS - BOND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Subtotal</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>8. Other Funds</b>						
163 PLAC FUND	\$195.00	\$0.00	\$325.00	\$0.00	\$130.00	\$0.00
163.1 MARKLE PLAC FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
170 RAINY DAY FUND	\$986,693.79	\$14,492.36	\$287,860.16	\$652.19	\$375,741.97	\$1,074,575.60
171 RAINY DAY INVESTMENT	\$1,101,000.00	\$0.00	\$251,000.00	\$0.00	\$251,000.00	\$1,101,000.00
<b>Subtotal</b>	<b>\$2,087,888.79</b>	<b>\$14,492.36</b>	<b>\$539,185.16</b>	<b>\$652.19</b>	<b>\$626,871.97</b>	<b>\$2,175,575.60</b>
<b>9. Withholding</b>						
200.01 FEDERAL TAX	\$0.00	\$2,856.20	\$118,423.37	\$2,856.20	\$118,423.37	\$0.00
200.02 FICA	\$0.00	\$2,219.32	\$71,125.48	\$2,219.32	\$71,125.48	\$0.00
200.03 INDIANA STATE TAX	\$0.00	\$1,846.36	\$31,067.17	\$977.42	\$31,067.17	\$0.00
200.04 COUNTY TAX	\$0.00	\$887.15	\$14,992.62	\$481.60	\$14,992.62	\$0.00
200.05 INSURANCE	\$2,077.13	\$18.97	\$22,834.24	\$2,056.53	\$26,547.97	\$5,790.86
200.06 INDIANA DEFERRED COMPENSATION	\$0.00	\$95.00	\$9,807.00	\$95.00	\$9,807.00	\$0.00
200.07 UNITED WAY	\$0.00	(\$18.97)	\$1,208.60	\$52.75	\$1,385.82	\$177.22
200.08 GARNISHMENT	\$0.00	\$74.24	\$3,661.16	(\$44.06)	\$3,661.16	\$0.00
<b>Subtotal</b>	<b>\$2,077.13</b>	<b>\$7,978.27</b>	<b>\$273,119.64</b>	<b>\$8,694.76</b>	<b>\$277,010.59</b>	<b>\$5,968.08</b>
<b>Grand Total</b>	<b>\$5,107,407.59</b>	<b>\$107,959.75</b>	<b>\$4,588,594.91</b>	<b>\$470,470.80</b>	<b>\$3,704,438.82</b>	<b>\$4,223,251.50</b>

**Total all banks = \$4.223.251.50**

# Appropriation Report for 100 OPERATING

Huntington City-Township Public Library

Report Date: From 12/12/16 To 12/31/16

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Spent
<b>1. Personal Services</b>							
1.11 Salary of Director	\$68,000.00	\$2,957.50	\$70,957.50	\$2,613.75	\$70,957.50	\$0.00	100.0
1.12 Professional Assistants	\$730,000.00	\$52,538.59	\$782,538.59	\$20,636.83	\$782,538.59	\$0.00	100.0
1.14 Wages of Janitors	\$67,000.00	(\$1,482.18)	\$65,517.82	\$2,573.12	\$65,517.82	\$0.00	100.0
1.15 Additional Hours (750)	\$8,500.00	(\$720.29)	\$7,779.71	\$240.88	\$7,779.71	\$0.00	100.0
1.21 Employer's Share FICA	\$67,000.00	\$4,124.85	\$71,124.85	\$4,722.42	\$71,124.85	\$0.00	100.0
1.22 Unemployment Compensation	\$3,000.00	(\$3,000.00)	\$0.00	\$0.00	\$0.00	\$0.00	0.0
1.23 Employer's Contribution PERF - Library	\$71,000.00	(\$480.31)	\$70,519.69	\$58.79	\$70,519.69	\$0.00	100.0
1.231 Employer's contribution PERF - Employee	\$25,000.00	(\$4,608.07)	\$20,391.93	\$686.24	\$20,391.93	\$0.00	100.0
1.24 Employer's Contribution Group Health	\$123,000.00	(\$2,963.26)	\$120,036.74	\$0.00	\$120,036.74	\$0.00	100.0
1.25 Employer's Contribution Life Ins.	\$8,500.00	(\$614.85)	\$7,885.15	\$0.00	\$7,885.15	\$0.00	100.0
1.26 Employer's Contribution STD	\$8,000.00	(\$438.96)	\$7,561.04	\$0.00	\$7,561.04	\$0.00	100.0
1.27 Employer's Contribution LTD	\$7,200.00	(\$680.32)	\$6,519.68	\$0.00	\$6,519.68	\$0.00	100.0
1.28 Employer's Contribution Dental	\$5,000.00	(\$87.46)	\$4,912.54	\$0.00	\$4,912.54	\$0.00	100.0
1.29 Other Employee Benefits	\$1,000.00	(\$532.69)	\$467.31	\$0.00	\$467.31	\$0.00	100.0
<b>Subtotal</b>	<b>\$1,192,200.00</b>	<b>\$44,012.55</b>	<b>\$1,236,212.55</b>	<b>\$31,532.03</b>	<b>\$1,236,212.55</b>	<b>\$0.00</b>	<b>100.0</b>
<b>2. Supplies</b>							
2.11 Official Records	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$1.00	0.0
2.13 Other Office Supplies	\$31,000.00	\$10,000.00	\$41,000.00	\$249.66	\$34,466.78	\$6,533.22	84.1
2.21 Operating/Cleaning/Sanitation Supplies	\$12,000.00	\$0.00	\$12,000.00	\$37.99	\$5,964.27	\$6,035.73	49.7
<b>Subtotal</b>	<b>\$43,001.00</b>	<b>\$10,000.00</b>	<b>\$53,001.00</b>	<b>\$287.65</b>	<b>\$40,431.05</b>	<b>\$12,569.95</b>	<b>76.3</b>
<b>3. Other Services and Charges</b>							
3.11 Consulting Services	\$1,000.00	(\$775.00)	\$225.00	\$0.00	\$0.00	\$225.00	0.0

