

Agenda

August 8, 2016

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting  
5:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
  - Minutes
  - Claims Register & Checks
  - Personnel
- Old Business
  - 1. Threshold for Exempt Employees
  - 2. Job Descriptions
- New Business
  - 1. Approve 2017 Budget for Publication
  - 2. Photography, Videotaping, and Other Recording Devices Policy
  - 3. Indiana State Library Consortium Resolution for Public Internet Access
  - 4. Internal Controls
- Director's Report
- Public Comment
- Adjournment



North Madison County Public Library System  
1600 Main Street  
Elwood, IN 46036

Phone: (765) 552-5001 Fax: (765) 552-0955

Executive Session Agenda  
August 8, 2016

Elwood Public Library  
1600 Main Street  
Elwood, IN 46036

Immediately Following Regular Board Meeting  
IC 5-14-1.5-6.1 (b)

Executive sessions may be held only in the following instances:

- (1) Where authorized by federal or state statute.
- (2) For discussion of strategy with respect to any of the following:
  - (A) Collective bargaining.
  - (B) Initiation of litigation or litigation that is either pending or has been threatened specifically in writing.
  - (C) The implementation of security systems.
  - (D) The purchase or lease of real property by the governing body up to the time a contract or option to purchase or lease is executed by the parties. However, all such strategy discussions must be necessary for competitive or bargaining reasons and may not include competitive or bargaining adversaries.
- (3) For discussion of the assessment, design, and implementation of school safety and security measures, plans, and systems.
- (4) Interviews and negotiations with industrial or commercial prospects or agents of industrial or commercial prospects by the Indiana economic development corporation, the office of tourism development, the Indiana finance authority, the ports of Indiana, an economic development commission, the Indiana state department of agriculture, a local economic development organization (as defined in IC 5-28-11-2(3)), or a governing body of a political subdivision.
- (5) To receive information about and interview prospective employees.
- (6) With respect to any individual over whom the governing body has jurisdiction:
  - (A) To receive information concerning the individual's alleged misconduct; and
  - (B) To discuss, before a determination, the individual's status as an employee, a student, or an independent contractor who is:
    - (i) a physician; or
    - (ii) a school bus driver.
- (7) For discussion of records classified as confidential by state or federal statute.
- (8) To discuss before a placement decision an individual student's abilities, past performance, behavior, and needs.
- (9) To discuss a job performance evaluation of individual employees. This subdivision does not apply to a discussion of the salary, compensation, or benefits of employees during a budget process.
- (10) When considering the appointment of a public official, to do the following:
  - (A) Develop a list of prospective appointees.
  - (B) Consider applications.
  - (C) Make one (1) initial exclusion of prospective appointees from further consideration. Notwithstanding IC 5-14-3-4(b)(12), a governing body may release and shall make available for inspection and copying in accordance with IC 5-14-3-3 identifying information concerning prospective appointees not initially excluded from further consideration. An initial exclusion of prospective appointees from further consideration may not reduce the number of prospective appointees to fewer than three (3) unless there are fewer than three (3) prospective appointees. Interviews of prospective appointees must be conducted at a meeting that is open to the public.
- (11) To train school board members with an outside consultant about the performance of the role of the members as public officials.
- (12) To prepare or score examinations used in issuing licenses, certificates, permits, or registrations under IC 25.



NORTH MADISON COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES

Regular Meeting

August 8, 2016

5:30 p.m.

Elwood Public Library

CALL TO ORDER

Vice President Beverly Austin called a regular meeting of the North Madison County Public Library Board of Trustees to order on August 8, 2016 at 5:30 p.m. in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present were members Dan Prieshoff, Beverly Austin, Bette Dalzell and Mike Robertson. Also in attendance were Director Jamie Scott, Administrative Assistant Sheri Wallace, and Reverend Bohall of the First United Methodist Church of Elwood.

CONSENT AGENDA

Bette Dalzell made a motion to approve the minutes, claims register and personnel report in the consent agenda. A second was made by Mike Robertson and the motion carried. The members signed the minutes and claims register. Treasurer Dan Prieshoff signed checks.

OLD BUSINESS

Threshold for Exempt Employees

The United States Department of Labor has changed the minimum salary threshold for the overtime exemption from \$23,660.00 to \$47,476.00 annually effective December 1, 2016. The only position affected by this rule is the Administrative Assistant. Mike Robertson made a motion effective August 8<sup>th</sup> to increase the Threshold for Exempt Employee Sheri Wallace by \$8,580.00 annually. Bette Dalzell made a second and the motion carried.

Job Descriptions

The Administrative Assistant job description was reviewed. Under Mathematical Skills, Director Scott recommends the following change. Remove: Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables. Add: Ability to work with mathematical concepts such as probability and statistical inference, and fundamentals of plane and solid geometry and trigonometry. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations. Mike Robertson made a motion to accept these changes to Administrative Assistant Job Description. Bette Dalzell made a second and the motion carried.

Safety-sensitive positions were discussed at the last meeting. Employees who drive for the library are in safety-sensitive positions. This includes all job descriptions. Director Scott would recommend we add the following to every job description. **SAFETY-SENSITIVE POSITION:** The duties and responsibilities of this position involve operation of a motor vehicle to travel between branch facilities and other locations. As a result, this position is considered a safety-sensitive position under the Library's drug and alcohol testing policy. Bette Dalzell made a motion to accept this addition to all job descriptions. Mike Robertson made a second and the motion carried.

NEW BUSINESS

Approve 2017 Budget for Publication

The following 2017 budget was requested for publication:

Operating Fund Budget--\$1,443,840

The maximum estimate funds to be raised are \$813,211 with a tax rate of .1428

The current tax levy is \$782,855

The current tax rate is .1168

Rainy Day Fund estimate \$50,000. There is no maximum estimated amount to be raised or any current tax levy.

The Library Improvement Reserve Fund estimate \$54,000. There is no maximum estimate amount to be raised or any current tax levy.

Mike Robertson made a motion to approve the 2017 budget for publication. Dan Prieshoff made a second and the motion carried.

Photography, Videotaping, and Other Recording Devices Policy

Director Scott shared the new policy with the board members. Mike Robertson made a motion to accept the Photography, Videotaping, and Other Recording Devices Policy. Dan Prieshoff made a second and the motion carried.

Indiana State Library Consortium Resolution for Public Internet Access.

The Indiana State Library Consortium Resolution for Public Internet Access was read. Bette Dalzell made a motion to accept the resolution as read. Mike Robertson made a second and the motion carried.

Internal Controls

Administrative Assistant Sheri Wallace has begun work on internal controls. Director Scott asked to table this topic until next month. Dan Prieshoff made a motion to table Internal Controls until our next meeting. Mike Robertson made a second and the motion carried.

Director's Report

Our library is a Poke Stop for the new Pokemon Go game. The church across the street is a gym. We have lots of activity at night after the library is closed. A gentlemen in Elwood has offered to make a bench and care for its upkeep to set on our property by North A street. The board members would like a drawing of the bench and a proposal of his ideas. Compliance Inc. conducted ground water sampling in June for the Village Pantry test sights. No analytes were detected in MW-14. A concentration of 4 ug/L of MTBE was detected in the MW-13 which is below the IDEM screening level of 120 ug/L. Enviroforensics will be back September 8<sup>th</sup> for the final round of testing. We have the opportunity to have all our yearbooks digitized for free by OCI Records Conversion. Several libraries have had this done with very positive results. They send a CD as well.

Public Comment

Public comment was sought. Reverend Bohall from the First United Methodist Church introduced himself and is new to our area. He indicated he likes to volunteer and help the library in any way he can. He suggested including an additional line on our program permission slips for permission to photograph the children attending.



NORTH MADISON COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES  
Executive Session  
August 8, 2016  
Immediately Following Regular Board Meeting  
IC 5-14-1.5-6.1 (b)

Dan Prieshoff  
Michael Robertson  
Beverly J. Austin

Bette Dalzell  
Bette Dalzell, Secretary  
Bette Dalzell  
Barbara Abvondly  
Deani J. Edleman

CALL TO ORDER

Vice President Beverly Austin called an executive session of the North Madison County Public Library Board of Trustees to order on August 8, 2016 at 6:25 pm in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present were members Beverly Austin, Bette Dalzell, Dan Prieshoff, and Mike Robertson. Also in attendance were Director Jamie Scott and Administrative Assistant Sheri Wallace.

BUSINESS

The meeting was held to receive information concerning an individual's alleged misconduct over whom the governing body has jurisdiction IC 5-14-1.5-6.1 (b). No other subject matter was discussed in the executive session other than the subject matter specified in the public notice.

ADJOURNMENT

Dan Prieshoff made a motion to adjourn, Mike Robertson made a second and the executive session was adjourned.

Dan Prieshoff  
Michael Robertson  
Beverly J. Austin

Bette Dalzell  
Bette Dalzell, Secretary  
Bette Dalzell  
Barbara Abvondly  
Deani J. Edleman

# Register Of Claims

## North Madison County Public Library System

Report Date: From 07/11/16 To 08/08/16

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	410	INDIANA PUBLIC RETIREMENT	PERF Operating Fund	Payroll Deductions Emp Cont PERF	\$397.17 <u>\$1,482.75</u> \$1,879.92	07/13/16	Payroll ending 7/9/26
				<b>Total this claim =</b>			
0	420	INDIANA DEPARTMENT OF RE	State Tax Withheld County Taxes Withheld	Payroll Deductions Payroll Deductions	\$1,338.75 <u>\$678.08</u> \$2,016.83	07/27/16	Monthly Withholding
				<b>Total this claim =</b>			
0	411	EFTPS	Operating Fund FICA Federal Taxes Withheld Medicare	Empl.Share FICA&Medicare Payroll Deductions Payroll Deductions Payroll Deductions	\$1,485.11 \$1,203.61 \$1,625.36 <u>\$281.50</u> \$4,595.58	07/13/16	Payroll ending 7/9/16
				<b>Total this claim =</b>			
0	417	INDIANA PUBLIC RETIREMENT	PERF Operating Fund	Payroll Deductions Emp Cont PERF	\$488.33 <u>\$1,823.09</u> \$2,311.42	07/27/16	Payroll ending 7/23/16
				<b>Total this claim =</b>			
0	416	PAYROLL	Operating Fund Operating Fund Operating Fund	Salary of Director Salary of Assistants Wages of Janitor	\$2,170.55 \$16,259.82 <u>\$1,068.72</u> \$19,499.09	07/13/16	PAYROLL
				<b>Total this claim =</b>			
0	412	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	<u>\$270.00</u> \$270.00	07/13/16	Payroll ending 7/9/16
				<b>Total this claim =</b>			
0	434	STAR FINANCIAL BANK	Operating Fund	Professional Services	<u>\$10.98</u> \$10.98	08/04/16	July Service Charge
				<b>Total this claim =</b>			
0	433	STAR FINANCIAL BANK	Operating Fund	Professional Services	<u>\$16.56</u> \$16.56	07/27/16	Service Charge for June 2016
				<b>Total this claim =</b>			
0	422	AFLAC	AFLAC	Payroll Deductions	<u>\$431.64</u> \$431.64	07/27/16	Payroll Withholding
				<b>Total this claim =</b>			
0	418	EFTPS	Operating Fund FICA Federal Taxes Withheld Medicare	Empl.Share FICA&Medicare Payroll Deductions Payroll Deductions Payroll Deductions	\$1,689.84 \$1,369.54 \$2,331.03 <u>\$320.30</u> \$5,710.71	07/27/16	Payroll ending 7/23/16
				<b>Total this claim =</b>			



<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	419	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$270.00	07/27/16	Payroll ending 7/23/16
				<b>Total this claim =</b>	<u>\$270.00</u>		
0	432	PAYROLL	Operating Fund	Salary of Director	\$2,170.55	07/27/16	PAYROLL
			Operating Fund	Salary of Assistants	\$18,980.32		
			Operating Fund	Wages of Janitor	\$1,024.43		
				<b>Total this claim =</b>	<u>\$22,175.30</u>		
30319	375	AVC TECHNOLOGY CORPORA	Operating Fund	Professional Services	\$486.00	07/11/16	Quarterly Support July-September
				<b>Total this claim =</b>	<u>\$486.00</u>		
30320	377	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$261.80	07/11/16	As per attached invoices.
			Operating Fund	Elwood Childrens	\$290.13		
			Operating Fund	Elwood YA	50.00		
			Operating Fund	Frankton	\$219.03		
			Operating Fund	Summitville	\$520.27		
				<b>Total this claim =</b>	<u>\$1,291.23</u>		
30321	376	BOSE, McKINNEY & EVANS LL	Operating Fund	Legal Services	\$220.00	07/11/16	Legal services
				<b>Total this claim =</b>	<u>\$220.00</u>		
30322	414	BRENTNEY NEUBAUER	Operating Fund	Furniture & Equipment	\$455.00	07/11/16	Used Cricut, 2 sets of tools, 11 cartridges
				<b>Total this claim =</b>	<u>\$455.00</u>		
30323	378	CHAPMAN ELECTRIC SUPPLY,	Operating Fund	Operating Supplies	\$137.00	07/11/16	Lighting Supplies
				<b>Total this claim =</b>	<u>\$137.00</u>		
30324	379	DEBBIE FOX	Operating Fund	Postage & UPS	\$18.85	07/11/16	Petty Cash Reimbursement
			Operating Fund	Frankton Programing	\$30.45		
				<b>Total this claim =</b>	<u>\$49.30</u>		
30325	395	DOLLAR GENERAL-REGIONS 4	Operating Fund	Summitville Programing	\$12.15	07/11/16	As per attached invoices.
			Operating Fund	Elwood Children's Programing	\$137.35		
			Operating Fund	Operating Supplies	\$11.70		
				<b>Total this claim =</b>	<u>\$161.20</u>		
30326	380	DONNA CRONK	Operating Fund	Elwood Adult Programing	\$50.00	07/11/16	Speaker/Author
				<b>Total this claim =</b>	<u>\$50.00</u>		
30327	381	ELWOOD FIRE EQUIPMENT C	Operating Fund	Professional Services	\$250.00	07/11/16	Wet/Dry Sprinkler System Inspection
				<b>Total this claim =</b>	<u>\$250.00</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
30328	382	ENA SERVICES LLC	St Technology Fund Gra	Telephone & Telegraph	\$412.01	07/11/16	Internet & Phone
			Operating Fund	Telephone & Telegraph	\$401.99		
			Operating Fund	Telephone & Telegraph	\$160.64		
				<b>Total this claim =</b>	<u>\$974.64</u>		
30329	383	HARPER'S LAWN CARE	Operating Fund	Professional Services	\$200.00	07/11/16	Lawn Care @ Frankton
				<b>Total this claim =</b>	<u>\$200.00</u>		
30330	384	HERALD BULLETIN, THE	Operating Fund	Summitville Period. & Newsp.	\$283.93	07/11/16	Subscription for Summitville 52 wks 6/30/16
				<b>Total this claim =</b>	<u>\$283.93</u>		
30331	388	IDLEWINE LAWNMOWER SAL	Operating Fund	Professional Services	\$50.40	07/11/16	Mower repairs & maintenance
				<b>Total this claim =</b>	<u>\$50.40</u>		
30332	387	INDIANA DEPARTMENT OF W	Operating Fund	Unemployment comp	\$1,035.07	07/11/16	2nd Qtr SUTA
				<b>Total this claim =</b>	<u>\$1,035.07</u>		
30333	394	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$570.56	07/11/16	Service for Summitville
				<b>Total this claim =</b>	<u>\$570.56</u>		
30334	385	INDIANA STATE LIBRARY	Evergreen Indiana	Other	\$129.55	07/11/16	2nd Qtr Evergreen
				<b>Total this claim =</b>	<u>\$129.55</u>		
30335	386	INDIANA STATE LIBRARY	PLAC	Professional Services	\$65.00	07/11/16	2nd Qtr PLAC
				<b>Total this claim =</b>	<u>\$65.00</u>		
30336	393	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$22.47	07/11/16	Service for Summitville
				<b>Total this claim =</b>	<u>\$22.47</u>		
30337	413	JILL MURRAY	Operating Fund	Summitville Programing	\$29.81	07/13/16	Petty Cash
			Operating Fund	Postage & UPS	\$7.54		
				<b>Total this claim =</b>	<u>\$37.35</u>		
30338	389	KMART 9124	Operating Fund	Operating Supplies	\$6.89	07/11/16	As per attached invoices.
			Operating Fund	Frankton Programing	\$5.49		
				<b>Total this claim =</b>	<u>\$12.38</u>		
30339	390	LEAP Managed IT	Operating Fund	Office Supplies	\$10.00	07/11/16	Copies
				<b>Total this claim =</b>	<u>\$10.00</u>		
30340	391	LIBRARY STORE INC., THE	Operating Fund	Book Processing	\$114.98	07/11/16	Book Processing
				<b>Total this claim =</b>	<u>\$114.98</u>		
30341	409	MANIFOLD REFUSE, INC.	Operating Fund	Waste Disposal Services	\$84.00	07/11/16	Service for Frankton
				<b>Total this claim =</b>	<u>\$84.00</u>		



<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
30342	396	MAX HOPPEL	Operating Fund	Elwood AV	\$24.11	07/11/16	Refund for return of lost item
				<b>Total this claim =</b>	\$24.11		
30343	392	MIDWEST TAPE	Operating Fund	Book Processing	\$207.98	07/11/16	Book Processing
				<b>Total this claim =</b>	\$207.98		
30344	397	MODERN MARKETING	Operating Fund	Elwood Children's Progaming	\$117.52	07/11/16	Library Bags
				<b>Total this claim =</b>	\$117.52		
30345	398	NUGENT ELECTRIC INC.	Operating Fund	Operating Supplies	\$134.40	07/11/16	Electrical supplies
				<b>Total this claim =</b>	\$134.40		
30346	399	PCMG	Operating Fund	Technology Equipment	\$275.00	07/11/16	3 Hard drives for DVR
				<b>Total this claim =</b>	\$275.00		
30347	374	POSTMASTER	Operating Fund	Postage & UPS	\$49.00	07/11/16	Stamps for Frankton & Summitville
			Operating Fund	Postage & UPS	\$49.00		
				<b>Total this claim =</b>	\$98.00		
30348	400	STAPLES ADVANTAGE	Operating Fund	Cleaning & Sanitation Supplies	\$408.15	07/11/16	As per attached invoices.
			Operating Fund	Operating Supplies	\$37.03		
			Operating Fund	Office Supplies	\$26.57		
			Operating Fund	Office Supplies	\$56.53		
				<b>Total this claim =</b>	\$528.28		
30349	401	SUPPORT WAREHOUSE LTD	Operating Fund	Technology Equipment	\$447.00	07/11/16	Carepack for HP MXQ0090536
				<b>Total this claim =</b>	\$447.00		
30350	402	TEI LANDMARK AUDIO	Operating Fund	Frankton AV	\$44.00	07/11/16	Audio Books
				<b>Total this claim =</b>	\$44.00		
30351	403	TOPS HOME CENTER	Operating Fund	Operating Supplies	\$27.47	07/11/16	Grease, weed killer, paint
				<b>Total this claim =</b>	\$27.47		
30352	404	TRUE CHEM, INC.	Operating Fund	Professional Services	\$100.00	07/11/16	Water Treatment testing
				<b>Total this claim =</b>	\$100.00		
30353	406	U.S. BANK EQUIPMENT FINAN	Operating Fund	Equipment/Rental	\$149.00	07/11/16	Copier rental Elwood
				<b>Total this claim =</b>	\$149.00		
30357	405	VASEY COMMERCIAL, INC	Operating Fund	Professional Services	\$739.85	07/11/16	As per attached invoices.
				<b>Total this claim =</b>	\$739.85		
30358	407	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$20.83	07/11/16	Service for Summitville
				<b>Total this claim =</b>	\$20.83		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
30359	408	WELLS FARGO VENDOR FINA	Operating Fund	Equipment/Rental	\$60.60	07/11/16	Copier lease Frankton & Summitville
			Operating Fund	Equipment/Rental	\$60.60		
				<b>Total this claim =</b>	<u>\$121.20</u>		
30360	415	TRISHA SHULER	Operating Fund	Elwood AV	\$27.00	07/11/16	Petty Cash
				<b>Total this claim =</b>	<u>\$27.00</u>		
30361	428	CARDMEMBER SERVICE	Operating Fund	Operating Supplies	\$36.63	07/27/16	As per attached invoices.
			Operating Fund	Elwood Children's Programing	\$9.97		
			Operating Fund	Fuel, Oil and Lubricants	\$15.41		
				<b>Total this claim =</b>	<u>\$62.01</u>		
30362	429	CLINT TRICE	Operating Fund	Traveling Expense	\$131.56	07/27/16	Mileage 299 miles x \$.44 = 131.56
				<b>Total this claim =</b>	<u>\$131.56</u>		
30363	423	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$2,800.17	07/27/16	Service for Elwood
				<b>Total this claim =</b>	<u>\$2,800.17</u>		
30364	424	MARSH SUPERMARKET	Operating Fund	Summitville Programing	\$15.56	07/27/16	Programming
				<b>Total this claim =</b>	<u>\$15.56</u>		
30365	427	SYNCB/AMAZON	Operating Fund	Elwood AV	\$1,249.08	07/27/16	As per attached invoices.
			Operating Fund	Frankton AV	\$476.39		
			Operating Fund	Summitville AV	\$476.23		
				<b>Total this claim =</b>	<u>\$2,201.70</u>		
30366	431	TOWN OF FRANKTON	Operating Fund	Electricity	\$585.75	07/27/16	Service for Frankton
			Operating Fund	Water	\$18.00		
			Operating Fund	Waste Disposal Services	\$14.71		
				<b>Total this claim =</b>	<u>\$618.46</u>		
30367	425	TOWN OF SUMMITVILLE	Operating Fund	Waste Disposal Services	\$43.80	07/27/16	Service for Summitville
			Operating Fund	Waste Disposal Services	\$11.50		
				<b>Total this claim =</b>	<u>\$55.30</u>		
30368	426	TRISHA SHULER	Gift	Elwood Children's Programing	\$49.31	07/27/16	Petty Cash
				<b>Total this claim =</b>	<u>\$49.31</u>		
30369	421	UNITED HEALTHCARE	Insurance	Payroll Deductions	\$536.84	07/27/16	Health Insurance 8/1 - 8/31
			Operating Fund	Emp Cont Group Ins	\$5,331.43		
				<b>Total this claim =</b>	<u>\$5,868.27</u>		
30370	430	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$148.07	07/27/16	Service for Elwood & Frankton
				<b>Total this claim =</b>	<u>\$148.07</u>		



<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
30371	435	ADTEC	Operating Fund	Professional Services	\$330.00	08/08/16	E-Rate Phase 3
				<b>Total this claim =</b>	<u>\$330.00</u>		
30372	438	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$1,250.27	08/08/16	As per attached invoices.
			Operating Fund	Elwood Childrens	\$576.42		
			Operating Fund	Elwood YA	\$250.89		
			Operating Fund	Frankton	\$737.13		
			Operating Fund	Summitville	\$294.35		
				<b>Total this claim =</b>	<u>\$3,109.06</u>		
30373	437	BOOK PAGE	Gift	Elwood Adult Programing	\$360.00	08/08/16	Book Page
			Gift	Frankton Programing	\$120.00		
				<b>Total this claim =</b>	<u>\$480.00</u>		
30374	436	BOSE, McKINNEY & EVANS LL	Operating Fund	Professional Services	\$803.82	08/08/16	Legal Consultation
			Operating Fund	Legal Services	\$2,280.00		
				<b>Total this claim =</b>	<u>\$3,083.82</u>		
30375	439	CITY OF ELWOOD	Operating Fund	Water	\$133.56	08/08/16	Service for Elwood
			Operating Fund	Waste Disposal Services	\$207.28		
				<b>Total this claim =</b>	<u>\$340.84</u>		
30376	440	CREATIVE PRODUCT SOURC	Operating Fund	Elwood Adult Programing	\$197.01	08/08/16	Adult Coloring Books
				<b>Total this claim =</b>	<u>\$197.01</u>		
30377	441	CRYSTAL KONTOS	Operating Fund	Elwood Adult	\$6.49	08/08/16	Refund payment for Lost book
				<b>Total this claim =</b>	<u>\$6.49</u>		
30378	442	ELWOOD CALL LEADER	Operating Fund	Advertising & Public Notices	\$25.75	08/08/16	Welcome to Frankton Ad & PT Youth
			Gift	Advertising & Public Notices	\$140.00		svrc clerk
				<b>Total this claim =</b>	<u>\$165.75</u>		
30379	443	ENA SERVICES LLC	Operating Fund	Telephone & Telegraph	\$409.24	08/08/16	Telephone & Internet
			Operating Fund	Telephone & Telegraph	\$814.00		
				<b>Total this claim =</b>	<u>\$1,223.24</u>		
30380	444	HARPER'S LAWN CARE	Operating Fund	Professional Services	\$200.00	08/08/16	Lawn Care-Frankton
				<b>Total this claim =</b>	<u>\$200.00</u>		
30381	445	HENSLEY'S TREE SERVICE	Operating Fund	Professional Services	\$200.00	08/08/16	Tree removal-Summitville
				<b>Total this claim =</b>	<u>\$200.00</u>		
30382	470	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$17.25	08/08/16	As per attached invoices.
			Operating Fund	Electricity	\$610.37		
				<b>Total this claim =</b>	<u>\$627.62</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
30383	447	INDIANA STATE LIBRARY	Operating Fund	Professional Services	\$925.00	08/08/16	Info Express
				<b>Total this claim =</b>	<u>\$925.00</u>		
30384	472	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$21.57	08/08/16	Service for Summitville
				<b>Total this claim =</b>	<u>\$21.57</u>		
30385	465	JAN ROLAND	Operating Fund	Frankton Programing	\$10.00	08/08/16	Painting class Frankton
				<b>Total this claim =</b>	<u>\$10.00</u>		
30386	446	JILL MURRAY	Operating Fund	Summitville Programing	\$39.53	08/08/16	Petty Cash
			Operating Fund	Postage & UPS	\$3.77		
				<b>Total this claim =</b>	<u>\$43.30</u>		
30387	448	LEAP Managed IT	Operating Fund	Office Supplies	\$10.00	08/08/16	Copies
				<b>Total this claim =</b>	<u>\$10.00</u>		
30388	464	LIBRARICA LLC	Operating Fund	Techology Software	\$974.84	08/08/16	Cassie renewal
				<b>Total this claim =</b>	<u>\$974.84</u>		
30389	449	LIBRARY STORE INC., THE	Operating Fund	Operating Supplies	\$36.54	08/08/16	Supplies for Frankton
				<b>Total this claim =</b>	<u>\$36.54</u>		
30390	450	MARSH SUPERMARKET	Operating Fund	Summitville Programing	\$7.12	08/08/16	Programing
				<b>Total this claim =</b>	<u>\$7.12</u>		
30391	451	NUGENT ELECTRIC INC.	Operating Fund	Professional Services	\$456.58	08/08/16	Repair front entrance fixture at Frankton
				<b>Total this claim =</b>	<u>\$456.58</u>		
30392	452	PCMG	Operating Fund	Technology Equipment	\$100.00	08/08/16	Shelf for Network rack in IT office
				<b>Total this claim =</b>	<u>\$100.00</u>		
30393	453	PITNEY BOWES	Operating Fund	Equipment/Rental	\$141.00	08/08/16	Postage meter lease
				<b>Total this claim =</b>	<u>\$141.00</u>		
30394	471	POSTMASTER	Operating Fund	Postage & UPS	\$47.00	08/08/16	Postage stamps 2 rolls
			Operating Fund	Postage & UPS	\$47.00		
				<b>Total this claim =</b>	<u>\$94.00</u>		
30395	455	RHONDA CONRAD	Operating Fund	Professional Services	\$40.00	08/08/16	Internal Control Seminar
				<b>Total this claim =</b>	<u>\$40.00</u>		
30396	454	RICOH USA, INC	Operating Fund	Office Supplies	\$46.17	08/08/16	Copies for Frankton & Summitville
			Operating Fund	Office Supplies	\$30.99		
				<b>Total this claim =</b>	<u>\$77.16</u>		



<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
30397	456	STAPLES ADVANTAGE	Operating Fund	Office Supplies	\$55.63	08/08/16	As per attached invoices.
			Operating Fund	Office Supplies	\$69.05		
				<b>Total this claim =</b>	<u>\$124.68</u>		
30398	458	TEI LANDMARK AUDIO	Operating Fund	Frankton AV	\$36.75	08/08/16	Audiobooks
				<b>Total this claim =</b>	<u>\$36.75</u>		
30399	457	TOPS HOME CENTER	Operating Fund	Elwood Children's Programing	\$56.47	08/08/16	As per attached invoices.
				<b>Total this claim =</b>	<u>\$56.47</u>		
30400	466	TRISHA SHULER	Operating Fund	Elwood Children's Programing	\$10.63	08/08/16	Petty Cash
			Operating Fund	Postage & UPS	\$11.46		
				<b>Total this claim =</b>	<u>\$22.09</u>		
30401	463	U.S. BANK EQUIPMENT FINAN	Operating Fund	Equipment/Rental	\$149.00	08/08/16	Copier Lease Elwood
				<b>Total this claim =</b>	<u>\$149.00</u>		
30402	459	VAN AUSDALL & FARRAR, INC.	Operating Fund	Office Supplies	\$168.26	08/08/16	Copies-Elwood
				<b>Total this claim =</b>	<u>\$168.26</u>		
30403	460	VASEY COMMERCIAL, INC	Operating Fund	Professional Services	\$860.00	08/08/16	Repairs at Elwood
				<b>Total this claim =</b>	<u>\$860.00</u>		
30404	461	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$21.58	08/08/16	Service for Summitville
				<b>Total this claim =</b>	<u>\$21.58</u>		
30405	462	WELLS FARGO VENDOR FINA	Operating Fund	Equipment/Rental	\$60.60	08/08/16	Copier Lease Frankton & Summitville
			Operating Fund	Equipment/Rental	\$60.60		
				<b>Total this claim =</b>	<u>\$121.20</u>		
30406	473	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$133.56	08/08/16	Service for Elwood
			Operating Fund	Waste Disposal Services	\$207.28		
				<b>Total this claim =</b>	<u>\$340.84</u>		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
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Total Amount of Claims \$95,691.95

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Monday, August 08, 2016

Daniel A. Priceoff  
Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 9 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$95,691.95

Date this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Michael Robertson  
Devin J. Austin  
Bette Bulzold

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.



# Overtime Exemption

<http://www.boselaw.com/2016/05/u-s-department-of-labor-announces-final-rule-on-overtime-exemption/>

May 18, 2016

The U.S. Department of Labor today issued its much anticipated final rule on the overtime exemption for "white collar" workers under the federal Fair Labor Standards Act. The final rule is expected to impact the overtime eligibility of 4.2 million workers who are currently classified as "exempt" (non-overtime eligible) under the executive, administrative and professional exemptions. The new rule is expected to cost employers \$12 billion in overtime wages over the next decade.

The final rule takes effect on December 1, 2016, giving employers just six months to comply.

Under the new rule, the minimum salary threshold for the overtime exemption increases from \$23,660 to \$47,476 annually – or \$913 per week. That level equates to the 40th percentile of salaried workers in the lowest wage census region, currently the South. The rule provides for this rate to adjust automatically every three years based upon that same standard. The minimum annual salary threshold is expected to increase to more than \$51,000 in 2020.

The proposed rule received unprecedented negative feedback from businesses, in particular in low wage industries (such as retail and service businesses) and the non-profit sector where the economic impact is expected to be most severe. Although the Department of Labor made some modest adjustments from its proposed rule, including reducing slightly the minimum salary threshold (from \$50,440 to \$47,476), business groups remain highly concerned about the potential impact on their workforces.

Other highlights of the new rule:

- For the first time, employers may credit nondiscretionary bonuses and incentive payments, including commissions, to satisfy up to ten percent of the minimum salary threshold. These payments must be made on at least a quarterly basis, and certain "catch up" payments are permissible.
- The total annual compensation threshold for highly compensated employees subject to a "minimum duties test" increases from \$100,000 to the 90th percentile of all salaried workers, or \$134,004.
- The current "duties tests" for the executive, administrative and professional exemptions remain unchanged.

Given this development, we recommend that employers take the following steps immediately in preparation for the December 1 effective date:

- Review the salary ranges of the positions in your organization that are currently considered exempt under the executive, administrative and professional exemptions.
- Consider whether nondiscretionary bonuses, incentive payments or commissions may be available to help reach the new minimum salary threshold.
- For those classifications that straddle or fall below the new salary basis threshold, consider whether to adjust them upward to maintain the exempt status, or whether to reclassify them as non-exempt, overtime eligible. If you intend to maintain the exempt status, make sure that these positions indeed meet the applicable duties test.
- For any positions becoming non-exempt, develop a plan to begin recording hours worked. Employers are required to keep accurate records of hours worked on a weekly basis for non-exempt workers. It may be helpful to begin tracking those hours now in order to better plan for the overtime conversion later this year.
- Develop a strategy to convert employees to an overtime eligible pay methodology that complies with the new rule, minimizes the economic impact on your organization, maintains pay consistency for workers, and accounts for issues of employee morale.
- If you want to continue to pay affected employees on a salary basis (rather than shifting these employees to hourly), consider whether the fixed salary for fluctuating hours (or flexible work week) overtime methodology may be available. This method complies with federal wage laws and may help reduce your overall overtime liability. Be sure to check state laws as well if you pursue this option.
- Evaluate whether to implement or extend work rules limiting or prohibiting unauthorized overtime to the classifications being converted to non-exempt status.

The attorneys in the Labor and Employment Group of Bose McKinney & Evans are available to answer your questions and provide guidance as needed to comply with this far-reaching new law.

## NMCP Job Description

**Job Title:** Administrative Assistant  
**Department:** Administration  
**Reports To:** Director  
**FLSA Status:** Exempt  
**Prepared By:** Director  
**Prepared Date:** March 2001  
**Approved By:** NMCP Board of Trustees  
**Review & Approval Date:** April 2014, July 2016

**SUMMARY:** Performs general accounting and payroll duties for the library system by performing the following duties. Other duties as needed.

**ESSENTIAL DUTIES AND RESPONSIBILITIES :** Verifies, allocates, and posts details of business transactions to subsidiary accounts in journals or computer files from documents such as sales slips, invoices, receipts, check stubs, computer files.

1. Demonstrates proficiency in automated accounting and payroll software, Microsoft products and online state reports; annual financial report, 100R, debt management and budget forms.
2. Summarizes details in separate ledgers or computer files and transfers data to general ledger.
3. Enters and posts all bills and invoices, prints claim vouchers and checks. Reconciles and balances accounts.
4. Compiles reports to show statistics such as cash receipts and expenditures, accounts payable and receivable, profit and loss, and other items pertinent to operation of business.
5. Calculates employee wages from records or time cards and prepares checks for payment of wages.
6. Maintains monthly record of personnel benefits.
7. Prepares withholding, Social Security, and other tax reports.
8. Prepares and sends W-2's and 1099's.
9. Receipts and deposits fines and fees on a daily basis and weekly for branches.
10. Meets required accounting and payroll deadlines.
11. Routes incoming mail. Composes and types routine correspondence. Makes copies of correspondence or other printed materials.
12. Organizes and maintains file system, and files correspondence and other records.
13. Arranges and coordinates meeting reservations for staff development.
14. Coordinates and arranges meetings, reserves and prepares facilities, and records and transcribes minutes of meetings.
15. Orders and maintains supplies, and postal processing equipment.
16. Participates in workshops to maintain proficiency in financial responsibilities.
17. Has knowledge of circulation desk tasks, and, if needed, could provide assistance to patrons.

**SUPERVISORY RESPONSIBILITIES :** None

**QUALIFICATIONS:** To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.



**EDUCATION and/or EXPERIENCE :** Preferred: Associates degree in accounting/bookkeeping from a 2-year college or university or two years related bookkeeping experience; or equivalent combination of education and experience. Local government finance experience helpful.

**LANGUAGE SKILLS :** Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public.

**MATHEMATICAL SKILLS :** ~~Remove:~~ Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables. ~~Add:~~ Ability to work with mathematical concepts such as probability and statistical inference, and fundamentals of plane and solid geometry and trigonometry. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.

**REASONING ABILITY:** Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables

**OTHER:** This position requires the ability to concentrate for extended periods of time, viewing either print material or a computer monitor. Basic key boarding skills with high rate of accuracy required. Strong interpersonal and human relations skills, written and oral communication skills. High degree of flexibility, organization, and capacity to multi-task. All employees are expected to demonstrate/develop basic computer and keyboard skills and knowledge of Microsoft Windows; AV equipment, telephones, microfilm printer-readers, FAX machines, photocopiers and laminators.

**CERTIFICATES, LICENSES, REGISTRATIONS:** Valid Indiana drivers' license.

**PHYSICAL DEMANDS:** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is regularly required to sit; use hands to finger, handle, or feel; reach with hands and arms; and talk or hear. The employee is occasionally required to stand; walk, climb or balance, and stoop, kneel, crouch, or crawl. The employee must regularly lift and/or move up to 25 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

**WORK ENVIRONMENT:** The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Work is primarily performed in the Elwood Public Library, but requires visits to the branch facilities and other locations. The noise level in the work environment is usually quiet.

Add:**SAFETY-SENSITIVE POSITION:** The duties and responsibilities of this position involve operation of a motor vehicle to travel between branch facilities and other locations. As a result, this position is considered a safety-sensitive position under the Library's drug and alcohol testing policy.



2017 Budget Approval for publication:

I am requesting the Board of Trustees of the North Madison County Public Library Board approve for publication the following 2017 Budget.

The Library Operating Fund Budget for **\$1,443,840**

The maximum estimate funds to be raised are **\$813,211** with a tax rate of **.1428**

The current tax levy is **\$782,855**

The current tax rate is **.1168**

Rainy Day Fund estimate **\$50,000**. There is no maximum estimated amount to be raised or any current tax levy.

The Library Improvement Reserve Fund estimate **\$54,000**. There is no maximum estimate amount to be raised or any current tax levy.

August 8, 2016

## **PHOTOGRAPHY, VIDEOTAPING, AND OTHER RECORDING DEVICES POLICY**

As a public library, our top priority is providing library services to the community. As far as photography and recording on the Library's premises, generally, the exterior of public buildings are subject to similar rules associated with a sidewalk or a public park, meaning that there are few restrictions that can be placed on a photographer when they wish to take photos or video in open, public areas of a facility. That being said, photography and recording with library buildings is treated differently, and the Library has the right to impose certain restrictions.

### **INDIVIDUAL PHOTOGRAPHY/VIDEORECORDING**

Patrons and visitors are permitted to take photographs and record video or audio for non-commercial, personal use with a handheld camera or device. The recording or photography must not interfere with use of the Library by other patrons or visitors, compromise public safety, or compromise security. As such, flash photography or any lighted recording is not permitted, and photography and recording is generally not permitted in reading areas within the Library.

The use of ancillary equipment – such as tripods, cables or lighting – is not permitted because of safety, liability and other issues, unless previously authorized by the Library Director in writing.

Furthermore, persons photographing or recording on Library premises have the responsibility for obtaining the necessary written releases and permissions from persons who are to be photographed or recorded prior to taking photographs and recording. Taking photographs or recording of a minor, an individual under the age of 18, requires the permission of the minor's parent or guardian. The Library undertakes no responsibility for obtaining these releases.

In all instances, the Library reserves the right to cease photography and recording if it results in the disruption of the Library environment or if the person(s) photographing or recording has not complied with the Library's policies. The Library reserves the right to deny requests or revoke permission for photography or recording.

### **COMMERCIAL PHOTOGRAPHY/VIDEOTAPING**

The Library does not permit commercial photography or filming. Any exception requires the express written permission from the Library Director.

Community organizations holding scheduled events or meetings in the library study or meeting rooms may arrange for their own photography or videotaping/recording of their event. Such photography and videotaping is restricted to the space reserved by the group, and the group is responsible for any necessary releases and permissions.

### **LIBRARY STAFF PHOTOGRAPHY/VIDEOTAPING**

We often take pictures or shoot videos at Library events to use in Library publicity materials and on our website. The Library reserves the right to document its services and the public's use of the Library. Official representatives of the Library may take photographs, videotape, or use other recording devices within the Library and at Library-related events and activities for the Library's purposes. These photographs and video may be copied, displayed,



published (including on any Library web presence or social media), and telecast for such purposes as promotion, publicity, and news to inform the public about the Library. All such photography/videotaping will be in accordance with Library procedures.

If individuals do not wish us to use a picture or video of them or their child, they should tell a Library staff member prior to the event.

This policy extends to photographs and filming by Library staff at public events in the community.

3040080\_1

**COMMITMENT TO JOIN INDIANA STATE LIBRARY CONSORTIUM FOR PUBLIC LIBRARY INTERNET ACCESS for FUNDING YEAR JULY 1, 2017 THROUGH JUNE 30, 2018**

WHEREAS, the board of the North Madison County Public Library has determined that beneficial to its operations to join the Indiana State Library Consortium for Public Library Internet Access; and

WHEREAS, the board recognizes that being part of the Indiana State Library Consortium for Public Library Internet Access requires following certain rules, including:

1. Filtering all computers in order to receive the e-Rate discount on vendor invoices (If the library chooses to filter, they can be in the consortium and not receive e-rate discount, but may be eligible for reimbursement from State Technology Grant Fund.);
2. ensuring that the total cost of non e-rate services is included in at least one fund budget;
3. assuming financial responsibility for non-eRate portion that may not be covered by the State Technology Grant Fund;
4. working with AdTec in the filing of all forms, except Form 470, with the Universal Service Administrator Company Schools & Libraries Division; and

WHEREAS, the board acknowledges that by joining the Indiana State Library Consortium for Public Library Internet Access it receives certain benefits and that by opting out of the consortium, or by failing to abide by the Consortium rules, the library will lose the benefits.

NOW THEREFORE BE IT RESOLVED that the library shall be a member of the Indiana State Library Consortium for Public Library Internet Access and, as a member, the library shall abide by the rules of the Indiana State Library Consortium for Public Library Internet Access.

DULY ADOPTED by the Board of Trustees of the North Madison County Public Library at its regular meeting held on the 8th day of August, 2016, at which meeting a quorum was present.

NAY

AYE

*Bryant J. Austin*  
*Michael Robertson*  
*Dan Pritchard*  
*Bette Dalgell*

ATTEST:

*Bette Dalgell*  
 Secretary

VP #5381 - Elwood June 2016 Results

John Veldhuis <veldhuis@complianceinc.com>

Wed 8/3/2016 9:19 AM

To: Jamie Scott <jscott@elwood.lib.in.us>;

1 attachment (143 KB)

June 2016 MW-13 and MW-14 results.pdf;

Good morning, Jamie,

We conducted a groundwater sampling event at the Village Pantry #5381 site in Elwood in June 2016, which included wells MW-13 and MW-14 on the Elwood Public Library property. The results during the June 2016 sampling indicated that no analytes were detected in the MW-14 location. A concentration of 4 ug/L of MTBE was detected in the MW-13 location, which has historically contained minor MTBE concentrations that are well below the IDEM screening level of 120 ug/L. I have attached a copy of the June 2016 analytical results for your records.

The next sampling event is scheduled for September 2016 and I will forward the results of that sampling event once it is completed.

If you have any questions, please feel free to e-mail or give me a call.

Thanks! Take care.

John F. Veldhuis, P.E.



223 Lake Avenue  
Traverse City, MI 49684  
Office: (231) 922-7400  
Cell: (231) 631-4789

COMPANY: VILLAGE PANTRY  
 PROJECT NO: 3253  
 LOCATION: VP #5381  
 1613 E. MAIN STREET  
 ELWOOD  
 SAMPLED BY: MP/BB - COMPLIANCE

GTA PROJECT NO: 061716-2  
 GTA SAMPLE NO: 13  
 DATE SAMPLED: 6/15/2016  
 TIME SAMPLED: 11:15 AM  
 DATE RECEIVED: 6/17/2016  
 TIME RECEIVED: 10:30 AM

SAMPLE MATRIX: WATER  
 SAMPLE ID: MW-13

EPA 8260B VOLATILE ORGANICS

Units= ug/L (PPB)

Analyst=MR

Date Extracted=

Date Completed= 6/18/2016

Prep Method=EPA 5030B

Analyte	Concentration	LOD
ACETONE	ND	25
ALLYL CHLORIDE	ND	10
BENZENE	ND	1
BROMOBENZENE	ND	1
BROMOCHLOROMETHANE	ND	1
BROMODICHLOROMETHANE	ND	1
BROMOFORM	ND	1
BROMOMETHANE	ND	1
n-BUTYLBENZENE	ND	1
s-BUTYLBENZENE	ND	1
t-BUTYLBENZENE	ND	1
CARBON DISULFIDE	ND	5
CARBON TETRACHLORIDE	ND	1
CHLOROENZENE	ND	1
1-CHLOROBUTANE	ND	1
CHLOROFORM	ND	1
CHLOROETHANE	ND	1
CHLOROMETHANE	ND	1
2-CHLOROTOLUENE	ND	1
4-CHLOROTOLUENE	ND	1
DIBROMOCHLOROMETHANE	ND	1
DIBROMOMETHANE	ND	1
1,2-DIBROMOETHANE	ND	1
1,2-DICHLOROBENZENE	ND	1
1,3-DICHLOROBENZENE	ND	1
1,4-DICHLOROBENZENE	ND	1
1,2,4-DICHLORO-2-BUTENE	ND	10
DICHLORODIFLUOROMETHANE	ND	1
1,1-DICHLOROETHANE	ND	1
1,2-DICHLOROETHANE	ND	1
1,1-DICHLOROETHENE	ND	1
cis-1,2-DICHLOROETHENE	ND	1
trans-1,2-DICHLOROETHENE	ND	1
1,2-DICHLOROPROPANE	ND	1
1,3-DICHLOROPROPANE	ND	1
2,2-DICHLOROPROPANE	ND	1
1,1-DICHLOROPROPENE	ND	1

Analyte	Concentration	LOD
cis-1,3-DICHLOROPROPENE	ND	1
trans-1,3-DICHLOROPROPENE	ND	1
DIETHYL ETHER	ND	10
ETHYLBENZENE	ND	1
ETHYL METHACRYLATE	ND	10
HEXACHLOROBUTADIENE	ND	1
HEXACHLOROETHANE	ND	10
2-HEXANONE	ND	10
IDOMETHANE	ND	10
ISOPROPYLBENZENE	ND	1
ISOPROPYLTOLUENE	ND	1
METHYL ACRYLATE	ND	10
METHYL ETHYL KETONE	ND	10
METHYL-t-BUTYL ETHER	4	1
METHYLENE CHLORIDE	ND	1
METHYL METHACRYLATE	ND	10
MIBK	ND	10
2-METHYLNAPHTHALENE	ND	1
NAPHTHALENE	ND	1
PENTACHLOROETHANE	ND	10
n-PROPYLBENZENE	ND	1
STYRENE	ND	1
1,1,1,2-TETRACHLOROETHANE	ND	1
1,1,2,2-TETRACHLOROETHANE	ND	1
TETRACHLOROETHENE	ND	1
TOLUENE	ND	1
1,2,3-TRICHLOROENZENE	ND	1
1,2,4-TRICHLOROETHANE	ND	1
1,1,1-TRICHLOROETHANE	ND	1
1,1,2-TRICHLOROETHANE	ND	1
TRICHLOROETHENE	ND	1
TRICHLORFLUOROMETHANE	ND	1
1,2,3-TRICHLOROPROPANE	ND	1
1,2,4-TRIMETHYLBENZENE	ND	1
1,3,5-TRIMETHYLBENZENE	ND	1
VINYL CHLORIDE	ND	1
XYLENE (TOTAL)	ND	3

ND = NOT DETECTED, RESULT IS <LOD.  
 LOD = LIMIT OF DETECTION.



**INDEPENDENT TESTING LAB**

830 ROBINWOOD COURT, TRAVERSE CITY, MI 49686

PH: 231-929-0905

FAX: 231-929-0894

www.gtanalytical.com

COMPANY: VILLAGE PANTRY  
PROJECT NO: 3253  
LOCATION: VP #5381  
1613 E. MAIN STREET  
ELWOOD  
SAMPLED BY: MP/BB - COMPLIANCE  
SAMPLE MATRIX: WATER  
SAMPLE ID: MW-14

GTA PROJECT NO: 061716-2  
GTA SAMPLE NO: 14  
DATE SAMPLED: 6/15/2016  
TIME SAMPLED: 11:30 AM  
DATE RECEIVED: 6/17/2016  
TIME RECEIVED: 10:30 AM

EPA 8260B VOLATILE ORGANICS

Units= ug/L. (PPB)

Analyst= MR

Date Extracted=

Date Completed= 6/17/2016

Prep Method= EPA 5030B

Analyte	Concentration	LOD
ACETONE	ND	25
ALLYL CHLORIDE	ND	10
BENZENE	ND	1
BROMOBENZENE	ND	1
BROMOCHLOROMETHANE	ND	1
BROMODICHLOROMETHANE	ND	1
BROMOFORM	ND	1
BROMOMETHANE	ND	1
n-BUTYLBENZENE	ND	1
s-BUTYLBENZENE	ND	1
t-BUTYLBENZENE	ND	1
CARBON DISULFIDE	ND	5
CARBON TETRACHLORIDE	ND	1
CHLOROBENZENE	ND	1
1-CHLOROBUTANE	ND	1
CHLOROFORM	ND	1
CHLOROETHANE	ND	1
CHLOROMETHANE	ND	1
2-CHLOROTOLUENE	ND	1
4-CHLOROTOLUENE	ND	1
DIBROMOCHLOROMETHANE	ND	1
DIBROMOMETHANE	ND	1
1,2-DIBROMOETHANE	ND	1
1,2-DICHLOROENZENE	ND	1
1,3-DICHLOROENZENE	ND	1
1,4-DICHLOROENZENE	ND	1
t-1,4-DICHLORO-2-BUTENE	ND	10
DICHLORODIFLUOROMETHANE	ND	1
1,1-DICHLOROETHANE	ND	1
1,2-DICHLOROETHANE	ND	1
1,1-DICHLOROETHENE	ND	1
cis-1,2-DICHLOROETHENE	ND	1
trans-1,2-DICHLOROETHENE	ND	1
1,2-DICHLOROPROPANE	ND	1
1,3-DICHLOROPROPANE	ND	1
2,2-DICHLOROPROPANE	ND	1
1,1-DICHLOROPROPENE	ND	1

Analyte	Concentration	LOD
cis-1,3-DICHLOROPROPENE	ND	1
trans-1,3-DICHLOROPROPENE	ND	1
DIETHYL ETHER	ND	10
ETHYLBENZENE	ND	1
ETHYL METHACRYLATE	ND	10
HEXACHLOROBUTADIENE	ND	1
HEXACHLOROETHANE	ND	10
2-HEXANONE	ND	10
IDOMETHANE	ND	10
ISOPROPYLBENZENE	ND	1
ISOPROPYLTOLUENE	ND	1
METHYL ACRYLATE	ND	10
METHYL ETHYL KETONE	ND	10
METHYL-t-BUTYL ETHER	ND	1
METHYLENE CHLORIDE	ND	1
METHYL METHACRYLATE	ND	10
MIBK	ND	10
2-METHYLNAPHTHALENE	ND	1
NAPHTHALENE	ND	1
PENTACHLOROETHANE	ND	10
n-PROPYLBENZENE	ND	1
STYRENE	ND	1
1,1,1,2-TETRACHLOROETHANE	ND	1
1,1,2,2-TETRACHLOROETHANE	ND	1
TETRACHLOROETHENE	ND	1
TOLUENE	ND	1
1,2,3-TRICHLOROENZENE	ND	1
1,2,4-TRICHLOROENZENE	ND	1
1,1,1-TRICHLOROETHANE	ND	1
1,1,2-TRICHLOROETHANE	ND	1
TRICHLOROETHENE	ND	1
TRICHLORFLUOROMETHANE	ND	1
1,2,3-TRICHLOROPROPANE	ND	1
1,2,4-TRIMETHYLBENZENE	ND	1
1,3,5-TRIMETHYLBENZENE	ND	1
VINYL CHLORIDE	ND	1
XYLENE (TOTAL)	ND	3

ND = NOT DETECTED, RESULT IS <LOD.

LOD = LIMIT OF DETECTION.

# OCI HIGH SCHOOL YEARBOOK PROJECT

Hi Jamie,

I am contacting you about a program that we began here in Oklahoma several years ago that has been a huge benefit for libraries and high schools across our state. We are now offering this **FREE** service to libraries, high schools and historical societies in other states that might want to participate in this program. I am hopeful that we might be of service to your community. We have had good reviews from many libraries and high schools in your state that have already participated in this program.

We are engaged in a project to digitize and preserve **High School Yearbooks** from every library, historical society and high school in your state. This is a **FREE** program that will be very beneficial to your community. We even pay for the shipping! This is a program that you really cannot afford to pass up. With the financial tough times that libraries and schools have been going through over the past seven or eight years it is financially prudent for public institutions that are so often under-funded, even in good times, to participate in any free program that provides a service that is beneficial to them.

OCI is a state agency that has facilities across the state of Oklahoma. OCI Records Conversion is located in Lexington, Oklahoma. Our Records Conversion department has been in operation for over thirty years and consists of three areas; Data Entry, Digital Imaging and Image Review & Verification. We do records conversion for every state agency in Oklahoma. These include; the Department of Education, Department of Human Services, Department of Labor, the Oklahoma Supreme Court and the Attorney General's Office, just to name a few. OCI is a rehabilitation and jobs training program that is affiliated with the Oklahoma Department of Corrections. We provide employment opportunities for low-risk offenders in a variety of job skills in the computer operations field as well as in many other occupations. The primary goal of OCI is to help the offender to learn the work ethics needed to function in a productive career by providing job training and meaningful employment during their period of incarceration. Providing the offender with useful job skills in the hope that those skills will be utilized during their employment after their term of incarceration is completed is just good corrections policy and helps to dramatically reduce recidivism. This project also allows the offenders the opportunity to do something that is not only useful, but to do something to give back to society. OCI is an acronym for Oklahoma Correctional Industries.

We have had thousands of high schools, libraries and historical societies from across the country participate in our **High School Yearbook Digitization** program and we hope that this program will be of interest to you and your staff as well. We have already completed digitizing the majority of High School Yearbooks in our state and are now branching into other states that are interested in preserving their local history by having their High School Yearbooks digitized in this unique free program.

The **High School Yearbook Project** came about after it was brought to the attention of our state agency that high schools and local libraries throughout Oklahoma were losing yearbooks for various reasons. Some yearbooks were being damaged by natural means and others were being destroyed by people cutting pictures, or even whole pages, out of them. Once they are gone or damaged it is often difficult, if not impossible, to replace them and high school yearbooks are priceless because of their historical value alone. We are now extending this free service to other states. This project is currently only for **High School yearbooks** and **not** for Middle Schools or Colleges. It is okay if your Middle School and High School are in the same yearbook.

We understand that yearbooks, especially the older ones, can be very fragile. We take every precaution to ensure that no damage comes to your yearbooks while in our care. Our overhead non-destructive scanning method ensures that your yearbooks are not damaged and that they are returned in their original condition. The yearbooks are scanned at 300 dpi and saved in a jpeg format. Meaning they are done with *Publisher Quality*. When the process is complete your yearbooks will be preserved in a digital format that is ready for future generations to enjoy!

*"Let us, before we die, gather up our heritage, and offer it to our children."*

*Will Durant. The History of Civilization*

Your yearbooks will be scanned and returned to your library within 5-6 weeks along with a full set of DVD's containing digital copies of each yearbook. Whether you have only a few yearbooks or hundreds,



## Bank Balances

North Madison County Public Library System

Report as of: 07/31/16

we would be happy to be of service to you. Our Quality Control Department goes through each page of the digital images looking for any stains, marks or other signs of wear and tear and digitally erases any blemishes, so you will receive the digital images in pristine condition.

The only thing needed to be done from your side is for you and/or your staff to box them up. Tape them securely and make two inventory sheets, one for yourself and one to be put in the box. Also, I would ask you to e-mail me a copy of the inventory so I will know what to expect. You'll then need to call or e-mail me and let me know how many boxes you have and what day you would like FedEx to pick them up. We will take care of the rest with FedEx. I will email you the shipping labels for each box. At that same time I will email you our Acceptance Agreement. The Acceptance Agreement allows OCI to provide this service for you.

Getting your yearbooks digitized with OCI is a safe and easy way to digitally preserve your valuable high school yearbooks. If you are interested in having your yearbooks converted into a digital format at **no cost**, please contact me at (405) 527-0833, between the hours of 8:00-4:00 CST or e-mail me at [ocirc@doc.ok.gov](mailto:ocirc@doc.ok.gov)

Please mark any e-mails you send to me – Attn: Tony

Also, feel free to forward this information to any other libraries, schools and historical societies in your area so that they may benefit from this program as well.

Thank you for your time and consideration,

Anthony (Tony) Shuppert

OCI Records Conversion

Program Support Office

(405) 527-0833

[ocirc@doc.ok.gov](mailto:ocirc@doc.ok.gov)

### Bank

1	Star Financial Bank	\$583,484.87
2	Star Financial Bank (2)	\$62,419.78
3	Community Bank/Summitville	\$0.00
4	First Farmers Bank & Trust	\$194,490.97
5	PNC Bank	\$0.00
6	Main Source Bank	\$0.00
7	Petty Cash & Cash Drawer	\$265.00
8	National City Bank (2)	\$0.00
9	First Farmers Bank & Trust (2)	\$0.00

**Total all banks = \$840,660.62**

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

**Financial Report**  
**North Madison County Public Library System**

Report Dates = 07/01/16 to 07/31/16

<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>
100 Operating Fund	\$543,773.13	\$68,681.14	\$511,835.76	\$19,572.02	\$574,963.64	\$606,901.01
<b>Subtotal</b>	<b>\$543,773.13</b>	<b>\$68,681.14</b>	<b>\$511,835.76</b>	<b>\$19,572.02</b>	<b>\$574,963.64</b>	<b>\$606,901.01</b>
<b>1. Operating Fund</b>						
102 Petty Cash & Cash Drawer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
105 Operating Fund Investment	\$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>2. Main</b>						
103 Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
106 Evergreen Indiana	\$85.10	\$129.55	\$291.53	\$66.21	\$271.64	\$65.21
107 PLAC	\$65.00	\$65.00	\$260.00	\$0.00	\$195.00	\$0.00
110 LIRF Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
115 LIRF	\$54,370.99	\$0.00	\$0.00	\$0.00	\$0.00	\$54,370.99
117 Rainy Day Fund	\$48,573.19	\$0.00	\$0.00	\$0.00	\$82,622.59	\$131,195.78
118 Rainy Day Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
120 Gift	\$40,887.75	\$49.31	\$3,260.70	\$1,621.00	\$9,187.00	\$46,814.05
121 F'nk Bldg Project Gift	\$1,313.58	\$0.00	\$0.00	\$0.00	\$0.00	\$1,313.58
122 Gates Gift Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
123 Madison Co Comm Foundation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
124 F'nk Bldg Project Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
125 St Technology Fund Grant Fund	\$5,402.88	\$412.01	\$5,402.88	\$0.00	\$0.00	\$0.00
130 Debt Service Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Subtotal</b>	<b>\$150,698.49</b>	<b>\$655.87</b>	<b>\$9,215.11</b>	<b>\$1,687.21</b>	<b>\$92,276.23</b>	<b>\$233,759.61</b>
<b>4. Withholding</b>						
201 Federal Taxes Withheld	\$0.00	\$3,956.39	\$26,545.47	\$3,956.39	\$26,545.47	\$0.00
202 FICA	\$0.00	\$2,573.15	\$18,328.59	\$2,573.15	\$18,328.59	\$0.00
203 State Tax Withheld	\$0.00	\$1,338.75	\$9,550.89	\$1,338.75	\$9,550.89	\$0.00
204 County Taxes Withheld	\$0.00	\$678.08	\$4,799.18	\$678.08	\$4,799.18	\$0.00
205 PERF	\$0.00	\$885.50	\$6,139.15	\$885.50	\$6,139.15	\$0.00
206 Credit Union	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
207 Annuity	\$0.00	\$540.00	\$4,050.00	\$540.00	\$4,050.00	\$0.00
208 Insurance	\$0.00	\$536.84	\$3,522.39	\$536.84	\$3,522.39	\$0.00
209 Medicare	\$0.00	\$601.80	\$4,286.58	\$601.80	\$4,286.58	\$0.00
210 Other Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
211 Garnishment	\$0.00	\$0.00	\$236.22	\$0.00	\$236.22	\$0.00
212 AFLAC	\$0.00	\$431.64	\$3,237.30	\$431.64	\$3,237.30	\$0.00
<b>Subtotal</b>	<b>\$0.00</b>	<b>\$11,542.15</b>	<b>\$80,695.77</b>	<b>\$11,542.15</b>	<b>\$80,695.77</b>	<b>\$0.00</b>
<b>Grand Total</b>	<b>\$694,471.62</b>	<b>\$80,879.16</b>	<b>\$601,746.64</b>	<b>\$32,801.38</b>	<b>\$747,935.64</b>	<b>\$840,660.62</b>

**Total all banks = \$840,660.62**

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.



# Appropriation Report for 100 Operating Fund

## North Madison County Public Library System

Report Date: From 07/01/16 To 07/31/16

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Spent
<i>1. Personal Services</i>							
1.11 Salary of Director	\$57,000.00	\$0.00	\$57,000.00	\$4,341.10	\$32,558.25	\$24,441.75	57.1
1.12 Salary of Assistants	\$587,700.00	\$0.00	\$587,700.00	\$35,240.14	\$248,168.73	\$339,531.27	42.2
1.13 Wages of Janitor	\$34,000.00	\$0.00	\$34,000.00	\$2,093.15	\$16,181.21	\$17,818.79	47.6
1.14 Employee Benefits	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$1,982.48	\$4,017.52	33.0
1.16 Empl.Share FICA&Medicare	\$51,000.00	\$0.00	\$51,000.00	\$3,174.95	\$22,615.17	\$28,384.83	44.3
1.17 Unemployment comp	\$0.00	\$0.00	\$0.00	\$1,035.07	\$1,035.07	(\$1,035.07)	0.0
1.18 Emp Cont PERF	\$46,000.00	\$0.00	\$46,000.00	\$3,305.84	\$22,919.13	\$23,080.87	49.8
1.19 Emp Cont Group Ins	\$100,000.00	\$0.00	\$100,000.00	\$5,331.43	\$32,497.50	\$67,502.50	32.5
1.2 Salary of Board Treasurer	\$300.00	\$0.00	\$300.00	\$0.00	\$0.00	\$300.00	0.0
<b>Subtotal</b>	<b>\$882,000.00</b>		<b>\$882,000.00</b>	<b>\$54,521.68</b>	<b>\$377,957.54</b>	<b>\$504,042.46</b>	<b>42.9</b>
<i>2. Supplies</i>							
2.1 Office Supplies	\$15,000.00	\$0.00	\$15,000.00	\$93.10	\$3,264.80	\$11,735.20	21.8
2.12 Stationary & Supplies	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
2.2 Operating Supplies	\$9,500.00	\$0.00	\$9,500.00	\$391.12	\$3,868.13	\$5,631.87	40.7
2.21 Cleaning & Sanitation Supplies	\$4,000.00	\$0.00	\$4,000.00	\$408.15	\$965.36	\$3,034.64	24.1
2.23 Fuel, Oil and Lubricants	\$150.00	\$0.00	\$150.00	\$15.41	\$79.23	\$70.77	52.8
2.24 Bldg. Matl. And Supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.25 Paint and painting supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.26 Repair Parts/Maintenance	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$660.06	\$339.94	66.0
2.27 Other Repair & mainten.supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.31 Book Processing	\$9,500.00	\$0.00	\$9,500.00	\$322.96	\$2,346.03	\$7,153.97	24.7
2.32 Automation	\$13,400.00	\$0.00	\$13,400.00	\$0.00	\$0.00	\$13,400.00	0.0
<b>Subtotal</b>	<b>\$53,800.00</b>		<b>\$53,800.00</b>	<b>\$1,230.74</b>	<b>\$11,183.61</b>	<b>\$42,616.39</b>	<b>20.8</b>
<i>2. Supplies</i>							
2.11 Official Records	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$146.48	\$853.52	14.6



<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>
<b>Subtotal</b>	<b>\$1,000.00</b>		<b>\$1,000.00</b>	<b>\$0.00</b>	<b>\$146.48</b>	<b>\$853.52</b>	<b>14.6</b>
<b>3. Other Services and Charges</b>							
3.1 Professional Services	\$55,000.00	\$0.00	\$55,000.00	\$1,842.81	\$18,610.37	\$36,389.63	33.8
3.11 Consulting Services	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
3.12 Legal Services	\$2,500.00	\$0.00	\$2,500.00	\$220.00	\$220.00	\$2,280.00	8.8
3.14 Engineering & Architects	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	0.0
3.145 Databases	\$6,650.00	\$0.00	\$6,650.00	\$0.00	\$2,462.33	\$4,187.67	37.0
3.146 Ebook Services	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00	0.0
3.147 Evergreen Membership	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$2,500.00	\$2,500.00	50.0
3.21 Telephone & Telegraph	\$38,200.00	\$0.00	\$38,200.00	\$562.63	\$2,576.96	\$35,623.04	6.7
3.22 Postage & UPS	\$3,800.00	\$0.00	\$3,800.00	\$124.39	\$1,193.20	\$2,606.80	31.4
3.23 Traveling Expense	\$3,000.00	\$0.00	\$3,000.00	\$131.56	\$536.44	\$2,463.56	17.9
3.24 Professional Meetings	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$125.00	\$2,875.00	4.2
3.26 Etwood Children's Programing	\$5,000.00	\$0.00	\$5,000.00	\$264.84	\$1,722.28	\$3,277.72	34.4
3.27 Etwood Adult Programing	\$3,000.00	\$0.00	\$3,000.00	\$50.00	\$511.06	\$2,488.94	17.0
3.28 Frankton Programing	\$4,000.00	\$0.00	\$4,000.00	\$35.94	\$918.69	\$3,081.31	23.0
3.29 Summitville Programing	\$3,000.00	\$0.00	\$3,000.00	\$57.52	\$933.12	\$2,066.88	31.1
3.3 Title Source	\$3,100.00	\$0.00	\$3,100.00	\$0.00	\$0.00	\$3,100.00	0.0
3.31 Advertising & Public Notices	\$1,200.00	\$0.00	\$1,200.00	\$0.00	\$447.47	\$752.53	37.3
3.4 Insurance	\$18,000.00	\$0.00	\$18,000.00	\$0.00	\$5,183.00	\$12,817.00	28.8
3.41 Official Bonds	\$400.00	\$0.00	\$400.00	\$0.00	\$200.00	\$200.00	50.0
3.51 Gas	\$20,000.00	\$0.00	\$20,000.00	\$168.90	\$3,786.71	\$16,213.29	18.9
3.52 Electricity	\$35,000.00	\$0.00	\$35,000.00	\$3,956.48	\$20,498.42	\$14,501.58	58.6
3.53 Water	\$6,000.00	\$0.00	\$6,000.00	\$40.47	\$1,229.80	\$4,770.20	20.5
3.54 Waste Disposal Services	\$3,000.00	\$0.00	\$3,000.00	\$154.01	\$2,136.25	\$863.75	71.2
3.61 Bldg. & Structure/Maint.	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.0
3.62 Equipment/Maint.	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.0
3.72 Equipment/Rental	\$7,000.00	\$0.00	\$7,000.00	\$270.20	\$2,283.40	\$4,716.60	32.6
3.8 Dues	\$2,700.00	\$0.00	\$2,700.00	\$0.00	\$247.60	\$2,452.40	9.2
3.81 Taxes	\$500.00	\$0.00	\$500.00	\$0.00	\$244.60	\$255.40	48.9
3.82 Interest on Temporary Loans	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	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>
3.9 Transfer to LIRF	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.0
<b>Subtotal</b>	<b>\$253,650.00</b>		<b>\$253,650.00</b>	<b>\$7,879.75</b>	<b>\$68,566.70</b>	<b>\$185,083.30</b>	<b>27.0</b>
<b>4. Capital Outlays</b>							
4.1 Land Buildings Improvements	\$31,000.00	\$0.00	\$31,000.00	\$0.00	\$0.00	\$31,000.00	0.0
4.2 Furniture & Equipment	\$32,000.00	\$0.00	\$32,000.00	\$455.00	\$1,771.58	\$30,228.42	5.5
4.21 Technology Equipment	\$22,000.00	\$0.00	\$22,000.00	\$722.00	\$3,294.93	\$18,705.07	15.0
4.31 Elwood Adult	\$33,500.00	\$0.00	\$33,500.00	\$261.80	\$8,874.33	\$24,625.67	26.5
4.32 Elwood Childrens	\$14,000.00	\$0.00	\$14,000.00	\$290.13	\$3,998.79	\$10,001.21	28.6
4.33 Elwood YA	\$6,200.00	\$0.00	\$6,200.00	\$0.00	\$1,779.98	\$4,420.02	28.7
4.34 Frankton	\$19,500.00	\$0.00	\$19,500.00	\$219.03	\$5,466.44	\$14,033.56	28.0
4.35 Summitville	\$16,500.00	\$0.00	\$16,500.00	\$520.27	\$4,272.70	\$12,227.30	25.9
4.4 Elwood Period. & News.	\$9,500.00	\$0.00	\$9,500.00	\$0.00	\$167.00	\$9,333.00	1.8
4.41 Frankton Per. & Newsp.	\$2,800.00	\$0.00	\$2,800.00	\$0.00	\$283.93	\$2,516.07	10.1
4.42 Summitville Period. & Newsp.	\$1,700.00	\$0.00	\$1,700.00	\$283.93	\$776.58	\$923.42	45.7
4.51 Elwood AV	\$35,000.00	\$0.00	\$35,000.00	\$1,300.19	\$10,872.99	\$24,127.01	31.1
4.52 Frankton AV	\$18,800.00	\$0.00	\$18,800.00	\$520.39	\$5,935.63	\$12,864.37	31.6
4.53 Summitville AV	\$14,400.00	\$0.00	\$14,400.00	\$476.23	\$5,496.55	\$8,903.45	38.2
4.54 Techology Software	\$8,000.00	\$0.00	\$8,000.00	\$0.00	\$990.00	\$7,010.00	12.4
<b>Subtotal</b>	<b>\$264,900.00</b>		<b>\$264,900.00</b>	<b>\$5,048.97</b>	<b>\$53,981.43</b>	<b>\$210,918.57</b>	<b>20.4</b>
<b>Grand Total</b>	<b>\$1,455,350.00</b>	<b>\$0.00</b>	<b>\$1,455,350.00</b>	<b>\$68,681.14</b>	<b>\$511,835.76</b>	<b>\$943,514.24</b>	<b>35.2</b>

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

TRANSMISSION VERIFICATION REPORT

TIME : 08/04/2016 11:44  
NAME : ELWOOD LIBRARY  
FAX : 7655520955  
TEL : 7655525001  
SER.# : BROF2V374540

DATE, TIME 08/04 11:44  
FAX NO./NAME HERALD  
DURATION 00:00:31  
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RESULT OK  
MODE STANDARD  
ECM

TRANSMISSION VERIFICATION REPORT

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NAME : ELWOOD LIBRARY  
FAX : 7655520955  
TEL : 7655525001  
SER.# : BROF2V374540

DATE, TIME 08/04 11:43  
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DURATION 00:00:28  
PAGE(S) 02  
RESULT OK  
MODE STANDARD  
ECM

Agenda

August 8, 2016

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting  
5:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
  - Minutes
  - Claims Register & Checks
  - Personnel
- Old Business
  1. Threshold for Exempt Employees
  2. Job Descriptions
- New Business
  1. Approve 2017 Budget for Publication
  2. Photography, Videotaping, and Other Recording Devices Policy

Agenda

August 8, 2016

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TRANSMISSION VERIFICATION REPORT

TIME : 08/04/2016 11:45  
NAME : ELWOOD LIBRARY  
FAX : 7655520955  
TEL : 7655525001  
SER.# : BROF2V374540

DATE, TIME 08/04 11:45  
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DURATION 00:00:26  
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RESULT OK  
MODE STANDARD  
ECM

Agenda

August 8, 2016

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting  
5:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
  - Minutes
  - Claims Register & Checks
  - Personnel
- Old Business
  1. Threshold for Exempt Employees
  2. Job Descriptions
- New Business
  1. Approve 2017 Budget for Publication
  2. Photography, Videotaping, and Other Recording Devices Policy

TRANSMISSION VERIFICATION REPORT

TIME : 08/04/2016 11:46  
NAME : ELWOOD LIBRARY  
FAX : 7655520955  
TEL : 7655525001  
SER.# : BROF2V374540

DATE, TIME 08/04 11:46  
FAX NO./NAME SUMMITVILLE  
DURATION 00:00:29  
PAGE(S) 02  
RESULT OK  
MODE STANDARD  
ECM

Agenda

August 8, 2016

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting  
5:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
  - Minutes
  - Claims Register & Checks
  - Personnel
- Old Business
  1. Threshold for Exempt Employees
  2. Job Descriptions
- New Business
  1. Approve 2017 Budget for Publication
  2. Photography, Videotaping, and Other Recording Devices Policy

Agenda

September 12, 2016

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

2017 Budget Hearing  
5:00 P.M.  
Agenda

Call to Order  
Call for Quorum  
Presentation of Budget Estimates and Tax Levies for the 2017 Budget  
Public Comment  
Adjourn

Regular Meeting  
Immediately Following Public Hearing

Call to Order  
Call for Quorum  
Consent Agenda  
    Minutes  
    Claims Register & Checks  
    Personnel  
Old Business  
    1. Internal Controls  
New Business  
    1. Elwood Sprinkler System  
    2. Fiber to Branch Locations  
    3. Air Conditioning Unit for Server Closet  
Director's Report  
Public Comment  
Adjournment

North Madison County Public Library System

Board of Trustees  
Public Budget Hearing  
September 12, 2016  
5:00 pm  
Director's Agenda

Call to Order  
Call for Quorum  
Presentation of Budget Estimates and Tax Levies for the 2017 Budget  
Director states:

The following budget estimates and tax levies were publicized on the Indiana Gateway for Budget Notices for Local Government website, [www.budgetnotices.in.gov](http://www.budgetnotices.in.gov), for the purpose of notifying taxpayers of North Madison County Public Library System, that officers of said library would conduct a public hearing at the library in Elwood on the 2017 budget at 5:00 p.m. on September 12<sup>th</sup>, 2016.

Following this meeting, any ten or more taxpayers may object to a budget, tax rate, or tax levy by filing an objecting petition with the proper officers of the library within seven days after this hearing. The final date to file would be September 19<sup>th</sup>, 2016. The objection petition must identify the provisions of the budget, tax rate, or tax levy that tax payers object. If a petition is filed, the library board shall adopt with its budget a finding concerning the objections filed and testimony presented. Following this hearing, the Library Board of Trustees will hold a special meeting at the Elwood Public Library on October 10th, 2016 at 5:00 p.m. to adopt the following budget.

The 2016 pay 2017 Certified Net Assessed Valuation estimate is \$569,714,401.

The Library Operating Fund Budget estimate is \$1,348,860. The maximum estimate funds to be raised are \$813,211 with a current tax levy of \$782,855.

The Rainy Day Fund estimate is \$50,000.

There is no maximum estimated amount to be raised or any current tax levy.

The Library Improvement Reserve Fund estimate is \$54,000

There is no maximum estimated amount to be raised or any current tax levy.

The total maximum estimated funds to be raised are \$813,211

Mrs. Austin, it is now time to hear any public comment.

Public Comment  
Adjourn



NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM  
BOARD OF TRUSTEES  
2017 Public Budget Hearing  
5:00pm  
Elwood Public Library

CALL TO ORDER

Vice President Beverly Austin called the 2017 budget hearing of the North Madison County Public Library System Board of Trustees to order at 5:00pm on September 12, 2016 in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present were members Beverly Austin, Bette Dalzell, Dan Prieshoff, Barbara Abernathy, Diana Eddleman, and Mike Robertson. Also in attendance were Director Jamie Scott and Administrative Assistant Sheri Wallace.

PRESENTATION OF BUDGET ESTIMATES AND TAX LEVIES FOR THE 2017 BUDGET

The following budget estimates and tax levies were publicized on the Indiana Gateway for Budget Notices for Local Government website, [www.budgetnotices.in.gov](http://www.budgetnotices.in.gov), for the purpose of notifying taxpayers of North Madison County Public Library System, that officers of said library would conduct a public hearing at the library in Elwood on the 2017 budget at 5:00 p.m. on September 12, 2016.

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There is no maximum estimated amount to be raised or any current tax levy.

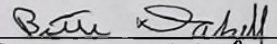
The Library Improvement Reserve Fund estimate is \$54,000.

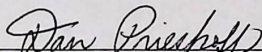
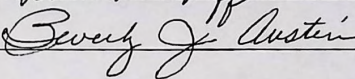
There is no maximum estimated amount to be raised or any current tax levy.

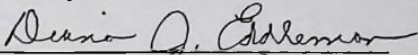
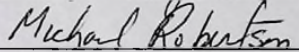
The total maximum estimated funds to be raised are \$813,211.

Public comment was sought, none was forthcoming.

Mike Robertson made a motion to adjourn, Bette Dalzell seconded and the motion carried.

  
Secretary, Bette Dalzell



NORTH MADISON COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES  
Regular Meeting  
September 12, 2016  
Immediately Following Public Hearing  
Elwood Public Library

CALL TO ORDER

Vice President Beverly Austin called a regular meeting of the North Madison County Public Library Board of Trustees to order on September 12, 2016 at 5:00 p.m. in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present were members Dan Prieshoff, Beverly Austin, Bette Dalzell, Barbara Abernathy and Mike Robertson. Also in attendance were Director Jamie Scott and Administrative Assistant Sheri Wallace.

CONSENT AGENDA

Bette Dalzell made a motion to approve the minutes, executive minutes, claims register and personnel report in the consent agenda. A second was made by Dan Prieshoff and the motion carried. The members signed the minutes and claims register. Treasurer Dan Prieshoff signed checks.

OLD BUSINESS

Internal Controls

Director Scott requested Internal Controls be postponed. Mike Robertson made a motion to postpone Internal Controls until next meeting. Barbara Abernathy made a second and the motion carried.

NEW BUSINESS

Elwood Sprinkler System

A leak was found between the public restrooms in the custodian's closet and it eventually was traced to our sprinkler system. Elwood Fire Equipment found and repaired it. We have sludge that has built up over the years in the sprinkler system. They have created a low point in the sprinkler system pipes with a drain in the custodian's closet. We then had a small leak over the computers in Adult Services. Fortunately nothing was damaged. Elwood Fire Equipment came and checked everything and found no additional leaks. They will test everything in September during their annual inspection.

Fiber to Branch Locations

Our internet is provided by fiber optics with T1 lines to each branch. We have received a proposal from ENA to provide fiber to each branch which will increase us from 1.5 mg to 20 mg. These costs include installation costs. We will receive an 80 % discount from eRate. This will be a cost \$2170.00. Now we are paying \$400.00 for both branches. This will be a net increase of \$1770.00 per month. Director Scott feels we are not ready to incur this cost at this time.

Air Conditioning Unit for Server Closet

Vasey tried to repair the air conditioner in the server closet. It was not repairable. It will cost \$2995.00 to replace the unit. We need a 50 degree room to house our server. Barbara Abernathy made a motion to replace the unit. Mike Robertson made a second and the motion carried.

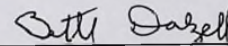
Director's Report

Board members that are also volunteer firefighters can not vote on our budget per state law. The SRCS system is now up and running. It has been a little bumpy. Things are evolving as they correct and change things. Being an Evergreen library has created some issues in the processing of requests. EnviroForensics completed their second test this past weekend. If the results are as good as the first test we will be finished. We think a mouse may have come in our building while they were working. There was evidence on Jordan's desk. Baxter's will be here later in the week to address the issue. Remember meetings will now be held at 5:00 p.m.

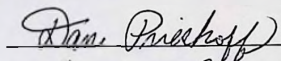
Public Comment

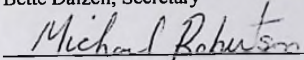
Public comment was sought. None was forthcoming.

Bette Dalzell made a motion to adjourn. Dan Prieshoff made a second and the motion carried.

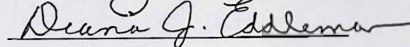


Bette Dalzell, Secretary









### NOTICE TO TAXPAYERS

The Notice to Taxpayers is available online at [www.budgetnotices.in.gov](http://www.budgetnotices.in.gov) or by calling (888) 739-9826.

Complete details of budget estimates by fund and/or department may be seen by visiting the office of this unit of government at 1600 MAIN ST, ELWOOD.