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent Spent</i>
3.12 Engineering and Architectural Services	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
3.13 Legal Services	\$1,500.00	\$775.00	\$2,275.00	\$0.00	\$2,275.00	\$0.00	100.0
3.14 Other Professional Services	\$36,500.00	(\$14,374.00)	\$22,126.00	\$0.00	\$7,656.58	\$14,469.42	34.6
3.141 Contracted Labor for Facilities and Grounds	\$8,000.00	\$0.00	\$8,000.00	\$1,587.75	\$6,152.25	\$1,847.75	76.9
3.145 Databases	\$24,000.00	\$0.00	\$24,000.00	\$0.00	\$15,479.26	\$8,520.74	64.5
3.146 E-books	\$20,000.00	\$0.00	\$20,000.00	\$0.00	\$20,000.00	\$0.00	100.0
3.21 Telephone	\$4,500.00	\$316.89	\$4,816.89	\$120.55	\$4,816.89	\$0.00	100.0
3.211 Telephone - Markle	\$1,500.00	(\$316.89)	\$1,183.11	\$97.38	\$1,133.76	\$49.35	95.8
3.212 Fax Expense	\$800.00	\$0.00	\$800.00	\$0.00	\$770.70	\$29.30	96.3
3.213 T-1 Access Huntington	\$12,000.00	\$0.00	\$12,000.00	\$0.00	\$8,002.50	\$3,997.50	66.7
3.2131 T-1 Access Markle	\$4,500.00	\$0.00	\$4,500.00	\$0.00	\$2,593.55	\$1,906.45	57.6
3.22 Postage and Shipping	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$877.22	\$622.78	58.5
3.23 Traveling Expense	\$2,500.00	(\$330.42)	\$2,169.58	\$78.56	\$1,980.20	\$189.38	91.3
3.24 Professional Meetings	\$8,000.00	\$330.42	\$8,330.42	\$450.00	\$8,330.42	\$0.00	100.0
3.31 Advertising and Public Notices	\$4,000.00	\$0.00	\$4,000.00	(\$351.00)	\$2,605.24	\$1,394.76	65.1
3.32 Printing Other than Office	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
3.41 Official Bonds	\$500.00	\$0.00	\$500.00	\$0.00	\$50.00	\$450.00	10.0
3.42 Other Insurance	\$35,000.00	\$14,374.00	\$49,374.00	\$35,696.00	\$49,374.00	\$0.00	100.0
3.51 Gas Huntington	\$12,000.00	(\$4,726.11)	\$7,273.89	(\$4,935.16)	\$7,273.89	\$0.00	100.0
3.511 Gas Markle	\$2,500.00	(\$684.25)	\$1,815.75	\$113.46	\$663.85	\$1,151.90	36.6
3.52 Electricity Huntington	\$60,000.00	\$5,410.36	\$65,410.36	\$11,164.95	\$65,410.36	\$0.00	100.0
3.521 Electricity Markle	\$3,500.00	(\$515.31)	\$2,984.69	\$0.00	\$1,844.56	\$1,140.13	61.8
3.53 Water Huntington	\$2,500.00	\$36.10	\$2,536.10	\$228.14	\$2,536.10	\$0.00	100.0
3.531 Water Markle	\$500.00	(\$36.10)	\$463.90	\$0.00	\$144.98	\$318.92	31.3
3.54 Sewer Huntington	\$4,000.00	\$1,348.90	\$5,348.90	\$362.37	\$5,348.90	\$0.00	100.0
3.541 Sewer Markle	\$1,000.00	(\$833.59)	\$166.41	\$0.00	\$166.41	\$0.00	100.0
3.62 Equipment Repair and Maintenance	\$5,000.00	(\$5,377.37)	(\$377.37)	\$0.00	(\$1,570.66)	\$1,193.29	416.2
3.621 Equipment Leasing and Maintenance	\$6,000.00	\$5,377.37	\$11,377.37	\$960.41	\$11,377.37	\$0.00	100.0
3.622 Contracted Facility Maintenance	\$15,000.00	\$4,041.66	\$19,041.66	\$0.00	\$19,041.66	\$0.00	100.0

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Spent
3.623 Technology License Agreements	\$36,700.00	(\$4,041.66)	\$32,658.34	\$175.13	\$13,786.55	\$18,871.79	42.2
3.624 Technology Maintenance	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$9,984.87	\$15.13	99.8
3.625 ILS Maintenance and Contract	\$23,500.00	\$0.00	\$23,500.00	\$0.00	\$16,249.65	\$7,250.35	69.1
3.71 Equipment Rental	\$200.00	\$0.00	\$200.00	\$0.00	\$0.00	\$200.00	0.0
3.72 Real Estate Rentals	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$1.00	0.0
3.91 Dues	\$4,000.00	\$0.00	\$4,000.00	\$0.00	\$771.22	\$3,228.78	19.3
3.92 Interest on Temporary Loans	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$1.00	0.0
3.93 Taxes and Assessments	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$1.00	0.0
3.94 Transfer to LIRF	\$50,000.00	(\$44,012.55)	\$5,987.45	\$0.00	\$0.00	\$5,987.45	0.0
<b>Subtotal</b>	<b>\$404,203.00</b>	<b>(\$44,012.55)</b>	<b>\$360,190.45</b>	<b>\$45,748.54</b>	<b>\$285,127.28</b>	<b>\$75,063.17</b>	<b>79.2</b>
<b>4. Capitol Outlays</b>							
4.1 Land	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
4.2 Buildings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
4.21 Markle Building	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
4.3 Improvements Other than Building	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
4.4 Furniture and Equipment	\$40,000.00	(\$10,000.00)	\$30,000.00	\$0.00	\$8,269.26	\$21,730.74	27.6
4.42 Computer Upgrade	\$20,000.00	\$0.00	\$20,000.00	\$0.00	\$8,459.98	\$11,540.02	42.3
4.5 Adult Non Fiction Books	\$23,800.00	(\$603.86)	\$23,196.14	\$857.53	\$20,650.01	\$2,546.13	89.0
4.505 Adult Large Print Non-Fiction Books	\$1,000.00	\$603.86	\$1,603.86	\$119.18	\$1,603.86	\$0.00	100.0
4.51 Adult Fiction Books	\$30,500.00	\$0.00	\$30,500.00	\$629.13	\$29,340.53	\$1,159.47	96.2
4.511 Adult Graphic Novels	\$2,000.00	\$0.00	\$2,000.00	\$96.92	\$1,551.41	\$448.59	77.6
4.52 Children's Fiction Books	\$8,500.00	\$1,435.40	\$9,935.40	\$611.58	\$9,935.40	\$0.00	100.0
4.521 Children's Easy Fiction Books	\$24,500.00	(\$1,435.40)	\$23,064.60	\$126.71	\$20,292.96	\$2,771.64	88.0
4.522 Children's Non-Fiction Books	\$24,000.00	(\$1,190.26)	\$22,809.74	\$177.88	\$15,861.55	\$6,948.19	69.5
4.523 Toddler Books	\$1,500.00	\$0.00	\$1,500.00	\$10.14	\$873.41	\$626.59	58.2
4.524 Children's Graphic Novels	\$1,000.00	\$1,190.26	\$2,190.26	\$0.00	\$2,190.26	\$0.00	100.0
4.53 YA Fiction Books	\$12,700.00	(\$1,385.51)	\$11,314.49	\$39.43	\$10,150.07	\$1,164.42	89.7
4.531 YA Graphic Novels	\$2,500.00	\$566.86	\$3,066.86	\$17.76	\$3,066.86	\$0.00	100.0
4.532 YA Non-Fiction Books	\$4,000.00	\$818.65	\$4,818.65	\$0.00	\$4,818.65	\$0.00	100.0
4.54 Indiana Room Books	\$1,000.00	\$0.00	\$1,000.00	\$60.08	\$354.07	\$645.93	35.4