Notice is hereby given to taxpayers of **NORTH MADISON COUNTY LIBRARY SYSTEM, Madison County, Indiana** that the proper officers of **NORTH MADISON COUNTY LIBRARY SYSTEM** will conduct a public hearing on the year **2017** 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 **NORTH MADISON COUNTY LIBRARY SYSTEM** not more than seven days after the hearing. The objection petition must identify the provisions of the budget, tax rate, or tax levy to which taxpayers object. If a petition is filed, **NORTH MADISON COUNTY LIBRARY SYSTEM** shall adopt with the budget a finding concerning the objections in the petition and testimony presented. Following the aforementioned hearing, the proper officers of **NORTH MADISON COUNTY LIBRARY SYSTEM** will meet to adopt the following budget:

Public Hearing Date	Monday, September 12, 2016
Public Hearing Time	5:00 PM
Public Hearing Location	MEETING ROOM AT 1600 MAIN ST, ELWOOD
Estimated Civil Max Levy	\$813,211
Property Tax Cap Credit Estimate	\$94,980

Adoption Meeting Date	Monday, October 10, 2016
Adoption Meeting Time	5:00 PM
Adoption Meeting Location	MEETING ROOM AT 1600 MAIN ST, ELWOOD

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	5 Current Tax Levy
0061-RAINY DAY	\$50,000	\$0	\$0	\$0
0101-GENERAL	\$1,348,860	\$813,211	\$0	\$782,855
2011-LIBRARY IMPROVEMENT RESERVE	\$54,000	\$0	\$0	\$0
Totals	\$1,452,860	\$813,211	\$0	\$782,855



# Register Of Claims

## North Madison County Public Library System

Report Date: From **08/09/16** To **09/12/16**

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	478	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$1,160.83	08/24/16	State Withholding
			County Taxes Withheld	Payroll Deductions	\$581.25		
				<b>Total this claim =</b>	\$1,742.08		
0	467	INDIANA PUBLIC RETIREMENT	PERF	Payroll Deductions	\$356.16	08/10/16	Payroll ending 8/6/16
			Operating Fund	Emp Cont PERF	\$1,329.65		
				<b>Total this claim =</b>	\$1,685.81		
0	496	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,399.20	09/07/16	Payroll ending 09/03/16
			FICA	Payroll Deductions	\$1,133.99		
			Federal Taxes Withheld	Payroll Deductions	\$1,570.69		
			Medicare	Payroll Deductions	\$265.21		
				<b>Total this claim =</b>	\$4,369.09		
0	495	INDIANA PUBLIC RETIREMENT	PERF	Payroll Deductions	\$366.06	09/07/16	Payroll ending 9/3/16
			Operating Fund	Emp Cont PERF	\$1,366.61		
				<b>Total this claim =</b>	\$1,732.67		
0	491	PAYROLL	Operating Fund	Salary of Director	\$2,170.55	08/24/16	PAYROLL
			Operating Fund	Salary of Assistants	\$15,006.20		
			Operating Fund	Wages of Janitor	\$1,073.73		
				<b>Total this claim =</b>	\$18,250.48		
0	497	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$270.00	09/07/16	Payroll ending 9/03/16
				<b>Total this claim =</b>	\$270.00		
0	537	PAYROLL	Operating Fund	Salary of Director	\$2,170.55	09/07/16	PAYROLL
			Operating Fund	Salary of Assistants	\$15,129.99		
			Operating Fund	Wages of Janitor	\$1,075.33		
				<b>Total this claim =</b>	\$18,375.87		
0	477	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$270.00	08/24/16	Payroll ending 8/20/16
				<b>Total this claim =</b>	\$270.00		
0	476	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,389.63	08/24/16	Payroll ending 8/20/16
			FICA	Payroll Deductions	\$1,126.22		
			Federal Taxes Withheld	Payroll Deductions	\$1,595.73		
			Medicare	Payroll Deductions	\$263.41		
				<b>Total this claim =</b>	\$4,374.99		



<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	475	INDIANA PUBLIC RETIREMENT	PERF Operating Fund	Payroll Deductions Emp Cont PERF	\$366.33 <u>\$1,367.61</u>	08/24/16	Payroll ending 8/20/16
				<b>Total this claim =</b>	<u>\$1,733.94</u>		
0	474	PAYROLL	Operating Fund Operating Fund Operating Fund	Salary of Director Salary of Assistants Wages of Janitor	\$2,170.55 \$14,680.17 <u>\$1,066.43</u>	08/10/16	PAYROLL
				<b>Total this claim =</b>	<u>\$17,917.15</u>		
0	469	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	<u>\$270.00</u>	08/10/16	Payroll ending 8/6/16
				<b>Total this claim =</b>	<u>\$270.00</u>		
0	468	EFTPS	Operating Fund FICA Federal Taxes Withheld Medicare	Empl.Share FICA&Medicare Payroll Deductions Payroll Deductions Payroll Deductions	\$1,364.12 \$1,105.54 \$1,512.72 <u>\$258.58</u>	08/10/16	Payroll ending 8/6/16
				<b>Total this claim =</b>	<u>\$4,240.96</u>		
0	480	AFLAC	AFLAC	Payroll Deductions	<u>\$401.28</u>	08/24/16	August Withholding
				<b>Total this claim =</b>	<u>\$401.28</u>		
30407	492	ADTEC	Operating Fund	Professional Services	<u>\$490.00</u>	08/24/16	Category 2-Phase 2
				<b>Total this claim =</b>	<u>\$490.00</u>		
30408	481	BARBARA SNIPES	Operating Fund	Professional Services	<u>\$150.00</u>	08/24/16	Display windows
				<b>Total this claim =</b>	<u>\$150.00</u>		
30409	483	BOYCE FORMS/SYSTEMS	Operating Fund	Office Supplies	<u>\$258.24</u>	08/24/16	Checks
				<b>Total this claim =</b>	<u>\$258.24</u>		
30410	494	CARDMEMBER SERVICE	Operating Fund Operating Fund	Operating Supplies Fuel, Oil and Lubricants	\$25.48 <u>\$11.00</u>	08/24/16	As per attached invoices.
				<b>Total this claim =</b>	<u>\$36.48</u>		
30411	484	DISCOUNT PAPER PRODUCT	Operating Fund	Office Supplies	<u>\$75.06</u>	08/24/16	Receipt tape
				<b>Total this claim =</b>	<u>\$75.06</u>		
30412	485	DOLLAR GENERAL-REGIONS 4	Operating Fund Gift Operating Fund	Summitville Programing Frankton Programing Elwood Children's Programing	\$10.00 \$46.90 <u>\$35.30</u>	08/24/16	As per attached invoices.
				<b>Total this claim =</b>	<u>\$92.20</u>		
30413	482	KEITH BALDWIN	Operating Fund	Furniture & Equipment	<u>\$495.00</u>	08/24/16	Frankton shelf unit-double sided
				<b>Total this claim =</b>	<u>\$495.00</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
30414	488	MARSH SUPERMARKET	Operating Fund	Elwood Adult Programing	\$11.79	08/24/16	Adult Programing
				<b>Total this claim =</b>	<u>\$11.79</u>		
30415	487	ORIENTAL TRADING COMPAN	Operating Fund	Summitville Programing	\$92.51	08/24/16	Programing-Summitville
				<b>Total this claim =</b>	<u>\$92.51</u>		
30416	486	STAPLES ADVANTAGE	Operating Fund	Office Supplies	\$187.58	08/24/16	As per attached invoices.
			Operating Fund	Cleaning & Sanitation Supplies	\$148.77		
			Operating Fund	Operating Supplies	\$58.43		
				<b>Total this claim =</b>	<u>\$394.78</u>		
30417	489	SYNCB/AMAZON	Operating Fund	Elwood AV	\$1,318.99	08/24/16	As per attached invoices.
			Operating Fund	Frankton AV	\$594.60		
			Operating Fund	Summitville AV	\$578.11		
				<b>Total this claim =</b>	<u>\$2,491.70</u>		
30418	493	TOWN OF FRANKTON	Operating Fund	Electricity	\$638.12	08/24/16	Service for Frankton
			Operating Fund	Water	\$20.55		
			Operating Fund	Waste Disposal Services	\$17.58		
				<b>Total this claim =</b>	<u>\$676.25</u>		
30419	490	TRISHA SHULER	Operating Fund	Elwood Children's Programing	\$30.00	08/24/16	Petty Cash
				<b>Total this claim =</b>	<u>\$30.00</u>		
30420	479	UNITED HEALTHCARE	Insurance	Payroll Deductions	\$516.14	08/24/16	Healthcare 9/1-9/30
			Operating Fund	Emp Cont Group Ins	\$5,393.46		
				<b>Total this claim =</b>	<u>\$5,909.60</u>		
30421	506	AT&T LONG DISTANCE	Operating Fund	Telephone & Telegraph	\$2.94	09/07/16	Service for Summitville
				<b>Total this claim =</b>	<u>\$2.94</u>		
30422	505	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$133.56	09/07/16	Service for Elwood
			Operating Fund	Waste Disposal Services	\$160.68		
				<b>Total this claim =</b>	<u>\$294.24</u>		
30423	504	FRONTIER	Operating Fund	Telephone & Telegraph	\$213.13	09/07/16	Service for Frankton
				<b>Total this claim =</b>	<u>\$213.13</u>		
30424	503	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$2,665.18	09/07/16	Service for Elwood
				<b>Total this claim =</b>	<u>\$2,665.18</u>		
30425	502	RICOH USA, INC	Operating Fund	Office Supplies	\$31.54	09/07/16	Copies Frankton & Summitville
			Operating Fund	Office Supplies	\$19.21		
				<b>Total this claim =</b>	<u>\$50.75</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
30426	501	SHI INTERNATIONAL CORP	Operating Fund	Technology Equipment	\$14,515.80	09/07/16	13 Dell OptiPlex 7440 All in one
				<b>Total this claim =</b>	\$14,515.80		
30427	500	TOWN OF SUMMITVILLE	Operating Fund	Waste Disposal Services	\$43.80	09/07/16	Service for Summitville
			Operating Fund	Waste Disposal Services	\$11.50		
				<b>Total this claim =</b>	\$55.30		
30428	499	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$34.81	09/07/16	Service for Summitville, Frankton, Elwood
			Operating Fund	Gas	\$24.52		
			Operating Fund	Gas	\$19.81		
				<b>Total this claim =</b>	\$79.14		
30429	498	WELLS FARGO VENDOR FINA	Operating Fund	Equipment/Rental	\$60.60	09/07/16	Copier Lease Frankton & Summitville
			Operating Fund	Equipment/Rental	\$60.60		
				<b>Total this claim =</b>	\$121.20		
30430	507	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$1,290.54	09/12/16	As per attached invoices.
			Operating Fund	Elwood Childrens	\$545.81		
			Operating Fund	Elwood YA	\$245.37		
			Operating Fund	Frankton	\$807.45		
			Operating Fund	Summitville	\$619.85		
				<b>Total this claim =</b>	\$3,509.02		
30431	508	BAXTER PEST PROFESSIONA	Operating Fund	Professional Services	\$270.00	09/12/16	Alltra Quarterly, Elwood, Summitville, Frankton
				<b>Total this claim =</b>	\$270.00		
30432	509	BOSE, MCKINNEY & EVANS LL	Operating Fund	Legal Services	\$1,072.50	09/12/16	Separation agreement
				<b>Total this claim =</b>	\$1,072.50		
30433	510	DEMCO	Operating Fund	Frankton Programing	\$42.90	09/12/16	As per attached invoices.
			Operating Fund	Book Processing	\$89.75		
				<b>Total this claim =</b>	\$132.65		
30434	511	DOLLAR GENERAL-REGIONS 4	Operating Fund	Operating Supplies	\$50.70	09/12/16	As per attached invoices.
			Operating Fund	Summitville Programing	\$6.30		
			Operating Fund	Elwood Children's Programing	\$25.00		
				<b>Total this claim =</b>	\$82.00		
30435	512	ELWOOD FIRE EQUIPMENT C	Operating Fund	Professional Services	\$2,523.86	09/12/16	As per attached invoices.
				<b>Total this claim =</b>	\$2,523.86		
30436	513	ENA SERVICES LLC	Operating Fund	Telephone & Telegraph	\$1,227.18	09/12/16	Telephone & Internet
				<b>Total this claim =</b>	\$1,227.18		



<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
30437	514	GOLDEN THREADS	Operating Fund	Elwood Children's Programing	\$84.00	09/12/16	T shirts & Decals
				<b>Total this claim =</b>	\$84.00		
30438	515	HARPER'S LAWN CARE	Operating Fund	Professional Services	\$100.00	09/12/16	Lawn care for Frankton
				<b>Total this claim =</b>	\$100.00		
30439	517	INDIANA HISTORICAL SOCIET	Operating Fund	Dues	\$50.00	09/12/16	Annual Dues
				<b>Total this claim =</b>	\$50.00		
30440	518	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$593.97	09/12/16	Service for Summitville
				<b>Total this claim =</b>	\$593.97		
30441	516	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$20.23	09/12/16	Service for Summitville
				<b>Total this claim =</b>	\$20.23		
30442	519	ITSAVVY LLC	Operating Fund	Technology Equipment	\$124.52	09/12/16	6 Headphones
				<b>Total this claim =</b>	\$124.52		
30443	520	KMART 9124	Gift	Operating Supplies	\$10.18	09/12/16	Glass festival
				<b>Total this claim =</b>	\$10.18		
30444	521	LEAP Managed IT	Operating Fund	Office Supplies	\$10.00	09/12/16	Copies Sharp copier
				<b>Total this claim =</b>	\$10.00		
30445	522	LIBRARY STORE INC., THE	Operating Fund	Operating Supplies	\$70.74	09/12/16	As per attached invoices.
				<b>Total this claim =</b>	\$70.74		
30446	524	MADISON COUNTY HISTORIC	Operating Fund	Summitville Programing	\$30.00	09/12/16	Program at Elwood Opera House
				<b>Total this claim =</b>	\$30.00		
30447	523	MIDWEST COLLABORATIVE F	Operating Fund	Databases	\$2,239.65	09/12/16	Ancestry.com & Newspapers.com
				<b>Total this claim =</b>	\$2,239.65		
30448	525	MIDWEST TAPE	Operating Fund	Book Processing	\$237.93	09/12/16	As per attached invoices.
				<b>Total this claim =</b>	\$237.93		
30449	526	NUGENT ELECTRIC INC.	Operating Fund	Operating Supplies	\$176.52	09/12/16	6 Ballast
				<b>Total this claim =</b>	\$176.52		
30450	528	REBECCA NOTTINGHAM	Operating Fund	Frankton	\$20.99	09/12/16	Refund for Lost book
				<b>Total this claim =</b>	\$20.99		
30451	527	ROBY'S, INC.	Operating Fund	Professional Services	\$89.00	09/12/16	Check leak in men's restroom
				<b>Total this claim =</b>	\$89.00		
30452	529	SOUTH WHITLEY COMMUNITY	Operating Fund	Frankton	\$5.00	09/12/16	Book-King of the Wind by Marguerite Henry
				<b>Total this claim =</b>	\$5.00		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
30453	530	SPECIALTY STORE SERVICES,	Operating Fund	Office Supplies	\$81.70	09/12/16	Bags
				<b>Total this claim =</b>	\$81.70		
30454	531	STAPLES ADVANTAGE	Operating Fund	Office Supplies	\$50.58	09/12/16	As per attached invoices.
			Operating Fund	Furniture & Equipment	\$114.95		
				<b>Total this claim =</b>	\$165.53		
30455	532	TEI LANDMARK AUDIO	Operating Fund	Summitville AV	\$57.60	09/12/16	Audio books Summitville
				<b>Total this claim =</b>	\$57.60		
30456	534	U.S. BANK EQUIPMENT FINAN	Operating Fund	Equipment/Rental	\$149.00	09/12/16	Ricoh copier lease-Elwood
				<b>Total this claim =</b>	\$149.00		
30457	533	USI, INC	Operating Fund	Furniture & Equipment	\$140.34	09/12/16	Laminator for Frankton
				<b>Total this claim =</b>	\$140.34		
30458	535	VAN AUSDALL & FARRAR, INC.	Operating Fund	Office Supplies	\$130.43	09/12/16	Copies-Elwood
			Operating Fund	Office Supplies	\$152.42		
				<b>Total this claim =</b>	\$282.85		
30459	536	VASEY COMMERCIAL, INC	Operating Fund	Professional Services	\$2,689.90	09/12/16	As per attached invoices.
			Operating Fund	Professional Services	\$276.00		
			Operating Fund	Professional Services	\$276.00		
				<b>Total this claim =</b>	\$3,241.90		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
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**Total Amount of Claims      \$121,634.47**

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Monday, September 12, 2016

*Daniel A. Pinski*  
 \_\_\_\_\_  
 Fiscal Officer

**ALLOWANCE OF VOUCHERS**

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 7 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$121,634.47

Date this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

*Michael Robertson*  
 \_\_\_\_\_  
*Beverly J. Austin*  
 \_\_\_\_\_  
*Debra O. Sahell*  
 \_\_\_\_\_

*Barbara Abernethy*  
 \_\_\_\_\_  
*Dean J. Edleman*  
 \_\_\_\_\_  
 \_\_\_\_\_

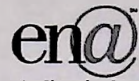
**SIGNATURES OF GOVERNING BOARD**

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.



**Personnel Report**  
**September 12, 2016**

- Dottie Goss resigned without giving any notice effective August 31<sup>st</sup>, 2016.
- Terina Ball gave a two week notice. Her last day to work will be September 30<sup>th</sup>, 2016.
- Effective September 5<sup>th</sup>, Jordan Arehart has moved from the full-time position of Adult Services Clerk to Adult Services Manager. This position requires at least 60 college credits including 9 additional credit hours of library specific coursework. Mr. Arehart is prepared to enroll in Ivy Tech to complete the 9 credit hours of library coursework. He has already obtained the required 60 college credit hours.



September 8, 2016

ENA is pleased to offer Fiber WAN Options to North Madison Public Library for their branch locations.

As you know, ENA is an Education Managed Internet Service Provider (Ed-MISP.) The solutions that we offer are managed services. As such, the pricing I am providing to you is *all-inclusive and includes the costs of the electronics that ENA will use to provide the service, as well as on-going support and maintenance.* In addition, as the State Contracted Internet Service Provider, ENA will continue to work with the Indiana State Library and the Indiana Department of Education and throughout the state, as an advocate and resource to support your growing technology and funding needs.

#### Why ENA

ENA is committed to K-12 education and Indiana Public Libraries. We do not sell services to business or residential customers. We deliver a service that is fine-tuned to our customers and we deliver customer service that is specific. Unlike other providers, we are able to manage our Internet traffic so that specific content is closer to our customers than it would be over the commodity Internet. We analyze traffic patterns, watch for sites and services that are getting more use, and enter into agreements with content providers so that our network can communicate directly with their networks.

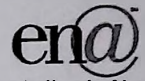
Our customer support and sales teams are very familiar with the business and needs of education. We know the challenges that you face, including funding and resource limitations. We are experts at E-Rate and work very hard to make sure that all available funding is used to assist libraries and school corporations in order to obtain the access they need.

ENA provides monitoring of our connections twenty-four hours a day, seven days a week. Our monitoring systems allow us to often alert the technology staff to issues before they contact us. Our help desk is staffed by engineers that are certified in both Internet networking and help desk support, with a unique focus on working with our library and education customers.

ENA is recognized as the premier provider of Internet Services for K-12 education schools and IN State Libraries. ENA delivers a focused experience, schools, colleges and universities (including access to Internet 2) and many other services that are not available from traditional service providers, or even our underlying fiber provider

#### ENA and E-Rate

ENA's services are E-Rate eligible and we are E-Rate savvy. We understand the intricate nuances of successful E-Rate filings and funding. ENA was directly involved in the formative years of the E-Rate Program and we have assisted our customers in receiving over \$150 million in E-Rate funds to date. Our expertise in E-Rate funding is comprehensive and built on nine years of successful E-Rate awards, long term relationships with the Universal Service Fund, and the very best outside consultants and legal experts. Our active role in the changing dynamics of the E-Rate program allows us to keep our customers updated with new requirements. ENA is an authorized vendor by the USAC under Service Provider Identification Number (SPIN) 143008159.



#### Ralph E. Hazelbaker/Summitville

Capacity	Gross Monthly/Annual	E-rate (80%)	Net Annual	Monthly out of pocket
20 Mb	\$4,100/\$49,200	(\$39,360)	\$9,840	\$820

#### Frankton

Capacity	Gross Monthly/Annual	E-rate (80%)	Net Annual	Monthly out of pocket
20 Mb	\$5300/\$63,600	(\$50,880)	\$12,720	\$1,060

#### WAN aggregate - Cloud based design

Capacity	Gross Monthly/Annual	E-rate (80%)	Net Annual	Monthly out of pocket
50 Mb	\$1,450/\$17,400	(\$13,920)	\$3,480	\$290

Monthly net cost would be cost of tail site(s) + cost of Aggregate site

Example: with 20 Mb tails and 50 Mb agg = \$820 + \$1,060 + \$290 = \$2,170 net per month

Because ENA is proposing a managed Internet service, pricing includes all installation costs, maintenance costs, hardware costs, and customer technical assistance center support. In order for each facility to be ready to accept the Ethernet circuit, the customer is responsible for providing rack space and/or backer board and power. ENA will be responsible for any other building make ready construction, given that the customer provides the necessary easement and building entrance rights for the extent of the circuit into the facilities.

- Proposal pricing valid for 30 days from date indicated. Any changes related to the scope of the project, i.e. locations address or number of locations requires a revalidation of the proposal.
- All services proposed are E-Rate eligible and an estimate may be provided. The E-Rate discount may vary based on the applicant's actual numbers filed and how they are filed

ENA looks forward to continuing to support your technology needs.

Sincerely,

Andrea Kaufman  
Account Service Manager  
[akauffman@ena.com](mailto:akauffman@ena.com)





PROJECT AGREEMENT FOR BUILDING ENVIRONMENTAL SYSTEMS

Proposal Date	Proposal Number	Agreement No.
09/08/2016	PP50863	

BY AND BETWEEN:

Vasey Commercial, Inc.  
10830 Andrade Drive  
Zionsville, IN 46077

AND

Elwood Public Library  
1600 Main Street  
Elwood, IN 46036

hereinafter CONTRACTOR

hereinafter CUSTOMER

SERVICES WILL BE PROVIDED AT THE FOLLOWING LOCATION(S):

Elwood Library

Install new Ductless Split system.

Total cost.....\$2,995.00

Thanks Jaime  
Don Peabody

As a condition of performance, payments are to be made on a progress basis. Invoice payment must be made within (10) days of receipt. Any alteration or deviation from the above proposal involving extra cost of material or labor will become an extra charge over the sum stated above. This proposal will become a binding Agreement only after acceptance by Customer and approved by an officer of Contractor as evidenced by their signatures below. This agreement sets forth all of the terms and conditions binding upon the parties hereto; and no person has authority to make any claim, representation, promise or condition on behalf of Contractor which is not expressed herein.

CONTRACTOR

CUSTOMER

Signature (Sales Representative)

Don Peabody

Signature (Authorized Representative)

Approved For Contractor

Signature

Name (Print/Type)

Name & Title

Title

Date

Date



PROJECT AGREEMENT TERMS AND CONDITIONS

1. Customer shall permit Contractor free and timely access to areas and equipment, and allow Contractor to start and stop the equipment as necessary to perform required services. All planned work under this Agreement will be performed during the Contractor's normal working hours.

2. Contractor warrants that the workmanship hereunder shall be free from defects for thirty (30) days from date of installation. If any replacement part or item of equipment proves defective, Contractor will extend to Customer the benefits of any warranty Contractor has received from the manufacturer. Removal and reinstallation of any equipment or materials repaired or replaced under a manufacturer's warranty will be at Customer's expense and at the rates in effect.

3. Customer will promptly pay invoices within ten (10) days of receipt. Should a payment become thirty (30) days or more delinquent, Contractor may stop all work under this Agreement without notice and/or cancel this Agreement, and the entire Agreement amount shall become due and payable immediately upon demand.

4. Customer shall be responsible for all taxes applicable to the services and/or materials hereunder.

5. Any alteration to, or deviation from, this Agreement involving extra work, cost of materials or labor will become an extra charge (fixed price amount to be negotiated or on a time-and-material basis at Contractor's rates then in effect) over the sum stated in this Agreement.

6. In the event Contractor must commence legal action in order to recover any amount payable or owed to Contractor under this Agreement, Customer shall pay Contractor all court costs and attorneys' fees incurred by Contractor.

7. Any legal action against the Contractor relating to this Agreement, or the breach thereof, shall be commenced within one (1) year from the date of the work.

8. Contractor shall not be liable for any delay, loss, damage or detention caused by unavailability of machinery, equipment or materials, delay of carriers, strikes, including those by Contractor's employees, lockouts, civil or military authority, priority regulations, insurrection or riot, action of the elements, forces of nature, or by any cause beyond its control.

9. To the fullest extent permitted by law, Customer shall indemnify and hold harmless Contractor, its agent and employees from and against all claims, damages, losses and expenses (including but not limited to attorneys' fees) arising out of or resulting from the performance of work hereunder, provided that such claim, damage, loss or expense is caused in whole or in part by an active or passive act or omission of Customer, anyone directly or indirectly employed by Customer, or anyone for whose acts Customer may be liable, regardless of whether it is caused in part by the negligence of Contractor.

10. Customer shall make available to Contractor's personnel all pertinent Material Safety Data Sheets (MSDS) pursuant to OSHA'S Hazard Communication Standard Regulations.

11. Contractor's obligation under this proposal and any subsequent contract does not include the identification, abatement or removal of asbestos or any other toxic or hazardous substances, hazardous wastes or hazardous materials. In the event such substances, wastes and materials are encountered, Contractor's sole obligation will be to notify the Owner of their existence. Contractor shall have the right thereafter to suspend its work until such substances, wastes or materials and the resultant hazards are removed. The time for completion of the work shall be extended to the extent caused by the suspension and the contract price equitably adjusted.

Contractor expressly disclaims any and all responsibility and liability for the indoor air quality of the customer's facility, including without limitation, injury or illness to occupants of the facility or third parties, or any damage to the customer's facility, arising out of or in connection with the Contractor's work under this agreement, including without limitation any illness, injury, or damage resulting in any manner from any fungus(es) or spore(s), any substance, vapor or gas produced by or arising out of any fungus(es) or spore(s), or any material, product, building component or structure that contains, harbors, nurtures or acts as a medium for any fungus(es) or spore(s).

12. UNDER NO CIRCUMSTANCES, WHETHER ARISING IN CONTRACT, TORT (INCLUDING NEGLIGENCE), EQUITY OR OTHERWISE, WILL CONTRACTOR BE RESPONSIBLE FOR LOSS OF USE, LOSS OF PROFIT, INCREASED OPERATING OR MAINTENANCE EXPENSES, CLAIMS OF CUSTOMER'S TENANTS OR CLIENTS, OR ANY SPECIAL, INDIRECT OR CONSEQUENTIAL DAMAGES.



## Bank Balances

North Madison County Public Library System

Report as of: 08/31/16

Bank	Balance
1 Star Financial Bank	\$537,250.46
2 Star Financial Bank (2)	\$62,432.99
3 Community Bank/Summitville	\$0.00
4 First Farmers Bank & Trust	\$194,523.80
5 PNC Bank	\$0.00
6 Main Source Bank	\$0.00
7 Petty Cash & Cash Drawer	\$265.00
8 National City Bank (2)	\$0.00
9 First Farmers Bank & Trust (2)	\$0.00
<b>Total all banks =</b>	<b>\$794,472.25</b>

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

## Financial Report North Madison County Public Library System

Report Dates = 08/01/16 to 08/31/16

Fund	Start of year	Disbursements this month	Disbursements YTD	Receipts this month	Receipts YTD	Balance
100 Operating Fund	\$543,773.13	\$66,111.16	\$577,946.92	\$20,503.24	\$595,466.88	\$561,293.09
<b>Subtotal</b>	<b>\$543,773.13</b>	<b>\$66,111.16</b>	<b>\$577,946.92</b>	<b>\$20,503.24</b>	<b>\$595,466.88</b>	<b>\$561,293.09</b>
<b>1. Operating Fund</b>						
102 Petty Cash & Cash Drawer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
105 Operating Fund Investment	\$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>2. Main</b>						
103 Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
106 Evergreen Indiana	\$85.10	\$0.00	\$291.53	\$46.45	\$318.09	\$111.66
107 PLAC	\$65.00	\$0.00	\$260.00	\$0.00	\$195.00	\$0.00
110 LIRF Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
115 LIRF	\$54,370.99	\$0.00	\$0.00	\$0.00	\$0.00	\$54,370.99
117 Rainy Day Fund	\$48,573.19	\$0.00	\$0.00	\$0.00	\$82,622.59	\$131,195.78
118 Rainy Day Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
120 Gift	\$40,887.75	\$666.90	\$3,927.60	\$40.00	\$9,227.00	\$46,187.15
121 F'nk Bldg Project Gift	\$1,313.58	\$0.00	\$0.00	\$0.00	\$0.00	\$1,313.58
122 Gates Gift Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
123 Madison Co Comm Foundation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
24 F'nk Bldg Project Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
125 St Technology Fund Grant Fund	\$5,402.88	\$0.00	\$5,402.88	\$0.00	\$0.00	\$0.00
130 Debt Service Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Subtotal</b>	<b>\$150,698.49</b>	<b>\$666.90</b>	<b>\$9,882.01</b>	<b>\$86.45</b>	<b>\$92,362.68</b>	<b>\$233,179.16</b>
<b>4. Withholding</b>						
201 Federal Taxes Withheld	\$0.00	\$3,108.45	\$29,653.92	\$3,108.45	\$29,653.92	\$0.00
202 FICA	\$0.00	\$2,231.76	\$20,560.35	\$2,231.76	\$20,560.35	\$0.00
203 State Tax Withheld	\$0.00	\$1,160.83	\$10,711.72	\$1,160.83	\$10,711.72	\$0.00
204 County Taxes Withheld	\$0.00	\$581.25	\$5,380.43	\$581.25	\$5,380.43	\$0.00
205 PERF	\$0.00	\$722.49	\$6,861.64	\$722.49	\$6,861.64	\$0.00
206 Credit Union	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
207 Annuity	\$0.00	\$540.00	\$4,590.00	\$540.00	\$4,590.00	\$0.00
208 Insurance	\$0.00	\$516.14	\$4,038.53	\$516.14	\$4,038.53	\$0.00
209 Medicare	\$0.00	\$521.99	\$4,808.57	\$521.99	\$4,808.57	\$0.00
210 Other Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
211 Garnishment	\$0.00	\$0.00	\$236.22	\$0.00	\$236.22	\$0.00
212 AFLAC	\$0.00	\$401.28	\$3,638.58	\$401.28	\$3,638.58	\$0.00
<b>Subtotal</b>	<b>\$0.00</b>	<b>\$9,784.19</b>	<b>\$90,479.96</b>	<b>\$9,784.19</b>	<b>\$90,479.96</b>	<b>\$0.00</b>
<b>Grand Total</b>	<b>\$694,471.62</b>	<b>\$76,562.25</b>	<b>\$678,308.89</b>	<b>\$30,373.88</b>	<b>\$778,309.52</b>	<b>\$794,472.25</b>
<b>Total all banks =</b>						<b>\$794,472.25</b>

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.



# Appropriation Report for 100 Operating Fund

North Madison County Public Library System

Report Date: From 08/01/16 To 08/31/16

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	\$57,000.00	\$0.00	\$57,000.00	\$4,341.10	\$36,899.35	\$20,100.65	64.7
1.12 Salary of Assistants	\$587,700.00	\$0.00	\$587,700.00	\$29,686.37	\$277,855.10	\$309,844.90	47.3
1.13 Wages of Janitor	\$34,000.00	\$0.00	\$34,000.00	\$2,140.16	\$18,321.37	\$15,678.63	53.9
1.14 Employee Benefits	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$3,017.55	\$2,982.45	50.3
1.16 Empl.Share FICA&Medicare	\$51,000.00	\$0.00	\$51,000.00	\$2,753.75	\$25,368.92	\$25,631.08	49.7
1.17 Unemployment comp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
1.18 Emp Cont PERF	\$46,000.00	\$0.00	\$46,000.00	\$2,697.26	\$25,616.39	\$20,383.61	55.7
1.19 Emp Cont Group Ins	\$100,000.00	\$0.00	\$100,000.00	\$5,393.46	\$37,890.96	\$62,109.04	37.9
1.2 Salary of Board Treasurer	\$300.00	\$0.00	\$300.00	\$0.00	\$0.00	\$300.00	0.0
<b>Subtotal</b>	<b>\$882,000.00</b>		<b>\$882,000.00</b>	<b>\$47,012.10</b>	<b>\$424,969.64</b>	<b>\$457,030.36</b>	<b>48.2</b>
<b>2. Supplies</b>							
2.1 Office Supplies	\$15,000.00	\$0.00	\$15,000.00	\$900.98	\$4,165.78	\$10,834.22	27.8
2.12 Stationary & Supplies	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
2.2 Operating Supplies	\$9,500.00	\$0.00	\$9,500.00	\$120.45	\$3,988.58	\$5,511.42	42.0
2.21 Cleaning & Sanitation Supplies	\$4,000.00	\$0.00	\$4,000.00	\$148.77	\$1,114.13	\$2,885.87	27.9
2.23 Fuel, Oil and Lubricants	\$150.00	\$0.00	\$150.00	\$11.00	\$90.23	\$59.77	60.2
2.24 Bldg. Matl. And Supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.25 Paint and painting supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.26 Repair Parts/Maintenance	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$660.06	\$339.94	66.0
2.27 Other Repair & mainten.supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.31 Book Processing	\$9,500.00	\$0.00	\$9,500.00	\$0.00	\$2,346.03	\$7,153.97	24.7
2.32 Automation	\$13,400.00	\$0.00	\$13,400.00	\$0.00	\$0.00	\$13,400.00	0.0
<b>Subtotal</b>	<b>\$53,800.00</b>		<b>\$53,800.00</b>	<b>\$1,181.20</b>	<b>\$12,364.81</b>	<b>\$41,435.19</b>	<b>23.0</b>
<b>2. Supplies</b>							
2.11 Official Records	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$146.48	\$853.52	14.6

<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>
<b>Subtotal</b>	<b>\$1,000.00</b>		<b>\$1,000.00</b>	<b>\$0.00</b>	<b>\$146.48</b>	<b>\$853.52</b>	<b>14.6</b>
<b>3. Other Services and Charges</b>							
3.1 Professional Services	\$55,000.00	\$0.00	\$55,000.00	\$4,466.38	\$23,076.75	\$31,923.25	42.0
3.11 Consulting Services	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
3.12 Legal Services	\$2,500.00	\$0.00	\$2,500.00	\$2,280.00	\$2,500.00	\$0.00	100.0
3.14 Engineering & Architects	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	0.0
3.145 Databases	\$6,650.00	\$0.00	\$6,650.00	\$0.00	\$2,462.33	\$4,187.67	37.0
3.146 Ebook Services	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00	0.0
3.147 Evergreen Membership	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$2,500.00	\$2,500.00	50.0
3.21 Telephone & Telegraph	\$38,200.00	\$0.00	\$38,200.00	\$1,223.24	\$3,800.20	\$34,399.80	9.9
3.22 Postage & UPS	\$3,800.00	\$0.00	\$3,800.00	\$109.23	\$1,302.43	\$2,497.57	34.3
3.23 Traveling Expense	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$536.44	\$2,463.56	17.9
3.24 Professional Meetings	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$125.00	\$2,875.00	4.2
3.26 Elwood Children's Programing	\$5,000.00	\$0.00	\$5,000.00	\$132.40	\$1,854.68	\$3,145.32	37.1
3.27 Elwood Adult Programing	\$3,000.00	\$0.00	\$3,000.00	\$208.80	\$719.86	\$2,280.14	24.0
3.28 Frankton Programing	\$4,000.00	\$0.00	\$4,000.00	\$10.00	\$928.69	\$3,071.31	23.2
3.29 Summitville Programing	\$3,000.00	\$0.00	\$3,000.00	\$149.16	\$1,082.28	\$1,917.72	36.1
3.3 Title Source	\$3,100.00	\$0.00	\$3,100.00	\$0.00	\$0.00	\$3,100.00	0.0
3.31 Advertising & Public Notices	\$1,200.00	\$0.00	\$1,200.00	\$25.75	\$473.22	\$726.78	39.4
3.4 Insurance	\$18,000.00	\$0.00	\$18,000.00	\$0.00	\$5,183.00	\$12,817.00	28.8
3.41 Official Bonds	\$400.00	\$0.00	\$400.00	\$0.00	\$200.00	\$200.00	50.0
3.51 Gas	\$20,000.00	\$0.00	\$20,000.00	\$21.58	\$3,808.29	\$16,191.71	19.0
3.52 Electricity	\$35,000.00	\$0.00	\$35,000.00	\$1,265.74	\$21,764.16	\$13,235.84	62.2
3.53 Water	\$6,000.00	\$0.00	\$6,000.00	\$175.68	\$1,405.48	\$4,594.52	23.4
3.54 Waste Disposal Services	\$3,000.00	\$0.00	\$3,000.00	\$224.86	\$2,361.11	\$638.89	78.7
3.61 Bldg. & Structure/Maint.	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.0
3.62 Equipment/Maint.	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.0
3.72 Equipment/Rental	\$7,000.00	\$0.00	\$7,000.00	\$411.20	\$2,694.60	\$4,305.40	38.5
3.8 Dues	\$2,700.00	\$0.00	\$2,700.00	\$0.00	\$247.60	\$2,452.40	9.2
3.81 Taxes	\$500.00	\$0.00	\$500.00	\$0.00	\$244.60	\$255.40	48.9
3.82 Interest on Temporary Loans	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	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>
3.9 Transfer to LIRF	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.0
<b>Subtotal</b>	<b>\$253,650.00</b>		<b>\$253,650.00</b>	<b>\$10,704.02</b>	<b>\$79,270.72</b>	<b>\$174,379.28</b>	<b>31.3</b>
<b>4. Capital Outlays</b>							
4.1 Land Buildings Improvements	\$31,000.00	\$0.00	\$31,000.00	\$0.00	\$0.00	\$31,000.00	0.0
4.2 Furniture & Equipment	\$32,000.00	\$0.00	\$32,000.00	\$495.00	\$2,266.58	\$29,733.42	7.1
4.21 Technology Equipment	\$22,000.00	\$0.00	\$22,000.00	\$100.00	\$3,394.93	\$18,605.07	15.4
4.31 Elwood Adult	\$33,500.00	\$0.00	\$33,500.00	\$1,256.76	\$10,131.09	\$23,368.91	30.2
4.32 Elwood Childrens	\$14,000.00	\$0.00	\$14,000.00	\$576.42	\$4,575.21	\$9,424.79	32.7
4.33 Elwood YA	\$6,200.00	\$0.00	\$6,200.00	\$250.89	\$2,030.87	\$4,169.13	32.8
4.34 Frankton	\$19,500.00	\$0.00	\$19,500.00	\$737.13	\$6,203.57	\$13,296.43	31.8
4.35 Summitville	\$16,500.00	\$0.00	\$16,500.00	\$294.35	\$4,567.05	\$11,932.95	27.7
4.4 Elwood Period. & News.	\$9,500.00	\$0.00	\$9,500.00	\$0.00	\$167.00	\$9,333.00	1.8
4.41 Frankton Per. & Newsp.	\$2,800.00	\$0.00	\$2,800.00	\$0.00	\$283.93	\$2,516.07	10.1
4.42 Summitville Period. & Newsp.	\$1,700.00	\$0.00	\$1,700.00	\$0.00	\$776.58	\$923.42	45.7
4.51 Elwood AV	\$35,000.00	\$0.00	\$35,000.00	\$1,318.99	\$12,191.98	\$22,808.02	34.8
4.52 Frankton AV	\$18,800.00	\$0.00	\$18,800.00	\$631.35	\$6,566.98	\$12,233.02	34.9
4.53 Summitville AV	\$14,400.00	\$0.00	\$14,400.00	\$578.11	\$6,074.66	\$8,325.34	42.2
4.54 Techology Software	\$8,000.00	\$0.00	\$8,000.00	\$974.84	\$1,964.84	\$6,035.16	24.6
<b>Subtotal</b>	<b>\$264,900.00</b>		<b>\$264,900.00</b>	<b>\$7,213.84</b>	<b>\$61,195.27</b>	<b>\$203,704.73</b>	<b>23.1</b>
<b>Grand Total</b>	<b>\$1,455,350.00</b>	<b>\$0.00</b>	<b>\$1,455,350.00</b>	<b>\$66,111.16</b>	<b>\$577,946.92</b>	<b>\$877,403.08</b>	<b>39.7</b>

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

TRANSMISSION VERIFICATION REPORT

TIME : 09/08/2016 16:00  
NAME : ELWOOD LIBRARY  
FAX : 7655520955  
TEL : 7655525001  
SER.# : BROF2V374540

DATE, TIME 09/08 15:59  
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DURATION 00:00:15  
PAGE(S) 01  
RESULT OK  
MODE STANDARD  
ECM

Agenda

September 12, 2016

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

2017 Budget Hearing  
5:00 P.M.  
Agenda

Call to Order  
Call for Quorum  
Presentation of Budget Estimates and Tax Levies for the 2017 Budget  
Public Comment  
Adjourn

Regular Meeting  
Immediately Following Public Hearing

Call to Order  
Call for Quorum  
Consent Agenda

TRANSMISSION VERIFICATION REPORT

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FAX : 7655520955  
TEL : 7655525001  
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MODE STANDARD  
ECM

Agenda

September 12, 2016

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

2017 Budget Hearing  
5:00 P.M.  
Agenda

Call to Order  
Call for Quorum  
Presentation of Budget Estimates and Tax Levies for the 2017 Budget  
Public Comment  
Adjourn

Regular Meeting  
Immediately Following Public Hearing

Call to Order  
Call for Quorum  
Consent Agenda



TRANSMISSION VERIFICATION REPORT

TIME : 09/08/2016 16:02  
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FAX : 7655520955  
TEL : 7655525001  
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MODE STANDARD  
ECM

Agenda

September 12, 2016

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

2017 Budget Hearing  
5:00 P.M.  
Agenda

Call to Order  
Call for Quorum  
Presentation of Budget Estimates and Tax Levies for the 2017 Budget  
Public Comment  
Adjourn

Regular Meeting  
Immediately Following Public Hearing

Call to Order  
Call for Quorum  
Consent Agenda

TRANSMISSION VERIFICATION REPORT

TIME : 09/08/2016 16:07  
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DATE, TIME 09/08 16:07  
FAX NO./NAME CALL LEADER  
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PAGE(S) 01  
RESULT OK  
MODE STANDARD  
ECM

Agenda

September 12, 2016

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

2017 Budget Hearing  
5:00 P.M.  
Agenda

Call to Order  
Call for Quorum  
Presentation of Budget Estimates and Tax Levies for the 2017 Budget  
Public Comment  
Adjourn

Regular Meeting  
Immediately Following Public Hearing

Call to Order  
Call for Quorum  
Consent Agenda



# Agenda

October 10, 2016

North Madison County Public Library System  
Board of Trustees

## Elwood Public Library

Regular Meeting  
5:00 P.M.

Call to Order

Call for Quorum

Consent Agenda

Minutes

Claims Register & Checks

Personnel

Old Business

1. Internal Controls

New Business

1. Adopt 2017 Budget
2. Nominating Committee

Director's Report

Public Comment

Adjournment

NORTH MADISON COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES  
Regular Meeting  
October 10, 2016  
5:00 p.m.  
Elwood Public Library

**CALL TO ORDER**

Vice President Beverly Austin called a regular meeting of the North Madison County Public Library Board of Trustees to order on October 10, 2016 at 5:00 p.m. in the meeting room of the Elwood Public Library.

**CALL FOR QUORUM**

Present were members Dan Prieshoff, Beverly Austin, Bette Dalzell, Diana Eddleman and Mike Robertson. Also in attendance were Director Jamie Scott, Administrative Assistant Sheri Wallace, Rebecca Bibbs, and Rev. Doug Bohall.

**CONSENT AGENDA**

Bette Dalzell made a motion to approve the minutes, claims register and personnel report in the consent agenda. A second was made by Diana Eddleman and the motion carried. The members signed the minutes and claims register. Treasurer Dan Prieshoff signed checks.

**OLD BUSINESS**

Internal Controls

Director Scott and Administrative Assistant Sheri Wallace have drafted an Internal Controls policy for receipts. Internal Controls will require standard operating procedures to be implemented. There will be much more work involved writing controls and procedures for receipts, disbursements, payroll, bank reconcilements, financial statements and computer system. The Board of Trustees will review and approve each section as it is completed.

**NEW BUSINESS**

Adopt 2017 Budget

The 2017 budget was read and a motion to adopt the following budget was made by Secretary Bette Dalzell. Library Operating Fund Budget; \$1,348,860: Rainy Day Budget; \$50,000: Library Improvement Reserve Fund; \$54,000. Mike Robertson made a second to adopt the 2017 budget and the motion carried.

Nominating Committee

Mike Robertson will be the chairman of the nominating committee. Mr. Robertson will present nominees for officers at the November 14, 2016 meeting of the NMCPLS Board of Trustees.

Director's Report

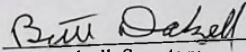
Director Scott reported that Erate funding for our network upgrade has been approved for \$28,732.80. That means that \$7,183.20 plus any change orders will need to come from library funds. Mike Robertson made a motion to take these costs from the Rainy Day Fund. Diana Eddleman made a second and the motion carried. IT Manager Clint Trice has spoken to the contractor and we will have to close the library while the work is completed.

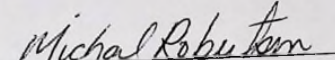
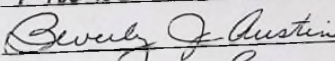
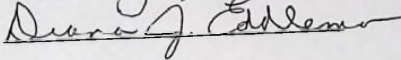
November 2 the library will be closed for in service. The entire staff will be taking a field trip to the Indiana State Library. Circulation statistics are down for the year by 14%. Most of the difference is in DVD circulation. October 20<sup>th</sup> the library will be hosting a program about library services offered such as World Vital Records, Ancestry.com and IndianaNewspapers.com.

Public Comment

Public comment was sought. None was forthcoming.

Bette Dalzell made a motion to adjourn. Mike Robertson made a second and the motion carried.

  
Bette Dalzell, Secretary

# Register Of Claims

## North Madison County Public Library System

Report Date: From 09/13/16 To 10/10/16

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	546	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$270.00	09/21/16	Payroll ending 9/17/16
				<b>Total this claim =</b>	<u>\$270.00</u>		
0	563	PAYROLL	Operating Fund	Salary of Director	\$2,170.55	10/05/16	PAYROLL
			Operating Fund	Salary of Assistants	\$15,339.14		
			Operating Fund	Wages of Janitor	\$1,020.79		
				<b>Total this claim =</b>	<u>\$18,530.48</u>		
0	565	STAR FINANCIAL BANK	Operating Fund	Professional Services	\$10.44	10/04/16	September Service Charge
				<b>Total this claim =</b>	<u>\$10.44</u>		
0	551	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,411.04	10/05/16	Payroll ending 10/1/16
			FICA	Payroll Deductions	\$1,143.57		
			Federal Taxes Withheld	Payroll Deductions	\$1,613.27		
			Medicare	Payroll Deductions	\$267.47		
				<b>Total this claim =</b>	<u>\$4,435.35</u>		
0	550	INDIANA PUBLIC RETIREMENT	PERF	Payroll Deductions	\$372.83	10/05/16	Payroll ending 10/1/16
			Operating Fund	Emp Cont PERF	\$1,391.88		
				<b>Total this claim =</b>	<u>\$1,764.71</u>		
0	549	PAYROLL	Operating Fund	Salary of Director	\$2,170.55	09/21/16	PAYROLL
			Operating Fund	Salary of Assistants	\$15,280.29		
			Operating Fund	Wages of Janitor	\$1,095.74		
				<b>Total this claim =</b>	<u>\$18,546.58</u>		
0	547	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$1,187.03	09/21/16	Payroll withholdings September 2016
			County Taxes Withheld	Payroll Deductions	\$592.64		
				<b>Total this claim =</b>	<u>\$1,779.67</u>		
0	552	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$270.00	10/05/16	Payroll ending 10/1/16
				<b>Total this claim =</b>	<u>\$270.00</u>		
0	545	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,412.27	09/21/16	Payroll ending 9/17/16
			FICA	Payroll Deductions	\$1,144.57		
			Federal Taxes Withheld	Payroll Deductions	\$1,619.17		
			Medicare	Payroll Deductions	\$267.70		
				<b>Total this claim =</b>	<u>\$4,443.71</u>		



<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	544	INDIANA PUBLIC RETIREMENT	PERF Operating Fund	Payroll Deductions Emp Cont PERF	\$373.01 \$1,392.54	09/21/16	Payroll ending 9/17/16
				<b>Total this claim =</b>	<u>\$1,765.55</u>		
0	548	AFLAC	AFLAC	Payroll Deductions	\$401.28	09/21/16	September 2016 W/H
				<b>Total this claim =</b>	<u>\$401.28</u>		
30460	541	AT&T	Operating Fund	Telephone & Telegraph	\$25.93	09/21/16	Service for Summitville
				<b>Total this claim =</b>	<u>\$25.93</u>		
30461	543	BOYCE FORMS/SYSTEMS	Operating Fund	Official Records	\$202.66	09/21/16	6 Receipt books
				<b>Total this claim =</b>	<u>\$202.66</u>		
30462	542	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$2,766.79	09/21/16	Service for Elwood
				<b>Total this claim =</b>	<u>\$2,766.79</u>		
30463	540	SHERI WALLACE	Operating Fund	Traveling Expense	\$244.11	09/21/16	554.8 miles @ \$.44=244.11
				<b>Total this claim =</b>	<u>\$244.11</u>		
30465	539	UNITED HEALTHCARE	Insurance Operating Fund	Payroll Deductions Emp Cont Group Ins	\$516.14 \$5,128.05	09/21/16	Health Insurance 10/1 - 10/31
				<b>Total this claim =</b>	<u>\$5,644.19</u>		
30466	553	CARDMEMBER SERVICE	Operating Fund Gift Gift Operating Fund Operating Fund Operating Fund Operating Fund Operating Fund	Fuel, Oil and Lubricants Other Supplies Other Supplies Operating Supplies Equipment/Maint. Advertising & Public Notices Equipment/Maint. Professional Services	\$14.14 \$162.00 \$115.96 \$55.16 \$101.74 \$5.87 \$9.63 \$99.00	10/05/16	As per attached invoices.
				<b>Total this claim =</b>	<u>\$563.50</u>		
30467	554	CITY OF ELWOOD UTILITIES	Operating Fund Operating Fund	Water Waste Disposal Services	\$133.56 \$249.22	10/05/16	Service for Elwood
				<b>Total this claim =</b>	<u>\$382.78</u>		
30468	555	ELWOOD CALL LEADER	Operating Fund	Advertising & Public Notices	\$20.80	10/05/16	Employment Ad
				<b>Total this claim =</b>	<u>\$20.80</u>		
30469	556	HARPER'S LAWN CARE	Operating Fund	Professional Services	\$200.00	10/05/16	Lawn care @ Frankton
				<b>Total this claim =</b>	<u>\$200.00</u>		
30470	557	INDIANA YOUTH INSTITUTE	Operating Fund	Professional Meetings	\$525.00	10/05/16	Because Kids Count Conference
				<b>Total this claim =</b>	<u>\$525.00</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
30471	558	JAN ROLAND	Operating Fund	Frankton Programming	\$10.00	10/05/16	Art Class at Frankton
				<b>Total this claim =</b>	<u>\$10.00</u>		
30472	559	MARSH SUPERMARKET	Operating Fund	Elwood Children's Programming	\$33.28	10/05/16	Program snacks
				<b>Total this claim =</b>	<u>\$33.28</u>		
30473	560	TOWN OF FRANKTON	Operating Fund	Electricity	\$561.98	10/05/16	Service for Frankton
			Operating Fund	Water	\$20.55		
			Operating Fund	Waste Disposal Services	\$12.75		
				<b>Total this claim =</b>	<u>\$595.28</u>		
30474	561	TOWN OF SUMMITVILLE	Operating Fund	Water	\$0.00	10/05/16	Service for Summitville
			Operating Fund	Waste Disposal Services	\$59.68		
				<b>Total this claim =</b>	<u>\$59.68</u>		
30475	562	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$23.87	10/05/16	Service for Elwood Frankton and Summitville
			Operating Fund	Gas	\$51.38		
			Operating Fund	Gas	\$21.22		
				<b>Total this claim =</b>	<u>\$96.47</u>		
30476	567	AT&T	Operating Fund	Telephone & Telegraph	\$83.66	10/10/16	Service for Elwood
				<b>Total this claim =</b>	<u>\$83.66</u>		
30477	566	AVC TECHNOLOGY CORPORA	Operating Fund	Professional Services	\$486.00	10/10/16	Quarterly support Oct-Dec
				<b>Total this claim =</b>	<u>\$486.00</u>		
30478	568	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$1,147.00	10/10/16	As per attached invoices.
			Operating Fund	Elwood Childrens	\$468.16		
			Operating Fund	Elwood YA	\$248.20		
			Operating Fund	Frankton	\$852.52		
			Operating Fund	Summitville	\$686.79		
			Operating Fund	Elwood AV	\$208.54		
			Operating Fund	Title Source	\$2,400.00		
				<b>Total this claim =</b>	<u>\$6,011.21</u>		
30479	569	BOSE, McKINNEY & EVANS LL	Operating Fund	Legal Services	\$192.50	10/10/16	As per attached invoices.
				<b>Total this claim =</b>	<u>\$192.50</u>		
30480	570	BURNETTE - DELLINGER INC.	Operating Fund	Insurance	\$13,900.00	10/10/16	Package Policy Renewal
				<b>Total this claim =</b>	<u>\$13,900.00</u>		
30481	571	CHAPMAN ELECTRIC SUPPLY,	Operating Fund	Operating Supplies	\$81.67	10/10/16	Lighting supplies
				<b>Total this claim =</b>	<u>\$81.67</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
30482	595	DOLLAR GENERAL-REGIONS 4	Operating Fund	Elwood Children's Programing	\$25.20	10/10/16	As per attached invoices.
			Operating Fund	Elwood Adult Programing	\$9.65		
			Operating Fund	Summitville Programing	\$33.23		
				<b>Total this claim =</b>	<u>\$68.08</u>		
30483	597	ELWOOD CALL LEADER	Operating Fund	Advertising & Public Notices	\$25.75	10/10/16	Help Wanted Ad
				<b>Total this claim =</b>	<u>\$25.75</u>		
30484	572	ELWOOD FIRE EQUIPMENT C	Operating Fund	Professional Services	\$250.00	10/10/16	Sprinkler inspection/Repair
			Operating Fund	Professional Services	\$707.82		
				<b>Total this claim =</b>	<u>\$957.82</u>		
30485	573	ENA SERVICES LLC	Operating Fund	Telephone & Telegraph	\$814.00	10/10/16	Telephone & Internet
			Operating Fund	Telephone & Telegraph	\$413.18		
				<b>Total this claim =</b>	<u>\$1,227.18</u>		
30486	574	INDIANA DEPARTMENT OF W	Operating Fund	Employee Benefits	\$630.68	10/10/16	Unemployment
				<b>Total this claim =</b>	<u>\$630.68</u>		
30487	575	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$540.64	10/10/16	Service for Summitville
				<b>Total this claim =</b>	<u>\$540.64</u>		
30488	576	INDIANA STATE LIBRARY	Evergreen Indiana	Other	\$141.66	10/10/16	Evergreen 3rd Qtr
				<b>Total this claim =</b>	<u>\$141.66</u>		
30489	596	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$21.57	10/10/16	Service for Summitville
				<b>Total this claim =</b>	<u>\$21.57</u>		
30490	577	ITSAVVY LLC	Operating Fund	Technology Equipment	\$146.10	10/10/16	As per attached invoices.
				<b>Total this claim =</b>	<u>\$146.10</u>		
30491	578	JILL MURRAY	Operating Fund	Operating Supplies	\$4.20	10/10/16	Petty Cash
			Operating Fund	Summitville Programing	\$36.62		
			Operating Fund	Postage & UPS	\$7.54		
				<b>Total this claim =</b>	<u>\$48.36</u>		
30492	579	KRISTA ARMES	Operating Fund	Elwood Adult	\$17.99	10/10/16	Return of lost book
				<b>Total this claim =</b>	<u>\$17.99</u>		
30493	580	LEAP Managed IT	Operating Fund	Office Supplies	\$10.00	10/10/16	Copies
				<b>Total this claim =</b>	<u>\$10.00</u>		
30494	581	LIBRARY STORE INC., THE	Operating Fund	Book Processing	\$238.89	10/10/16	Book processing
				<b>Total this claim =</b>	<u>\$238.89</u>		

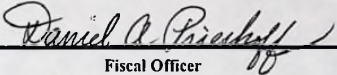


<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
30495	594	LINDA EAD	Operating Fund	Elwood Adult	\$8.50	10/10/16	Tomato Factories and Tomato Festivals of Elwood & Surrounding Areas
			Operating Fund	Frankton	\$8.50		
			Operating Fund	Summitville	\$8.50		
				<b>Total this claim =</b>	<u>\$25.50</u>		
30496	598	MADISON GRANT HIGH SCHO	Gift	Summitville	\$80.00	10/10/16	Yearbook and Ad
				<b>Total this claim =</b>	<u>\$80.00</u>		
30497	593	MANIFOLD REFUSE, INC.	Operating Fund	Waste Disposal Services	\$84.00	10/10/16	Trash Removal Frankton Oct-Dec
				<b>Total this claim =</b>	<u>\$84.00</u>		
30498	582	MIDWEST TAPE	Operating Fund	Book Processing	\$362.97	10/10/16	Book Processing
				<b>Total this claim =</b>	<u>\$362.97</u>		
30499	584	POPULAR SUBSCRIPTION SE	Operating Fund	Elwood Period. & News.	\$2,198.36	10/10/16	Magazine renewal
			Operating Fund	Frankton Per. & Newsp.	\$930.15		
			Operating Fund	Summitville Period. & Newsp.	\$484.67		
				<b>Total this claim =</b>	<u>\$3,613.18</u>		
30500	583	RICOH USA, INC	Operating Fund	Office Supplies	\$10.54	10/10/16	Copies for Frankton & Summitville
			Operating Fund	Office Supplies	\$28.36		
				<b>Total this claim =</b>	<u>\$38.90</u>		
30501	585	SAFE HIRING SOLUTIONS	Operating Fund	Professional Services	\$86.85	10/10/16	Background checks:Hilligoss,Eastman,Sullivan
				<b>Total this claim =</b>	<u>\$86.85</u>		
30502	586	STAPLES ADVANTAGE	Operating Fund	Cleaning & Sanitation Supplies	\$139.29	10/10/16	As per attached invoices.
			Operating Fund	Office Supplies	\$407.86		
				<b>Total this claim =</b>	<u>\$547.15</u>		
30503	587	TOPS HOME CENTER	Operating Fund	Operating Supplies	\$74.09	10/10/16	As per attached invoices.
				<b>Total this claim =</b>	<u>\$74.09</u>		
30504	588	U.S. BANK EQUIPMENT FINAN	Operating Fund	Equipment/Rental	\$149.00	10/10/16	Copier Lease Elwood
				<b>Total this claim =</b>	<u>\$149.00</u>		
30505	589	VAN AUSDALL & FARRAR, INC.	Operating Fund	Office Supplies	\$48.92	10/10/16	Copies Elwood
				<b>Total this claim =</b>	<u>\$48.92</u>		
30506	590	VASEY COMMERCIAL, INC	Operating Fund	Professional Services	\$740.00	10/10/16	New split system for server room \$2995.00 2nd Contract billing. \$1200.0
			Operating Fund	Professional Services	\$2,995.00		
			Operating Fund	Professional Services	\$1,200.00		
				<b>Total this claim =</b>	<u>\$4,935.00</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
30507	591	VAUGHN'S COMPUTER HOUS	Operating Fund	Professional Services	\$1,848.00	10/10/16	Network and server support
				<b>Total this claim =</b>	<u>\$1,848.00</u>		
30508	592	WELLS FARGO VENDOR FINA	Operating Fund	Equipment/Rental	\$60.60	10/10/16	Copier Lease Frankton & Summitville
			Operating Fund	Equipment/Rental	\$60.60		
				<b>Total this claim =</b>	<u>\$121.20</u>		
<b>Total Amount of Claims</b>					<b>\$100,432.76</b>		

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Monday, October 10, 2016

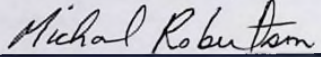
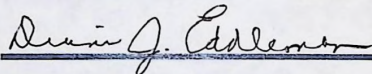
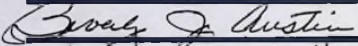
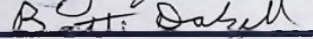
  
Fiscal Officer

**ALLOWANCE OF VOUCHERS**

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 6 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$100,432.76

Date this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

 _____	 _____
 _____	_____
 _____	_____

**SIGNATURES OF GOVERNING BOARD**

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

## **Personnel Report**

**October 10<sup>th</sup>, 2016**

- Hired Ellen Faye Burnette as a part-time clerk in the Elwood Adult Services department. Her first day was October 4<sup>th</sup>, 2016.
- The full-time position in Elwood Adult Services, a vacancy created when Jordan Arehart became the manager of this department, was not filled in house. Instead of advertising for a full-time position, we are seeking out two part-time positions. This action will allow management time to work with the new hires before hiring someone in a full-time position with benefits.
- We are still seeking a replacement for the youth services part-time position.



**ORDINANCE OR RESOLUTION FOR APPROPRIATIONS AND TAX RATES**

State Form 55865 (7-15)  
 Approved by the State Board of Accounts, 2015  
 Prescribed by the Department of Local Government Finance

Budget Form No. 4

**Bank Balances**

**North Madison County Public Library System**

Report as of: 09/30/16

Ordinance Number:

Be it ordained/resolved by the **North Madison County Public Library System** that for the expenses of **NORTH MADISON COUNTY LIBRARY SYSTEM** for the year ending December 31, 2017 the sums herein specified are hereby appropriated and ordered set apart out of the several funds herein named and for the purposes herein specified, subject to the laws governing the same. Such sums herein appropriated shall be held to include all expenditures authorized to be made during the year, unless otherwise expressly stipulated and provided for by law. In addition, for the purposes of raising revenue to meet the necessary expenses of **NORTH MADISON COUNTY LIBRARY SYSTEM**, the property tax levies and property tax rates as herein specified are included herein. Budget Form 4-B for all funds must be completed and submitted in the manner prescribed by the Department of Local Government Finance.

This ordinance/resolution shall be in full force and effect from and after its passage and approval by the **North Madison County Public Library System**.

Name of Adopting Entity / Fiscal Body	Type of Adopting Entity / Fiscal Body	Date of Adoption
North Madison County Public Library System	Library Board	10/10/2016

**DLGF-Reviewed Funds**

Fund Code	Fund Name	Adopted Budget	Adopted Tax Levy	Adopted Tax Rate
0061	RAINY DAY	\$50,000	\$0	0.0000
0101	GENERAL	\$1,348,860	\$813,211	0.1428
2011	LIBRARY IMPROVEMENT RESERVE	\$54,000	\$0	0.0000
		<b>\$1,452,860</b>	<b>\$813,211</b>	<b>0.1428</b>

<b>Bank</b>	
1	Star Financial Bank \$470,562.55
2	Star Financial Bank (2) \$62,445.34
3	Community Bank/Summitville \$0.00
4	First Farmers Bank & Trust \$194,564.85
5	PNC Bank \$0.00
6	Main Source Bank \$0.00
7	Petty Cash & Cash Drawer \$265.00
8	National City Bank (2) \$0.00
9	First Farmers Bank & Trust (2) \$0.00

**Total all banks = \$727,837.74**

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

Name		Signature
Beverly Austin	Aye <input checked="" type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	<i>Beverly Austin</i>
Bette Dalzell	Aye <input checked="" type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	<i>Bette Dalzell</i>
Dan Prieshoff	Aye <input checked="" type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	<i>Dan Prieshoff</i>
Mike Robertson	Aye <input checked="" type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	<i>Michael Robertson</i>
Diana Eddleman	Aye <input checked="" type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	<del><i>Bette Dalzell</i></del> <i>Diana J. Eddleman</i>

**ATTEST**

Name	Title	Signature
Bette Dalzell	Secretary	<i>Bette Dalzell</i>

**Financial Report**  
**North Madison County Public Library System**

Report Dates = 09/01/16 to 09/30/16

Fund	Start of year	Disbursements this month	Disbursements YTD	Receipts this month	Receipts YTD	Balance
100 Operating Fund	\$543,773.13	\$87,533.51	\$665,480.43	\$20,859.18	\$616,326.06	\$494,618.76
<b>Subtotal</b>	<b>\$543,773.13</b>	<b>\$87,533.51</b>	<b>\$665,480.43</b>	<b>\$20,859.18</b>	<b>\$616,326.06</b>	<b>\$494,618.76</b>
<b>1. Operating Fund</b>						
102 Petty Cash & Cash Drawer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
105 Operating Fund Investment	\$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>2. Main</b>						
103 Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
106 Evergreen Indiana	\$85.10	\$0.00	\$291.53	\$25.00	\$343.09	\$136.66
107 PLAC	\$65.00	\$0.00	\$260.00	\$0.00	\$195.00	\$0.00
110 LIRF Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
115 LIRF	\$54,370.99	\$0.00	\$0.00	\$0.00	\$0.00	\$54,370.99
117 Rainy Day Fund	\$48,573.19	\$0.00	\$0.00	\$0.00	\$82,622.59	\$131,195.78
118 Rainy Day Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
120 Gift	\$40,887.75	\$10.18	\$3,937.78	\$25.00	\$9,252.00	\$46,201.97
121 F'nk Bldg Project Gift	\$1,313.58	\$0.00	\$0.00	\$0.00	\$0.00	\$1,313.58
122 Gates Gift Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
123 Madison Co Comm Foundation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
124 F'nk Bldg Project Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
125 St Technology Fund Grant Fund	\$5,402.88	\$0.00	\$5,402.88	\$0.00	\$0.00	\$0.00
130 Debt Service Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Subtotal</b>	<b>\$150,698.49</b>	<b>\$10.18</b>	<b>\$9,892.19</b>	<b>\$50.00</b>	<b>\$92,412.68</b>	<b>\$233,218.98</b>
<b>4. Withholding</b>						
201 Federal Taxes Withheld	\$0.00	\$3,189.86	\$32,843.78	\$3,189.86	\$32,843.78	\$0.00
202 FICA	\$0.00	\$2,278.56	\$22,838.91	\$2,278.56	\$22,838.91	\$0.00
203 State Tax Withheld	\$0.00	\$1,187.03	\$11,898.75	\$1,187.03	\$11,898.75	\$0.00
204 County Taxes Withheld	\$0.00	\$592.64	\$5,973.07	\$592.64	\$5,973.07	\$0.00
205 PERF	\$0.00	\$739.07	\$7,600.71	\$739.07	\$7,600.71	\$0.00
206 Credit Union	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
207 Annuity	\$0.00	\$540.00	\$5,130.00	\$540.00	\$5,130.00	\$0.00
208 Insurance	\$0.00	\$516.14	\$4,554.67	\$516.14	\$4,554.67	\$0.00
209 Medicare	\$0.00	\$532.91	\$5,341.48	\$532.91	\$5,341.48	\$0.00
210 Other Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
211 Garnishment	\$0.00	\$0.00	\$236.22	\$0.00	\$236.22	\$0.00
212 AFLAC	\$0.00	\$401.28	\$4,039.86	\$401.28	\$4,039.86	\$0.00
<b>Subtotal</b>	<b>\$0.00</b>	<b>\$9,977.49</b>	<b>\$100,457.45</b>	<b>\$9,977.49</b>	<b>\$100,457.45</b>	<b>\$0.00</b>
<b>Grand Total</b>	<b>\$694,471.62</b>	<b>\$97,521.18</b>	<b>\$775,830.07</b>	<b>\$30,886.67</b>	<b>\$809,196.19</b>	<b>\$727,837.74</b>

**Total all banks = \$727,837.74**

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.



# Appropriation Report for 100 Operating Fund

## North Madison County Public Library System

Report Date: From 09/01/16 To 09/30/16

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	\$57,000.00	\$0.00	\$57,000.00	\$4,341.10	\$41,240.45	\$15,759.55	72.4
1.12 Salary of Assistants	\$587,700.00	\$0.00	\$587,700.00	\$30,410.28	\$308,265.38	\$279,434.62	52.5
1.13 Wages of Janitor	\$34,000.00	\$0.00	\$34,000.00	\$2,171.07	\$20,492.44	\$13,507.56	60.3
1.14 Employee Benefits	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$3,017.55	\$2,982.45	50.3
1.16 Empl.Share FICA&Medicare	\$51,000.00	\$0.00	\$51,000.00	\$2,811.47	\$28,180.39	\$22,819.61	55.3
1.17 Unemployment comp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
1.18 Emp Cont PERF	\$46,000.00	\$0.00	\$46,000.00	\$2,759.15	\$28,375.54	\$17,624.46	61.7
1.19 Emp Cont Group Ins	\$100,000.00	\$0.00	\$100,000.00	\$5,128.05	\$43,019.01	\$56,980.99	43.0
1.2 Salary of Board Treasurer	\$300.00	\$0.00	\$300.00	\$0.00	\$0.00	\$300.00	0.0
<b>Subtotal</b>	<b>\$882,000.00</b>		<b>\$882,000.00</b>	<b>\$47,621.12</b>	<b>\$472,590.76</b>	<b>\$409,409.24</b>	<b>53.6</b>
<b>2. Supplies</b>							
2.1 Office Supplies	\$15,000.00	\$0.00	\$15,000.00	\$475.88	\$4,641.66	\$10,358.34	30.9
2.12 Stationary & Supplies	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
2.2 Operating Supplies	\$9,500.00	\$0.00	\$9,500.00	\$297.96	\$4,286.54	\$5,213.46	45.1
2.21 Cleaning & Sanitation Supplies	\$4,000.00	\$0.00	\$4,000.00	\$0.00	\$1,114.13	\$2,885.87	27.9
2.23 Fuel, Oil and Lubricants	\$150.00	\$0.00	\$150.00	\$0.00	\$90.23	\$59.77	60.2
2.24 Bldg. Matl. And Supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.25 Paint and painting supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.26 Repair Parts/Maintenance	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$660.06	\$339.94	66.0
2.27 Other Repair & mainten.supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.31 Book Processing	\$9,500.00	\$0.00	\$9,500.00	\$327.68	\$2,673.71	\$6,826.29	28.1
2.32 Automation	\$13,400.00	\$0.00	\$13,400.00	\$0.00	\$0.00	\$13,400.00	0.0
<b>Subtotal</b>	<b>\$53,800.00</b>		<b>\$53,800.00</b>	<b>\$1,101.52</b>	<b>\$13,466.33</b>	<b>\$40,333.67</b>	<b>25.0</b>
<b>2. Supplies</b>							
2.11 Official Records	\$1,000.00	\$0.00	\$1,000.00	\$202.66	\$349.14	\$650.86	34.9



<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>
<b>Subtotal</b>	<b>\$1,000.00</b>		<b>\$1,000.00</b>	<b>\$202.66</b>	<b>\$349.14</b>	<b>\$650.86</b>	<b>34.9</b>
<b>3. Other Services and Charges</b>							
3.1 Professional Services	\$55,000.00	\$0.00	\$55,000.00	\$6,235.74	\$29,312.49	\$25,687.51	53.3
3.11 Consulting Services	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
3.12 Legal Services	\$2,500.00	\$0.00	\$2,500.00	\$1,072.50	\$3,572.50	(\$1,072.50)	142.9
3.14 Engineering & Architects	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	0.0
3.145 Databases	\$6,650.00	\$0.00	\$6,650.00	\$2,239.65	\$4,701.98	\$1,948.02	70.7
3.146 Ebook Services	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00	0.0
3.147 Evergreen Membership	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$2,500.00	\$2,500.00	50.0
3.21 Telephone & Telegraph	\$38,200.00	\$0.00	\$38,200.00	\$1,469.18	\$5,269.38	\$32,930.62	13.8
3.22 Postage & UPS	\$3,800.00	\$0.00	\$3,800.00	\$0.00	\$1,302.43	\$2,497.57	34.3
3.23 Traveling Expense	\$3,000.00	\$0.00	\$3,000.00	\$244.11	\$780.55	\$2,219.45	26.0
3.24 Professional Meetings	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$125.00	\$2,875.00	4.2
3.26 Elwood Children's Programing	\$5,000.00	\$0.00	\$5,000.00	\$109.00	\$1,963.68	\$3,036.32	39.3
3.27 Elwood Adult Programing	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$719.86	\$2,280.14	24.0
3.28 Frankton Programing	\$4,000.00	\$0.00	\$4,000.00	\$42.90	\$971.59	\$3,028.41	24.3
3.29 Summitville Programing	\$3,000.00	\$0.00	\$3,000.00	\$36.30	\$1,118.58	\$1,881.42	37.3
3.3 Title Source	\$3,100.00	\$0.00	\$3,100.00	\$0.00	\$0.00	\$3,100.00	0.0
3.31 Advertising & Public Notices	\$1,200.00	\$0.00	\$1,200.00	\$0.00	\$473.22	\$726.78	39.4
3.4 Insurance	\$18,000.00	\$0.00	\$18,000.00	\$0.00	\$5,183.00	\$12,817.00	28.8
3.41 Official Bonds	\$400.00	\$0.00	\$400.00	\$0.00	\$200.00	\$200.00	50.0
3.51 Gas	\$20,000.00	\$0.00	\$20,000.00	\$79.14	\$3,887.43	\$16,112.57	19.4
3.52 Electricity	\$35,000.00	\$0.00	\$35,000.00	\$6,025.94	\$27,790.10	\$7,209.90	79.4
3.53 Water	\$6,000.00	\$0.00	\$6,000.00	\$153.79	\$1,559.27	\$4,440.73	26.0
3.54 Waste Disposal Services	\$3,000.00	\$0.00	\$3,000.00	\$215.98	\$2,577.09	\$422.91	85.9
3.61 Bldg. & Structure/Maint.	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.0
3.62 Equipment/Maint.	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.0
3.72 Equipment/Rental	\$7,000.00	\$0.00	\$7,000.00	\$270.20	\$2,964.80	\$4,035.20	42.4
3.8 Dues	\$2,700.00	\$0.00	\$2,700.00	\$50.00	\$297.60	\$2,402.40	11.0
3.81 Taxes	\$500.00	\$0.00	\$500.00	\$0.00	\$244.60	\$255.40	48.9
3.82 Interest on Temporary Loans	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	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>
3.9 Transfer to LIRF	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.0
<b>Subtotal</b>	<b>\$253,650.00</b>		<b>\$253,650.00</b>	<b>\$18,244.43</b>	<b>\$97,515.15</b>	<b>\$156,134.85</b>	<b>38.4</b>
<b>4. Capitol Outlays</b>							
4.1 Land Buildings Improvements	\$31,000.00	\$0.00	\$31,000.00	\$0.00	\$0.00	\$31,000.00	0.0
4.2 Furniture & Equipment	\$32,000.00	\$0.00	\$32,000.00	\$255.29	\$2,521.87	\$29,478.13	7.9
4.21 Technology Equipment	\$22,000.00	\$0.00	\$22,000.00	\$14,640.32	\$18,035.25	\$3,964.75	82.0
4.31 Elwood Adult	\$33,500.00	\$0.00	\$33,500.00	\$1,290.54	\$11,421.63	\$22,078.37	34.1
4.32 Elwood Childrens	\$14,000.00	\$0.00	\$14,000.00	\$545.81	\$5,121.02	\$8,878.98	36.6
4.33 Elwood YA	\$6,200.00	\$0.00	\$6,200.00	\$245.37	\$2,276.24	\$3,923.76	36.7
4.34 Frankton	\$19,500.00	\$0.00	\$19,500.00	\$833.44	\$7,037.01	\$12,462.99	36.1
4.35 Summitville	\$16,500.00	\$0.00	\$16,500.00	\$619.85	\$5,186.90	\$11,313.10	31.4
4.4 Elwood Period. & News.	\$9,500.00	\$0.00	\$9,500.00	\$0.00	\$167.00	\$9,333.00	1.8
4.41 Frankton Per. & Newsp.	\$2,800.00	\$0.00	\$2,800.00	\$0.00	\$283.93	\$2,516.07	10.1
4.42 Summitville Period. & Newsp.	\$1,700.00	\$0.00	\$1,700.00	\$0.00	\$776.58	\$923.42	45.7
4.51 Elwood AV	\$35,000.00	\$0.00	\$35,000.00	\$1,121.48	\$13,313.46	\$21,686.54	38.0
4.52 Frankton AV	\$18,800.00	\$0.00	\$18,800.00	\$354.15	\$6,921.13	\$11,878.87	36.8
4.53 Summitville AV	\$14,400.00	\$0.00	\$14,400.00	\$457.53	\$6,532.19	\$7,867.81	45.4
4.54 Techology Software	\$8,000.00	\$0.00	\$8,000.00	\$0.00	\$1,964.84	\$6,035.16	24.6
<b>Subtotal</b>	<b>\$264,900.00</b>		<b>\$264,900.00</b>	<b>\$20,363.78</b>	<b>\$81,559.05</b>	<b>\$183,340.95</b>	<b>30.8</b>
<b>Grand Total</b>	<b>\$1,455,350.00</b>	<b>\$0.00</b>	<b>\$1,455,350.00</b>	<b>\$87,533.51</b>	<b>\$665,480.43</b>	<b>\$789,869.57</b>	<b>45.7</b>

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.



**Receipt Listing**  
**North Madison County Public Library System**

Report Date: From 09/01/16 To 09/30/16

Receipt #	Date	Name	Explanation	Bank	Total
399	09/01/16	Jamie Scott	FINES & FEES - RECEIPT #11883	1	\$64.85
400	09/01/16	Star Financial Bank	August Interest	2	\$12.35
401	09/01/16	First Farmers Bank & Trust	August Interest	4	\$41.05
402	09/07/16	PAYROLL		1	\$4,949.21
403	09/21/16	PAYROLL		1	\$5,028.28
404	09/01/16	Jordan Arehart	FINES & FEES - RECEIPT #11884	1	\$35.00
405	09/01/16	Trisha Shuler	FINES & FEES - RECEIPT #11885	1	\$12.71
406	09/06/16	Debbie Fox	FINES & FEES - RECEIPT #11886	1	\$180.13
407	09/06/16	Jill Murray	FINES & FEES - RECEIPT #11887	1	\$41.35
408	09/06/16	Jordan Arehart	FINES & FEES - RECEIPT #11888	1	\$67.40
409	09/06/16	Jordan Arehart	FINES & FEES - RECEIPT #11889	1	\$177.90
410	09/06/16	Trisha Shuler	BOOK SALE - RECEIPT #11890	1	\$402.04
411	09/07/16	Jamie Scott	FINES & FEES - RECEIPT #11891	1	\$109.35
412	09/09/16	Jordan Arehart	FINES & FEES - RECEIPT #11892	1	\$66.24
413	09/09/16	Jordan Arehart	FINES & FEES - RECEIPT #11893	1	\$76.30
414	09/09/16	Debbie Fox	FINES & FEES - RECEIPT #11894	1	\$84.95
415	09/09/16	Trisha Shuler	FINES & FEES - RECEIPT #11895	1	\$35.35
416	09/10/16	Katie Menssen	FINES & FEES - RECEIPT #11896	1	\$69.60
417	09/12/16	Jill Murray	FINES & FEES - RECEIPT #11897	1	\$87.75
418	09/12/16	Jordan Arehart	FINES & FEES - RECEIPT #11898	1	\$46.60
419	09/12/16	AT&T	Refund-Receipt # 11900	1	\$935.19
420	09/13/16	Jordan Arehart	FINES & FEES - RECEIPT #11900	1	\$96.65
421	09/13/16	Mary Helping	Donation for Ralph Maley-Receipt #11901	1	\$25.00
422	09/14/16	Jamie Scott	FINES & FEES - RECEIPT #11902	1	\$74.75
423	09/15/16	Jordan Arehart	FINES & FEES - RECEIPT #11903	1	\$47.90
424	09/16/16	Debbie Fox	FINES & FEES - RECEIPT #11904	1	\$89.71
425	09/16/16	Jordan Arehart	FINES & FEES - RECEIPT #11905	1	\$43.05
427	09/19/16	Jordan Arehart	FINES & FEES - RECEIPT #11906	1	\$44.85
428	09/19/16	Jill Murray	FINES & FEES - RECEIPT #11907	1	\$58.04
429	09/19/16	Jordan Arehart	FINES & FEES - RECEIPT #11908	1	\$24.90
430	09/19/16	Trisha Shuler	FINES & FEES - RECEIPT #11909	1	\$8.00
431	09/20/16	Jordan Arehart	FINES & FEES - RECEIPT #11910	1	\$82.73
432	09/20/16	Debbie Fox	Book Sale - Frankton- Receipt #11911	1	\$192.55
433	09/21/16	Jamie Scott	FINES & FEES - RECEIPT #11912	1	\$321.05

Receipt #	Date	Name	Explanation	Bank	Total
434	09/22/16	Jordan Arehart	FINES & FEES - RECEIPT #11913	1	\$37.16
435	09/23/16	Trisha Shuler	FINES & FEES - RECEIPT #11914	1	\$40.98
436	09/23/16	Jordan Arehart	FINES & FEES - RECEIPT #11915	1	\$45.05
437	09/23/16	Debbie Fox	FINES & FEES - RECEIPT #11916	1	\$81.01
438	09/01/16	Star Financial Bank	August Interest	1	\$4.86
439	09/15/16	Madison Co Treasurer	September COIT	1	\$17,044.83
<b>Total All Receipts</b>					<b>\$30,886.67</b>

Monday, October 10, 2016

Fiscal Officer

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.



Voucher List

North Madison County Public Library System

Report Date: From 09/01/16 To 09/30/16

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
0	495	INDIANA PUBLIC RETIREMENT	09/07/16	Payroll ending 9/3/16	\$1,732.67
0	496	EFTPS	09/07/16	Payroll ending 09/03/16	\$4,369.09
0	497	GREAT-WEST RETIREMENT S	09/07/16	Payroll ending 9/03/16	\$270.00
30429	498	WELLS FARGO VENDOR FINA	09/07/16	Copier Lease Frankton & Summitville	\$121.20
30428	499	VECTREN ENERGY DELIVERY	09/07/16	Service for Summitville, Frankton, Elwood	\$79.14
30427	500	TOWN OF SUMMITVILLE	09/07/16	Service for Summitville	\$55.30
30426	501	SHI INTERNATIONAL CORP	09/07/16	13 Dell OptiPlex 7440 All in one	\$14,515.80
30425	502	RICOH USA, INC	09/07/16	Copies Frankton & Summitville	\$50.75
30424	503	INDIANA MICHIGAN POWER C	09/07/16	Service for Elwood	\$2,665.18
30423	504	FRONTIER	09/07/16	Service for Frankton	\$213.13
30422	505	CITY OF ELWOOD UTILITIES	09/07/16	Service for Elwood	\$294.24
30421	506	AT&T LONG DISTANCE	09/07/16	Service for Summitville	\$2.94
30430	507	BAKER & TAYLOR	09/12/16	As per attached invoices.	\$3,509.02
30431	508	BAXTER PEST PROFESSIONA	09/12/16	Alltra Quarterly, Elwood, Summitville, Frankton	\$270.00
30432	509	BOSE, McKINNEY & EVANS LL	09/12/16	Separation agreement	\$1,072.50
30433	510	DEMCO	09/12/16	As per attached invoices.	\$132.65
30434	511	DOLLAR GENERAL-REGIONS	09/12/16	As per attached invoices.	\$82.00
30435	512	ELWOOD FIRE EQUIPMENT C	09/12/16	As per attached invoices.	\$2,523.86
30436	513	ENA SERVICES LLC	09/12/16	Telephone & Internet	\$1,227.18
30437	514	GOLDEN THREADS	09/12/16	T shirts & Decals	\$84.00
30438	515	HARPER'S LAWN CARE	09/12/16	Lawn care for Frankton	\$100.00
30441	516	INDIANA-AMERICAN WATER C	09/12/16	Service for Summitville	\$20.23
30439	517	INDIANA HISTORICAL SOCIET	09/12/16	Annual Dues	\$50.00
30440	518	INDIANA MICHIGAN POWER C	09/12/16	Service for Summitville	\$593.97
30442	519	ITSAVVY LLC	09/12/16	6 Headphones	\$124.52
30443	520	KMART 9124	09/12/16	Glass festival	\$10.18
30444	521	LEAP Managed IT	09/12/16	Copies Sharp copier	\$10.00
30445	522	LIBRARY STORE INC., THE	09/12/16	As per attached invoices.	\$70.74
30447	523	MIDWEST COLLABORATIVE F	09/12/16	Ancestry.com & Newspapers.com	\$2,239.65
30446	524	MADISON COUNTY HISTORIC	09/12/16	Program at Elwood Opera House	\$30.00
30448	525	MIDWEST TAPE	09/12/16	As per attached invoices.	\$237.93
30449	526	NUGENT ELECTRIC INC.	09/12/16	6 Ballast	\$176.52
30451	527	ROBY'S, INC.	09/12/16	Check leak in men's restroom	\$89.00
30450	528	REBECCA NOTTINGHAM	09/12/16	Refund for Lost book	\$20.99
30452	529	SOUTH WHITLEY COMMUNITY	09/12/16	Book-King of the Wind by Marguerite Henry	\$5.00
30453	530	SPECIALTY STORE SERVICES	09/12/16	Bags	\$81.7C
30454	531	STAPLES ADVANTAGE	09/12/16	As per attached invoices.	\$165.53
30455	532	TEI LANDMARK AUDIO	09/12/16	Audio books Summitville	\$57.6C
30457	533	USI, INC	09/12/16	Laminator for Frankton	\$140.34
30456	534	U.S. BANK EQUIPMENT FINAN	09/12/16	Ricoh copier lease-Elwood	\$149.0C
30458	535	VAN AUSDALL & FARRAR, INC.	09/12/16	Copies-Elwood	\$282.8C
30459	536	VASEY COMMERCIAL, INC	09/12/16	As per attached invoices.	\$3,241.9C
0	537	PAYROLL	09/07/16	PAYROLL	\$18,375.87
30464	538	SYNCB/AMAZON	09/12/16	As per attached invoices.	\$1,875.5C
30465	539	UNITED HEALTHCARE	09/21/16	Health Insurance 10/1 - 10/31	\$5,644.1C
30463	540	SHERI WALLACE	09/21/16	554.8 miles @ \$.44=244.11	\$244.11
30460	541	AT&T	09/21/16	Service for Summitville	\$25.9C
30462	542	INDIANA MICHIGAN POWER C	09/21/16	Service for Elwood	\$2,766.7C
30461	543	BOYCE FORMS/SYSTEMS	09/21/16	6 Receipt books	\$202.6C

Printed on Monday, October 10, 2016

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Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
0	544	INDIANA PUBLIC RETIREMENT	09/21/16	Payroll ending 9/17/16	\$1,765.55
0	545	EFTPS	09/21/16	Payroll ending 9/17/16	\$4,443.71
0	546	GREAT-WEST RETIREMENT S	09/21/16	Payroll ending 9/17/16	\$270.00
0	547	INDIANA DEPARTMENT OF RE	09/21/16	Payroll withholdings September 2016	\$1,779.67
0	548	AFLAC	09/21/16	September 2016 W/H	\$401.28
0	549	PAYROLL	09/21/16	PAYROLL	\$18,546.58
0	564	STAR FINANCIAL BANK	09/01/16	August Service Charge	\$10.98
<b>Total Amount of Claims</b>					<b>\$97,521.18</b>

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Monday, October 10, 2016

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 2 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$97,521.18

Date this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

Printed on Monday, October 10, 2016

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Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

TRANSMISSION VERIFICATION REPORT

TIME : 10/06/2016 12:18  
NAME : ELWOOD LIBRARY  
FAX : 7655520955  
TEL : 7655525001  
SER. # : BROF2V374540

DATE, TIME 10/06 12:18  
FAX NO./NAME FRANKTON  
DURATION 00:00:16  
PAGE(S) 01  
RESULT OK  
MODE STANDARD  
ECM

TRANSMISSION VERIFICATION REPORT

TIME : 10/06/2016 12:18  
NAME : ELWOOD LIBRARY  
FAX : 7655520955  
TEL : 7655525001  
SER. # : BROF2V374540

DATE, TIME 10/06 12:17  
FAX NO./NAME CALL LEADER  
DURATION 00:00:17  
PAGE(S) 01  
RESULT OK  
MODE STANDARD  
ECM

Agenda

October 10, 2016

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting  
5:00 P.M.

Call to Order  
Call for Quorum  
Consent Agenda  
    Minutes  
    Claims Register & Checks  
    Personnel  
Old Business  
    1. Internal Controls  
New Business  
    1. Adopt 2017 Budget  
    2. Nominating Committee

Agenda

October 10, 2016

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting  
5:00 P.M.

Call to Order  
Call for Quorum  
Consent Agenda  
    Minutes  
    Claims Register & Checks  
    Personnel  
Old Business  
    1. Internal Controls  
New Business  
    1. Adopt 2017 Budget  
    2. Nominating Committee  
Director's Report



TRANSMISSION VERIFICATION REPORT

TIME : 10/06/2016 12:13  
NAME : ELWOOD LIBRARY  
FAX : 7655520955  
TEL : 7655525001  
SER.# : BROF2V374540

DATE, TIME 10/06 12:13  
FAX NO./NAME SUMMITVILLE  
DURATION 00:00:14  
PAGE(S) 01  
RESULT OK  
MODE STANDARD  
ECM

TRANSMISSION VERIFICATION REPORT

TIME : 10/06/2016 12:11  
NAME : ELWOOD LIBRARY  
FAX : 7655520955  
TEL : 7655525001  
SER.# : BROF2V374540

DATE, TIME 10/06 12:11  
FAX NO./NAME HERALD  
DURATION 00:00:18  
PAGE(S) 01  
RESULT OK  
MODE STANDARD  
ECM

Agenda

October 10, 2016

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting  
5:00 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
  - Minutes
  - Claims Register & Checks
  - Personnel
- Old Business
  - 1. Internal Controls
- New Business
  - 1. Adopt 2017 Budget
  - 2. Nominating Committee
- Director's Report

Agenda

October 10, 2016

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting  
5:00 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
  - Minutes
  - Claims Register & Checks
  - Personnel
- Old Business
  - 1. Internal Controls
- New Business
  - 1. Adopt 2017 Budget
  - 2. Nominating Committee
- Director's Report



# Agenda

November 14<sup>th</sup>, 2016

North Madison County Public Library System  
Board of Trustees

## Frankton Community Library

Regular Meeting  
5:00 P.M.

Call to Order

Call for Quorum

Consent Agenda

Minutes

Claims Register & Checks

Personnel

Old Business

1. Internal Controls

New Business

1. Nominating Committee Report
2. Employee Raises/Director and Administrative Assistant
3. 2017 Holiday Calendar
4. Strategic Plan
5. Selling Old Computers
6. Star Financial Safety Deposit Box
7. VHS to DVD Service

Director's Report

Public Comment

Adjournment

NORTH MADISON COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES  
Regular Meeting  
November 14, 2016  
5:00 p.m.  
Frankton Community Library

**CALL TO ORDER**

Vice President Beverly Austin called a regular meeting of the North Madison County Public Library Board of Trustees to order on November 14, 2016 at 5:00 p.m. in the meeting room of the Frankton Community Library.

**CALL FOR QUORUM**

Present were members Beverly Austin, Bette Dalzell, Diana Eddleman and Mike Robertson. Also in attendance were Director Jamie Scott, Administrative Assistant Sheri Wallace, and Branch Manager Debbie Fox.

**CONSENT AGENDA**

Mike Robertson made a motion to approve the minutes, claims register and personnel report in the consent agenda. A second was made by Bette Dalzell and the motion carried. The members signed the minutes and claims register. Assistant Treasurer Mike Robertson signed checks.

**OLD BUSINESS**

Internal Controls

Director Scott presented standard operating procedures for daily collections and credit card instructions. Diana Eddleman made a motion to accept the instructions for daily collections and the credit card. Mike Robertson made a second and the motion carried.

**NEW BUSINESS**

Nominating Committee Report

Mike Robertson presented the following slate of officers. Beverly Austin, President; Diana Eddleman, Vice President; Dan Prieshoff, Treasurer; Mike Robertson, Assistant Treasurer, Bette Dalzell, Secretary. The slate of officers were approved as submitted.

Employee Raises/Director and Administrative Assistant

Mike Robertson made a motion that the Director and Administrative Assistant receive a 3% for 2017. Bette Dalzell made a second and the motion carried.

Bette Dalzell made a motion that all eligible employees receive a 3% raise for 2017. Diana Eddleman made a second and the motion carried.

2017 Holiday Calendar

Bette Dalzell made a motion to adopt the 2017 holiday closings as submitted. Diana Eddleman made a second and the motion carried. This gives a total of 11 ½ days closed and closed for In-Service days held on the first Wednesday of May and November.

Strategic Plan

Director Scott will ask for a waiver this year for the strategic plan due to upcoming changes in standards. A technology plan and professional development plan is to be added to the strategic plan in 2017.

Selling Old Computers

There are 12 old computers that we would like to sell. Mike Robertson made a motion to remove these computers from the fixed assets for sale. Diana Eddleman made a second and the motion carried.

Star Financial Safety Deposit Box

The need of the safety deposit box was discussed. Director Scott would like to keep it for the disaster recovery plan and computer backups.

VHS to DVD Service

Director Scott presented a policy for our new VHS to DVD service. Mike Robertson made a motion to accept the policy for VHS to DVD conversion. Bette Dalzell made a second and the motion carried.

Director's Report

We received a china silk blouse that was taken from the Indiana Room. Director Scott has heard rumor that other things were taken. The Elwood Fire Department has completed their annual inspection which we passed. EnviroForensics completed their final testing. They will not need to do any more testing. Our network upgrade with Roeing will not begin until January. Mike from KRM is coming Wednesday to look at adding the new meeting rooms and reconfiguring the circulation desk in Adult Services. We are also looking in to moving the computer lab and turning that room back into a Young Adult room. Staff in service went very well and they send a big thank you for the opportunity to go to the State Library.

Public Comment

Public comment was sought. None was forthcoming.

Mike Robertson made a motion to adjourn. Diana Eddleman made a second and the motion carried.

Michael Robertson  
Thomas Stone  
Beverly J. Austin

Bette Dalzell  
Bette Dalzell, Secretary

Mary Kieplinger

# Register Of Claims

## North Madison County Public Library System

Report Date: From 10/11/16 To 11/14/16

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	608	PAYROLL	Operating Fund	Salary of Director	\$2,170.55	10/19/16	PAYROLL
			Operating Fund	Salary of Assistants	\$15,298.26		
			Operating Fund	Wages of Janitor	\$1,077.88		
			<b>Total this claim =</b>		\$18,546.69		
0	631	PAYROLL	Operating Fund	Salary of Director	\$2,170.55	11/02/16	PAYROLL
			Operating Fund	Salary of Assistants	\$15,251.91		
			Operating Fund	Wages of Janitor	\$1,051.13		
			<b>Total this claim =</b>		\$18,473.59		
0	599	INDIANA PUBLIC RETIREMENT	PERF	Payroll Deductions	\$372.71	10/19/16	Payroll ending 10/15/16
			Operating Fund	Emp Cont PERF	\$1,391.43		
			<b>Total this claim =</b>		\$1,764.14		
0	611	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$270.00	11/02/16	Payroll ending 10/29/16
				<b>Total this claim =</b>			
0	632	STAR FINANCIAL BANK	Operating Fund	Professional Services	\$10.44	11/02/16	October Service Charge
				<b>Total this claim =</b>			
0	609	INDIANA PUBLIC RETIREMENT	PERF	Payroll Deductions	\$373.51	11/02/16	Payroll ending 10/29/16
			Operating Fund	Emp Cont PERF	\$1,394.40		
			<b>Total this claim =</b>		\$1,767.91		
0	603	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$1,193.42	10/19/16	October WH
			County Taxes Withheld	Payroll Deductions	\$596.02		
			<b>Total this claim =</b>		\$1,789.44		
0	602	AFLAC	AFLAC	Payroll Deductions	\$428.88	10/19/16	October Payroll
				<b>Total this claim =</b>			
0	601	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$270.00	10/19/16	Payroll ending 10/15/16
				<b>Total this claim =</b>			
0	600	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,412.29	10/19/16	Payroll ending 10/19/16
			FICA	Payroll Deductions	\$1,144.59		
			Federal Taxes Withheld	Payroll Deductions	\$1,608.82		
			Medicare	Payroll Deductions	\$267.70		
			<b>Total this claim =</b>		\$4,433.40		



<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	610	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,406.66	11/02/16	Payroll ending 10/29/16
				FICA	Payroll Deductions	\$1,140.03	
				Federal Taxes Withheld	Payroll Deductions	\$1,604.08	
				Medicare	Payroll Deductions	\$266.63	
				<b>Total this claim =</b>	<u>\$4,417.40</u>		
30509	605	AT&T	Operating Fund	Telephone & Telegraph	\$60.18	10/19/16	Service for Summitville
				<b>Total this claim =</b>	<u>\$60.18</u>		
30510	606	BARBARA SNIPES	Operating Fund	Professional Services	\$50.00	10/19/16	Youth Services Display case
				<b>Total this claim =</b>	<u>\$50.00</u>		
30511	607	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$2,468.43	10/19/16	Service for Elwood
				<b>Total this claim =</b>	<u>\$2,468.43</u>		
30512	604	UNITED HEALTHCARE	Insurance	Payroll Deductions	\$516.14	10/19/16	Health Insurance 11/1/16-11/30/16
			Operating Fund	Emp Cont Group Ins	\$5,128.05		
				<b>Total this claim =</b>	<u>\$5,644.19</u>		
30513	626	CARDMEMBER SERVICE	Operating Fund	Fuel, Oil and Lubricants	\$13.62	11/02/16	As per attached invoices.
			Operating Fund	Advertising & Public Notices	\$2.77		
				<b>Total this claim =</b>	<u>\$16.39</u>		
30514	625	CHRONICLE TRIBUNE	Operating Fund	Summitville Period. & Newsp.	\$264.90	11/02/16	52 weeks Chronicle Tribune
				<b>Total this claim =</b>	<u>\$264.90</u>		
30515	624	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$133.56	11/02/16	Service for Elwood
			Operating Fund	Waste Disposal Services	\$193.30		
				<b>Total this claim =</b>	<u>\$326.86</u>		
30516	630	DAVE SHETTERLY	Gift	Frankton Programing	\$25.00	11/02/16	10X10 Vendor Space at FUMC Fall Bazaar
				<b>Total this claim =</b>	<u>\$25.00</u>		
30517	629	DEBBIE FOX	Operating Fund	Postage & UPS	\$39.60	11/02/16	Petty Cash Reimbursement
			Operating Fund	Frankton Programing	\$6.00		
				<b>Total this claim =</b>	<u>\$45.60</u>		
30518	623	GRASS ROOTS PLUS, INC.	Operating Fund	Professional Services	\$215.00	11/02/16	Fertilizer & Weed Control Elwood & Summitville
				<b>Total this claim =</b>	<u>\$215.00</u>		
30519	621	INDIANA MEDIA GROUP	Operating Fund	Advertising & Public Notices	\$224.00	11/02/16	Employment AD
				<b>Total this claim =</b>	<u>\$224.00</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
30520	620	ITSAVVY LLC	Operating Fund	Technology Equipment	\$264.89	11/02/16	As per attached invoices.
			Operating Fund	Technology Equipment	\$27.69		
				<b>Total this claim =</b>	<u>\$292.58</u>		
30521	622	JAN ROLAND	Operating Fund	Frankton Programing	\$10.00	11/02/16	Art Program
				<b>Total this claim =</b>	<u>\$10.00</u>		
30522	619	ORIENTAL TRADING COMPAN	Operating Fund	Summitville Programing	\$101.44	11/02/16	As per attached invoices.
				<b>Total this claim =</b>	<u>\$101.44</u>		
30523	618	POPULAR SUBSCRIPTION SE	Operating Fund	Summitville Period. & Newsp.	\$50.00	11/02/16	As per attached invoices.
				<b>Total this claim =</b>	<u>\$50.00</u>		
30524	617	RICOH USA, INC	Operating Fund	Office Supplies	\$40.61	11/02/16	As per attached invoices.
				<b>Total this claim =</b>	<u>\$40.61</u>		
30525	616	STAPLES ADVANTAGE	Operating Fund	Operating Supplies	\$55.24	11/02/16	As per attached invoices.
			Operating Fund	Office Supplies	\$214.69		
				<b>Total this claim =</b>	<u>\$269.93</u>		
30526	627	SYNCB/AMAZON	Operating Fund	Elwood AV	\$1,398.31	11/02/16	As per attached invoices.
			Operating Fund	Frankton AV	\$501.58		
			Operating Fund	Summitville AV	\$484.98		
				<b>Total this claim =</b>	<u>\$2,384.87</u>		
30527	615	TOWN OF FRANKTON	Operating Fund	Electricity	\$638.03	11/02/16	Service for Frankton
			Operating Fund	Water	\$20.55		
			Operating Fund	Waste Disposal Services	\$14.62		
				<b>Total this claim =</b>	<u>\$673.20</u>		
30528	614	TOWN OF SUMMITVILLE	Operating Fund	Waste Disposal Services	\$48.18	11/02/16	Service for Summitville
			Operating Fund	Waste Disposal Services	\$11.50		
				<b>Total this claim =</b>	<u>\$59.68</u>		
30529	613	VAN AUSDALL & FARRAR, INC.	Operating Fund	Office Supplies	\$300.04	11/02/16	Copies for Elwood
				<b>Total this claim =</b>	<u>\$300.04</u>		
30530	612	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$176.57	11/02/16	Service for Elwood, Frankton, Summitville
			Operating Fund	Gas	\$24.09		
			Operating Fund	Gas	\$20.05		
				<b>Total this claim =</b>	<u>\$220.71</u>		
30531	628	WELLS FARGO VENDOR FINA	Operating Fund	Equipment/Rental	\$60.60	11/02/16	Copier Lease Frankton & Summitville
			Operating Fund	Equipment/Rental	\$60.60		
				<b>Total this claim =</b>	<u>\$121.20</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
30532	633	ALAN McPHEARSON	Operating Fund	Elwood Adult	\$79.95	11/14/16	Books
				<b>Total this claim =</b>	<u>\$79.95</u>		
30533	634	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$2,108.05	11/14/16	As per attached invoices.
			Operating Fund	Elwood Childrens	\$103.59		
			Operating Fund	Elwood YA	\$480.46		
			Operating Fund	Frankton	\$1,418.31		
			Operating Fund	Summitville	\$1,304.60		
			Operating Fund	Elwood AV	\$178.23		
			Operating Fund	Summitville Programing	\$33.18		
				<b>Total this claim =</b>	<u>\$5,626.42</u>		
30534	658	BAXTER PEST PROFESSIONA	Operating Fund	Professional Services	\$90.00	11/14/16	Quarterly Pest Control - Elwood
				<b>Total this claim =</b>	<u>\$90.00</u>		
30537	657	DOLLAR GENERAL-REGIONS 4	Operating Fund	Operating Supplies	\$7.00	11/14/16	As per attached invoices.
			Operating Fund	Elwood Children's Programing	\$74.10		
			Operating Fund	Frankton Programing	\$87.57		
				<b>Total this claim =</b>	<u>\$168.67</u>		
30538	635	ENA SERVICES LLC	Operating Fund	Telephone & Telegraph	\$1,073.58	11/14/16	VOIP & Internet
				<b>Total this claim =</b>	<u>\$1,073.58</u>		
30539	636	GOLDEN THREADS	Operating Fund	Operating Supplies	\$18.00	11/14/16	2 "library closed" yard signs
			Operating Fund	Elwood Children's Programing	\$24.00		
				<b>Total this claim =</b>	<u>\$42.00</u>		
30540	637	HARPER'S LAWN CARE	Operating Fund	Professional Services	\$350.00	11/14/16	September Lawn Care for Frankton
				<b>Total this claim =</b>	<u>\$350.00</u>		
30541	639	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$445.65	11/14/16	Service for Summitville
			Operating Fund	Electricity	\$17.41		
			Operating Fund	Electricity	\$2,173.15		
				<b>Total this claim =</b>	<u>\$2,636.21</u>		
30543	638	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$22.92	11/14/16	Service for Summitville
				<b>Total this claim =</b>	<u>\$22.92</u>		
30545	656	JORDAN AREHART	Operating Fund	Traveling Expense	\$40.48	11/14/16	Mileage reimbursement 92 miles @ \$.44
				<b>Total this claim =</b>	<u>\$40.48</u>		



<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>				
30546	640	KMART 9124	Operating Fund	Summitville Programing	\$31.93	11/14/16	As per attached invoices.				
			Operating Fund	Elwood Adult Programing	\$26.98						
			Operating Fund	Office Supplies	\$17.99						
			Operating Fund	Elwood Children's Programing	\$24.53						
<b>Total this claim =</b>					<u>\$101.43</u>						
30547	641	LEAP Managed IT	Operating Fund	Office Supplies	\$10.00	11/14/16	Copies-Elwood				
			<b>Total this claim =</b>					<u>\$10.00</u>			
30548	642	LIBRARY STORE INC., THE	Operating Fund	Book Processing	\$41.42	11/14/16	Book stickers-Summitville Book Processing-Elwood				
			Operating Fund	Book Processing	\$167.01						
			<b>Total this claim =</b>					<u>\$208.43</u>			
30549	643	MARSH SUPERMARKET	Operating Fund	Summitville Programing	\$54.87	11/14/16	As per attached invoices.				
			Operating Fund	Frankton Programing	\$34.99						
			Operating Fund	Elwood Children's Programing	\$32.74						
			Operating Fund	Elwood Adult Programing	\$10.96						
			<b>Total this claim =</b>					<u>\$133.56</u>			
30550	644	MIDWEST TAPE	Operating Fund	Book Processing	\$311.97	11/14/16	As per attached invoices.				
			Operating Fund	Elwood AV	\$1,395.78						
			Operating Fund	Summitville AV	\$0.00						
			<b>Total this claim =</b>					<u>\$1,707.75</u>			
30551	645	NUGENT ELECTRIC INC.	Operating Fund	Professional Services	\$269.45	11/14/16	Ballast replaced in 6 fixtures				
			<b>Total this claim =</b>					<u>\$269.45</u>			
30552	646	PAULETTE HOOVER	Operating Fund	Elwood Adult	\$10.00	11/14/16	Books				
			Operating Fund	Elwood Childrens	\$10.00						
			<b>Total this claim =</b>					<u>\$20.00</u>			
30553	647	PITNEY BOWES GLOBAL FINA	Operating Fund	Equipment/Rental	\$141.00	11/14/16	Postage meter lease				
			<b>Total this claim =</b>					<u>\$141.00</u>			
30554	648	PURCHASE POWER	Operating Fund	Postage & UPS	\$820.99	11/14/16	Postage				
			<b>Total this claim =</b>					<u>\$820.99</u>			
			<b>Total this claim =</b>					<u>\$820.99</u>			
30555	649	S & S WORLDWIDE	Operating Fund	Elwood Children's Programing	\$115.13	11/14/16	Program supplies				
			<b>Total this claim =</b>					<u>\$115.13</u>			

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
30556	650	STAPLES ADVANTAGE	Operating Fund	Cleaning & Sanitation Supplies	\$214.78	11/14/16	As per attached invoices.
			Operating Fund	Cleaning & Sanitation Supplies	\$35.46		
			Operating Fund	Office Supplies	\$35.70		
			Operating Fund	Cleaning & Sanitation Supplies	(\$17.73)		
			Operating Fund	Cleaning & Sanitation Supplies	\$9.41		
<b>Total this claim =</b>					<u>\$277.62</u>		
30557	651	STAR FINANCIAL BANK	Operating Fund	Equipment/Rental	\$25.00	11/14/16	Safety Deposit Box Rental
				<b>Total this claim =</b>			
30558	652	TEI LANDMARK AUDIO	Operating Fund	Summitville AV	\$104.85	11/14/16	Audio books
				<b>Total this claim =</b>			
30559	653	TOPS HOME CENTER	Operating Fund	Technology Equipment	\$14.98	11/14/16	As per attached invoices.
				<b>Total this claim =</b>			
30560	654	U.S. BANK EQUIPMENT FINAN	Operating Fund	Equipment/Rental	\$149.00	11/14/16	Copier Lease Elwood
				<b>Total this claim =</b>			
30561	659	UNITED HEALTHCARE	Insurance	Payroll Deductions	\$774.21	11/14/16	December Health Insurance
			Operating Fund	Emp Cont Group Ins	\$4,869.98		
			<b>Total this claim =</b>				
30562	655	USI, INC	Operating Fund	Office Supplies	\$130.40	11/14/16	Laminating pouches
				<b>Total this claim =</b>			

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
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**Total Amount of Claims      \$86,040.71**

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Monday, November 14, 2016

Michael Robertson  
Fiscal Officer

**ALLOWANCE OF VOUCHERS**

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of  pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of

Date this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Cecelia J. Austin \_\_\_\_\_  
Diana D. Edler \_\_\_\_\_  
Beth Dahl \_\_\_\_\_

**SIGNATURES OF GOVERNING BOARD**

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.



**Personnel Report**

**November 14, 2016**

- We have hired two new part time people, Daikan Metz for Adult Services and Cheryl McPhearson for Youth Services.
- Corwin Sullivan has been hired as part time temporary to update our obituary database. This project is nearly completed.
- Trystan Condin is completing her degree and is interning here on Fridays. She is currently working on the OCI yearbook project. We will be sending out the yearbooks to be digitized.

**2017 HOLIDAY CLOSINGS**

<b>January 2, 2017</b>	<b>New Year's Day Observance (Monday)</b>
<b>January 16, 2017</b>	<b>Martin Luther King, Jr. Day</b>
<b>February 20, 2017</b>	<b>President's Day</b>
<b>May 29, 2017</b>	<b>Memorial Day</b>
<b>July 4, 2017</b>	<b>Independence Day, Tuesday</b>
<b>September 2, 2017</b>	<b>Labor Day Saturday</b>
<b>September 4, 2017</b>	<b>Labor Day</b>
<b>November 22, 2017</b>	<b>Thanksgiving Eve (Close at 1 pm)</b>
<b>November 23, 2017</b>	<b>Thanksgiving Day</b>
<b>December 23, 2017</b>	<b>Christmas Eve Make-up, Saturday</b>
<b>December 25, 2017</b>	<b>Christmas Day, Monday</b>
<b>December 30, 2017</b>	<b>New Year's Eve Make-up, Saturday</b>
<b>January 1, 2018</b>	<b>New Year's Day, Monday</b>

**11 ½ DAYS TOTAL (NOT INCLUDING 2018 NEW YEAR'S DAY)  
Closed for In-Service Days held each year on the first Wednesday of  
May and November**



October 4, 2016

Jamie Scott  
1600 Main Street  
Elwood, Indiana 46036

**Subject: Results Letter for Environmental Investigation Activities  
1600 Main Street  
Elwood, Indiana**

Dear Ms. Scott:

Thank you for your cooperation with the requested sampling activities. On September 11, 2016, Environmental Forensic Investigations, Inc. (EnviroForensics) collected five (5) indoor air samples from your property located at 1600 Main Street in Elwood, Indiana. Additionally, five (5) sub-slab vapor samples were collected from beneath the first floor on September 12, 2016. The sampling activities were conducted at the direction of the Indiana Department of Environmental Management (IDEM) as part of an environmental investigation being performed at the Vest Cleaners facility located at 1516 Main Street in Elwood, Indiana. The dry cleaning chemicals being investigated are tetrachloroethene (PCE) and its associated breakdown product, trichloroethene (TCE). Please note, these chemicals are also present in dry cleaned clothing, degreasers, cleaners, and other household products and their presence inside a building can contribute to indoor air concentrations.

#### Indoor Air and Sub-slab Vapor Sampling Results

Please find the enclosed table summarizing the vapor intrusion results for your property. The summary table compares detected compounds to applicable screening levels established by the IDEM.

The target compounds, PCE and TCE, were **not** detected at concentrations greater than the laboratory reporting limits in the indoor air samples collected from your property. PCE was detected in two (2) sub-slab vapor samples (SS-1 and SS-3) at concentrations greater than the laboratory reporting limit, but **less than** the IDEM screening level for sub-slab vapor. In addition, concentrations of benzene and 1,2,4-trimethylbenzene were detected in one (1) sub-slab vapor sample (SS-4) greater than the laboratory reporting limits, but **less than** their respective IDEM screening level; however, these compounds are not related to the Vest Cleaners matter.

Dry cleaning chemicals were **not** detected above the IDEM screening levels within the breathable air of your property. The cumulative sample results from the March and September 2016 sampling events demonstrate that vapor intrusion is **not** occurring at your property. Further

Document: 6230-1302  
Environmental Forensic Investigations, Inc.  
825 North Capitol Avenue, Indianapolis, IN 46204  
Phone: 866-888-7911 • Fax: 317-972-7875

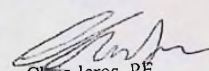


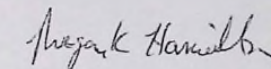
sampling should not be required at this time. The results will be reported to the IDEM. If the IDEM requires that additional sampling be conducted at your property, we will contact you.

If you have any questions, please contact either of the undersigned at 1-866-888-7911, or by email at [mhamilton@enviroforensics.com](mailto:mhamilton@enviroforensics.com). We greatly appreciate your assistance and cooperation in this matter.

Sincerely,

Environmental Forensic Investigations, Inc.

  
Chris Jaros, PE  
Senior Project Manager

  
Megan Hamilton  
Director of Vapor Intrusion and Risk  
Assessment

Attachment:

Table 1 – Summary of Vapor Intrusion Sample Analytical Results - 1600 Main Street

Document: 6230-1302

2

October 4, 2016



**TABLE I**  
**SUMMARY OF VAPOR INTRUSION SAMPLE ANALYTICAL RESULTS**  
 1600 Main Street  
 Elwood, Indiana

Sample Address	Sample Identification	Sample Location	Applicable Criteria	VI Assessment / Mitigation Phase	Date Sampled	VOCs (µg/m <sup>3</sup> )				
						Tetrahaloethene	Tetrahaloethene	Trihaloethene	Benzene	1,4-Dichlorobenzene
<b>INDOOR AIR SAMPLES</b>										
<b>Commercial Indoor Air Screening Level</b>						<b>110</b>	<b>8.8</b>	<b>NL</b>	<b>16</b>	<b>31</b>
1600 Main Street Elwood Public Library	6230-1600 Main St-1A-1 6230-DLIP-1	Meeting Room	Commercial	Winter Assessment	3/6/2016	<3.19	<1.07	<19.8	<1.60	<4.92
	6230-1600 Main St-1A-2	Youth Library				<3.19	<1.07	<19.8	<1.60	<4.92
	6230-1600 Main St-1A-3	Break Room				<3.19	<1.07	<19.8	<1.60	<4.92
	6230-1600 Main St-1A-4	Tech Services				<3.19	<1.07	<19.8	<1.60	<4.92
	6230-1600 Main St-1A-5	Adult Library				<3.19	<1.07	<19.8	<1.60	<4.92
	6230-1600 Main St-1A-1 6230-DLIP-1	Meeting Room	Commercial	Summer Assessment	9/11/2016	<3.19	<1.07	<19.8	<1.60	<4.92
	6230-1600 Main St-1A-2	Youth Library				<3.19	<1.07	<19.8	<1.60	<4.92
	6230-1600 Main St-1A-3	Break Room				<3.19	<1.07	<19.8	<1.60	<4.92
	6230-1600 Main St-1A-4	Tech Services				<3.19	<1.07	<19.8	<1.60	<4.92
	6230-1600 Main St-1A-5	Adult Library				<3.19	<1.07	<19.8	<1.60	<4.92
<b>SUB-SLAB VAPOR SAMPLES</b>										
<b>Commercial Indoor Air Screening Level</b>						<b>6,000</b>	<b>290</b>	<b>NL</b>	<b>510</b>	<b>1,000</b>
1600 Main Street Elwood Public Library	6230-1600 Main St-SS-1	Meeting Room	Commercial	Winter Assessment	3/7/2016	218	<10.7	<198	<16.0	<49.2
	6230-1600 Main St-SS-2	Youth Library				65.8	<10.7	<198	<16.0	<49.2
	6230-1600 Main St-SS-3	Break Room				142	<10.7	<198	<16.0	<49.2
	6230-1600 Main St-SS-4	Tech Services				<31.9	<10.7	<198	<16.0	<49.2
	6230-1600 Main St-SS-5	Adult Library				71.2	<10.7	<198	<16.0	<49.2
	6230-1600 Main St-SS-1	Meeting Room	Commercial	Summer Assessment	9/12/2016	315	<10.7	<198	<16.0	<49.2
	6230-1600 Main St-SS-2	Youth Library				<31.9	<10.7	<198	<16.0	<49.2
	6230-1600 Main St-SS-3	Break Room				89.0	<10.7	<198	<16.0	<49.2
	6230-1600 Main St-SS-4	Tech Services				<31.9	<10.7	<198	21.1	103
	6230-1600 Main St-SS-5	Adult Library				<31.9	<10.7	<198	<16.0	<49.2
<b>SOIL GAS SAMPLES</b>										
<b>Shallow Commercial Soil Gas Screening Level</b>						<b>1,800</b>	<b>81</b>	<b>NL</b>	<b>160</b>	<b>310</b>
1600 Main Street Elwood Public Library	6230-SG-12	North Sanitary Lateral	Commercial	Winter Assessment	3/23/2016	<31.9	<10.7	<198	<16.0	<49.2

**Notes:**

Results reported in micrograms per cubic meter (µg/m<sup>3</sup>)

IA = Indoor Air

DLIP = Duplicate Sample

SS = Sub-Slab

SG = Soil Gas

NL = Not Listed

2016 Commercial Indoor Air Screening Levels obtained from Table A-6 of the Indiana Department of Environmental Management (IDEM) Remediation Closure Guide (RCG)

Sub-Slab vapor screening levels derived by dividing the 2016 Indoor Air Screening Levels in the IDEM RCG by an attenuation factor of 0.03 as established by U.S. EPA and approved by IDEM on October 20, 2015

Commercial Soil Gas Screening Levels calculated using Commercial Indoor Air Screening Levels from Table A-6 of the IDEM RCG divided by an attenuation factor of 0.1 for shallow soils

Bracketed values are above laboratory detection limits

Analysis performed by Emerson Laboratories according to EPA Method TO-15

U.S. EPA = United States Environmental Protection Agency



# Appropriation Report for 100 Operating Fund

North Madison County Public Library System

Report Date: From 10/01/16 To 10/31/16

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	\$57,000.00	\$0.00	\$57,000.00	\$4,341.10	\$45,581.55	\$11,418.45	80.0
1.12 Salary of Assistants	\$587,700.00	\$0.00	\$587,700.00	\$30,637.40	\$338,902.78	\$248,797.22	57.7
1.13 Wages of Janitor	\$34,000.00	\$0.00	\$34,000.00	\$2,098.67	\$22,591.11	\$11,408.89	66.4
1.14 Employee Benefits	\$6,000.00	\$0.00	\$6,000.00	\$630.68	\$3,648.23	\$2,351.77	60.8
1.16 Empl.Share FICA&Medicare	\$51,000.00	\$0.00	\$51,000.00	\$2,823.33	\$31,003.72	\$19,996.28	60.8
1.17 Unemployment comp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
1.18 Emp Cont PERF	\$46,000.00	\$0.00	\$46,000.00	\$2,783.31	\$31,158.85	\$14,841.15	67.7
1.19 Emp Cont Group Ins	\$100,000.00	\$0.00	\$100,000.00	\$5,128.05	\$48,147.06	\$51,852.94	48.1
1.2 Salary of Board Treasurer	\$300.00	\$0.00	\$300.00	\$0.00	\$0.00	\$300.00	0.0
<b>Subtotal</b>	<b>\$882,000.00</b>		<b>\$882,000.00</b>	<b>\$48,442.54</b>	<b>\$521,033.30</b>	<b>\$360,966.70</b>	<b>59.1</b>
<b>2. Supplies</b>							
2.1 Office Supplies	\$15,000.00	\$0.00	\$15,000.00	\$505.68	\$5,147.34	\$9,852.66	34.3
2.12 Stationary & Supplies	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
2.2 Operating Supplies	\$9,500.00	\$0.00	\$9,500.00	\$215.12	\$4,601.66	\$4,998.34	47.4
2.21 Cleaning & Sanitation Supplies	\$4,000.00	\$0.00	\$4,000.00	\$139.29	\$1,253.42	\$2,746.58	31.3
2.23 Fuel, Oil and Lubricants	\$150.00	\$0.00	\$150.00	\$14.14	\$104.37	\$45.63	69.6
2.24 Bldg. Matl. And Supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.25 Paint and painting supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.26 Repair Parts/Maintenance	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$660.06	\$339.94	66.0
2.27 Other Repair & mainten.supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.31 Book Processing	\$9,500.00	\$0.00	\$9,500.00	\$601.86	\$3,275.57	\$6,224.43	34.5
2.32 Automation	\$13,400.00	\$0.00	\$13,400.00	\$0.00	\$0.00	\$13,400.00	0.0
<b>Subtotal</b>	<b>\$53,800.00</b>		<b>\$53,800.00</b>	<b>\$1,476.09</b>	<b>\$14,942.42</b>	<b>\$38,857.58</b>	<b>27.8</b>
<b>2. Supplies</b>							
2.11 Official Records	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$349.14	\$650.86	34.9

<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>
<b>Subtotal</b>	\$1,000.00		\$1,000.00	\$0.00	\$349.14	\$650.86	34.9
<b>3. Other Services and Charges</b>							
3.1 Professional Services	\$55,000.00	\$0.00	\$55,000.00	\$8,673.11	\$37,985.60	\$17,014.40	69.1
3.11 Consulting Services	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
3.12 Legal Services	\$2,500.00	\$0.00	\$2,500.00	\$192.50	\$3,765.00	(\$1,265.00)	150.6
3.14 Engineering & Architects	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	0.0
3.145 Databases	\$6,650.00	\$0.00	\$6,650.00	\$0.00	\$4,701.98	\$1,948.02	70.7
3.146 Ebook Services	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00	0.0
3.147 Evergreen Membership	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$2,500.00	\$2,500.00	50.0
3.21 Telephone & Telegraph	\$38,200.00	\$0.00	\$38,200.00	\$1,371.02	\$6,640.40	\$31,559.60	17.4
3.22 Postage & UPS	\$3,800.00	\$0.00	\$3,800.00	\$7.54	\$1,309.97	\$2,490.03	34.5
3.23 Traveling Expense	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$780.55	\$2,219.45	26.0
3.24 Professional Meetings	\$3,000.00	\$0.00	\$3,000.00	\$525.00	\$650.00	\$2,350.00	21.7
3.26 Elwood Children's Programing	\$5,000.00	\$0.00	\$5,000.00	\$58.48	\$2,022.16	\$2,977.84	40.4
3.27 Elwood Adult Programing	\$3,000.00	\$0.00	\$3,000.00	\$9.65	\$729.51	\$2,270.49	24.3
3.28 Frankton Programing	\$4,000.00	\$0.00	\$4,000.00	\$10.00	\$981.59	\$3,018.41	24.5
3.29 Summitville Programing	\$3,000.00	\$0.00	\$3,000.00	\$69.85	\$1,188.43	\$1,811.57	39.6
3.3 Title Source	\$3,100.00	\$0.00	\$3,100.00	\$2,400.00	\$2,400.00	\$700.00	77.4
3.31 Advertising & Public Notices	\$1,200.00	\$0.00	\$1,200.00	\$52.42	\$525.64	\$674.36	43.8
3.4 Insurance	\$18,000.00	\$0.00	\$18,000.00	\$13,900.00	\$19,083.00	(\$1,083.00)	106.0
3.41 Official Bonds	\$400.00	\$0.00	\$400.00	\$0.00	\$200.00	\$200.00	50.0
3.51 Gas	\$20,000.00	\$0.00	\$20,000.00	\$96.47	\$3,983.90	\$16,016.10	19.9
3.52 Electricity	\$35,000.00	\$0.00	\$35,000.00	\$3,571.05	\$31,361.15	\$3,638.85	89.6
3.53 Water	\$6,000.00	\$0.00	\$6,000.00	\$175.68	\$1,734.95	\$4,265.05	28.9
3.54 Waste Disposal Services	\$3,000.00	\$0.00	\$3,000.00	\$405.65	\$2,982.74	\$17.26	99.4
3.61 Bldg. & Structure/Maint.	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.0
3.62 Equipment/Maint.	\$5,000.00	\$0.00	\$5,000.00	\$111.37	\$111.37	\$4,888.63	2.2
3.72 Equipment/Rental	\$7,000.00	\$0.00	\$7,000.00	\$270.20	\$3,235.00	\$3,765.00	46.2
3.8 Dues	\$2,700.00	\$0.00	\$2,700.00	\$0.00	\$297.60	\$2,402.40	11.0
3.81 Taxes	\$500.00	\$0.00	\$500.00	\$0.00	\$244.60	\$255.40	48.9
3.82 Interest on Temporary Loans	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	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>
3.9 Transfer to LIRF	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.0
<b>Subtotal</b>	<b>\$253,650.00</b>		<b>\$253,650.00</b>	<b>\$31,899.99</b>	<b>\$129,415.14</b>	<b>\$124,234.86</b>	<b>51.0</b>
<b>4. Capitol Outlays</b>							
4.1 Land Buildings Improvements	\$31,000.00	\$0.00	\$31,000.00	\$0.00	\$0.00	\$31,000.00	0.0
4.2 Furniture & Equipment	\$32,000.00	\$0.00	\$32,000.00	\$0.00	\$2,521.87	\$29,478.13	7.9
4.21 Technology Equipment	\$22,000.00	\$0.00	\$22,000.00	\$146.10	\$18,181.35	\$3,818.65	82.6
4.31 Elwood Adult	\$33,500.00	\$0.00	\$33,500.00	\$1,173.49	\$12,595.12	\$20,904.88	37.6
4.32 Elwood Childrens	\$14,000.00	\$0.00	\$14,000.00	\$468.16	\$5,589.18	\$8,410.82	39.9
4.33 Elwood YA	\$6,200.00	\$0.00	\$6,200.00	\$248.20	\$2,524.44	\$3,675.56	40.7
4.34 Frankton	\$19,500.00	\$0.00	\$19,500.00	\$861.02	\$7,898.03	\$11,601.97	40.5
4.35 Summitville	\$16,500.00	\$0.00	\$16,500.00	\$695.29	\$5,882.19	\$10,617.81	35.6
4.4 Elwood Period. & News.	\$9,500.00	\$0.00	\$9,500.00	\$2,198.36	\$2,365.36	\$7,134.64	24.9
4.41 Frankton Per. & Newsp.	\$2,800.00	\$0.00	\$2,800.00	\$930.15	\$1,214.08	\$1,585.92	43.4
4.42 Summitville Period. & Newsp.	\$1,700.00	\$0.00	\$1,700.00	\$484.67	\$1,261.25	\$438.75	74.2
4.51 Elwood AV	\$35,000.00	\$0.00	\$35,000.00	\$208.54	\$13,522.00	\$21,478.00	38.6
4.52 Frankton AV	\$18,800.00	\$0.00	\$18,800.00	\$0.00	\$6,921.13	\$11,878.87	36.8
4.53 Summitville AV	\$14,400.00	\$0.00	\$14,400.00	\$0.00	\$6,532.19	\$7,867.81	45.4
4.54 Technology Software	\$8,000.00	\$0.00	\$8,000.00	\$0.00	\$1,964.84	\$6,035.16	24.6
<b>Subtotal</b>	<b>\$264,900.00</b>		<b>\$264,900.00</b>	<b>\$7,413.98</b>	<b>\$88,973.03</b>	<b>\$175,926.97</b>	<b>33.6</b>
<b>Grand Total</b>	<b>\$1,455,350.00</b>	<b>\$0.00</b>	<b>\$1,455,350.00</b>	<b>\$89,232.60</b>	<b>\$754,713.03</b>	<b>\$700,636.97</b>	<b>51.9</b>

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.



**Financial Report**  
**North Madison County Public Library System**

Report Dates = **10/01/16 to 10/31/16**

<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>
100 Operating Fund	\$543,773.13	\$89,232.60	\$754,713.03	\$20,153.62	\$636,479.68	\$425,539.78
<b>Subtotal</b>	<b>\$543,773.13</b>	<b>\$89,232.60</b>	<b>\$754,713.03</b>	<b>\$20,153.62</b>	<b>\$636,479.68</b>	<b>\$425,539.78</b>
<b>1. Operating Fund</b>						
102 Petty Cash & Cash Drawer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
105 Operating Fund Investment	\$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>2. Main</b>						
103 Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
106 Evergreen Indiana	\$85.10	\$141.66	\$433.19	\$65.48	\$408.57	\$60.48
107 PLAC	\$65.00	\$0.00	\$260.00	\$65.00	\$260.00	\$65.00
110 LIRF Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
115 LIRF	\$54,370.99	\$0.00	\$0.00	\$0.00	\$0.00	\$54,370.99
117 Rainy Day Fund	\$48,573.19	\$0.00	\$0.00	\$0.00	\$82,622.59	\$131,195.78
118 Rainy Day Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
120 Gift	\$40,887.75	\$357.96	\$4,295.74	\$75.00	\$9,327.00	\$45,919.01
121 F'nk Bldg Project Gift	\$1,313.58	\$0.00	\$0.00	\$0.00	\$0.00	\$1,313.58
122 Gates Gift Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
123 Madison Co Comm Foundation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
124 F'nk Bldg Project Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
125 St Technology Fund Grant Fund	\$5,402.88	\$0.00	\$5,402.88	\$0.00	\$0.00	\$0.00
130 Debt Service Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Subtotal</b>	<b>\$150,698.49</b>	<b>\$499.62</b>	<b>\$10,391.81</b>	<b>\$205.48</b>	<b>\$92,618.16</b>	<b>\$232,924.84</b>
<b>4. Withholding</b>						
201 Federal Taxes Withheld	\$0.00	\$3,222.09	\$36,065.87	\$3,222.09	\$36,065.87	\$0.00
202 FICA	\$0.00	\$2,288.16	\$25,127.07	\$2,288.16	\$25,127.07	\$0.00
203 State Tax Withheld	\$0.00	\$1,193.42	\$13,092.17	\$1,193.42	\$13,092.17	\$0.00
204 County Taxes Withheld	\$0.00	\$596.02	\$6,569.09	\$596.02	\$6,569.09	\$0.00
205 PERF	\$0.00	\$745.54	\$8,346.25	\$745.54	\$8,346.25	\$0.00
206 Credit Union	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
207 Annuity	\$0.00	\$540.00	\$5,670.00	\$540.00	\$5,670.00	\$0.00
208 Insurance	\$0.00	\$516.14	\$5,070.81	\$516.14	\$5,070.81	\$0.00
209 Medicare	\$0.00	\$535.17	\$5,876.65	\$535.17	\$5,876.65	\$0.00
210 Other Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
211 Garnishment	\$0.00	\$0.00	\$236.22	\$0.00	\$236.22	\$0.00
212 AFLAC	\$0.00	\$428.88	\$4,468.74	\$415.08	\$4,454.94	(\$13.80)
<b>Subtotal</b>	<b>\$0.00</b>	<b>\$10,065.42</b>	<b>\$110,522.87</b>	<b>\$10,051.62</b>	<b>\$110,509.07</b>	<b>(\$13.80)</b>
<b>Grand Total</b>	<b>\$694,471.62</b>	<b>\$89,797.84</b>	<b>\$875,627.71</b>	<b>\$30,410.72</b>	<b>\$839,806.91</b>	<b>\$658,450.82</b>

**Total all banks = \$658,450.82**

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/18.

### Bank Balances

North Madison County Public Library System

Report as of: 10/31/16

Bank	Balance
1 Star Financial Bank	\$401,130.55
2 Star Financial Bank (2)	\$62,457.58
3 Community Bank/Summitville	\$0.00
4 First Farmers Bank & Trust	\$194,597.69
5 PNC Bank	\$0.00
6 Main Source Bank	\$0.00
7 Petty Cash & Cash Drawer	\$265.00
8 National City Bank (2)	\$0.00
9 First Farmers Bank & Trust (2)	\$0.00
<b>Total all banks =</b>	<b>\$658,450.82</b>

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

### Receipt Listing

North Madison County Public Library System

Report Date: From 10/01/16 To 10/31/16

Receipt #	Date	Name	Explanation	Bank	Total
426	10/05/16	PAYROLL		1	\$5,020.16
440	10/04/16	Star Financial Bank	September Interest	1	\$4.40
441	10/05/16	Star Financial Bank	September Interest	2	\$12.24
442	10/05/16	First Farmers Bank & Trust	September Interest	4	\$32.84
443	10/03/16	Jamie Scott	FINES & FEES - RECEIPT #11917	1	\$71.90
444	10/03/16	Jordan Arehart	FINES & FEES - RECEIPT #11918	1	\$21.80
445	10/03/16	Jill Murray	FINES & FEES - RECEIPT #11919	1	\$69.95
446	10/03/16	Diana Eddleman	Donation-Summitville Library-Receipt #11920	1	\$25.00
447	10/03/16	Jordan Arehart	FINES & FEES - RECEIPT #11921	1	\$72.95
448	10/03/16	Jamie Scott	FINES & FEES - RECEIPT #11922	1	\$62.26
449	10/03/16	Trisha Shuler	FINES & FEES - RECEIPT #11923	1	\$12.05
450	10/03/16	Jordan Arehart	FINES & FEES - RECEIPT #11924	1	\$75.95
451	10/03/16	Jordan Arehart	FINES & FEES - RECEIPT #11925	1	\$64.50
452	10/19/16	PAYROLL		1	\$5,031.46
453	10/03/16	Judi Litsey	FINES & FEES - RECEIPT #11926	1	\$134.45
454	10/03/16	Frankton Pythian Sisters 264	Donation- Receipt #11927	1	\$50.00
455	10/03/16	Katie Menssen	FINES & FEES - RECEIPT #11928	1	\$78.21
456	10/03/16	Jill Murray	FINES & FEES - RECEIPT #11929	1	\$80.77
457	10/03/16	Jordan Arehart	FINES & FEES - RECEIPT #11930	1	\$23.90
458	10/04/16	Jamie Scott	FINES & FEES - RECEIPT #11931	1	\$110.38
459	10/05/16	Jamie Scott	FINES & FEES - RECEIPT #11933	1	\$49.54
460	10/05/16	Treasurer of Madison County	October 2016 COIT- Receipt #11934	1	\$17,044.83
461	10/06/16	Jamie Scott	FINES & FEES - RECEIPT #11935	1	\$39.15
462	10/07/16	Jamie Scott	FINES & FEES - RECEIPT #11936	1	\$44.75
463	10/07/16	Judi Litsey	FINES & FEES - RECEIPT #11937	1	\$140.09
464	10/07/16	Trisha Shuler	FINES & FEES - RECEIPT #11938	1	\$25.25
465	10/10/16	Katie Menssen	FINES & FEES - RECEIPT #11939	1	\$83.65
466	10/10/16	Jill Murray	FINES & FEES - RECEIPT #11940	1	\$84.30
467	10/10/16	Jamie Scott	FINES & FEES - RECEIPT #11941	1	\$22.21
468	10/11/16	Jamie Scott	FINES & FEES - RECEIPT #11942	1	\$85.06
469	10/12/16	Jamie Scott	FINES & FEES - RECEIPT #11943	1	\$59.15
470	10/14/16	Jamie Scott	FINES & FEES - RECEIPT #11944	1	\$103.00
471	10/14/16	Debbie Fox	FINES & FEES - RECEIPT #11945	1	\$84.20
472	10/14/16	Jamie Scott	FINES & FEES - RECEIPT #11946	1	\$93.75



Receipt #	Date	Name	Explanation	Bank	Total
473	10/17/16	Jill Murray	FINES & FEES - RECEIPT #11947	1	\$41.70
474	10/17/16	Jordan Arehart	FINES & FEES - RECEIPT #11948	1	\$77.80
475	10/17/16	Jordan Arehart	FINES & FEES - RECEIPT #11949	1	\$61.67
476	10/17/16	Trisha Shuler	FINES & FEES - RECEIPT #11950	1	\$13.40
477	10/18/16	Jordan Arehart	FINES & FEES - RECEIPT #11951	1	\$80.30
478	10/19/16	Paula Vest	FINES & FEES - RECEIPT #11952	1	\$97.65
479	10/20/16	Jamie Scott	FINES & FEES - RECEIPT #11953	1	\$69.50
480	10/21/16	Trisha Shuler	FINES & FEES - RECEIPT #11954	1	\$32.70
481	10/21/16	Debbie Fox	FINES & FEES - RECEIPT #11955	1	\$56.71
482	10/21/16	Jordan Arehart	FINES & FEES - RECEIPT #11956	1	\$74.50
483	10/24/16	Katie Menssen	FINES & FEES - RECEIPT #11957	1	\$87.85
484	10/24/16	Katie Menssen	FINES & FEES - RECEIPT #11958	1	\$13.30
485	10/24/16	Auditor of State of Indiana	Evergreen 2nd Qtr	1	\$121.15
486	10/25/16	Jill Murray	FINES & FEES - RECEIPT #11960	1	\$65.55
487	10/25/16	Jordan Arehart	FINES & FEES - RECEIPT #11961	1	\$66.70
488	10/26/16	Paula Vest	FINES & FEES - RECEIPT #11962	1	\$47.95
489	10/27/16	Jordan Arehart	FINES & FEES - RECEIPT #11963	1	\$67.92
490	10/28/16	Trisha Shuler	FINES & FEES - RECEIPT #11964	1	\$32.23
491	10/28/16	Debbie Fox	FINES & FEES - RECEIPT #11965	1	\$83.55
492	10/28/16	Jordan Arehart	FINES & FEES - RECEIPT #11966	1	\$44.00
493	10/31/16	Jill Murray	FINES & FEES - RECEIPT #11967	1	\$52.79
494	10/31/16	Jordan Arehart	FINES & FEES - RECEIPT #11968	1	\$68.30
495	10/31/16	Jordan Arehart	FINES & FEES - RECEIPT #11969	1	\$39.40
<b>Total All Receipts</b>					<b>\$30,410.72</b>

Friday, November 04, 2016

Fiscal Officer

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

**Voucher List**  
**North Madison County Public Library System**  
 Report Date: From 10/01/16 To 10/31/16

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
0	550	INDIANA PUBLIC RETIREMENT	10/05/16	Payroll ending 10/1/16	\$1,764.71
0	551	EFTPS	10/05/16	Payroll ending 10/1/16	\$4,435.35
0	552	GREAT-WEST RETIREMENT S	10/05/16	Payroll ending 10/1/16	\$270.00
30466	553	CARDMEMBER SERVICE	10/05/16	As per attached invoices.	\$563.50
30467	554	CITY OF ELWOOD UTILITIES	10/05/16	Service for Elwood	\$382.78
30468	555	ELWOOD CALL LEADER	10/05/16	Employment Ad	\$20.80
30469	556	HARPER'S LAWN CARE	10/05/16	Lawn care @ Frankton	\$200.00
30470	557	INDIANA YOUTH INSTITUTE	10/05/16	Because Kids Count Conference	\$525.00
30471	558	JAN ROLAND	10/05/16	Art Class at Frankton	\$10.00
30472	559	MARSH SUPERMARKET	10/05/16	Program snacks	\$33.28
30473	560	TOWN OF FRANKTON	10/05/16	Service for Frankton	\$595.28
30474	561	TOWN OF SUMMITVILLE	10/05/16	Service for Summitville	\$59.68
30475	562	VECTREN ENERGY DELIVERY	10/05/16	Service for Elwood Frankton and Summitville	\$96.47
0	563	PAYROLL	10/05/16	PAYROLL	\$18,530.48
0	565	STAR FINANCIAL BANK	10/04/16	September Service Charge	\$10.44
30477	566	AVC TECHNOLOGY CORPORA	10/10/16	Quarterly support Oct-Dec	\$486.00
30476	567	AT&T	10/10/16	Service for Elwood	\$83.66
30478	568	BAKER & TAYLOR	10/10/16	As per attached invoices.	\$6,011.21
30479	569	BOSE, MCKINNEY & EVANS LL	10/10/16	As per attached invoices.	\$192.50
30480	570	BURNETTE - DELLINGER INC.	10/10/16	Package Policy Renewal	\$13,900.00
30481	571	CHAPMAN ELECTRIC SUPPLY,	10/10/16	Lighting supplies	\$81.67
30484	572	ELWOOD FIRE EQUIPMENT C	10/10/16	Sprinkler inspection/Repair	\$957.82
30485	573	ENA SERVICES LLC	10/10/16	Telephone & Internet	\$1,227.18
30486	574	INDIANA DEPARTMENT OF W	10/10/16	Unemployment	\$630.68
30487	575	INDIANA MICHIGAN POWER C	10/10/16	Service for Summitville	\$540.64
30488	576	INDIANA STATE LIBRARY	10/10/16	Evergreen 3rd Qtr	\$141.66
30490	577	ITSAVVY LLC	10/10/16	As per attached invoices.	\$146.10
30491	578	JILL MURRAY	10/10/16	Petty Cash	\$48.36
30492	579	KRISTA ARMES	10/10/16	Return of lost book	\$17.99
30493	580	LEAP Managed IT	10/10/16	Copies	\$10.00
30494	581	LIBRARY STORE INC., THE	10/10/16	Book processing	\$238.89
30498	582	MIDWEST TAPE	10/10/16	Book Processing	\$362.97
30500	583	RICOH USA, INC	10/10/16	Copies for Frankton & Summitville	\$38.90
30499	584	POPULAR SUBSCRIPTION SE	10/10/16	Magazine renewal	\$3,613.18
30501	585	SAFE HIRING SOLUTIONS	10/10/16	Background checks: Hilligoss, Eastman, Sullivan	\$86.85
30502	586	STAPLES ADVANTAGE	10/10/16	As per attached invoices.	\$547.15
30503	587	TOPS HOME CENTER	10/10/16	As per attached invoices.	\$74.09
30504	588	U.S. BANK EQUIPMENT FINAN	10/10/16	Copier Lease Elwood	\$149.00
30505	589	VAN AUSDALL & FARRAR, INC.	10/10/16	Copies Elwood	\$48.92
30506	590	VASEY COMMERCIAL, INC	10/10/16	New split system for server room \$2995.00 2nd Contract billing. \$1200.00	\$4,935.00
30507	591	VAUGHN'S COMPUTER HOUS	10/10/16	Network and server support	\$1,848.00
30508	592	WELLS FARGO VENDOR FINA	10/10/16	Copier Lease Frankton & Summitville	\$121.20
30497	593	MANIFOLD REFUSE, INC.	10/10/16	Trash Removal Frankton Oct-Dec	\$84.00
30495	594	LINDA EAD	10/10/16	Tomato Factories and Tomato Festivals of Elwood & Surrounding Areas	\$25.50
30482	595	DOLLAR GENERAL-REGIONS	10/10/16	As per attached invoices.	\$68.08
30489	596	INDIANA-AMERICAN WATER C	10/10/16	Service for Summitville	\$21.57
30483	597	ELWOOD CALL LEADER	10/10/16	Help Wanted Ad	\$25.75



Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
30496	598	MADISON GRANT HIGH SCHO	10/10/16	Yearbook and Ad	\$80.00
0	599	INDIANA PUBLIC RETIREMENT	10/19/16	Payroll ending 10/15/16	\$1,764.14
0	600	EFTPS	10/19/16	Payroll ending 10/19/16	\$4,433.40
0	601	GREAT-WEST RETIREMENT S	10/19/16	Payroll ending 10/15/16	\$270.00
0	602	AFLAC	10/19/16	October Payroll	\$428.88
0	603	INDIANA DEPARTMENT OF RE	10/19/16	October W/H	\$1,789.44
30512	604	UNITED HEALTHCARE	10/19/16	Health Insurance 11/1/16-11/30/16	\$5,644.19
30509	605	AT&T	10/19/16	Service for Summitville	\$60.18
30510	606	BARBARA SNIPES	10/19/16	Youth Services Display case	\$50.00
30511	607	INDIANA MICHIGAN POWER C	10/19/16	Service for Elwood	\$2,468.43
0	608	PAYROLL	10/19/16	PAYROLL	\$18,546.69
<b>Total Amount of Claims</b>					<b>\$99,797.64</b>

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Friday, November 04, 2016

\_\_\_\_\_  
Fiscal Officer

#### ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of  pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of

Date this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

#### SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

Printed on Friday, November 04, 2016

Page 2 of 2

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

#### TRANSMISSION VERIFICATION REPORT

TIME : 11/09/2016 13:17  
NAME : ELWOOD LIBRARY  
FAX : 7655520955  
TEL : 7655525001  
SER.# : BRDF2V374548

DATE, TIME  
FAX NO. /NAME  
DURATION  
PAGE(S)  
RESULT  
MODE

11/09 13:17  
CALL LEADER  
00:00:19  
01  
OK  
STANDARD  
ECM

#### Agenda

November 14<sup>th</sup>, 2016

North Madison County Public Library System  
Board of Trustees

#### Frankton Community Library

Regular Meeting  
5:00 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
  - Minutes
  - Claims Register & Checks
  - Personnel
- Old Business
  - 1. Internal Controls
- New Business
  - 1. Nominating Committee Report
  - 2. Employee Raises/Director and Administrative Assistant

## TRANSMISSION VERIFICATION REPORT

TIME : 11/09/2016 13:12  
 NAME : ELWOOD LIBRARY  
 FAX : 7655520955  
 TEL : 7655525001  
 SER. # : BROF2V374540

DATE, TIME 11/09 13:11  
 FAX NO./NAME HERALD  
 DURATION 00:00:15  
 PAGE(S) 01  
 RESULT OK  
 MODE STANDARD  
 ECM

## TRANSMISSION VERIFICATION REPORT

TIME : 11/09/2016 13:10  
 NAME : ELWOOD LIBRARY  
 FAX : 7655520955  
 TEL : 7655525001  
 SER. # : BROF2V374540

DATE, TIME 11/09 13:09  
 FAX NO./NAME SUMMITVILLE  
 DURATION 00:00:14  
 PAGE(S) 01  
 RESULT OK  
 MODE STANDARD  
 ECM

## Agenda

November 14<sup>th</sup>, 2016

North Madison County Public Library System  
 Board of Trustees

**Frankton Community Library**

Regular Meeting  
 5:00 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
  - Minutes
  - Claims Register & Checks
  - Personnel
- Old Business
  - 1. Internal Controls
- New Business
  - 1. Nominating Committee Report
  - 2. Employee Raises/Director and Administrative Assistant

## Agenda

November 14<sup>th</sup>, 2016

North Madison County Public Library System  
 Board of Trustees

**Frankton Community Library**

Regular Meeting  
 5:00 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
  - Minutes
  - Claims Register & Checks
  - Personnel
- Old Business
  - 1. Internal Controls
- New Business
  - 1. Nominating Committee Report
  - 2. Employee Raises/Director and Administrative Assistant
  - 3. 2017 Holiday Calendar



TRANSMISSION VERIFICATION REPORT

TIME : 11/09/2016 13:09  
NAME : ELWOOD LIBRARY  
FAX : 7655520955  
TEL : 7655525001  
SER.# : BRDF2V374540

DATE, TIME  
FAX NO./NAME  
DURATION  
PAGE(S)  
RESULT  
MODE

11/09 13:09  
FRANKTON  
00:00:12  
01  
OK  
STANDARD  
ECM

Agenda

November 14<sup>th</sup>, 2016

North Madison County Public Library System  
Board of Trustees

**Frankton Community Library**

Regular Meeting  
5:00 P.M.

Call to Order

Call for Quorum

Consent Agenda

Minutes

Claims Register & Checks

Personnel

Old Business

1. Internal Controls

New Business

1. Nominating Committee Report

2. Employee Raises/Director and Administrative Assistant

3. 2017 Holiday Calendar



# Agenda

December 12, 2016

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting  
5:00 P.M.

Call to Order

Call for Quorum

Consent Agenda

Minutes

Claims Register & Checks

Personnel

Old Business

New Business

1. Resolutions to Reduce 2016 Appropriations to Support the 2017 Budget
  - a. 2016 Operating Budget
  - b. 2016 Library Improvement Reserve Fund
2. Transfer of Appropriations Resolution
3. Lawnmower/Snow Blower Issues - Elwood

Director's Report

Public Comment

Adjournment

NORTH MADISON COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES  
Regular Meeting  
December 12, 2016  
5:00pm

CALL TO ORDER

Vice President Beverly Austin called a regular meeting of the North Madison County Public Library Board of Trustees to order on December 12, 2016 at 5:00 pm in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present were members Beverly Austin, Bette Dalzell, Mary Kiplinger, Tom Stone and Mike Robertson. Also in attendance were Director Jamie Scott, Administrative Assistant Sheri Wallace, and Reverend Doug Bohall.

CONSENT AGENDA

Bette Dalzell made a motion to approve the minutes, claims register and personnel report in the consent agenda. A second was made by Mike Robertson and the motion carried. The members signed the minutes and claims register. Assistant Treasurer Mike Robertson signed checks.

OLD BUSINESS

No old business was brought forward.

NEW BUSINESS

Resolutions to Reduce the 2016 Appropriations to Support the 2017 Budget

Secretary Bette Dalzell read the Resolution to Reduce Appropriations for 2016 Budget which would reduce the 2016 Operating Fund budget by \$415,000.00. Bette Dalzell made a motion to adopt this resolution. Mike Robertson made a second and the motion carried.

Secretary Bette Dalzell read the Resolution to Reduce Appropriations for 2016 Budget which would reduce the 2016 Library Improvement Reserve Fund budget by \$54,000.00. Bette Dalzell made a motion to adopt this resolution. Tom Stone made a second and the motion carried.

Transfer of Appropriations Resolution

Secretary Bette Dalzell read the Resolution to Transfer Funds Within the library Operating Fund Major Categories which would transfer \$6,874.00. Bette Dalzell made a motion to adopt this resolution. Mary Kiplinger made a second and the motion carried.

Lawnmower/Snow Blower Issues - Elwood

Our lawn tractor is 20 years old and will need a new mower deck at a cost of \$1,000.00. We currently have the snow blower on the tractor. We have pricing for a new lawn tractor and a separate snow blower from Idlewine Lawnmower Sales for \$2,998.00, Loren's Service Center for \$2628.99 and Lowes for \$2098.00. The bids were discussed. Tom Stone made a motion to accept the bid from Loren's. Bette Dalzell made a second and the motion carried.

DIRECTOR'S REPORT

Debbie Fox has had interest at Frankton for memorial bricks and would like to open it up to the community to purchase additional bricks. If we purchase 6 to 49 bricks the cost will be \$26.00 each. Larger bricks will cost \$38.00. She is still getting costs for installation.

Compliance Inc. has reported on the monitoring wells for Village Pantry. Nothing of significance was reported.

Our yearbook collection has been sent off to be digitized. We have several duplicates that we would like to offer for sale. Beverly Austin suggested contacting various classes to see if they would like to purchase them, or contacting Randy Lambert who has an active Elwood website to advertise them on.

November statistics are down. We are going to change our book ordering process to get new releases quickly. Community engagement is important. We need to promote our library. We had a great craft day last Saturday with about 35 children and 15 adults. We got some feedback about what people would like to have at our library.

We have not had anyone transfer their VHS tapes to DVD yet.

State Board of Accounts states that the Treasurer is the Fiscal Officer responsible for submitting our 100R and Annual Report.

Public comment was sought. None was forthcoming.

Mike Robertson made a motion to adjourn. Tom Stone made a second and the motion carried.

Bette Dalzell  
Bette Dalzell, Secretary

Daniel A. Prischoff  
Michael Robertson  
Thomas Stone

Beverly J. Austin  
Deanna J. Edler  
Mary E. Kiplinger



# Register Of Claims

## North Madison County Public Library System

Report Date: From 11/15/16 To 12/12/16

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	671	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$1,834.38	11/30/16	November Withholdings
			County Taxes Withheld	Payroll Deductions	\$917.50		
				<b>Total this claim =</b>	<u>\$2,751.88</u>		
0	660	INDIANA PUBLIC RETIREMENT	PERF	Payroll Deductions	\$373.13	11/16/16	Payroll ending 11/12/16
			Operating Fund	Emp Cont PERF	\$1,393.00		
				<b>Total this claim =</b>	<u>\$1,766.13</u>		
0	685	PAYROLL	Operating Fund	Salary of Director	\$2,170.55	11/30/16	PAYROLL
			Operating Fund	Salary of Assistants	\$15,931.02		
			Operating Fund	Wages of Janitor	\$1,048.32		
				<b>Total this claim =</b>	<u>\$19,149.89</u>		
0	686	STAR FINANCIAL BANK	Operating Fund	Professional Services	\$15.66	12/06/16	November service charge
				<b>Total this claim =</b>	<u>\$15.66</u>		
0	672	AFLAC	AFLAC	Payroll Deductions	\$643.32	11/30/16	November Withholding
				<b>Total this claim =</b>	<u>\$643.32</u>		
0	670	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$270.00	11/30/16	Payroll ending 11/26/16
				<b>Total this claim =</b>	<u>\$270.00</u>		
0	669	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,458.42	11/30/16	Payroll ending 11/26/16
			FICA	Payroll Deductions	\$1,181.99		
			Federal Taxes Withheld	Payroll Deductions	\$1,633.28		
			Medicare	Payroll Deductions	\$276.43		
				<b>Total this claim =</b>	<u>\$4,550.12</u>		
0	668	INDIANA PUBLIC RETIREMENT	PERF	Payroll Deductions	\$372.83	11/30/16	Payroll ending 11/26/16
			Operating Fund	Emp Cont PERF	\$1,391.88		
				<b>Total this claim =</b>	<u>\$1,764.71</u>		
0	667	PAYROLL	Operating Fund	Salary of Director	\$2,170.55	11/16/16	PAYROLL
			Operating Fund	Salary of Assistants	\$16,088.32		
			Operating Fund	Wages of Janitor	\$1,075.07		
				<b>Total this claim =</b>	<u>\$19,333.94</u>		
0	719	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$270.00	12/12/16	Payroll ending 12/10/16
				<b>Total this claim =</b>	<u>\$270.00</u>		



<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	662	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$270.00	11/16/16	Payroll ending 11/12/16
				<b>Total this claim =</b>	\$270.00		
0	718	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,480.36	12/12/16	Payroll ending 12/10/16
			FICA	Payroll Deductions	\$1,199.75		
			Federal Taxes Withheld	Payroll Deductions	\$1,663.22		
			Medicare	Payroll Deductions	\$280.61		
				<b>Total this claim =</b>	\$4,623.94		
0	661	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,472.50	11/16/16	Payroll ending 11/12/16
			FICA	Payroll Deductions	\$1,193.38		
			Federal Taxes Withheld	Payroll Deductions	\$1,640.38		
			Medicare	Payroll Deductions	\$279.12		
				<b>Total this claim =</b>	\$4,585.38		
0	717	INDIANA PUBLIC RETIREMENT	PERF	Payroll Deductions	\$377.22	12/12/16	Payroll ending 12/10/16
			Operating Fund	Emp Cont PERF	\$1,408.26		
				<b>Total this claim =</b>	\$1,785.48		
30535	663	DEMCO	Operating Fund	Book Processing	\$149.28	11/16/16	Book Processing
				<b>Total this claim =</b>	\$149.28		
30536	665	DISCOUNT PAPER PRODUCT	Operating Fund	Office Supplies	\$75.06	11/16/16	Receipt Tape
				<b>Total this claim =</b>	\$75.06		
30542	666	INDIANA NEWSPAPERS, INC.	Operating Fund	Elwood Period. & News.	\$472.04	11/16/16	Subscription for Elwood 1/1/17-12/31/17
				<b>Total this claim =</b>	\$472.04		
30544	664	JILL MURRAY	Operating Fund	Summitville Programing	\$47.00	11/16/16	Petty Cash Reimbursement
				<b>Total this claim =</b>	\$47.00		
30563	673	BARBARA SNIPES	Operating Fund	Professional Services	\$100.00	11/30/16	2 Display cases
				<b>Total this claim =</b>	\$100.00		
30564	674	CARDMEMBER SERVICE	Operating Fund	Fuel, Oil and Lubricants	\$13.00	11/30/16	As per attached invoices.
			Operating Fund	Advertising & Public Notices	\$8.06		
			Operating Fund	Elwood Childrens	\$620.48		
			Operating Fund	Professional Meetings	\$275.00		
				<b>Total this claim =</b>	\$916.54		
30565	675	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$133.56	11/30/16	Service for Elwood
			Operating Fund	Waste Disposal Services	\$197.96		
				<b>Total this claim =</b>	\$331.52		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
30566	676	CLINT TRICE	Operating Fund	Traveling Expense	\$116.16	11/30/16	Mileage 264 miles @ \$.44 =116.16
				<b>Total this claim =</b>	<u>\$116.16</u>		
30567	677	LEAP Managed IT	Operating Fund	Office Supplies	\$10.00	11/30/16	Copies for Elwood
				<b>Total this claim =</b>	<u>\$10.00</u>		
30568	678	ORIENTAL TRADING COMPAN	Operating Fund	Summitville Programing	\$90.42	11/30/16	Programming supplies Summitville
				<b>Total this claim =</b>	<u>\$90.42</u>		
30569	679	RICOH USA, INC	Operating Fund	Office Supplies	\$25.13	11/30/16	Copies for Frankton & Summitville
			Operating Fund	Office Supplies	\$9.99		
				<b>Total this claim =</b>	<u>\$35.12</u>		
30570	680	SYNCB/AMAZON	Operating Fund	Elwood AV	\$1,343.07	11/30/16	As per attached invoices.
			Operating Fund	Frankton AV	\$485.87		
			Operating Fund	Summitville AV	\$497.89		
			Operating Fund	Elwood Children's Programing	\$143.19		
			Operating Fund	Furniture & Equipment	\$135.13		
			Operating Fund	Operating Supplies	\$40.60		
				<b>Total this claim =</b>	<u>\$2,645.75</u>		
30571	681	TOWN OF FRANKTON	Operating Fund	Electricity	\$440.15	11/30/16	Service for Frankton
			Operating Fund	Water	\$20.55		
			Operating Fund	Waste Disposal Services	\$13.62		
				<b>Total this claim =</b>	<u>\$474.32</u>		
30572	682	TOWN OF SUMMITVILLE	Operating Fund	Waste Disposal Services	\$55.30	11/30/16	Service for Summitville
				<b>Total this claim =</b>	<u>\$55.30</u>		
30573	684	VAN AUSDALL & FARRAR, INC.	Operating Fund	Office Supplies	\$48.92	11/30/16	Copies for Elwood
				<b>Total this claim =</b>	<u>\$48.92</u>		
30574	683	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$213.35	11/30/16	Service for Elwood, Frankton & Summitville
			Operating Fund	Gas	\$36.26		
			Operating Fund	Gas	\$23.76		
				<b>Total this claim =</b>	<u>\$273.37</u>		
30575	711	ACE USA	Operating Fund	Insurance	\$916.00	12/12/16	Insurance
				<b>Total this claim =</b>	<u>\$916.00</u>		
30576	687	AT&T	Operating Fund	Telephone & Telegraph	\$99.80	12/12/16	Service for Elwood
				<b>Total this claim =</b>	<u>\$99.80</u>		
30577	712	AT&T	Operating Fund	Telephone & Telegraph	\$29.83	12/12/16	Service for Summitville
				<b>Total this claim =</b>	<u>\$29.83</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
30578	688	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$633.43	12/12/16	As per attached invoices.
			Operating Fund	Elwood Childrens	\$630.88		
			Operating Fund	Elwood YA	\$69.52		
			Operating Fund	Frankton	\$799.61		
			Operating Fund	Summitville	\$516.97		
			Operating Fund	Elwood AV	\$41.18		
				<b>Total this claim =</b>	<u>\$2,691.59</u>		
30579	689	BAXTER PEST PROFESSIONA	Operating Fund	Professional Services	\$180.00	12/12/16	Quarterly pest control Frankton & Summitville
				<b>Total this claim =</b>	<u>\$180.00</u>		
30580	690	BOYCE FORMS/SYSTEMS	Operating Fund	Office Supplies	\$54.09	12/12/16	1099 & W2 forms and envelopes
				<b>Total this claim =</b>	<u>\$54.09</u>		
30581	691	CHESTER INFORMATION TEC	Operating Fund	Technology Software	\$1,691.00	12/12/16	License renewal
				<b>Total this claim =</b>	<u>\$1,691.00</u>		
30582	692	CREATIVE PRODUCT SOURC	Operating Fund	Elwood Adult Programing	\$146.33	12/12/16	2017 Wall Calendars
				<b>Total this claim =</b>	<u>\$146.33</u>		
30583	709	DOLLAR GENERAL-REGIONS 4	Operating Fund	Frankton Programing	\$74.35	12/12/16	As per attached invoices.
			Operating Fund	Operating Supplies	\$30.00		
			Operating Fund	Summitville Programing	\$39.25		
				<b>Total this claim =</b>	<u>\$143.60</u>		
30584	715	ELWOOD FIRE EQUIPMENT C	Operating Fund	Professional Services	\$250.00	12/12/16	Sprinkler system inspection
				<b>Total this claim =</b>	<u>\$250.00</u>		
30585	693	ELWOOD FIRE EQUIPMENT C	Operating Fund	Professional Services	\$357.00	12/12/16	Fire Inspection
				<b>Total this claim =</b>	<u>\$357.00</u>		
30586	694	ENA SERVICES LLC	Operating Fund	Telephone & Telegraph	\$1,071.39	12/12/16	Telephone and internet
				<b>Total this claim =</b>	<u>\$1,071.39</u>		
30587	695	FRANKTON JR/SR HIGH SCHO	Gift	Advertising & Public Notices	\$100.00	12/12/16	Year book ad
				<b>Total this claim =</b>	<u>\$100.00</u>		
30588	696	FRONTIER	Operating Fund	Telephone & Telegraph	\$57.59	12/12/16	Service for Frankton
				<b>Total this claim =</b>	<u>\$57.59</u>		
30589	710	IDLEWINE LAWNMOWER SAL	Operating Fund	Repair Parts/Maintenance	\$139.16	12/12/16	Service for Lawn tractor
				<b>Total this claim =</b>	<u>\$139.16</u>		
30590	698	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$434.96	12/12/16	Service for Summitville
				<b>Total this claim =</b>	<u>\$434.96</u>		



<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
30591	697	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$21.57	12/12/16	Service for Summitville
				<b>Total this claim =</b>	<u>\$21.57</u>		
30592	716	JILL MURRAY	Operating Fund	Traveling Expense	\$75.32	12/12/16	Travel Expense
				<b>Total this claim =</b>	<u>\$75.32</u>		
30593	699	JILL MURRAY	Operating Fund	Professional Meetings	\$52.00	12/12/16	Parking @ Kids Count Conference
				<b>Total this claim =</b>	<u>\$52.00</u>		
30594	700	KMART 9124	Operating Fund	Elwood Children's Programing	\$25.07	12/12/16	Programing
				<b>Total this claim =</b>	<u>\$25.07</u>		
30595	701	MARSH SUPERMARKET	Operating Fund	Elwood Children's Programing	\$28.63	12/12/16	Programs
			Operating Fund	Elwood Adult Programing	\$19.22		
			Operating Fund	Summitville Programing	\$26.87		
				<b>Total this claim =</b>	<u>\$74.72</u>		
30596	702	OVERDRIVE, INC	Operating Fund	Ebook Services	\$3,000.00	12/12/16	Ebooks
				<b>Total this claim =</b>	<u>\$3,000.00</u>		
30597	703	PROQUEST LLC	Operating Fund	Elwood Period. & News.	\$494.38	12/12/16	Filming Newspapers
				<b>Total this claim =</b>	<u>\$494.38</u>		
30598	704	PURCHASE POWER	Operating Fund	Postage & UPS	\$56.34	12/12/16	Postage
				<b>Total this claim =</b>	<u>\$56.34</u>		
30599	705	STAPLES ADVANTAGE	Operating Fund	Operating Supplies	\$101.79	12/12/16	As per attached invoices.
			Operating Fund	Office Supplies	\$137.34		
				<b>Total this claim =</b>	<u>\$239.13</u>		
30600	706	TOPS HOME CENTER	Operating Fund	Technology Equipment	\$11.98	12/12/16	As per attached invoices.
			Operating Fund	Operating Supplies	\$79.99		
				<b>Total this claim =</b>	<u>\$91.97</u>		
30601	714	TRISHA SHULER	Operating Fund	Traveling Expense	\$41.36	12/12/16	Travel Expense
				<b>Total this claim =</b>	<u>\$41.36</u>		
30602	707	U.S. BANK EQUIPMENT FINAN	Operating Fund	Equipment/Rental	\$149.00	12/12/16	Equipment Rental
				<b>Total this claim =</b>	<u>\$149.00</u>		
30603	713	VASEY COMMERCIAL, INC	Operating Fund	Professional Services	\$1,200.00	12/12/16	Contract billing
				<b>Total this claim =</b>	<u>\$1,200.00</u>		
30604	708	WELLS FARGO VENDOR FINA	Operating Fund	Equipment/Rental	\$60.60	12/12/16	Copier rental Frankton & Summitville
			Operating Fund	Equipment/Rental	\$60.60		
				<b>Total this claim =</b>	<u>\$121.20</u>		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
30605	721	DAN PRIESHOFF	Operating Fund	Salary of Board Treasurer	\$300.00	12/12/16	Treasurer Salary
<b>Total this claim =</b>					<b>\$300.00</b>		
<b>Total Amount of Claims</b>					<b>\$81,925.65</b>		

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Monday, December 12, 2016

Michael Robertson  
Fiscal Officer

**ALLOWANCE OF VOUCHERS**

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of  pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of

Date this 12<sup>th</sup> day of December, 2016.

Roman Stone                      Mary Kelling  
Steven J. Quirk  
Bill Gatzell

**SIGNATURES OF GOVERNING BOARD**

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

**RESOLUTION TO REDUCE APPROPRIATIONS FOR 2016 BUDGET**

WHEREAS, the Board of Trustees of the North Madison County Public Library System finds that it is necessary to reduce the 2016 Operating Fund to fund the 2017 budget.

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees of the North Madison County Public Library System resolves to reduce Operating Fund categories in the following amounts:

Operating Fund	Original Appropriation	Reduction	New Appropriation
Personal Services	\$882,000.00	\$205,000.00	\$677,000.00
Supplies	\$ 53,800.00	\$ 30,000.00	\$ 23,800.00
Other Services and Charges	\$253,650.00	\$ 72,000.00	\$181,650.00
Capital Outlays	\$264,900.00	\$108,000.00	\$156,900.00

BE IT FURTHER RESOLVED, the total reduction reduces the appropriation of \$1,455,350.00 in the 2016 budget to \$1,067,350.00.

DULY ADOPTED by the Board of Trustees of the North Madison County Public Library System at its regular meeting held on the 12th day of December, 2016 at which meeting a quorum was present.

NAY  
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AYE  
*Bette Osbell*  
*Marg Bepling*  
*Michael Robertson*  
*Thomas Stone*  
*Beverly J. Austin*  
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ATTEST:  
*Bette Osbell*  
 Secretary Pro Tem

FW  
 1,040,350.<sup>00</sup>

**RESOLUTION TO REDUCE APPROPRIATIONS FOR 2016 BUDGET**

WHEREAS, the Board of Trustees of the North Madison County Public Library System finds that it is necessary to reduce the 2016 Library Improvement Reserve Fund to fund the 2017 budget.

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees of the North Madison County Public Library System resolves to reduce Library Improvement Reserve Fund categories in the following amounts:

LIRF Fund	Original Appropriation	Reduction	New Appropriation
Personal Services	\$27,000.00	\$27,000.00	\$ 0.00
Capital Outlays	\$27,000.00	\$27,000.00	\$ 0.00

BE IT FURTHER RESOLVED, the total reduction reduces the appropriation of \$54,000.00 in the 2016 budget to \$0.00

DULY ADOPTED by the Board of Trustees of the North Madison County Public Library System at its regular meeting held on the 12th day of December, 2016 at which meeting a quorum was present.

NAY  
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AYE  
*Bette Osbell*  
*Marg Bepling*  
*Michael Robertson*  
*Thomas Stone*  
*Beverly J. Austin*  
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ATTEST:  
*Bette Osbell*  
 Secretary Pro Tem



**Resolution to Transfer Funds Within the Library Operating Fund Major Category**

Whereas, it has been shown that certain existing appropriations in the Library Operating Fund now need to be transferred from one line to another.

We the Board of Trustees of the North Madison County Public Library do resolve that the following transfers be made within the Library Operating Fund:

Transfer from Other Services and Charges		
Professional Services	\$3,264.00	
Transfer to Other Services and Charges		
Legal Fees		\$1,265.00
Insurance		\$1,999.00
Transfer from Other Services and Charges		
Gas	\$3,010.00	
Transfer to Other Services and Charges		
Electricity		\$3,010.00
Transfer from Other Services and Charges		
Water	\$ <u>600.00</u>	
Transfer to Other Services and Charges		
Waste Disposal Services		\$ <u>600.00</u>
Total Transfers from line items	<u>\$6,874</u>	
Total Transfers to line items		<u>\$6,874</u>

ADOPTED THIS 12<sup>TH</sup> DAY OF DECEMBER 2016.

NAY

AYE

_____	<i>Beth Dabell</i>
_____	<i>Mary Kiplinger</i>
_____	<i>Michael Robertson</i>
_____	<i>Thomas Stone</i>
_____	<i>Beverly J. Kusin</i>
_____	
_____	

ATTEST:

*Beth Dabell*  
 Secretary Pro Tem, North Madison County Public Library Board of Trustees

**IDLEWINE LAWNMOWER SALES, INC.**

7768 WEST ST. RD. 28 • ELWOOD, IN 46036  
 PHONE : (765) 552-6007  
 FAX: (765) 552-1335

December 6, 2016

North Madison County Library  
 1600 Main Street  
 Elwood, IN 46036

**EQUIPMENT QUOTES**

Simplicity Regent Tractor / 38" mower	List Price	\$ 2399.00
22HP Briggs Twin Cylinder Engine	Bid Assist	-400.00
	Quote Price	\$ 1999.00
Simplicity Courier Zero-Turn / 42" mower	List Price	\$ 2999.00
23HP Briggs Twin Cylinder Engine	Bid Assist	-400.00
	Quote Price	\$ 2599.00
Simplicity Model M1227E Snow Thrower	List Price	\$ 1099.00
Briggs Engine 27" cut Electric Start	Bid Assist	-100.00
	Quote Price	\$ 999.00

Pricing good until 3/15/17

*Darrell Idlewine*

Counter Sale  
Generated by Partsmart 8.0

Company Name : Name : Address :	<b>Idlewine Lawnmower Sales</b> St. Rd. 28 East Elwood, IN 46036	Doc. Name: 13Sep16-124717
Phone : Fax : Email :		SO # : 175 Printed : 12/8/16 12:22:45 PM Page : 1

*New Deck & Maintenance \$1,000.00*

Ln#	Catalog	Part Number Description	Bin	Qty.	Price	Ext. Price
1	SMP	2157081SM SPACER 3/8X3/4X1/2	C2A	2	\$5.94	\$11.88
2	SMP	1710703SM SPACER-0.328IDX0.4990	C2B	2	\$2.75	\$5.50
3	SMP	1714760SM GAUGE WHEEL	C8L	4	\$4.59	\$18.36
4	SMP	1714879SM CAM-ECCENTRIC 1.125A/	C3N	1	\$3.51	\$3.51
5	SMP	1960236SM SPACER-0.344IDX0.499	C2B	4	\$2.70	\$10.80
6	SMP	1611705SM SPACER-0.385IDX0	C2A	1	\$1.84	\$1.84
7	SMP	1715024SM SPACER-0.390IDX1.13 O	XXXXXX	1	\$4.81	\$4.81
8	SMP	1687148SM HOUSING KIT-38 REGEN	XXXXXX	1	\$639.74	\$639.74
9	SMP	1705897SM BEARING BALL 11/16X1	C7I	4	\$6.21	\$24.84
10	SMP	1714419SM NUT-HEX FLANGE 9/16-1	C5E	2	\$3.24	\$6.48
11	SMP	1707335SM GASKET-FOAM POLY	C7B	2	\$3.29	\$6.58
12	SMP	1716854SM V-BELT HA 090.40 A	WALL	1	\$34.51	\$34.51
13	SMP	1716695ASM BLADE-MOWER 22.25 .1	BIN	1	\$19.28	\$19.28
14	SMP	1704856ASM BLADE 16-1/8 BLACK	BIN	1	\$15.50	\$15.50
15	SMP	LABOR	XXXXXX	2.3	\$63.00	\$144.90

*Purchase Snow Blower  
Elec. Start 27" cut 1099.00  
still has one in shop to be  
picked up later this week.*

Total: \$948.53



NORTH MADISON COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES  
Regular Meeting  
August 12, 2009  
5:15pm

CALL TO ORDER

President Mike Robertson called the regular meeting of the North Madison County Public Library to order at 5:15pm on August 12, 2009 in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present were members Kevin Sipe, Mike Robertson, Wayne Davidson, Leslie Rittenhouse and Beverly Austin. Also in attendance were Director Jamie Scott, Technical Service Manager Glenna Stewart and Administrative Assistant Diana Shepard.