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Spent
4.55 Reference Books	\$3,000.00	\$15.11	\$3,015.11	\$192.60	\$3,015.11	\$0.00	100.0
4.56 Literacy Books	\$2,000.00	(\$1,112.63)	\$887.37	\$0.00	\$289.15	\$598.22	32.6
4.57 Adult Large Print Fiction Books	\$8,000.00	\$841.07	\$8,841.07	\$493.23	\$8,841.07	\$0.00	100.0
4.6 Periodicals and Newspapers	\$12,000.00	(\$2,586.94)	\$9,413.06	\$39.99	\$9,413.06	\$0.00	100.0
4.71 Adult DVD's	\$16,000.00	\$2,843.39	\$18,843.39	\$641.59	\$18,843.39	\$0.00	100.0
4.711 Children's DVD's	\$2,000.00	\$1,002.08	\$3,002.08	\$376.60	\$3,002.08	\$0.00	100.0
4.72 Adult Audiobooks	\$9,500.00	(\$1,002.08)	\$8,497.92	\$0.00	\$6,725.87	\$1,772.05	79.1
4.721 Children's Audiobooks	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$663.15	\$336.85	66.3
4.722 YA Audiobooks	\$900.00	\$0.00	\$900.00	\$0.00	\$771.15	\$128.85	85.7
4.73 Adult Music CD's	\$2,000.00	\$0.00	\$2,000.00	\$42.68	\$1,696.05	\$303.95	84.8
4.731 Children's Music CD's	\$400.00	\$0.00	\$400.00	\$0.00	\$245.79	\$154.21	61.4
4.74 Art Prints	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
4.75 Video Games	\$2,000.00	\$0.00	\$2,000.00	\$129.86	\$1,844.28	\$155.72	92.2
4.77 INSPIRE	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$1.00	0.0
4.79 Children's Toys	\$199.00	\$0.00	\$199.00	\$0.00	\$120.95	\$78.05	60.8
4.8 Materials Processing	\$15,000.00	\$0.00	\$15,000.00	(\$183.04)	\$7,798.41	\$7,201.59	52.0
<b>Subtotal</b>	<b>\$273,000.00</b>	<b>(\$10,000.00)</b>	<b>\$263,000.00</b>	<b>\$4,479.85</b>	<b>\$200,687.79</b>	<b>\$62,312.21</b>	<b>76.3</b>
<b>Grand Total</b>	<b>\$1,912,404.00</b>	<b>\$0.00</b>	<b>\$1,912,404.00</b>	<b>\$82,048.07</b>	<b>\$1,762,458.67</b>	<b>\$149,945.33</b>	<b>92.2</b>

Approved by the State Board Of Accounts for Huntington City-Township Public Library on 1/1/98.

# Appropriation Report for 110 LIBRARY IMPROVEMENT RE

## Huntington City-Township Public Library

Report Date: From 12/12/16 To 12/31/16

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Spent
<b>1. Personal Services</b>							
1.21 Employer's Share FICA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
<b>Subtotal</b>	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	0.0
<b>4. Capitol Outlays</b>							
4.21 Markle Building	\$850,000.00	(\$48,527.39)	\$801,472.61	\$0.00	\$613,725.30	\$187,747.31	76.6
4.4 Furniture and Equipment	\$50,000.00	\$48,527.39	\$98,527.39	\$0.00	\$98,527.39	\$0.00	100.0
<b>Subtotal</b>	\$900,000.00	\$0.00	\$900,000.00	\$0.00	\$712,252.69	\$187,747.31	79.1
<b>Grand Total</b>	\$900,000.00	\$0.00	\$900,000.00	\$0.00	\$712,252.69	\$187,747.31	79.1

Approved by the State Board Of Accounts for Huntington City-Township Public Library on 1/1/98.

# Appropriation Report for 170 RAINY DAY FUND

## Huntington City-Township Public Library

Report Date: From 12/12/16 To 12/31/16

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Spent
<b>3. Other Services and Charges</b>							
3.62 Equipment Repair and Maintenance	\$275,000.00	\$0.00	\$275,000.00	\$8,602.00	\$30,969.80	\$244,030.20	11.3
<b>Subtotal</b>	<b>\$275,000.00</b>		<b>\$275,000.00</b>	<b>\$8,602.00</b>	<b>\$30,969.80</b>	<b>\$244,030.20</b>	<b>11.3</b>
<b>4. Capital Outlays</b>							
4 Other Capital Outlays	\$125,000.00	\$0.00	\$125,000.00	\$5,890.36	\$5,890.36	\$119,109.64	4.7
<b>Subtotal</b>	<b>\$125,000.00</b>		<b>\$125,000.00</b>	<b>\$5,890.36</b>	<b>\$5,890.36</b>	<b>\$119,109.64</b>	<b>4.7</b>
<b>Grand Total</b>	<b>\$400,000.00</b>	<b>\$0.00</b>	<b>\$400,000.00</b>	<b>\$14,492.36</b>	<b>\$36,860.16</b>	<b>\$363,139.84</b>	<b>9.2</b>

Approved by the State Board Of Accounts for Huntington City-Township Public Library on 1/1/98.