MINUTES

Kevin Sipe made a motion to approve minutes from the July 22, 2009 regular meeting with the following correction; curb should be replaced with curb under working budgets for 2009 and 2010. Leslie Rittenhouse made a second and the motion carried.

CLAIMS REGISTER & CHECKS

The members signed the claims register and Treasurer Beverly Austin signed checks.

OLD BUSINESS

Working Budget for 2009

The total of the working budget for 2009 is \$946,470 in anticipation of what will be spent this year; the published budget is \$1,112,902. At the end of July approximately 55% of the working budget has been spent.

Elwood Lawnmower

Quotes have been received for lawn care and snow removal at Elwood. The mowing season was based on twenty eight mows and ten times for snow removal, including the parking lot and sidewalks. Tharpe Lawn Care would charge \$70 per mow, Moody Lawn Service \$45 per mow and Charlie Barton \$35 per mow. For snow removal Tharpe Lawn Care would charge \$120 per snow, Scott Construction would charge \$200 per snow and Curbs by Design would charge \$100 per snow. The most economical way to go would be to hire Charlie Barton for lawn care and Curbs by Design for snow removal. Their cost would be approximately \$1,980 per year. Yearly costs for custodial service at Frankton is \$5,574 and at Summitville \$6,344; however it was explained this should not be factored into any decision made about replacing or repairing the lawn tractor because cutting custodial service at Frankton and/or Summitville will probably be necessary to combat revenue loss. The estimate for repairing the lawn tractor is \$1,093. Beverly Austin made a motion to table decision about the Elwood lawn tractor until budget committee recommendations are received, and to hire someone to mow the lawn until that time. Wayne Davidson made a second and the motion carried.

NORTH MADISON COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES  
Regular Meeting  
September 9, 2009  
5:00pm

CALL TO ORDER

President Mike Robertson called the regular meeting of the North Madison County Public Library to order on September 9, 2009 at 5:00pm in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present were members Mike Robertson, Leslie Rittenhouse, Bette Dalzell, Beverly Austin, Wayne Davidson and Kevin Sipe.

MINUTES

Minutes were approved from the August 12 Budget Hearing and the August 12, 2009 regular meeting after a motion was made by Beverly Austin and seconded by Leslie Rittenhouse.

CLAIMS REGISTER & CHECKS

The members signed the claims register and Treasurer Beverly Austin signed checks.

OLD BUSINESS

Working Budget for 2009

It was explained a working budget would be distributed at each meeting; the only column that would change on the working budget would be the disbursements. We are doing very well with 63% of the working budget spent as of the end of August.

Elwood Lawnmower

It was recommended that a new lawnmower be purchased or the old lawnmower be fixed. Kevin Sipe made a motion to repair the lawnmower currently owned by the library at an estimate of \$1,093.60. Bette Dalzell made a second and the motion carried.

Public Library Standards

A copy of the proposed public library standards revisions was distributed. If they are approved they would become effective January 1, 2011. If approved evening hours would be defined as being open after 6:00pm. It defines a library sponsored program. Each wireless access point shall be computed as ten public access computers. This is good because the standards if approved will define the number of public access computers for each one thousand population served. They define young adult, which is not in the old standards. The by-laws and long range plan will need to be re-visited. The by-laws need to be reviewed every three years. It is defined how much of the operating budget will need to be spent on books and non-print materials; which will be a minimum of 7.5%. An answering machine that tells the hours open will be required at each branch.



UP TO 40% OFF SELECT TOOLS + FREE SHIPPING ON QUALIFYING ORDERS \$49 OR MORE



Open until 9PM!  
Anderson Lowe's

Prices, promotions, styles, and availability may vary. Our local stores do not honor online pricing. Prices and availability of products and services are subject to change without notice. Errors will be corrected where discovered, and Lowe's reserves the right to revoke any stated offer and to correct any errors, inaccuracies or omissions including after an order has been submitted.

# Troy-Bilt Storm 2840 243cc 28-in Two-Stage Electric Start Gas Snow Blower with Heated Handles and Headlight

Item # 494875 Model # 31AM66Q4711

★★★★☆ (16 Reviews)

*69% recommended*



## \$899.00

### Lowe's Extended Protection Plans

[Learn More](#)

3 YEAR: \$149.97
4 YEAR: \$199.97

- 1 +

ADD TO CART

♡ SAVE

↗ SHARE



### FREE Store Pickup


🕒 3 available today at Anderson Lowe's!



### Delivery

🕒 Delivery available as soon as tomorrow!

Aisle 29 , Bay 4

 In-Store Map

CHECK OTHER STORES




Get 5% OFF\* Every Day or 6 Months Special Financing\*\*

\$299 Minimum purchase required. Subject to credit approval. Offers cannot be combined. [Get Details](#)

## Product Information

### Description

- 4-way joystick control lets you adjust direction and height of snow discharge
- Heated hand grips for added comfort in cold conditions
- In-dash headlight and reflective stripes on the auger housing provide added visibility in low-light conditions
- Extended chute design minimizes snow blowback on operator
- JustOneHand® operation locks in speed, freeing 1 hand to operate chute and pitch controls
- Serrated steel augers cut through snow for faster clearing; reinforced steel housing provides durability and ruggedness for years of use
- Self-propelled, with choice of 6 forward and 2 reverse speeds, gives you control and versatility in winter conditions

 Specifications

<b>Snow Blower Type</b>	Two-stage	<b>Fuel Capacity (Gallons)</b>	0.5
<b>Engine Brand</b>	Troy-Bilt	<b>Fuel Type</b>	Gas only
<b>Engine Displacement (Cu. Centimeters)</b>	243	<b>Recommended Engine Oil Type</b>	5W-30
<b>Gross Torque (Foot/lbs.)</b>	0	<b>Oil Capacity (oz.)</b>	20
<b>Start Type</b>	Push-button electric start	<b>Auger Diameter (Inches)</b>	12
<b>Drive Type</b>	Self-propelled	<b>Auger Material</b>	Steel
<b>Clearing Width (Inches)</b>	28	<b>Engine Type</b>	4-cycle
<b>Intake Height (Inches)</b>	21	<b>Chute Material</b>	Plastic
<b>Warranty</b>	2-year limited	<b>Chute Rotation (Degrees)</b>	200
<b>Commercial Warranty</b>	None	<b>Number of Forward Speeds</b>	6
<b>Tire Size (Inches)</b>	16	<b>Number of Reverse Speeds</b>	2
<b>Tire Type</b>	Tire	<b>Gear Case</b>	Cast aluminum
<b>Pitch Control</b>	Joystick	<b>Some Assembly Required</b>	✓
<b>Heated Handles</b>	✓	<b>UL Safety Listing</b>	×
<b>Headlight</b>	✓	<b>CSA Safety Listing</b>	×
<b>Skid Shoes</b>	✓	<b>ETL Safety Listing</b>	×
<b>Drift Cutters</b>	×	<b>Series Name</b>	Storm 2840

Need Help?  
Call 1-800-445-6937

Products &  
Sales



UP TO 40% OFF SELECT TOOLS + FREE SHIPPING ON QUALIFYING ORDERS \$49 OR MORE



Open until 9PM!  
Anderson Lowe's ✓

Prices, promotions, styles, and availability may vary. Our local stores do not honor online pricing. Prices and availability of products and services are subject to change without notice. Errors will be corrected where discovered, and Lowe's reserves the right to revoke any stated offer and to correct any errors, inaccuracies or omissions including after an order has been submitted.

### Troy-Bilt Bronco 17-HP Automatic 42-in Riding Lawn Mower

Item# 521678 Model # 13VV78KS011

★★★★☆ (299 Reviews)

*76% recommended*



# \$1,199.00

**Lowe's Extended Protection Plans**  
[Learn More](#)

4 YEAR: \$279.97

3 YEAR: \$199.97

- 1 +

ADD TO CART

♥ SAVE

🔗 SHARE



**Ships to Store**  
**FREE**

📍 Ready for pickup on 12/15/2016 at Anderson Lowe's



**Delivery**

📍 Ready for delivery on 12/15/2016 at Anderson Lowe's



Get 5% OFF\* Every Day or 6 Months Special Financing\*\*


\$299 Minimum purchase required. Subject to credit approval. Offers cannot be combined. [Get Details](#)

## Product Information

### Description

- 17 HP KOHLER engine gives you more power to get the job done
- Foot pedal controlled automatic transmission with mow in reverse for smooth change of speed
- 42-in twin-blade, side discharge deck cuts quickly and cleanly
- Fully-welded step-thru frame with cup holder is easy to get on and off
- 18-in turn radius lets you trim close to trees and other landscaping features
- Optional accessories include 6.5 bushel twin bagger (806325) and mulch kit (534473)
- Maintenance of your riding mower is easier with optional mower lift (755136) that raises mower up to 24-in off the flow and features adjustable wheel pads
- The EZ-Stow cart (806321) attaches to the rear hitch and offers convenient transport of mulch, plants, soil and other items while working in your yard, plus stores vertically, taking up to 70% less space than conventional carts

- Register your product at [www.troybilt.com](http://www.troybilt.com)

 Specifications

<b>Type</b>	Riding lawn mower	<b>Maximum Reverse Speed (MPH)</b>	5.5
<b>Engine Horsepower (HP)</b>	17	<b>Operator-Controlled Mow-in-Reverse</b>	✓
<b>Engine Displacement (Cu. Centimeters)</b>	597	<b>Adjustable Seat</b>	✓
<b>Cutting Range/Yard Size (Acres)</b>	1-2	<b>Cup Holder</b>	✓
<b>Recommended for Terrain Type</b>	Uneven	<b>Deck Gauge</b>	13
<b>Cut Width (Inches)</b>	42	<b>Discharge Location</b>	Side
<b>Number of Blades</b>	2	<b>Headlights</b>	✓
<b>Engine Brand</b>	KOHLER	<b>Overall Length (Inches)</b>	70.5
<b>Engine Type</b>	Single cylinder	<b>Overall Width with Deck (Inches)</b>	48
<b>Transmission Type</b>	Foot pedal automatic	<b>Recommended Engine Oil</b>	SAE30
<b>Blade Engagement Type (PTO)</b>	Manual	<b>Engine Oil Capacity (oz.)</b>	48
<b>Fuel Capacity (Gallons)</b>	1.3	<b>Steering Type</b>	Standard wheel
<b>Front Wheel Size</b>	15-in	<b>Weight (lbs.)</b>	495
<b>Rear Wheel Size</b>	20-in	<b>California Air Resources Board Compliant</b>	×
<b>Cruise Control</b>	×	<b>Color</b>	Red
<b>Oil Filter Type</b>	Spin-on	<b>Color Family</b>	Red/Pink
<b>Hour Meter Type</b>	N/A	<b>UL Safety Listing</b>	×
<b>Ammeter</b>	×	<b>CSA Safety Listing</b>	×
<b>Front Axle</b>	Steel	<b>ETL Safety Listing</b>	×
<b>Seat Type</b>	Mid-back	<b>Series Name</b>	Bronco
<b>Grease Fittings</b>	✓	<b>Overall Width with Bagger (Inches)</b>	56
<b>Size of Deck Wheels</b>	5-in	<b>Minimum Cutting Height (Inches)</b>	1.25
<b>Number of</b>			



12/8/14

FROM

# Memo

LOREN'S SERVICE CENTER, INC.

552-6625

\*1 Snowthrower left in stock

Briggs + Stratton 10 hp engine w/ light

2 stage 24" 5 forward 2 reverse

# 729.99 elec. Start

\* Snapper

SPX 22 hp 42" lawn tractor

14" turning radius

Briggs + Stratton V Twin w/ spin on oil filter

Elec. PTO clutch

\$1899<sup>00</sup>

Thank You!

Darrell + Kim Wittkamper

**SNAPPER**



**2016 Lawn Tractors & Zero Turns**



SPEC  
SWEET COURIER

 **Simplicity**

2016  
LAWN & GARDEN  
TRACTORS & ZERO TURNS





THIS PAGE

 **Simplicity**



2017  
SNOWTHROWERS

## Bank Balances

North Madison County Public Library System

Report as of: 11/30/16

Bank	
1 Star Financial Bank	\$324,162.41
2 Star Financial Bank (2)	\$62,555.20
3 Community Bank/Summitville	\$0.00
4 First Farmers Bank & Trust	\$194,638.74
5 PNC Bank	\$0.00
6 Main Source Bank	\$0.00
7 Petty Cash & Cash Drawer	\$265.00
8 National City Bank (2)	\$0.00
9 First Farmers Bank & Trust (2)	\$0.00
<b>Total all banks = \$581,621.35</b>	

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

## Financial Report North Madison County Public Library System

Report Dates = 11/01/16 to 11/30/16

Fund	Start of year	Disbursements this month	Disbursements YTD	Receipts this month	Receipts YTD	Balance
100 Operating Fund	\$543,773.13	\$96,172.33	\$850,885.36	\$19,282.51	\$655,762.19	\$348,649.96
<b>Subtotal</b>	<b>\$543,773.13</b>	<b>\$96,172.33</b>	<b>\$850,885.36</b>	<b>\$19,282.51</b>	<b>\$655,762.19</b>	<b>\$348,649.96</b>
<b>1. Operating Fund</b>						
102 Petty Cash & Cash Drawer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
105 Operating Fund Investment	\$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>2. Main</b>						
103 Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
106 Evergreen Indiana	\$85.10	\$0.00	\$433.19	\$21.55	\$430.12	\$82.03
107 PLAC	\$65.00	\$0.00	\$260.00	\$0.00	\$260.00	\$65.00
110 LIRF Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
115 LIRF	\$54,370.99	\$0.00	\$0.00	\$0.00	\$0.00	\$54,370.99
117 Rainy Day Fund	\$48,573.19	\$0.00	\$0.00	\$0.00	\$82,622.59	\$131,195.78
118 Rainy Day Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
120 Gift	\$40,887.75	\$25.00	\$4,320.74	\$50.00	\$9,377.00	\$45,944.01
121 F'nk Bldg Project Gift	\$1,313.58	\$0.00	\$0.00	\$0.00	\$0.00	\$1,313.58
122 Gates Gift Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
123 Madison Co Comm Foundation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
124 F'nk Bldg Project Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
125 St Technology Fund Grant Fund	\$5,402.88	\$0.00	\$5,402.88	\$0.00	\$0.00	\$0.00
130 Debt Service Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Subtotal</b>	<b>\$150,698.49</b>	<b>\$25.00</b>	<b>\$10,416.81</b>	<b>\$71.55</b>	<b>\$92,689.71</b>	<b>\$232,971.39</b>
<b>4. Withholding</b>						
201 Federal Taxes Withheld	\$0.00	\$4,877.74	\$40,943.61	\$4,877.74	\$40,943.61	\$0.00
202 FICA	\$0.00	\$3,515.40	\$28,642.47	\$3,515.40	\$28,642.47	\$0.00
203 State Tax Withheld	\$0.00	\$1,834.38	\$14,926.55	\$1,834.38	\$14,926.55	\$0.00
204 County Taxes Withheld	\$0.00	\$917.50	\$7,486.59	\$917.50	\$7,486.59	\$0.00
205 PERF	\$0.00	\$1,119.47	\$9,465.72	\$1,119.47	\$9,465.72	\$0.00
206 Credit Union	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
207 Annuity	\$0.00	\$810.00	\$6,480.00	\$810.00	\$6,480.00	\$0.00
208 Insurance	\$0.00	\$774.21	\$5,845.02	\$774.21	\$5,845.02	\$0.00
209 Medicare	\$0.00	\$822.18	\$6,698.83	\$822.18	\$6,698.83	\$0.00
210 Other Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
211 Garnishment	\$0.00	\$0.00	\$236.22	\$0.00	\$236.22	\$0.00
212 AFLAC	\$0.00	\$643.32	\$5,112.06	\$657.12	\$5,112.06	\$0.00
<b>Subtotal</b>	<b>\$0.00</b>	<b>\$15,314.20</b>	<b>\$125,837.07</b>	<b>\$15,328.00</b>	<b>\$125,837.07</b>	<b>\$0.00</b>
<b>Grand Total</b>	<b>\$694,471.62</b>	<b>\$111,511.53</b>	<b>\$987,139.24</b>	<b>\$34,682.06</b>	<b>\$874,288.97</b>	<b>\$581,621.35</b>

**Total all banks = \$581,621.35**

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.



# Appropriation Report for 100 Operating Fund

North Madison County Public Library System

Report Date: From 11/01/16 To 11/30/16

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	\$57,000.00	\$0.00	\$57,000.00	\$6,511.65	\$52,093.20	\$4,906.80	91.4
1.12 Salary of Assistants	\$587,700.00	\$0.00	\$587,700.00	\$47,271.25	\$386,174.03	\$201,525.97	65.7
1.13 Wages of Janitor	\$34,000.00	\$0.00	\$34,000.00	\$3,174.52	\$25,765.63	\$8,234.37	75.8
1.14 Employee Benefits	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$3,648.23	\$2,351.77	60.8
1.16 Empl.Share FICA&Medicare	\$51,000.00	\$0.00	\$51,000.00	\$4,337.58	\$35,341.30	\$15,658.70	69.3
1.17 Unemployment comp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
1.18 Emp Cont PERF	\$46,000.00	\$0.00	\$46,000.00	\$4,179.28	\$35,338.13	\$10,661.87	76.8
1.19 Emp Cont Group Ins	\$100,000.00	\$0.00	\$100,000.00	\$4,869.98	\$53,017.04	\$46,982.96	53.0
1.2 Salary of Board Treasurer	\$300.00	\$0.00	\$300.00	\$0.00	\$0.00	\$300.00	0.0
<b>Subtotal</b>	<b>\$882,000.00</b>		<b>\$882,000.00</b>	<b>\$70,344.26</b>	<b>\$591,377.56</b>	<b>\$290,622.44</b>	<b>67.0</b>
<b>2. Supplies</b>							
2.1 Office Supplies	\$15,000.00	\$0.00	\$15,000.00	\$918.53	\$6,065.87	\$8,934.13	40.4
2.12 Stationary & Supplies	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
2.2 Operating Supplies	\$9,500.00	\$0.00	\$9,500.00	\$120.84	\$4,622.50	\$4,877.50	48.7
2.21 Cleaning & Sanitation Supplies	\$4,000.00	\$0.00	\$4,000.00	\$241.82	\$1,495.34	\$2,504.66	37.4
2.23 Fuel, Oil and Lubricants	\$150.00	\$0.00	\$150.00	\$26.62	\$130.99	\$19.01	87.3
2.24 Bldg. Matl. And Supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.25 Paint and painting supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.26 Repair Parts/Maintenance	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$660.06	\$339.94	66.0
2.27 Other Repair & mainten.supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.31 Book Processing	\$9,500.00	\$0.00	\$9,500.00	\$669.68	\$3,945.25	\$5,554.75	41.5
2.32 Automation	\$13,400.00	\$0.00	\$13,400.00	\$0.00	\$0.00	\$13,400.00	0.0
<b>Subtotal</b>	<b>\$53,800.00</b>		<b>\$53,800.00</b>	<b>\$1,977.59</b>	<b>\$16,920.01</b>	<b>\$36,879.99</b>	<b>31.4</b>
<b>2. Supplies</b>							
2.11 Official Records	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$349.14	\$650.86	34.9



Account Description	Amnd Appropriation	Change in Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Spent
School	\$1,000.00		\$1,000.00	\$0.00	\$349.14	\$650.86	34.9
2. Other Services and Charges							
2.01 Professional Services	\$88,000.00	\$0.00	\$88,000.00	\$1,034.00	\$39,030.49	\$86,969.51	75.9
2.02 Consulting Services	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
2.03 Legal Services	\$2,800.00	\$0.00	\$2,800.00	\$0.00	\$3,705.00	(\$905.00)	100.0
2.04 Engineering & Architects	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	0.0
2.46 Databases	\$8,850.00	\$0.00	\$8,850.00	\$0.00	\$4,701.90	\$4,148.10	75.7
2.48 Check Services	\$8,200.00	\$0.00	\$8,200.00	\$0.00	\$0.00	\$8,200.00	0.0
2.47 Election Membership	\$8,000.00	\$0.00	\$8,000.00	\$0.00	\$2,500.00	\$5,500.00	50.0
2.21 Telephone & Telegraph	\$48,200.00	\$0.00	\$48,200.00	\$1,073.58	\$7,713.98	\$40,486.02	26.2
2.22 Postage & UPS	\$3,800.00	\$0.00	\$3,800.00	\$860.59	\$2,170.56	\$1,629.44	57.1
2.23 Traveling Expense	\$3,000.00	\$0.00	\$3,000.00	\$156.64	\$937.19	\$2,062.81	31.2
2.24 Professional Meetings	\$3,000.00	\$0.00	\$3,000.00	\$275.00	\$925.00	\$2,075.00	30.8
2.25 Elwood Children's Programing	\$5,000.00	\$0.00	\$5,000.00	\$413.69	\$2,435.85	\$2,564.15	48.7
2.27 Elwood Adult Programing	\$3,000.00	\$0.00	\$3,000.00	\$37.94	\$767.45	\$2,232.55	25.6
2.28 Franklin Programing	\$4,000.00	\$0.00	\$4,000.00	\$138.56	\$1,120.15	\$2,879.85	28.0
2.29 Summerville Programing	\$3,000.00	\$0.00	\$3,000.00	\$358.84	\$1,547.27	\$1,452.73	51.9
2.3 Title Source	\$3,100.00	\$0.00	\$3,100.00	\$0.00	\$2,400.00	\$700.00	77.4
2.31 Advertising & Public Notices	\$1,200.00	\$0.00	\$1,200.00	\$234.83	\$760.47	\$439.53	63.4
2.4 Insurance	\$18,000.00	\$0.00	\$18,000.00	\$0.00	\$19,083.00	(\$1,083.00)	106.0
2.41 Official Bonds	\$400.00	\$0.00	\$400.00	\$0.00	\$200.00	\$200.00	50.0
2.51 Gas	\$20,000.00	\$0.00	\$20,000.00	\$494.08	\$4,477.98	\$15,522.02	22.4
2.52 Electricity	\$35,000.00	\$0.00	\$35,000.00	\$3,714.39	\$35,075.54	(\$75.54)	100.2
2.53 Water	\$6,000.00	\$0.00	\$6,000.00	\$331.14	\$2,066.09	\$3,933.91	34.4
2.54 Waste Disposal Services	\$3,000.00	\$0.00	\$3,000.00	\$534.48	\$3,517.22	(\$517.22)	117.2
2.61 Bldg & Structure Maint.	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.0
2.62 Equipment/Maint.	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$111.37	\$4,888.63	2.2
2.72 Equipment/Rental	\$7,000.00	\$0.00	\$7,000.00	\$436.20	\$3,671.20	\$3,328.80	52.4
2.8 Dues	\$2,700.00	\$0.00	\$2,700.00	\$0.00	\$297.60	\$2,402.40	11.0
2.81 Taxes	\$500.00	\$0.00	\$500.00	\$0.00	\$244.60	\$255.40	48.9
2.82 Interest on Temporary Loans	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	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>
3.9 Transfer to LIRF	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.0
<b>Subtotal</b>	<b>\$253,650.00</b>		<b>\$253,650.00</b>	<b>\$10,094.85</b>	<b>\$139,509.99</b>	<b>\$114,140.01</b>	<b>55.0</b>
<b>4. Capitol Outlays</b>							
4.1 Land Buildings Improvements	\$31,000.00	\$0.00	\$31,000.00	\$0.00	\$0.00	\$31,000.00	0.0
4.2 Furniture & Equipment	\$32,000.00	\$0.00	\$32,000.00	\$135.13	\$2,657.00	\$29,343.00	8.3
4.21 Technology Equipment	\$22,000.00	\$0.00	\$22,000.00	\$307.56	\$18,488.91	\$3,511.09	84.0
4.31 Elwood Adult	\$33,500.00	\$0.00	\$33,500.00	\$2,198.00	\$14,793.12	\$18,706.88	44.2
4.32 Elwood Childrens	\$14,000.00	\$0.00	\$14,000.00	\$734.07	\$6,323.25	\$7,676.75	45.2
4.33 Elwood YA	\$6,200.00	\$0.00	\$6,200.00	\$480.46	\$3,004.90	\$3,195.10	48.5
4.34 Frankton	\$19,500.00	\$0.00	\$19,500.00	\$1,418.31	\$9,316.34	\$10,183.66	47.8
4.35 Summitville	\$16,500.00	\$0.00	\$16,500.00	\$1,304.60	\$7,186.79	\$9,313.21	43.6
4.4 Elwood Period. & News.	\$9,500.00	\$0.00	\$9,500.00	\$472.04	\$2,837.40	\$6,662.60	29.9
4.41 Frankton Per. & Newsp.	\$2,800.00	\$0.00	\$2,800.00	\$0.00	\$1,214.08	\$1,585.92	43.4
4.42 Summitville Period. & Newsp.	\$1,700.00	\$0.00	\$1,700.00	\$314.90	\$1,576.15	\$123.85	92.7
4.51 Elwood AV	\$35,000.00	\$0.00	\$35,000.00	\$4,315.39	\$17,837.39	\$17,162.61	51.0
4.52 Frankton AV	\$18,800.00	\$0.00	\$18,800.00	\$987.45	\$7,908.58	\$10,891.42	42.1
4.53 Summitville AV	\$14,400.00	\$0.00	\$14,400.00	\$1,087.72	\$7,619.91	\$6,780.09	52.9
4.54 Techology Software	\$8,000.00	\$0.00	\$8,000.00	\$0.00	\$1,964.84	\$6,035.16	24.6
<b>Subtotal</b>	<b>\$264,900.00</b>		<b>\$264,900.00</b>	<b>\$13,755.63</b>	<b>\$102,728.66</b>	<b>\$162,171.34</b>	<b>38.8</b>
<b>Grand Total</b>	<b>\$1,455,350.00</b>	<b>\$0.00</b>	<b>\$1,455,350.00</b>	<b>\$96,172.33</b>	<b>\$850,885.36</b>	<b>\$604,464.64</b>	<b>58.5</b>

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

## Receipt Listing

### North Madison County Public Library System

Report Date: From 11/01/16 To 11/30/16

Receipt #	Date	Name	Explanation	Bank	Total
496	11/02/16	PAYROLL		1	\$5,031.98
497	11/01/16	Katie Menssen	FINES & FEES - RECEIPT #11970	1	\$98.37
498	11/03/16	Jamie Scott	FINES & FEES - RECEIPT #11971	2	\$87.05
499	11/03/16	Star Financial Bank	October Interest	1	\$3.43
500	11/03/16	Star Financial Bank	October Interest	2	\$10.57
501	11/04/16	Jamie Scott	FINES & FEES - RECEIPT #11972	1	\$52.20
502	11/04/16	Jamie Scott	FINES & FEES - RECEIPT #11973	1	\$57.58
503	11/04/16	Sandy Hilligoss	FINES & FEES - RECEIPT #11974	1	\$97.65
504	11/04/16	Treasurer of Madison County	November 2016 COIT- Receipt #11975	1	\$17,044.83
505	11/07/16	Jill Murray	FINES & FEES - RECEIPT #11976	1	\$45.86
506	11/07/16	Katie Menssen	FINES & FEES - RECEIPT #11977	1	\$57.80
507	11/07/16	Jamie Scott	FINES & FEES - RECEIPT #11978	1	\$15.15
508	11/08/16	Jordan Arehart	FINES & FEES - RECEIPT #11979	1	\$55.15
509	11/09/16	Paula Vest	FINES & FEES - RECEIPT #11980	1	\$49.91
510	11/10/16	Katie Menssen	FINES & FEES - RECEIPT #11981	1	\$42.50
511	11/10/16	Debbie Fox	FINES & FEES - RECEIPT #11982	1	\$92.65
512	11/10/16	First Farmers Bank & Trust	October Interest	4	\$41.05
513	11/11/16	Trisha Shuler	FINES & FEES - RECEIPT #11983	1	\$34.90
514	11/11/16	Jordan Arehart	FINES & FEES - RECEIPT #11985	1	\$77.25
515	11/14/16	Jill Murray	FINES & FEES - RECEIPT #11986	1	\$36.70
516	11/14/16	Jordan Arehart	FINES & FEES - RECEIPT #11987	1	\$88.95
517	11/14/16	Jordan Arehart	FINES & FEES - RECEIPT #11988	1	\$37.40
518	11/16/16	PAYROLL		1	\$5,163.40
519	11/15/16	Katie Menssen	FINES & FEES - RECEIPT #11989	1	\$81.80
520	11/16/16	Jamie Scott	FINES & FEES - RECEIPT #11990	1	\$60.30
521	11/17/16	Katie Menssen	FINES & FEES - RECEIPT #11991	1	\$42.90
522	11/18/16	Trisha Shuler	FINES & FEES - RECEIPT #11992	1	\$16.35
523	11/18/16	Jordan Arehart	FINES & FEES - RECEIPT #11993	1	\$44.70
524	11/21/16	Jill Murray	FINES & FEES - RECEIPT #11994	1	\$69.65
525	11/21/16	Katie Menssen	FINES & FEES - RECEIPT #11995	1	\$39.20
526	11/21/16	Debbie Fox	FINES & FEES - RECEIPT #11996	1	\$164.71
527	11/21/16	Clint Trice	Computer Sale-Receipt #11997	1	\$150.00
528	11/21/16	Psi Iota Xi	Donation for Summitville-Receipt #11998	1	\$50.00
529	11/21/16	Jamie Scott	FINES & FEES - RECEIPT #11999	1	\$23.50

Receipt #	Date	Name	Explanation	Bank	Total
530	11/21/16	Desk Receipts		1	
531	11/22/16	Jamie Scott	FINES & FEES - RECEIPT #12000	1	\$66.40
532	11/23/16	Jordan Arehart	FINES & FEES - RECEIPT #12151	1	\$67.70
533	11/28/16	Jordan Arehart	FINES & FEES - RECEIPT #12152	1	\$10.00
534	11/28/16	Jordan Arehart	FINES & FEES - RECEIPT #12153	1	\$15.45
535	11/28/16	Debbie Fox	FINES & FEES - RECEIPT #12154	1	\$47.40
536	11/28/16	Sandy Hilligoss	Book Sale-Receipt #12155	1	\$52.50
537	11/28/16	Jill Murray	FINES & FEES - RECEIPT #12156	1	\$42.15
538	11/28/16	Jordan Arehart	FINES & FEES - RECEIPT #12157	1	\$16.60
539	11/29/16	Katie Menssen	FINES & FEES - RECEIPT #12158	1	\$58.35
540	11/30/16	PAYROLL		1	\$5,132.62
541	11/30/16	Jamie Scott	FINES & FEES - RECEIPT #12159	1	\$107.45
<b>Total All Receipts</b>					<b>\$34,682.06</b>

Monday, December 12, 2016

Fiscal Officer

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.



Voucher List

North Madison County Public Library System

Report Date: From 11/01/16 To 11/30/16

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
0	609	INDIANA PUBLIC RETIREMENT	11/02/16	Payroll ending 10/29/16	\$1,767.91
0	610	EFTPS	11/02/16	Payroll ending 10/29/16	\$4,417.40
0	611	GREAT-WEST RETIREMENT S	11/02/16	Payroll ending 10/29/16	\$270.00
30530	612	VECTREN ENERGY DELIVERY	11/02/16	Service for Elwood, Frankton, Summitville	\$220.71
30529	613	VAN AUSDALL & FARRAR, INC.	11/02/16	Copies for Elwood	\$300.04
30528	614	TOWN OF SUMMITVILLE	11/02/16	Service for Summitville	\$59.68
30527	615	TOWN OF FRANKTON	11/02/16	Service for Frankton	\$673.20
30525	616	STAPLES ADVANTAGE	11/02/16	As per attached invoices.	\$269.93
30524	617	RICOH USA, INC	11/02/16	As per attached invoices.	\$40.61
30523	618	POPULAR SUBSCRIPTION SE	11/02/16	As per attached invoices.	\$50.00
30522	619	ORIENTAL TRADING COMPAN	11/02/16	As per attached invoices.	\$101.44
30520	620	ITSAVVY LLC	11/02/16	As per attached invoices.	\$292.58
30519	621	INDIANA MEDIA GROUP	11/02/16	Employment AD	\$224.00
30521	622	JAN ROLAND	11/02/16	Art Program	\$10.00
30518	623	GRASS ROOTS PLUS, INC.	11/02/16	Fertilizer & Weed Control Elwood & Summitville	\$215.00
30515	624	CITY OF ELWOOD UTILITIES	11/02/16	Service for Elwood	\$326.86
30514	625	CHRONICLE TRIBUNE	11/02/16	52 weeks Chronicle Tribune	\$264.90
30513	626	CARDMEMBER SERVICE	11/02/16	As per attached invoices.	\$16.39
30526	627	SYNCB/AMAZON	11/02/16	As per attached invoices.	\$2,384.87
30531	628	WELLS FARGO VENDOR FINA	11/02/16	Copier Lease Frankton & Summitville	\$121.20
30517	629	DEBBIE FOX	11/02/16	Petty Cash Reimbursement	\$45.60
30516	630	DAVE SHETTERLY	11/02/16	10X10 Vendor Space at FUMC Fall Bazaar	\$25.00
0	631	PAYROLL	11/02/16	PAYROLL	\$18,473.59
0	632	STAR FINANCIAL BANK	11/02/16	October Service Charge	\$10.44
30532	633	ALAN McPHEARSON	11/14/16	Books	\$79.95
30533	634	BAKER & TAYLOR	11/14/16	As per attached invoices.	\$5,626.42
30538	635	ENA SERVICES LLC	11/14/16	VOIP & Internet	\$1,073.58
30539	636	GOLDEN THREADS	11/14/16	2 "library closed" yard signs	\$42.00
30540	637	HARPER'S LAWN CARE	11/14/16	September Lawn Care for Frankton	\$350.00
30543	638	INDIANA-AMERICAN WATER C	11/14/16	Service for Summitville	\$22.92
30541	639	INDIANA MICHIGAN POWER C	11/14/16	Service for Summitville	\$2,636.21
30546	640	KMART 9124	11/14/16	As per attached invoices.	\$101.43
30547	641	LEAP Managed IT	11/14/16	Copies-Elwood	\$10.00
30548	642	LIBRARY STORE INC., THE	11/14/16	Book stickers-Summitville Book Processing-Elwood	\$208.43
30549	643	MARSH SUPERMARKET	11/14/16	As per attached invoices.	\$133.56
30550	644	MIDWEST TAPE	11/14/16	As per attached invoices.	\$1,707.75
30551	645	NUGENT ELECTRIC INC.	11/14/16	Ballast replaced in 6 fixtures	\$269.45
30552	646	PAULETTE HOOVER	11/14/16	Books	\$20.00
30553	647	PITNEY BOWES GLOBAL FINA	11/14/16	Postage meter lease	\$141.00
30554	648	PURCHASE POWER	11/14/16	Postage	\$820.99
30555	649	S & S WORLDWIDE	11/14/16	Program supplies	\$115.13
30556	650	STAPLES ADVANTAGE	11/14/16	As per attached invoices.	\$277.62
30557	651	STAR FINANCIAL BANK	11/14/16	Safety Deposit Box Rental	\$25.00
30558	652	TEI LANDMARK AUDIO	11/14/16	Audio books	\$104.85
30559	653	TOPS HOME CENTER	11/14/16	As per attached invoices.	\$14.98
30560	654	U.S. BANK EQUIPMENT FINAN	11/14/16	Copier Lease Elwood	\$149.00
30562	655	USI, INC	11/14/16	Laminating pouches	\$130.40
30545	656	JORDAN AREHART	11/14/16	Mileage reimbursement 92 miles @ \$.44	\$40.48
30537	657	DOLLAR GENERAL-REGIONS	11/14/16	As per attached invoices.	\$168.67

Printed on Monday, December 12, 2016

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Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
30534	658	BAXTER PEST PROFESSIONA	11/14/16	Quarterly Pest Control - Elwood	\$90.00
30561	659	UNITED HEALTHCARE	11/14/16	December Health Insurance	\$5,644.19
0	660	INDIANA PUBLIC RETIREMENT	11/16/16	Payroll ending 11/12/16	\$1,766.13
0	661	EFTPS	11/16/16	Payroll ending 11/12/16	\$4,585.38
0	662	GREAT-WEST RETIREMENT S	11/16/16	Payroll ending 11/12/16	\$270.00
30535	663	DEMCO	11/16/16	Book Processing	\$149.28
30544	664	JILL MURRAY	11/16/16	Petty Cash Reimbursement	\$47.00
30536	665	DISCOUNT PAPER PRODUCT	11/16/16	Receipt Tape	\$75.06
30542	666	INDIANA NEWSPAPERS, INC.	11/16/16	Subscription for Elwood 1/1/17-12/31/17	\$472.04
0	667	PAYROLL	11/16/16	PAYROLL	\$19,333.94
0	668	INDIANA PUBLIC RETIREMENT	11/30/16	Payroll ending 11/26/16	\$1,764.71
0	669	EFTPS	11/30/16	Payroll ending 11/26/16	\$4,550.12
0	670	GREAT-WEST RETIREMENT S	11/30/16	Payroll ending 11/26/16	\$270.00
0	671	INDIANA DEPARTMENT OF RE	11/30/16	November Withholdings	\$2,751.88
0	672	AFLAC	11/30/16	November Withholding	\$643.32
30563	673	BARBARA SNIPES	11/30/16	2 Display cases	\$100.00
30564	674	CARDMEMBER SERVICE	11/30/16	As per attached invoices.	\$916.54
30565	675	CITY OF ELWOOD UTILITIES	11/30/16	Service for Elwood	\$331.52
30566	676	CLINT TRICE	11/30/16	Mileage 264 miles @ \$.44 =116.16	\$116.16
30567	677	LEAP Managed IT	11/30/16	Copies for Elwood	\$10.00
30568	678	ORIENTAL TRADING COMPAN	11/30/16	Programming supplies Summitville	\$90.42
30569	679	RICOH USA, INC	11/30/16	Copies for Frankton & Summitville	\$35.12
30570	680	SYNCB/AMAZON	11/30/16	As per attached invoices.	\$2,645.75
30571	681	TOWN OF FRANKTON	11/30/16	Service for Frankton	\$474.32
30572	682	TOWN OF SUMMITVILLE	11/30/16	Service for Summitville	\$55.30
30574	683	VECTREN ENERGY DELIVERY	11/30/16	Service for Elwood, Frankton & Summitville	\$273.37
30573	684	VAN AUSDALL & FARRAR, INC.	11/30/16	Copies for Elwood	\$48.92
0	685	PAYROLL	11/30/16	PAYROLL	\$19,149.89

Printed on Monday, December 12, 2016

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Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
<b>Total Amount of Claims</b>					<b>\$111,511.53</b>

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Monday, December 12, 2016

\_\_\_\_\_  
Fiscal Officer

**ALLOWANCE OF VOUCHERS**

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of  pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of

Date this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_,

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**SIGNATURES OF GOVERNING BOARD**

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

TRANSMISSION VERIFICATION REPORT

TIME : 12/08/2016 17:56  
NAME : ELWOOD LIBRARY  
FAX : 7655520955  
TEL : 7655525001  
SER. # : BROF2V374540

DATE, TIME  
FAX NO. /NAME  
DURATION  
PAGE(S)  
RESULT  
MODE

12/08 17:56  
HERALD  
01 0:17  
01  
OK  
STANDARD  
ECM

**Agenda**

December 12, 2016

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting  
5:00 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
  - Minutes
  - Claims Register & Checks
  - Personnel
- Old Business
- New Business

1. Resolutions to Reduce 2016 Appropriations to Support the 2017 Budget
  - a. 2016 Operating Budget



TRANSMISSION VERIFICATION REPORT

TIME : 12/08/2016 17:45  
NAME : ELWOOD LIBRARY  
FAX : 7655520955  
TEL : 7655525001  
SER.# : BROF2V374540

DATE, TIME 12/08 17:44  
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DURATION 00:00:18  
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RESULT OK  
MODE STANDARD  
ECM

TRANSMISSION VERIFICATION REPORT

TIME : 12/08/2016 17:46  
NAME : ELWOOD LIBRARY  
FAX : 7655520955  
TEL : 7655525001  
SER.# : BROF2V374540

DATE, TIME 12/08 17:46  
FAX NO./NAME SUMMITVILLE  
DURATION 00:00:14  
PAGE(S) 01  
RESULT OK  
MODE STANDARD  
ECM

Agenda

December 12, 2016

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting  
5:00 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
  - Minutes
  - Claims Register & Checks
  - Personnel
- Old Business
- New Business
  1. Resolutions to Reduce 2016 Appropriations to Support the 2017 Budget
    - a. 2016 Operating Budget

Agenda

December 12, 2016

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting  
5:00 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
  - Minutes
  - Claims Register & Checks
  - Personnel
- Old Business
- New Business
  1. Resolutions to Reduce 2016 Appropriations to Support the 2017 Budget
    - a. 2016 Operating Budget



TRANSMISSION VERIFICATION REPORT

TIME : 12/08/2016 17:54  
NAME : ELWOOD LIBRARY  
FAX : 7655520955  
TEL : 7655525001  
SER. # : BROF2V374540

DATE, TIME  
FAX NO./NAME  
DURATION  
PAGE(S)  
RESULT  
MODE

12/08 17:53  
CALL LEADER  
00:00:22  
OK  
STANDARD  
ECM

Agenda

December 12, 2016

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting  
5:00 P.M.

Call to Order

Call for Quorum

Consent Agenda

Minutes

Claims Register & Checks

Personnel

Old Business

New Business

1. Resolutions to Reduce 2016 Appropriations to Support the  
2017 Budget

a. 2016 Operating Budget

b. 2016 Library Management Reserve Fund

AGENDA

BOARD OF FINANCE MEETING

January 11, 2016

Elwood Public Library

5:30 PM

CALL TO ORDER

CALL FOR QUORUM

BUSINESS

1. Elect President & Secretary of Board of Finance
2. Investment Policy and register distributed & reviewed
3. Motion for depositories
4. Motion for newspapers as official notification
5. Motion for regular meeting date and time
6. Motion for regular meetings at the branches

ADJOURNMENT



BOARD OF FINANCE  
ANNUAL MEETING  
January 11, 2016  
5:45 p.m.

CALL TO ORDER

President Leslie Rittenhouse called the annual board of finance meeting to order on January 11, 2016 in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present were members Leslie Rittenhouse, Mike Robertson, Beverly Austin and Barbara Abernathy. Also in attendance were Director Jamie Scott and Administrative Assistant Sheri Wallace.

BUSINESS

Elect President and Secretary of Board of Finance

Beverly Austin made a motion to elect the current President of the North Madison County Public Library, Leslie Rittenhouse, as President and current Secretary, Bette Dalzell, as Secretary of the Board of Finance. Mike Robertson made a second and the motion carried.

Investment Policy and register distributed and reviewed

The investment policy was reviewed. No changes were made. The 2015 financial report was distributed. The library has a cash balance of \$694,471.62 and tax revenue of \$881,560.49 for the operating fund.

Motion for Depositories

Mike Robertson made a motion to accept Star Financial Bank of Elwood and First Farmer's Bank and Trust of Elwood as the library's depositories. Beverly Austin made a second and the motion carried.

Motion for newspapers as official notification

Beverly Austin made a motion to use the Elwood Call Leader and the Anderson Herald Bulletin as official notification of meetings and for advertisement of the budget. Barbara Abernathy made a second and the motion carried.

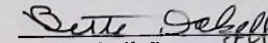
Motion for regular meeting date and time

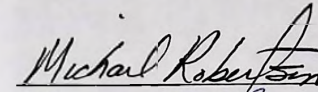
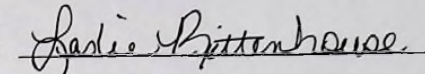
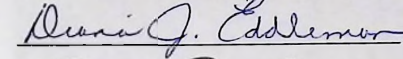
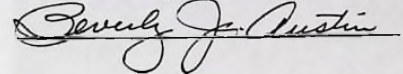
Mike Robertson made a motion to move the library board meetings to the second Monday of each month beginning at 5:30 p.m. Barbara Abernathy made a second and the motion carried.

Motion for regular meetings at the branches

Barbara Abernathy made a motion to hold April and May meetings at the Ralph E. Hazelbaker Library and June and July meetings at the Frankton Community Library. Mike Robertson made a second and the motion carried.

Mike Robertson made a motion to adjourn. Barbara Abernathy made a second and the motion carried.

  
Bette Dalzell, Secretary



## INVESTMENT POLICY

### Policy Statement and Scope

This document will govern the investment activities of the North Madison County Public Library System. It is the policy of the Library to invest public funds in a manner that will provide the highest return with the maximum security while meeting cash-flow demands. All investments will conform to applicable laws and regulations governing the investment of public funds.

### Board of Finance

The duly appointed members of the North Madison County Public Library System Board of Trustees are the fiscal body of the Library and thus constitute "The Board of Finance" of the NMCPLS. (IC 5-13-7-5, IC 36-1-2-6)

### Annual Meeting

The North Madison County Public Library System Board of Finance shall meet annually after the first Monday and on or before the last day of January to elect a president and secretary; review the written report of the Library's investments during the previous calendar year; review the library's investment policy; and adopt a resolution to designate financial institutions approved for NMCPLS deposits. (IC 5-13-7-6)

### Treasurer

The duly elected treasurer of the NMCPLS Board of Trustees is the fiscal officer of the library. (IC 36-12-2-22)

### Deposits

All funds received by the library shall be deposited in one or more designated depositories not later than the business day following receipt and shall be deposited in the same form in which they were received. (IC 5-13-6-1)

### Investments

The library fiscal officer is authorized to invest library funds in:

Securities backed by the full faith and credit of the United States Treasury or fully guaranteed by the United States and issued by any of the following:

1.
  - a. The United States Treasury
  - b. A federal agency
  - c. A federal instrumentality
  - d. A federal government sponsored enterprise
2. Deposit accounts issued or offered by a designated depository
3. Agreements, commonly known as repurchase agreements (including standing repurchase or resale agreements, commonly known as "sweep" accounts) with depositories designated by the state board of finance as depositories for state investments involving the purchase and guaranteed resale of any interest-bearing obligations issued or fully guaranteed by the United States, any United States government agency or any instrumentality of the United States government
4. Obligations issued, assumed or guaranteed by the International Bank for Reconstruction and Redevelopment or the African Development Bank. (IC 5-13-9-3.3)

5. Investments made by the library's fiscal officer must have a stated final maturity of not more than two (2) years after the date of purchase or entry into a repurchase agreement. (IC 5-13-9-5.6)

### Investment Cash Management

The North Madison County Public Library System may contract with a library or state-designated depository for the operation of an investment cash management system. (IC 5-13-11-1)

### Prohibited Investments

The fiscal officer may not purchase securities on margin or open a securities margin account for the investment of library funds. (IC 5-13-9-9)

### Transaction Accounts

All public funds of the Library shall be deposited in the designated depositories located in the territorial limits of the Library District. The fiscal officer of the library shall maintain deposits that are invested or reinvested in at least two (2) of the library's designated depositories. (IC 5-13-8-9)

### Interest

All interest derived from a library investment shall be received to the library fund of which it is a part. (IC 5-13-9-6)

### Bidding Procedure

Whenever investments are made in a certificate of deposit, the investing officer must obtain quotes of the specific rates of interest for the term of the CD. The quotes may be taken by telephone and must be recorded in a memorandum and retained as a public record. The deposit shall be placed with the designated depository quoting the highest rate of interest for the selected period. If two depositories tie for the highest quote, the deposit may be placed in any or all of the designated depositories quoting the highest rate at the investing officer's discretion. (IC 5-13-9-4) Investments in certificates of deposit may be made with depositories outside of the political subdivision if the following rules are followed:

- a. A resolution authorizing use of approved depositories outside of the political subdivision must be adopted
- b. Quotes must be solicited from at least three depositories, two of which must be from within the political subdivision.
- c. If only one of the highest quotes is from a designated depository within Madison County, the investment shall be placed in that depository.
- d. If more than one of the highest quotes are from designated depositories in Madison County, the investment may be placed in any or all, at the investing officer's discretion.
- e. If none of the highest quotes are from designated depositories in Madison County, the investment shall be placed in the depository submitting the highest quote. (IC 5-13-9-5)

Revised – January 12, 2015

**2015 FINANCIAL REPORT**

Bank		Type of Account
<b>Star Financial Bank</b>		
Beginning Balance	\$ 425,798.97	Business Now Checking
Receipts	\$ 1,083,005.47	Annual Percentage Yield .01%
Expenditures	\$ 1,071,173.76	
Ending Balance	\$ 437,630.68	
<b>Star Financial Bank (2)</b>		
Beginning Balance	\$ 62,310.91	Preferred Liquidity Commercial
Receipts	\$ 17.83	Annual Percentage Yield .05%
Ending Balance	\$ 62,328.74	
<b>First Farmers Bank &amp; Trust</b>		
Beginning Balance	\$ 39,530.21	Personal Investor Account
Receipts	\$ 154,716.99	Annual Percentage Yield .20%
Ending Balance	\$ 194,247.20	
<b>PNC Bank</b>		
Beginning Balance	\$ 154,371.56	Frankton Branch closed
Receipts	\$ 59.72	Money transferred to FFB&T
Transfers	\$ 154,431.28	
Ending Balance	\$ -	
<b>Petty Cash</b>		
Beginning Balance	\$ 265.00	
Ending Balance	\$ 265.00	
<b>Total all Banks</b>		
Beginning Balance	\$ 682,276.65	
Receipts	\$ 1,237,800.01	
Expenditures	\$ 1,225,605.04	
Ending Balance	\$ 694,471.62	

Tax Revenue Received in 2015	Operating Fund
Property Tax 6/24/15	\$ 355,033.57
Property Tax 12/15/15	\$ 256,657.21
<b>Total Property Tax</b>	<b>\$ 611,690.78</b>
County Option Income Tax	\$ 210,459.96
Financial Institution Tax	\$ 3,975.70
License Excise Tax	\$ 47,679.05
Commercial Vehicle Tax	\$ 7,755.00
<b>Total Tax Revenue</b>	<b>\$ 881,560.49</b>

**Board of Finance Meeting**

Motion for Depositories

I make a motion to accept Star Financial Bank of Elwood and First Farmer's Bank of Elwood as the library's depositories.

Motion for Newspapers as Official Notification

I make a motion that NMCPLS will continue to use the Elwood Call Leader and the Herald Bulletin for official notification of meetings and for advertisement of the budget.

Motion for Regular Meeting Date and Time

I make a motion to hold the regular board meetings on \_\_\_\_\_ of every month beginning at \_\_\_\_\_ pm.

Motion for Meetings at the Branches

I make a motion to hold two meetings at the Frankton Community Library on \_\_\_ (dates) \_\_\_ and two meetings to be held at the Ralph E. Hazelbaker Library on \_\_\_ (dates) \_\_\_\_.



Agenda

January 11<sup>th</sup>, 2016

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting

Immediately following Board of Finance Meeting

Call to Order

Call for Quorum

Consent Agenda

Minutes

Claims Register & Checks

Personnel

Old Business

1. Network RFP – Selection of Vendor

New Business

1. Date of February 2016 Board Meeting
2. Lighting at Ralph E. Hazelbaker Library

Director's Report

Public Comment

Adjournment

NORTH MADISON COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES

Regular Meeting

January 11, 2016

Immediately following Board of Finance meeting

CALL TO ORDER

President Leslie Rittenhouse called a regular meeting of the North Madison County Public Library Board of Trustees to order on January 11<sup>th</sup>, immediately following the Board of Finance meeting in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present were members Leslie Rittenhouse, Beverly Austin, Barbara Abernathy, and Mike Robertson. Also in attendance were Director Jamie Scott and Administrative Assistant Sheri Wallace.

CONSENT AGENDA

Mike Robertson made a motion to approve the minutes, claims register and personnel report in the consent agenda. A second was made by Barbara Abernathy and the motion carried. The members signed the minutes and claims register. Assistant Treasurer Mike Robertson signed checks.

OLD BUSINESS

Network RFP-Selection of Vendor

Bids were reviewed from Ricoh, Roeing Corporation and Integrity Network Solutions. Director Scott and IT Manager Clint Trice recommend Roeing Corporation. Mike Robertson made a motion to accept Roeing Corporation's bid for new network cabling. Beverly Austin made a second and the motion carried.

NEW BUSINESS

Date of February 2016 Board Meeting

The date for the February 2016 Board Meeting was reviewed as Director Scott will be unable to attend. The members present decided to keep the meeting on the scheduled date of February 8, 2016.

Lighting at Ralph E. Hazelbaker Library

Currently the lighting in the area for new items is inadequate. Nugent Electric, Inc. has quoted \$1310.00 to add two new 8 inch can fixtures and upgrade the existing fixture to 8 inch. Barbara Abernathy made a motion to accept the quote from Nugent Electric to add the additional lighting. Beverly Austin made a second and the motion carried.

Director's Report

We have received our first bill for Evergreen Indiana membership. Our cost for 2016 is \$2,500.00 which is 50% of our total of \$5000.00. This is quite a savings over TLC which was \$14,000.00 per year.

Sheri Wallace has the authority to sign purchase orders and time off requests on my behalf during my absence.

Our guttering is working well since our repairs have been completed. We may need to add some heat tape but for now we are just keeping an eye on it.

Our email addresses will be changing. Board members will need to provide which email they would like on the reports and website.

December statistics are down a little from last year.

The ordinance vacating the allies has been found and recorded along with the Warranty Deed.

State Park passes are available for check out from each of our libraries. We are still working out how we are going to reserve them and are awaiting recommendations from the State Library.

PUBLIC COMMENT

Public comment was sought. None was forthcoming

Mike Robertson made a motion to adjourn, Beverly Austin made a second and the motion carried.

Bette Dalzell  
Bette Dalzell, Secretary

Michael Robertson

Spodie Bitterhouse

Deani J. Eddleman

Beverly J. Austin



# Register Of Claims

## North Madison County Public Library System

Report Date: From 12/15/15 To 12/31/15

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	765	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,484.75	12/30/15	Payroll ending 12/26/15
			FICA	Payroll Deductions	\$1,203.34		
			Federal Taxes Withheld	Payroll Deductions	\$1,669.36		
			Medicare	Payroll Deductions	\$281.41		
				<b>Total this claim =</b>	<u>\$4,638.86</u>		
0	794	PAYROLL	Operating Fund	Salary of Director	\$2,115.55	12/30/15	PAYROLL
			Operating Fund	Salary of Assistants	\$15,477.76		
			Operating Fund	Salary of Assistants	\$720.00		
			Operating Fund	Wages of Janitor	\$1,181.28		
				<b>Total this claim =</b>	<u>\$19,494.59</u>		
0	770	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$2,012.32	12/30/15	December Withholding
			County Taxes Withheld	Payroll Deductions	\$1,009.48		
				<b>Total this claim =</b>	<u>\$3,021.80</u>		
0	763	PAYROLL	Operating Fund	Salary of Director	\$2,115.55	12/16/15	PAYROLL
			Operating Fund	Salary of Assistants	\$19,586.19		
			Operating Fund	Salary of Assistants	\$723.38		
			Operating Fund	Wages of Janitor	\$1,124.52		
				<b>Total this claim =</b>	<u>\$23,549.64</u>		
0	766	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$270.00	12/30/15	Payroll ending 12/26/15
				<b>Total this claim =</b>	<u>\$270.00</u>		
0	788	ACE USA	Operating Fund	Insurance	\$0.00	12/30/15	Void
				<b>Total this claim =</b>	<u>\$0.00</u>		
0	764	INDIANA PUBLIC RETIREMENT	PERF	Payroll Deductions	\$410.15	12/30/15	Payroll ending 12/26/15
			Operating Fund	Emp Cont PERF	\$1,531.23		
				<b>Total this claim =</b>	<u>\$1,941.38</u>		
0	768	AFLAC	AFLAC	Payroll Deductions	\$647.46	12/30/15	December withholding
				<b>Total this claim =</b>	<u>\$647.46</u>		
29991	790	AT&T LONG DISTANCE	Operating Fund	Telephone & Telegraph	\$12.72	12/30/15	As per attached invoices.
			Operating Fund	Telephone & Telegraph	\$104.52		
				<b>Total this claim =</b>	<u>\$117.24</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
29992	791	CARDMEMBER SERVICE	Operating Fund	Office Supplies	\$23.98	12/30/15	As per attached invoices.
			Operating Fund	Furniture & Equipment	\$239.00		
			Operating Fund	Bldg. Matl. And Supplies	\$56.80		
				<b>Total this claim =</b>	<u>\$319.78</u>		
29993	787	CONSTRUCTIVE PLAYTHINGS	Operating Fund	Elwood Children's Programing	\$281.87	12/30/15	As per attached invoices.
			Operating Fund	Frankton Programing	\$238.91		
			Operating Fund	Summitville Programing	\$415.46		
				<b>Total this claim =</b>	<u>\$936.24</u>		
29994	772	DEBBIE FOX	Operating Fund	Frankton Programing	\$20.00	12/30/15	Petty Cash
			Operating Fund	Postage & UPS	\$33.15		
				<b>Total this claim =</b>	<u>\$53.15</u>		
29995	780	EBSCO	Operating Fund	Databases	\$1,384.00	12/30/15	Databases
				<b>Total this claim =</b>	<u>\$1,384.00</u>		
29996	792	ELWOOD CALL LEADER	Operating Fund	Advertising & Public Notices	\$25.75	12/30/15	As per attached invoices.
			Operating Fund	Frankton Per. & Newsp.	\$162.00		
				<b>Total this claim =</b>	<u>\$187.75</u>		
29997	775	ELWOOD FIRE EQUIPMENT C	Operating Fund	Professional Services	\$2,871.90	12/30/15	As per attached invoices.
				<b>Total this claim =</b>	<u>\$2,871.90</u>		
29998	777	GLOBAL GOV'T/ED SOLUTION	Operating Fund	Technology Equipment	\$652.67	12/30/15	3 Datalogic quickscan imagers
				<b>Total this claim =</b>	<u>\$652.67</u>		
29999	783	HARPER'S LAWN CARE	Operating Fund	Professional Services	\$100.00	12/30/15	Lawn Maintenance
				<b>Total this claim =</b>	<u>\$100.00</u>		
30000	789	HERALD BULLETIN, THE	Operating Fund	Elwood Period. & News.	\$283.93	12/30/15	52 weeks subscription for Elwood
				<b>Total this claim =</b>	<u>\$283.93</u>		
30001	778	ITSAVVY LLC	Operating Fund	Technology Equipment	\$1,068.19	12/30/15	As per attached invoices.
				<b>Total this claim =</b>	<u>\$1,068.19</u>		
30002	779	JAMIE B. SCOTT	Operating Fund	Traveling Expense	\$355.52	12/30/15	Mileage 808 miles @ \$.44
				<b>Total this claim =</b>	<u>\$355.52</u>		
30003	767	MADISON COUNTY CLERK	Garnishment	Payroll Deductions	\$25.00	12/30/15	Payroll ending 12/26/15
				<b>Total this claim =</b>	<u>\$25.00</u>		
30004	776	NUGENT ELECTRIC INC.	Operating Fund	Professional Services	\$645.58	12/30/15	As per attached invoices.
				<b>Total this claim =</b>	<u>\$645.58</u>		



<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
30005	771	ORIENTAL TRADING COMPAN	Operating Fund	Frankton Programing	\$256.28	12/30/15	As per attached invoices.
				<b>Total this claim =</b>	<u>\$256.28</u>		
30006	786	PERMACARD	Operating Fund	Operating Supplies	\$228.62	12/30/15	Evergreen Indiana cards
				<b>Total this claim =</b>	<u>\$228.62</u>		
30007	784	RICOH USA, INC	Operating Fund	Office Supplies	\$15.31	12/30/15	Copies Frankton & Summitville
			Operating Fund	Office Supplies	\$43.85		
				<b>Total this claim =</b>	<u>\$59.16</u>		
30008	781	SHERI WALLACE	Operating Fund	Traveling Expense	\$147.84	12/30/15	Mileage 336 miles @ \$.44
				<b>Total this claim =</b>	<u>\$147.84</u>		
30009	774	STAPLES ADVANTAGE	Operating Fund	Office Supplies	\$93.41	12/30/15	As per attached invoices.
			Operating Fund	Operating Supplies	\$339.62		
			Operating Fund	Operating Supplies	\$98.59		
				<b>Total this claim =</b>	<u>\$531.62</u>		
30010	793	SYNCB/AMAZON	Operating Fund	Elwood AV	\$983.71	12/30/15	As per attached invoices.
			Operating Fund	Frankton AV	\$458.61		
			Operating Fund	Summitville AV	\$454.36		
			Operating Fund	Operating Supplies	\$66.50		
				<b>Total this claim =</b>	<u>\$1,963.18</u>		
30011	773	TOWN OF FRANKTON	Operating Fund	Electricity	\$354.83	12/30/15	Service for Frankton
			Operating Fund	Water	\$18.00		
			Operating Fund	Waste Disposal Services	\$11.84		
				<b>Total this claim =</b>	<u>\$384.67</u>		
30012	785	TOWN OF SUMMITVILLE	Operating Fund	Water	\$0.00	12/30/15	Service for Summitville
			Operating Fund	Waste Disposal Services	\$55.30		
				<b>Total this claim =</b>	<u>\$55.30</u>		
30013	769	UNITED HEALTHCARE	Insurance	Payroll Deductions	\$667.83	12/30/15	Health Insurance
			Operating Fund	Emp Cont Group Ins	\$4,171.87		
				<b>Total this claim =</b>	<u>\$4,839.70</u>		
30014	782	WORLD TRADE PRESS	Operating Fund	Databases	\$281.14	12/30/15	Databases
				<b>Total this claim =</b>	<u>\$281.14</u>		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
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**Total Amount of Claims      \$71,312.19**

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Monday, January 11, 2016

*Michael Robertson*

Fiscal Officer

**ALLOWANCE OF VOUCHERS**

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of  pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of

Date this 11<sup>th</sup> day of January, 2016.

*Roberta Bell*  
*Barbara Abram*  
*Conny J. Ansh*

**SIGNATURES OF GOVERNING BOARD**

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.



# Register Of Claims

## North Madison County Public Library System

Report Date: From 01/01/16 To 01/11/16

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	1	STAR FINANCIAL BANK	Operating Fund	Professional Services	\$15.30	01/06/16	December Service Charge
				<b>Total this claim =</b>	<b>\$15.30</b>		
0	26	INDIANA PUBLIC RETIREMENT	PERF	Payroll Deductions	\$416.78	01/11/16	Payroll ending 1/9/16
			Operating Fund	Emp Cont PERF	\$1,555.96		
				<b>Total this claim =</b>	<b>\$1,972.74</b>		
0	27	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,484.02	01/11/16	Payroll ending 1/9/16
			FICA	Payroll Deductions	\$1,202.73		
			Federal Taxes Withheld	Payroll Deductions	\$1,703.87		
			Medicare	Payroll Deductions	\$281.29		
				<b>Total this claim =</b>	<b>\$4,671.91</b>		
0	28	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$270.00	01/11/16	Payroll ending 1/9/16
				<b>Total this claim =</b>	<b>\$270.00</b>		
30015	2	ACE USA	Operating Fund	Insurance	\$916.00	01/11/16	Director & Trustees Insurance
				<b>Total this claim =</b>	<b>\$916.00</b>		
30016	3	AT&T	Operating Fund	Telephone & Telegraph	\$144.24	01/11/16	Service for Elwood & Summitville
			Operating Fund	Telephone & Telegraph	\$48.49		
				<b>Total this claim =</b>	<b>\$192.73</b>		
30017	4	AVC TECHNOLOGY CORPORA	Operating Fund	Professional Services	\$486.00	01/11/16	Accounting Support
				<b>Total this claim =</b>	<b>\$486.00</b>		
30018	5	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$16.84	01/11/16	As per attached invoices.
			Operating Fund	Elwood Childrens	\$557.76		
			Operating Fund	Elwood YA	\$249.70		
			Operating Fund	Frankton	\$1,449.62		
			Operating Fund	Summitville	\$52.85		
			Operating Fund	Summitville AV	\$166.34		
			Operating Fund	Frankton AV	\$183.88		
				<b>Total this claim =</b>	<b>\$2,676.99</b>		
30019	6	BURNETTE - DELLINGER INC.	Operating Fund	Insurance	\$3,867.00	01/11/16	Workers Comp renewal
				<b>Total this claim =</b>	<b>\$3,867.00</b>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
30020	7	CITY OF ELWOOD UTILITIES	Operating Fund Operating Fund	Water Waste Disposal Services	\$133.56 \$207.28 <u>\$340.84</u>	01/11/16	Service for Elwood
				<b>Total this claim =</b>			
30021	33	DISCOUNT PAPER PRODUCT	Operating Fund	Operating Supplies	\$75.06 <u>\$75.06</u>	01/11/16	1 case Receipt Paper
				<b>Total this claim =</b>			
30022	23	DOLLAR GENERAL-REGIONS	Operating Fund Operating Fund	Operating Supplies Frankton Programing	\$23.40 \$21.95 <u>\$45.35</u>	01/11/16	As per attached invoices.
				<b>Total this claim =</b>			
30023	8	ELWOOD CALL LEADER	Operating Fund	Elwood Period. & News.	\$140.00 <u>\$140.00</u>	01/11/16	1 Year subscription for Elwood
				<b>Total this claim =</b>			
30024	35	ELWOOD CHAMBER OF COM	Operating Fund Operating Fund	Dues Advertising & Public Notices	\$72.60 \$100.00 <u>\$172.60</u>	01/11/16	Membership & Banner Program
				<b>Total this claim =</b>			
30025	9	ENJA SERVICES LLC	St Technology Fund Gra Operating Fund	Telephone & Telegraph Telephone & Telegraph	\$833.00 \$159.02 <u>\$992.02</u>	01/11/16	Internet and Telephone
				<b>Total this claim =</b>			
30026	10	FRONTIER	Operating Fund	Telephone & Telegraph	\$107.94 <u>\$107.94</u>	01/11/16	Service for Frankton
				<b>Total this claim =</b>			
30027	11	GE CAPITAL INFORMATION TE	Operating Fund Operating Fund	Equipment/Rental Equipment/Rental	\$60.60 \$60.60 <u>\$121.20</u>	01/11/16	Copier rental Frankton and Summitville
				<b>Total this claim =</b>			
30028	12	HERALD BULLETIN, THE	Operating Fund	Elwood Period. & News.	\$15.00 <u>\$15.00</u>	01/11/16	52 wks renewal
				<b>Total this claim =</b>			
30029	36	IMAGINE VIDEO PRODUCTION	Operating Fund	Elwood AV	\$54.00 <u>\$54.00</u>	01/11/16	Alice's Ordinary People DVD
				<b>Total this claim =</b>			
30030	13	INDIANA DEPARTMENT OF W	Operating Fund	Employee Benefits	\$133.70 <u>\$133.70</u>	01/11/16	Unemployment Insurance 4th Qtr
				<b>Total this claim =</b>			
30031	31	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$422.01 <u>\$422.01</u>	01/11/16	Service for Summitville
				<b>Total this claim =</b>			
30032	16	INDIANA STATE LIBRARY	PLAC	Other	\$65.00 <u>\$65.00</u>	01/11/16	4th Qtr PLAC sales
				<b>Total this claim =</b>			
30033	15	INDIANA STATE LIBRARY	Operating Fund	Evergreen Membership	\$2,500.00 <u>\$2,500.00</u>	01/11/16	2016 Membership Fee Evergreen Indiana 50% of \$5000.00
				<b>Total this claim =</b>			



<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
30034	14	INDIANA STATE LIBRARY	Evergreen Indiana	Other	\$87.65	01/11/16	4th Qtr Evergreen Indiana
				<b>Total this claim =</b>	<b>\$87.65</b>		
30035	30	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$22.73	01/11/16	Service for Summitville
				<b>Total this claim =</b>	<b>\$22.73</b>		
30036	17	ITSVAVY LLC	Operating Fund	Technology Equipment	\$301.28	01/11/16	2 16GB DDR3 1600MHZ 1PC3 12800 (for TLC1)
				<b>Total this claim =</b>	<b>\$301.28</b>		
30037	38	JILL MURRAY	Operating Fund	Postage & UPS	\$31.52	01/11/16	Petty Cash
			Operating Fund	Summitville Programing	\$11.77		
				<b>Total this claim =</b>	<b>\$43.29</b>		
30038	29	MADISON COUNTY CLERK	Garnishment	Payroll Deductions	\$25.00	01/11/16	Payroll ending 1/9/16 Garnishment
				<b>Total this claim =</b>	<b>\$25.00</b>		
30039	25	MANIFOLD REFUSE, INC.	Operating Fund	Waste Disposal Services	\$84.00	01/11/16	Trash removal Jan/Mar 2016
				<b>Total this claim =</b>	<b>\$84.00</b>		
30040	18	MARSH SUPERMARKET	Operating Fund	Summitville Programing	\$13.00	01/11/16	As per attached invoices.
			Operating Fund	Elwood Children's Programing	\$39.09		
			Operating Fund	Summitville Programing	\$29.93		
			Operating Fund	Elwood Adult Programing	\$7.29		
				<b>Total this claim =</b>	<b>\$89.31</b>		
30041	39	MIDDLEBURY COMMUNITY PU	Operating Fund	Dues	\$50.00	01/11/16	NICCL Dues
				<b>Total this claim =</b>	<b>\$50.00</b>		
30042	19	MIDWEST TAPE	Operating Fund	Frankton AV	\$787.85	01/11/16	Playaways
			Operating Fund	Elwood AV	\$919.76		
			Operating Fund	Summitville AV	\$715.88		
				<b>Total this claim =</b>	<b>\$2,423.49</b>		
30043	32	PATRICIA MCDANIEL	Operating Fund	Elwood Adult	\$23.00	01/11/16	Historic National Road Cookbook VI
				<b>Total this claim =</b>	<b>\$23.00</b>		
30044	37	PRONUNCIATOR	Operating Fund	Databases	\$1,029.60	01/11/16	Subscription 1/6/16 to 1/5/17
				<b>Total this claim =</b>	<b>\$1,029.60</b>		
30045	20	SAFE HIRING SOLUTIONS	Operating Fund	Professional Services	\$54.85	01/11/16	Background check-Stover
				<b>Total this claim =</b>	<b>\$54.85</b>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
30046	21	STAPLES ADVANTAGE	Operating Fund	Operating Supplies	\$98.59	01/11/16	As per attached invoices.
			Operating Fund	Furniture & Equipment	\$208.52		
			Operating Fund	Office Supplies	\$6.90		
				<b>Total this claim =</b>	<u>\$314.01</u>		
30047	24	TEI LANDMARK AUDIO	Operating Fund	Frankton AV	\$1,199.00	01/11/16	Audiobook Lease Frankton & Elwood
			Operating Fund	Elwood AV	\$999.00		
				<b>Total this claim =</b>	<u>\$2,198.00</u>		
30048	34	TRISHA SHULER	Operating Fund	Elwood Adult Programing	\$46.77	01/11/16	Petty Cash reimbursement
				<b>Total this claim =</b>	<u>\$46.77</u>		
30049	40	U.S. BANK EQUIPMENT FINAN	Operating Fund	Equipment/Rental	\$149.00	01/11/16	Copier lease-Elwood
				<b>Total this claim =</b>	<u>\$149.00</u>		
30050	22	VAN AUSDALL & FARRAR, INC.	Operating Fund	Office Supplies	\$150.27	01/11/16	Copies for Elwood
				<b>Total this claim =</b>	<u>\$150.27</u>		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
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**Total Amount of Claims      \$27,345.64**

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Monday, January 11, 2016

Michael Robertson  
Fiscal Officer

**ALLOWANCE OF VOUCHERS**

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of  pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of

Date this 11<sup>th</sup> day of January, 2016.

Barbara Abernathy \_\_\_\_\_  
Barbara Abernathy \_\_\_\_\_  
Barbara Abernathy \_\_\_\_\_

**SIGNATURES OF GOVERNING BOARD**

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/96.



**Financial Report**  
**North Madison County Public Library System**

Report Dates = **12/01/15 to 12/30/15**

<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>
100 Operating Fund	\$536,578.12	\$113,627.51	\$910,993.99	\$308,357.21	\$918,189.00	\$543,773.13
<b>Subtotal</b>	<b>\$536,578.12</b>	<b>\$113,627.51</b>	<b>\$910,993.99</b>	<b>\$308,357.21</b>	<b>\$918,189.00</b>	<b>\$543,773.13</b>
<b>1. Operating Fund</b>						
102 Petty Cash & Cash Drawer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
105 Operating Fund Investment	\$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>2. Main</b>						
103 Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
106 Evergreen Indiana	\$21.50	\$0.00	\$452.44	\$48.34	\$516.04	\$85.10
107 PLAC	\$0.00	\$0.00	\$260.00	\$65.00	\$325.00	\$65.00
110 LIRF Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
115 LIRF	\$54,370.99	\$0.00	\$0.00	\$0.00	\$0.00	\$54,370.99
117 Rainy Day Fund	\$48,573.19	\$0.00	\$0.00	\$0.00	\$0.00	\$48,573.19
118 Rainy Day Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
120 Gift	\$41,419.27	\$0.00	\$5,157.84	\$135.00	\$4,626.32	\$40,887.75
121 Fnk Bldg Project Gift	\$1,313.58	\$0.00	\$0.00	\$0.00	\$0.00	\$1,313.58
122 Gates Gift Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
123 Madison Co Comm Foundation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
124 Fnk Bldg Project Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
125 St Technology Fund Grant Fund	\$0.00	\$0.00	\$7,944.00	\$5,402.88	\$13,346.88	\$5,402.88
130 Debt Service Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Subtotal</b>	<b>\$145,698.53</b>	<b>\$0.00</b>	<b>\$13,814.28</b>	<b>\$5,651.22</b>	<b>\$18,814.24</b>	<b>\$150,698.49</b>
<b>4. Withholding</b>						
201 Federal Taxes Withheld	\$0.00	\$5,950.75	\$53,149.51	\$5,950.75	\$53,149.51	\$0.00
202 FICA	\$0.00	\$3,852.61	\$32,649.03	\$3,852.61	\$32,649.03	\$0.00
203 State Tax Withheld	\$0.00	\$3,220.87	\$17,377.26	\$2,012.32	\$17,377.26	\$0.00
204 County Taxes Withheld	\$0.00	\$1,619.01	\$8,616.82	\$1,009.48	\$8,616.82	\$0.00
205 PERF	\$0.00	\$1,232.36	\$11,200.83	\$1,232.36	\$11,200.83	\$0.00
206 Credit Union	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
207 Annuity	\$0.00	\$810.00	\$3,720.00	\$810.00	\$3,720.00	\$0.00
208 Insurance	\$0.00	\$1,132.72	\$5,842.68	\$667.83	\$5,842.68	\$0.00
209 Medicare	\$0.00	\$900.97	\$7,635.22	\$900.97	\$7,635.22	\$0.00
210 Other Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
211 Garnishment	\$0.00	\$75.00	\$650.00	\$75.00	\$650.00	\$0.00
212 AFLAC	\$0.00	\$1,079.10	\$5,524.14	\$647.46	\$5,524.14	\$0.00
<b>Subtotal</b>	<b>\$0.00</b>	<b>\$19,873.39</b>	<b>\$146,365.49</b>	<b>\$17,158.78</b>	<b>\$146,365.49</b>	<b>\$0.00</b>
<b>Grand Total</b>	<b>\$682,276.65</b>	<b>\$133,500.90</b>	<b>\$1,071,173.76</b>	<b>\$331,167.21</b>	<b>\$1,083,368.73</b>	<b>\$694,471.62</b>

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/16.

## ***Bank Balances***

***North Madison County Public Library System***

***Report as of: 12/30/15***

<b><i>Bank</i></b>		
1	Star Financial Bank	\$437,630.68
2	Star Financial Bank (2)	\$62,328.74
3	Community Bank/Summitville	\$0.00
4	First Farmers Bank & Trust	\$194,247.20
5	PNC Bank	\$0.00
6	Main Source Bank	\$0.00
7	Petty Cash & Cash Drawer	\$265.00
8	National City Bank (2)	\$0.00
9	First Farmers Bank & Trust (2)	\$0.00
<b><i>Total all banks =</i></b>		<b><i>\$694,471.62</i></b>

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

# Appropriation Report for 100 Operating Fund

North Madison County Public Library System

Report Date: From 12/01/15 To 12/30/15

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>1. Personal Services</i>							
1.11 Salary of Director	\$55,600.00	\$0.00	\$55,600.00	\$6,346.65	\$55,004.30	\$595.70	98.9
1.12 Salary of Assistants	\$587,700.00	(\$127,000.00)	\$460,700.00	\$52,588.55	\$442,007.13	\$18,692.87	95.9
1.13 Wages of Janitor	\$30,600.00	\$2,000.00	\$32,600.00	\$3,460.96	\$31,726.26	\$873.74	97.3
1.14 Employee Benefits	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$3,479.91	\$2,520.09	58.0
1.16 Empl.Share FICA&Medicare	\$51,000.00	(\$5,000.00)	\$46,000.00	\$4,753.57	\$40,284.07	\$5,715.93	87.6
1.17 Unemployment comp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
1.18 Emp Cont PERF	\$46,000.00	\$0.00	\$46,000.00	\$4,600.82	\$41,816.39	\$4,183.61	90.9
1.19 Emp Cont Group Ins	\$100,000.00	(\$45,000.00)	\$55,000.00	\$8,133.59	\$52,460.30	\$2,539.70	95.4
1.2 Salary of Board Treasurer	\$300.00	\$0.00	\$300.00	\$300.00	\$300.00	\$0.00	100.0
<b>Subtotal</b>	<b>\$877,200.00</b>	<b>(\$175,000.00)</b>	<b>\$702,200.00</b>	<b>\$80,184.14</b>	<b>\$667,078.36</b>	<b>\$35,121.64</b>	<b>95.0</b>
<i>2. Supplies</i>							
2.1 Office Supplies	\$15,000.00	(\$7,000.00)	\$8,000.00	\$557.75	\$5,317.26	\$2,682.74	66.5
2.12 Stationary & Supplies	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
2.2 Operating Supplies	\$9,500.00	(\$1,500.00)	\$8,000.00	\$1,300.32	\$6,679.93	\$1,320.07	83.5
2.21 Cleaning & Sanitation Supplies	\$4,000.00	(\$2,000.00)	\$2,000.00	\$17.50	\$1,347.35	\$652.65	67.4
2.23 Fuel, Oil and Lubricants	\$150.00	\$0.00	\$150.00	\$15.00	\$88.80	\$61.20	59.2
2.24 Bldg. Mall. And Supplies	\$250.00	\$0.00	\$250.00	\$56.80	\$56.80	\$193.20	22.7
2.25 Paint and painting supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.26 Repair Parts/Maintenance	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$279.15	\$720.85	27.9
2.27 Other Repair & mainten.supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.31 Book Processing	\$9,500.00	(\$4,000.00)	\$5,500.00	\$1,205.30	\$4,482.13	\$1,017.87	81.5



<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</i>
2.32 Automation	\$19,400.00	(\$18,000.00)	\$1,400.00	\$0.00	\$0.00	\$1,400.00	0.0
<b>Subtotal</b>	<b>\$59,800.00</b>	<b>(\$32,500.00)</b>	<b>\$27,300.00</b>	<b>\$3,152.67</b>	<b>\$18,251.42</b>	<b>\$9,048.58</b>	<b>66.9</b>
<i>2. Supplies</i>							
2.11 Official Records	\$1,000.00	\$0.00	\$1,000.00	\$12.00	\$318.01	\$681.99	31.8
<b>Subtotal</b>	<b>\$1,000.00</b>		<b>\$1,000.00</b>	<b>\$12.00</b>	<b>\$318.01</b>	<b>\$681.99</b>	<b>31.8</b>
<i>3. Other Services and Charges</i>							
3.1 Professional Services	\$55,000.00	(\$20,000.00)	\$35,000.00	\$5,093.24	\$31,538.44	\$3,461.56	90.1
3.11 Consulting Services	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
3.12 Legal Services	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$670.25	\$1,829.75	26.8
3.14 Engineering & Architects	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	0.0
3.145 Databases	\$6,650.00	\$0.00	\$6,650.00	\$1,665.14	\$4,328.60	\$2,321.40	65.1
3.146 Ebook Services	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$4,500.00	\$1,500.00	75.0
3.21 Telephone & Telegraph	\$38,200.00	(\$25,000.00)	\$13,200.00	\$1,409.38	\$8,926.12	\$4,273.88	67.6
3.22 Postage & UPS	\$3,800.00	\$0.00	\$3,800.00	\$37.09	\$1,930.72	\$1,869.28	50.8
3.23 Traveling Expense	\$3,000.00	\$0.00	\$3,000.00	\$606.56	\$2,140.32	\$859.68	71.3
3.24 Professional Meetings	\$3,000.00	(\$1,500.00)	\$1,500.00	\$259.98	\$937.98	\$562.02	62.5
3.26 Elwood Children's Programing	\$5,000.00	\$0.00	\$5,000.00	\$508.25	\$2,868.84	\$2,131.16	57.4
3.27 Elwood Adult Programing	\$2,900.00	\$0.00	\$2,900.00	\$0.00	\$1,312.12	\$1,587.88	45.2
3.28 Frankton Programing	\$4,000.00	\$0.00	\$4,000.00	\$565.19	\$2,106.60	\$1,893.40	52.7
3.29 Summitville Programing	\$2,900.00	\$0.00	\$2,900.00	\$806.83	\$2,020.72	\$879.28	69.7
3.3 Title Source	\$3,100.00	\$0.00	\$3,100.00	\$0.00	\$2,277.08	\$822.92	73.5
3.31 Advertising & Public Notices	\$1,200.00	\$0.00	\$1,200.00	\$56.45	\$771.83	\$428.17	64.3
3.4 Insurance	\$18,000.00	\$0.00	\$18,000.00	\$0.00	\$17,406.00	\$594.00	96.7
3.41 Official Bonds	\$400.00	\$0.00	\$400.00	\$0.00	\$200.00	\$200.00	50.0
3.51 Gas	\$20,000.00	(\$11,500.00)	\$8,500.00	\$584.70	\$7,326.63	\$1,173.37	86.2
3.52 Electricity	\$35,000.00	\$2,500.00	\$37,500.00	\$3,041.84	\$36,401.09	\$1,098.91	97.1

<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</i>
3.53 Water	\$6,000.00	(\$250.00)	\$5,750.00	\$190.11	\$2,135.13	\$3,614.87	37.1
3.54 Waste Disposal Services	\$3,000.00	\$250.00	\$3,250.00	\$334.15	\$3,129.00	\$121.00	96.3
3.61 Bldg. & Structure/Maint.	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.0
3.62 Equipment/Maint.	\$5,000.00	(\$3,000.00)	\$2,000.00	\$0.00	\$99.00	\$1,901.00	5.0
3.7 Rentals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
3.72 Equipment/Rental	\$7,000.00	(\$2,000.00)	\$5,000.00	\$270.20	\$3,991.40	\$1,008.60	79.8
3.8 Dues	\$2,700.00	\$0.00	\$2,700.00	\$0.00	\$880.56	\$1,819.44	32.6
3.81 Taxes	\$500.00	\$0.00	\$500.00	\$0.00	\$310.90	\$189.10	62.2
3.82 Interest on Temporary Loans	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
3.9 Transfer to LIRF	\$7,000.00	(\$7,000.00)	\$0.00	\$0.00	\$0.00	\$0.00	0.0
<b>Subtotal</b>	<b>\$245,450.00</b>	<b>(\$67,500.00)</b>	<b>\$177,950.00</b>	<b>\$15,429.11</b>	<b>\$138,209.33</b>	<b>\$39,740.67</b>	<b>77.7</b>

*4. Capitol Outlays*

4.1 Land Buildings Improvements	\$10,814.00	(\$10,000.00)	\$814.00	\$0.00	\$0.00	\$814.00	0.0
4.2 Furniture & Equipment	\$22,314.00	(\$10,000.00)	\$12,314.00	\$1,241.29	\$4,879.35	\$7,434.65	39.6
4.21 Technology Equipment	\$22,000.00	(\$15,000.00)	\$7,000.00	\$2,383.66	\$6,844.14	\$155.86	97.8
4.31 Elwood Adult	\$33,500.00	(\$10,000.00)	\$23,500.00	\$1,420.55	\$12,940.91	\$10,559.09	55.1
4.32 Elwood Childrens	\$14,000.00	(\$5,000.00)	\$9,000.00	\$428.96	\$5,766.41	\$3,233.59	64.1
4.33 Elwood YA	\$6,200.00	(\$3,000.00)	\$3,200.00	\$204.41	\$2,447.75	\$752.25	76.5
4.34 Frankton	\$19,500.00	(\$10,000.00)	\$9,500.00	\$947.70	\$7,713.46	\$1,786.54	81.2
4.35 Summitville	\$16,500.00	(\$9,000.00)	\$7,500.00	\$837.99	\$6,874.88	\$625.12	91.7
4.4 Elwood Period. & News.	\$9,500.00	(\$5,000.00)	\$4,500.00	\$705.36	\$3,688.03	\$811.97	82.0
4.41 Frankton Per. & Newsp.	\$2,800.00	\$0.00	\$2,800.00	\$162.00	\$1,558.44	\$1,241.56	55.7
4.42 Summitville Period. & Newsp.	\$1,700.00	\$0.00	\$1,700.00	\$0.00	\$1,212.52	\$487.48	71.3
4.51 Elwood AV	\$35,000.00	(\$8,000.00)	\$27,000.00	\$2,628.98	\$14,564.11	\$12,435.89	53.9
4.52 Frankton AV	\$18,800.00	(\$5,000.00)	\$13,800.00	\$1,099.71	\$6,706.84	\$7,093.16	48.6
4.53 Summitville AV	\$14,400.00	(\$5,000.00)	\$9,400.00	\$1,097.98	\$6,595.71	\$2,804.29	70.2

<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</i>
4.54 Technology Software	\$8,000.00	\$0.00	\$8,000.00	\$1,691.00	\$5,305.84	\$2,694.16	66.3
<b>Subtotal</b>	<b>\$235,028.00</b>	<b>(\$95,000.00)</b>	<b>\$140,028.00</b>	<b>\$14,649.59</b>	<b>\$87,098.39</b>	<b>\$52,929.61</b>	<b>62.2</b>
<b>Grand Total</b>	<b>\$1,418,478.00</b>	<b>(\$370,000.00)</b>	<b>\$1,048,478.00</b>	<b>\$113,627.51</b>	<b>\$910,955.51</b>	<b>\$137,522.49</b>	<b>86.9</b>

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.



**Receipt Listing**  
**North Madison County Public Library System**

Report Date: From 12/01/15 To 12/30/15

Receipt #	Date	Name	Explanation	Bank	Total
573	12/02/15	PAYROLL		1	\$5,250.01
574	12/04/15	Star Financial Bank	November Interest	1	\$2.02
575	12/04/15	Star Financial Bank	November Interest	2	\$2.29
576	12/04/15	Desk Receipts		1	
577	12/01/15	First Farmers Bank & Trust	November Interest	4	\$37.25
578	12/16/15	PAYROLL		1	\$6,666.98
579	12/01/15	Sara Ashby	FINES & FEES - RECEIPT #11335	1	\$134.90
580	12/02/15	Dennis Johnson	FINES & FEES - RECEIPT #11336	1	\$98.00
581	12/03/15	Jordan Arehart	FINES & FEES - RECEIPT #11337	1	\$50.74
582	12/04/15	Debbie Fox	FINES & FEES - RECEIPT #11338	1	\$143.70
583	12/04/15	Jamie Scott	FINES & FEES - RECEIPT #11339	1	\$58.56
584	12/04/15	Sarah Ashby	FINES & FEES - RECEIPT #11340	1	\$174.45
585	12/07/15	Jill Murray	FINES & FEES - RECEIPT #11341	1	\$95.05
586	12/07/15	Jordan Arehart	FINES & FEES - RECEIPT #11342	1	\$114.35
587	12/07/15	Dennis Johnson	FINES & FEES - RECEIPT #11343	1	\$17.30
588	12/08/15	Trisha Shuler	FINES & FEES - RECEIPT #11344	1	\$20.00
589	12/08/15	Dennis Johnson	FINES & FEES - RECEIPT #11345	1	\$141.99
590	12/09/15	Trisha Shuler	FINES & FEES - RECEIPT #11346	1	\$93.00
591	12/10/15	Dennis Johnson	FINES & FEES - RECEIPT #11347	1	\$68.40
592	12/11/15	Jamie Scott	FINES & FEES - RECEIPT #11348	1	\$83.55
593	12/11/15	Debbie Fox	FINES & FEES - RECEIPT #11349	1	\$124.22
594	12/14/15	Jill Murray	FINES & FEES - RECEIPT #11350	1	\$65.05
595	12/14/15	Dennis Johnson	FINES & FEES - RECEIPT #11351	1	\$68.10
596	12/14/15	Dennis Johnson	FINES & FEES - RECEIPT #11352	1	\$47.20
597	12/14/15	Trisha Shuler	FINES & FEES - RECEIPT #11353	1	\$29.04
598	12/15/15	Trisha Shuler	FINES & FEES - RECEIPT #11354	1	\$81.20
599	12/15/15	Treasurer of Madison County	Property Tax & License Excise Tax December settlement-Receipt #11355	1	\$281,630.10
600	12/15/15	Madison County Treasurer	December COIT-Receipt #11356	1	\$17,538.33
601	12/16/15	Dennis Johnson	FINES & FEES - RECEIPT #11357	1	\$58.60
602	12/18/15	Dennis Johnson	FINES & FEES - RECEIPT #11358	1	\$120.85
603	12/18/15	Dennis Johnson	FINES & FEES - RECEIPT #11359	1	\$34.15
604	12/18/15	Debbie Fox	FINES & FEES - RECEIPT #11360	1	\$108.45
605	12/18/15	David Dyehouse	Donation for Frankton Community Library-Receipt #11361	1	\$135.00

Receipt #	Date	Name	Explanation	Bank	Total
606	12/18/15	Auditor of State of Indiana	Evergreen 3rd Qtr - Receipt #11362	1	\$192.18
607	12/21/15	Jill Murray	FINES & FEES - RECEIPT #11363	1	\$119.80
608	12/21/15	Jamie Scott	FINES & FEES - RECEIPT #11364	1	\$113.41
609	12/21/15	Dennis Johnson	FINES & FEES - RECEIPT #11365	1	\$43.12
610	12/21/15	Madison County Treasurer	CVET 2015-Receipt #11366	1	\$3,877.00
611	12/21/15	Madison County Treasurer	FIT 2015-Receipt #11367	1	\$2,191.73
612	12/22/15	Dennis Johnson	FINES & FEES - RECEIPT #11368	1	\$113.50
613	12/23/15	Jamie Scott	FINES & FEES - RECEIPT #11369	1	\$61.77
614	12/23/15	Trisha Shuler	FINES & FEES - RECEIPT #11370	1	\$29.37
615	12/30/15	PAYROLL		1	\$5,241.79
616	12/28/15	Jill Murray	FINES & FEES - RECEIPT #11371	1	\$26.60
617	12/28/15	Jamie Scott	FINES & FEES - RECEIPT #11372	1	\$34.48
618	12/28/15	Dennis Johnson	FINES & FEES - RECEIPT #11373	1	\$28.20
619	12/29/15	Debbie Fox	FINES & FEES - RECEIPT #11374	1	\$220.25
620	12/29/15	Dennis Johnson	FINES & FEES - RECEIPT #11375	1	\$97.70
621	12/30/15	Dennis Johnson	FINES & FEES - RECEIPT #11376	1	\$80.60
622	12/30/15	Indiana State Auditor	2015 E Rate Reimbursement - Receipt #11379	1	\$5,402.88
<b>Total All Receipts</b>					<b>\$331,167.21</b>

Monday, January 04, 2016

Fiscal Officer

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.



Voucher List

North Madison County Public Library System

Report Date: From 12/01/15 To 12/30/15

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
0	705	INDIANA PUBLIC RETIREMENT	12/02/15	Payroll ending 11/28/15	\$1,942.18
0	706	EFTPS	12/02/15	Payroll ending 11/28/15	\$4,651.27
0	707	GREAT-WEST RETIREMENT S	12/02/15	Payroll ending 11/28/15	\$270.00
29948	708	MADISON COUNTY CLERK	12/02/15	Payroll ending 11/28/15	\$25.00
0	709	AFLAC	12/02/15	November payroll	\$431.64
0	710	INDIANA DEPARTMENT OF RE	12/02/15	November withholding	\$1,818.08
29946	711	GE CAPITAL INFORMATION TE	12/02/15	Copier Lease Frankton & Summitville	\$121.20
29953	712	UNITED HEALTHCARE	12/02/15	December Health Insurance	\$4,426.61
29952	713	TOWN OF SUMMITVILLE	12/02/15	Service for Summitville	\$55.30
29947	714	GERALDINE B. SMITH	12/02/15	4 tote bags	\$60.00
29949	715	MARSH SUPERMARKET	12/02/15	As per attached invoices.	\$30.95
29944	716	CARDMEMBER SERVICE	12/02/15	As per attached invoices.	\$446.52
29945	717	ELWOOD CALL LEADER	12/02/15	Employment Ad	\$30.70
29951	718	TOWN OF FRANKTON	12/02/15	Service for Frankton	\$570.83
29943	719	AT&T LONG DISTANCE	12/02/15	As per attached invoices.	\$104.65
29950	720	SYNCB/AMAZON	12/02/15	As per attached invoices.	\$3,483.68
0	721	PAYROLL	12/02/15	PAYROLL	\$19,351.93
0	722	STAR FINANCIAL BANK	12/02/15	November Service Charge	\$10.26
29954	723	AT&T	12/14/15	Service for Elwood & Summitville	\$87.53
29955	724	BAKER & TAYLOR	12/14/15	As per attached invoices.	\$3,402.39
29956	725	BAXTER PEST PROFESSIONA	12/14/15	Quarterly Alltra-Frankton	\$90.00
29958	726	CHAPMAN ELECTRIC SUPPLY,	12/14/15	As per attached invoices.	\$229.72
29959	727	CHESTER INFORMATION TEC	12/14/15	Trend Micro WFB	\$1,691.00
29960	728	CITY OF ELWOOD UTILITIES	12/14/15	Service for Elwood	\$331.52
29964	729	ELWOOD FIRE EQUIPMENT C	12/14/15	Fire equipment inspection Frankton & Elwood	\$535.00
29965	730	ENA SERVICES LLC	12/14/15	As per attached invoices.	\$992.02
29966	731	FRONTIER	12/14/15	Service for Frankton	\$107.94
29967	732	HARPER'S LAWN CARE	12/14/15	Lawn care-October 2015	\$100.00
29968	733	INDIANA MICHIGAN POWER C	12/14/15	Service for Elwood & Summitville	\$2,147.93
29970	734	INDIANA-AMERICAN WATER C	12/14/15	Service for Summitville	\$20.55
29972	735	JILL MURRAY	12/14/15	Petty cash reimbursement	\$36.84
29973	736	KEITH BALDWIN	12/14/15	Shelving for Summitville	\$475.00
29974	737	LIBRARY STORE INC., THE	12/14/15	As per attached invoices.	\$263.37
29976	738	MARSH SUPERMARKET	12/14/15	As per attached invoices.	\$58.11
29977	739	MATTHEW SHULER	12/14/15	20 LBS of Legos	\$80.00
29978	740	MIDWEST TAPE	12/14/15	As per attached invoices.	\$759.87
29979	741	ORIENTAL TRADING COMPAN	12/14/15	As per attached invoices.	\$182.90
29961	742	DAN PRIESHOFF	12/14/15	Salary of Board Treasurer	\$300.00
29980	743	SPRINK INC	12/14/15	Remove log files, research space issue	\$112.50
29985	744	TRISHA SHULER	12/14/15	Mileage 180 miles @ \$.44 = 79.20	\$79.20
29983	745	THOMAS OFFICE SOLUTIONS	12/14/15	Copies	\$10.00
29982	746	TEI LANDMARK AUDIO	12/14/15	As per attached invoices.	\$152.75
29984	747	TOPS HOME CENTER	12/14/15	Shelving material for Frankton	\$182.18
29990	748	VECTREN ENERGY DELIVERY	12/14/15	Service for Elwood, Frankton & Summitville	\$584.70
29989	749	VAN AUSDALL & FARRAR, INC.	12/14/15	Copies & Fax Option	\$520.29
29988	750	U.S. BANK EQUIPMENT FINAN	12/14/15	Copier lease Elwood	\$149.00
29962	751	DEMCO	12/14/15	Book Processing	\$182.06
29987	752	TRUE CHEM, INC.	12/14/15	Water Treatment Testing	\$100.00
29963	753	DOLLAR GENERAL-REGIONS	12/14/15	As per attached invoices.	\$85.72

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
29969	754	INDIANA NEWSPAPERS, INC.	12/14/15	Subscription for Elwood 01/01/16-12/31/16	\$421.4
29981	755	STAPLES ADVANTAGE	12/14/15	As per attached invoices.	\$244.2
29971	756	ITSAVVY LLC	12/14/15	Axiom AX Hard drive	\$662.8
29957	757	BOSE, MCKINNEY & EVANS LL	12/14/15	Legal services	\$528.0
29986	758	TRISHA SHULER	12/14/15	Petty Cash	\$39.0
0	759	INDIANA PUBLIC RETIREMENT	12/14/15	Payroll ending 12/12/15	\$1,949.6
0	760	EFTPS	12/14/15	Payroll ending 12/12/15	\$6,167.7
0	761	GREAT-WEST RETIREMENT S	12/14/15	Payroll ending 12/12/15	\$270.0
29975	762	MADISON COUNTY CLERK	12/14/15	Garnishment	\$25.0
0	763	PAYROLL	12/16/15	PAYROLL	\$23,549.6
0	764	INDIANA PUBLIC RETIREMENT	12/30/15	Payroll ending 12/26/15	\$1,941.3
0	765	EFTPS	12/30/15	Payroll ending 12/26/15	\$4,638.8
0	766	GREAT-WEST RETIREMENT S	12/30/15	Payroll ending 12/26/15	\$270.0
30003	767	MADISON COUNTY CLERK	12/30/15	Payroll ending 12/26/15	\$25.0
0	768	AFLAC	12/30/15	December withholding	\$647.46
30013	769	UNITED HEALTHCARE	12/30/15	Health Insurance	\$4,839.70
0	770	INDIANA DEPARTMENT OF RE	12/30/15	December Withholding	\$3,021.80
30005	771	ORIENTAL TRADING COMPAN	12/30/15	As per attached invoices.	\$256.28
29994	772	DEBBIE FOX	12/30/15	Petty Cash	\$53.15
30011	773	TOWN OF FRANKTON	12/30/15	Service for Frankton	\$384.67
30009	774	STAPLES ADVANTAGE	12/30/15	As per attached invoices.	\$531.62
29997	775	ELWOOD FIRE EQUIPMENT C	12/30/15	As per attached invoices.	\$2,871.90
30004	776	NUGENT ELECTRIC INC.	12/30/15	As per attached invoices.	\$645.58
29998	777	GLOBAL GOV'T/ED SOLUTION	12/30/15	3 Datalogic quickscan imagers	\$652.67
30001	778	ITSAVVY LLC	12/30/15	As per attached invoices.	\$1,068.19
30002	779	JAMIE B. SCOTT	12/30/15	Mileage 808 miles @ \$.44	\$355.52
29995	780	EBSCO	12/30/15	Databases	\$1,384.00
30008	781	SHERI WALLACE	12/30/15	Mileage 336 miles @ \$.44	\$147.84
30014	782	WORLD TRADE PRESS	12/30/15	Databases	\$281.14
29999	783	HARPER'S LAWN CARE	12/30/15	Lawn Maintenance	\$100.00
30007	784	RICOH USA, INC	12/30/15	Copies Frankton & Summitville	\$59.16
30012	785	TOWN OF SUMMITVILLE	12/30/15	Service for Summitville	\$55.30
30006	786	PERMACARD	12/30/15	Evergreen Indiana cards	\$228.62
29993	787	CONSTRUCTIVE PLAYTHINGS	12/30/15	As per attached invoices.	\$936.24
0	788	ACE USA	12/30/15	Void	\$0.00
30000	789	HERALD BULLETIN, THE	12/30/15	52 weeks subscription for Elwood	\$283.93
29991	790	AT&T LONG DISTANCE	12/30/15	As per attached invoices.	\$117.24
29992	791	CARDMEMBER SERVICE	12/30/15	As per attached invoices.	\$319.78
29996	792	ELWOOD CALL LEADER	12/30/15	As per attached invoices.	\$187.75
30010	793	SYNCB/AMAZON	12/30/15	As per attached invoices.	\$1,963.18
0	794	PAYROLL	12/30/15	PAYROLL	\$19,494.59

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
				<b>Total Amount of Claims</b>	<b>\$133,500.90</b>

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Monday, January 04, 2016

\_\_\_\_\_  
Fiscal Officer

**ALLOWANCE OF VOUCHERS**

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of  pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of

Date this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**SIGNATURES OF GOVERNING BOARD**

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

**Personnel Report**

**January 11, 2016**

- Hired Kelly Stover in Youth Services for 20 hours per week
- Jamie Scott will have be out for surgery beginning January 18<sup>th</sup> for two weeks with a two week vacation beginning the first two weeks of February.



## NMCPLS Networking Bids Summary

Elwood Branch				
	Ricoh	Roeing	Integrity	Notes
Networking Switches HP 2530-48G(POE), HP 2530-48G, Brocade ICX 7250-48P	\$1,953.00	\$810.00	\$3,939.23	These are networking switches. The difference Ricoh is quoting a switch that supplies power over its connections (to power I.P. phones and wireless access points). The Integrity switch is from a different manufacture than library currently uses.
Tripp Lite SmartPro UPS	\$605.00	\$488.00	\$590.26	This is a battery backup for the switch
C2G HP J4858C	\$77.00	\$73.00	\$451.06	This is an insert that allows a fiber-optic cable to be attached to the switch
Structured Cabling Labor	\$15,887.00	\$7382.00	\$7,679.00	This includes installing networking cable and the hardware associated with it.
Structured Cabling Materials	\$15,076.25	\$6847.00	\$6,823.20	This is the networking cable, patch panels, wall jacks, etc....
<b>Total</b>	<b>\$33,598.25</b>	<b>\$15,600.00</b>	<b>\$19,482.75</b>	E-Rate allowance for branch approx. \$35,650

Frankton Branch				
	Ricoh	Roeing	Integrity	Notes
HP 2530-48G Switch	\$1,125.00	\$810.00	\$ 6685.06	Integrity's bid is only for the installation of two switches, while the others include cable replacement.
Tripp Lite SmartPro UPS	\$605.00	\$488.00	\$590.26	
C2G HP J4858C	\$77.00	\$0.00	\$451.06	
Structured Cabling Labor	\$13,848.75	\$4169.00	\$725.00	
Structured Cabling Materials	\$13,803.75	\$4127.00	\$0.00	
<b>Total</b>	<b>\$29,422.50</b>	<b>\$9594.00</b>	<b>\$8451.38</b>	E-Rate allowance for branch approx. \$11,960.00

Hazelbaker Branch				
	Ricoh	Roeing	Integrity	Notes
HP 2530-48G Switch	\$1,125.00	\$810.00	\$ 6685.06	
Tripp Lite SmartPro UPS	\$605.00	\$488.00	\$590.26	
C2G HP J4858C	\$77.00	\$0.00	\$451.06	
Structured Cabling Labor	\$10,697.50	\$3604.00	\$4,595.00	
Structured Cabling Materials	\$9,716.26	\$5820.00	\$4,302.00	
<b>Total</b>	<b>\$22,183.76</b>	<b>\$10,722.00</b>	<b>\$16,623.38</b>	E-Rate allowance for branch approx. \$12,880.00

	Elwood	Frankton	Hazelbaker
<b>E-Rate allowance</b>	\$35,650.00	\$11,960.00	\$12,880.00
<b>Roeing Bid</b>	\$15,600.00	\$9594.00	\$10,722.00
<b>E-Rate at 80%</b>	\$12,480.00	\$7675.20	\$8577.60
<b>Library's contribution</b>	\$3,120.00	\$1918.80	\$2144.40
<b>Library's total contribution</b>		\$7183.20	

The above table is a summation of bids submitted by Integrity Network Solutions, Roeing Corporation, and Ricoh for the networking project at the North Madison Co. Library System. It is recommended not to go with Ricoh or Integrity. Ricoh's bids for the Frankton and Hazelbaker branches exceeded the library's E-Rate allowances. Integrity did not submit a full network replacement bid for Frankton and they also propose to install a brand of switch that is foreign to the library's existing network. It is recommended to accept Roeing's proposal because their total costs are under the library's E-Rate allowances, the model of switch they propose to install is already in use in two of the library's branches and is known to be compatible with the network.





**Nugent Electric Inc.**

2106 Ohio Ave. Anderson, IN 46016	
Phone #	Fax #
765-643-8854	765-643-4520
E-mail	nugentelectric@comcast.net

**PROPOSAL**

DATE	ESTIMATE #
12/28/2015	5567

NAME / ADDRESS
North Madison County Public Library System Sheri Wallace 1600 Main Street Elwood, IN 46036

TERMS
Net 30

DESCRIPTION	COST	TOTAL
RE: CAN LIGHT FIXTURE		
LABOR AND MATERIALS TO REPLACE A CAN LIGHT FIXTURE AND INSTALL (2) NEW CAN FIXTURES WITH 8" CAN LIGHTS. WORK TO BE COMPLETED ON STRAIGHT TIME BASIS, SALES TAX NOT APPLICABLE	1,310.00	1,310.00
NOTE: 7" CAN LIGHTS ARE NO LONGER AVAILABLE		
SUBMITTED BY MARK E. NUGENT	<b>TOTAL</b>	\$1,310.00

We propose hereby to furnish material and labor--complete in accordance with above specifications.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our works are fully covered by Workman's Compensation Insurance.

ACCEPTANCE OF PROPOSAL-- The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance \_\_\_\_\_ Signature \_\_\_\_\_ Please forward a sales tax exemption certificate if your business is exempt.

2015R018067  
12/23/2015 2:51:15 PM  
FEE: 16.00 PGS: 3  
LINDA SMITH

MADISON COUNTY RECORDER, IN  
RECORDED AS PRESENTED

STATE OF INDIANA )  
                                  )SS: ELWOOD  
COUNTY OF MADISON ) 1995 TERM

IN RE: NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM LEASING CORPORATION

RECORDED AS IS  
WITHOUT ESSENTIAL  
REQUIREMENTS.

Duly Entered for Taxation  
Subject to Final Acceptance for Transfer **ORDINANCE #1847**

DEC 23 2015  
Jane E. Lewis  
AUDITOR, MADISON COUNTY

**ORDINANCE APPROVING  
PETITION TO VACATE ALLEY**

Comes now the Petitioner, NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM LEASING CORPORATION, Elwood, Indiana, by and through counsel, JAMES W. WILSON of BINGHAM, FARRER & WILSON, P.C., and files herein its Petition to Vacate Alleys, which petition is in the words and figures as follows, to-wit:

(H.I.)

The Council finds that the vacation of certain public alleys which run North and South between Main Street and North A Street and East and West from North 16th Street to Lot 1 in Block 3 of J.M. DeHority's Addition will adversely affect no one, that the vacation of said alleys will in no way interfere with the travel of the general public and will not impede or restrict the flow of traffic in the City of Elwood, Indiana; that the area of the alleys to be vacated is not needed for the future expansion of the City of Elwood; and that the vacation of said alleys would not hinder the public's access to a school, church, or other public building or place.

The Council further finds that no citizens of the City of Elwood, Indiana, would be denied ingress or egress by the vacation of the above setforth alleys, nor will the public, as a whole, be damaged in any manner whatsoever by this vacation.

The Council further finds that all notices required by law have been properly given.

IT IS THEREFORE ORDAINED BY THE COMMON COUNCIL OF THE CITY OF ELWOOD that the alleys running North and South between Main Street and North A Street and East and West from North 16th Street to Lot 1 in Block 3 of J.M. DeHority's Addition, which said alleys are more particularly described as follows:

- A. Beginning at the Southeast corner of Lot 2, in Block 5, of the Original Plat of the Town of Quincy, (now Elwood), thence North to the Northeast corner



DEC 28 PM 2:56  
COPY



of Lot 7 in said Block, thence East 16.50 feet to the Northwest corner of Lot 6 in said Block, thence South to the Southwest corner of Lot 3 in said Block, thence West 16.50 feet to the place of beginning.

B. Beginning at the Northwest corner of Lot 1, in Block 5, of the Original Plat of the Town of Quincy, (now Elwood), thence East to the Northeast corner of Lot 4 in said Block, thence North 16.50 feet to the Southeast corner of Lot 5 in said Block, thence West to the Southwest corner of Lot 8 in said Block, thence South 16.50 feet to the place of beginning.

be and the same are hereby vacated as a public thoroughfare or alleys in the City of Elwood, Indiana.

IT IS FURTHER ORDAINED that the vacated public alleys shall vest in accordance with law.

IT IS FURTHER ORDAINED that the Petitioner shall record a copy of this Ordinance in the Recorder's Office of Madison County, Indiana.

ALL OF WHICH IS ORDERED THIS 7TH DAY OF AUGUST, 1995.

PASSED AND ADOPTED BY THE COMMON COUNCIL OF THE CITY OF ELWOOD, INDIANA, THIS 7TH DAY OF AUGUST, 1995.

George Werline  
President, Common Council  
of the City of Elwood, Indiana

ATTEST:

Sandra R. Brewer  
Sandra R. Brewer, Clerk-Treasurer

COPY

Presented by me, the undersigned City Clerk of the City of Elwood, to the Mayor of said City for his approval on the 21st day of August, 1995, at 1 o'clock P.M.

Sandra R. Brewer  
Sandra R. Brewer, Clerk-Treasurer

Having examined the foregoing Ordinance, I do now as the Mayor of the City of Elwood, approve said Ordinance and return the same to the City Clerk of the City of Elwood, this 21st day of August, 1995.

George Werline  
George Werline, Mayor

I affirm, under the penalties for perjury, that I have taken reasonable care to redact each Social Security number in this document, unless required by law.

James Scott  
prepared by  
Sandra Brewer

COPY

END OF DOCUMENT



DEC 23 2015

*James E. Lyons*  
AUDITOR, MADISON COUNTY

WARRANTY DEED

THIS INDENTURE WITNESSETH: That North Madison County Public Library Leasing Corporation ("Grantor"), an Indiana Corporation organized and existing under the laws of the State of Indiana, CONVEYS AND WARRANTS to North Madison County Public Library System ("Grantee") of Madison County, in the State of Indiana, for the sum of Ten Dollars (\$10) and other valuable consideration, the receipt of which is hereby acknowledged, the following described real estate in Madison County, in the State of Indiana:

(See Exhibit A)

The undersigned persons executing this deed on behalf of Grantor represent and certify that they are duly elected officers of Grantor and have been fully empowered to execute and deliver this deed; that Grantor has full corporate capacity to convey the real estate described herein; and that all necessary corporate action for the making of such conveyance has been taken and done. (There is no Indiana gross income tax due on the transfer made by this conveyance.)

IN WITNESS WHEREOF, Grantor has caused this deed to be executed this 30<sup>th</sup> day of October, 2015.

NORTH MADISON COUNTY PUBLIC LIBRARY  
LEASING CORPORATION

By: *Michael L. Williams*  
(signature)  
Michael L. Williams President  
(printed name and title)

ATTEST:

By: *Frances A. Huebner*  
(signature)  
Frances A. Huebner Sec  
(printed name and title)

STATE OF INDIANA )  
                                  ) SS:  
COUNTY OF MADISON )

Before me, a Notary Public in and for said County and State, personally appeared Michael L. Williams and Frances A. Huebner, the President and Secretary, respectively, of North Madison County Public Library Leasing Corporation, who acknowledged execution of the foregoing deed as such officers acting for and on behalf of said Grantor, and who, having been duly sworn, stated that the representations therein contained are true.

Witness my hand and Notarial Seal this 30<sup>th</sup> day of October, 2015.



My Commission Expires  
5-29-22

Send tax statements to  
and Grantee's mailing address is:

*Sheri Wallace*  
(signature)  
Sheri Wallace  
(printed name) Notary Public

County of Residence:  
Hamilton

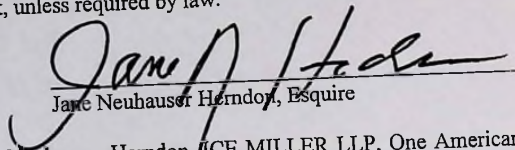
North Madison County Public Library System  
Attention: Director  
1600 Main Street  
Elwood, Indiana 46036



DEC 23 PM 3:42



I affirm, under the penalties for perjury, that I have taken reasonable care to redact each social security number in this document, unless required by law.

  
Jane Neuhauser Herndon, Esquire

This instrument was prepared by Jane Neuhauser Herndon, ICE MILLER LLP, One American Square, Suite 2900, Indianapolis, Indiana 46282.

EXHIBIT "A"

Lots 1, 2, 3, 6, 7, 8 and part of Lots 4 and 5 and the vacated alley's all in Block 5 in the Original Plat of the Town of Quincy (now the City of Elwood), Indiana, more particularly described as follows:

Beginning at a P.K. Nail (set) at the Southwest corner of Lot 1 in Block 5 in the Original Plat of the Town of Quincy (now the City of Elwood), Indiana, the plat of which is recorded in Plat Book 1, Page 27 in the Office of the Recorder of Madison County, Indiana, and running thence North 00 degree 05 minutes 31 seconds West along the West line of Lots 1 and 8 a distance of 280.80 feet (280.50 feet platted distance) to an iron (set) at the Northwest corner of said Lot 8: thence North 90 degrees 00 minutes 00 seconds East along the North line of Lots 8, 7, 6 and 5 in said plat a distance of 283.66 feet (288.75 feet recorded plat distance) to an iron pipe (set), said point being South 90 degrees 00 minutes 00 second West 2.80 feet from the Northeast corner of said Lot 5; thence South 00 degree 56 minutes 13 seconds West on a line parallel with the East line of Lots 5 and 4 in the said plat a distance of 282.40 feet (280.50 feet platted distance) to a iron pipe (set) on the South line of said Lot 4, said point being 2.80 West of the Southeast corner of said Lot 4; thence North 89 degrees 40 minutes 47 seconds West along the South line of Lots 4, 3, 2 and 1 in said plat a distance of 289.65 feet (288.75 feet platted distance) to the point of beginning.

The East/West alley running between Lots 3, 4, 5 and 6 having been vacated by City Clerk Record 6, page 58 on April 20, 1914. The North/South alley running between Lots 6 and 7 vacated by Board of Works Record 1, page 228 on May 1, 1926.

The East/West alley running between Lots 1, 2, 3, 4, 5, 6, 7 & 8, and the alley running North/South between Lots 2, 3, 6 & 7 vacated per Ordinance #1847 dated August 21, 1995 and recorded December 23, 2015 as Instrument No. 2015R018067.

NOTE: Ordinance #1847 embodies portions of the alleys already vacated by the above noted records.

Lot 1 = 48-04-10-303-154.000-027  
W 29' Lot 2 = 48-04-10-303-155.000-027  
E 37' Lot 2 = 48-04-10-303-036.000-027  
Lot 3 = 48-04-10-303-039.000-027  
Pt Lot 4 = 48-04-10-303-041.000-027  
Pt Lot 5 = 48-04-10-303-044.000-027  
Lot 6 = 48-04-10-303-048.000-027  
Lot 7 = 48-04-10-303-049.000-027  
Lot 8 = 48-04-10-303-051.000-027

COPY

END OF DOCUMENT



DEC 23 2015

RELEASE OF TRUST INDENTURE

Jane E. Lyons  
AUDITOR, MADISON COUNTY

WHEREAS, North Madison County Public Library Leasing Corporation (the "Corporation"), by a Trust Indenture dated as of September 22, 2004 ("Original Indenture"), as supplemented by a First Supplemental Trust Indenture, dated as of August 1, 2005 (as supplemented, the "Indenture"), for the consideration stated therein, did convey certain land and other property to Regions Bank, as Trustee, which Original Indenture was recorded on September 22, 2004 in the office of the Recorder of Madison County, Indiana and appears as Instrument Number 2004-22945 as further described in Exhibit A hereto;

WHEREAS, by its own terms, the Indenture constituted a mortgage; and

WHEREAS, Regions Bank is the Trustee under the Indenture; and

WHEREAS, the Corporation has paid all of the bonds outstanding under the Indenture; now therefore,

Regions Bank, as trustee under the Indenture, does hereby release, convey and quitclaim to the Corporation, its successors and assigns the property stated in such Indenture forever free, clear and discharged of and from all lien and claim under and by virtue of the Indenture together with all hereditaments and appurtenances thereunto belonging; also all buildings, improvements and structures thereon; also, the Lease Agreement dated December 14, 1994, as amended by an Amendment to Lease, dated as of November 1, 1995 and a Second Amendment to Lease, dated as of September 1, 2004, and as further amended hereafter and any payments thereunder.

IN WITNESS WHEREOF, Regions Bank, as Trustee, has caused this Release to be executed by its authorized officers of such Bank, on the 24<sup>th</sup> day of July, 2015.

REGIONS BANK, AS TRUSTEE

By:

John D. Alexander

(Typed Signature)

Senior Vice President

(Title)



Attest:

*Paroline Oahon*  
Senior Vice President & Trust Officer



DEC 23 PM 3:42



STATE OF INDIANA )  
 ) SS:  
COUNTY OF MARION )

Before me, the undersigned, a Notary Public in and for said County and State, this 24<sup>th</sup> day of July, 2015, personally appeared John D. Alexander, personally known to me to be an Authorized Officer of Regions Bank, as Trustee, and acknowledged the execution of the foregoing Release for and on behalf of said Bank.

WITNESS my hand and notarial seal.



*Soni Mullen*  
(Written Signature)

SONI MULLEN  
(Printed Signature) Notary Public

My commission expires:

09-30-2020

My county of residence is:

HENRY





STATE OF TENNESSEE )  
 ) SS:  
COUNTY OF DAVIDSON )

Before me, the undersigned, a Notary Public in and for said County and State, this 23rd day of July, 2015, personally appeared Caroline Oakes, personally known to me to be an Authorized Officer of Regions Bank, as Trustee, and acknowledged the execution of the foregoing Release for and on behalf of said Bank.

WITNESS my hand and notarial seal.



Angela M Crachio  
(Written Signature)

Angela M Crachio  
(Printed Signature) Notary Public

My commission expires:

3-8-2016

My county of residence is:

Butherford

I affirm, under the penalties for perjury, that I have taken reasonable care to redact each social security number in this document, unless required by law.

Jane Neuhauser Herndon  
Jane Neuhauser Herndon

This instrument was prepared by Jane Neuhauser Herndon, Ice Miller, LLP, One American Square, Indianapolis, Indiana 46282.

EXHIBIT "A"

Lots 1, 2, 3, 6, 7, 8 and part of Lots 4 and 5 and the vacated alley's all in Block 5 in the Original Plat of the Town of Quincy (now the City of Elwood), Indiana, more particularly described as follows:

Beginning at a P.K. Nail (set) at the Southwest corner of Lot 1 in Block 5 in the Original Plat of the Town of Quincy (now the City of Elwood), Indiana, the plat of which is recorded in Plat Book 1, Page 27 in the Office of the Recorder of Madison County, Indiana, and running thence North 00 degree 05 minutes 31 seconds West along the West line of Lots 1 and 8 a distance of 280.80 feet (280.50 feet platted distance) to an iron (set) at the Northwest corner of said Lot 8: thence North 90 degrees 00 minutes 00 seconds East along the North line of Lots 8, 7, 6 and 5 in said plat a distance of 283.66 feet (288.75 feet recorded plat distance) to an iron pipe (set), said point being South 90 degrees 00 minutes 00 second West 2.80 feet from the Northeast corner of said Lot 5; thence South 00 degree 56 minutes 13 seconds West on a line parallel with the East line of Lots 5 and 4 in the said plat a distance of 282.40 feet (280.50 feet platted distance) to a iron pipe (set) on the South line of said Lot 4, said point being 2.80 West of the Southeast corner of said Lot 4; thence North 89 degrees 40 minutes 47 seconds West along the South line of Lots 4, 3, 2 and 1 in said plat a distance of 289.65 feet (288.75 feet platted distance) to the point of beginning.

The East/West alley running between Lots 3, 4, 5 and 6 having been vacated by City Clerk Record 6, page 58 on April 20, 1914. The North/South alley running between Lots 6 and 7 vacated by Board of Works Record 1, page 228 on May 1, 1926.

The East/West alley running between Lots 1, 2, 3, 4, 5, 6, 7 & 8, and the alley running North/South between Lots 2, 3, 6 & 7 vacated per Ordinance #1847 dated August 21, 1995 and recorded December 23, 2015 as Instrument No. 2015R018067.

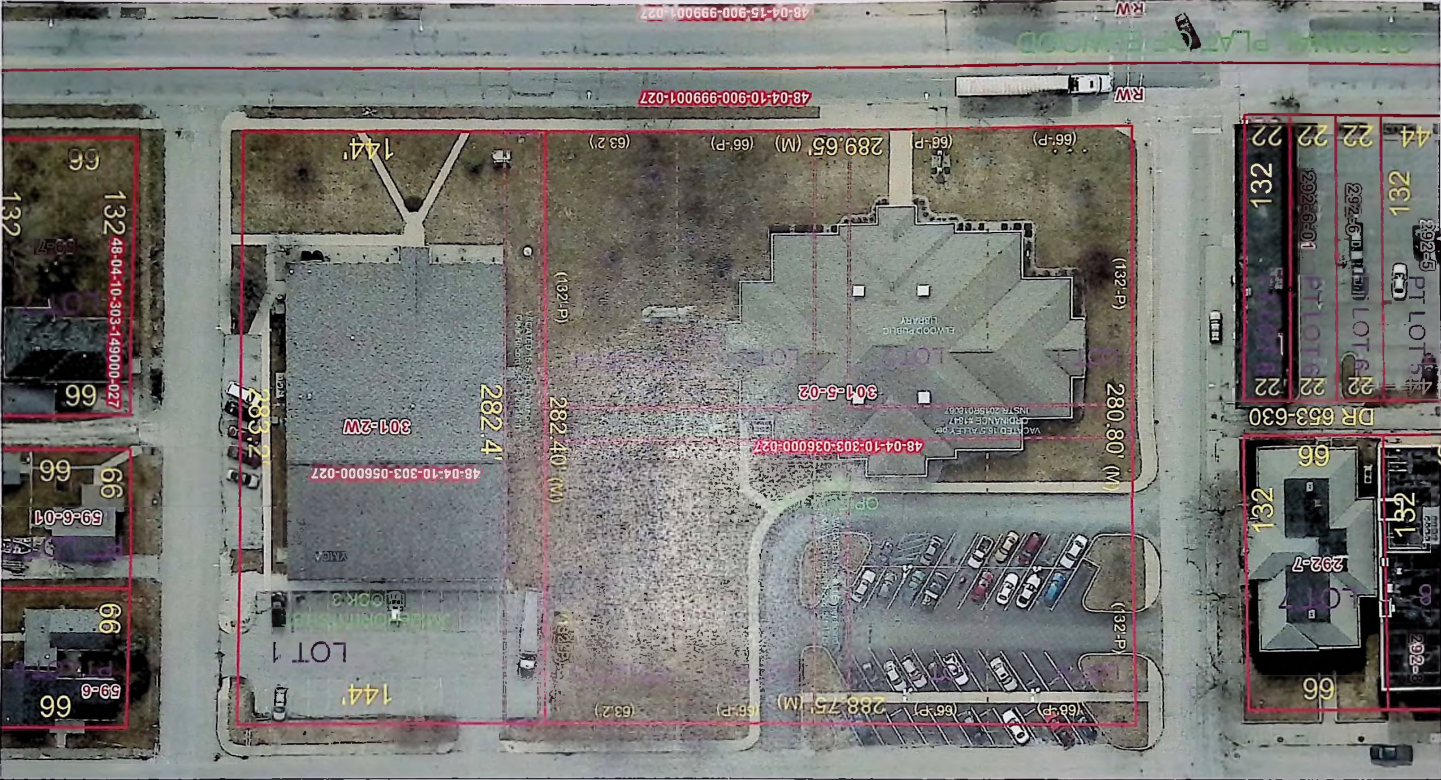
NOTE: Ordinance #1847 embodies portions of the alleys already vacated by the above noted records.

Lot 1 = 48-04-10-303-154.000-027  
W 29' Lot 2 = 48-04-10-303-155.000-027  
E 37' Lot 2 = 48-04-10-303-036.000-027  
Lot 3 = 48-04-10-303-039.000-027  
Pt Lot 4 = 48-04-10-303-041.000-027  
Pt Lot 5 = 48-04-10-303-044.000-027  
Lot 6 = 48-04-10-303-048.000-027  
Lot 7 = 48-04-10-303-049.000-027  
Lot 8 = 48-04-10-303-051.000-027

END OF DOCUMENT

COPY





48-04-10-900-999001-027

RW

48-04-10-900-999001-027

RW

(63.2)

(66-P)

289.65' (M)

(66-P)

(66-P)

(132-P)

280.80' (M)

(132-P)

282.40' (M)

282.41'

48-04-10-303-056000-027

48-04-10-303-036000-027

(132-P)

(63.2)

(66-P)

288.75' (M)

(66-P)

(66-P)

144'

LOT 1

132 48-04-10-303-149000-027

132

DR 653-630  
44 22 22 22  
292-6-01  
PT LOT 6  
292-6-01  
PT LOT 6  
44 22 22 22  
132 22 22  
292-6-01

66  
132  
292-7  
66

66

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MONTHLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

	DEC 2014	DEC 2015	Amount of Change	% OF Change	YTD 2014	YTD 2015	Amount of Change	YTD % OF Change
<b>ELWOOD</b>								
ADULT	2,137	2,083	-54	-3%	30,969	27,213	-3,756	-12%
JUVENILE	1,445	1,088	-357	-25%	19,726	15,782	-3,944	-20%
Y. A.	289	217	-72	-25%	4,374	3,967	-407	-9%
PERIOD.	352	221	-131	-37%	5,128	3,849	-1279	-25%
AUDIO	169	101	-68	-40%	2,448	2,513	65	3%
VIDEO	6,126	5,391	-735	-12%	63,314	73,693	10,379	16%
DIGITAL MEDIA	180	191	11	6%	2,428	2,817	389	16%
<b>TOTAL</b>	<b>10,698</b>	<b>9,292</b>	<b>-1406</b>	<b>-13%</b>	<b>128,387</b>	<b>129,834</b>	<b>1,447</b>	<b>1%</b>

	DEC 2014	DEC 2015	Amount of Change	% OF Change	YTD 2014	YTD 2015	Amount of Change	YTD % OF Change
<b>FRANKTON</b>								
ADULT	633	652	19	3%	9,525	8,049	-1476	-15%
JUVENILE	366	420	54	15%	7,039	5,895	-1144	-16%
Y. A.	172	81	-91	-53%	2,814	1,879	-935	-33%
PERIOD.	143	132	-11	-8%	2,292	1,567	-725	-32%
AUDIO	53	50	-3	-6%	683	722	39	6%
VIDEO	1,823	1,394	-429	-24%	17,212	18,509	1297	8%
DIGITAL MEDIA	90	96	6	7%	1,218	1,415	197	16%
<b>TOTAL</b>	<b>3,280</b>	<b>2,825</b>	<b>-455</b>	<b>-14%</b>	<b>40,783</b>	<b>38,036</b>	<b>-2,747</b>	<b>-7%</b>

	DEC 2014	DEC 2015	Amount of Change	% OF Change	YTD 2014	YTD 2015	Amount of Change	YTD % OF Change
<b>HAZELBAKER</b>								
ADULT	336	338	2	1%	5,110	4310	-800	-16%
JUVENILE	171	337	166	97%	3,758	4159	401	11%
Y. A.	42	43	1	2%	721	751	30	4%
PERIOD.	59	34	-25	-42%	1,009	806	-203	-20%
AUDIO	44	30	-14	-32%	433	371	-62	-14%
VIDEO	1,221	1,163	-58	-5%	14,242	16,628	2386	17%
DIGITAL MEDIA	90	96	6	7%	1,215	1,408	193	16%
<b>TOTAL</b>	<b>1,963</b>	<b>2,041</b>	<b>78</b>	<b>4%</b>	<b>26,488</b>	<b>28,433</b>	<b>1,945</b>	<b>7%</b>

	DEC 2014	DEC 2015	Amount of Change	% OF Change	YTD 2014	YTD 2015	Amount of Change	YTD % OF Change
<b>SYSTEM</b>								
ADULT	3,106	3,073	-33	-1%	45,604	39,572	-6,032	-13%
JUVENILE	1,982	1,845	-137	-7%	30,523	25,836	-4,687	-15%
Y. A.	503	341	-162	-32%	7909	6597	-1312	-17%
PERIOD.	554	387	-167	-30%	8429	6222	-2207	-26%
AUDIO	266	181	-85	-32%	3564	3606	42	1%
VIDEO	9,170	7,948	-1222	-13%	94,768	108,830	14,062	15%
DIGITAL MEDIA	360	383	23	6%	4,861	5,640	779	16%
<b>TOTAL</b>	<b>15,941</b>	<b>14,158</b>	<b>-1783</b>	<b>-11%</b>	<b>195,658</b>	<b>196,303</b>	<b>645</b>	<b>0%</b>

	Comp. Use	Wireless	Traffic	Ref.	Assists	Prog. A.	Prog. YA	Prog. J
Elwood	1,341	787	7,560	6	1,021	10	1	11
						90	1	76
Frankton	231	335	2,123	8	204	6	2	11
						32	3	59
Summitville	223	264	1,591	1	191	8	1	10
						113	1	38

Tech Services Processed 1580 Items  
Transits to Other Libraries: 522

Processed by Trisha Shuler  
Transits From Other Libraries: 554

YEARLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

	YTD 2014	YTD 2015	Amount of Change	YTD % OF Change
<b>ELWOOD</b>				
ADULT	30,969	27,213	-3,756	-12%
JUVENILE	19,726	15,782	-3,944	-20%
Y. A.	4,374	3,967	-407	-9%
PERIOD.	5,128	3,849	-1279	-25%
AUDIO	2,448	2,513	65	3%
VIDEO	63,314	73,693	10,379	16%
DIGITAL MEDIA	2,428	2,817	389	16%
<b>TOTAL</b>	<b>128,387</b>	<b>129,834</b>	<b>1,447</b>	<b>1%</b>

	YTD 2014	YTD 2015	Amount of Change	YTD % OF Change
<b>FRANKTON</b>				
ADULT	9,525	8,049	-1476	-15%
JUVENILE	7,039	5,895	-1144	-16%
Y. A.	2,814	1,879	-935	-33%
PERIOD.	2,292	1,567	-725	-32%
AUDIO	683	722	39	6%
VIDEO	17,212	18,509	1297	8%
DIGITAL MEDIA	1,218	1,415	197	16%
<b>TOTAL</b>	<b>40,783</b>	<b>38,036</b>	<b>-2,747</b>	<b>-7%</b>

	YTD 2014	YTD 2015	Amount of Change	YTD % OF Change
<b>HAZELBAKER</b>				
ADULT	5,110	4,310	-800	-16%
JUVENILE	3,758	4,159	401	11%
Y. A.	721	751	30	4%
PERIOD.	1,009	806	-203	-20%
AUDIO	433	371	-62	-14%
VIDEO	14,242	16,628	2386	17%
DIGITAL MEDIA	1,215	1,408	193	16%
<b>TOTAL</b>	<b>26,488</b>	<b>28,433</b>	<b>1,945</b>	<b>7%</b>

	YTD 2014	YTD 2015	Amount of Change	YTD % OF Change
<b>SYSTEM</b>				
ADULT	45,604	39,572	-6,032	-13%
JUVENILE	30,523	25,836	-4,687	-15%
Y. A.	7,909	6,597	-1312	-17%
PERIOD.	8,429	6,222	-2207	-26%
AUDIO	3,564	3,606	42	1%
VIDEO	94,768	108,830	14,062	15%
DIGITAL MEDIA	4,861	5,640	779	16%
<b>TOTAL</b>	<b>195,658</b>	<b>196,303</b>	<b>645</b>	<b>0%</b>

	Comp. Use	Wireless	Traffic	Ref.	Assists	Prog. A.	Prog. YA	Prog. J
Elwood	20,546	9,376	114,468	283	13,271	120	19	149
						720	87	1,402
Frankton	3,556	3,422	32,081	122	2,890	43	12	67
						341	40	633
Summitville	2,939	2,841	21,081	37	2,155	46	10	107
						533	6	546

Tech Services Processed 14,135 Items  
Transits to Other Libraries: 6,470

Processed by Trisha Shuler  
Transits From Other Libraries: 6,554



TRANSMISSION VERIFICATION REPORT

TIME : 01/07/2016 15:06  
NAME : ELWOOD LIBRARY  
FAX : 7655520955  
TEL : 7655525001  
SER. # : BROF2V374540

DATE, TIME 01/07 15:06  
FAX NO./NAME CALL LEADER  
DURATION 00:00:19  
PAGE(S) 02  
RESULT OK  
MODE STANDARD  
ECM

AGENDA

BOARD OF FINANCE MEETING  
January 11, 2016  
Elwood Public Library  
5:30 PM

CALL TO ORDER  
CALL FOR QUORUM  
BUSINESS

1. Elect President & Secretary of Board of Finance
2. Investment Policy and register distributed & reviewed
3. Motion for depositories
4. Motion for newspapers as official notification
5. Motion for regular meeting date and time
6. Motion for regular meetings at the branches

ADJOURNMENT

TRANSMISSION VERIFICATION REPORT

TIME : 01/07/2016 15:08  
NAME : ELWOOD LIBRARY  
FAX : 7655520955  
TEL : 7655525001  
SER. # : BROF2V374540

DATE, TIME 01/07 15:07  
FAX NO./NAME HERALD  
DURATION 00:00:29  
PAGE(S) 02  
RESULT OK  
MODE STANDARD  
ECM

AGENDA

BOARD OF FINANCE MEETING  
January 11, 2016  
Elwood Public Library  
5:30 PM

CALL TO ORDER  
CALL FOR QUORUM  
BUSINESS

1. Elect President & Secretary of Board of Finance
2. Investment Policy and register distributed & reviewed
3. Motion for depositories
4. Motion for newspapers as official notification
5. Motion for regular meeting date and time
6. Motion for regular meetings at the branches

ADJOURNMENT

## TRANSMISSION VERIFICATION REPORT

TIME : 01/07/2016 15:09  
 NAME : ELWOOD LIBRARY  
 FAX : 7655520955  
 TEL : 7655525001  
 SER. # : BROF2V374540

DATE, TIME 01/07 15:08  
 FAX NO./NAME FRANKTON  
 DURATION 00:00:20  
 PAGE(S) 02  
 RESULT OK  
 MODE STANDARD  
 ECM

## AGENDA

BOARD OF FINANCE MEETING  
 January 11, 2016  
 Elwood Public Library  
 5:30 PM

CALL TO ORDER  
 CALL FOR QUORUM  
 BUSINESS

1. Elect President & Secretary of Board of Finance
2. Investment Policy and register distributed & reviewed
3. Motion for depositories
4. Motion for newspapers as official notification
5. Motion for regular meeting date and time
6. Motion for regular meetings at the branches

ADJOURNMENT

## TRANSMISSION VERIFICATION REPORT

TIME : 01/07/2016 15:09  
 NAME : ELWOOD LIBRARY  
 FAX : 7655520955  
 TEL : 7655525001  
 SER. # : BROF2V374540

DATE, TIME 01/07 15:09  
 FAX NO./NAME SUMMITVILLE  
 DURATION 00:00:19  
 PAGE(S) 02  
 RESULT OK  
 MODE STANDARD  
 ECM

## AGENDA

BOARD OF FINANCE MEETING  
 January 11, 2016  
 Elwood Public Library  
 5:30 PM

CALL TO ORDER  
 CALL FOR QUORUM  
 BUSINESS

1. Elect President & Secretary of Board of Finance
2. Investment Policy and register distributed & reviewed
3. Motion for depositories
4. Motion for newspapers as official notification
5. Motion for regular meeting date and time
6. Motion for regular meetings at the branches

ADJOURNMENT



Agenda

February 8, 2016

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting  
5:30 P.M.

Call to Order

Call for Quorum

Consent Agenda

Minutes

Claims Register & Checks

Personnel

Old Business

New Business

1. Non-Resident Fee Resolution

2. Enviro Forensics Testing

Director's Report

Public Comment

Adjournment

NORTH MADISON COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES

Regular Meeting  
February 8, 2016  
5:30 p.m.

CALL TO ORDER

President Leslie Rittenhouse called a regular meeting of the North Madison County Public Library Board of Trustees to order on February 8, 2016 at 5:30 p.m. in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present were members Leslie Rittenhouse, Beverly Austin, Diana Eddleman, Bette Dalzell, and Mike Robertson. Also in attendance were Administrative Assistant Sheri Wallace and Megan Hamilton from Enviro Forensics.

CONSENT AGENDA

Beverly Austin made a motion to approve the minutes, claims register and personnel report in the consent agenda. A second was made by Mike Robertson and the motion carried. The members signed the minutes and claims register. Assistant Treasurer Mike Robertson signed checks.

OLD BUSINESS

No old business was brought forward.

NEW BUSINESS

Non-Resident Fee Resolution

The Resolution to Establish Non-resident Fees was read. Bette Dalzell made a motion to accept the resolution as read. Diana Eddleman made a second and the motion carried.

Enviro Forensics Testing

Megan Hamilton of Enviro Forensics Investigations Inc. requested permission to access Elwood Public Library to conduct investigatory activities. These activities are part of an ongoing environmental investigation being performed at Vest Cleaners at the direction of the Indiana Department of Environmental Management. The testing activities will include indoor air sampling, sub-slab vapor sampling and soil gas sampling. Beverly Austin made a motion to allow all testing by Enviro Forensics Investigations Inc. Mike Robertson made a second and the motion carried.

Director's Report

Director Jamie Scott is on vacation and will be returning to work on February 16, 2016.

PUBLIC COMMENT

Public comment was sought. None was forthcoming

Bette Dalzell made a motion to adjourn, Beverly Austin made a second and the motion carried.

Bette Dalzell  
Bette Dalzell, Secretary

Don Pischhoff

Barb Abornathy

Mike Robertson

Diana J. Eddleman



# Register Of Claims

## North Madison County Public Library System

Report Date: From 01/12/16 To 02/08/16

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	41	PAYROLL	Operating Fund	Salary of Director	\$2,170.55	01/13/16	PAYROLL
			Operating Fund	Salary of Assistants	\$15,443.65		
			Operating Fund	Salary of Assistants	\$738.40		
			Operating Fund	Wages of Janitor	\$1,132.09		
			<b>Total this claim =</b>				
0	42	INDIANA PUBLIC RETIREMENT	PERF	Payroll Deductions	\$419.08	01/27/16	Payroll ending 1/23/16
			Operating Fund	Emp Cont PERF	\$1,564.54		
			<b>Total this claim =</b>				
0	43	EFTPS	Operating Fund	Empl. Share FICA&Medicare	\$1,493.48	01/27/16	Payroll ending 01/23/16
			FICA	Payroll Deductions	\$1,210.40		
			Federal Taxes Withheld	Payroll Deductions	\$1,772.89		
			Medicare	Payroll Deductions	\$283.08		
			<b>Total this claim =</b>				
0	44	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$270.00	01/27/16	Payroll ending 1/23/16
			<b>Total this claim =</b>				
0	46	AFLAC	AFLAC	Payroll Deductions	\$431.64	01/27/16	Payroll ending 1/23/16
			<b>Total this claim =</b>				
0	48	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$1,264.70	01/27/16	Payroll ending 1/23/16
			County Taxes Withheld	Payroll Deductions	\$628.19		
			<b>Total this claim =</b>				
0	63	PAYROLL	Operating Fund	Salary of Director	\$2,170.55	01/27/16	PAYROLL
			Operating Fund	Salary of Assistants	\$15,486.45		
			Operating Fund	Salary of Assistants	\$790.00		
			Operating Fund	Wages of Janitor	\$1,161.31		
			<b>Total this claim =</b>				
0	99	INDIANA PUBLIC RETIREMENT	PERF	Payroll Deductions	\$418.62	02/08/16	Payroll ending 02/06/16
			Operating Fund	Emp Cont PERF	\$1,562.80		
			<b>Total this claim =</b>				

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	100	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,491.49	02/08/16	Payroll ending 02/06/16
			FICA	Payroll Deductions	\$1,208.79		
			Federal Taxes Withheld	Payroll Deductions	\$1,775.98		
			Medicare	Payroll Deductions	\$282.70		
				<b>Total this claim =</b>	<u>\$4,758.96</u>		
0	101	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$270.00	02/08/16	Payroll ending 2/6/16
				<b>Total this claim =</b>	<u>\$270.00</u>		
0	64	STAR FINANCIAL BANK	Operating Fund	Professional Services	\$10.44	02/02/16	January Service Charge
				<b>Total this claim =</b>	<u>\$10.44</u>		
30051	45	MADISON COUNTY CLERK	Garnishment	Payroll Deductions	\$25.00	01/27/16	Payroll ending 1/23/16
				<b>Total this claim =</b>	<u>\$25.00</u>		
30052	47	UNITED HEALTHCARE	Insurance	Payroll Deductions	\$445.22	01/27/16	Payroll ending 1/23/16
			Operating Fund	Emp Cont Group Ins	\$4,406.63		
				<b>Total this claim =</b>	<u>\$4,851.85</u>		
30053	49	AT&T LONG DISTANCE	Operating Fund	Telephone & Telegraph	\$10.47	01/27/16	Service for Elwood & Summitville
			Operating Fund	Telephone & Telegraph	\$80.69		
				<b>Total this claim =</b>	<u>\$91.16</u>		
30054	50	CARDMEMBER SERVICE	Operating Fund	Professional Services	\$61.00	01/27/16	As per attached invoices.
			Operating Fund	Frankton Programing	\$53.75		
			Operating Fund	Summitville Programing	\$53.75		
			Operating Fund	Summitville Programing	\$25.68		
			Operating Fund	Frankton Programing	\$60.00		
			Operating Fund	Elwood Adult Programing	\$64.84		
				<b>Total this claim =</b>	<u>\$319.02</u>		
30055	51	COVELL CONSTRUCTION & S	Operating Fund	Professional Services	\$460.00	01/27/16	Snow removal 1/11, 1/13/ & 1/20
				<b>Total this claim =</b>	<u>\$460.00</u>		
30056	52	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$1,740.82	01/27/16	Service for Elwood
				<b>Total this claim =</b>	<u>\$1,740.82</u>		
30057	53	INDIANA YOUTH INSTITUTE	Operating Fund	Professional Meetings	\$125.00	01/27/16	Kids Count Conference
				<b>Total this claim =</b>	<u>\$125.00</u>		
30058	54	MARSH SUPERMARKET	Operating Fund	Elwood Children's Programing	\$6.98	01/27/16	Programing snacks
			Operating Fund	Elwood Adult Programing	\$10.47		
			Operating Fund	Summitville Programing	\$4.76		
				<b>Total this claim =</b>	<u>\$22.21</u>		



<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
30059	55	RICOH USA, INC	Operating Fund	Office Supplies	\$64.23	01/27/16	Copies Frankton and Summitville
				<b>Total this claim =</b>	<u>\$64.23</u>		
30060	56	STAPLES ADVANTAGE	Operating Fund	Office Supples	\$335.46	01/27/16	As per attached invoices.
				<b>Total this claim =</b>	<u>\$335.46</u>		
30061	57	SYNCB/AMAZON	Operating Fund	Elwood AV	\$1,216.49	01/27/16	As per attached invoices.
			Operating Fund	Frankton AV	\$405.30		
			Operating Fund	Summitville AV	\$432.57		
			Operating Fund	Elwood Children's Programing	\$185.12		
			Operating Fund	Frankton Programing	\$242.50		
			Operating Fund	Summitville Programing	\$102.68		
				<b>Total this claim =</b>	<u>\$2,584.66</u>		
30062	58	TOPS HOME CENTER	Operating Fund	Technology Equipment	\$11.97	01/27/16	As per attached invoices.
				<b>Total this claim =</b>	<u>\$11.97</u>		
30063	59	TOWN OF FRANKTON	Operating Fund	Electricity	\$581.04	01/27/16	Service for Frankton
			Operating Fund	Water	\$18.00		
			Operating Fund	Waste Disposal Services	\$18.19		
				<b>Total this claim =</b>	<u>\$617.23</u>		
30064	60	TOWN OF SUMMITVILLE	Operating Fund	Waste Disposal Services	\$43.80	01/27/16	Service for Summitville
			Operating Fund	Waste Disposal Services	\$11.50		
				<b>Total this claim =</b>	<u>\$55.30</u>		
30065	61	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$85.70	01/27/16	Service for Elwood, Frankton & Summitville
			Operating Fund	Gas	\$125.52		
			Operating Fund	Gas	\$317.85		
				<b>Total this claim =</b>	<u>\$529.07</u>		
30066	62	CLINT TRICE	Operating Fund	Traveling Expense	\$128.48	01/27/16	Mileage 292 miles @ \$.44 per mile = \$128.48
				<b>Total this claim =</b>	<u>\$128.48</u>		
30067	65	ADTEC	Operating Fund	Professional Services	\$490.00	02/08/16	Category Two Phase 1
				<b>Total this claim =</b>	<u>\$490.00</u>		
30068	66	AT&T	Operating Fund	Telephone & Telegraph	\$145.18	02/08/16	Service for Elwood
				<b>Total this claim =</b>	<u>\$145.18</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
30069	67	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$3,516.71	02/08/16	As per attached invoices.
			Operating Fund	Elwood Childrens	\$996.03		
			Operating Fund	Elwood YA	\$468.33		
			Operating Fund	Frankton	\$822.64		
			Operating Fund	Summitville	\$1,030.21		
			Operating Fund	Frankton AV	\$46.66		
			Operating Fund	Summitville AV	\$22.17		
			Operating Fund	Summitville Programing	\$7.79		
				<b>Total this claim =</b>	<u>\$6,910.54</u>		
30070	68	BARBARA SNIPES	Operating Fund	Professional Services	\$181.84	02/08/16	3 Displays
				<b>Total this claim =</b>	<u>\$181.84</u>		
30071	69	BOYCE FORMS/SYSTEMS	Operating Fund	Official Records	\$146.48	02/08/16	As per attached invoices.
				<b>Total this claim =</b>	<u>\$146.48</u>		
30072	70	BURNETTE - DELLINGER INC.	Operating Fund	Official Bonds	\$200.00	02/08/16	Treasurer & Asst Treasurer Bonds
				<b>Total this claim =</b>	<u>\$200.00</u>		
30073	72	CHAPMAN ELECTRIC SUPPLY,	Operating Fund	Operating Supplies	\$126.44	02/08/16	Lighting
				<b>Total this claim =</b>	<u>\$126.44</u>		
30074	71	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$133.56	02/08/16	Service for Elwood
			Operating Fund	Waste Disposal Services	\$202.62		
				<b>Total this claim =</b>	<u>\$336.18</u>		
30075	98	DEBBIE FOX	Operating Fund	Postage & UPS	\$31.54	02/08/16	Petty Cash
			Operating Fund	Frankton Programing	\$15.90		
				<b>Total this claim =</b>	<u>\$47.44</u>		
30076	103	DOLLAR GENERAL-REGIONS	Operating Fund	Operating Supplies	\$111.15	02/08/16	Rubbing Alcohol
				<b>Total this claim =</b>	<u>\$111.15</u>		
30077	105	ELWOOD CALL LEADER	Operating Fund	Elwood Period. & News.	\$12.00	02/08/16	Online service
				<b>Total this claim =</b>	<u>\$12.00</u>		
30078	73	ELWOOD FIRE EQUIPMENT C	Operating Fund	Professional Services	\$488.18	02/08/16	As per attached invoices.
				<b>Total this claim =</b>	<u>\$488.18</u>		
30079	74	ENA SERVICES LLC	St Technology Fund Gra	Telephone & Telegraph	\$833.00	02/08/16	VOiP & Internet
			Operating Fund	Telephone & Telegraph	\$159.02		
				<b>Total this claim =</b>	<u>\$992.02</u>		
30080	75	FRONTIER	Operating Fund	Telephone & Telegraph	\$108.48	02/08/16	Service for Frankton
				<b>Total this claim =</b>	<u>\$108.48</u>		



<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
30081	76	GE CAPITAL INFORMATION TE	Operating Fund	Equipment/Rental	\$60.60	02/08/16	Copier Lease Frankton & Summitville
			Operating Fund	Equipment/Rental	\$60.60		
				<b>Total this claim =</b>	<u>\$121.20</u>		
30082	106	HUMPHRIES AUTOMOTIVE SE	Operating Fund	Professional Services	\$320.00	02/08/16	Summitville Snow removal
				<b>Total this claim =</b>	<u>\$320.00</u>		
30083	77	IDLEWINE LAWNMOWER SAL	Operating Fund	Repair Parts/Maintenance	\$321.35	02/08/16	Service for mower/install snow blower
				<b>Total this claim =</b>	<u>\$321.35</u>		
30084	104	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$404.96	02/08/16	Service for Summitville
				<b>Total this claim =</b>	<u>\$404.96</u>		
30085	107	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$20.55	02/08/16	Service for Summitville
				<b>Total this claim =</b>	<u>\$20.55</u>		
30086	78	ITSAVVY LLC	Operating Fund	Technology Equipment	\$441.87	02/08/16	As per attached invoices.
				<b>Total this claim =</b>	<u>\$441.87</u>		
30087	79	JILL MURRAY	Operating Fund	Summitville Programing	\$34.12	02/08/16	Petty Cash Reimbursement
			Operating Fund	Postage & UPS	\$11.82		
				<b>Total this claim =</b>	<u>\$45.94</u>		
30088	93	LEAP Managed IT	Operating Fund	Office Supplies	\$10.00	02/08/16	Copies
				<b>Total this claim =</b>	<u>\$10.00</u>		
30089	81	LIBRARY STORE INC., THE	Operating Fund	Book Processing	\$282.76	02/08/16	Book Processing/DVD labels
				<b>Total this claim =</b>	<u>\$282.76</u>		
30090	80	LMC SERVICE SOLUTIONS	Operating Fund	Professional Services	\$542.50	02/08/16	Quarterly Service for Frankton & Summitville
				<b>Total this claim =</b>	<u>\$542.50</u>		
30091	102	MADISON COUNTY CLERK	Garnishment	Payroll Deductions	\$25.00	02/08/16	Payroll ending 2/6
				<b>Total this claim =</b>	<u>\$25.00</u>		
30092	82	MARSH SUPERMARKET	Operating Fund	Summitville Programing	\$37.53	02/08/16	As per attached invoices.
				<b>Total this claim =</b>	<u>\$37.53</u>		
30093	83	MARSHALL BEST SECURITY C	Operating Fund	Operating Supplies	\$23.15	02/08/16	3 Master Keys
				<b>Total this claim =</b>	<u>\$23.15</u>		
30094	84	MIDWEST TAPE	Operating Fund	Book Processing	\$197.98	02/08/16	As per attached invoices.
			Operating Fund	Summitville AV	\$283.96		
			Operating Fund	Frankton AV	\$79.99		
			Operating Fund	Elwood AV	\$83.98		
				<b>Total this claim =</b>	<u>\$645.91</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>	
30095	85	MOVIE LICENSING USA	Operating Fund	Elwood Children's Programing	\$135.75	02/08/16	License renewal 2/15/16-2/14/17	
				Elwood Adult Programing	\$135.75			
				Frankton Programing	\$135.75			
				Summitville Programing	\$135.75			
				<b>Total this claim =</b>	<b>\$543.00</b>			
30096	86	NCPL SPECIAL FUND	Operating Fund	Databases	\$374.84	02/08/16	Wowbrary Subscription for 2016	
				<b>Total this claim =</b>	<b>\$374.84</b>			
30097	87	NUGENT ELECTRIC INC.	Operating Fund	Professional Services	\$310.18	02/08/16	Repairs in meeting room	
				<b>Total this claim =</b>	<b>\$310.18</b>			
30098	88	POSTMASTER	Operating Fund	Postage & UPS	\$49.00	02/08/16	2 rolls stamps	
				Operating Fund	Postage & UPS			\$49.00
				<b>Total this claim =</b>	<b>\$98.00</b>			
30099	89	STAPLES ADVANTAGE	Operating Fund	Office Supplies	\$230.63	02/08/16	As per attached invoices.	
				Operating Fund	Cleaning & Sanitation Supplies			\$212.65
				<b>Total this claim =</b>	<b>\$443.28</b>			
30100	90	STATE CHEMICAL SOLUTIONS	Operating Fund	Operating Supplies	\$779.47	02/08/16		
				<b>Total this claim =</b>	<b>\$779.47</b>			
30101	91	TEI LANDMARK AUDIO	Operating Fund	Summitville AV	\$105.00	02/08/16	As per attached invoices.	
				Operating Fund	Frankton AV			\$47.25
				<b>Total this claim =</b>	<b>\$152.25</b>			
30102	92	TOPS HOME CENTER	Operating Fund	Operating Supplies	\$9.70	02/08/16	Display shelf brackets	
				<b>Total this claim =</b>	<b>\$9.70</b>			
30103	94	U.S. BANK EQUIPMENT FINAN	Operating Fund	Equipment/Rental	\$149.00	02/08/16	Copier lease Elwood	
				<b>Total this claim =</b>	<b>\$149.00</b>			
30104	95	USI, INC	Operating Fund	Office Supplies	\$186.25	02/08/16	Laminating supplies	
				<b>Total this claim =</b>	<b>\$186.25</b>			
30105	96	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$650.88	02/08/16	Service for Elwood & Summitville	
				Operating Fund	Gas			\$151.81
				<b>Total this claim =</b>	<b>\$802.69</b>			
30106	97	YOUR AUTOMATIC DOOR CO	Operating Fund	Professional Services	\$178.00	02/08/16	As per attached invoices.	
				<b>Total this claim =</b>	<b>\$178.00</b>			



Warrant Claim

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
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Total Amount of Claims **\$84,978.59**

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Mondav, February 08, 2016

*Michael Roberson*

Fiscal Officer

**ALLOWANCE OF VOUCHERS**

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of  pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of

Date this 8<sup>TH</sup> day of February, 2016.

Beth Doherty Spedia Britton House

Deani J. Edleman

Beverly J. Austin

**SIGNATURES OF GOVERNING BOARD**

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

Personnel Report

February 8, 2016

- Mary Hofer has resigned her part time position at Frankton Community Library effective February 29, 2016.

Resolution to Establish Non-resident Fees  
North Madison County Public Library System

Whereas, IC 36-12-2-25(c) requires that a non-resident fee be established using the current total operating expenditures per capita, the members of the North Madison County Public Library System Board now sets its non-resident fee at \$60 per year.

Adopted the 8th day of February, 2016.

AYE

NAY

*Michael Roberts*  
*April Kittenhouse*  
*Beverly J. Austin*  
*Dennis G. Adleman*

Attest:

*Beth Oakley*

North Madison County Public Library System  
Board of Trustees - Secretary



February 8, 2016

Sheri Wallace  
North Madison County Public Library System  
1600 Main Street  
Elwood, Indiana 46036-1537

**RE: Access Agreement for Sampling Activities  
1600 Main Street, Elwood, Indiana**

Dear Ms. Wallace:

Environmental Forensic Investigations, Inc. (EnviroForensics) is requesting your permission to access your property located at 1600 Main Street in Elwood, Indiana to conduct environmental investigatory activities. These activities are part of an ongoing environmental investigation being performed at the Vest Cleaners facility located at 1516 Main Street in Elwood at the direction of the Indiana Department of Environmental Management (IDEM). EnviroForensics is the environmental consultant for Vest Cleaners.

IDEM has asked that Vest Cleaners conduct some basic environmental testing at the surrounding properties as a proactive, precautionary measure to ensure that the identified impacts have been contained to the area at and around the Site itself. As part of this process, we are requesting access to your property to install and sample soil gas points to evaluate the utility corridor, and collect indoor air samples combined with sub-slab vapor samples collected from beneath the floor of your property. We will be happy to work with you to determine the samples locations are agreed upon prior to conducting the sampling event.

One of the first things we are often asked while conducting this type of request for access is how much the testing will cost. To clarify, there is no cost to you for us to complete the work. There will not be an attempt to charge you for the work or any future effort to sell you any goods or services. EnviroForensics is simply attempting to fulfill the IDEM requirements for Vest Cleaners.

#### Testing Activities

##### *Soil Gas*

Environmental investigation activities will begin with verifying the location of sewer lines leading to your building. We would then oversee the advancement of utility soil gas points using hand-auger or air-knifing technologies within the sewer utility backfill material to a depth of

Document: 6230-1007

Environmental Forensic Investigations, Inc.  
602 North Capitol Avenue, Suite 210, Indianapolis, IN 46204  
Phone: 317-972-7870 • Fax 317-972-7875

approximately 6 feet below ground surface. The soil gas sampling point will be constructed with a 6-inch long stainless steel wire implant using a ¼-inch Teflon-lined polyethylene tubing attached to the implant and extended to the surface. A sand pack consisting of #5 washed quartz sand will be placed around each implant screen in the open borehole to a depth of approximately 6-inches above the screened interval. Upon the completion of the construction of the soil gas point, a flush mount manhole will be cemented into place. Following the collection of a soil gas sample, the soil gas point will be left in place for future sampling events. We anticipate installation and sampling of a soil gas point will take approximately two (2) hours.

##### *Indoor Air & Sub-Slab Vapor*

Upon accessing your property, we would first conduct a building survey of your property in order to observe and record general characteristics of the structure. We have enclosed a copy of a building survey for your review. Any information that you can provide ahead of time or have ready to provide to our staff is greatly appreciated. After completing the survey, we would then like to conduct indoor air testing on each level of your property, including the basement if applicable, and sub-slab vapor sampling from beneath the lowest level. The indoor air sampling would include placing and leaving a small metal canister, similar in size/shape to a basketball, within the occupied space of the property over a period of 8 hours. You can see a picture of the canisters on the enclosed information sheet. We would place the canisters in position, start the 8-hour timer, then remove the canisters approximately 8 hours later. You would be able to continue with everyday activities during the 8-hour period; however, the canisters should not be moved or disturbed during the sampling process. Upon completion of the indoor air sampling, we would then collect the sub-slab vapor samples from beneath your property.

To collect the sub-slab vapor sample, we will need to drill a 1 ½-inch diameter hole into the lowest level floor to a depth of approximately 1 ¾-inches. A ¾-inch diameter hole would then be drilled through the center of the previously drilled hole and advanced through the concrete slab. The hole will be drilled using simple hand-held drill tools. No large equipment is anticipated. A sampling port would then be installed to facilitate sample collection. A small, stainless steel, flush mount cover would be placed over the sampling port and the port would be left in place after the sampling to facilitate future activities as additional samplings may be necessary, per the IDEM guidelines. The sampling point would be located in a low-traffic area where possible, and where agreed upon with you prior to conducting sampling activities. We anticipate installation and sampling of each sampling port will take approximately one (1) hour. Additional details on indoor air and sub-slab vapor sampling procedures are provided in the enclosed information sheet. A brief video describing the procedures for collecting indoor air and sub-slab vapor is also available at our website: <http://www.enviroforensics.com/testing-indoor-air-vapor-intrusion/>.

EnviroForensics does not anticipate there would be damage to your property from the sampling activities. Nonetheless, EnviroForensics agrees to promptly repair damages to your property should damages occur as a result of our field activities.



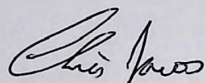
**Scheduling**

We would like to conduct the sampling before March 2016 to facilitate this work in the winter, so your prompt response is appreciated. If you agree to allow this testing, we will schedule access to your property at a mutually agreeable time. Additionally, we will provide you with a copy of the results of this sampling after the data is reviewed to ensure its accuracy. If you agree to site access, please sign the attached Access Agreement form and return a copy to our office using the enclosed self-addressed stamped envelope. In the event that additional investigatory and/or remediation activities are required at your property, we will provide you with as much advance notice as possible.

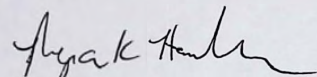
If you have any questions or concerns and would like to discuss these activities further, we will be happy to speak with you in person, over the phone or by email. We can be reached by phone at (317) 972-7870 or 1-866-888-7911, or by e-mail at [mhamilton@enviroforensics.com](mailto:mhamilton@enviroforensics.com).

We greatly appreciate your cooperation and patience with this important matter.

Sincerely,  
**Environmental Forensic Investigations, Inc.**



Chris Jaros  
 Senior Project Manager



Megan Hamilton  
 Director of Vapor Intrusion and  
 Risk Assessment

**ENCLOSURES**

Access Agreement  
 Commercial Indoor Air and Sub-Slab Sampling Procedures  
 Building Survey Form

**ACCESS AGREEMENT**

This access agreement is made between Environmental Forensic Investigations, Inc. ("Consultant") and the North Madison County Public Library System ("Owner"). The purpose of this agreement is to provide Consultant and its representatives access to certain property owned by Owner located at 1600 Main Street in Elwood, Indiana ("the Property") in order for Consultant to conduct environmental investigatory activities. This agreement is subject to the conditions set forth below.

The parties agree as follows:

1. Owner, on his own behalf and on behalf of his successors, assigns, and tenants, hereby authorizes Consultant, its employees, agents, and subcontractors, permission to enter upon the Property for the purpose of conducting environmental investigatory activities (hereafter referred to as "the Work").
2. Consultant will notify Owner in advance of accessing the Property, which Owner will not unreasonably deny. Consultant will perform the Work at reasonable times of the day and in a manner which does not unreasonably interfere with Owner's or Owner's Tenants' activities at the Property. Before performing the Work, Consultant will obtain or cause to be obtained, and will maintain or cause to be maintained in full force at all times during the term of this agreement, all necessary permits, notifications, licenses, or certifications for itself and its agents and subcontractors.
3. Consultant promises and agrees that it will use its best efforts to perform the Work in a professional manner in accordance with generally accepted consulting practices and procedures in effect for such services at the time the services are rendered.
4. Consultant shall provide copies of environmental testing results to Owner.
5. Upon the conclusion of all Work required by IDEM to obtain site closure under IDEM's Remediation Closure Guide, Consultant shall restore the Property to substantially the same condition as it existed prior to access under the Access Agreement and any Consultant-installed wells or ports will be closed in accordance with applicable law. Consultant will remove debris and equipment following completion of the Work.
6. Consultant will defend and indemnify Owner from and against claims, damages, injuries, and/or liability caused by or arising from the Work performed by Consultant



or its employees, agents, or subcontractors on or around the Property, e.g., slip & falls and damages to Owner's Property. Owner does not assume any risk, liability, responsibility, or duty of care as to Consultant's employees, agents, or subcontractors when on the Property to perform the Work, except that Owner will cooperate with Consultant's reasonable health and safety protocols.

7. This agreement comprises the entire agreement between Owner and Consultant with respect to the Work. It may be amended only by a written agreement executed by Owner and Consultant.
8. This access agreement will be effective until IDEM declares the Work completed.
9. Each party to this agreement represents and warrants that the person executing the agreement on its behalf is duly authorized and has the requisite power and authority to bind that party.

The parties or their duly authorized representative have signed this Agreement on the date specified below.

Environmental Forensic Investigations, Inc.

North Madison County Public  
Library System  
1600 Main Street  
Elwood, Indiana 46036

By: [Signature]

By: [Signature]

Its: VP

Its: President of Trustees Board

Date: 2/08/16

Date: 2-8-16

Phone Number: 765-552-0114

E-Mail: [Signature]@ssa-5001.com

**What you can do to improve indoor air quality**

- Don't buy more chemicals than you need.
- Store unused chemicals in appropriate tightly sealed containers.
- Don't make your home too air-tight. Fresh air helps prevent chemical build-up and mold growth.
- Fix leaks promptly, as well as other moisture problems that encourage mold.
- Check all appliances and fireplaces annually.
- Test your home for radon. Test kits are available at hardware and home improvement stores or you can call the Radon Hotline at 800-767-7236 (800-SOSRADON).
- Install carbon monoxide detectors in your home. They are available at hardware and home improvement stores.

**For more information**

For questions on how vapor intrusion affects your health, contact your local health department or the federal Agency for Toxic Substances and Disease Registry at 888-422-8737, or visit [www.atsdr.cdc.gov](http://www.atsdr.cdc.gov).

For detailed EPA information on vapor intrusion, visit [www.epa.gov/oswer/vaporintrusion](http://www.epa.gov/oswer/vaporintrusion).

For more information on indoor air quality, visit [www.epa.gov/iaq](http://www.epa.gov/iaq).

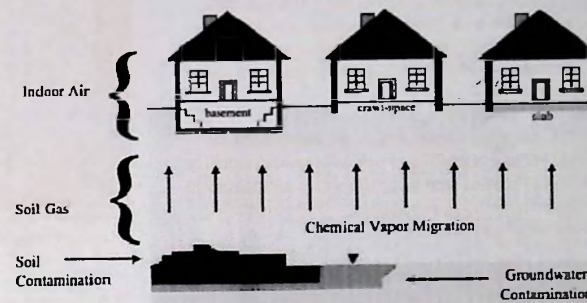
You may also call EPA Region 5 at 800-621-8431, 8:30 a.m. to 4:30 p.m. (Central), weekdays.

**What You Should Know About the Problem of Vapor Intrusion**

EPA Superfund Division  
Chicago, Illinois

January 2012

**Vapor Intrusion into Indoor Air**



*This diagram shows how vapors can rise up through the soil and into your home.*

Vapors and gases from contaminated ground water and soil have the potential to seep into indoor spaces and cause health problems. The U.S. Environmental Protection Agency wants you to know how to deal with vapor intrusion in your home.

**What is vapor intrusion?**

When chemicals or petroleum products are spilled or leak from underground storage tanks, they can give off gases or vapors that can get inside buildings. Common products that can cause vapor intrusion are gasoline or diesel fuel, dry cleaning solvents and industrial degreasers. The vapors can move through the soil and seep through cracks in basements, foundations, sewer lines and other openings.

Vapor intrusion is a concern because vapors can build up to a point where the health of residents or workers in those buildings could be at risk. Some vapors from petroleum products have a gasoline odor, others are odor-free.

**Common household items can give off vapors**

Common household products can be a source of indoor air problems. Vapors and gases can come from paint, paint strippers or thinners, moth balls, new carpeting and furniture, stored fuel, air fresheners, cleaning products, dry-cleaned clothing and cigarette smoke.

# Commercial Indoor Air and Sub-Slab Sampling Procedures

When certain contaminants containing volatile organic compounds (VOCs) mix in the subsurface soil and groundwater, they may form vapors that can travel through soil and enter buildings through cracks in the concrete slab, floor drains, sumps, and gaps around utility lines. This process is known as vapor intrusion. To ensure that property owners and residents are not being exposed to potential health risks from these vapors, it may be necessary to test the air quality in buildings near a contaminated property.