**Financial Report**  
**Huntington City-Township Public Library**  
**Report Dates = 1/1/17 to 1/16/17**

<i>Fund</i>	<i>Start of year</i>	<i>Disbursements this month</i>	<i>Disbursements YTD</i>	<i>Receipts this month</i>	<i>Receipts YTD</i>	<i>Balance</i>
<b>1. Operating Fund</b>						
100 OPERATING	\$1,149,720.77	\$59,361.77	\$59,361.77	\$30,690.95	\$30,690.95	\$1,121,049.95
Subtotal	\$1,149,720.77	\$59,361.77	\$59,361.77	\$30,690.95	\$30,690.95	\$1,121,049.95
<b>2. LIRF</b>						
110 LIBRARY IMPROVEMENT RESERVE FUND	\$595,042.70	\$0.00	\$0.00	\$0.00	\$0.00	\$595,042.70
111 LIRF-INVESTMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$595,042.70	\$0.00	\$0.00	\$0.00	\$0.00	\$595,042.70
<b>3. Gift Funds</b>						
130.01 GIFT (REGULAR)	\$203,595.65	\$0.00	\$0.00	\$12.06	\$12.06	\$203,607.71
130.02 FRIENDS OF THE LIBRARY	\$8,669.57	\$343.57	\$343.57	\$0.00	\$0.00	\$8,326.00
130.04 GIFT - IN RM	\$3,057.72	\$0.00	\$0.00	\$0.00	\$0.00	\$3,057.72
130.05 IN. ROOM INVESMENT - UND	\$53,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$53,000.00
130.06 GIFT - CHILDRENS ROOM	\$2,293.96	\$0.00	\$0.00	\$0.00	\$0.00	\$2,293.96
130.07 MARKLE/BARKELY GIFT	\$146.10	\$0.00	\$0.00	\$0.00	\$0.00	\$146.10
133 BRIDGE-DICKEY INVESTMENT 08/2012	\$24,860.57	\$0.00	\$0.00	\$0.00	\$0.00	\$24,860.57
133.01 BRIDGE-DICKEY FUND	\$1,320.78	\$0.00	\$0.00	\$0.00	\$0.00	\$1,320.78
Subtotal	\$296,944.35	\$343.57	\$343.57	\$12.06	\$12.06	\$296,612.84
<b>4. Grants</b>						
124 STATE TECH GRANT FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>5. LSCA</b>						
150.03 IND. STATE STUDENT ASSISTANCE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>6. Levy Excess</b>						
161 LEVY EXCESS - OPERATING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>7.PLAC</b>						
163 PLAC FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
163.1 MARKLE PLAC FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>8. Rainy Day Fund</b>						
170 RAINY DAY FUND	\$1,074,575.60	\$8,029.60	\$8,029.60	\$0.00	\$0.00	\$1,066,546.00
171 RAINY DAY INVESTMENT	\$1,101,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,101,000.00
Subtotal	\$2,175,575.60	\$8,029.60	\$8,029.60	\$0.00	\$0.00	\$2,167,546.00
<b>9. Withholding</b>						
200.01 FEDERAL TAX	\$0.00	\$2,978.90	\$2,978.90	\$2,978.90	\$2,978.90	\$0.00
200.02 FICA	\$0.00	\$2,281.84	\$2,281.84	\$2,281.84	\$2,281.84	\$0.00
200.03 INDIANA STATE TAX	\$0.00	\$0.00	\$0.00	\$955.49	\$955.49	\$955.49
200.04 COUNTY TAX	\$0.00	\$0.00	\$0.00	\$500.69	\$500.69	\$500.69
200.05 INSURANCE	\$5,790.86	\$6,516.56	\$6,516.56	\$472.53	\$472.53	(\$253.17)
200.06 INDIANA DEFERRED COMPENSATION	\$0.00	\$95.00	\$95.00	\$95.00	\$95.00	\$0.00

Approved by the State Board Of Accounts for Huntington City-Township Public Library on 1/1/98.

<i>Fund</i>	<i>Start of year</i>	<i>Disbursements this month</i>	<i>Disbursements YTD</i>	<i>Receipts this month</i>	<i>Receipts YTD</i>	<i>Balance</i>
200.07 UNITED WAY	\$177.22	\$171.56	\$171.56	\$52.75	\$52.75	\$58.41
200.08 GARNISHMENT	\$0.00	\$41.54	\$41.54	\$41.54	\$41.54	\$0.00
<b>Subtotal</b>	<b>\$5,968.08</b>	<b>\$12,085.40</b>	<b>\$12,085.40</b>	<b>\$7,378.74</b>	<b>\$7,378.74</b>	<b>\$1,261.42</b>
<b>Grand Total</b>	<b>\$4,223,251.50</b>	<b>\$79,820.34</b>	<b>\$79,820.34</b>	<b>\$38,081.75</b>	<b>\$38,081.75</b>	<b>\$4,181,512.91</b>