For commercial properties, we will need to enter the space, set up the sample, and come back 8 hours later to pick up the sample and collect a subsurface air sample from beneath the floor, or concrete slab, which will require at least two visits by EnviroForensics personnel. Each visit should take approximately one to two hours, and will be scheduled approximately 8 hours apart. The activities that will take place during the sampling event are outlined below.

## 1. Pre-Sampling Survey

Prior to sampling, an EnviroForensics representative will request your permission to conduct a brief background survey to determine important characteristics of the building. This may involve walking around inside the building to determine general structure and layout, HVAC characteristics, and potential vapor pathways such as floor drains, sumps, or utility entry points. Property owners or occupants will also be asked a series of questions to determine non-personal occupant information and identify potential background sources that might affect the sample results, such as stored paints, cleaning solvents, or other chemicals.

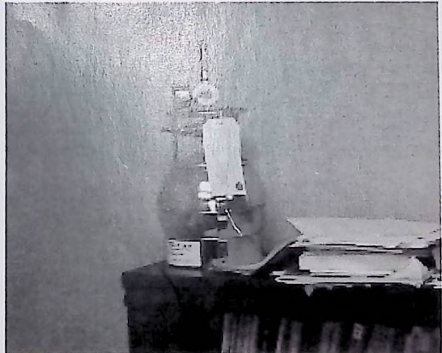
The EnviroForensics representative will request to take photographs of important building features, labels of any stored chemicals, and the locations of sampling canisters.



Stored paints and chemicals may influence the sampling results and should be removed prior to collecting air samples.

## 2. Indoor Air Sampling

Following the survey, one or more 6-liter sampling canisters will be left for a period of 8 hours. Generally, one canister is left on each occupied floor of the building, and in the basement, if one exists. For larger structures, multiple canisters per floor may be needed. Each canister is placed where an air sample can be drawn from the breathing zone, which is considered to be 3-5 feet above the floor. The EnviroForensics representative will work with the building owner or occupant to select locations that will not be an inconvenience to the occupants or impede any necessary work activities. On some occasions, the representative may return prior to the completion of the 8-hour sample to read the pressure gauges on the sampling canisters and ensure that sample collection is proceeding as expected.



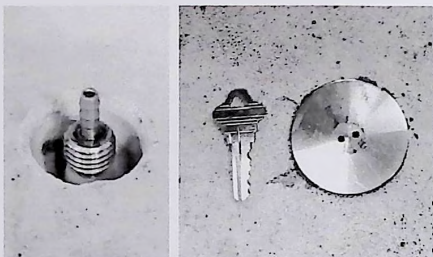
A 6 liter sampling canister, set up to collect air samples in the breathing zone.



### 3. Sub-Slab Sampling

VOC vapors may also collect in the space beneath a structure's concrete slab. When the EnviroForensics sampler returns to take a final pressure reading and remove the indoor air canisters, a sub-slab vapor sample may be collected, if the structure has a concrete floor or slab. Generally, 1 to 3 sub-slab vapor samples are needed for a typical commercial structure.

To collect a sub-slab sample, the EnviroForensics representative will initially drill a 1 1/2-inch diameter hole into the concrete floor to a depth of approximately 1 3/4-inches. A 5/8-inch diameter hole will then be drilled through the center of the previously drilled hole and advanced through the concrete slab. A sampling port will then be installed to facilitate sample collection. The vapor sample will be drawn from beneath the slab into a stainless steel 1 liter canister. Following sampling, a small, stainless steel, flush mount cover will be placed over the sampling port and the port will be left in place after the sampling to facilitate future activities as additional samplings may be necessary. Once the investigation is complete, the hole will be sealed with quick-drying cement to match the floor surface.



A permanent sampling port installed in a concrete slab. A permanent sampling port with a flush mount cover next to a standard size door key for scale.

### 4. Ambient Air Sampling

During the indoor air sampling event, an 8-hour sampling canister may be placed on or near the property to collect an ambient outdoor air sample for comparison with the indoor air results.



A 6 liter sampling canister collecting an ambient outdoor air sample.



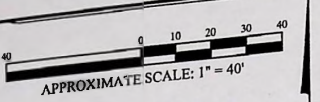
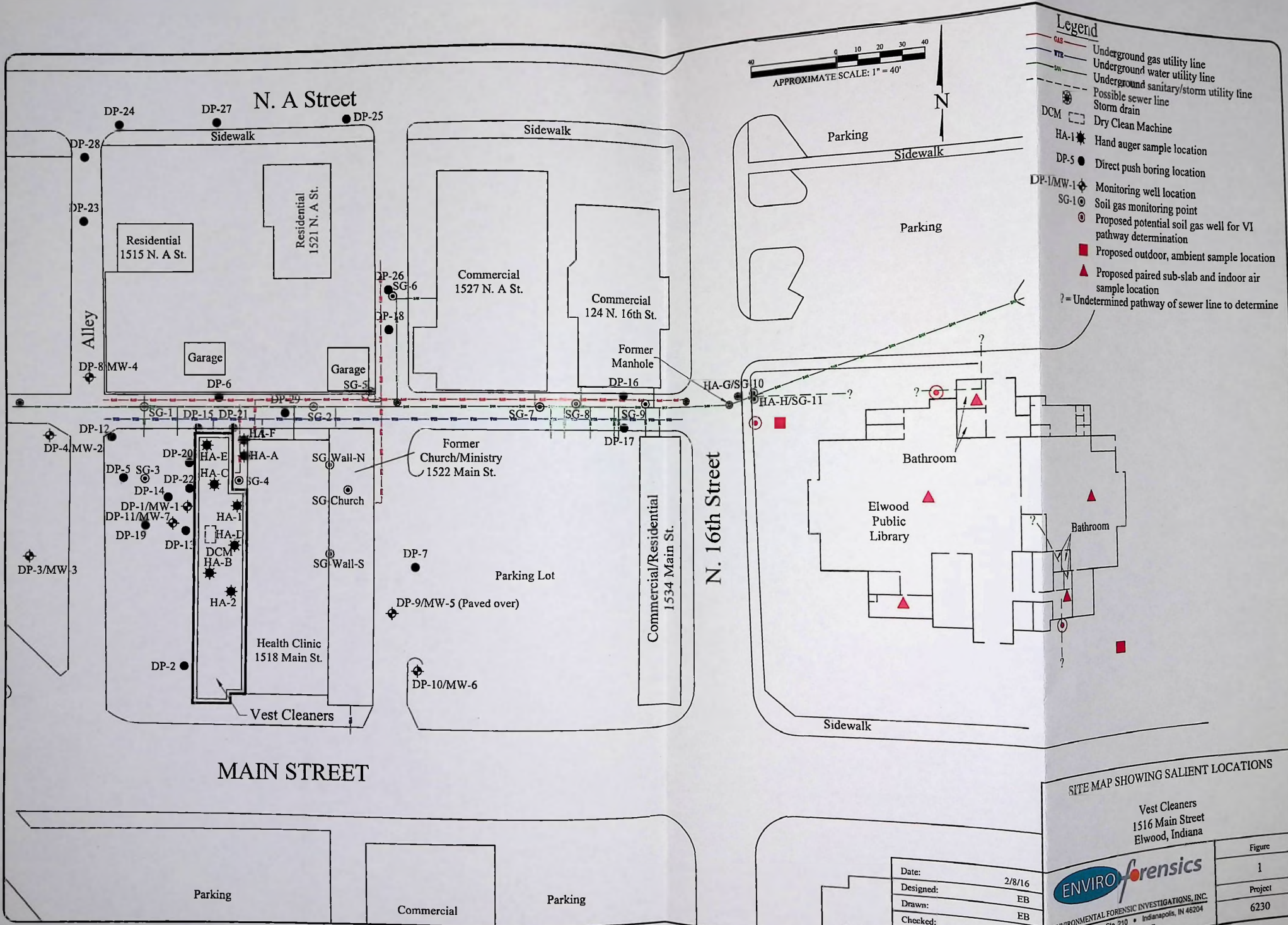
Indoor air (left) and sub-slab vapor (right) sampling equipment. 12" ruler for scale.

View a video of the vapor intrusion sampling process on our website at:  
<http://www.enviroforensics.com/environmental-services/vapor-intrusion/>

Property owners are entitled to receive copies of the sampling results, which are generally available 3 to 4 weeks following a sampling event. Upon request, an EnviroForensics representative will meet personally with property owners to review the sampling results.



Environmental Forensic Investigations, Inc.  
602 North Capitol Avenue  
Indianapolis, IN 46204  
Phone: 317-972-7870 Fax: 317-972-7875



- Legend**
- GAS --- Underground gas utility line
  - WTR --- Underground water utility line
  - SAN --- Underground sanitary/storm utility line
  - Possible sewer line
  - Storm drain
  - DCM Dry Clean Machine
  - ★ HA-1 Hand auger sample location
  - DP-5 Direct push boring location
  - ⊕ DP-1/MW-1 Monitoring well location
  - ⊙ SG-1 Soil gas monitoring point
  - ⊙ Proposed potential soil gas well for VI pathway determination
  - Proposed outdoor, ambient sample location
  - ▲ Proposed paired sub-slab and indoor air sample location
  - ? = Undetermined pathway of sewer line to determine

**SITE MAP SHOWING SALIENT LOCATIONS**

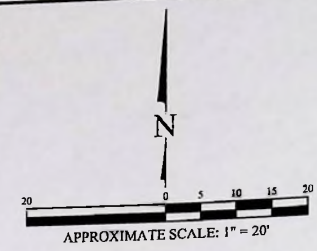
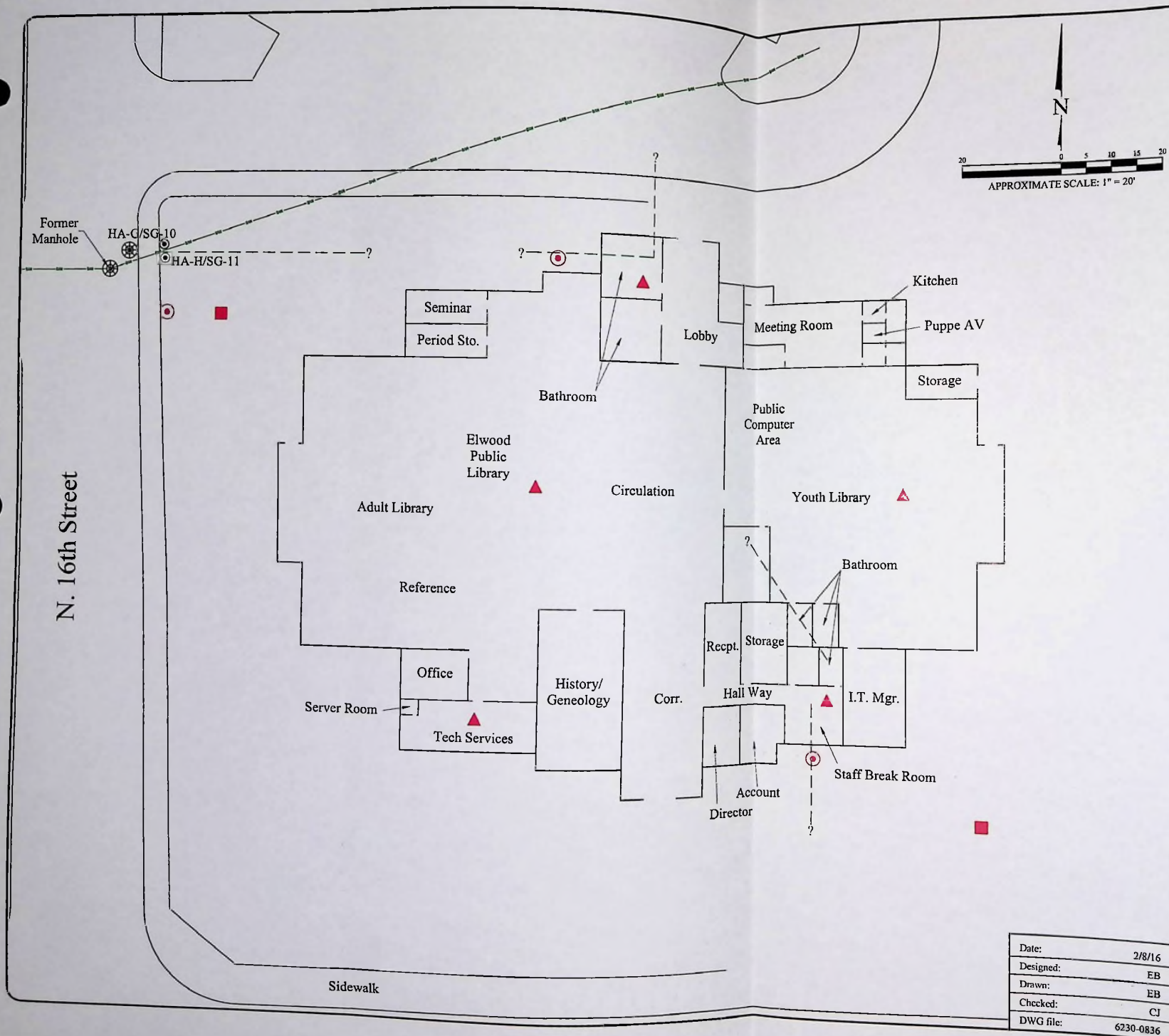
Vest Cleaners  
1516 Main Street  
Elwood, Indiana

Date:	2/8/16
Designed:	EB
Drawn:	EB
Checked:	CJ
Commercial/BWG file:	6230-0835

**ENVIROforensics**  
ENVIRONMENTAL FORENSIC INVESTIGATIONS, INC.  
602 N. Capitol Ave., Ste. 210 • Indianapolis, IN 46204  
EnviroForensics.com

Figure	1
Project	6230





- Legend**
- GAS — Underground gas utility line
  - WTR — Underground water utility line
  - SW — Underground sanitary/storm utility line
  - ⊗ Possible sewer line
  - Storm drain
  - DCM Dry Clean Machine
  - ★ HA-1 Hand auger sample location
  - DP-5 Direct push boring location
  - ⊕ DP-1/MW-1 Monitoring well location
  - ⊙ SG-1 Soil gas monitoring point
  - ⊙ Proposed potential soil gas well for VI pathway determination
  - Proposed outdoor, ambient sample location
  - ▲ Proposed paired sub-slab and indoor air sample location
  - ? = Undetermined pathway of sewer line to determine

N. 16th Street

Sidewalk

**PROPOSED LIBRARY VAPOR INTRUSION  
SAMPLE LOCATIONS**

Vest Cleaners  
1516 Main Street  
Elwood, Indiana

Date:	2/8/16	Figure
Designed:	EB	2
Drawn:	EB	Project
Checked:	CI	6230
DWG file:	6230-0836	

**ENVIROforensics**  
ENVIRONMENTAL FORENSIC INVESTIGATIONS, INC.  
602 N. Capitol Ave., Ste. 210 • Indianapolis, IN 46204  
EnviroForensics.com

## Bank Balances

North Madison County Public Library System

Report as of: 01/31/16

Bank	Balance
1 Star Financial Bank	\$380,131.37
2 Star Financial Bank (2)	\$62,337.37
3 Community Bank/Summitville	\$0.00
4 First Farmers Bank & Trust	\$194,277.75
5 PNC Bank	\$0.00
6 Main Source Bank	\$0.00
7 Petty Cash & Cash Drawer	\$265.00
8 National City Bank (2)	\$0.00
9 First Farmers Bank & Trust (2)	\$0.00
<b>Total all banks =</b>	<b>\$637,011.49</b>

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98

## Financial Report North Madison County Public Library System

Report Dates = 01/01/16 to 01/31/16

Fund	Start of year	Disbursements this month	Disbursements YTD	Receipts this month	Receipts YTD	Balance
100 Operating Fund	\$543,773.13	\$76,102.58	\$76,102.58	\$19,619.55	\$19,619.55	\$487,290.10
<b>Subtotal</b>	<b>\$543,773.13</b>	<b>\$76,102.58</b>	<b>\$76,102.58</b>	<b>\$19,619.55</b>	<b>\$19,619.55</b>	<b>\$487,290.10</b>
<b>1. Operating Fund</b>						
102 Petty Cash & Cash Drawer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
105 Operating Fund Investment	\$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>2. Main</b>						
103 Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
106 Evergreen Indiana	\$85.10	\$87.65	\$87.65	\$8.55	\$8.55	\$6.00
107 PLAC	\$65.00	\$65.00	\$65.00	\$0.00	\$0.00	\$0.00
110 LIRF Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
115 LIRF	\$54,370.99	\$0.00	\$0.00	\$0.00	\$0.00	\$54,370.99
117 Rainy Day Fund	\$48,573.19	\$0.00	\$0.00	\$0.00	\$0.00	\$48,573.19
118 Rainy Day Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
120 Gift	\$40,887.75	\$0.00	\$0.00	\$0.00	\$0.00	\$40,887.75
121 F'nk Bldg Project Gift	\$1,313.58	\$0.00	\$0.00	\$0.00	\$0.00	\$1,313.58
122 Gates Gift Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
123 Madison Co Comm Foundation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
124 F'nk Bldg Project Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
125 St Technology Fund Grant Fund	\$5,402.88	\$833.00	\$833.00	\$0.00	\$0.00	\$4,569.88
130 Debt Service Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Subtotal</b>	<b>\$150,698.49</b>	<b>\$985.65</b>	<b>\$985.65</b>	<b>\$8.55</b>	<b>\$8.55</b>	<b>\$149,721.39</b>
<b>4. Withholding</b>						
201 Federal Taxes Withheld	\$0.00	\$3,476.76	\$3,476.76	\$3,476.76	\$3,476.76	\$0.00
202 FICA	\$0.00	\$2,413.13	\$2,413.13	\$2,413.13	\$2,413.13	\$0.00
203 State Tax Withheld	\$0.00	\$1,264.70	\$1,264.70	\$1,264.70	\$1,264.70	\$0.00
204 County Taxes Withheld	\$0.00	\$628.19	\$628.19	\$628.19	\$628.19	\$0.00
205 PERF	\$0.00	\$835.86	\$835.86	\$835.86	\$835.86	\$0.00
206 Credit Union	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
207 Annuity	\$0.00	\$540.00	\$540.00	\$540.00	\$540.00	\$0.00
208 Insurance	\$0.00	\$445.22	\$445.22	\$445.22	\$445.22	\$0.00
209 Medicare	\$0.00	\$564.37	\$564.37	\$564.37	\$564.37	\$0.00
210 Other Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
211 Garnishment	\$0.00	\$50.00	\$50.00	\$50.00	\$50.00	\$0.00
212 AFLAC	\$0.00	\$431.64	\$431.64	\$431.64	\$431.64	\$0.00
<b>Subtotal</b>	<b>\$0.00</b>	<b>\$10,649.87</b>	<b>\$10,649.87</b>	<b>\$10,649.87</b>	<b>\$10,649.87</b>	<b>\$0.00</b>
<b>Grand Total</b>	<b>\$694,471.62</b>	<b>\$87,738.10</b>	<b>\$87,738.10</b>	<b>\$30,277.97</b>	<b>\$30,277.97</b>	<b>\$637,011.49</b>
<b>Total all banks =</b>		<b>\$637,011.49</b>				

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.



# Appropriation Report for 100 Operating Fund

## North Madison County Public Library System

Report Date: From 01/01/16 To 01/31/16

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Spent
<i>1. Personal Services</i>							
1.11 Salary of Director	\$57,000.00	\$0.00	\$57,000.00	\$4,341.10	\$4,341.10	\$52,658.90	7.6
1.12 Salary of Assistants	\$587,700.00	\$0.00	\$587,700.00	\$32,458.50	\$32,458.50	\$555,241.50	5.5
1.13 Wages of Janitor	\$34,000.00	\$0.00	\$34,000.00	\$2,293.40	\$2,293.40	\$31,706.60	6.7
1.14 Employee Benefits	\$6,000.00	\$0.00	\$6,000.00	\$133.70	\$133.70	\$5,866.30	2.2
1.16 Empl.Share FICA&Medicare	\$51,000.00	\$0.00	\$51,000.00	\$2,977.50	\$2,977.50	\$48,022.50	5.8
1.18 Emp Cont PERF	\$46,000.00	\$0.00	\$46,000.00	\$3,120.50	\$3,120.50	\$42,879.50	6.8
1.19 Emp Cont Group Ins	\$100,000.00	\$0.00	\$100,000.00	\$4,406.63	\$4,406.63	\$95,593.37	4.4
1.2 Salary of Board Treasurer	\$300.00	\$0.00	\$300.00	\$0.00	\$0.00	\$300.00	0.0
<b>Subtotal</b>	<b>\$882,000.00</b>		<b>\$882,000.00</b>	<b>\$49,731.33</b>	<b>\$49,731.33</b>	<b>\$832,268.67</b>	<b>5.6</b>
<i>2. Supplies</i>							
2.1 Office Supplies	\$15,000.00	\$0.00	\$15,000.00	\$556.86	\$556.86	\$14,443.14	3.7
2.12 Stationary & Supplies	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
2.2 Operating Supplies	\$9,500.00	\$0.00	\$9,500.00	\$197.05	\$197.05	\$9,302.95	2.1
2.21 Cleaning & Sanitation Supplies	\$4,000.00	\$0.00	\$4,000.00	\$0.00	\$0.00	\$4,000.00	0.0
2.23 Fuel, Oil and Lubricants	\$150.00	\$0.00	\$150.00	\$0.00	\$0.00	\$150.00	0.0
2.24 Bldg. Matl. And Supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.25 Paint and painting supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.26 Repair Parts/Maintenance	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
2.27 Other Repair & mainten.supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.31 Book Processing	\$9,500.00	\$0.00	\$9,500.00	\$0.00	\$0.00	\$9,500.00	0.0
2.32 Automation	\$13,400.00	\$0.00	\$13,400.00	\$0.00	\$0.00	\$13,400.00	0.0
<b>Subtotal</b>	<b>\$53,800.00</b>		<b>\$53,800.00</b>	<b>\$753.91</b>	<b>\$753.91</b>	<b>\$53,046.09</b>	<b>1.4</b>
<i>2. Supplies</i>							
2.11 Official Records	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
<b>Subtotal</b>	<b>\$1,000.00</b>		<b>\$1,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,000.00</b>	<b>0.0</b>

<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>
<i>3. Other Services and Charges</i>							
3.1 Professional Services	\$55,000.00	\$0.00	\$55,000.00	\$1,077.15	\$1,077.15	\$53,922.85	2.0
3.11 Consulting Services	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
3.12 Legal Services	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.0
3.14 Engineering & Architects	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	0.0
3.145 Databases	\$6,650.00	\$0.00	\$6,650.00	\$1,029.60	\$1,029.60	\$5,620.40	15.5
3.146 Ebook Services	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00	0.0
3.147 Evergreen Membership	\$5,000.00	\$0.00	\$5,000.00	\$2,500.00	\$2,500.00	\$2,500.00	50.0
3.21 Telephone & Telegraph	\$38,200.00	\$0.00	\$38,200.00	\$550.85	\$550.85	\$37,649.15	1.4
3.22 Postage & UPS	\$3,800.00	\$0.00	\$3,800.00	\$31.52	\$31.52	\$3,768.48	0.8
3.23 Traveling Expense	\$3,000.00	\$0.00	\$3,000.00	\$128.48	\$128.48	\$2,871.52	4.3
3.24 Professional Meetings	\$3,000.00	\$0.00	\$3,000.00	\$125.00	\$125.00	\$2,875.00	4.2
3.26 Elwood Children's Programing	\$5,000.00	\$0.00	\$5,000.00	\$231.19	\$231.19	\$4,768.81	4.6
3.27 Elwood Adult Programing	\$3,000.00	\$0.00	\$3,000.00	\$129.37	\$129.37	\$2,870.63	4.3
3.28 Frankton Programing	\$4,000.00	\$0.00	\$4,000.00	\$378.20	\$378.20	\$3,621.80	9.5
3.29 Summitville Programing	\$3,000.00	\$0.00	\$3,000.00	\$241.57	\$241.57	\$2,758.43	8.1
3.3 Title Source	\$3,100.00	\$0.00	\$3,100.00	\$0.00	\$0.00	\$3,100.00	0.0
3.31 Advertising & Public Notices	\$1,200.00	\$0.00	\$1,200.00	\$100.00	\$100.00	\$1,100.00	8.3
3.4 Insurance	\$18,000.00	\$0.00	\$18,000.00	\$4,783.00	\$4,783.00	\$13,217.00	26.6
3.41 Official Bonds	\$400.00	\$0.00	\$400.00	\$0.00	\$0.00	\$400.00	0.0
3.51 Gas	\$20,000.00	\$0.00	\$20,000.00	\$529.07	\$529.07	\$19,470.93	2.6
3.52 Electricity	\$35,000.00	\$0.00	\$35,000.00	\$2,743.87	\$2,743.87	\$32,256.13	7.8
3.53 Water	\$6,000.00	\$0.00	\$6,000.00	\$174.29	\$174.29	\$5,825.71	2.9
3.54 Waste Disposal Services	\$3,000.00	\$0.00	\$3,000.00	\$364.77	\$364.77	\$2,635.23	12.2
3.61 Bldg. & Structure/Maint.	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.0
3.62 Equipment/Maint.	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.0
3.72 Equipment/Rental	\$7,000.00	\$0.00	\$7,000.00	\$270.20	\$270.20	\$6,729.80	3.9
3.8 Dues	\$2,700.00	\$0.00	\$2,700.00	\$122.60	\$122.60	\$2,577.40	4.5
3.81 Taxes	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
3.82 Interest on Temporary Loans	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
3.9 Transfer to LIRF	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	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>
<b>Subtotal</b>	\$253,650.00		\$253,650.00	\$15,510.73	\$15,510.73	\$238,139.27	6.1
<i>4. Capitol Outlays</i>							
4.1 Land Buildings Improvements	\$31,000.00	\$0.00	\$31,000.00	\$0.00	\$0.00	\$31,000.00	0.0
4.2 Furniture & Equipment	\$32,000.00	\$0.00	\$32,000.00	\$208.52	\$208.52	\$31,791.48	0.7
4.21 Technology Equipment	\$22,000.00	\$0.00	\$22,000.00	\$313.25	\$313.25	\$21,686.75	1.4
4.31 Elwood Adult	\$33,500.00	\$0.00	\$33,500.00	\$39.84	\$39.84	\$33,460.16	0.1
4.32 Elwood Childrens	\$14,000.00	\$0.00	\$14,000.00	\$557.76	\$557.76	\$13,442.24	4.0
4.33 Elwood YA	\$6,200.00	\$0.00	\$6,200.00	\$249.70	\$249.70	\$5,950.30	4.0
4.34 Frankton	\$19,500.00	\$0.00	\$19,500.00	\$1,449.62	\$1,449.62	\$18,050.38	7.4
4.35 Summitville	\$16,500.00	\$0.00	\$16,500.00	\$52.85	\$52.85	\$16,447.15	0.3
4.4 Elwood Period. & News.	\$9,500.00	\$0.00	\$9,500.00	\$155.00	\$155.00	\$9,345.00	1.6
4.41 Frankton Per. & Newsp.	\$2,800.00	\$0.00	\$2,800.00	\$0.00	\$0.00	\$2,800.00	0.0
4.42 Summitville Period. & Newsp.	\$1,700.00	\$0.00	\$1,700.00	\$0.00	\$0.00	\$1,700.00	0.0
4.51 Elwood AV	\$35,000.00	\$0.00	\$35,000.00	\$3,189.25	\$3,189.25	\$31,810.75	9.1
4.52 Frankton AV	\$18,800.00	\$0.00	\$18,800.00	\$2,576.03	\$2,576.03	\$16,223.97	13.7
4.53 Summitville AV	\$14,400.00	\$0.00	\$14,400.00	\$1,314.79	\$1,314.79	\$13,085.21	9.1
4.54 Techology Software	\$8,000.00	\$0.00	\$8,000.00	\$0.00	\$0.00	\$8,000.00	0.0
<b>Subtotal</b>	<b>\$264,900.00</b>		<b>\$264,900.00</b>	<b>\$10,106.61</b>	<b>\$10,106.61</b>	<b>\$254,793.39</b>	<b>3.8</b>
<b>Grand Total</b>	<b>\$1,455,350.00</b>	<b>\$0.00</b>	<b>\$1,455,350.00</b>	<b>\$76,102.58</b>	<b>\$76,102.58</b>	<b>\$1,379,247.42</b>	<b>5.2</b>

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

TRANSMISSION VERIFICATION REPORT

TIME : 02/03/2016 08:20  
NAME : ELWOOD LIBRARY  
FAX : 7655520955  
TEL : 7655525001  
SER.# : BROF2V374540

DATE, TIME 02/03 08:20  
FAX NO./NAME SUMMITVILLE  
DURATION 00:00:13  
PAGE(S) 01  
RESULT OK  
MODE STANDARD  
ECM

Agenda

February 8, 2016

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting  
5:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
  - Minutes
  - Claims Register & Checks
  - Personnel
- Old Business
- New Business
  - 1. Non-Resident Fee Resolution
  - 2. Enviro Forensics Testing
- Director's Report
- Public Comment
- Adjournment

TRANSMISSION VERIFICATION REPORT

TIME : 02/03/2016 08:17  
NAME : ELWOOD LIBRARY  
FAX : 7655520955  
TEL : 7655525001  
SER.# : BROF2V374540

DATE, TIME 02/03 08:17  
FAX NO./NAME CALL LEADER  
DURATION 00:00:13  
PAGE(S) 01  
RESULT OK  
MODE STANDARD  
ECM

Agenda

February 8, 2016

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting  
5:30 P.M.

- Call to Order
- Call for Quorum
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  - Personnel
- Old Business
- New Business
  - 1. Non-Resident Fee Resolution
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- Director's Report
- Public Comment
- Adjournment

Please



TRANSMISSION VERIFICATION REPORT

TIME : 02/03/2016 08:19  
NAME : ELWOOD LIBRARY  
FAX : 7655520955  
TEL : 7655525001  
SER.# : BROF2V374540

DATE, TIME 02/03 08:18  
FAX NO./NAME HERALD  
DURATION 00:00:17  
PAGE(S) 01  
RESULT OK  
MODE STANDARD  
ECM

Agenda

February 8, 2016

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting  
5:30 P.M.

Call to Order  
Call for Quorum  
Consent Agenda  
Minutes  
Claims Register & Checks  
Personnel  
Old Business  
New Business  
1. Non-Resident Fee Resolution  
2. Enviro Forensics Testing  
Director's Report  
Public Comment  
Adjournment

Please

TRANSMISSION VERIFICATION REPORT

TIME : 02/03/2016 08:19  
NAME : ELWOOD LIBRARY  
FAX : 7655520955  
TEL : 7655525001  
SER.# : BROF2V374540

DATE, TIME 02/03 08:19  
FAX NO./NAME FRANKTON  
DURATION 00:00:13  
PAGE(S) 01  
RESULT OK  
MODE STANDARD  
ECM

Agenda

February 8, 2016

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting  
5:30 P.M.

Call to Order  
Call for Quorum  
Consent Agenda  
Minutes  
Claims Register & Checks  
Personnel  
Old Business  
New Business  
1. Non-Resident Fee Resolution  
2. Enviro Forensics Testing  
Director's Report  
Public Comment  
Adjournment

Agenda

March 14<sup>th</sup>, 2016

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting  
5:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
  - Minutes
  - Claims Register & Checks
  - Personnel
- Old Business
- New Business
  - 1. HVAC Concerns
    - a. LMC (Lehman's) Contract
    - b. Quotes for New Service
      - i. Perfection Group
      - ii. Vasey Commercial Heating and Cooling
  - 2. Parking Spaces for Carnegie Building
- Director's Report
- Public Comment
- Adjournment

NORTH MADISON COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES

Regular Meeting  
March 14, 2016  
5:30 p.m.

CALL TO ORDER

Secretary Bette Dalzell called a regular meeting of the North Madison County Public Library Board of Trustees to order on February 8, 2016 at 5:30 p.m. in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present were members Leslie Rittenhouse, Barbara Abernathy, Dan Prieshoff, Diana Eddleman, Bette Dalzell, and Mike Robertson. Also in attendance were Director Jamie Scott, Administrative Assistant Sheri Wallace and Brad Davidson and Justin Jezierski with Perfection Group, Inc.

CONSENT AGENDA

Barbara Abernathy made a motion to approve the minutes, claims register and personnel report in the consent agenda. A second was made by Diana Eddleman and the motion carried. The members signed the minutes and claims register. Treasurer Dan Prieshoff signed checks.

OLD BUSINESS

Enviroforensics tested soil gases and air quality on March 4<sup>th</sup>, 2016. We will have the results in two weeks and they will return to retest during the summer.

NEW BUSINESS

HVAC Concerns

- a. LMC(Lehman's) Contract: We are under contract with LMC until December 2016. This contract may be broken by either party with a thirty day notice. Director Jamie Scott would like to dissolve this contract due to the quality of service we have been receiving. Mike Robertson made a motion to dissolve the contract with LMC. Dan Prieshoff made a second and the motion carried.
- b. Quotes for New Service
  - i. Perfection Group: Brad Davidson and Justin Jezierski presented a proposal to test, inspect and clean all three facilities for \$7,972.00 annually.
  - ii. Vasey Commercial Heating & Air Conditioning, Inc.: Vasey provided us with a quote to test, inspect all three facilities and clean Elwood



Public Library only for \$7,008.00 annually. They also provided a quote to test and inspect all three facilities for \$4,608.00 annually. Barbara Abernathy made a motion to hire Vasey Commercial Heating & Air Conditioning, Inc. to test and inspect all facilities and clean Elwood Public Library for \$7,008.00 annually. Bette Dalzell made a second and the motion carried.

Parking Spaces for Carnegie Building

Director Scott received an inquiry about parking spaces for the Carnegie Building available from the Elwood Public Library's parking lot. The current owners were told by the City of Elwood that 13 parking spaces in the parking lot were designated for the Carnegie Building. Director Scott reviewed past board meeting minutes and found nothing to substantiate this. The matter was discussed by the board and no action was taken.

Director's Report

Director Jamie Scott reported that the website is currently down. We are working to get it restored. Evergreen and Overdrive can be accessed directly.

PUBLIC COMMENT

Public comment was sought. None was forthcoming

Barbara Abernathy made a motion to adjourn, Bette Dalzell made a second and the motion carried.

Bette Dalzell  
Bette Dalzell, Secretary

Barbara Abernathy  
Michael Robertson  
Georg J. Austin

Deani J. Edleman  
\_\_\_\_\_  
\_\_\_\_\_

# Register Of Claims

## North Madison County Public Library System

Report Date: From 02/09/16 To 03/14/16

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	113	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$1,269.36	02/24/16	February payroll
			County Taxes Withheld	Payroll Deductions	\$630.64		
				<b>Total this claim =</b>	<u>\$1,900.00</u>		
0	108	PAYROLL	Operating Fund	Salary of Director	\$2,170.55	02/10/16	PAYROLL
			Operating Fund	Salary of Assistants	\$15,487.23		
			Operating Fund	Salary of Assistants	\$800.00		
			Operating Fund	Wages of Janitor	\$1,124.44		
				<b>Total this claim =</b>	<u>\$19,582.22</u>		
0	109	INDIANA PUBLIC RETIREMENT	Operating Fund	Emp Cont PERF	\$1,563.25	02/24/16	Payroll ending 2/20/16
			PERF	Payroll Deductions	\$418.73		
				<b>Total this claim =</b>	<u>\$1,981.98</u>		
0	110	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,496.82	02/24/16	Payroll ending 2/20/16
			Federal Taxes Withheld	Payroll Deductions	\$1,800.88		
			FICA	Payroll Deductions	\$1,213.10		
			Medicare	Payroll Deductions	\$283.72		
				<b>Total this claim =</b>	<u>\$4,794.52</u>		
0	111	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$270.00	02/24/16	Payroll ending 2/20/16
				<b>Total this claim =</b>	<u>\$270.00</u>		
0	115	AFLAC	AFLAC	Payroll Deductions	\$431.64	02/24/16	February payroll
				<b>Total this claim =</b>	<u>\$431.64</u>		
0	127	PAYROLL	Operating Fund	Salary of Director	\$2,170.55	02/24/16	PAYROLL
			Operating Fund	Salary of Assistants	\$15,527.99		
			Operating Fund	Salary of Assistants	\$800.00		
			Operating Fund	Wages of Janitor	\$1,153.13		
				<b>Total this claim =</b>	<u>\$19,651.67</u>		
0	129	STAR FINANCIAL BANK	Operating Fund	Professional Services	\$10.26	03/01/16	February Service Charge
				<b>Total this claim =</b>	<u>\$10.26</u>		
0	130	INDIANA PUBLIC RETIREMENT	Operating Fund	Emp Cont PERF	\$1,644.63	03/09/16	Payroll ending 3/05/16
			PERF	Payroll Deductions	\$440.54		
				<b>Total this claim =</b>	<u>\$2,085.17</u>		



<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	131	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,664.89	03/09/16	Payroll ending 3/05/16
			Federal Taxes Withheld	Payroll Deductions	\$2,179.36		
			FICA	Payroll Deductions	\$1,349.33		
			Medicare	Payroll Deductions	\$315.56		
				<b>Total this claim =</b>	<u>\$5,509.14</u>		
0	132	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$270.00	03/09/16	payroll ending 3/5/16
				<b>Total this claim =</b>	<u>\$270.00</u>		
30107	117	CHESTER INFORMATION TEC	Operating Fund	Technology Software	\$378.00	02/24/16	Veritas Backup Support
				<b>Total this claim =</b>	<u>\$378.00</u>		
30108	118	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$1,555.98	02/24/16	Service for Elwood
				<b>Total this claim =</b>	<u>\$1,555.98</u>		
30109	112	MADISON COUNTY CLERK	Garnishment	Payroll Deductions	\$25.00	02/24/16	Payroll ending 2/20/16
				<b>Total this claim =</b>	<u>\$25.00</u>		
30110	119	PITNEY BOWES	Operating Fund	Equipment/Rental	\$141.00	02/24/16	Postage meter rental
				<b>Total this claim =</b>	<u>\$141.00</u>		
30111	120	RICOH USA, INC	Operating Fund	Office Supplies	\$18.37	02/24/16	Copies @ Frankton & Summitville
			Operating Fund	Office Supplies	\$14.76		
				<b>Total this claim =</b>	<u>\$33.13</u>		
30112	116	SAFE HIRING SOLUTIONS	Operating Fund	Professional Services	\$18.00	02/24/16	J Brunnermer
				<b>Total this claim =</b>	<u>\$18.00</u>		
30113	121	STAPLES ADVANTAGE	Operating Fund	Office Supplies	\$132.96	02/24/16	Office supplies
				<b>Total this claim =</b>	<u>\$132.96</u>		
30114	126	SYNCB/AMAZON	Operating Fund	Elwood AV	\$1,689.11	02/24/16	As per attached invoices.
			Operating Fund	Frankton AV	\$586.62		
			Operating Fund	Summitville AV	\$601.32		
				<b>Total this claim =</b>	<u>\$2,877.05</u>		
30115	122	TEI LANDMARK AUDIO	Operating Fund	Frankton AV	\$57.75	02/24/16	Audio books
			Operating Fund	Summitville AV	\$47.25		
				<b>Total this claim =</b>	<u>\$105.00</u>		
30116	123	TOWN OF SUMMITVILLE	Operating Fund	Waste Disposal Services	\$43.80	02/24/16	Service for Summitville
			Operating Fund	Waste Disposal Services	\$11.50		
				<b>Total this claim =</b>	<u>\$55.30</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
30117	114	UNITED HEALTHCARE	Operating Fund Insurance	Emp Cont Group Ins Payroll Deductions	\$4,406.63 <u>\$445.22</u>	02/24/16	Health insurance March 2016
				<b>Total this claim =</b>	<u>\$4,851.85</u>		
30118	124	VAN AUSDALL & FARRAR, INC.	Operating Fund	Office Supplies	<u>\$150.82</u>	02/24/16	Copies for Elwood
				<b>Total this claim =</b>	<u>\$150.82</u>		
30119	125	VECTREN ENERGY DELIVERY	Operating Fund	Gas	<u>\$184.26</u>	02/24/16	Service for Frankton
				<b>Total this claim =</b>	<u>\$184.26</u>		
30120	128	CARDMEMBER SERVICE	Operating Fund	Operating Supplies	<u>\$81.71</u>	02/24/16	T & H Sweeper
				<b>Total this claim =</b>	<u>\$81.71</u>		
30121	134	AT&T LONG DISTANCE	Operating Fund Operating Fund	Telephone & Telegraph Telephone & Telegraph	\$18.22 <u>\$81.38</u>	03/09/16	Summitville & Elwood long distance
				<b>Total this claim =</b>	<u>\$99.60</u>		
30122	135	ELWOOD CALL LEADER	Operating Fund	Advertising & Public Notices	<u>\$25.75</u>	03/09/16	Employment ad for Frankton
				<b>Total this claim =</b>	<u>\$25.75</u>		
30123	136	FRANKTON POST PROM	Gift	Advertising & Public Notices	<u>\$15.00</u>	03/09/16	Line Ad
				<b>Total this claim =</b>	<u>\$15.00</u>		
30124	137	GE CAPITAL INFORMATION TE	Operating Fund Operating Fund	Equipment/Rental Equipment/Rental	\$60.60 <u>\$60.60</u>	03/09/16	Copier lease for Frankton & Summitville
				<b>Total this claim =</b>	<u>\$121.20</u>		
30125	139	INDIANA MEDIA GROUP	Operating Fund	Advertising & Public Notices	<u>\$173.10</u>	03/09/16	Employment ad for Frankton
				<b>Total this claim =</b>	<u>\$173.10</u>		
30126	138	INDIANA-AMERICAN WATER C	Operating Fund	Water	<u>\$22.48</u>	03/09/16	Service for Summitville
				<b>Total this claim =</b>	<u>\$22.48</u>		
30127	133	MADISON COUNTY CLERK	Garnishment	Payroll Deductions	<u>\$25.00</u>	03/09/16	payroll ending 03/5/16
				<b>Total this claim =</b>	<u>\$25.00</u>		
30128	140	TOWN OF FRANKTON	Operating Fund Operating Fund Operating Fund	Electricity Water Waste Disposal Services	\$441.56 \$18.00 <u>\$13.58</u>	03/09/16	Service for Frankton
				<b>Total this claim =</b>	<u>\$473.14</u>		
30129	141	TURNER COMMERCIAL REFRI	Operating Fund	Repair Parts/Maintenance	<u>\$290.56</u>	03/09/16	Water fountain repair at Frankton
				<b>Total this claim =</b>	<u>\$290.56</u>		



<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
30130	142	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$582.08	03/09/16	Service for Elwood & Summitville
			Operating Fund	Gas	\$152.92		
			<b>Total this claim =</b>		<u>\$735.00</u>		
30131	144	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$1,280.41	03/14/16	As per attached invoices.
			Operating Fund	Elwood Childrens	\$633.79		
			Operating Fund	Elwood YA	\$270.32		
			Operating Fund	Frankton	\$759.68		
			Operating Fund	Summitville	\$647.25		
<b>Total this claim =</b>		<u>\$3,591.45</u>					
30132	143	BAXTER PEST PROFESSIONA	Operating Fund	Professional Services	\$270.00	03/14/16	Quarterly Pest Control all locations
			<b>Total this claim =</b>		<u>\$270.00</u>		
30133	145	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$133.56	03/14/16	Service for Elwood
			Operating Fund	Waste Disposal Services	\$202.62		
			<b>Total this claim =</b>		<u>\$336.18</u>		
30134	146	COVELL CONSTRUCTION & S	Operating Fund	Professional Services	\$390.00	03/14/16	Snow Removal
			<b>Total this claim =</b>		<u>\$390.00</u>		
30135	147	DEBBIE FOX	Operating Fund	Frankton Programing	\$7.12	03/14/16	Petty Cash
			Gift	Professional Services	\$40.00		
			<b>Total this claim =</b>		<u>\$47.12</u>		
30136	148	DEMCO	Operating Fund	Book Processing	\$143.53	03/14/16	Book Processing
			<b>Total this claim =</b>		<u>\$143.53</u>		
30137	149	DOLLAR GENERAL-REGIONS 4	Operating Fund	Frankton Programing	\$39.25	03/14/16	As per attached invoices.
			Operating Fund	Summitville Programing	\$16.50		
			<b>Total this claim =</b>		<u>\$55.75</u>		
30138	150	ELWOOD CALL LEADER	Operating Fund	Advertising & Public Notices	\$44.08	03/14/16	As per attached invoices.
			<b>Total this claim =</b>		<u>\$44.08</u>		
30139	151	ELWOOD FIRE EQUIPMENT C	Operating Fund	Professional Services	\$165.00	03/14/16	Summitville Fire Extinguisher
			<b>Total this claim =</b>		<u>\$165.00</u>		
30140	152	ENA SERVICES LLC	Operating Fund	Telephone & Telegraph	\$159.02	03/14/16	Telephone & Internet
			St Technology Fund Gra	Telephone & Telegraph	\$833.00		
			<b>Total this claim =</b>		<u>\$992.02</u>		
30141	153	FRONTIER	Operating Fund	Telephone & Telegraph	\$108.48	03/14/16	Service for Frankton
			<b>Total this claim =</b>		<u>\$108.48</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
30130	142	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$582.08	03/09/16	Service for Elwood & Summitville
			Operating Fund	Gas	\$152.92		
					<b>Total this claim =</b>		
30131	144	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$1,280.41	03/14/16	As per attached invoices.
			Operating Fund	Elwood Childrens	\$633.79		
			Operating Fund	Elwood YA	\$270.32		
			Operating Fund	Frankton	\$759.68		
			Operating Fund	Summitville	\$647.25		
					<b>Total this claim =</b>		
30132	143	BAXTER PEST PROFESSIONA	Operating Fund	Professional Services	\$270.00	03/14/16	Quarterly Pest Control all locations
30133	145	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$133.56	03/14/16	Service for Elwood
			Operating Fund	Waste Disposal Services	\$202.62		
					<b>Total this claim =</b>		
30134	146	COVELL CONSTRUCTION & S	Operating Fund	Professional Services	\$390.00	03/14/16	Snow Removal
30135	147	DEBBIE FOX	Operating Fund	Frankton Programing	\$7.12	03/14/16	Petty Cash
			Gift	Professional Services	\$40.00		
					<b>Total this claim =</b>		
30136	148	DEMCO	Operating Fund	Book Processing	\$143.53	03/14/16	Book Processing
30137	149	DOLLAR GENERAL-REGIONS 4	Operating Fund	Frankton Programing	\$39.25	03/14/16	As per attached invoices.
			Operating Fund	Summitville Programing	\$16.50		
					<b>Total this claim =</b>		
30138	150	ELWOOD CALL LEADER	Operating Fund	Advertising & Public Notices	\$44.08	03/14/16	As per attached invoices.
30139	151	ELWOOD FIRE EQUIPMENT C	Operating Fund	Professional Services	\$165.00	03/14/16	Summitville Fire Extinguisher
30140	152	ENA SERVICES LLC	Operating Fund	Telephone & Telegraph	\$159.02	03/14/16	Telephone & Internet
			St Technology Fund Gra	Telephone & Telegraph	\$833.00		
					<b>Total this claim =</b>		
30141	153	FRONTIER	Operating Fund	Telephone & Telegraph	\$108.48	03/14/16	Service for Frankton



<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
30142	154	HUMPHRIES AUTOMOTIVE SE	Operating Fund	Professional Services	\$240.00	03/14/16	Snow removal
				<b>Total this claim =</b>	\$240.00		
30143	157	INDIANA MEDIA GROUP	Operating Fund	Advertising & Public Notices	\$58.82	03/14/16	Legal notice AFR
				<b>Total this claim =</b>	\$58.82		
30144	156	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$401.85	03/14/16	Service for Summitville
				<b>Total this claim =</b>	\$401.85		
30145	158	ITSAVVY LLC	Operating Fund	Technology Equipment	\$49.78	03/14/16	Backup tape-LTO Ultrium 1
				<b>Total this claim =</b>	\$49.78		
30146	155	JILL MURRAY	Operating Fund	Summitville Programing	\$27.92	03/14/16	Petty Cash
			Operating Fund	Postage & UPS	\$10.19		
				<b>Total this claim =</b>	\$38.11		
30147	159	LEAP Managed IT	Operating Fund	Office Supplies	\$10.00	03/14/16	As per attached invoices.
			Operating Fund	Professional Services	\$625.00		
				<b>Total this claim =</b>	\$635.00		
30148	161	LIBRARY STORE INC., THE	Operating Fund	Book Processing	\$42.85	03/14/16	As per attached invoices.
				<b>Total this claim =</b>	\$42.85		
30149	160	LMC SERVICE SOLUTIONS	Operating Fund	Professional Services	\$999.00	03/14/16	As per attached invoices.
				<b>Total this claim =</b>	\$999.00		
30150	162	MARSH SUPERMARKET	Operating Fund	Summitville Programing	\$31.00	03/14/16	As per attached invoices.
			Operating Fund	Elwood Children's Programing	\$72.18		
				<b>Total this claim =</b>	\$103.18		
30151	163	MIDWEST TAPE	Operating Fund	Frankton AV	\$127.98	03/14/16	As per attached invoices.
				<b>Total this claim =</b>	\$127.98		
30152	164	NUGENT ELECTRIC INC.	Operating Fund	Professional Services	\$400.52	03/14/16	
				<b>Total this claim =</b>	\$400.52		
30153	165	PITNEY BOWES	Operating Fund	Postage & UPS	\$820.99	03/14/16	Postage
				<b>Total this claim =</b>	\$820.99		
30154	167	STAPLES ADVANTAGE	Operating Fund	Office Supplies	\$85.54	03/14/16	As per attached invoices.
			Operating Fund	Cleaning & Sanitation Supplies	\$222.23		
			Operating Fund	Cleaning & Sanitation Supplies	\$13.12		
			Operating Fund	Elwood Children's Programing	\$57.80		
			Operating Fund	Operating Supplies	\$80.03		
				<b>Total this claim =</b>	\$458.72		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
30155	166	SUPERB SEAMLESS GUTTER	Operating Fund	Professional Services	\$2,200.00	03/14/16	Gutter repair
				<b>Total this claim =</b>	\$2,200.00		
30156	168	U.S. BANK EQUIPMENT FINAN	Operating Fund	Equipment/Rental	\$149.00	03/14/16	Copier Elwood
				<b>Total this claim =</b>	\$149.00		
30157	169	VAN AUSDALL & FARRAR, INC.	Operating Fund	Office Supplies	\$121.70	03/14/16	Copies
				<b>Total this claim =</b>	\$121.70		
30158	170	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$164.20	03/14/16	service for Frankton
				<b>Total this claim =</b>	\$164.20		
<b>Total Amount of Claims</b>					<b>\$82,212.80</b>		

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Monday, March 14, 2016

*Daniel A. Prichett*  
 \_\_\_\_\_  
 Fiscal Officer

**ALLOWANCE OF VOUCHERS**

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 6 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$82,212.80

Date this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

*Mike Robinson*
*Barb Abornathy*

*Scott Salsell*
*Demi G. Eddleman*

**SIGNATURES OF GOVERNING BOARD**

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.



## **Personnel Report**

**March 14, 2016**

- Hired Kelly Stover as Full-time Clerk
- Mary Kiplinger is working part-time temporary until we can find replacement for Mary Hofer.
- Kenny Rudd resigned as part-time custodian at Frankton
- Hired Todd Buckmaster and Katie Menssen as part-time clerks

**Bank Balances**

North Madison County Public Library System

Report as of: 02/29/16

<i>Bank</i>	
1	Star Financial Bank \$327,651.58
2	Star Financial Bank (2) \$62,351.08
3	Community Bank/Summitville \$0.00
4	First Farmers Bank & Trust \$194,310.54
5	PNC Bank \$0.00
6	Main Source Bank \$0.00
7	Petty Cash & Cash Drawer \$265.00
8	National City Bank (2) \$0.00
9	First Farmers Bank & Trust (2) \$0.00
<b>Total all banks = \$584,578.20</b>	

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

**Financial Report**  
North Madison County Public Library System

Report Dates = 02/01/16 to 02/29/16

<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>
100 Operating Fund	\$543,773.13	\$72,185.84	\$148,288.42	\$20,373.72	\$39,992.52	\$435,477.23
<b>Subtotal</b>	<b>\$543,773.13</b>	<b>\$72,185.84</b>	<b>\$148,288.42</b>	<b>\$20,373.72</b>	<b>\$39,992.52</b>	<b>\$435,477.23</b>
<b>1. Operating Fund</b>						
102 Petty Cash & Cash Drawer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
105 Operating Fund Investment	\$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>2. Main</b>						
103 Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
106 Evergreen Indiana	\$85.10	\$0.00	\$87.65	\$61.83	\$71.13	\$68.58
107 PLAC	\$65.00	\$0.00	\$65.00	\$0.00	\$0.00	\$0.00
110 LIRF Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
115 LIRF	\$54,370.99	\$0.00	\$0.00	\$0.00	\$0.00	\$54,370.99
117 Rainy Day Fund	\$48,573.19	\$0.00	\$0.00	\$0.00	\$0.00	\$48,573.19
118 Rainy Day Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
120 Gift	\$40,887.75	\$0.00	\$0.00	\$150.00	\$150.00	\$41,037.75
121 F'nk Bldg Project Gift	\$1,313.58	\$0.00	\$0.00	\$0.00	\$0.00	\$1,313.58
122 Gates Gift Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
123 Madison Co Comm Foundation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
124 F'nk Bldg Project Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
125 St Technology Fund Grant Fund	\$5,402.88	\$833.00	\$1,666.00	\$0.00	\$0.00	\$3,736.88
130 Debt Service Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Subtotal</b>	<b>\$150,698.49</b>	<b>\$833.00</b>	<b>\$1,818.65</b>	<b>\$211.83</b>	<b>\$221.13</b>	<b>\$149,100.97</b>
<b>4. Withholding</b>						
201 Federal Taxes Withheld	\$0.00	\$3,576.86	\$7,053.62	\$3,576.86	\$7,053.62	\$0.00
202 FICA	\$0.00	\$2,421.89	\$4,835.02	\$2,421.89	\$4,835.02	\$0.00
203 State Tax Withheld	\$0.00	\$1,269.36	\$2,534.06	\$1,269.36	\$2,534.06	\$0.00
204 County Taxes Withheld	\$0.00	\$630.64	\$1,258.83	\$630.64	\$1,258.83	\$0.00
205 PERF	\$0.00	\$837.35	\$1,673.21	\$837.35	\$1,673.21	\$0.00
206 Credit Union	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
207 Annuity	\$0.00	\$540.00	\$1,080.00	\$540.00	\$1,080.00	\$0.00
208 Insurance	\$0.00	\$445.22	\$890.44	\$445.22	\$890.44	\$0.00
209 Medicare	\$0.00	\$566.42	\$1,130.79	\$566.42	\$1,130.79	\$0.00
210 Other Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
211 Garnishment	\$0.00	\$50.00	\$100.00	\$50.00	\$100.00	\$0.00
212 AFLAC	\$0.00	\$431.64	\$863.28	\$431.64	\$863.28	\$0.00
<b>Subtotal</b>	<b>\$0.00</b>	<b>\$10,769.38</b>	<b>\$21,419.25</b>	<b>\$10,769.38</b>	<b>\$21,419.25</b>	<b>\$0.00</b>
<b>Grand Total</b>	<b>\$694,471.62</b>	<b>\$83,788.22</b>	<b>\$171,526.32</b>	<b>\$31,354.93</b>	<b>\$61,632.90</b>	<b>\$584,578.20</b>

**Total all banks = \$584,578.20**

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.



# Appropriation Report for 100 Operating Fund

## North Madison County Public Library System

Report Date: From 02/01/16 To 02/29/16

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Spent
<i>I. Personal Services</i>							
1.11 Salary of Director	\$57,000.00	\$0.00	\$57,000.00	\$4,341.10	\$8,682.20	\$48,317.80	15.2
1.12 Salary of Assistants	\$587,700.00	\$0.00	\$587,700.00	\$32,615.22	\$65,073.72	\$522,626.28	11.1
1.13 Wages of Janitor	\$34,000.00	\$0.00	\$34,000.00	\$2,277.57	\$4,570.97	\$29,429.03	13.4
1.14 Employee Benefits	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$133.70	\$5,866.30	2.2
1.16 Empl.Share FICA&Medicare	\$51,000.00	\$0.00	\$51,000.00	\$2,988.31	\$5,965.81	\$45,034.19	11.7
1.18 Emp Cont PERF	\$46,000.00	\$0.00	\$46,000.00	\$3,126.05	\$6,246.55	\$39,753.45	13.6
1.19 Emp Cont Group Ins	\$100,000.00	\$0.00	\$100,000.00	\$4,406.63	\$8,813.26	\$91,186.74	8.8
1.2 Salary of Board Treasurer	\$300.00	\$0.00	\$300.00	\$0.00	\$0.00	\$300.00	0.0
<b>Subtotal</b>	<b>\$882,000.00</b>		<b>\$882,000.00</b>	<b>\$49,754.88</b>	<b>\$99,486.21</b>	<b>\$782,513.79</b>	<b>11.3</b>
<i>2. Supplies</i>							
2.1 Office Supplies	\$15,000.00	\$0.00	\$15,000.00	\$743.79	\$1,300.65	\$13,699.35	8.7
2.12 Stationary & Supplies	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
2.2 Operating Supplies	\$9,500.00	\$0.00	\$9,500.00	\$1,131.62	\$1,328.67	\$8,171.33	14.0
2.21 Cleaning & Sanitation Supplies	\$4,000.00	\$0.00	\$4,000.00	\$212.65	\$212.65	\$3,787.35	5.3
2.23 Fuel, Oil and Lubricants	\$150.00	\$0.00	\$150.00	\$0.00	\$0.00	\$150.00	0.0
2.24 Bldg. Matl. And Supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.25 Paint and painting supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.26 Repair Parts/Maintenance	\$1,000.00	\$0.00	\$1,000.00	\$321.35	\$321.35	\$678.65	32.1
2.27 Other Repair & mainten.supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.31 Book Processing	\$9,500.00	\$0.00	\$9,500.00	\$480.74	\$480.74	\$9,019.26	5.1
2.32 Automation	\$13,400.00	\$0.00	\$13,400.00	\$0.00	\$0.00	\$13,400.00	0.0
<b>Subtotal</b>	<b>\$53,800.00</b>		<b>\$53,800.00</b>	<b>\$2,890.15</b>	<b>\$3,644.06</b>	<b>\$50,155.94</b>	<b>6.8</b>
<i>2. Supplies</i>							
2.11 Official Records	\$1,000.00	\$0.00	\$1,000.00	\$146.48	\$146.48	\$853.52	14.6
<b>Subtotal</b>	<b>\$1,000.00</b>		<b>\$1,000.00</b>	<b>\$146.48</b>	<b>\$146.48</b>	<b>\$853.52</b>	<b>14.6</b>

<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>
<b>3. Other Services and Charges</b>							
3.1 Professional Services	\$55,000.00	\$0.00	\$55,000.00	\$2,539.14	\$3,616.29	\$51,383.71	6.6
3.11 Consulting Services	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
3.12 Legal Services	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.0
3.14 Engineering & Architects	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	0.0
3.145 Dalabases	\$6,650.00	\$0.00	\$6,650.00	\$374.84	\$1,404.44	\$5,245.56	21.1
3.146 Ebook Services	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00	0.0
3.147 Evergreen Membership	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$2,500.00	\$2,500.00	50.0
3.21 Telephone & Telegraph	\$38,200.00	\$0.00	\$38,200.00	\$412.68	\$963.53	\$37,236.47	2.5
3.22 Postage & UPS	\$3,800.00	\$0.00	\$3,800.00	\$141.36	\$172.88	\$3,627.12	4.5
3.23 Traveling Expense	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$128.48	\$2,871.52	4.3
3.24 Professional Meetings	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$125.00	\$2,875.00	4.2
3.26 Elwood Children's Programing	\$5,000.00	\$0.00	\$5,000.00	\$135.75	\$366.94	\$4,633.06	7.3
3.27 Elwood Adult Programing	\$3,000.00	\$0.00	\$3,000.00	\$135.75	\$265.12	\$2,734.88	8.8
3.28 Frankton Programing	\$4,000.00	\$0.00	\$4,000.00	\$151.65	\$529.85	\$3,470.15	13.2
3.29 Summitville Programing	\$3,000.00	\$0.00	\$3,000.00	\$215.19	\$456.76	\$2,543.24	15.2
3.3 Title Source	\$3,100.00	\$0.00	\$3,100.00	\$0.00	\$0.00	\$3,100.00	0.0
3.31 Advertising & Public Notices	\$1,200.00	\$0.00	\$1,200.00	\$0.00	\$100.00	\$1,100.00	8.3
3.4 Insurance	\$18,000.00	\$0.00	\$18,000.00	\$0.00	\$4,783.00	\$13,217.00	26.6
3.41 Official Bonds	\$400.00	\$0.00	\$400.00	\$200.00	\$200.00	\$200.00	50.0
3.51 Gas	\$20,000.00	\$0.00	\$20,000.00	\$986.95	\$1,516.02	\$18,483.98	7.6
3.52 Electricity	\$35,000.00	\$0.00	\$35,000.00	\$1,960.94	\$4,704.81	\$30,295.19	13.4
3.53 Water	\$6,000.00	\$0.00	\$6,000.00	\$154.11	\$328.40	\$5,671.60	5.5
3.54 Waste Disposal Services	\$3,000.00	\$0.00	\$3,000.00	\$257.92	\$622.69	\$2,377.31	20.8
3.61 Bldg. & Structure/Maint.	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.0
3.62 Equipment/Maint.	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.0
3.72 Equipment/Rental	\$7,000.00	\$0.00	\$7,000.00	\$411.20	\$681.40	\$6,318.60	9.7
3.8 Dues	\$2,700.00	\$0.00	\$2,700.00	\$0.00	\$122.60	\$2,577.40	4.5
3.81 Taxes	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
3.82 Interest on Temporary Loans	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
3.9 Transfer to LIRF	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	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>
<b>Subtotal</b>	\$253,650.00		\$253,650.00	\$8,077.48	\$23,588.21	\$230,061.79	9.3
<b>4. Capitol Outlays</b>							
4.1 Land Buildings Improvements	\$31,000.00	\$0.00	\$31,000.00	\$0.00	\$0.00	\$31,000.00	0.0
4.2 Furniture & Equipment	\$32,000.00	\$0.00	\$32,000.00	\$0.00	\$208.52	\$31,791.48	0.7
4.21 Technology Equipment	\$22,000.00	\$0.00	\$22,000.00	\$441.87	\$755.12	\$21,244.88	3.4
4.31 Elwood Adult	\$33,500.00	\$0.00	\$33,500.00	\$3,516.71	\$3,556.55	\$29,943.45	10.6
4.32 Elwood Childrens	\$14,000.00	\$0.00	\$14,000.00	\$996.03	\$1,553.79	\$12,446.21	11.1
4.33 Elwood YA	\$6,200.00	\$0.00	\$6,200.00	\$468.33	\$718.03	\$5,481.97	11.6
4.34 Frankton	\$19,500.00	\$0.00	\$19,500.00	\$822.64	\$2,272.26	\$17,227.74	11.7
4.35 Summitville	\$16,500.00	\$0.00	\$16,500.00	\$1,030.21	\$1,083.06	\$15,416.94	6.6
4.4 Elwood Period. & News.	\$9,500.00	\$0.00	\$9,500.00	\$12.00	\$167.00	\$9,333.00	1.8
4.41 Frankton Per. & Newsp.	\$2,800.00	\$0.00	\$2,800.00	\$0.00	\$0.00	\$2,800.00	0.0
4.42 Summitville Period. & Newsp.	\$1,700.00	\$0.00	\$1,700.00	\$0.00	\$0.00	\$1,700.00	0.0
4.51 Elwood AV	\$35,000.00	\$0.00	\$35,000.00	\$1,773.09	\$4,962.34	\$30,037.66	14.2
4.52 Frankton AV	\$18,800.00	\$0.00	\$18,800.00	\$818.27	\$3,394.30	\$15,405.70	18.1
4.53 Summitville AV	\$14,400.00	\$0.00	\$14,400.00	\$1,059.70	\$2,374.49	\$12,025.51	16.5
4.54 Technology Software	\$8,000.00	\$0.00	\$8,000.00	\$378.00	\$378.00	\$7,622.00	4.7
<b>Subtotal</b>	\$264,900.00		\$264,900.00	\$11,316.85	\$21,423.46	\$243,476.54	8.1
<b>Grand Total</b>	\$1,455,350.00	\$0.00	\$1,455,350.00	\$72,185.84	\$148,288.42	\$1,307,061.58	10.2

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

**Receipt Listing**  
**North Madison County Public Library System**

Report Date: From **02/01/16** To **02/29/16**

Receipt #	Date	Name	Explanation	Bank	Total
43	02/01/16	Jill Murray	FINES & FEES - RECEIPT #11565	1	\$54.45
44	02/02/16	Star Financial Bank	January Interest	1	\$3.62
45	02/03/16	Star Financial Bank	January Interest	2	\$13.71
46	02/05/16	First Farmers Bank & Trust	January Interest	4	\$32.79
47	02/10/16	PAYROLL		1	\$5,367.76
48	02/24/16	PAYROLL		1	\$5,401.62
49	02/01/16	Trisha Shuler	FINES & FEES - RECEIPT #11566	1	\$69.45
50	02/01/16	Trisha Shuler	FINES & FEES - RECEIPT #11567	1	\$53.72
51	02/02/16	Sara Ashby	FINES & FEES - RECEIPT #11568	1	\$173.75
52	02/03/16	Trisha Shuler	FINES & FEES - RECEIPT #11569	1	\$76.39
53	02/03/16	Dennis Johnson	FINES & FEES - RECEIPT #11570	1	\$89.70
54	02/04/16	Dennis Johnson	FINES & FEES - RECEIPT #11571	1	\$80.24
55	02/05/16	Debbie Fox	FINES & FEES - RECEIPT #11572	1	\$156.90
56	02/05/16	Dennis Johnson	FINES & FEES - RECEIPT #11573	1	\$79.17
57	02/08/16	Jill Murray	FINES & FEES - RECEIPT #11574	1	\$86.20
58	02/08/16	Dennis Johnson	FINES & FEES - RECEIPT #11575	1	\$83.65
59	02/08/16	Dennis Johnson	FINES & FEES - RECEIPT #11575-Duplicated in error	1	\$0.00
60	02/08/16	Dennis Johnson	FINES & FEES - RECEIPT #11576	1	\$121.96
61	02/09/16	Dennis Johnson	FINES & FEES - RECEIPT #11577	1	\$93.77
62	02/10/16	Treasurer of Madison County	Feb COIT Receipt #11578	1	\$17,044.83
63	02/10/16	Dennis Johnson	FINES & FEES - RECEIPT #11579	1	\$113.21
64	02/11/16	Dennis Johnson	FINES & FEES - RECEIPT #11580	1	\$56.41
65	02/12/16	Trisha Shuler	FINES & FEES - RECEIPT #11581	1	\$23.30
66	02/12/16	Dennis Johnson	FINES & FEES - RECEIPT #11582	1	\$68.09
67	02/12/16	Debbie Fox	FINES & FEES - RECEIPT #11583	1	\$142.05
68	02/16/16	Jordan Arehart	FINES & FEES - RECEIPT #11584	1	\$105.29
69	02/16/16	Jill Murray	FINES & FEES - RECEIPT #11585	1	\$45.21
70	02/16/16	Dennis Johnson	FINES & FEES - RECEIPT #11586	1	\$57.05
71	02/18/16	Trisha Shuler	FINES & FEES - RECEIPT #11587	1	\$26.75
72	02/18/16	Dennis Johnson	FINES & FEES - RECEIPT #11588	1	\$103.65
73	02/18/16	Dennis Johnson	FINES & FEES - RECEIPT #11589	1	\$236.18
74	02/19/16	Dennis Johnson	FINES & FEES - RECEIPT #11590	1	\$86.54
75	02/16/16	Debbie Fox	FINES & FEES - RECEIPT #11591	1	\$126.45

Receipt #	Date	Name	Explanation	Bank	Total
76	02/22/16	Jill Murray	FINES & FEES - RECEIPT #11592	1	\$60.30
77	02/22/16	Jamie Scott	FINES & FEES - RECEIPT #11593	1	\$87.70
78	02/22/16	Dennis Johnson	FINES & FEES - RECEIPT #11594	1	\$50.15
79	02/23/16	Dennis Johnson	FINES & FEES - RECEIPT #11595	1	\$203.05
80	02/24/16	Jamie Scott	FINES & FEES - RECEIPT #11596	1	\$77.06
81	02/25/16	Jamie Scott	FINES & FEES - RECEIPT #11597	1	\$75.91
82	02/25/16	Jamie Scott	FINES & FEES - RECEIPT #11598	1	\$90.70
83	02/26/16	Dennis Johnson	FINES & FEES - RECEIPT #11599	1	\$76.97
84	02/26/16	Debbie Fox	FINES & FEES - RECEIPT #11600	1	\$154.78
85	02/29/16	Trisha Shuler	FINES & FEES - RECEIPT #11601	1	\$111.15
86	02/29/16	Jill Murray	FINES & FEES - RECEIPT #11602	1	\$61.70
87	02/29/16	Jamie Scott	FINES & FEES - RECEIPT #11603	1	\$31.60

**Total All Receipts** **\$31,354.93**

Tuesday, March 01, 2016

Fiscal Officer

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.



Voucher List

North Madison County Public Library System

Report Date: From 02/01/16 To 02/29/16

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
0	64	STAR FINANCIAL BANK	02/02/16	January Service Charge	\$10.44
30067	65	ADTEC	02/08/16	Category Two Phase 1	\$490.00
30068	66	AT&T	02/08/16	Service for Elwood	\$145.18
30069	67	BAKER & TAYLOR	02/08/16	As per attached invoices.	\$6,910.54
30070	68	BARBARA SNIPES	02/08/16	3 Displays	\$181.84
30071	69	BOYCE FORMS/SYSTEMS	02/08/16	As per attached invoices.	\$146.48
30072	70	BURNETTE - DELLINGER INC.	02/08/16	Treasurer & Asst Treasurer Bonds	\$200.00
30074	71	CITY OF ELWOOD UTILITIES	02/08/16	Service for Elwood	\$336.18
30073	72	CHAPMAN ELECTRIC SUPPLY,	02/08/16	Lighting	\$126.44
30078	73	ELWOOD FIRE EQUIPMENT C	02/08/16	As per attached invoices.	\$488.18
30079	74	ENA SERVICES LLC	02/08/16	VOIP & Internet	\$992.02
30080	75	FRONTIER	02/08/16	Service for Frankton	\$108.48
30081	76	GE CAPITAL INFORMATION TE	02/08/16	Copier Lease Frankton & Summitville	\$121.20
30083	77	IDLEWINE LAWNMOWER SAL	02/08/16	Service for mower/install snow blower	\$321.35
30086	78	ITSAVVY LLC	02/08/16	As per attached invoices.	\$441.87
30087	79	JILL MURRAY	02/08/16	Petty Cash Reimbursement	\$45.94
30090	80	LMC SERVICE SOLUTIONS	02/08/16	Quarterly Service for Frankton & Summitville	\$542.50
30089	81	LIBRARY STORE INC., THE	02/08/16	Book Processing/DVD labels	\$282.76
30092	82	MARSH SUPERMARKET	02/08/16	As per attached invoices.	\$37.53
30093	83	MARSHALL BEST SECURITY C	02/08/16	3 Master Keys	\$23.15
30094	84	MIDWEST TAPE	02/08/16	As per attached invoices.	\$645.91
30095	85	MOVIE LICENSING USA	02/08/16	License renewal 2/15/16-2/14/17	\$543.00
30096	86	NCLP SPECIAL FUND	02/08/16	Wowbrary Subscription for 2016	\$374.84
30097	87	NUGENT ELECTRIC INC.	02/08/16	Repairs in meeting room	\$310.18
30098	88	POSTMASTER	02/08/16	2 rolls stamps	\$98.00
30099	89	STAPLES ADVANTAGE	02/08/16	As per attached invoices.	\$443.28
30100	90	STATE CHEMICAL SOLUTIONS	02/08/16		\$779.47
30101	91	TEI LANDMARK AUDIO	02/08/16	As per attached invoices.	\$152.25
30102	92	TOPS HOME CENTER	02/08/16	Display shelf brackets	\$9.70
30088	93	LEAP Managed IT	02/08/16	Copies	\$10.00
30103	94	U.S. BANK EQUIPMENT FINAN	02/08/16	Copier lease Elwood	\$149.00
30104	95	USI, INC	02/08/16	Laminating supplies	\$186.25
30105	96	VECTREN ENERGY DELIVERY	02/08/16	Service for Elwood & Summitville	\$802.69
30106	97	YOUR AUTOMATIC DOOR CO	02/08/16	As per attached invoices.	\$178.00
30075	98	DEBBIE FOX	02/08/16	Petty Cash	\$47.44
0	99	INDIANA PUBLIC RETIREMENT	02/08/16	Payroll ending 02/06/16	\$1,981.42
0	100	EFTPS	02/08/16	Payroll ending 02/06/16	\$4,758.96
0	101	GREAT-WEST RETIREMENT S	02/08/16	Payroll ending 2/6/16	\$270.00
30091	102	MADISON COUNTY CLERK	02/08/16	Payroll ending 2/6	\$25.00
30076	103	DOLLAR GENERAL-REGIONS	02/08/16	Rubbing Alcohol	\$111.15
30084	104	INDIANA MICHIGAN POWER C	02/08/16	Service for Summitville	\$404.96
30077	105	ELWOOD CALL LEADER	02/08/16	Online service	\$12.00
30082	106	HUMPHRIES AUTOMOTIVE SE	02/08/16	Summitville Snow removal	\$320.00
30085	107	INDIANA-AMERICAN WATER C	02/08/16	Service for Summitville	\$20.55
0	108	PAYROLL	02/10/16	PAYROLL	\$19,582.22
0	109	INDIANA PUBLIC RETIREMENT	02/24/16	Payroll ending 2/20/16	\$1,981.98
0	110	EFTPS	02/24/16	Payroll ending 2/20/16	\$4,794.52
0	111	GREAT-WEST RETIREMENT S	02/24/16	Payroll ending 2/20/16	\$270.00
30109	112	MADISON COUNTY CLERK	02/24/16	Payroll ending 2/20/16	\$25.00

Printed on Tuesday, March 01, 2016

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Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
0	113	INDIANA DEPARTMENT OF RE	02/24/16	February payroll	\$1,900.00
30117	114	UNITED HEALTHCARE	02/24/16	Health insurance March 2016	\$4,851.85
0	115	AFLAC	02/24/16	February payroll	\$431.64
30112	116	SAFE HIRING SOLUTIONS	02/24/16	J Brunnermer	\$18.00
30107	117	CHESTER INFORMATION TEC	02/24/16	Veritas Backup Support	\$378.00
30108	118	INDIANA MICHIGAN POWER C	02/24/16	Service for Elwood	\$1,555.98
30110	119	PITNEY BOWES	02/24/16	Postage meter rental	\$141.00
30111	120	RICOH USA, INC	02/24/16	Copies @ Frankton & Summitville	\$33.13
30113	121	STAPLES ADVANTAGE	02/24/16	Office supplies	\$132.96
30115	122	TEI LANDMARK AUDIO	02/24/16	Audio books	\$105.00
30116	123	TOWN OF SUMMITVILLE	02/24/16	Service for Summitville	\$55.30
30118	124	VAN AUSDALL & FARRAR, INC.	02/24/16	Copies for Elwood	\$150.82
30119	125	VECTREN ENERGY DELIVERY	02/24/16	Service for Frankton	\$184.26
30114	126	SYNCB/AMAZON	02/24/16	As per attached invoices.	\$2,877.05
0	127	PAYROLL	02/24/16	PAYROLL	\$19,651.67
30120	128	CARDMEMBER SERVICE	02/24/16	T & H Sweeper	\$81.71
<b>Total Amount of Claims</b>					<b>\$83,788.22</b>

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Tuesday, March 01, 2016

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 2 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$83,788.22

Date this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

Printed on Tuesday, March 01, 2016

Page 2 of 2

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

Elwood      Frankton      Summitville      Yearly Total

Perfection Group	\$ 4,924.00	\$ 1,524.00	\$ 1,524.00	\$ <b>7,972.00</b>	Test, Inspect and Clean- 3 facilities
Vasey Commercial	\$ 4,800.00	\$ 1,104.00	\$ 1,104.00	\$ <b>7,008.00</b>	Test, Inspect and Clean - Elwood Only
Vasey Commercial	\$ 2,400.00	\$ 1,104.00	\$ 1,104.00	\$ <b>4,608.00</b>	Test and Inspect Only
LMC(Lehman's)	\$ 1,800.00	\$ 1,085.00	\$ 1,085.00	\$ <b>3,970.00</b>	Test and Inspect Only



MAINTENANCE AGREEMENT FOR BUILDING ENVIRONMENTAL SYSTEMS

Proposal Date	Proposal Number	Agreement No.
03/11/2016	PC7781	

BY AND BETWEEN:

Vasey Commercial, Inc.  
10830 Andrade Drive  
Zionsville, IN 46077

AND

Elwood Public Library  
1600 Main St.  
Elwood, Indiana  
46036

hereinafter CONTRACTOR

hereinafter CUSTOMER

SERVICES WILL BE PROVIDED AT THE FOLLOWING LOCATION(S):

1600 MAIN ST. ELWOOD IN 46036

Contractor will provide the services described in the maintenance program indicated below, which are attached hereto and made a part of this Agreement, in accordance with the terms and conditions set forth on the following maintenance program pages.

**MAINTENANCE PROGRAM:** Customized Professional Maintenance III and associated Terms and Conditions  
AGREEMENT coverage will commence on April 01, 2016 (date). The AGREEMENT price is \$2,400.00 per year, payable \$200.00 per Month in advance beginning on the effective date of April 01, 2016.

IN WARRANTY ONLY: During the warranty, the AGREEMENT price will be N/A per N/A. It is understood that the warranty expires on N/A (date).

**SCHEDULES INCLUDED:**

- 1-Inventory of Equipment
- 2-Air Filter Service

This proposal is the property of Contractor and is provided for Customer's use only. Contractor guarantees the price stated in this Agreement for thirty (30) days from proposal date above. This proposal will become a binding Agreement only after acceptance by Customer and approved by officer of Contractor as evidenced by their signatures below. This Agreement sets forth all of the terms and conditions binding upon the parties hereto; and no person has authority to make any claim, representation, promise or condition on behalf of Contractor which is not expressed here. This annual Agreement shall continue in effect from year to year unless either party gives written notice to the other of intention not to renew their (30) days prior to any anniversary date.

**CONTRACTOR**

**CUSTOMER**

Signature (Sales Representative) \_\_\_\_\_  
Rob Zellars

Signature (Authorized Representative) \_\_\_\_\_

Approved For Contractor

Jamie Scott

Signature \_\_\_\_\_

Name (Print/Type) \_\_\_\_\_

Tom Slagle, General Manager

Director

Name & Title

Title

Date \_\_\_\_\_

Date \_\_\_\_\_

CUSTOMIZED PROFESSIONAL MAINTENANCE PROGRAM III

Proposal Date	Proposal Number	Agreement No.
03/11/2016	PC7781	

Our Customized Professional Maintenance III (CPM-III) program is designed to provide the Customer with an ongoing maintenance program. The CPM-III program will be initiated, scheduled, administered, monitored and updated by the Contractor. The service activities will be directed and scheduled, on a regular basis, by our comprehensive equipment maintenance scheduling system based on manufacturers' recommendations, equipment location, application, type, run time, and Contractor's own experience. The Customer is informed of the program's progress and results on a continuing basis via a detailed Service Report, presented after each service call for Customer's review, approval signature and record.

CONTRACTOR WILL PROVIDE THE FOLLOWING PROFESSIONAL MAINTENANCE SERVICES FOR THE BUILDING ENVIRONMENTAL MECHANICAL SYSTEM(S) COMPRISED OF THE EQUIPMENT LISTED ON SCHEDULE 1 (INVENTORY OF EQUIPMENT):

**TEST AND INSPECT:** Job labor, travel labor and travel and living expenses required to visually INSPECT and TEST equipment to determine its operating condition and efficiency. Typical activities include:

-TESTING for excessive vibration; motor winding resistance; refrigerant charge; fan RPM; refrigerant oil (acid); water condition; flue gas analysis; safety controls; combustion and draft; crankcase heaters; control system(s), etc.

-INSPECTING for worn, failed or doubtful parts; mountings; drive couplings; oil level; rotation; soot; flame composition and shape; pilot and igniter; steam, water, oil and/or refrigerant leaks, etc.



**CUSTOMIZED PROFESSIONAL MAINTENANCE PROGRAM III TERMS AND CONDITIONS**

1. Customer shall permit Contractor free and timely access to areas and equipment, and allow Contractor to start and stop the equipment as necessary to perform required services. All planned work under this Agreement will be performed during the Contractor's normal working hours.
2. In case of any failure to perform its obligations under this Agreement, Contractor's liability is limited to repair or replacement at its option and such repair or replacement shall be Customer's sole remedy. This warranty is conditioned upon proper operation and maintenance by Customer and shall not apply if the failure is caused or contributed to by accident, alteration, abuse or misuse, and shall not extend beyond the term of this Agreement.
3. The annual Agreement price is subject to adjustment on each commencement anniversary to reflect increases in labor, material and other costs.
4. Customer shall be responsible for all taxes applicable to the services and/or materials hereunder.
5. Customer will promptly pay invoices within ten (10) days of receipt. Should a payment become thirty (30) days or more delinquent, Contractor may stop all work under this Agreement without notice and/or cancel this Agreement, and the entire Agreement amount shall become due and payable immediately upon demand.
6. Any alteration to, or deviation from, this Agreement involving extra work, cost of material or labor will become an extra charge (fixed-price amount to be negotiated or on a time-and-material basis at Contractor's rates then in effect) over the sum stated in this Agreement.
7. Contractor will not be required to move, replace or alter any part of the building structure in the performance of this Agreement.
8. In the event Contractor must commence legal action in order to recover any amount payable under this Agreement, Customer shall pay Contractor all court costs and attorneys' fees incurred by Contractor.
9. Any legal action against the Contractor relating to this Agreement, or the breach thereof, shall be commenced within one (1) year from the date of the work.
10. Contractor shall not be liable for any delay, loss, damage or detention caused by unavailability of machinery, equipment or materials, delay of carriers, strikes, including those by Contractor's employees, lockouts, civil or military authority, priority regulations, insurrection or riot, action of the elements, forces of nature, or by any cause beyond its control.
11. To the fullest extent permitted by law, Customer shall indemnify and hold harmless Contractor, its agent and employees from and against all claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from the performance of work hereunder, provided that such claim, damage, loss or expense is caused in whole or in part by an active or passive act or omission of Customer, anyone directly or indirectly employed by Customer, or anyone for whose acts Customer may be liable, regardless of whether it is caused in part by the negligence of Contractor.
12. Customer shall make available to Contractor's personnel all pertinent Material Safety Data Sheets (MSDS) pursuant to OSHA'S Hazard Communication Standard Regulations.
13. Contractor expressly disclaims any and all responsibility and liability for the indoor air quality of the customer's facility, including without limitation, injury or illness to occupants of the facility or third parties, arising out of or in connection with the Contractor's work under this agreement.
14. Contractor's obligation under this proposal and any subsequent contract does not include the identification, abatement or removal of asbestos or any other toxic or hazardous substances, hazardous wastes or hazardous materials. In the event such substances, wastes or materials are encountered, Contractor's sole obligation will be to notify the Owner of their existence. Contractor shall have the right thereafter to suspend its work until such substances, wastes or materials and the resultant hazards are removed. The time for completion of the work shall be extended to the extent caused by the suspension and the contract price equitably adjusted.
15. UNDER NO CIRCUMSTANCES, WHETHER ARISING IN CONTRACT, TORT (INCLUDING NEGLIGENCE), EQUITY OR OTHERWISE, WILL CONTRACTOR BE RESPONSIBLE FOR LOSS OF USE, LOSS OF PROFIT, INCREASED OPERATING OR MAINTENANCE EXPENSES, CLAIMS OF CUSTOMER'S TENANTS OR CLIENTS, OR ANY SPECIAL, INDIRECT OR CONSEQUENTIAL DAMAGES.
16. This Agreement does not include preventive maintenance, repairs to the system(s), the provision or installation of components or parts, or service calls requested by the Customer. These services will be charged for at Contractor's rates then in effect.

**Inventory Of Equipment**

Proposal Date	Proposal Number	Agreement No.
03/11/2016	PC7781	

Qty	Description	Manufacturer	Model	Serial #	Rating	Location
	<b>Chiller System</b>					
1	Chiller 1 1 - Compressor	McQuay	ALP032C	56E8140801	30 Tons	GROUND
2	CHWP	BALDOR	EM3157T	N/A	2 HP	MECHANICAL ROOM
	<b>Boiler System</b>					
1	BOILER	LOCHINVAR	KBN285	E07H100324 98	6 Blr HP	MECHANICAL ROOM
1	BOILER2	LOCHINVAR	KBN285	E07H100324 98	6 Blr HP	MECHANICAL ROOM
2	Hot Water Pump 1	BALDOR	EM3157T		2 HP	MECHANICAL ROOM
	<b>Air Handler(s)</b>					
1	Air Handling Unit 1 1 - Supply Fan Motor	McQuay	LSL117DH	36E01820-0 4	10 HP	UPSTAIRS ROOM
	<b>Misc. Equipment</b>					
1	Fan Coil Unit					
1	Fan Coil Unit					
1	Fan Coil Unit					
1	Fan Coil Unit					



Schedule 2

## Air Filter Service

Proposal Date	Proposal Number	Agreement No.
03/11/2016	PC7781	

CONTRACTOR WILL FURNISH AND INSTALL AIR FILTER MATERIAL(S) AS LISTED BELOW:

Unit	Qty	Size	Type	Changes/Yr
<b>Misc. Equipment</b>				
FCU 1 MENS RESTROOM	1	10 X 20 X 1	Ext. Surface Pleated	4
FCU 4 MEETING ROOM	1	16 X 20 X 2	Ext. Surface Pleated	4
ENTRANCE UNIT HEATER	1	10 X 30 X 1	Roll Filter	4
<b>Air Handler(s)</b>				
Air Handling Unit 1	8	20 X 25 X 2	Ext. Surface Pleated	4

THE SERVICES DESCRIBED ABOVE ARE GOVERNED BY THE TERMS AND CONDITIONS OF THE PROGRAM OF WHICH THIS SCHEDULE IS A PART.

If this program is terminated, Contractor reserves the right to remove Contractor's frames.

\*Should experience show that more or less frequent media changes are required, the Agreement price will be adjusted based on Contractor's rate then in effect.



MAINTENANCE AGREEMENT FOR BUILDING ENVIRONMENTAL SYSTEMS

Proposal Date	Proposal Number	Agreement No.
03/11/2016	PC7779	

BY AND BETWEEN:

Vasey Commercial, Inc.  
10830 Andrade Drive  
Zionsville, IN 46077

AND

Ralph Hazelbaker Library  
1013 W. Church St.  
Summitville, Indiana  
46070

hereinafter CONTRACTOR

hereinafter CUSTOMER

SERVICES WILL BE PROVIDED AT THE FOLLOWING LOCATION(S):

1013 W. CHURCH ST. SUMMITVILLE IN 46070

Contractor will provide the services described in the maintenance program indicated below, which are attached hereto and made a part of this Agreement, in accordance with the terms and conditions set forth on the following maintenance program pages.

**MAINTENANCE PROGRAM:** Customized Professional Maintenance III and associated Terms and Conditions  
 AGREEMENT coverage will commence on April 01, 2016 (date). The AGREEMENT price is \$1,104.00 per year, payable \$276.00 per Quarter in advance beginning on the effective date of April 01, 2016.

IN WARRANTY ONLY: During the warranty, the AGREEMENT price will be N/A per N/A. It is understood that the warranty expires on N/A (date).

SCHEDULES INCLUDED:

- 1-Inventory of Equipment
- 2-Air Filter Service

This proposal is the property of Contractor and is provided for Customer's use only. Contractor guarantees the price stated in this Agreement for thirty (30) days from proposal date above. This proposal will become a binding Agreement only after acceptance by Customer and approved by officer of Contractor as evidenced by their signatures below. This Agreement sets forth all of the terms and conditions binding upon the parties hereto; and no person has authority to make any claim, representation, promise or condition on behalf of Contractor which is not expressed here. This annual Agreement shall continue in effect from year to year unless either party gives written notice to the other of intention not to renew this (30) days prior to any anniversary date.

CONTRACTOR

CUSTOMER

Signature (Sales Representative)

Rob Zelliers

Signature (Authorized Representative)

Approved For Contractor

Jamie Scott

Signature

Name (Print/Type)

Tom Slagle, General Manager

Director

Name & Title

Title

Date

Date



CUSTOMIZED PROFESSIONAL MAINTENANCE PROGRAM III

Proposal Date	Proposal Number	Agreement No.
03/11/2016	PC7779	

Our Customized Professional Maintenance III (CPM-III) program is designed to provide the Customer with an ongoing maintenance program. The CPM-III program will be initiated, scheduled, administered, monitored and updated by the Contractor. The service activities will be directed and scheduled, on a regular basis, by our comprehensive equipment maintenance scheduling system based on manufacturers' recommendations, equipment location, application, type, run time, and Contractor's own experience. The Customer is informed of the program's progress and results on a continuing basis via a detailed Service Report, presented after each service call for Customer's review, approval signature and record.

CONTRACTOR WILL PROVIDE THE FOLLOWING PROFESSIONAL MAINTENANCE SERVICES FOR THE BUILDING ENVIRONMENTAL MECHANICAL SYSTEM(S) COMPRISED OF THE EQUIPMENT LISTED ON SCHEDULE 1 (INVENTORY OF EQUIPMENT):

TEST AND INSPECT: Job labor, travel labor and travel and living expenses required to visually INSPECT and TEST equipment to determine its operating condition and efficiency. Typical activities include:

-TESTING for excessive vibration; motor winding resistance; refrigerant charge; fan RPM; refrigerant oil (acid); water condition; flue gas analysis; safety controls; combustion and draft; crankcase heaters; control system(s), etc.

-INSPECTING for worn, failed or doubtful parts; mountings; drive couplings; oil level; rotation; soot; flame composition and shape; pilot and igniter; steam, water, oil and/or refrigerant leaks, etc.



**CUSTOMIZED PROFESSIONAL MAINTENANCE PROGRAM III TERMS AND CONDITIONS**

1. Customer shall permit Contractor free and timely access to areas and equipment, and allow Contractor to start and stop the equipment as necessary to perform required services. All planned work under this Agreement will be performed during the Contractor's normal working hours.
2. In case of any failure to perform its obligations under this Agreement, Contractor's liability is limited to repair or replacement at its option and such repair or replacement shall be Customer's sole remedy. This warranty is conditioned upon proper operation and maintenance by Customer and shall not apply if the failure is caused or contributed to by accident, alteration, abuse or misuse, and shall not extend beyond the term of this Agreement.
3. The annual Agreement price is subject to adjustment on each commencement anniversary to reflect increases in labor, material and other costs.
4. Customer shall be responsible for all taxes applicable to the services and/or materials hereunder.
5. Customer will promptly pay invoices within ten (10) days of receipt. Should a payment become thirty (30) days or more delinquent, Contractor may stop all work under this Agreement without notice and/or cancel this Agreement, and the entire Agreement amount shall become due and payable immediately upon demand.
6. Any alteration to, or deviation from, this Agreement involving extra work, cost of material or labor will become an extra charge (fixed-price amount to be negotiated or on a time-and-material basis at Contractor's rates then in effect) over the sum stated in this Agreement.
7. Contractor will not be required to move, replace or alter any part of the building structure in the performance of this Agreement.
8. In the event Contractor must commence legal action in order to recover any amount payable under this Agreement, Customer shall pay Contractor all court costs and attorneys' fees incurred by Contractor.
9. Any legal action against the Contractor relating to this Agreement, or the breach thereof, shall be commenced within one (1) year from the date of the work.
10. Contractor shall not be liable for any delay, loss, damage or detention caused by unavailability of machinery, equipment or materials, delay of carriers, strikes, including those by Contractor's employees, lockouts, civil or military authority, priority regulations, insurrection or riot, action of the elements, forces of nature, or by any cause beyond its control.
11. To the fullest extent permitted by law, Customer shall indemnify and hold harmless Contractor, its agent and employees from and against all claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from the performance of work hereunder, provided that such claim, damage, loss or expense is caused in whole or in part by an active or passive act or omission of Customer, anyone directly or indirectly employed by Customer, or anyone for whose acts Customer may be liable, regardless of whether it is caused in part by the negligence of Contractor.
12. Customer shall make available to Contractor's personnel all pertinent Material Safety Data Sheets (MSDS) pursuant to OSHA'S Hazard Communication Standard Regulations.
13. Contractor expressly disclaims any and all responsibility and liability for the indoor air quality of the customer's facility, including without limitation, injury or illness to occupants of the facility or third parties, arising out of or in connection with the Contractor's work under this agreement.
14. Contractor's obligation under this proposal and any subsequent contract does not include the identification, abatement or removal of asbestos or any other toxic or hazardous substances, hazardous wastes or hazardous materials. In the event such substances, wastes or materials are encountered, Contractor's sole obligation will be to notify the Owner of their existence. Contractor shall have the right thereafter to suspend its work until such substances, wastes or materials and the resultant hazards are removed. The time for completion of the work shall be extended to the extent caused by the suspension and the contract price equitably adjusted.
15. UNDER NO CIRCUMSTANCES, WHETHER ARISING IN CONTRACT, TORT (INCLUDING NEGLIGENCE), EQUITY OR OTHERWISE, WILL CONTRACTOR BE RESPONSIBLE FOR LOSS OF USE, LOSS OF PROFIT, INCREASED OPERATING OR MAINTENANCE EXPENSES, CLAIMS OF CUSTOMER'S TENANTS OR CLIENTS, OR ANY SPECIAL, INDIRECT OR CONSEQUENTIAL DAMAGES.
16. This Agreement does not include preventive maintenance, repairs to the system(s), the provision or installation of components or parts, or service calls requested by the Customer. These services will be charged for at Contractor's rates then in effect.

**Inventory Of Equipment**

Proposal Date	Proposal Number	Agreement No.
03/11/2016	PC7779	

Qty	Description	Manufacturer	Model	Serial #	Rating	Location
1	<b>Package Unit(s)</b> Split System 1 - Evaporator Fan Motor 1 - Heating Section *** Remote Components 1 - Compressor 1 - Condenser Fan Motor	York	FCA43B3XC1 A	W1E374297 6	0.5 HP  5 Tons 0.25 HP	GROUND
1	Split System 1 - Evaporator Fan Motor 1 - Heating Section *** Remote Components 1 - Compressor 1 - Condenser Fan Motor	York	FCA43B3XC1 A	W13627803	0.5 HP  5 Tons 0.25 HP	GROUND
1	Split System 1 - Evaporator Fan Motor 1 - Heating Section *** Remote Components 1 - Compressor 1 - Condenser Fan Motor	Carrier	CK5AXA0600 00AAA	1197X58498	0.5 HP  5 Tons 0.25 HP	GROUND



Schedule 2

**Air Filter Service**

Proposal Date	Proposal Number	Agreement No.
03/11/2016	PC7779	

CONTRACTOR WILL FURNISH AND INSTALL AIR FILTER MATERIAL(S) AS LISTED BELOW:

Unit	Qty	Size	Type	Changes/Yr
Package/Split System(s) Split System	1	24 X 24 X 1	Ext. Surface Pleated	4
Split System2	1	24 X 24 X 1	Ext. Surface Pleated	4
Split System	1	24 X 24 X 1	Ext. Surface Pleated	4

THE SERVICES DESCRIBED ABOVE ARE GOVERNED BY THE TERMS AND CONDITIONS OF THE PROGRAM OF WHICH THIS SCHEDULE IS A PART.

If this program is terminated, Contractor reserves the right to remove Contractor's frames.

\*Should experience show that more or less frequent media changes are required, the Agreement price will be adjusted based on Contractor's rate then in effect.



MAINTENANCE AGREEMENT FOR BUILDING ENVIRONMENTAL SYSTEMS

Proposal Date	Proposal Number	Agreement No.
03/11/2016	PC7780	

BY AND BETWEEN:

Vasey Commercial, Inc.  
10830 Andrade Drive  
Zionsville, IN 46077

AND

Frankton Community Library  
102 Church St.  
Frankton, Indiana  
46044

hereinafter CONTRACTOR

hereinafter CUSTOMER

SERVICES WILL BE PROVIDED AT THE FOLLOWING LOCATION(S):

102 CHURCH ST. FRANKTON IN 46044

Contractor will provide the services described in the maintenance program indicated below, which are attached hereto and made a part of this Agreement, in accordance with the terms and conditions set forth on the following maintenance program pages.

**MAINTENANCE PROGRAM:** Customized Professional Maintenance III and associated Terms and Conditions  
AGREEMENT coverage will commence on April 01, 2016 (date). The AGREEMENT price is \$1,104.00 per year, payable \$276.00 per Quarter in advance beginning on the effective date of April 01, 2016.

IN WARRANTY ONLY: During the warranty, the AGREEMENT price will be N/A per N/A. It is understood that the warranty expires on N/A (date).

**SCHEDULES INCLUDED:**

- 1-Inventory of Equipment
- 2-Air Filter Service

This proposal is the property of Contractor and is provided for Customer's use only. Contractor guarantees the price stated in this Agreement for thirty (30) days from proposal date above. This proposal will become a binding Agreement only after acceptance by Customer and approved by officer of Contractor as evidenced by their signatures below. This Agreement sets forth all of the terms and conditions binding upon the parties hereto, and no person has authority to make any claim, representation, promise or condition on behalf of Contractor which is not expressed here. This annual Agreement shall continue in effect from year to year unless either party gives written notice to the other of intention not to renew this (30) days prior to any anniversary date.

**CONTRACTOR**

**CUSTOMER**

Signature (Sales Representative)

Rob Zellers

Signature (Authorized Representative)

Approved For Contractor

Signature

Tom Slagle, General Manager

Name & Title

Name (Print/Type)

Title

Date

Date

CUSTOMIZED PROFESSIONAL MAINTENANCE PROGRAM III

Proposal Date	Proposal Number	Agreement No.
03/11/2016	PC7780	

Our Customized Professional Maintenance III (CPM-III) program is designed to provide the Customer with an ongoing maintenance program. The CPM-III program will be initiated, scheduled, administered, monitored and updated by the Contractor. The service activities will be directed and scheduled, on a regular basis, by our comprehensive equipment maintenance scheduling system based on manufacturers' recommendations, equipment location, application, type, run time, and Contractor's own experience. The Customer is informed of the program's progress and results on a continuing basis via a detailed Service Report, presented after each service call for Customer's review, approval signature and record.

CONTRACTOR WILL PROVIDE THE FOLLOWING PROFESSIONAL MAINTENANCE SERVICES FOR THE BUILDING ENVIRONMENTAL MECHANICAL SYSTEM(S) COMPRISED OF THE EQUIPMENT LISTED ON SCHEDULE 1 (INVENTORY OF EQUIPMENT):

**TEST AND INSPECT:** Job labor, travel labor and travel and living expenses required to visually INSPECT and TEST equipment to determine its operating condition and efficiency. Typical activities include:

- TESTING for excessive vibration; motor winding resistance; refrigerant charge; fan RPM; refrigerant oil (acid); water condition; flue gas analysis; safety controls; combustion and draft; crankcase heaters; control system(s), etc.
- INSPECTING for worn, failed or doubtful parts; mountings; drive couplings; oil level; rotation; soot; flame composition and shape; pilot and igniter; steam, water, oil and/or refrigerant leaks, etc.



**CUSTOMIZED PROFESSIONAL MAINTENANCE PROGRAM III TERMS AND CONDITIONS**

1. Customer shall permit Contractor free and timely access to areas and equipment, and allow Contractor to start and stop the equipment as necessary to perform required services. All planned work under this Agreement will be performed during the Contractor's normal working hours.
2. In case of any failure to perform its obligations under this Agreement, Contractor's liability is limited to repair or replacement at its option and such repair or replacement shall be Customer's sole remedy. This warranty is conditioned upon proper operation and maintenance by Customer and shall not apply if the failure is caused or contributed to by accident, alteration, abuse or misuse, and shall not extend beyond the term of this Agreement.
3. The annual Agreement price is subject to adjustment on each commencement anniversary to reflect increases in labor, material and other costs.
4. Customer shall be responsible for all taxes applicable to the services and/or materials hereunder.
5. Customer will promptly pay invoices within ten (10) days of receipt. Should a payment become thirty (30) days or more delinquent, Contractor may stop all work under this Agreement without notice and/or cancel this Agreement, and the entire Agreement amount shall become due and payable immediately upon demand.
6. Any alteration to, or deviation from, this Agreement involving extra work, cost of material or labor will become an extra charge (fixed-price amount to be negotiated or on a time-and-material basis at Contractor's rates then in effect) over the sum stated in this Agreement.
7. Contractor will not be required to move, replace or alter any part of the building structure in the performance of this Agreement.
8. In the event Contractor must commence legal action in order to recover any amount payable under this Agreement, Customer shall pay Contractor all court costs and attorneys' fees incurred by Contractor.
9. Any legal action against the Contractor relating to this Agreement, or the breach thereof, shall be commenced within one (1) year from the date of the work.
10. Contractor shall not be liable for any delay, loss, damage or detention caused by unavailability of machinery, equipment or materials, delay of carriers, strikes, including those by Contractor's employees, lockouts, civil or military authority, priority regulations, insurrection or riot, action of the elements, forces of nature, or by any cause beyond its control.
11. To the fullest extent permitted by law, Customer shall indemnify and hold harmless Contractor, its agent and employees from and against all claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from the performance of work hereunder, provided that such claim, damage, loss or expense is caused in whole or in part by an active or passive act or omission of Customer, anyone directly or indirectly employed by Customer, or anyone for whose acts Customer may be liable, regardless of whether it is caused in part by the negligence of Contractor.
12. Customer shall make available to Contractor's personnel all pertinent Material Safety Data Sheets (MSDS) pursuant to OSHA'S Hazard Communication Standard Regulations.
13. Contractor expressly disclaims any and all responsibility and liability for the indoor air quality of the customer's facility, including without limitation, injury or illness to occupants of the facility or third parties, arising out of or in connection with the Contractor's work under this agreement.
14. Contractor's obligation under this proposal and any subsequent contract does not include the identification, abatement or removal of asbestos or any other toxic or hazardous substances, hazardous wastes or hazardous materials. In the event such substances, wastes or materials are encountered, Contractor's sole obligation will be to notify the Owner of their existence. Contractor shall have the right thereafter to suspend its work until such substances, wastes or materials and the resultant hazards are removed. The time for completion of the work shall be extended to the extent caused by the suspension and the contract price equitably adjusted.
15. UNDER NO CIRCUMSTANCES, WHETHER ARISING IN CONTRACT, TORT (INCLUDING NEGLIGENCE), EQUITY OR OTHERWISE, WILL CONTRACTOR BE RESPONSIBLE FOR LOSS OF USE, LOSS OF PROFIT, INCREASED OPERATING OR MAINTENANCE EXPENSES, CLAIMS OF CUSTOMER'S TENANTS OR CLIENTS, OR ANY SPECIAL, INDIRECT OR CONSEQUENTIAL DAMAGES.
16. This Agreement does not include preventive maintenance, repairs to the system(s), the provision or installation of components or parts, or service calls requested by the Customer. These services will be charged for at Contractor's rates then in effect.

**Inventory Of Equipment**

Proposal Date	Proposal Number	Agreement No.
03/11/2016	PC7780	

Qty	Description	Manufacturer	Model	Serial #	Rating	Location
1	<b>Package Unit(s)</b> Split System 1 - Evaporator Fan Motor 1 - Heating Section *** Remote Components 1 - Compressor 1 - Condenser Fan Motor	Goodman	CAPF4860C6 AA	0603079083	0.5 HP  5 Tons 0.25 HP	GROUND
1	Split System2 1 - Evaporator Fan Motor 1 - Heating Section *** Remote Components 1 - Compressor 1 - Condenser Fan Motor	Goodman	CAPF4860C6 AA	0604648025	0.5 HP  5 Tons 0.25 HP	GROUND
1	Split System3 1 - Evaporator Fan Motor 1 - Heating Section *** Remote Components 1 - Compressor 1 - Condenser Fan Motor	Goodman	CAPF4860C6 AA	0603079098	0.5 HP  5 Tons 0.25 HP	GROUND



Schedule 2

## Air Filter Service

Proposal Date	Proposal Number	Agreement No.
03/11/2016	PC7780	

CONTRACTOR WILL FURNISH AND INSTALL AIR FILTER MATERIAL(S) AS LISTED BELOW:

Unit	Qty	Size	Type	Changes/Yr
Package/Split System(s) Split System	1	20 X 20 X 1	Ext. Surface Pleated	4
Split System2	1	20 X 20 X 1	Ext. Surface Pleated	4
Split System3	1	20 X 20 X 1	Ext. Surface Pleated	4

THE SERVICES DESCRIBED ABOVE ARE GOVERNED BY THE TERMS AND CONDITIONS OF THE PROGRAM OF WHICH THIS SCHEDULE IS A PART.

If this program is terminated, Contractor reserves the right to remove Contractor's frames.

\*Should experience show that more or less frequent media changes are required, the Agreement price will be adjusted based on Contractor's rate then in effect.

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MAINTENANCE AGREEMENT FOR BUILDING ENVIRONMENTAL SYSTEMS

Proposal Date	Proposal Number	Agreement No.
03/14/2016	PC7783	

BY AND BETWEEN:

Vasey Commercial, Inc.  
 10830 Andrade Drive  
 Zionsville, IN 46077

AND

Elwood Public Library  
 1600 Main St.  
 Elwood, Indiana  
 46036

hereinafter CONTRACTOR

hereinafter CUSTOMER

SERVICES WILL BE PROVIDED AT THE FOLLOWING LOCATION(S):

1600 MAIN ST. ELWOOD IN 46036

Contractor will provide the services described in the maintenance program indicated below, which are attached hereto and made a part of this Agreement, in accordance with the terms and conditions set forth on the following maintenance program pages.

**MAINTENANCE PROGRAM:**

Customized Professional Maintenance IV  
and associated Terms and Conditions

AGREEMENT coverage will commence on April 01, 2016 (date). The AGREEMENT price is \$4,800.00 per year, payable \$2,400.00 per Semi-Annual in advance beginning on the effective date of April 01, 2016.

IN WARRANTY ONLY: During the warranty, the AGREEMENT price will be \_\_\_\_\_ per \_\_\_\_\_. It is understood that the warranty expires on \_\_\_\_\_ (date).

**SCHEDULES INCLUDED:**

- 1-Inventory of Equipment
- 2-Air Filter Service

This proposal is the property of Contractor and is provided for Customer's use only. Contractor guarantees the price stated in this Agreement for thirty (30) days from proposal date above. This proposal will become a binding Agreement only after acceptance by Customer and approved by an officer of Contractor as evidenced by their signatures below. This Agreement sets forth all of the terms and conditions binding upon the parties hereto; and no person has authority to make any claim, representation, promise or condition on behalf of Contractor which is not expressed herein. This annual Agreement shall continue in effect from year to year unless either party gives written notice to the other of intention not to renew thirty (30) days prior to any anniversary date.

**CONTRACTOR**

**CUSTOMER**

Signature (Sales Representative)

Rob Zellers

Signature (Authorized Representative)

Approved For Contractor

Signature

Tom Slagle, General Manager

Name & Title

Name (Print/Type)

Title

Date

Date





**CUSTOMIZED PROFESSIONAL MAINTENANCE PROGRAM IV**

Proposal Date	Proposal Number	Agreement No.
03/14/2016	PC7783	

**CONTRACTOR WILL PROVIDE THE FOLLOWING PROFESSIONAL MAINTENANCE SERVICES FOR THE BUILDING ENVIRONMENTAL MECHANICAL SYSTEM(S) COMPRISED OF THE EQUIPMENT LISTED ON SCHEDULE 1 (INVENTORY OF EQUIPMENT):**

The following will be provided twice per year at Spring and Fall Inspections

**TEST AND INSPECT:** Job labor, travel labor and travel and living expenses required to visually **INSPECT** and **TEST** equipment to determine its operating condition and efficiency.

Typical activities include:

- **TESTING** for excessive vibration; motor winding resistance; refrigerant charge; fan RPM; refrigerant oil (acid); water condition; flue gas analysis; safety controls, combustion and draft; crankcase heater, control system(s) , etc.
- **INSPECTING** for worn, failed, or doubtful parts; mountings, drive couplings; oil level; rotation; soot; flame composition and shape; pilot and igniter; steam, water, oil and/ or refrigerant leaks, etc.

**PREVENTIVE MAINTENANCE:** Job labor, travel labor and travel and living expenses required to clean, align, calibrate, tighten, adjust, lubricate and paint equipment. These activities are intended to extend equipment life and assure proper operating condition and efficiency . Typical activities include:

- CLEANING** coil surfaces; fan impellers and blades; electrical contacts; burner orifices; passages and nozzles; pilot and igniter; cooling tower baffles, basin, sump and float; chiller, condenser and boiler tubes.
- **ALIGNING** belt drives; drive couplings; air fins.
- **CALIBRATING** safety controls; temperature and pressure controls.
- TIGHTENING** electrical connections; mounting bolts; pipe clamps; refrigerant piping fittings; damper sections.

The following will be provided twice per year at the Summer and Winter inspections

**TEST AND INSPECT:** Job labor, travel labor and travel and living expenses required to visually **INSPECT** and **TEST** equipment to determine its operating condition and efficiency.

Typical activities include:

- **TESTING** for excessive vibration; motor winding resistance; refrigerant charge; fan RPM; refrigerant oil (acid); water condition; flue gas analysis; safety controls, combustion and draft; crankcase heater, control system(s) , etc.
- **INSPECTING** for worn, failed, or doubtful parts; mountings, drive couplings; oil level; rotation; soot; flame composition and shape; pilot and igniter; steam, water, oil and /or refrigerant leaks, etc.

## CUSTOMIZED PROFESSIONAL MAINTENANCE PROGRAM IV TERMS AND CONDITIONS

1. Customer shall permit Contractor free and timely access to areas and equipment, and allow Contractor to start and stop the equipment as necessary to perform required services. All planned work under this Agreement will be performed during Contractor's normal working hours.
2. In case of any failure to perform its obligations under this Agreement, Contractor's liability is limited to repair or replacement at its option and such repair or replacement shall be Customer's sole remedy. This warranty is conditioned upon proper operation and maintenance by Customer and shall not apply if the failure is caused or contributed to by accident, alteration, abuse or misuse, and shall not extend beyond the term of this Agreement.
3. The annual Agreement price is conditioned upon the system(s) covered being in a maintainable condition. If the initial inspection or initial seasonal start-up indicates repairs are required, a firm quotation will be submitted for Customer's approval. Should Customer not authorize the repairs, Contractor may either remove the unacceptable system(s), component(s) or part(s) from its scope of responsibility and adjust the annual Agreement price accordingly or cancel this Agreement.
4. The annual Agreement price is subject to adjustment on each commencement anniversary to reflect increases in labor, material and other costs.
5. Customers shall be responsible for all taxes applicable to the service and/or materials hereunder.
6. Customer will promptly pay invoices within ten (10) days of receipt. Should a payment become thirty (30) days or more delinquent, Contractor may stop all work under this Agreement without notice and/or cancel this Agreement, and the entire Agreement amount shall become due and payable immediately upon demand.
7. This Agreement applies only to the maintainable portions of the system(s). Repair or replacement of non-maintainable parts such as duct work, boiler shell and tubes, cabinets, boiler refractory material, main power service and electrical wiring, piping, tube bundles, valve bodies, coils, structural supports, oil storage tanks and other similar items are excluded.
8. Any alteration to, or deviation from, this Agreement involving extra work, cost of material or labor will become an extra charge (fixed price amount to be negotiated or on a time-and-material basis at Contractor's rates then in effect) over the sum stated in this Agreement.
9. Contractor will not be required to move, replace or alter any part of the building structure in the performance of this Agreement.
10. This Agreement does not include responsibility for design of the system, obsolescence, safety test, removal and reinstallation of valve bodies and dampers, repair or replacement necessitated by freezing weather, electrical power failure, low voltage, burned-out main or branch fuses, low water pressure, vandalism, misuse or abuse of the system(s), negligence of others (including Customer), failure of Customer to properly operate the system(s), requirements of governmental, regulatory or insurance agencies, or other causes beyond control of Contractor.
11. Customer shall permit only Contractor's personnel or agent to perform the work included in the scope of this Agreement. Should anyone other than Contractor's personnel perform such work, Contractor may, at its option, cancel this Agreement or eliminate the involved item of equipment from inclusion in this Agreement.
12. In the event Contractor must commence legal action in order to recover any amount payable under this Agreement, Customer shall pay Contractor all court costs and attorneys' fees incurred by Contractor.
13. Any legal action against the Contractor relating to this Agreement, or the breach thereof, shall be commenced within one (1) year from the date of the work.
14. Contractor shall not be liable for any delay, loss, damage or detention caused by unavailability of machinery, equipment or materials, delay of carriers, strikes, including those by Contractor's employees, lockouts, civil or military authority, priority regulations, insurrection or riot, action of the elements, forces of nature, or by any cause beyond its control.
15. To the fullest extent permitted by law, Customer shall indemnify and hold harmless Contractor, its agents and employees from and against all claims, damages, losses and expenses (including but not limited to attorneys' fees) arising out of or resulting from the performance of work hereunder, provided that such claim, damage, loss or expense is caused in whole or in part by an active or passive act or omission of Customer, anyone directly or indirectly employed by Customer, or anyone for whose acts Customer may be liable, regardless of whether it is caused in part by the negligence of Contractor.
16. Customer shall make available to Contractor's personnel all pertinent Material Safety Data Sheets (MSDS) pursuant to OSHA's Hazard Communication Standard Regulations.
17. Contractor expressly disclaims any and all responsibility and liability for the indoor air quality of the customer's facility, including without limitation injury or illness to occupants of the facility or third parties, arising out of or in connection with the Contractor's work under this agreement.
18. Contractor's obligation under this proposal and any subsequent contract does not include the identification, abatement or removal of asbestos or any other toxic or hazardous substances, hazardous wastes or hazardous materials. In the event such substances, wastes and materials are encountered, Contractor's sole obligation will be to notify the Owner of their existence. Contractor shall have the right thereafter to suspend its work until such substances, wastes or materials and the resultant hazards are removed. The time for completion of the work shall be extended to the extent caused by the suspension and the contract price equitably adjusted.
19. UNDER NO CIRCUMSTANCES, WHETHER ARISING IN CONTRACT, TORT (INCLUDING NEGLIGENCE), EQUITY OR OTHERWISE, WILL CONTRACTOR BE RESPONSIBLE FOR LOSS OF USE, LOSS OF PROFIT, INCREASED OPERATING OR MAINTENANCE EXPENSES, CLAIMS OF CUSTOMER'S TENANTS OR CLIENTS, OR ANY SPECIAL, INDIRECT OR CONSEQUENTIAL DAMAGES.



## Inventory Of Equipment

Proposal Date	Proposal Number	Agreement No.
03/14/2016	PC7783	

Qty	Description	Manufacturer	Model	Serial #	Rating	Location
<b>Chiller System</b>						
1	Chiller 1 1 - Compressor	McQuay	ALP032C	56E8140801	30 Tons	GROUND
2	CHWP	BALDOR	EM3157T	N/A	2 HP	MECHANICAL ROOM
<b>Boiler System</b>						
1	BOILER	LOCHINVAR	KBN285	E07H100324 98	6 Blr HP	MECHANICAL ROOM
1	BOILER2	LOCHINVAR	KBN285	E07H100324 98	6 Blr HP	MECHANICAL ROOM
2	Hot Water Pump 1	BALDOR	EM3157T		2 HP	MECHANICAL ROOM
<b>Air Handler(s)</b>						
1	Air Handling Unit 1  1 - Supply Fan Motor	McQuay	LSL117DH	36E01820-0 4	10 HP	UPSTAIRS ROOM
<b>Misc. Equipment</b>						
1	Fan Coil Unit					
1	Fan Coil Unit					
1	Fan Coil Unit					
1	Fan Coil Unit					



Schedule 2

**Air Filter Service**

Proposal Date	Proposal Number	Agreement No.
03/14/2016	PC7783	

CONTRACTOR WILL FURNISH AND INSTALL AIR FILTER MATERIAL(S) AS LISTED BELOW:

Unit	Qty	Size	Type	Changes/Yr
<b>Misc. Equipment</b>				
FCU 1 MENS RESTROOM	1	10 X 20 X 1	Ext. Surface Pleated	4
FCU 4 MEETING ROOM	1	16 X 20 X 2	Ext. Surface Pleated	4
ENTRANCE UNIT HEATER	1	10 X 30 X 1	Roll Filter	4
<b>Air Handler(s)</b>				
Air Handling Unit 1	8	20 X 25 X 2	Ext. Surface Pleated	4

THE SERVICES DESCRIBED ABOVE ARE GOVERNED BY THE TERMS AND CONDITIONS OF THE PROGRAM OF WHICH THIS SCHEDULE IS A PART.

If this program is terminated, Contractor reserves the right to remove Contractor's frames.

\*Should experience show that more or less frequent media changes are required, the Agreement price will be adjusted based on Contractor's rate then in effect.

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# Perfection Group, Inc.

## *Certified Maintenance*

*prepared for:*

### North Madison Public Library System

Proposal Number: JJ-62C452

Proposal Date: 03/10/2016

By:

Perfection Group, Inc.  
4299 West 96th Street  
Indianapolis, IN 46268  
(317) 228-3985

For:

North Madison Public Library System  
1600 Main Street  
Elwood, IN 46036  
Jamic Scott

And

*Hereinafter:* Perfection Group, Inc.

*Hereinafter:* Customer

Perfection Group, Inc. will provide the described services attached hereto and made a part of this Agreement in accordance with the Terms and Conditions as set forth on the following pages.

**Agreement Provided:**      *Certified Maintenance*

**Agreement Location:**      Elwood, Frankton and Summitville

**Agreement Amount:**      \$7,972.00

Agreement coverage will commence on April 1, 2016. This Agreement is payable in advance in the amount of \$1,993.00 per quarter, beginning on the effective date of April 1, 2016 through March 31, 2017.

Perfection Group, Inc. guarantees the price stated in this Proposal for thirty (30) days from proposal date above.

This proposal is the property of Perfection Group, Inc. and is provided for our Customer's use only. This proposal will become a binding Agreement only after acceptance by Customer and approved by an authorized agent of Perfection Group, Inc. as evidenced by their signature(s) below. This Agreement sets forth all of the terms and conditions binding upon the parties hereto: and no person has authority to make any claim, representation, promise or condition on behalf of Perfection Group, Inc. which is not expressed herein. This annual Agreement shall continue in effect from year to year unless either party gives written notice to the other intention not to renew thirty (30) days prior to any anniversary date.

**PERFECTION GROUP, INC.**

**CUSTOMER**

\_\_\_\_\_  
Signature: Justin Jezierski (Sales Representative)      Date

\_\_\_\_\_  
Authorized Representative Signature      Date

\_\_\_\_\_  
Approval Signature:      Date

\_\_\_\_\_  
Jamic Scott  
Name & Title (Print/Type)

Proposal Number: JJ-62C452

Proposal Date: 03/10/2016

## **Certified Maintenance Provided by Perfection Group, Inc. for: North Madison Public Library System**

Our Certified Maintenance Agreement (CMA) is designed to provide the Client with an on-going maintenance program. The CMA program will be initiated, scheduled, administered, monitored and updated by the contractor.

The service activities will be directed and scheduled, on a regular basis, by our comprehensive equipment maintenance scheduling system based on manufacturers' recommendations, equipment location, application, type, run time, and Perfection Group, Inc.'s own experience. The Customer is informed of the program's progress and results on a continuing basis via a detailed Service Report, presented after each service call for Client's review, approval signature and record.

**THE CONTRACTOR WILL PROVIDE THE FOLLOWING PROFESSIONAL MAINTENANCE SERVICES FOR THE BUILDING ENVIRONMENTAL MECHANICAL SYSTEM(S) COMPRISED OF THE EQUIPMENT LISTED ON SCHEDULE 1 (INVENTORY OF EQUIPMENT):**

**TEST AND INSPECT:** Job labor, travel labor and travel and living expenses required to visually **INSPECT** and **TEST** equipment to determine its operating condition and efficiency. Typical activities include:

- TESTING** for proper operation; motor winding resistance; refrigerant charge; fan RPM; refrigerant oil (acid); water condition; flue gas analysis; safety controls; combustion and draft; crankcase heaters; control system(s), etc.
- INSPECTING** for worn, failed or doubtful parts; mountings; drive couplings; oil level; rotation; soot; flame composition and shape; pilot and igniter; steam, water, oil and/or refrigerant leaks, etc.

**PREVENTIVE MAINTENANCE:** Job labor, travel labor and travel and living expenses required to clean, align, calibrate, tighten, adjust, lubricate and paint equipment. These activities are intended to extend equipment life and assure proper operating condition and efficiency. Typical activities include:

- CLEANING** coil surfaces; fan impellers and blades; electrical contacts; burner orifices; passages and nozzles; pilot and igniter; cooling tower baffles, basin, sump and float.
- ALIGNING** belt drives; drive couplings; air fins, etc.
- CALIBRATING** safety controls; temperature and pressure controls, etc.
- TIGHTENING** electrical connections; mounting bolts; pipe clamps; refrigerant piping fittings; damper sections, etc.
- ADJUSTING** belt tension; refrigerant charge; super heat; fan RPM; water chemical feed and feed rate; burner fuel/air ratios; gas pressure; set point of controls and limits; compressor cylinder unloaders; damper close-off; sump floats, etc.
- LUBRICATING** motors; fan and damper bearings; valve stems; damper linkages; fan vane linkages, etc.



Proposal Number: JJ-62C452

Proposal Date: 03/10/2016

**Special Services/Provisions for:  
North Madison Public Library System**

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Perfection Group is pleased to provide the Certified Maintenance Agreement to North Madison Library System . This is a Preventive Maintenance service proposal that utilizes, as minimum, the manufacturers requirements for best practices based on the age, type and operational use of your equipment. This agreement is designed to help reduce the operational costs associated with the mechanical equipment. Proper preventive maintenance best practices are based on the number of hours dedicated to each piece of equipment to perform the PM tasking. In addition, Perfection will provide a consistent approach to reducing the energy costs associated with this system through this program.

1600 Main St Elwood, IN 46036

- Semiannual Maintenance Visits
- Semiannual Filter Changes for Air Handling Unit
- Annual Filter Change for all Fan Coil Units
- Annual Belt Change for Fan Coil Units and Air Handling Unit
- Annual Chiller Condenser Coil Cleaning
- Computer Generated Tasking
- Partnership with In-House Staff
- Perfection technicians will check in before and after each visit
- Asset Condition Report for Each piece of covered equipment

Price: \$4,924.00

The services above are governed by the terms and conditions of this proposal.

Proposal Number: JJ-62C452

Proposal Date: 03/10/2016

**Special Services/Provisions for:**  
***North Madison Public Library System***

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1013 W. Church St, Summitville, IN 46070

- Semiannual Maintenance Visits
- Semiannual Filter Changes
- Annual Condenser Coil Cleaning
- Computer Generated Tasking
- Partnership with In-House Staff
- Perfection technicians will check in before and after each visit
- Asset Condition Report for Each piece of covered equipment

Price: \$1,524.00

102 Church Street, Frankton, IN 46044

- Semiannual Maintenance Visits
- Semiannual Filter Changes
- Annual Condenser Coil Cleaning
- Computer Generated Tasking
- Partnership with In-House Staff
- Perfection technicians will check in before and after each visit
- Asset Condition Report for Each piece of covered equipment

Price: \$1,524.00

The services above are governed by the terms and conditions of this proposal.





Proposal Number: JJ-62C452

Proposal Date: 03/10/2016

**Services Provided by Perfection Group, Inc. for:**  
*North Madison Public Library System*  
**Schedule 1 - Inventory of Equipment Covered**  
**1600 Main St. Elwood, IN**

	Qty	Component	Manufacturer	Model	Serial #	Rating	Location
1	1	Boiler	Lochinvar	KBN285	L061110027019	285000 BTU	Mechanical Room
2	1	Boiler	Lochinvar	KBN285	E07H10032498	285000 BTU	Mechanical Room
3	1	AHU	Mquay	LSL117011	36E01820-04		Mechanical Room
4	1	Chiller	Mquay	ALP032C	56E8140801	32 Tons	Outdoor
5	4	Pump	Taco	FE2007E2C1E2LOA	58803004	2 HP	Mechanical Room
6	18	Fan Coil Unit	Mquay				Various
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							



Proposal Number: JJ-62C452

Proposal Date: 03/10/2016

**Services Provided by Perfection Group, Inc. for:**  
**North Madison Public Library System**  
**Schedule 1 - Inventory of Equipment Covered**  
**1013 W. Church St, Summitville, IN**

	Qty	Component	Manufacturer	Model	Serial #	Rating	Location
21	1	Condensing Unit	York	YCJ36S41S1A	W1C3542375	3 Tons	Outside
22	1	Condensing Unit	York	YCJF36S41S1A	W1C3542317	3 Tons	Outside
23	1	Condensing Unit	Carrier	38TRA060330	2397E02287	5 Ton	Outside
24	1	Furnace	York	YG9S060B12MP11	W1D3634811	60000 BTU	Mechanical Room
25	1	Furnace	York	YG9S060B12MP11B	W1D3672384	60000 BTU	Mechanical Room
26	1	Furnace	Carrier	58MXA100-20	2397A02894	93000 BTU	Mechanical Room
27	1	Window A/C	Frigidaire	LGQJ250KBE1SL150706	7ND00013S15-0706	1 Ton	Window
28							
29							
30							
31							
32							
33							
34							
35							
36							
37							
38							
39							
40							





Proposal Number: JJ-62C452

Proposal Date: 03/10/2016

**Services Provided by Perfection Group, Inc. for:**  
*North Madison Public Library System*  
**Schedule 1 - Inventory of Equipment Covered**  
**102 Church St, Frankton, IN**

	Qty	Component	Manufacturer	Model	Serial #	Rating	Location
41	1	Furnace	Goodman	GMS950704CXA	512154088	69000 BTU	Mechanical Room
42	1	Furnace	Goodman	GMS950704CXA	60177948	69000 BTU	Mechanical Room
43	1	Furnace	Goodman	GMS950704CXA	601077939	69000 BTU	Mechanical Room
44	1	Condensing Unit	Goodman	CRT42-1	604648024	3.5 Tons	Outside
45	1	Condensing Unit	Goodman	CRT42-1	604648025	3.5 Tons	Outside
46	1	Condensing Unit	Goodman	CRT42-1	604569052	3.5 Tons	Outside
47							
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58							
59							
60							

Proposal Number: JJ-62C452

Proposal Date: 03/10/2016

## Perfection Group, Inc. Terms and Conditions

1. Client shall permit and provide the contractor free, safe, and timely access to all equipment areas. The contractor will be allowed to start and stop the equipment, as necessary to perform required services. All planned work under this Agreement will be performed during the contractor's normal working hours. Any additional equipment (lifts, scaffolds etc.) needed to provide service will be the responsibility of the client, unless otherwise stated in this agreement.
2. In case of any failure to perform its obligations under this Agreement, the contractor's liability is limited to repair or replacement at its option, and such repair or replacement shall be Customer's sole remedy. This warranty is conditioned upon proper operation and maintenance by Customer and shall not apply if the failure is caused or contributed to by accident, alteration, abuse or misuse, and shall not extend beyond the term of this Agreement.
3. The annual Agreement price is subject to adjustment on each commencement anniversary to reflect increases in labor, material and other costs.
4. Customer shall be responsible for all taxes applicable to the services and/or materials hereunder; including increased refrigerant taxes and handling charges.
5. Customer will promptly pay invoices within thirty (30) days of receipt. Should a payment become sixty (60) days or more delinquent, the contractor may stop all work under this Agreement without notice and/or cancel this agreement, and the entire Agreement amount shall become due and payable immediately upon demand.
6. Excluded from this Agreement, unless otherwise stated herein, is main power service, equipment starters, VFD'S and wiring, equipment structural supports, oil, gas and other storage tanks, cleaning of ductwork interiors and or systems.
7. Any alteration to, or deviation from, this Agreement involving extra work, material or labor will become an extra charge (fixed-price amount to be negotiated or on a time-and-material basis at the contractor's rates then in effect) over the sum stated in this Agreement.
8. The contractor will not be required to move, replace or alter any part of the building structure in the performance of this Agreement.
9. The contractor shall permit only their personnel or agents to perform the work included in the scope of this Agreement. Should anyone other than the contractor personnel perform such work, the contractor may, at its option, cancel this Agreement or eliminate of equipment from inclusion in this Agreement.
10. In the event the contractor must commence legal action in order to recover any amount payable under this Agreement, Customer shall pay all court costs and the contractor attorneys' fees incurred.
11. Any legal action against the contractor relating to this Agreement, or the breach thereof, shall be commenced within one (1) year from the date of work.
12. The contractor shall not be liable for any delay, loss, damage or detention caused by unavailability of machinery, equipment or materials, delay of carriers, strikes, including those by the contractor's employees, lockouts, civil or military authority, priority regulations, insurrection or riot, action of the elements, forces of nature, or by any cause beyond its control.
13. To the fullest extent permitted by law, Customer shall indemnify and hold harmless the contractor, its agents and employees from and against all claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from the performance of work hereunder, provided that such claim, damage, loss or expense is caused in whole or in part by an active or passive act or omission of Customer, anyone directly or indirectly employed by Customer, or anyone for whose acts Customer may be liable for, regardless of whether it is caused in part by the negligence of the contractor.
14. Customer shall make available to the contractor's personnel all pertinent Material Safety Data Sheets (MSDS) pursuant to OSHA'S Hazard Communication Standard Regulations.
15. The contractor's obligation under this proposal and any subsequent contract does not include the identification, abatement or removal of asbestos or any other toxic or hazardous substances, hazardous wastes or hazardous materials. In the event such substances, wastes or materials are encountered, the contractor's sole obligation will be to notify the Owner of their existence. The contractor shall have the right thereafter to suspend its work until such substances, wastes or materials and the resultant hazards are removed. The time for completion of the work shall be extended to the extent caused by the suspension and the contract price equitably adjusted.
16. UNDER NO CIRCUMSTANCES, WHETHER ARISING IN CONTRACT, TORT (INCLUDING NEGLIGENCE), EQUITY OR OTHERWISE, WILL THE CONTRACTOR BE RESPONSIBLE FOR LOSS OF USE, LOSS OF PROFIT, INCREASED OPERATING OR MAINTENANCE EXPENSES, CLAIMS OF CUSTOMER'S TENANTS OR CLIENTS, OR ANY SPECIAL, INDIRECT OR CONSEQUENTIAL DAMAGES.
17. This Agreement does not include repairs to the system(s), the provisions for or installation of components or parts, or service calls requested by the Customer. These services when requested will be charged for at the contractor's rates then in effect.



Agenda

March 14<sup>th</sup>, 2016

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting  
5:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
  - Minutes
  - Claims Register & Checks
  - Personnel
- Old Business
- New Business
  - 1. HVAC Concerns
    - a. LMC (Lehman's) Contract
    - b. Quotes for New Service
      - i. Perfection Group
      - ii. Vasey Commercial Heating and Cooling
  - 2. Parking Spaces for Carnegie Building
- Director's Report
- Public Comment
- Adjournment

Please Publish  
Friday and  
again on Monday  
Thankyou,  
Jami

Fax Send Report

MAR-10-2016 05:22 PM THU

Fax Number : 1 765 536 9050  
Name : Hazelbaker

Name/Number : 5520955  
Page : 1  
Start Time : MAR-10-2016 05:22PM THU  
Elapsed Time : 00'12"  
Mode : STD ECM  
Results : [O.K]

Agenda

March 14<sup>th</sup>, 2016

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting  
5:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
  - Minutes
  - Claims Register & Checks
  - Personnel
- Old Business
- New Business
  - 1. HVAC Concerns
    - a. LMC (Lehman's) Contract
    - b. Quotes for New Service
      - i. Perfection Group
      - ii. Vasey Commercial Heating and Cooling
  - 2. Parking Spaces for Carnegie Building
- Director's Report
- Public Comment
- Adjournment

Please Publish  
Friday and  
again on Monday  
Thankyou,  
Jami

Fax Send Report

MAR-10-2016 05:18 PM THU

Fax Number : 1 765 536 9050  
Name : Hazelbaker

Name/Number : 5523358  
Page : 1  
Start Time : MAR-10-2016 05:18PM THU  
Elapsed Time : 00' 12"  
Mode : STD ECM  
Results : [O.K]

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Agenda

March 14<sup>th</sup>, 2016

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting  
5:30 P.M.

Call to Order  
Call for Quorum  
Consent Agenda  
Minutes  
Claims Register & Checks  
Personnel  
Old Business  
New Business  
1. HVAC Concerns  
a. LMC (Lehman's) Contract  
b. Quotes for New Service  
i. Perfection Group  
ii. Vasey Commercial Heating and Cooling  
2. Parking Spaces for Carnegie Building  
Director's Report  
Public Comment  
Adjournment

Please Publish  
Friday and  
again on Monday  
Thankyou,  
(Jm)



Agenda

April 11, 2016

North Madison County Public Library System  
Board of Trustees

Ralph E. Hazelbaker Library

Regular Meeting  
5:30 P.M.

Call to Order

Call for Quorum

Consent Agenda

Minutes

Claims Register & Checks

Personnel

Old Business

New Business

1. Public Hearing for Anderson Memory Care, L.L.C.
2. Circulation Policy
3. New Website and Wiki

Director's Report

Public Comment

Adjournment

NORTH MADISON COUNTY PUBLIC LIBRARY

BOARD OF TRUSTEES

Regular Meeting

April 11, 2016

5:30 p.m.

Ralph E. Hazelbaker Library

CALL TO ORDER

Vice President Beverly Austin called a regular meeting of the North Madison County Public Library Board of Trustees to order on April 11, 2016 at 5:30 p.m. in the meeting room of the Ralph E. Hazelbaker Library.

CALL FOR QUORUM

Present were members Beverly Austin, Barbara Abernathy, Diana Eddleman, Bette Dalzell, and Mike Robertson. Also in attendance were Director Jamie Scott and Administrative Assistant Sheri Wallace.

CONSENT AGENDA

Mike Robertson made a motion to approve the minutes, claims register and personnel report in the consent agenda. A second was made by Diana Eddleman and the motion carried. The members signed the minutes and claims register. Assistant Treasurer Mike Robertson signed checks.

OLD BUSINESS

No old business was brought forward.

NEW BUSINESS

Public Hearing for Anderson Memory Care, L.L.C

Director Jamie Scott received notice from the City of Anderson notifying us of a public hearing on April 14, 2016 at 7:00 p.m. for Anderson Memory Care, L.L.C. They are seeking a five year tax abatement for a new facility located at 2101 North Madison Avenue, Anderson, which is located in Lafayette Township.

Circulation Policy

Director Scott would like the following item added to the circulation policy:

*To ensure that each patron is allowed access to our materials, patrons are allowed to renew items according to Evergreen Indiana policy. When the item is due and all renewals have been exhausted, the item is to be checked in and returned to the shelf for other patrons to discover.*

Bette Dalzell made a motion to accept this addition to the circulation policy. Barbara Abernathy made a second and the motion carried.

New Website and Wiki

Clint Trice, IT Manager, has created a new website with ConnectIN. It is easier to navigate and the calendar has consolidated programs at all locations. Soon he will have a new wiki up and running which will free up space on the main server.

Director's Report

Director Jamie Scott reported on National Library Week festivities. We have an internet safety class for families on Tuesday, April 12, 2016. Captain Nick Oldham of the Elwood Police Department has partnered with Kids Talk, Inc. IT Manager Clint Trice is planning an Escape Room for Friday, April 15, 2016. We are also having book sales and Patron Appreciation day.

Our Rainy Day budget has been decreased from \$29,000.00 to \$24,579.00.

EnviroForensics has been testing outside the library. We should receive the complete test results by the next board meeting.

There was discussion about holding two board meetings at each branch instead of one. They will review this at the next meeting.

PUBLIC COMMENT

Public comment was sought. None was forthcoming

Vice President Beverly Austin adjourned the meeting.

Bette Dalzell  
Bette Dalzell, Secretary

Dan Prichett  
Mike Robertson  
Sheri Wallace

Barbara Abernathy  
Beverly J. Austin



# Register Of Claims

## North Madison County Public Library System

Report Date: From 03/15/16 To 04/11/16

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	202	PAYROLL	Operating Fund	Salary of Director	\$2,170.55	04/06/16	PAYROLL
			Operating Fund	Salary of Assistants	\$15,360.39		
			Operating Fund	Wages of Janitor	\$1,076.42		
			<b>Total this claim =</b>		\$18,607.36		
0	173	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,470.41	03/23/16	Payroll ending 3/19/16
			FICA	Payroll Deductions	\$1,191.71		
			Federal Taxes Withheld	Payroll Deductions	\$1,753.52		
			Medicare	Payroll Deductions	\$278.70		
			<b>Total this claim =</b>		\$4,694.34		
0	174	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$270.00	03/23/16	Payroll ending 3/19/16
<b>Total this claim =</b>		\$270.00					
0	176	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$1,327.94	03/23/16	State & County w/h for March
			County Taxes Withheld	Payroll Deductions	\$667.00		
			<b>Total this claim =</b>		\$1,994.94		
0	178	AFLAC	AFLAC	Payroll Deductions	\$431.64	03/23/16	Insurance for March
<b>Total this claim =</b>		\$431.64					
0	186	PAYROLL	Operating Fund	Salary of Director	\$2,170.55	03/23/16	PAYROLL
			Operating Fund	Salary of Assistants	\$15,380.10		
			Operating Fund	Salary of Assistants	\$797.50		
			Operating Fund	Wages of Janitor	\$958.60		
			<b>Total this claim =</b>		\$19,306.75		
0	188	INDIANA PUBLIC RETIREMENT	PERF	Payroll Deductions	\$382.32	04/06/16	Payroll ending 4/2/16
			Operating Fund	Emp Cont PERF	\$1,427.30		
			<b>Total this claim =</b>		\$1,809.62		
0	189	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,416.86	04/06/16	Payroll ending 4/2/16
			FICA	Payroll Deductions	\$1,148.32		
			Federal Taxes Withheld	Payroll Deductions	\$1,673.24		
			Medicare	Payroll Deductions	\$268.54		
			<b>Total this claim =</b>		\$4,506.96		
0	190	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$270.00	04/06/16	Payroll ending 4/2/16
<b>Total this claim =</b>		\$270.00					

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	172	INDIANA PUBLIC RETIREMENT	PERF Operating Fund	Payroll Deductions Emp Cont PERF	\$394.51 <u>\$1,472.78</u>	03/23/16	Payroll ending 3/19
				<b>Total this claim =</b>	<u>\$1,867.29</u>		
0	201	STAR FINANCIAL BANK	Operating Fund	Professional Services	<u>\$10.08</u>	04/06/16	Service Charge- March
				<b>Total this claim =</b>	<u>\$10.08</u>		
30159	180	ELWOOD CALL LEADER	Operating Fund	Advertising & Public Notices	<u>\$15.85</u>	03/23/16	Employment ad-Frankton
				<b>Total this claim =</b>	<u>\$15.85</u>		
30160	182	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	<u>\$1,645.29</u>	03/23/16	Service for Elwood
				<b>Total this claim =</b>	<u>\$1,645.29</u>		
30161	181	ITSAVVY LLC	Operating Fund	Technology Equipment	<u>\$244.93</u>	03/23/16	Speco Intensifier Camera
				<b>Total this claim =</b>	<u>\$244.93</u>		
30162	183	LEAP Managed IT	Operating Fund	Office Supplies	<u>\$10.00</u>	03/23/16	Copies
				<b>Total this claim =</b>	<u>\$10.00</u>		
30163	175	MADISON COUNTY CLERK	Garnishment	Payroll Deductions	<u>\$25.00</u>	03/23/16	Payroll ending 3/19/16 Garnishment
				<b>Total this claim =</b>	<u>\$25.00</u>		
30164	184	MARSH SUPERMARKET	Operating Fund Operating Fund Operating Fund	Elwood Adult Programming Elwood Children's Programming Summitville Programming	\$15.46 \$17.75 <u>\$12.57</u>	03/23/16	As per attached invoices.
				<b>Total this claim =</b>	<u>\$45.78</u>		
30165	185	RICOH USA, INC	Operating Fund Operating Fund	Office Supplies Office Supplies	\$25.84 <u>\$10.82</u>	03/23/16	As per attached invoices.
				<b>Total this claim =</b>	<u>\$36.66</u>		
30166	179	SYNCB/AMAZON	Gift Operating Fund Operating Fund Operating Fund Operating Fund	Elwood AV Elwood AV Frankton AV Summitville AV Frankton Programming	\$296.25 \$644.50 \$393.26 \$359.78 <u>\$49.99</u>	03/23/16	As per attached invoices.
				<b>Total this claim =</b>	<u>\$1,743.78</u>		
30167	177	UNITED HEALTHCARE	Insurance Operating Fund	Payroll Deductions Emp Cont Group Ins	\$445.22 <u>\$4,406.63</u>	03/23/16	Health Insurance 4/1/16-4/30/16
				<b>Total this claim =</b>	<u>\$4,851.85</u>		
30168	192	AT&T LONG DISTANCE	Operating Fund Operating Fund	Telephone & Telegraph Telephone & Telegraph	\$10.79 <u>\$86.96</u>	04/06/16	Service for Elwood & Summitville
				<b>Total this claim =</b>	<u>\$97.75</u>		



**Warrant Claim**

<b>Warrant Number</b>	<b>Claim Number</b>	<b>Name of Claimant</b>	<b>Fund</b>	<b>Account</b>	<b>Amount</b>	<b>Date</b>	<b>Explanation</b>
30169	196	BARBARA SNIPES	Operating Fund	Professional Services	<u>\$177.81</u>	04/06/16	Displays
				<b>Total this claim =</b>	\$177.81		
30170	193	CARDMEMBER SERVICE	Operating Fund	Operating Supplies	\$113.22	04/06/16	As per attached invoices.
			Operating Fund	Repair Parts/Maintenance	\$48.15		
			Operating Fund	Elwood Children's Programing	\$42.26		
			Operating Fund	Elwood Adult Programing	\$1.53		
			Operating Fund	Elwood Children's Programing	\$19.95		
				<b>Total this claim =</b>	<u>\$225.11</u>		
30171	194	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$133.56	04/06/16	Service for Elwood
			Operating Fund	Waste Disposal Services	\$202.62		
				<b>Total this claim =</b>	<u>\$336.18</u>		
30172	187	INDIANA DEPARTMENT OF W	Operating Fund	Employee Benefits	<u>\$1,848.78</u>	04/06/16	1st Qtr Unemployment
				<b>Total this claim =</b>	\$1,848.78		
30173	195	JILL MURRAY	Operating Fund	Summitville Programing	\$32.35	04/06/16	Petty Cash Reimbursement
			Operating Fund	Fuel, Oil and Lubricants	\$3.00		
				<b>Total this claim =</b>	<u>\$35.35</u>		
30174	191	MADISON COUNTY CLERK	Garnishment	Payroll Deductions	<u>\$25.00</u>	04/06/16	Payroll ending 4/2/16
				<b>Total this claim =</b>	\$25.00		
30175	199	TOPS HOME CENTER	Operating Fund	Operating Supplies	<u>\$61.01</u>	04/06/16	As per attached invoices.
				<b>Total this claim =</b>	\$61.01		
30176	197	TOWN OF FRANKTON	Operating Fund	Electricity	\$402.85	04/06/16	Service for Frankton
			Operating Fund	Water	\$23.19		
			Operating Fund	Waste Disposal Services	\$17.12		
				<b>Total this claim =</b>	<u>\$443.16</u>		
30177	198	TOWN OF SUMMITVILLE	Operating Fund	Waste Disposal Services	<u>\$55.30</u>	04/06/16	Service for Summitville
				<b>Total this claim =</b>	\$55.30		
30178	200	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$355.72	04/06/16	Service for Elwood and Summitville
			Operating Fund	Gas	\$82.13		
				<b>Total this claim =</b>	<u>\$437.85</u>		
30179	228	AUTO-OWNERS INSURANCE	Operating Fund	Insurance	<u>\$400.00</u>	04/11/16	Tailored Liability and Bond Renewal
				<b>Total this claim =</b>	\$400.00		
30180	203	AVC TECHNOLOGY CORPORA	Operating Fund	Professional Services	<u>\$486.00</u>	04/11/16	Quarterly billing for April through June
				<b>Total this claim =</b>	\$486.00		

**Warrant Claim**

<b>Warrant Number</b>	<b>Claim Number</b>	<b>Name of Claimant</b>	<b>Fund</b>	<b>Account</b>	<b>Amount</b>	<b>Date</b>	<b>Explanation</b>
30181	204	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$201.81	04/11/16	As per attached invoices.
			Operating Fund	Elwood Childrens	\$571.23		
			Operating Fund	Elwood YA	\$285.93		
			Operating Fund	Frankton	\$662.33		
			Operating Fund	Summitville	\$862.95		
				<b>Total this claim =</b>	<u>\$2,584.25</u>		
30182	205	CHESTER INFORMATION TEC	Operating Fund	Technology Software	\$380.00	04/11/16	Veritas Backup Exec 15 Agent
				<b>Total this claim =</b>	<u>\$380.00</u>		
30183	206	DOLLAR GENERAL-REGIONS	Operating Fund	Summitville Programing	\$26.12	04/11/16	As per attached invoices.
			Operating Fund	Cleaning & Sanitation Supplies	\$12.00		
			Operating Fund	Frankton Programing	\$21.40		
				<b>Total this claim =</b>	<u>\$59.52</u>		
30184	230	ELITE CONSTRUCTION	Operating Fund	Professional Services	\$360.00	04/11/16	Snow removal at Elwood Dec, Jan & Feb
				<b>Total this claim =</b>	<u>\$360.00</u>		
30185	207	ELWOOD FIRE EQUIPMENT C	Operating Fund	Professional Services	\$575.00	04/11/16	As per attached invoices.
				<b>Total this claim =</b>	<u>\$575.00</u>		
30186	208	ENA SERVICES LLC	St Technology Fund Gra	Telephone & Telegraph	\$833.00	04/11/16	Internet & Telephone
			Operating Fund	Telephone & Telegraph	\$159.43		
				<b>Total this claim =</b>	<u>\$992.43</u>		
30187	209	FRONTIER	Operating Fund	Telephone & Telegraph	\$108.48	04/11/16	Service for Frankton
				<b>Total this claim =</b>	<u>\$108.48</u>		
30188	210	GE CAPITAL INFORMATION TE	Operating Fund	Equipment/Rental	\$60.60	04/11/16	Copier lease for Frankton & Summitville
			Operating Fund	Equipment/Rental	\$60.60		
				<b>Total this claim =</b>	<u>\$121.20</u>		
30189	231	HUMPHRIES AUTOMOTIVE SE	Operating Fund	Professional Services	\$40.00	04/11/16	Snow removal March
				<b>Total this claim =</b>	<u>\$40.00</u>		
30190	211	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$415.13	04/11/16	Service for Summitville
				<b>Total this claim =</b>	<u>\$415.13</u>		
30191	212	INDIANA STATE LIBRARY	PLAC	Other	\$130.00	04/11/16	First Quarter PLAC
				<b>Total this claim =</b>	<u>\$130.00</u>		
30192	213	INDIANA STATE LIBRARY	Evergreen Indiana	Other	\$74.33	04/11/16	First Quarter Evergreen payment
				<b>Total this claim =</b>	<u>\$74.33</u>		
30193	232	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$23.36	04/11/16	Service for Summitville
				<b>Total this claim =</b>	<u>\$23.36</u>		



<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
30194	214	KEITH BALDWIN	Operating Fund	Professional Services	\$50.00	04/11/16	Shelf Repair Frankton
				<b>Total this claim =</b>	<u>\$50.00</u>		
30195	216	LIBRARY STORE INC., THE	Operating Fund	Book Processing	\$346.21	04/11/16	As per attached invoices.
				<b>Total this claim =</b>	<u>\$346.21</u>		
30196	215	LMC SERVICE SOLUTIONS	Operating Fund	Professional Services	\$464.00	04/11/16	Repair in Server Room
			Operating Fund	Professional Services	(\$212.50)		
				<b>Total this claim =</b>	<u>\$251.50</u>		
30197	229	MADISON COUNTY HISTORIC	Operating Fund	Summitville Programing	\$20.00	04/11/16	Program @ Summitville 4/21/16
				<b>Total this claim =</b>	<u>\$20.00</u>		
30198	217	MADISON COUNTY TREASUR	Operating Fund	Taxes	\$40.00	04/11/16	Drain Assessment Elwood, Summitville
				<b>Total this claim =</b>	<u>\$40.00</u>		
30199	218	MARSH SUPERMARKET	Operating Fund	Elwood Children's Programing	\$33.89	04/11/16	As per attached invoices.
				<b>Total this claim =</b>	<u>\$33.89</u>		
30200	219	McCORMACK PRINTING IMPR	Operating Fund	Operating Supplies	\$174.00	04/11/16	Adult Registration Cards
				<b>Total this claim =</b>	<u>\$174.00</u>		
30201	220	MIDWEST COLLABORATIVE F	Operating Fund	Databases	\$157.89	04/11/16	Cypress Resume
				<b>Total this claim =</b>	<u>\$157.89</u>		
30202	221	MIDWEST TAPE	Operating Fund	Book Processing	\$415.95	04/11/16	As per attached invoices.
			Operating Fund	Elwood AV	\$191.97		
				<b>Total this claim =</b>	<u>\$607.92</u>		
30203	222	MY HERITAGE (USA) INC.	Operating Fund	Databases	\$900.00	04/11/16	World Vital Records database
				<b>Total this claim =</b>	<u>\$900.00</u>		
30204	223	NUGENT ELECTRIC INC.	Operating Fund	Professional Services	\$1,310.00	04/11/16	Additional can lights at Summitville
				<b>Total this claim =</b>	<u>\$1,310.00</u>		
30205	224	PERMACARD	Operating Fund	Book Processing	\$220.04	04/11/16	Barcode labels
				<b>Total this claim =</b>	<u>\$220.04</u>		
30206	233	RHONDA CONRAD	Operating Fund	Professional Services	\$40.00	04/11/16	Internal Control Seminar
				<b>Total this claim =</b>	<u>\$40.00</u>		
30207	225	STAPLES ADVANTAGE	Operating Fund	Office Supplies	\$98.52	04/11/16	As per attached invoices.
			Operating Fund	Elwood Children's Programing	\$32.94		
			Operating Fund	Cleaning & Sanitation Supplies	\$11.77		
				<b>Total this claim =</b>	<u>\$143.23</u>		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
30208	226	TEI LANDMARK AUDIO	Operating Fund	Summitville AV	\$73.75	04/11/16	As per attached invoices.
			Operating Fund	Frankton AV	\$57.25		
				<b>Total this claim =</b>	<b>\$131.00</b>		
30209	227	U.S. BANK EQUIPMENT FINAN	Operating Fund	Equipment/Rental	\$149.00	04/11/16	Copier Lease Elwood
				<b>Total this claim =</b>	<b>\$149.00</b>		
<b>Total Amount of Claims</b>					<b>\$77,455.80</b>		

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Monday, April 11, 2016

Michael Robinson  
Fiscal Officer

**ALLOWANCE OF VOUCHERS**

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of  pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of

Date this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

<u>Barbara Abernethy</u>	<u>Deana J. Cadden</u>	_____
<u>Kevin J. Bush</u>	_____	_____
<u>Bette DeLoe</u>	_____	_____

**SIGNATURES OF GOVERNING BOARD**

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.



## **Personnel Report**

**April 11, 2016**

- Kelly Stover, Full-time Youth Services Clerk, resigned March 21<sup>st</sup>, 2016 due to health issues.
- Hired 2 part-time clerks to replace Ms. Stover's position in Youth Services, Terina Ball and Debbie Humphrey.
- Jamie Kay Presley, part-time clerk at Summitville, resigned March 29<sup>th</sup>, 2016.
- Hired Josey Kornbroke as part-time clerk to replace Ms. Presley's position at Summitville.
- Hired Julius Keith Moore as 10 hour custodian at Frankton.



MAYOR KEVIN SMITH

# Department of Economic Development

Greg Winkler, Director of Corporate Sales and Economic Development  
120 East 8<sup>th</sup> Street · Anderson · Indiana · 46016  
T: 765-648-6112 F: 765-648-5911 Email: [ED@cityofanderson.com](mailto:ED@cityofanderson.com)  
Website: [www.cityofanderson.com/ED](http://www.cityofanderson.com/ED)

March 28, 2016

To Whom It May Concern:

Please find enclosed copies of certain documents that are required to be sent to you pursuant to I.C. 6-1.1-12.1-2.5.

If you have any questions, please contact me at 765-648-6113.

Sincerely,

Michael Frischkorn  
Deputy Director

Enclosures: Resolution #04-16  
Location Map  
SB-1 Form  
Legal Ad



**RESOLUTION NO. 4-16**

**A PRELIMINARY DECLARATORY RESOLUTION  
FIXING A DATE, TIME AND PLACE  
FOR A PUBLIC HEARING THEREON FOR  
ANDERSON MEMORY CARE, L.L.C.**

WHEREAS, I.C. 6-1.1-12.1-4 allows a partial abatement of property taxes attributable to redevelopment or rehabilitation activities in economic revitalization areas; and

WHEREAS, I.C. 6-1.1-12.1 provides that economic revitalization areas must be in geographic areas that are within the corporate limits of a town and have become undesirable for, or impossible of, normal development and occupancy because of a lack of development, cessation of growth, deterioration of improvements or character of occupancy, age, obsolescence, substandard building or other facts that have impaired values or prevent a normal development of property or use of property; and

WHEREAS, I.C. 6-1.1-12.1 empowers the Common Council of the City of Anderson (hereinafter "Council") to designate economic revitalization areas by following a procedure involving adoption of a preliminary resolution, provision of public notice, conducting a public hearing and adoption of a final resolution confirming the preliminary resolution; and

WHEREAS, the Council has ordained, as reflected in Ordinance No. 39-82, policies about economic revitalization areas in a manner by which citizens of the City of Anderson will benefit from the creation of permanent jobs, expansion of the property tax base, protection of private investment and revitalization of the City; and

WHEREAS, **ANDERSON MEMORY CARE L.L.C.**, as owner of the subject real estate, has filed an application with and provided a completed Statement of Benefits to the

Department of Economic Development requesting that its real estate located at **2101 NORTH MADISON AVENUE**, Anderson, Indiana, more particularly described as follows, to-wit:

**Lot 9 in the Plat of Madison Square Section 5, a Subdivision in Lafayette Township in Anderson, Madison County, Indiana**

be designated as an economic revitalization area for the purpose of achieving property tax savings in connection with the following redevelopment construction (hereinafter called "Project") on the subject real estate to consist of the **construction of a 24,000 sq. ft. facility for medical services, dining and maintenance for memory care residents.**

WHEREAS, evidence has been submitted and considered which establishes that the subject real estate has become undesirable for normal development as evidenced by the fact that the subject real estate has become undesirable for redevelopment because of cessation of growth, lack of development and because the area surrounding the subject real estate shows evidence of neglect and blight and economic stagnation, and that the property in the surrounding neighborhood is undesirable for normal development and occupancy.

WHEREAS, evidence has been submitted and considered to establish the project will further and promote municipal development objectives by making effective use of bypassed, vacant or underutilized urban land and the expansion of the property tax base through the construction of new facilities with an estimated cost of approximately **Six Million Dollars (\$6,000,000.00)**, and the creation of approximately **23 employment opportunities and with an estimated annual salary of \$21,700 or with an average hourly wage of \$10.45 as compared to the State's minimum wage of \$7.25 per hour**, and which estimates are reasonable expectations for such proposed project; and with no infrastructure requirements needed for the

development of the project; and therefore, that the totality of benefits is sufficient to justify the deduction, and

NOW, THEREFORE, BE IT RESOLVED:

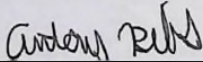
Section I - The subject real estate herein described is hereby preliminarily designated as an economic revitalization area entitled to abatement of property taxes in accordance with applicable State law. Such designation will become effective, however, only after adoption by this council of a final declaratory resolution confirming this resolution in accordance with the governing statute. Said designation will thereupon remain in full force and effect for a term of **five (5) years** provided, however, the Council may rescind said designation if the redevelopment of the subject real estate is not accomplished in substantial conformance with the Project description contained in the final resolution as supplemented by information in the application.

Section II - The council now fixes the **14th day of April, 2016**, at 7:00 P.M. in the Council Chambers, Anderson City Hall, as the date, time and place for a public hearing for the receiving of remonstrances and objections from persons interested in or affected by the Project and directs the publication of notice of said hearing in accordance with the requirements of the governing statute and Ordinance No. 39-82. At said hearing, the Council will take action relative to this preliminary resolution and determine finally whether the subject real estate should be designated as and declared to be an economic revitalization area.

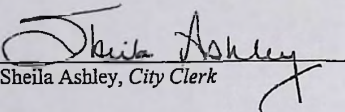


PASSED AND ADOPTED BY THE COMMON COUNCIL OF THE CITY OF  
ANDERSON, INDIANA, this 10<sup>th</sup> day of March, 2016.

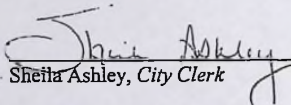
COMMON COUNCIL  
CITY OF ANDERSON

  
\_\_\_\_\_  
Anthony Bibbs, *President*

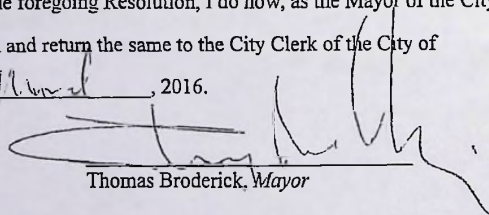
ATTEST:

  
\_\_\_\_\_  
Sheila Ashley, *City Clerk*

Presented by me, the undersigned City Clerk of the City of Anderson, to the  
Mayor of said City for his approval on the 11<sup>th</sup> day of March, 2016, at  
9:15 o'clock, A M.

  
\_\_\_\_\_  
Sheila Ashley, *City Clerk*

Having examined the foregoing Resolution, I do now, as the Mayor of the City of  
Anderson, approve said Resolution and return the same to the City Clerk of the City of  
Anderson, this 11<sup>th</sup> day of March, 2016.

  
\_\_\_\_\_  
Thomas Broderick, *Mayor*

Reviewed by: tin Lanane, *City Attorney*  
Sponsored By: Michael Frischkorn, *Deputy Director Economic Development*

### Exhibit A

#### Standard Five (5) Year Abatement Schedule

Year 1	100%
Year 2	80%
Year 3	60%
Year 4	40%
Year 5	20%





**STATEMENT OF BENEFITS  
REAL ESTATE IMPROVEMENTS**

State Form 51767 (R6 / 10-14)

Prescribed by the Department of Local Government Finance

This statement is being completed for real property that qualifies under the following Indiana Code (check one box):

- Redevelopment or rehabilitation of real estate improvements (IC 6-1.1-12.1-4)
- Residentially distressed area (IC 6-1.1-12.1-4.1)

**INSTRUCTIONS:**

1. This statement must be submitted to the body designating the Economic Revitalization Area prior to the public hearing if the designating body requires information from the applicant in making its decision about whether to designate an Economic Revitalization Area. Otherwise, this statement must be submitted to the designating body **BEFORE** the redevelopment or rehabilitation of real property for which the person wishes to claim a deduction.
2. The statement of benefits form must be submitted to the designating body and the area designated an economic revitalization area before the initiation of the redevelopment or rehabilitation for which the person desires to claim a deduction.
3. To obtain a deduction, a Form 322/RE must be filed with the County Auditor before May 10 in the year in which the addition to assessed valuation is made or not later than thirty (30) days after the assessment notice is mailed to the property owner if it was mailed after April 10. A property owner who failed to file a deduction application within the prescribed deadline may file an application between March 1 and May 10 of a subsequent year.
4. A property owner who files for the deduction must provide the County Auditor and designating body with a Form CF-1/Real Property. The Form CF-1/Real Property should be attached to the Form 322/RE when the deduction is first claimed and then updated annually for each year the deduction is applicable. IC 6-1.1-12.1-5.1(b)
5. For a Form SB-1/Real Property that is approved after June 30, 2013, the designating body is required to establish an abatement schedule for each deduction allowed. For a Form SB-1/Real Property that is approved prior to July 1, 2013, the abatement schedule approved by the designating body remains in effect. IC 6-1.1-12.1-17

20 <u>15</u> PAY 20 <u>16</u>
FORM SB-1 / Real Property
<b>PRIVACY NOTICE</b>
Any information concerning the cost of the property and specific salaries paid to individual employees by the property owner is confidential per IC 6-1.1-12.1-5.1.

Name of taxpayer <b>Anderson Memory Care, L.L.C.</b>					
Address of taxpayer (number and street, city, state, and ZIP code) <b>815 N 2nd Street, Aberdeen, SD 57401</b>					
Name of contact person <b>Mark W. McNeary</b>		Telephone number <b>( 605 ) 226-3300</b>		E-mail address <b>mmcneary@primrosereirement.com</b>	
Name of designating body <b>Anderson Memory Care, L.L.C.</b>				Resolution number	
Location of property <b>2101 N. Madison Ave., Anderson, IN 46011</b>		County <b>Madison</b>		DLGF taxing district number	
Description of real property improvements, redevelopment, or rehabilitation (use additional sheets if necessary) <b>Development, construction and management of 24 unit Memory Care Facility</b>				Estimated start date (month, day, year) <b>10-15-2015</b>	
				Estimated completion date (month, day, year) <b>10-15-2016</b>	
Current number	Salaries	Number retained	Salaries	Number additional	Salaries
				<b>23</b>	<b>\$500,000.00</b>
<b>REAL ESTATE IMPROVEMENTS</b>					
			<b>COST</b>		<b>ASSESSED VALUE</b>
Current values			0.00		0.00
Plus estimated values of proposed project					
Less values of any property being replaced					
Net estimated values upon completion of project					
Estimated solid waste converted (pounds) <u>N/A</u>		Estimated hazardous waste converted (pounds) <u>N/A</u>			
Other benefits Providing Senior housing and memory care housing to residents of Anderson, Indiana.					
I hereby certify that the representations in this statement are true.					
Signature of authorized representative 				Date signed (month, day, year) <b>9/30/2015</b>	
Printed name of authorized representative <b>Mark W. McNeary</b>			Title <b>Owner Representative</b>		

**NOTICE TO TAXPAYERS**

**PUBLIC HEARING ON PROPOSED TAX ABATEMENT  
FOR  
ANDERSON MEMORY CARE, L.L.C.**

Notice is hereby given the taxpayers of Madison County, Indiana, that the Anderson City Council at their regular meeting on **March 10, 2016, 7:00 p.m.** in the Council Chambers of City Hall, 120 East Eighth Street, Anderson, Indiana, adopted **Resolution No. 04-16** being entitled a preliminary declaratory Resolution Fixing a Date, Time, and Place for a Public Hearing thereon for **ANDERSON MEMORY CARE, L.L.C.** The Mayor of Anderson approved and signed Resolution on the **same day**. By this said Resolution, real estate situated in the City of Anderson, Madison County, Indiana, located at **2101 North Madison Avenue** more particularly described as follows, to-wit:

**SECTION 9 IN THE PLAT OF MADISON SQUARE SECTION 5, A SUBDIVISION IN LAFAYETTE TOWNSHIP IN ANDERSON, MADISON COUNTY, INDIANA**

A description of the affected area is available and can be inspected in the Madison County Assessor's Office.

Resolution **No. 04-16** was introduced before the Council by the filing of an application with a proposed redevelopment project upon the subject real estate. The project consists of the **construction of a 24,000 sq. ft. facility for medical services, dining, and maintenance for memory care residents.**

The Anderson City Council has fixed **Thursday, April 14 2016, at 7:00 p.m.** in the Council Chambers of the City Building, 120 East Eighth Street, Anderson, Indiana, as the date, time and location for a public hearing to receive any remonstrance or objection from persons interested in the project and to determine whether the subject real estate should be declared as an economic revitalization area.

Maps and plats of the economic revitalization area along with site plans are on file and may be inspected at the Department of Economic Development Office, First Floor of the City Building, 120 East Eighth Street, Anderson, Indiana.

Dated: **March 28, 2016.**

CITY OF ANDERSON, INDIANA

By: **7s/ Sheila Ashley**  
Sheila Ashley, City Clerk

Publish Date: **on or before April 3, 2016**



Main Map



Lot 9 Madison Square Section 5

Primrose Retirement Community

Primrose Ln.

Madison Square

W. Cross St.

W. Hill St.

W. Valley St.

Madison Ave.

## NMCPLS Circulation Policy

The North Madison County Public Library System shall endeavor to provide the means through which all eligible persons may have free access to any library materials that it owns, within the constraints of current library policy.

Effective October 21, 2014 the North Madison County Public Library System (NMCPLS) adopts the Evergreen Indiana (EI) circulation policies and procedures including the EI Circulation and Patron Matrix. At the present time, the NMCPLS library district consists of the following five Madison County townships: Boone, Van Buren, Pipe Creek, Duck Creek and Lafayette. By joining Evergreen Indiana, patrons of NMCPLS are allowed access to over 100 other Evergreen Indiana Libraries' collections.

The following items further explain and define the Evergreen Indiana and NMCPLS policies and procedures:

1. Residents and/or property owners applying for library borrowing privileges must complete and sign a library application card and must present one (1) accepted form of photo ID and one (1) accepted proof of residency document. If the applicant's address is not correct on the photo ID, two proof of residency documents with current address will be required.
  - a. EI Accepted Forms of Photo ID
    - i. Valid Indiana Driver's License which displays a current address
    - ii. Valid Indiana State ID which displays a current address
    - iii. Current government issued photo ID (e.g., military ID, passport)
    - iv. Valid identification issued by another State (e.g., Driver's License)
    - v. Valid current university or college identification (e.g., Student identification)
  - b. EI Accepted Proof of Residency Documents
    - i. Valid voter registration card
    - ii. Computer generated bank statement issued in applicant's name within the last 30 days
    - iii. Computer generated utility, credit card company, doctor or hospital bill, issued in applicant's name within the last 30 days and containing address of residence
    - iv. Medicaid or Medicare benefit statement issued in the applicant's name within the last 30 days
    - v. Change-of- address confirmation from the United States Postal Service showing prior and current address of residence (a P.O. Box is not acceptable as a residence address)
    - vi. Apartment lease signed within the last 30 days
    - vii. Property tax receipt issued in applicant's name



2. Patron's current Evergreen Indiana card is required to check out items.
3. Parental or legal guardian permission is required for patrons under the age of 18 to check out DVDs. All minors will be designated as "limited access" unless permission has been given.
4. Parents or legal guardians of children under the age of 18 are responsible for the fines/fees of the children. Beginning July 1, 2014, any child who turns 18 is not issued an adult card until juvenile fines are paid.
5. Reference materials, including materials from the Indiana Collection, will not be loaned to any patron. These items are to be used while in the library only.
6. The Library reserves the right to require a \$10.00 deposit before loaning items highly vulnerable to theft such as GED books. Provided the materials are returned on time and in good condition, the deposit will be fully refunded. However, any accumulated fines and/or fees will be deducted from the deposit before refunding.
7. During Evergreen Indiana updates or if the Evergreen Indiana server is down patrons will be limited to checking out a maximum of 5 items.
8. Patrons owing \$10 or more are blocked from computer access until the fine is at or below \$9.99. Patrons may pay \$1.00 per day towards the fine to gain daily computer access. An expired patron's account with a fine of \$10 or more will be renewed in order to allow the patron computer access by paying \$1.00 per day towards the fine. The patron's borrowing privileges will be reinstated once the fine balance is below \$10.
9. Add: To ensure that each patron is allowed access to our materials, patrons are allowed to renew items according to Evergreen Indiana policy. When the item is due and all renewals have been exhausted, the item is to be checked in and returned to the shelf for other patrons to discover.
10. Recognizing the Evergreen Indiana policy to charge a processing fee for lost items, the Library charges a \$3 processing fee in addition to up to \$10 overdue fees and the cost of the lost item.
11. If an item is returned damaged beyond repair, the patron is responsible for the cost of the item and a \$3 processing fee. Patron will be informed via mailed letter of the assessed charges. The damaged item will be kept for 30 days to allow patron to view the item and then discarded. If the damaged item can still be circulated after repairing or replacing parts, the patron will only be charged the processing fee. For example, the DVD case is damaged and needs replaced, but the DVD stills functions properly.