**Total all banks = \$4,181,512.91**

# Appropriation Report for 100 OPERATING

## Huntington City-Township Public Library

Report Date: From 1/1/17 To 1/16/17

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Disbursements Last YTD	Balance	Percent
<b>1. Personal Services</b>								
1.11 Salary of Librarian	\$73,000.00	\$0.00	\$73,000.00	\$2,613.75	\$2,613.75	\$2,550.00	\$70,386.25	3.6
1.12 Salary of Assistants	\$681,306.00	\$0.00	\$681,306.00	\$24,365.29	\$24,365.29	\$27,018.56	\$656,940.71	3.6
1.14 Wages of Janitors	\$71,828.00	\$0.00	\$71,828.00	\$2,547.10	\$2,547.10	\$2,503.31	\$69,280.90	3.5
1.15 Additional Hours (750)	\$8,500.00	\$0.00	\$8,500.00	\$302.26	\$302.26	\$0.00	\$8,197.74	3.6
1.21 Employer's Share FICA	\$62,135.00	\$0.00	\$62,135.00	\$2,281.91	\$2,281.91	\$2,453.50	\$59,853.09	3.7
1.22 Unemployment Compensation	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00	0.0
1.23 Employer's Contribution PERF - Library	\$72,683.00	\$0.00	\$72,683.00	\$2,627.01	\$2,627.01	\$2,656.77	\$70,055.99	3.6
1.231 Employer's contribution PERF - Employee	\$19,469.00	\$0.00	\$19,469.00	\$703.67	\$703.67	\$775.40	\$18,765.33	3.6
1.24 Employer's Contribution Group Health	\$179,226.00	\$0.00	\$179,226.00	\$12,063.16	\$12,063.16	\$9,694.26	\$167,162.84	6.7
1.25 Employer's Contribution Life Ins.	\$9,662.00	\$0.00	\$9,662.00	\$525.25	\$525.25	\$636.36	\$9,136.75	5.4
1.26 Employer's Contribution STD	\$9,093.00	\$0.00	\$9,093.00	\$456.45	\$456.45	\$614.87	\$8,636.55	5.0
1.27 Employer's Contribution LTD	\$8,184.00	\$0.00	\$8,184.00	\$382.43	\$382.43	\$530.33	\$7,801.57	4.7
1.28 Employer's Contribution Dental	\$6,636.00	\$0.00	\$6,636.00	\$372.98	\$372.98	\$445.77	\$6,263.02	5.6
1.29 Other Employee Benefits	\$2,121.00	\$0.00	\$2,121.00	\$24.53	\$24.53	\$169.80	\$2,096.47	1.2
<b>Subtotal</b>	<b>\$1,206,843.00</b>		<b>\$1,206,843.00</b>	<b>\$49,265.79</b>	<b>\$49,265.79</b>	<b>\$50,048.93</b>	<b>\$1,157,577.21</b>	<b>4.1</b>
<b>2. Supplies</b>								
2.11 Official Records	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$0.00	\$1.00	0.0
2.13 Other Office Supplies	\$16,000.00	\$0.00	\$16,000.00	\$0.00	\$0.00	\$502.24	\$16,000.00	0.0
2.14 Programming Supplies	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0.0

Account #	Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Disbursements Last YTD	Balance	Percent
2.21	Operating/Cleaning/Sanitation Supplies	\$4,500.00	\$0.00	\$4,500.00	\$0.00	\$0.00	\$50.00	\$4,500.00	0.0
	<b>Subtotal</b>	\$22,501.00		\$22,501.00	\$0.00	\$0.00	\$552.24	\$22,501.00	0.0
<b>3. Other Services and Charges</b>									
3.11	Consulting Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
3.12	Engineering and Architectural Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
3.13	Legal Services	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.0
3.14	Other Professional Services	\$13,620.00	\$0.00	\$13,620.00	\$0.00	\$0.00	\$40.00	\$13,620.00	0.0
3.141	Contracted Labor for Grounds	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$1,190.00	\$5,000.00	0.0
3.145	Databases	\$15,000.00	\$0.00	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00	0.0
3.146	E-books	\$25,000.00	\$0.00	\$25,000.00	\$300.00	\$300.00	\$0.00	\$24,700.00	1.2
3.21	Telephone	\$4,500.00	\$0.00	\$4,500.00	\$295.09	\$295.09	\$373.58	\$4,204.91	6.6
3.211	Telephone - Markle	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$0.00	\$56.69	\$1,500.00	0.0
3.212	Fax Expense	\$800.00	\$0.00	\$800.00	\$69.32	\$69.32	\$58.50	\$730.68	8.7
3.213	T-1 Access Huntington	\$8,000.00	\$0.00	\$8,000.00	\$727.50	\$727.50	\$0.00	\$7,272.50	9.1
3.2131	T-1 Access Markle	\$3,000.00	\$0.00	\$3,000.00	\$300.00	\$300.00	\$0.00	\$2,700.00	10.0
3.22	Postage and Shipping	\$1,250.00	\$0.00	\$1,250.00	\$0.00	\$0.00	\$0.00	\$1,250.00	0.0
3.23	Traveling Expense	\$3,500.00	\$0.00	\$3,500.00	\$52.68	\$52.68	\$0.00	\$3,447.32	1.5
3.24	Professional Development	\$8,000.00	\$0.00	\$8,000.00	\$0.00	\$0.00	\$40.00	\$8,000.00	0.0
3.31	Advertising and Public Notices	\$4,000.00	\$0.00	\$4,000.00	\$350.08	\$350.08	\$0.00	\$3,649.92	8.8
3.41	Official Bonds	\$500.00	\$0.00	\$500.00	\$432.00	\$432.00	\$0.00	\$68.00	86.4
3.42	Operational Insurance	\$40,000.00	\$0.00	\$40,000.00	\$0.00	\$0.00	\$0.00	\$40,000.00	0.0
3.51	Gas Huntington	\$12,000.00	\$0.00	\$12,000.00	\$0.00	\$0.00	\$1,366.30	\$12,000.00	0.0
3.511	Gas Markle	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0.0
3.52	Electricity Huntington	\$65,000.00	\$0.00	\$65,000.00	\$0.00	\$0.00	\$0.00	\$65,000.00	0.0
3.521	Electricity Markle	\$3,000.00	\$0.00	\$3,000.00	\$190.94	\$190.94	\$146.54	\$2,809.06	6.4

Account #	Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Disbursements Last YTD	Balance	Percent
3.53	Water Huntington	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$173.22	\$2,000.00	0.0
3.531	Water Markle	\$500.00	\$0.00	\$500.00	\$19.24	\$19.24	\$0.00	\$480.76	3.8
3.54	Sewer Huntington	\$4,900.00	\$0.00	\$4,900.00	\$0.00	\$0.00	\$345.45	\$4,900.00	0.0
3.541	Sewer Markle	\$1,000.00	\$0.00	\$1,000.00	\$16.32	\$16.32	\$53.93	\$983.68	1.6
3.62	Equipment Repair and Maintenance	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.0
3.621	Equipment Leasing and Maintenance	\$10,000.00	\$0.00	\$10,000.00	\$310.13	\$310.13	\$512.11	\$9,689.87	3.1
3.622	Contracted Facility Maintenance	\$16,500.00	\$0.00	\$16,500.00	\$0.00	\$0.00	\$0.00	\$16,500.00	0.0
3.623	Technology License Agreements	\$15,000.00	\$0.00	\$15,000.00	\$171.82	\$171.82	\$167.81	\$14,828.18	1.1
3.624	Technology Maintenance	\$20,000.00	\$0.00	\$20,000.00	\$577.41	\$577.41	\$0.00	\$19,422.59	2.9
3.625	ILS Maintenance and Contract	\$24,000.00	\$0.00	\$24,000.00	\$0.00	\$0.00	\$0.00	\$24,000.00	0.0
3.71	Equipment Rental	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$0.00	\$1.00	0.0
3.72	Real Estate Rentals	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$0.00	\$1.00	0.0
3.91	Dues	\$3,000.00	\$0.00	\$3,000.00	\$50.00	\$50.00	\$0.00	\$2,950.00	1.7
3.92	Interest on Temporary Loans	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$0.00	\$1.00	0.0
3.93	Taxes and Assessments	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$0.00	\$1.00	0.0
3.94	Transfer to LIRF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
<b>Subtotal</b>		<b>\$319,074.00</b>		<b>\$319,074.00</b>	<b>\$3,862.53</b>	<b>\$3,862.53</b>	<b>\$4,524.13</b>	<b>\$315,211.47</b>	<b>1.2</b>
<b>4. Capitol Outlays</b>									
4.3	Improvements Other than Building	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
4.4	Furniture and Equipment	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.0
4.41	Technology Equipment	\$8,000.00	\$0.00	\$8,000.00	\$0.00	\$0.00	\$0.00	\$8,000.00	0.0
4.42	Technology Upgrade	\$20,000.00	\$0.00	\$20,000.00	\$0.00	\$0.00	\$0.00	\$20,000.00	0.0
4.5	Books	\$135,000.00	\$0.00	\$135,000.00	\$4,976.35	\$4,976.35	\$0.00	\$130,023.65	3.7
4.6	Periodicals and Newspapers	\$12,000.00	\$0.00	\$12,000.00	\$568.30	\$568.30	\$0.00	\$11,431.70	4.7
4.71	Audio-visual Materials	\$30,000.00	\$0.00	\$30,000.00	\$488.40	\$488.40	\$175.32	\$29,511.60	1.6

Account #	Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Disbursements Last YTD	Balance	Percent
4.77	INSPIRE	\$1.00	\$0.00	\$1.00	\$0.00	\$0.00	\$0.00	\$1.00	0.0
4.79	Other Collections	\$1,250.00	\$0.00	\$1,250.00	\$0.00	\$0.00	\$0.00	\$1,250.00	0.0
4.8	Materials Processing	\$15,000.00	\$0.00	\$15,000.00	\$200.40	\$200.40	\$110.50	\$14,799.60	1.3
	<b>Subtotal</b>	<b>\$231,251.00</b>		<b>\$231,251.00</b>	<b>\$6,233.45</b>	<b>\$6,233.45</b>	<b>\$285.82</b>	<b>\$225,017.55</b>	<b>2.7</b>
	<b>Grand Total</b>	<b>\$1,779,669.00</b>	<b>\$0.00</b>	<b>\$1,779,669.00</b>	<b>\$59,361.77</b>	<b>\$59,361.77</b>	<b>\$55,411.12</b>	<b>\$1,720,307.23</b>	<b>3.3</b>

Approved by the State Board Of Accounts for Huntington City-Township Public Library on 1/1/98.

# Appropriation Report for 170 RAINY DAY FUND

Huntington City-Township Public Library

Report Date: From 1/1/17 To 1/16/17

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Disbursements Last YTD	Balance	Percent
<b>2. Supplies</b>								
2.13 Other Office Supplies	\$15,000.00	\$0.00	\$15,000.00	\$307.11	\$307.11	\$0.00	\$14,692.89	2.0
2.21 Operating/Cleaning/Sanitation Supplies	\$7,500.00	\$0.00	\$7,500.00	\$1,129.44	\$1,129.44	\$0.00	\$6,370.56	15.1
<b>Subtotal</b>	<b>\$22,500.00</b>		<b>\$22,500.00</b>	<b>\$1,436.55</b>	<b>\$1,436.55</b>	<b>\$0.00</b>	<b>\$21,063.45</b>	<b>6.4</b>
<b>3. Other Services and Charges</b>								
3.12 Engineering and Architectural Services	\$75,000.00	\$0.00	\$75,000.00	\$0.00	\$0.00	\$0.00	\$75,000.00	0.0
3.14 Other Professional Services	\$70,000.00	\$0.00	\$70,000.00	\$2,082.00	\$2,082.00	\$0.00	\$67,918.00	3.0
3.142 Facility Repairs and Maintenance	\$325,000.00	\$0.00	\$325,000.00	\$2,441.58	\$2,441.58	\$0.00	\$322,558.42	0.8
<b>Subtotal</b>	<b>\$470,000.00</b>		<b>\$470,000.00</b>	<b>\$4,523.58</b>	<b>\$4,523.58</b>	<b>\$0.00</b>	<b>\$465,476.42</b>	<b>1.0</b>
<b>4. Capital Outlays</b>								
4 Other Capital Outlays	\$248,000.00	\$0.00	\$248,000.00	\$0.00	\$0.00	\$0.00	\$248,000.00	0.0
4.4 Furniture and Equipment	\$100,000.00	\$0.00	\$100,000.00	\$2,069.47	\$2,069.47	\$0.00	\$97,930.53	2.1
<b>Subtotal</b>	<b>\$348,000.00</b>		<b>\$348,000.00</b>	<b>\$2,069.47</b>	<b>\$2,069.47</b>	<b>\$0.00</b>	<b>\$345,930.53</b>	<b>0.6</b>
<b>Grand Total</b>	<b>\$840,500.00</b>	<b>\$0.00</b>	<b>\$840,500.00</b>	<b>\$8,029.60</b>	<b>\$8,029.60</b>	<b>\$0.00</b>	<b>\$832,470.40</b>	<b>1.0</b>

Approved by the State Board Of Accounts for Huntington City-Township Public Library on 1/1/98.

# Appropriation Report for 110 LIBRARY IMPROVEMENT RE

Huntington City-Township Public Library

Report Date: From 1/1/17 To 1/16/17

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Disbursements Last YTD	Balance	Percent
<b>4. Capitol Outlays</b>								
4.2 Building Improvements	\$350,000.00	\$0.00	\$350,000.00	\$0.00	\$0.00	\$0.00	\$350,000.00	0.0
4.3 Improvements Other than Building	\$93,372.00	\$0.00	\$93,372.00	\$0.00	\$0.00	\$0.00	\$93,372.00	0.0
4.4 Furniture and Equipment	\$150,000.00	\$0.00	\$150,000.00	\$0.00	\$0.00	\$0.00	\$150,000.00	0.0
<b>Subtotal</b>	<b>\$593,372.00</b>		<b>\$593,372.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$593,372.00</b>	<b>0.0</b>
<b>Grand Total</b>	<b>\$593,372.00</b>	<b>\$0.00</b>	<b>\$593,372.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$593,372.00</b>	<b>0.0</b>

Approved by the State Board Of Accounts for Huntington City-Township Public Library on 1/1/98.