## OVERDUE NOTIFICATION PROCEDURE

When materials become overdue, the Library cannot tell if patrons have simply forgotten to return them in a timely manner, or if they intend to never bring them

back. And because taxpayers' money is involved, the Library feels a legal and moral obligation to make every effort to recover those materials. Items that are missing are denied to other patrons and if they cannot be recovered in a timely fashion, the Library often must spend additional funds to purchase duplicate materials.

The recovery of overdue materials is a labor-intensive and time-consuming process. While the Library will make every effort to work with patrons to lessen or dismiss accumulated fines/fees if extenuating circumstances are involved, the Library cannot allow patrons to retain possession of materials for indefinite periods and then expect to have all penalties forgiven. Patrons should understand that the burden of responsibility for returning past due items falls upon themselves.

The following rules are established to expedite the process of recovering overdue materials:

1. When an item is checked out, the patron is given a date due slip. This constitutes the FIRST NOTICE.
2. Borrowing privileges are revoked immediately after fine on material(s) becomes greater than \$9.99.
3. The Library will mail reminders to the borrower. Overdue notices are generated to send via USPS mail at the following intervals: 14, 28 and 45 days. These notices will list each overdue item separately and the amount owed on the date of the notice. The 14 and 28 day notices are sent via first class mail. The 45 day notice alerts the patron that the item(s) is now considered lost. This notice is sent via certified mail to the patron's last known address along with a copy of IC 35-43-4-3.5 – Failure to return or pay for articles borrowed from library, gallery, museum, collection, or exhibition.
4. The Library will also mail a collections notice seven days after the patron's fines have reached \$25. This notice informs the patron that fines on this account have not been paid and may be turned over to a collection agency.

Adopted: October 13, 2014 to become effective October 17<sup>th</sup>, 2014

Updated: November 10, 2014

Updated: March 23, 2014

Updated: September 21, 2015



## Bank Balances

North Madison County Public Library System

Report as of: 03/31/16

Bank	Balance
1 Star Financial Bank	\$282,290.37
2 Star Financial Bank (2)	\$62,365.95
3 Community Bank/Summitville	\$0.00
4 First Farmers Bank & Trust	\$194,351.54
5 PNC Bank	\$0.00
6 Main Source Bank	\$0.00
7 Petty Cash & Cash Drawer	\$265.00
8 National City Bank (2)	\$0.00
9 First Farmers Bank & Trust (2)	\$0.00
<b>Total all banks =</b>	<b>\$539,272.86</b>

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

## Financial Report North Madison County Public Library System

Report Dates = 03/01/16 to 03/31/16

Fund	Start of year	Disbursements this month	Disbursements YTD	Receipts this month	Receipts YTD	Balance
100 Operating Fund	\$543,773.13	\$69,494.68	\$217,783.10	\$20,093.34	\$60,085.86	\$386,075.89
<b>Subtotal</b>	<b>\$543,773.13</b>	<b>\$69,494.68</b>	<b>\$217,783.10</b>	<b>\$20,093.34</b>	<b>\$60,085.86</b>	<b>\$386,075.89</b>
<b>1. Operating Fund</b>						
102 Petty Cash & Cash Drawer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
105 Operating Fund Investment	\$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>2. Main</b>						
103 Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
106 Evergreen Indiana	\$85.10	\$0.00	\$87.65	\$0.25	\$71.38	\$68.83
107 PLAC	\$65.00	\$0.00	\$65.00	\$130.00	\$130.00	\$130.00
110 LIRF Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
115 LIRF	\$54,370.99	\$0.00	\$0.00	\$0.00	\$0.00	\$54,370.99
117 Rainy Day Fund	\$48,573.19	\$0.00	\$0.00	\$0.00	\$0.00	\$48,573.19
118 Rainy Day Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
120 Gift	\$40,887.75	\$351.25	\$351.25	\$5,150.00	\$5,300.00	\$45,836.50
121 Fnk Bldg Project Gift	\$1,313.58	\$0.00	\$0.00	\$0.00	\$0.00	\$1,313.58
122 Gates Gift Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
123 Madison Co Comm Foundation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
24 Fnk Bldg Project Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
125 St Technology Fund Grant Fund	\$5,402.88	\$833.00	\$2,499.00	\$0.00	\$0.00	\$2,903.88
130 Debt Service Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Subtotal</b>	<b>\$150,698.49</b>	<b>\$1,184.25</b>	<b>\$3,002.90</b>	<b>\$5,280.25</b>	<b>\$5,501.38</b>	<b>\$153,196.97</b>
<b>4. Withholding</b>						
201 Federal Taxes Withheld	\$0.00	\$3,932.88	\$10,986.50	\$3,932.88	\$10,986.50	\$0.00
202 FICA	\$0.00	\$2,541.04	\$7,376.06	\$2,541.04	\$7,376.06	\$0.00
203 State Tax Withheld	\$0.00	\$1,327.94	\$3,862.00	\$1,327.94	\$3,862.00	\$0.00
204 County Taxes Withheld	\$0.00	\$667.00	\$1,925.83	\$667.00	\$1,925.83	\$0.00
205 PERF	\$0.00	\$835.05	\$2,508.26	\$835.05	\$2,508.26	\$0.00
206 Credit Union	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
207 Annuity	\$0.00	\$540.00	\$1,620.00	\$540.00	\$1,620.00	\$0.00
208 Insurance	\$0.00	\$445.22	\$1,335.66	\$445.22	\$1,335.66	\$0.00
209 Medicare	\$0.00	\$594.26	\$1,725.05	\$594.26	\$1,725.05	\$0.00
210 Other Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
211 Garnishment	\$0.00	\$50.00	\$150.00	\$50.00	\$150.00	\$0.00
212 AFLAC	\$0.00	\$431.64	\$1,294.92	\$431.64	\$1,294.92	\$0.00
<b>Subtotal</b>	<b>\$0.00</b>	<b>\$11,365.03</b>	<b>\$32,784.28</b>	<b>\$11,365.03</b>	<b>\$32,784.28</b>	<b>\$0.00</b>
<b>Grand Total</b>	<b>\$694,471.62</b>	<b>\$82,043.96</b>	<b>\$253,570.28</b>	<b>\$36,738.62</b>	<b>\$98,371.52</b>	<b>\$539,272.86</b>

**Total all banks = \$539,272.86**

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.



# Appropriation Report for 100 Operating Fund

## North Madison County Public Library System

Report Date: From 03/01/16 To 03/31/16

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Spent
<i>1. Personal Services</i>							
1.11 Salary of Director	\$57,000.00	\$0.00	\$57,000.00	\$4,341.10	\$13,023.30	\$43,976.70	22.8
1.12 Salary of Assistants	\$587,700.00	\$0.00	\$587,700.00	\$34,844.33	\$99,918.05	\$487,781.95	17.0
1.13 Wages of Janitor	\$34,000.00	\$0.00	\$34,000.00	\$1,970.47	\$6,541.44	\$27,458.56	19.2
1.14 Employee Benefits	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$133.70	\$5,866.30	2.2
1.16 Empl.Share FICA&Medicare	\$51,000.00	\$0.00	\$51,000.00	\$3,135.30	\$9,101.11	\$41,898.89	17.8
1.17 Unemployment comp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
1.18 Emp Cont PERF	\$46,000.00	\$0.00	\$46,000.00	\$3,117.41	\$9,363.96	\$36,636.04	20.4
1.19 Emp Cont Group Ins	\$100,000.00	\$0.00	\$100,000.00	\$4,406.63	\$13,219.89	\$86,780.11	13.2
1.2 Salary of Board Treasurer	\$300.00	\$0.00	\$300.00	\$0.00	\$0.00	\$300.00	0.0
<b>Subtotal</b>	<b>\$882,000.00</b>		<b>\$882,000.00</b>	<b>\$51,815.24</b>	<b>\$151,301.45</b>	<b>\$730,698.55</b>	<b>17.2</b>
<i>2. Supplies</i>							
2.1 Office Supplies	\$15,000.00	\$0.00	\$15,000.00	\$263.90	\$1,564.55	\$13,435.45	10.4
2.12 Stationary & Supplies	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
2.2 Operating Supplies	\$9,500.00	\$0.00	\$9,500.00	\$80.03	\$1,408.70	\$8,091.30	14.8
2.21 Cleaning & Sanitation Supplies	\$4,000.00	\$0.00	\$4,000.00	\$235.35	\$448.00	\$3,552.00	11.2
2.23 Fuel, Oil and Lubricants	\$150.00	\$0.00	\$150.00	\$0.00	\$0.00	\$150.00	0.0
2.24 Bldg. Matl. And Supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.25 Paint and painting supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.26 Repair Parts/Maintenance	\$1,000.00	\$0.00	\$1,000.00	\$290.56	\$611.91	\$388.09	61.2
2.27 Other Repair & mainten.supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.31 Book Processing	\$9,500.00	\$0.00	\$9,500.00	\$186.38	\$667.12	\$8,832.88	7.0
2.32 Automation	\$13,400.00	\$0.00	\$13,400.00	\$0.00	\$0.00	\$13,400.00	0.0
<b>Subtotal</b>	<b>\$53,800.00</b>		<b>\$53,800.00</b>	<b>\$1,056.22</b>	<b>\$4,700.28</b>	<b>\$49,099.72</b>	<b>8.7</b>
<i>2. Supplies</i>							
2.11 Official Records	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$146.48	\$853.52	14.6

<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>
<b>Subtotal</b>	\$1,000.00		\$1,000.00	\$0.00	\$146.48	\$853.52	14.6
<b>3. Other Services and Charges</b>							
3.1 Professional Services	\$55,000.00	\$0.00	\$55,000.00	\$5,299.78	\$8,916.07	\$46,083.93	16.2
3.11 Consulting Services	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
3.12 Legal Services	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.0
3.14 Engineering & Architects	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	0.0
3.145 Databases	\$6,650.00	\$0.00	\$6,650.00	\$0.00	\$1,404.44	\$5,245.56	21.1
3.146 Ebook Services	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00	0.0
3.147 Evergreen Membership	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$2,500.00	\$2,500.00	50.0
3.21 Telephone & Telegraph	\$38,200.00	\$0.00	\$38,200.00	\$367.10	\$1,330.63	\$36,869.37	3.5
3.22 Postage & UPS	\$3,800.00	\$0.00	\$3,800.00	\$831.18	\$1,004.06	\$2,795.94	26.4
3.23 Traveling Expense	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$128.48	\$2,871.52	4.3
3.24 Professional Meetings	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$125.00	\$2,875.00	4.2
3.26 Etwood Children's Programing	\$5,000.00	\$0.00	\$5,000.00	\$147.73	\$514.67	\$4,485.33	10.3
3.27 Etwood Adult Programing	\$3,000.00	\$0.00	\$3,000.00	\$15.46	\$280.58	\$2,719.42	9.4
3.28 Frankton Programing	\$4,000.00	\$0.00	\$4,000.00	\$96.36	\$626.21	\$3,373.79	15.7
3.29 Summitville Programing	\$3,000.00	\$0.00	\$3,000.00	\$87.99	\$544.75	\$2,455.25	18.2
3.3 Title Source	\$3,100.00	\$0.00	\$3,100.00	\$0.00	\$0.00	\$3,100.00	0.0
3.31 Advertising & Public Notices	\$1,200.00	\$0.00	\$1,200.00	\$317.60	\$417.60	\$782.40	34.8
3.4 Insurance	\$18,000.00	\$0.00	\$18,000.00	\$0.00	\$4,783.00	\$13,217.00	26.6
3.41 Official Bonds	\$400.00	\$0.00	\$400.00	\$0.00	\$200.00	\$200.00	50.0
3.51 Gas	\$20,000.00	\$0.00	\$20,000.00	\$899.20	\$2,415.22	\$17,584.78	12.1
3.52 Electricity	\$35,000.00	\$0.00	\$35,000.00	\$2,488.70	\$7,193.51	\$27,806.49	20.6
3.53 Water	\$6,000.00	\$0.00	\$6,000.00	\$174.04	\$502.44	\$5,497.56	8.4
3.54 Waste Disposal Services	\$3,000.00	\$0.00	\$3,000.00	\$216.20	\$838.89	\$2,161.11	28.0
3.61 Bldg. & Structure/Maint.	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.0
3.62 Equipment/Maint.	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.0
3.72 Equipment/Rental	\$7,000.00	\$0.00	\$7,000.00	\$270.20	\$951.60	\$6,048.40	13.6
3.8 Dues	\$2,700.00	\$0.00	\$2,700.00	\$0.00	\$122.60	\$2,577.40	4.5
3.81 Taxes	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
3.82 Interest on Temporary Loans	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	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>
3.9 Transfer to LIRF	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.0
<b>Subtotal</b>	<b>\$253,650.00</b>		<b>\$253,650.00</b>	<b>\$1,211.54</b>	<b>\$34,799.75</b>	<b>\$218,850.25</b>	<b>13.7</b>
<b>4. Capitol Outlays</b>							
4.1 Land Buildings Improvements	\$31,000.00	\$0.00	\$31,000.00	\$0.00	\$0.00	\$31,000.00	0.0
4.2 Furniture & Equipment	\$32,000.00	\$0.00	\$32,000.00	\$0.00	\$208.52	\$31,791.48	0.7
4.21 Technology Equipment	\$22,000.00	\$0.00	\$22,000.00	\$294.71	\$1,049.83	\$20,950.17	4.8
4.31 Elwood Adult	\$33,500.00	\$0.00	\$33,500.00	\$1,280.41	\$4,836.96	\$28,663.04	14.4
4.32 Elwood Childrens	\$14,000.00	\$0.00	\$14,000.00	\$633.79	\$2,187.58	\$11,812.42	15.6
4.33 Elwood YA	\$6,200.00	\$0.00	\$6,200.00	\$270.32	\$988.35	\$5,211.65	15.9
4.34 Frankton	\$19,500.00	\$0.00	\$19,500.00	\$759.68	\$3,031.94	\$16,468.06	15.5
4.35 Summitville	\$16,500.00	\$0.00	\$16,500.00	\$647.25	\$1,730.31	\$14,769.69	10.5
4.4 Elwood Period. & News.	\$9,500.00	\$0.00	\$9,500.00	\$0.00	\$167.00	\$9,333.00	1.8
4.41 Frankton Per. & Newsp.	\$2,800.00	\$0.00	\$2,800.00	\$0.00	\$0.00	\$2,800.00	0.0
4.42 Summitville Period. & Newsp.	\$1,700.00	\$0.00	\$1,700.00	\$0.00	\$0.00	\$1,700.00	0.0
4.51 Elwood AV	\$35,000.00	\$0.00	\$35,000.00	\$644.50	\$5,606.84	\$29,393.16	16.0
4.52 Frankton AV	\$18,800.00	\$0.00	\$18,800.00	\$521.24	\$3,915.54	\$14,884.46	20.8
4.53 Summitville AV	\$14,400.00	\$0.00	\$14,400.00	\$359.78	\$2,734.27	\$11,665.73	19.0
4.54 Technology Software	\$8,000.00	\$0.00	\$8,000.00	\$0.00	\$378.00	\$7,622.00	4.7
<b>Subtotal</b>	<b>\$264,900.00</b>		<b>\$264,900.00</b>	<b>\$5,411.68</b>	<b>\$26,835.14</b>	<b>\$238,064.86</b>	<b>10.1</b>
<b>Grand Total</b>	<b>\$1,455,350.00</b>	<b>\$0.00</b>	<b>\$1,455,350.00</b>	<b>\$69,494.68</b>	<b>\$217,783.10</b>	<b>\$1,237,566.90</b>	<b>15.0</b>

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

**Receipt Listing**  
**North Madison County Public Library System**

Report Date: From **03/01/16** To **03/31/16**

Receipt #	Date	Name	Explanation	Bank	Total
88	03/01/16	Star Financial Bank	February 2016 Interest	1	\$2.89
89	03/03/16	Star Financial Bank	February Interest	2	\$14.87
90	03/07/16	First Farmers Bank & Trust	February Interest	4	\$41.00
91	03/09/16	PAYROLL		1	\$6,083.03
92	03/01/16	Jamie Scott	FINES & FEES - RECEIPT #11604	1	\$88.65
93	03/02/16	Dennis Johnson	FINES & FEES - RECEIPT #11605	1	\$74.14
94	03/03/16	Dennis Johnson	FINES & FEES - RECEIPT #11606	1	\$50.70
95	03/03/16	Donald Readnour	Donation for Music DVD's Receipt #11607	1	\$150.00
96	03/23/16	PAYROLL		1	\$5,282.00
97	03/04/16	April Gillam	FINES & FEES - RECEIPT #11608	1	\$32.55
98	03/04/16	Trisha Shuler	FINES & FEES - RECEIPT #11609	1	\$15.60
99	03/04/16	Debbie Fox	FINES & FEES - RECEIPT #11610	1	\$147.10
100	03/07/16	Dennis Johnson	FINES & FEES - RECEIPT #11611	1	\$65.85
101	03/07/16	Staples	Refund Receipt #11612	1	\$98.59
102	03/07/16	Jill Murray	FINES & FEES - RECEIPT #11613	1	\$113.50
103	03/07/16	Jamie Scott	FINES & FEES - RECEIPT #11614	1	\$130.23
104	03/08/16	April Gillam	FINES & FEES - RECEIPT #11615	1	\$142.59
105	03/14/16	Trisha Shuler	FINES & FEES - RECEIPT #11616	1	\$42.30
106	03/14/16	Paula Vest	FINES & FEES - RECEIPT #11617	1	\$77.80
107	03/14/16	Jamie Scott	FINES & FEES - RECEIPT #11618	1	\$59.80
108	03/14/16	Jordan Arehart	FINES & FEES - RECEIPT #11619	1	\$112.36
109	03/14/16	Dennis Johnson	FINES & FEES - RECEIPT #11620	1	\$66.35
110	03/14/16	Trisha Shuler	FINES & FEES - RECEIPT #11621	1	\$25.94
111	03/14/16	Jill Murray	FINES & FEES - RECEIPT #11622	1	\$103.52
112	03/14/16	Debbie Fox	FINES & FEES - RECEIPT #11623	1	\$62.10
113	03/14/16	Madison Co Treasurer	March 2016 COJT- Receipt # 11624	1	\$17,044.83
114	03/15/16	April Gillam	FINES & FEES - RECEIPT #11625	1	\$81.40
115	03/16/16	Jamie Scott	FINES & FEES - RECEIPT #11626	1	\$46.00
116	03/16/16	Lifestream Services, Inc.	FINES & FEES - RECEIPT #11627	1	\$30.00
117	03/17/16	Jamie Scott	FINES & FEES - RECEIPT #11628	1	\$43.90
118	03/17/16	Trisha Shuler	FINES & FEES - RECEIPT #11629	1	\$33.21
119	03/18/16	Debbie Fox	FINES & FEES - RECEIPT #11630	1	\$120.99
120	03/18/16	Dennis Johnson	FINES & FEES - RECEIPT #11631	1	\$96.55
121	03/21/16	Jill Murray	FINES & FEES - RECEIPT #11632	1	\$98.00

Receipt #	Date	Name	Explanation	Bank	Total
122	03/21/16	Dennis Johnson	FINES & FEES - RECEIPT #11633	1	\$158.33
123	03/21/16	Dennis Johnson	FINES & FEES - RECEIPT #11634	1	\$26.80
124	03/22/16	Dennis Johnson	FINES & FEES - RECEIPT #11635	1	\$118.26
125	03/24/16	Jamie Scott	FINES & FEES - RECEIPT #11636	1	\$44.08
126	03/22/16	Dennis Johnson	FINES & FEES - RECEIPT #11637	1	\$73.59
127	03/24/16	Dennis Johnson	FINES & FEES - RECEIPT #11638	1	\$62.60
128	03/25/16	Dottie Goss	FINES & FEES - RECEIPT #11639	1	\$53.20
129	03/25/16	Jamie Scott	FINES & FEES - RECEIPT #11640	1	\$10.00
130	03/25/16	Debbie Fox	FINES & FEES - RECEIPT #11641	1	\$72.80
131	03/28/16	Jill Murray	FINES & FEES - RECEIPT #11642	1	\$61.13
132	03/28/16	Trisha Shuler	FINES & FEES - RECEIPT #11643	1	\$80.75
133	03/28/16	Dennis Johnson	FINES & FEES - RECEIPT #11644	1	\$29.50
134	03/29/16	Dennis Johnson	FINES & FEES - RECEIPT #11645	1	\$116.15
135	03/29/16	Robert Linegar Trust	Donation-Receipt #11646	1	\$5,000.00
136	03/30/16	Dennis Johnson	FINES & FEES - RECEIPT #11647	1	\$82.95
137	03/31/16	Trisha Shuler	FINES & FEES - RECEIPT #11648	1	\$70.14

**Total All Receipts** \$36,738.62

Wednesday, April 06, 2016

Fiscal Officer

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.



Voucher List

North Madison County Public Library System

Report Date: From 03/01/16 To 03/31/16

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
0	129	STAR FINANCIAL BANK	03/01/16	February Service Charge	\$10.26
0	130	INDIANA PUBLIC RETIREMENT	03/09/16	Payroll ending 3/05/16	\$2,085.17
0	131	EFTPS	03/09/16	Payroll ending 3/05/16	\$5,509.14
0	132	GREAT-WEST RETIREMENT S	03/09/16	payroll ending 3/5/16	\$270.00
30127	133	MADISON COUNTY CLERK	03/09/16	payroll ending 03/5/16	\$25.00
30121	134	AT&T LONG DISTANCE	03/09/16	Summitville & Elwood long distance	\$99.60
30122	135	ELWOOD CALL LEADER	03/09/16	Employment ad for Frankton	\$25.75
30123	136	FRANKTON POST PROM	03/09/16	Line Ad	\$15.00
30124	137	GE CAPITAL INFORMATION TE	03/09/16	Copier lease for Frankton & Summitville	\$121.20
30126	138	INDIANA-AMERICAN WATER C	03/09/16	Service for Summitville	\$22.48
30125	139	INDIANA MEDIA GROUP	03/09/16	Employment ad for Frankton	\$173.10
30128	140	TOWN OF FRANKTON	03/09/16	Service for Frankton	\$473.14
30129	141	TURNER COMMERCIAL REFRI	03/09/16	Water fountain repair at Frankton	\$290.56
30130	142	VECTREN ENERGY DELIVERY	03/09/16	Service for Elwood & Summitville	\$735.00
30132	143	BAXTER PEST PROFESSIONA	03/14/16	Quarterly Pest Control all locations	\$270.00
30131	144	BAKER & TAYLOR	03/14/16	As per attached invoices.	\$3,591.45
30133	145	CITY OF ELWOOD UTILITIES	03/14/16	Service for Elwood	\$336.18
30134	146	COVELL CONSTRUCTION & S	03/14/16	Snow Removal	\$390.00
30135	147	DEBBIE FOX	03/14/16	Petty Cash	\$47.12
30136	148	DEMCO	03/14/16	Book Processing	\$143.53
30137	149	DOLLAR GENERAL-REGIONS	03/14/16	As per attached invoices.	\$55.75
30138	150	ELWOOD CALL LEADER	03/14/16	As per attached invoices.	\$44.08
30139	151	ELWOOD FIRE EQUIPMENT C	03/14/16	Summitville Fire Extinguisher	\$165.00
30140	152	ENA SERVICES LLC	03/14/16	Telephone & Internet	\$992.02
30141	153	FRONTIER	03/14/16	Service for Frankton	\$108.48
30142	154	HUMPHRIES AUTOMOTIVE SE	03/14/16	Snow removal	\$240.00
30146	155	JILL MURRAY	03/14/16	Petty Cash	\$38.11
30144	156	INDIANA MICHIGAN POWER C	03/14/16	Service for Summitville	\$401.85
30143	157	INDIANA MEDIA GROUP	03/14/16	Legal notice AFR	\$58.82
30145	158	ITSAVVY LLC	03/14/16	Backup tape-LTO Ultrium 1	\$49.78
30147	159	LEAP Managed IT	03/14/16	As per attached invoices.	\$635.00
30149	160	LMC SERVICE SOLUTIONS	03/14/16	As per attached invoices.	\$999.00
30148	161	LIBRARY STORE INC., THE	03/14/16	As per attached invoices.	\$42.85
30150	162	MARSH SUPERMARKET	03/14/16	As per attached invoices.	\$103.18
30151	163	MIDWEST TAPE	03/14/16	As per attached invoices.	\$127.98
30152	164	NUGENT ELECTRIC INC.	03/14/16		\$400.52
30153	165	PITNEY BOWES	03/14/16	Postage	\$820.99
30155	166	SUPERB SEAMLESS GUTTER	03/14/16	Gutter repair	\$2,200.00
30154	167	STAPLES ADVANTAGE	03/14/16	As per attached invoices.	\$458.72
30156	168	U.S. BANK EQUIPMENT FINAN	03/14/16	Copier Elwood	\$149.00
30157	169	VAN AUSDALL & FARRAR, INC.	03/14/16	Copies	\$121.70
30158	170	VECTREN ENERGY DELIVERY	03/14/16	service for Frankton	\$164.20
0	171	PAYROLL	03/09/16	PAYROLL	\$21,849.15
0	172	INDIANA PUBLIC RETIREMENT	03/23/16	Payroll ending 3/19	\$1,867.29
0	173	EFTPS	03/23/16	Payroll ending 3/19/16	\$4,694.34
0	174	GREAT-WEST RETIREMENT S	03/23/16	Payroll ending 3/19/16	\$270.00
30163	175	MADISON COUNTY CLERK	03/23/16	Payroll ending 3/19/16 Garnishment	\$25.00
0	176	INDIANA DEPARTMENT OF.RE	03/23/16	State & County w/h for March	\$1,994.94
30167	177	UNITED HEALTHCARE	03/23/16	Health Insurance 4/1/16-4/30/16	\$4,851.85

Printed on Wednesday, April 06, 2016

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Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
0	178	AFLAC	03/23/16	Insurance for March	\$431.64
30166	179	SYNCB/AMAZON	03/23/16	As per attached invoices.	\$1,743.78
30159	180	ELWOOD CALL LEADER	03/23/16	Employment ad-Frankton	\$15.85
30161	181	ITSAVVY LLC	03/23/16	Speco Intensifier Camera	\$244.93
30160	182	INDIANA MICHIGAN POWER C	03/23/16	Service for Elwood	\$1,645.29
30162	183	LEAP Managed IT	03/23/16	Copies	\$10.00
30164	184	MARSH SUPERMARKET	03/23/16	As per attached invoices.	\$45.78
30165	185	RICOH USA, INC	03/23/16	As per attached invoices.	\$38.66
0	186	PAYROLL	03/23/16	PAYROLL	\$19,306.75

Total Amount of Claims \$82,043.96

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Wednesday, April 06, 2016

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 2 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$82,043.96

Date this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

Printed on Wednesday, April 06, 2016

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Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.



TRANSMISSION VERIFICATION REPORT

TIME : 04/07/2016 10:30  
NAME : ELWOOD LIBRARY  
FAX : 7655520955  
TEL : 7655525001  
SER.# : BROF2V374540

DATE, TIME 04/07 10:30  
FAX NO./NAME FRANKTON  
DURATION 00:00:14  
PAGE(S) 01  
RESULT OK  
MODE STANDARD  
ECM

Agenda

April 11, 2016

North Madison County Public Library System  
Board of Trustees

Ralph E. Hazelbaker Library

Regular Meeting  
5:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
  - Minutes
  - Claims Register & Checks
  - Personnel
- Old Business
- New Business
  - 1. Public Hearing for Anderson Memory Care, L.L.C.
  - 2. Circulation Policy
  - 3. New Website and Wiki

TRANSMISSION VERIFICATION REPORT

TIME : 04/07/2016 10:31  
NAME : ELWOOD LIBRARY  
FAX : 7655520955  
TEL : 7655525001  
SER.# : BROF2V374540

DATE, TIME 04/07 10:31  
FAX NO./NAME SUMMITVILLE  
DURATION 00:00:14  
PAGE(S) 01  
RESULT OK  
MODE STANDARD  
ECM

Agenda

April 11, 2016

North Madison County Public Library System  
Board of Trustees

Ralph E. Hazelbaker Library

Regular Meeting  
5:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
  - Minutes
  - Claims Register & Checks
  - Personnel
- Old Business
- New Business
  - 1. Public Hearing for Anderson Memory Care, L.L.C.
  - 2. Circulation Policy
  - 3. New Website and Wiki

Director's Report



TRANSMISSION VERIFICATION REPORT

TIME : 04/07/2016 10:29  
NAME : ELWOOD LIBRARY  
FAX : 7655520955  
TEL : 7655525001  
SER.# : BROF2V374540

DATE, TIME 04/07 10:29  
FAX NO./NAME HERALD  
DURATION 00:00:20  
PAGE(S) 01  
RESULT OK  
MODE STANDARD  
ECM

TRANSMISSION VERIFICATION REPORT

TIME : 04/07/2016 10:28  
NAME : ELWOOD LIBRARY  
FAX : 7655520955  
TEL : 7655525001  
SER.# : BROF2V374540

DATE, TIME 04/07 10:28  
FAX NO./NAME CALL LEADER  
DURATION 00:00:14  
PAGE(S) 01  
RESULT OK  
MODE STANDARD  
ECM

Agenda

April 11, 2016

North Madison County Public Library System  
Board of Trustees

Ralph E. Hazelbaker Library

Regular Meeting  
5:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
  - Minutes
  - Claims Register & Checks
  - Personnel
- Old Business
- New Business
  - 1. Public Hearing for Anderson Memory Care, L.L.C.
  - 2. Circulation Policy
  - 3. New Website and Wiki

Agenda

April 11, 2016

North Madison County Public Library System  
Board of Trustees

Ralph E. Hazelbaker Library

Regular Meeting  
5:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
  - Minutes
  - Claims Register & Checks
  - Personnel
- Old Business
- New Business
  - 1. Public Hearing for Anderson Memory Care, L.L.C.
  - 2. Circulation Policy
  - 3. New Website and Wiki

Agenda

May 16<sup>th</sup>, 2016

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting  
5:30 P.M.

Call to Order

Call for Quorum

Consent Agenda

Minutes

Claims Register & Checks

Personnel

Old Business

1. New Website and Wiki
2. Time and Place of Monthly Meetings

New Business

1. Yearly review of Internet Policy, Computer Use Policy and Wireless Internet Policy
2. Library Park Board Member

Director's Report

Public Comment

Adjournment



NORTH MADISON COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES

Regular Meeting  
May 16, 2016  
5:30 p.m.

CALL TO ORDER

President Leslie Rittenhouse called a regular meeting of the North Madison County Public Library Board of Trustees to order on May 16, 2016 at 5:30 p.m. in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present were members Leslie Rittenhouse, Barbara Abernathy, Dan Prieshoff, Beverly Austin, Bette Dalzell, and Mike Robertson. Also in attendance were Director Jamie Scott and Administrative Assistant Sheri Wallace.

CONSENT AGENDA

Beverly Austin made a motion to approve the minutes, claims register and personnel report in the consent agenda. A second was made by Bette Dalzell and the motion carried. The members signed the minutes and claims register. Treasurer Dan Prieshoff signed checks.

OLD BUSINESS

New Website and Wiki

The new website and Wiki are up and running. Director Jamie Scott will send out an email with the new link and login information.

Time and Place of Monthly Meetings

Meetings to be held at the branches were discussed. One meeting instead of two at each branch was discussed. Beverly Austin made a motion to have one meeting per branch per year. Barbara Abernathy made a second and the motion carried. Beverly Austin moved to change the June and July meetings to the Elwood Public Library and the November meeting to Frankton Community Library. Barbara Abernathy made a second and the motion carried.

NEW BUSINESS

Yearly review of Internet Policy, Computer Use Policy and Wireless Internet Policy

The Computer Use policy was reviewed. No changes were suggested.

The Public Access Computer policy was reviewed. Director Scott would like to add the following: *Patrons recently moving to one of our 5 townships upon presenting an unexpired photo ID may be issued a computer courtesy card for 30 days to allow use of the library's computers until accepted forms of ID and residency are available unless the patrons already has an Evergreen account. After 30 days, the patron will be required to provide documentation to obtain a resident card.* Beverly Austin made a motion to accept this addition to the Public Access Computer Policy as well as the Circulation Policy. Bette Dalzell made a second and the motion carried.

The Wireless Internet policy was reviewed. Currently our wireless is only available during the hours the library is open. Director Scott suggested keeping it open after the library closes. Mike Robertson made a motion to open our wireless to include hours the library is closed. Barbara Abernathy made a second and the motion carried.

Agenda Addition-Circulation Policy

The Circulation Policy was reviewed. Director Scott would suggest adding the following to Items to #1: *Patrons recently moving to one of our 5 townships upon presenting an unexpired photo ID may be issued a computer courtesy card for 30 days to allow use of the library's computers unless the patron already has an Evergreen account. After 30 days, the patron will be required to provide documentation to obtain a resident card and #4: In addition to the required ID and proof of residency, the parent or legal guardian wishing to obtain a card for a dependent must present a birth certificate or proof of guardianship.* Barbara Abernathy made a motion that parent or legal guardian present a birth certificate for a card for dependents. Beverly Austin made a second and the motion carried.

Library Park Board Member

Beverly Austin asked the Board of Trustees to consider stepping up to be on the Park Board. It has been determined that the appointed member from the Library Board of Trustees does not have to live within Elwood city limits. Please consider taking this appointment.

Director's Report

Director Jamie Scott reported that we have increased our broadband from 20 to 30 Mbps. Two trash/cigarette receptacles were stolen from outside of Youth Services. Our health insurance has been renewed for another year with a 16% increase. The first round of test results have been received from Compliance Inc monitoring wells and Enviroforensics soil, indoor air quality and sanitary sewer tests. Both companies report only small amounts of contaminants. Testing by both companies will be continued through summer. Vasey has begun maintenance at all locations. They have been meticulous and we are very pleased with the change. We are going to expand the DVD shelving in Frankton for less than \$500.00. The Elwood Public Library had a team in the Elwood Cares trivia contest this year. We held a very successful in-service training on May 4<sup>th</sup> for the entire staff. The winners of our annual poetry contest were Mary Hofer, 1<sup>st</sup> Place, Lydia LeClere 2<sup>nd</sup> Place, and Linda Eaton, 3<sup>rd</sup> Place. SRCS (Statewide Remote Circulation System) is set to kick off across Indiana on August 15, 2016. This will include academic libraries as well as public libraries. IT Manager Clint Trice and Barbara Snipes put together an escape room for National Library Week. It was a great success with our patrons and other neighboring libraries.

PUBLIC COMMENT

Public comment was sought. None was forthcoming

Bette Dalzell made a motion to adjourn. Barbara Abernathy made a second and the motion carried.

Bette Dalzell  
Bette Dalzell, Secretary

Daniel A. Prichard

Michael Robertson

Barbara Abernathy

\_\_\_\_\_

Beverly J. Austin

\_\_\_\_\_



# Register Of Claims

## North Madison County Public Library System

Report Date: From 04/12/16 To 05/16/16

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	248	PAYROLL	Operating Fund	Wages of Janitor	\$1,059.98	04/20/16	PAYROLL
			Operating Fund	Salary of Director	\$2,170.55		
			Operating Fund	Salary of Assistants	\$15,891.94		
			<b>Total this claim =</b>		\$19,122.47		
0	234	INDIANA PUBLIC RETIREMENT	PERF	Payroll Deductions	\$394.75	04/18/16	Payroll ending 4/16/16
			Operating Fund	Emp Cont PERF	\$1,473.70		
			<b>Total this claim =</b>		\$1,868.45		
0	257	PAYROLL	Operating Fund	Salary of Director	\$2,170.55	05/04/16	PAYROLL
			Operating Fund	Salary of Assistants	\$16,218.58		
			Operating Fund	Wages of Janitor	\$1,082.46		
			<b>Total this claim =</b>		\$19,471.59		
0	251	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$270.00	05/04/16	Payroll ending 4/30/16
		<b>Total this claim =</b>			\$270.00		
0	249	INDIANA PUBLIC RETIREMENT	PERF	Payroll Deductions	\$395.11	05/04/16	Payroll ending 4/30/16
			Operating Fund	Emp Cont PERF	\$1,475.05		
			<b>Total this claim =</b>		\$1,870.16		
0	239	AFLAC	AFLAC	Payroll Deductions	\$431.64	04/18/16	April withholdings
		<b>Total this claim =</b>			\$431.64		
0	238	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$1,208.57	04/18/16	April withholding
			County Taxes Withheld	Payroll Deductions	\$609.02		
			<b>Total this claim =</b>		\$1,817.59		
0	236	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$270.00	04/18/16	Payroll ending 04/16/16
		<b>Total this claim =</b>			\$270.00		
0	298	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,498.80	05/16/16	Payroll ending 5/14/16
			FICA	Payroll Deductions	\$1,214.70		
			Federal Taxes Withheld	Payroll Deductions	\$1,678.88		
			Medicare	Payroll Deductions	\$284.10		
			<b>Total this claim =</b>		\$4,676.48		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	250	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,483.02	05/04/16	Payroll ending 4/30/16
			FICA	Payroll Deductions	\$1,201.93		
			Federal Taxes Withheld	Payroll Deductions	\$1,685.74		
			Medicare	Payroll Deductions	\$281.09		
				<b>Total this claim =</b>	<b>\$4,651.78</b>		
0	235	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,456.30	04/18/16	Payroll ending 4/16/16
			FICA	Payroll Deductions	\$1,180.27		
			Federal Taxes Withheld	Payroll Deductions	\$1,628.25		
			Medicare	Payroll Deductions	\$276.03		
				<b>Total this claim =</b>	<b>\$4,540.85</b>		
0	297	INDIANA PUBLIC RETIREMENT	PERF	Payroll Deductions	\$393.87	05/16/16	Payroll ending 5/14/16
			Operating Fund	Emp Cont PERF	\$1,470.43		
				<b>Total this claim =</b>	<b>\$1,864.30</b>		
0	299	GREAT-WEST RETIREMENT S	Annunity	Payroll Deductions	\$270.00	05/16/16	Payroll ending 5/14/16
				<b>Total this claim =</b>	<b>\$270.00</b>		
30210	240	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$1,770.03	04/18/16	Service for Elwood
				<b>Total this claim =</b>	<b>\$1,770.03</b>		
30211	237	MADISON COUNTY CLERK	Garnishment	Payroll Deductions	\$25.00	04/18/16	Payroll ending 4/16/16
				<b>Total this claim =</b>	<b>\$25.00</b>		
30212	242	MANIFOLD REFUSE, INC.	Operating Fund	Waste Disposal Services	\$84.00	04/18/16	Service for Frankton
				<b>Total this claim =</b>	<b>\$84.00</b>		
30213	243	SYNCB/AMAZON	Operating Fund	Elwood AV	\$1,433.08	04/18/16	As per attached invoices.
			Operating Fund	Frankton AV	\$478.40		
			Operating Fund	Summitville AV	\$474.81		
			Operating Fund	Elwood Adult Programing	\$26.92		
				<b>Total this claim =</b>	<b>\$2,413.21</b>		
30214	244	TOWN OF SUMMITVILLE	Operating Fund	Waste Disposal Services	\$43.80	04/18/16	Service for Summitville
			Operating Fund	Waste Disposal Services	\$11.50		
				<b>Total this claim =</b>	<b>\$55.30</b>		
30215	241	TREASURER OF MADISON CO	Operating Fund	Taxes	\$70.00	04/18/16	Taxes for Frankton
				<b>Total this claim =</b>	<b>\$70.00</b>		
30216	245	UNITED HEALTHCARE	Insurance	Payroll Deductions	\$445.22	04/18/16	Health insurance 5/1/16 -5/31/16
			Operating Fund	Emp Cont Group Ins	\$4,414.63		
				<b>Total this claim =</b>	<b>\$4,859.85</b>		



<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
30217	246	VAN AUSDALL & FARRAR, INC.	Operating Fund	Office Supplies	\$148.46	04/18/16	Copies
				<b>Total this claim =</b>	<u>\$148.46</u>		
30218	247	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$72.29	04/18/16	Service for Frankton
				<b>Total this claim =</b>	<u>\$72.29</u>		
30219	253	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$133.56	05/04/16	Service for Elwood
			Operating Fund	Waste Disposal Services	\$170.00		
				<b>Total this claim =</b>	<u>\$303.56</u>		
30220	252	MADISON COUNTY CLERK	Garnishment	Payroll Deductions	\$25.00	05/04/16	Garnishment
				<b>Total this claim =</b>	<u>\$25.00</u>		
30221	254	RICOH USA, INC	Operating Fund	Office Supplies	\$26.14	05/04/16	Copies for Frankton & Summitville
			Operating Fund	Office Supplies	\$14.81		
				<b>Total this claim =</b>	<u>\$40.95</u>		
30222	255	TOWN OF FRANKTON	Operating Fund	Electricity	\$395.22	05/04/16	Service for Frankton
			Operating Fund	Water	\$22.69		
			Operating Fund	Waste Disposal Services	\$18.80		
				<b>Total this claim =</b>	<u>\$436.71</u>		
30223	256	TRISHA SHULER	Operating Fund	Fuel, Oil and Lubricants	\$11.00	05/04/16	Petty Cash
			Operating Fund	Postage & UPS	\$30.04		
				<b>Total this claim =</b>	<u>\$41.04</u>		
30224	258	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$1,292.42	05/16/16	As per attached invoices.
			Operating Fund	Elwood Childrens	\$62.93		
			Operating Fund	Elwood YA	\$8.99		
			Operating Fund	Frankton	\$243.45		
			Operating Fund	Summitville	\$526.91		
				<b>Total this claim =</b>	<u>\$2,134.70</u>		
30225	259	BAXTER PEST PROFESSIONA	Operating Fund	Professional Services	\$180.00	05/16/16	Quarterly - Elwood & Summitville
				<b>Total this claim =</b>	<u>\$180.00</u>		
30226	260	CHAPMAN ELECTRIC SUPPLY,	Operating Fund	Operating Supplies	\$112.47	05/16/16	Lighting supplies
				<b>Total this claim =</b>	<u>\$112.47</u>		
30227	261	DEBBIE FOX	Operating Fund	Postage & UPS	\$30.94	05/16/16	Petty Cash
			Operating Fund	Frankton Programming	\$7.67		
				<b>Total this claim =</b>	<u>\$38.61</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
30228	262	DEMCO	Operating Fund	Furniture & Equipment	\$274.50	05/16/16	Iron Horse Book Truck & Processing Supplies
			Operating Fund	Book Processing	\$165.77		
				<b>Total this claim =</b>	<u>\$440.27</u>		
30229	263	DISCOUNT PAPER PRODUCT	Operating Fund	Operating Supplies	\$75.06	05/16/16	1 Case of 50 rolls of receipt tape
				<b>Total this claim =</b>	<u>\$75.06</u>		
30230	264	DOLLAR GENERAL-REGIONS	Operating Fund	Cleaning & Sanitation Supplies	\$12.00	05/16/16	As per attached invoices.
			Operating Fund	Summitville Programing	\$40.80		
				<b>Total this claim =</b>	<u>\$52.80</u>		
30231	301	DON CARMER	Operating Fund	Summitville Programing	\$60.00	05/16/16	Performance 5/19/16
				<b>Total this claim =</b>	<u>\$60.00</u>		
30232	265	ENA SERVICES LLC	St Technology Fund Gra	Telephone & Telegraph	\$843.00	05/16/16	Internet & Telephon
			Operating Fund	Telephone & Telegraph	\$159.02		
				<b>Total this claim =</b>	<u>\$1,002.02</u>		
30233	266	FOUR STAR PRINTING	Operating Fund	Frankton Programing	\$25.00	05/16/16	Bookmarks-Frankton
				<b>Total this claim =</b>	<u>\$25.00</u>		
30234	267	H & H Signs	Operating Fund	Office Supplies	\$49.00	05/16/16	Rental signs & nametags
			Operating Fund	Equipment/Rental	\$110.00		
				<b>Total this claim =</b>	<u>\$159.00</u>		
30235	293	HARPER'S LAWN CARE	Operating Fund	Professional Services	\$150.00	05/16/16	April Lawn Care
				<b>Total this claim =</b>	<u>\$150.00</u>		
30236	268	HERALD BULLETIN, THE	Operating Fund	Frankton Per. & Newsp.	\$283.93	05/16/16	52 week subscription Frankton 5/26/16-5/25/17
				<b>Total this claim =</b>	<u>\$283.93</u>		
30237	270	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$422.88	05/16/16	Service for Summitville & Elwood
			Operating Fund	Electricity	\$2,048.49		
				<b>Total this claim =</b>	<u>\$2,471.37</u>		
30238	269	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$21.60	05/16/16	Service for Summitville
				<b>Total this claim =</b>	<u>\$21.60</u>		
30239	271	ITSAVVY LLC	Operating Fund	Technology Equipment	\$379.77	05/16/16	3 Hard drives
				<b>Total this claim =</b>	<u>\$379.77</u>		
30240	272	JILL MURRAY	Operating Fund	Postage & UPS	\$3.77	05/16/16	Petty Cash Reimbursement
			Operating Fund	Summitville Programing	\$39.04		
				<b>Total this claim =</b>	<u>\$42.81</u>		



<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
30241	273	KMART 9124	Operating Fund	Summitville Programing	\$19.30	05/16/16	Program supplies
				<b>Total this claim =</b>	<u>\$19.30</u>		
30242	274	LEAP Managed IT	Operating Fund	Office Supplies	\$10.00	05/16/16	Copies
				<b>Total this claim =</b>	<u>\$10.00</u>		
30243	300	MADISON COUNTY CLERK	Garnishment	Payroll Deductions	\$11.22	05/16/16	Final Garnishment Trisha Shuler
				<b>Total this claim =</b>	<u>\$11.22</u>		
30244	275	MARSH SUPERMARKET	Operating Fund	Summitville Programing	\$19.53	05/16/16	As per attached invoices.
			Operating Fund	Elwood Children's Programing	\$1.99		
			Operating Fund	Frankton Programing	\$83.04		
			Operating Fund	Elwood Adult Programing	\$17.77		
				<b>Total this claim =</b>	<u>\$122.33</u>		
30245	276	MIDWEST COLLABORATIVE F	Operating Fund	Dues	\$125.00	05/16/16	Annual Membership
				<b>Total this claim =</b>	<u>\$125.00</u>		
30246	291	MODERN MARKETING	Operating Fund	Elwood Children's Programing	\$218.47	05/16/16	Posters
				<b>Total this claim =</b>	<u>\$218.47</u>		
30247	277	RDJ SPECIALTIES, INC.	Gift	Frankton Programing	\$240.16	05/16/16	Pencils-Frankton
				<b>Total this claim =</b>	<u>\$240.16</u>		
30248	278	RICOH USA, INC	Operating Fund	Technology Equipment	\$357.00	05/16/16	Fax for Frankton copier
				<b>Total this claim =</b>	<u>\$357.00</u>		
30249	279	ROBY'S, INC.	Operating Fund	Professional Services	\$862.62	05/16/16	Repairs Frankton
				<b>Total this claim =</b>	<u>\$862.62</u>		
30250	280	SCHOLASTIC BOOK FAIRS - 30	Gift	Frankton Programing	\$193.68	05/16/16	Summer Reading Prize books
			Gift	Elwood Children's Programing	\$476.96		
			Gift	Summitville Programing	\$185.76		
				<b>Total this claim =</b>	<u>\$856.40</u>		
30251	281	STAPLES ADVANTAGE	Operating Fund	Office Supplies	\$309.79	05/16/16	As per attached invoices.
			Operating Fund	Cleaning & Sanitation Supplies	\$59.44		
			Operating Fund	Operating Supplies	\$269.19		
				<b>Total this claim =</b>	<u>\$638.42</u>		
30252	282	SUPPORT WAREHOUSE LTD	Operating Fund	Technology Equipment	\$612.00	05/16/16	Tech Support
				<b>Total this claim =</b>	<u>\$612.00</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
30253	283	TEI LANDMARK AUDIO	Operating Fund	Summitville AV	\$123.75	05/16/16	Audio Books
			Operating Fund	Frankton AV	\$58.00		
			Operating Fund	Summitville AV	\$576.00		
				<b>Total this claim =</b>	<u>\$757.75</u>		
30254	285	TERHUNE AND ASSOCIATES, I	Operating Fund	Advertising & Public Notices	\$20.75	05/16/16	Help Wanted ad-Summitville
				<b>Total this claim =</b>	<u>\$20.75</u>		
30255	284	TOPS HOME CENTER	Operating Fund	Operating Supplies	\$36.98	05/16/16	As per attached invoices.
			Operating Fund	Summitville Programing	\$11.98		
			Operating Fund	Technology Equipment	\$7.98		
				<b>Total this claim =</b>	<u>\$56.94</u>		
30256	296	TRISHA SHULER	Operating Fund	Elwood Adult Programing	\$37.75	05/16/16	Petty Cash
				<b>Total this claim =</b>	<u>\$37.75</u>		
30257	292	TRISHA SHULER	Operating Fund	Traveling Expense	\$60.72	05/16/16	138 miles @ \$.44=60.72
				<b>Total this claim =</b>	<u>\$60.72</u>		
30258	287	U.S. BANK EQUIPMENT FINAN	Operating Fund	Equipment/Rental	\$149.00	05/16/16	Copier Lease Elwood
			Operating Fund	Taxes	\$134.60		
				<b>Total this claim =</b>	<u>\$283.60</u>		
30259	295	UNITED HEALTHCARE	Insurance	Payroll Deductions	\$445.22	05/16/16	June Health Insurance
			Operating Fund	Emp Cont Group Ins	\$4,422.73		
				<b>Total this claim =</b>	<u>\$4,867.95</u>		
30260	286	UPSTART	Operating Fund	Elwood Children's Programing	\$290.54	05/16/16	Summer Reading prizes
				<b>Total this claim =</b>	<u>\$290.54</u>		
30261	294	VAN AUSDALL & FARRAR, INC.	Operating Fund	Office Supplies	\$172.81	05/16/16	Copies Elwood
				<b>Total this claim =</b>	<u>\$172.81</u>		
30262	288	VAUGHN'S COMPUTER HOUS	Operating Fund	Professional Services	\$452.00	05/16/16	Server consultation
				<b>Total this claim =</b>	<u>\$452.00</u>		
30263	289	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$56.70	05/16/16	Service for Elwood & Summitville
			Operating Fund	Gas	\$296.82		
				<b>Total this claim =</b>	<u>\$353.52</u>		
30264	290	WELLS FARGO VENDOR FINA	Operating Fund	Equipment/Rental	\$60.60	05/16/16	Copier Lease Frankton & Summitville
			Operating Fund	Equipment/Rental	\$60.60		
				<b>Total this claim =</b>	<u>\$121.20</u>		



Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
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**Total Amount of Claims      \$90,648.57**

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Monday, May 16, 2016

*Daniel A. Priesthoff*  
 \_\_\_\_\_  
 Fiscal Officer

**ALLOWANCE OF VOUCHERS**

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of  pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of

Date this 16<sup>th</sup> day of May, 202016

<i>Mike Robinson</i> _____ <i>Josie Bottomane</i> _____ <i>Barbara Abramatty</i> _____	<i>Bette Dahl</i> _____ <i>Barry J. Austin</i> _____ _____
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**SIGNATURES OF GOVERNING BOARD**

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

## **Personnel Report**

**May 16, 2016**

- Hired Sandra Hilligoss as part-time clerk at Frankton.
- Katie Menssen has shown interest and aptitude for technology. Since Mr. Trice will be leaving us in August of this year, I have Katie working an extra 10 hours per week. Eventually she will work with Clint during these extra hours. Currently she is taking an IT/Networking/Security/Operating Systems, etc. course through Lynda.com. This course is offered free of charge through the Indiana State Library.



**INDEPENDENT TESTING LAB**

830 ROBINWOOD COURT, TRAVERSE CITY, MI 49686

PH: 231-929-0905

FAX: 231-929-0894

www.gtanalytical.com

COMPANY: VILLAGE PANTRY  
PROJECT NO: 3253  
LOCATION: VP #5381  
1613 E. MAIN STREET  
ELWOOD  
SAMPLED BY: MP/BB - COMPLIANCE  
SAMPLE MATRIX: WATER  
SAMPLE ID: MW-13

GTA PROJECT NO: 031016-8  
GTA SAMPLE NO: 10  
DATE SAMPLED: 3/8/2016  
TIME SAMPLED: 11:50 AM  
DATE RECEIVED: 3/10/2016  
TIME RECEIVED: 11:20 AM

**EPA 8260B VOLATILE ORGANICS**

Units= ug/L (PPB) Analyst=MR Date Extracted=

Date Completed= 3/12/2016 Prep Method=EPA 5030B

Analyte	Concentration	LOD
ACETONE	ND	25
ALLYL CHLORIDE	ND	10
BENZENE	ND	1
BROMOBENZENE	ND	1
BROMOCHLOROMETHANE	ND	1
BROMODICHLOROMETHANE	ND	1
BROMOFORM	ND	1
BROMOMETHANE	ND	1
n-BUTYLBENZENE	ND	1
s-BUTYLBENZENE	ND	1
t-BUTYLBENZENE	ND	1
CARBON DISULFIDE	ND	5
CARBON TETRACHLORIDE	ND	1
CHLOROENZENE	ND	1
1-CHLOROBUTANE	ND	1
CHLOROFORM	ND	1
CHLOROETHANE	ND	1
CHLOROMETHANE	ND	1
2-CHLOROTOLUENE	ND	1
4-CHLOROTOLUENE	ND	1
DIBROMOCHLOROMETHANE	ND	1
DIBROMOMETHANE	ND	1
1,2-DIBROMOETHANE	ND	1
1,2-DICHLOROENZENE	ND	1
1,3-DICHLOROENZENE	ND	1
1,4-DICHLOROENZENE	ND	1
t-1,4-DICHLORO-2-BUTENE	ND	10
DICHLORODIFLUOROMETHANE	ND	1
1,1-DICHLOROETHANE	ND	1
1,2-DICHLOROETHANE	ND	1
1,1-DICHLOROETHENE	ND	1
cis-1,2-DICHLOROETHENE	ND	1
trans-1,2-DICHLOROETHENE	ND	1
1,2-DICHLOROPROPANE	ND	1
1,3-DICHLOROPROPANE	ND	1
2,2-DICHLOROPROPANE	ND	1
1,1-DICHLOROPROPENE	ND	1

Analyte	Concentration	LOD
cis-1,3-DICHLOROPROPENE	ND	1
trans-1,3-DICHLOROPROPENE	ND	1
DIETHYL ETHER	ND	10
ETHYLBENZENE	ND	1
ETHYL METHACRYLATE	ND	10
HEXACHLOROBUTADIENE	ND	1
HEXACHLOROETHANE	ND	10
2-HEXANONE	ND	10
IDOMETHANE	ND	10
ISOPROPYLBENZENE	ND	1
ISOPROPYLTOLUENE	ND	1
METHYL ACRYLATE	ND	10
METHYL ETHYL KETONE	ND	10
METHYL-t-BUTYL ETHER	2	1
METHYLENE CHLORIDE	ND	1
METHYL METHACRYLATE	ND	10
MIK	ND	10
2-METHYLNAPHTHALENE	ND	1
NAPHTHALENE	ND	1
PENTACHLOROETHANE	ND	10
n-PROPYLBENZENE	ND	1
STYRENE	ND	1
1,1,1,2-TETRACHLOROETHANE	ND	1
1,1,2,2-TETRACHLOROETHANE	ND	1
TETRACHLOROETHENE	ND	1
TOLUENE	ND	1
1,2,3-TRICHLOROENZENE	ND	1
1,2,4-TRICHLOROENZENE	ND	1
1,1,1-TRICHLOROETHANE	ND	1
1,1,2-TRICHLOROETHANE	ND	1
TRICHLOROETHENE	ND	1
TRICHLORFLUOROMETHANE	ND	1
1,2,3-TRICHLOROPROPANE	ND	1
1,2,4-TRIMETHYLBENZENE	ND	1
1,3,5-TRIMETHYLBENZENE	ND	1
VINYL CHLORIDE	ND	1
XYLENE (TOTAL)	ND	3

ND = NOT DETECTED, RESULT IS <LOD.

LOD = LIMIT OF DETECTION.

**INDEPENDENT TESTING LAB**

830 ROBINWOOD COURT, TRAVERSE CITY, MI 49686

TEL: 231-929-0905

FAX: 231-929-0894

www.granalytical.com

COMPANY: VILLAGE PANTRY  
 PROJECT NO: 3253  
 LOCATION: VP #5381  
 1613 E. MAIN STREET  
 ELWOOD

GTA PROJECT NO: 031016-8  
 GTA SAMPLE NO: 11  
 DATE SAMPLED: 3/8/2016  
 TIME SAMPLED: 11:55 AM  
 DATE RECEIVED: 3/10/2016  
 TIME RECEIVED: 11:20 AM

SAMPLED BY: MP/BB - COMPLIANCE

SAMPLE MATRIX: WATER

SAMPLE ID: MW-14

EPA 8260B VOLATILE ORGANICS

Units= ug/L (PPB)

Analyst= MR

Date Extracted=

Date Completed= 3/14/2016

Prep Method= EPA 5030B

Analyte	Concentration	LOD
ACETONE	ND	25
ALLYL CHLORIDE	ND	10
BENZENE	ND	1
BROMOBENZENE	ND	1
BROMOCHLOROMETHANE	ND	1
BROMODICHLOROMETHANE	ND	1
BROMOFORM	ND	1
BROMOMETHANE	ND	1
n-BUTYLBENZENE	ND	1
s-BUTYLBENZENE	ND	1
t-BUTYLBENZENE	ND	1
CARBON DISULFIDE	ND	5
CARBON TETRACHLORIDE	ND	1
CHLOROBENZENE	ND	1
1-CHLOROBUTANE	ND	1
CHLOROFORM	ND	1
CHLOROETHANE	ND	1
CHLOROMETHANE	ND	1
2-CHLOROTOLUENE	ND	1
4-CHLOROTOLUENE	ND	1
DIBROMOCHLOROMETHANE	ND	1
DIBROMOMETHANE	ND	1
1,2-DIBROMOETHANE	ND	1
1,2-DICHLOROBENZENE	ND	1
1,3-DICHLOROBENZENE	ND	1
1,4-DICHLOROBENZENE	ND	1
t-1,4-DICHLORO-2-BUTENE	ND	10
DICHLORODIFLUOROMETHANE	ND	1
1,1-DICHLOROETHANE	ND	1
1,2-DICHLOROETHANE	ND	1
1,1-DICHLOROETHENE	ND	1
cis-1,2-DICHLOROETHENE	ND	1
trans-1,2-DICHLOROETHENE	ND	1
1,2-DICHLOROPROPANE	ND	1
1,3-DICHLOROPROPANE	ND	1
2,2-DICHLOROPROPANE	ND	1
1,1-DICHLOROPROPENE	ND	1

Analyte	Concentration	LOD
cis-1,3-DICHLOROPROPENE	ND	1
trans-1,3-DICHLOROPROPENE	ND	1
DIETHYL ETHER	ND	10
ETHYLBENZENE	ND	1
ETHYL METHACRYLATE	ND	10
HEXACHLOROBUTADIENE	ND	1
HEXACHLOROETHANE	ND	10
2-HEXANONE	ND	10
IDOMETHANE	ND	10
ISOPROPYLBENZENE	ND	1
ISOPROPYLTOLUENE	ND	1
METHYL ACRYLATE	ND	10
METHYL ETHYL KETONE	ND	10
METHYL-t-BUTYL ETHER	ND	1
METHYLENE CHLORIDE	ND	1
METHYL METHACRYLATE	ND	10
MIBK	ND	10
2-METHYLNAPHTHALENE	ND	1
NAPHTHALENE	ND	1
PENTACHLOROETHANE	ND	10
n-PROPYLBENZENE	ND	1
STYRENE	ND	1
1,1,1,2-TETRACHLOROETHANE	ND	1
1,1,2,2-TETRACHLOROETHANE	ND	1
TETRACHLOROETHENE	ND	1
TOLUENE	ND	1
1,2,3-TRICHLOROBENZENE	ND	1
1,2,4-TRICHLOROBENZENE	ND	1
1,1,1-TRICHLOROETHANE	ND	1
1,1,2-TRICHLOROETHANE	ND	1
TRICHLOROETHENE	ND	1
TRICHLORFLUOROMETHANE	ND	1
1,2,3-TRICHLOROPROPANE	ND	1
1,2,4-TRIMETHYLBENZENE	ND	1
1,3,5-TRIMETHYLBENZENE	ND	1
VINYL CHLORIDE	ND	1
XYLENE (TOTAL)	ND	3

ND = NOT DETECTED, RESULT IS <LOD.  
 LOD = LIMIT OF DETECTION.





May 13, 2016

Jamie Scott  
1600 Main Street  
Elwood, Indiana 46036

**Subject: Results Letter for Environmental Investigation Activities  
1600 Main Street  
Elwood, Indiana**

Dear Ms. Scott:

Pursuant to the access agreement between yourself and EnviroForensics, EnviroForensics collected five (5) indoor air samples and five (5) sub-slab vapor samples from your property located at 1600 Main Street on March 7, 2016. In addition, one (1) exterior soil gas sample was collected from the sanitary sewer lateral on your property on March 23, 2016. The sampling activities were conducted at the direction of the Indiana Department of Environmental Management (IDEM) as part of an environmental investigation being performed at the Vest Cleaners facility located at 1516 Main Street in Elwood, Indiana. The dry cleaning chemicals being investigated are tetrachloroethene (PCE) and its associated breakdown product, trichloroethene (TCE). Please note, these chemicals are also present in dry cleaned clothing, degreasers, cleaners, and other household products and their presence inside a building can contribute to indoor air concentrations.

### **Indoor Air, Sub-slab Vapor, and Soil Gas Sampling Results**

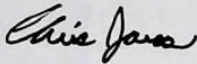
Attached is a table summarizing the March 2016 sampling results. The summary table compares detected compounds to applicable screening levels established by IDEM. Indoor air, sub-slab vapor, and soil gas samples did not contain concentrations of dry cleaning chemicals above laboratory detection limits.

Dry cleaning chemicals **were not** detected above the IDEM screening levels within the breathable air of your property. The results will be reported to IDEM. IDEM may require additional indoor air sampling at your property during the upcoming summer months to confirm these results. Should summer sampling be necessary, we will be in contact at a later date to schedule this sampling event.

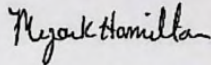
If you have any questions, please contact either of the undersigned at 317-972-7870 or 1-866-888-7911, or by email at [mhamilton@enviroforensics.com](mailto:mhamilton@enviroforensics.com). We greatly appreciate your assistance and cooperation in this matter.

Sincerely,

**Environmental Forensic Investigations, Inc.**



Chris Jaros, PE  
Senior Project Manager



Megan Hamilton  
Director of Vapor Intrusion and Risk  
Assessment

Attachments:

Table 1 – Summary of Indoor Air, Sub-slab Vapor, Outdoor Air, and Soil Gas Sampling

Figure 1 – Library Vapor Intrusion

Figure 2 – Site Features, Adjacent Properties and Utilities Map



**TABLE 1**  
**SUMMARY OF INDOOR AIR, SUB-SLAB VAPOR, OUTDOOR AIR, AND SOIL GAS SAMPLING**  
**ANALYTICAL RESULTS**

North Madison County Public Library - 1600 Main Street  
 Vest Cleaners  
 Elwood, Indiana  
 EnviroForensics Project No. 6230

Sample Address	Sample Identification	Sample Location	Applicable Criteria	Date Sampled	VOCs ( $\mu\text{g}/\text{m}^3$ )
					Tetrachloroethene
<b>INDOOR AIR SAMPLES</b>					
<b>Commercial Indoor Air Screening Level</b>					<b>180</b>
1600 Main Street	6230-1600 Main St.-IA-1	Meeting Room	Commercial	3/6/2016	<3.19
	6230-1600 Main St.-IA-2	Youth Library		3/6/2016	<3.19
	6230-1600 Main St.-IA-3	Break Room		3/6/2016	<3.19
	6230-1600 Main St.-IA-4	Tech Services		3/6/2016	<3.19
	6230-1600 Main St.-IA-5	Adult Library		3/6/2016	<3.19
	6230-DUP-1	Meeting Room		3/6/2016	<3.19
<b>SUB-SLAB VAPOR SAMPLES</b>					
<b>Commercial Indoor Air Screening Level</b>					<b>6,000</b>
1600 Main Street	6230-1600 Main St.-SS-1	Meeting Room	Commercial	3/7/2016	<b>218</b>
	6230-1600 Main St.-SS-2	Youth Library		3/7/2016	<b>65.8</b>
	6230-1600 Main St.-SS-3	Break Room		3/7/2016	<b>142</b>
	6230-1600 Main St.-SS-4	Tech Services		3/7/2016	<31.9
	6230-1600 Main St.-SS-5	Adult Library		3/7/2016	<b>71.2</b>
	<b>OUTDOOR AIR SAMPLES</b>				
1600 Main Street	6230-OA-1	Outside	Not Applicable	3/7/2016	<3.19
<b>SOIL GAS SAMPLE</b>					
<b>Commercial Indoor Air Screening Level</b>					<b>1,800</b>
1600 Main Street	6230-SG-12	North Sanitary Lateral	Commercial	3/23/2016	<31.9

**Notes:**

Results reported in micrograms per cubic meter ( $\mu\text{g}/\text{m}^3$ )

IA = Indoor Air

SS = Sub Slab

OA = Outdoor Air

DUP = Duplicate Sample

NL = Not Listed

Sub-Slab vapor screening levels derived by dividing the 2015 Indoor Air Screening Levels in the IDEM Remediation Closure Guide by an attenuation factor of 0.03 as established by U.S. EPA and approved by IDEM on October 20, 2015

Sub-Slab Soil Gas screening levels derived by multiplying Indoor Air Screening Levels listed in Table A-6 of the Indiana Department of Environmental Management's (IDEM) RCG by 0.1

Indoor Air Screening Levels are from Table A-6 of the IDEM's Remediation Closure Guide (RCG) with subsequent updates

**Bolded values exceed laboratory reporting limits**

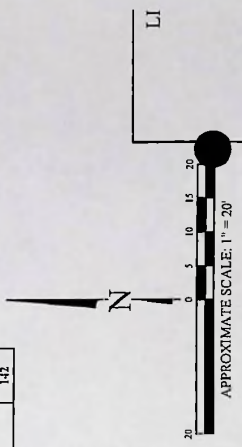
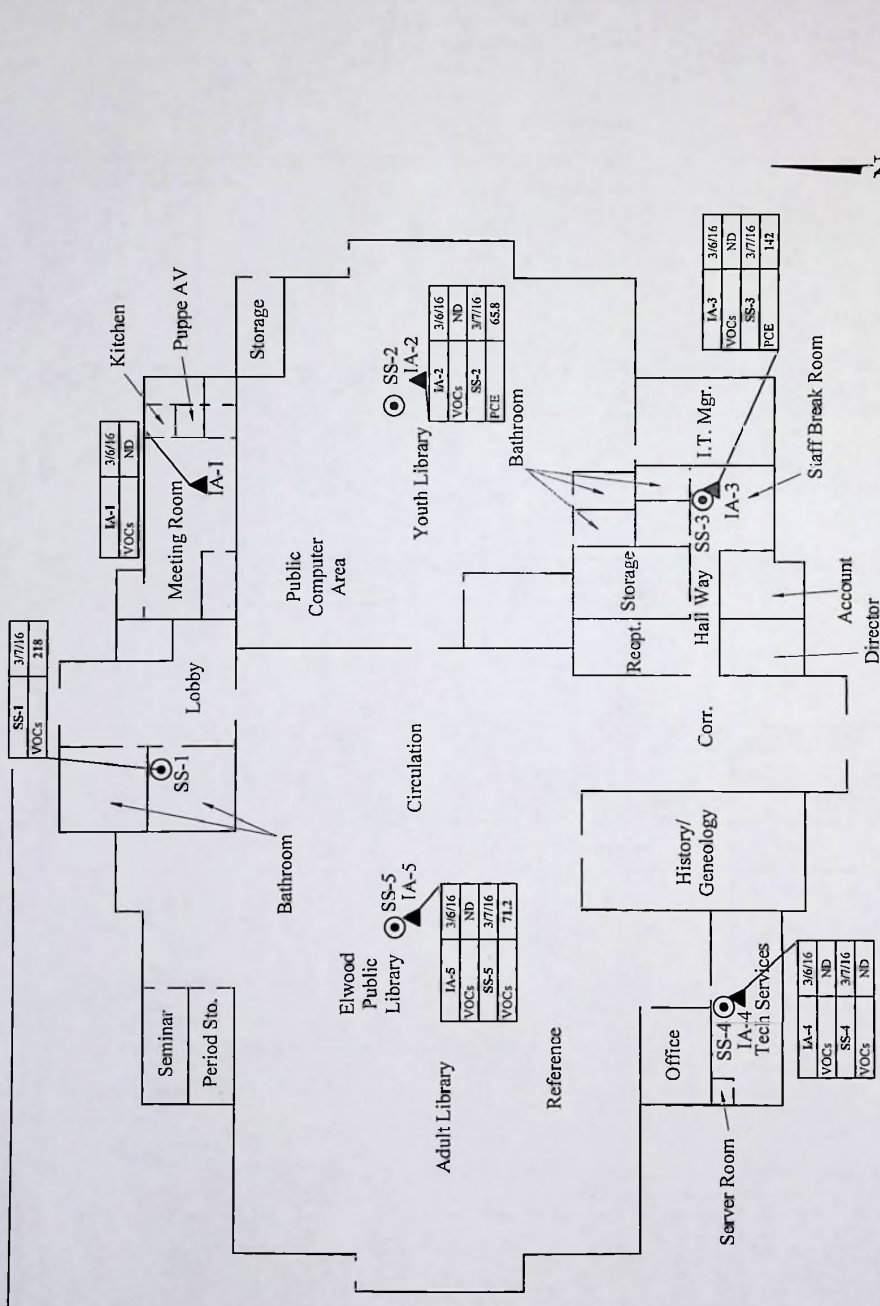
**Bolded and highlighted Orange values exceed the IDEM RCG Commercial Screening Levels**

Samples analyzed for Volatile Organic Compounds (VOCs) using U.S. Environmental Protection Agency (EPA) Method TO-15

Constituents not shown were not detected above laboratory reporting limits

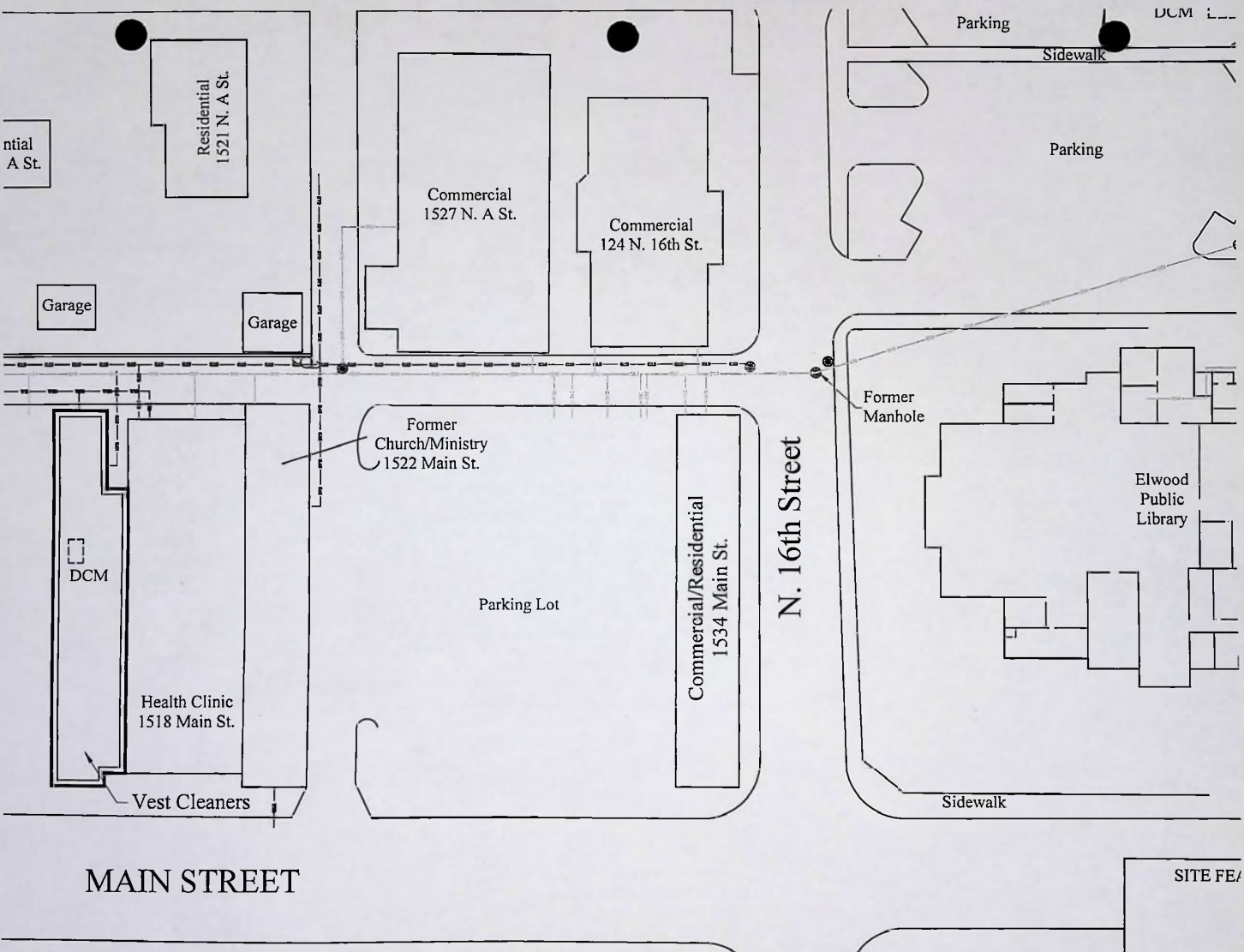
Sample  
6,000  
PCE

- Notes:
1. Bolded value:
  2. Results report
  3. Sub-Slab Vapor
  4. Indoor Air Sc.
  5. Guide by an a
  6. EPA and appi
  7. 2015 Residen
  8. (IASL) from
  9. March 2012
  10. PCE = Tetrac
  11. VOCs = Vola
  12. ND = Not det



LI





ntial  
A St.

Residential  
1521 N. A St.

Commercial  
1527 N. A St.

Commercial  
124 N. 16th St.

Garage

Garage

Parking

Sidewalk

DCM

Parking

Former  
Church/Ministry  
1522 Main St.

Parking Lot

Commercial/Residential  
1534 Main St.

N. 16th Street

Former  
Manhole

Elwood  
Public  
Library

Sidewalk

MAIN STREET

SITE FE/

## Bank Balances

North Madison County Public Library System

Report as of: 04/30/16

<i>Bank</i>		
1	Star Financial Bank	\$317,747.07
2	Star Financial Bank (2)	\$62,382.22
3	Community Bank/Summitville	\$0.00
4	First Farmers Bank & Trust	\$194,384.34
5	PNC Bank	\$0.00
6	Main Source Bank	\$0.00
7	Petty Cash & Cash Drawer	\$265.00
8	National City Bank (2)	\$0.00
9	First Farmers Bank & Trust (2)	\$0.00
<b>Total all banks =</b>		<b>\$574,778.63</b>

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

## Financial Report North Madison County Public Library System

Report Dates = 04/01/16 to 04/30/16

Fund	Start of year	Disbursements this month	Disbursements YTD	Receipts this month	Receipts YTD	Balance
100 Operating Fund	\$543,773.13	\$66,547.34	\$284,330.44	\$19,816.56	\$79,896.92	\$339,339.61
<b>Subtotal</b>	<b>\$543,773.13</b>	<b>\$66,547.34</b>	<b>\$284,330.44</b>	<b>\$19,816.56</b>	<b>\$79,896.92</b>	<b>\$339,339.61</b>
<b>1. Operating Fund</b>						
102 Petty Cash & Cash Drawer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
105 Operating Fund Investment	\$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>2. Main</b>						
103 Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
106 Evergreen Indiana	\$85.10	\$74.33	\$161.98	\$51.29	\$128.17	\$51.29
107 PLAC	\$65.00	\$130.00	\$195.00	\$0.00	\$130.00	\$0.00
110 LIRF Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
115 LIRF	\$54,370.99	\$0.00	\$0.00	\$0.00	\$0.00	\$54,370.99
117 Rainy Day Fund	\$48,573.19	\$0.00	\$0.00	\$82,622.59	\$82,622.59	\$131,195.78
118 Rainy Day Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
120 Gift	\$40,887.75	\$0.00	\$351.25	\$600.00	\$5,900.00	\$46,436.50
121 F'nk Bldg Project Gift	\$1,313.58	\$0.00	\$0.00	\$0.00	\$0.00	\$1,313.58
122 Gates Gift Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
123 Madison Co Comm Foundation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
24 F'nk Bldg Project Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
125 St Technology Fund Grant Fund	\$5,402.88	\$833.00	\$3,332.00	\$0.00	\$0.00	\$2,070.88
130 Debt Service Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Subtotal</b>	<b>\$150,698.49</b>	<b>\$1,037.33</b>	<b>\$4,040.23</b>	<b>\$83,273.88</b>	<b>\$88,780.76</b>	<b>\$235,439.02</b>
<b>4. Withholding</b>						
201 Federal Taxes Withheld	\$0.00	\$3,301.49	\$14,287.99	\$3,301.49	\$14,287.99	\$0.00
202 FICA	\$0.00	\$2,328.59	\$9,704.65	\$2,328.59	\$9,704.65	\$0.00
203 State Tax Withheld	\$0.00	\$1,208.57	\$5,070.57	\$1,208.57	\$5,070.57	\$0.00
204 County Taxes Withheld	\$0.00	\$609.02	\$2,534.85	\$609.02	\$2,534.85	\$0.00
205 PERF	\$0.00	\$777.07	\$3,285.33	\$777.07	\$3,285.33	\$0.00
206 Credit Union	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
207 Annuity	\$0.00	\$540.00	\$2,160.00	\$540.00	\$2,160.00	\$0.00
208 Insurance	\$0.00	\$445.22	\$1,780.88	\$445.22	\$1,780.88	\$0.00
209 Medicare	\$0.00	\$544.57	\$2,269.62	\$544.57	\$2,269.62	\$0.00
210 Other Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
211 Garnishment	\$0.00	\$50.00	\$200.00	\$50.00	\$200.00	\$0.00
212 AFLAC	\$0.00	\$431.64	\$1,726.56	\$431.64	\$1,726.56	\$0.00
<b>Subtotal</b>	<b>\$0.00</b>	<b>\$10,236.17</b>	<b>\$43,020.45</b>	<b>\$10,236.17</b>	<b>\$43,020.45</b>	<b>\$0.00</b>
<b>Grand Total</b>	<b>\$694,471.62</b>	<b>\$77,820.84</b>	<b>\$331,391.12</b>	<b>\$113,326.61</b>	<b>\$211,698.13</b>	<b>\$574,778.63</b>

**Total all banks = \$574,778.63**

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.



# Appropriation Report for 100 Operating Fund

## North Madison County Public Library System

Report Date: From 04/01/16 To 04/30/16

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Spent
<i>1. Personal Services</i>							
1.11 Salary of Director	\$57,000.00	\$0.00	\$57,000.00	\$4,341.10	\$17,364.40	\$39,635.60	30.5
1.12 Salary of Assistants	\$587,700.00	\$0.00	\$587,700.00	\$31,252.33	\$131,170.38	\$456,529.62	22.3
1.13 Wages of Janitor	\$34,000.00	\$0.00	\$34,000.00	\$2,136.40	\$8,677.84	\$25,322.16	25.5
1.14 Employee Benefits	\$6,000.00	\$0.00	\$6,000.00	\$1,848.78	\$1,982.48	\$4,017.52	33.0
1.16 Empl.Share FICA&Medicare	\$51,000.00	\$0.00	\$51,000.00	\$2,873.16	\$11,974.27	\$39,025.73	23.5
1.17 Unemployment comp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
1.18 Emp Cont PERF	\$46,000.00	\$0.00	\$46,000.00	\$2,901.00	\$12,264.96	\$33,735.04	26.7
1.19 Emp Cont Group Ins	\$100,000.00	\$0.00	\$100,000.00	\$4,414.63	\$17,634.52	\$82,365.48	17.6
1.2 Salary of Board Treasurer	\$300.00	\$0.00	\$300.00	\$0.00	\$0.00	\$300.00	0.0
<b>Subtotal</b>	<b>\$882,000.00</b>		<b>\$882,000.00</b>	<b>\$49,767.40</b>	<b>\$201,068.85</b>	<b>\$680,931.15</b>	<b>22.8</b>
<i>2. Supplies</i>							
2.1 Office Supplies	\$15,000.00	\$0.00	\$15,000.00	\$246.98	\$1,811.53	\$13,188.47	12.1
2.12 Stationary & Supplies	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
2.2 Operating Supplies	\$9,500.00	\$0.00	\$9,500.00	\$348.23	\$1,756.93	\$7,743.07	18.5
2.21 Cleaning & Sanitation Supplies	\$4,000.00	\$0.00	\$4,000.00	\$23.77	\$471.77	\$3,528.23	11.8
2.23 Fuel, Oil and Lubricants	\$150.00	\$0.00	\$150.00	\$3.00	\$3.00	\$147.00	2.0
2.24 Bldg. Matl. And Supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.25 Paint and painting supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.26 Repair Parts/Maintenance	\$1,000.00	\$0.00	\$1,000.00	\$48.15	\$660.06	\$339.94	66.0
2.27 Other Repair & mainten.supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.31 Book Processing	\$9,500.00	\$0.00	\$9,500.00	\$982.20	\$1,649.32	\$7,850.68	17.4
2.32 Automation	\$13,400.00	\$0.00	\$13,400.00	\$0.00	\$0.00	\$13,400.00	0.0
<b>Subtotal</b>	<b>\$53,800.00</b>		<b>\$53,800.00</b>	<b>\$1,652.33</b>	<b>\$6,352.61</b>	<b>\$47,447.39</b>	<b>11.8</b>
<i>2. Supplies</i>							
2.11 Official Records	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$146.48	\$853.52	14.6

<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>
<b>Subtotal</b>	<b>\$1,000.00</b>		<b>\$1,000.00</b>	<b>\$0.00</b>	<b>\$146.48</b>	<b>\$853.52</b>	<b>14.6</b>
<b>3. Other Services and Charges</b>							
3.1 Professional Services	\$55,000.00	\$0.00	\$55,000.00	\$3,300.39	\$12,216.46	\$42,783.54	22.2
3.11 Consulting Services	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
3.12 Legal Services	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.0
3.14 Engineering & Architects	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	0.0
3.145 Databases	\$6,650.00	\$0.00	\$6,650.00	\$1,057.89	\$2,462.33	\$4,187.67	37.0
3.146 Ebook Services	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00	0.0
3.147 Evergreen Membership	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$2,500.00	\$2,500.00	50.0
3.21 Telephone & Telegraph	\$38,200.00	\$0.00	\$38,200.00	\$365.66	\$1,696.29	\$36,503.71	4.4
3.22 Postage & UPS	\$3,800.00	\$0.00	\$3,800.00	\$0.00	\$1,004.06	\$2,795.94	26.4
3.23 Traveling Expense	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$128.48	\$2,871.52	4.3
3.24 Professional Meetings	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$125.00	\$2,875.00	4.2
3.26 Elwood Children's Programing	\$5,000.00	\$0.00	\$5,000.00	\$129.04	\$643.71	\$4,356.29	12.9
3.27 Elwood Adult Programing	\$3,000.00	\$0.00	\$3,000.00	\$28.45	\$309.03	\$2,690.97	10.3
3.28 Frankton Programing	\$4,000.00	\$0.00	\$4,000.00	\$21.40	\$647.61	\$3,352.39	16.2
3.29 Summitville Programing	\$3,000.00	\$0.00	\$3,000.00	\$78.47	\$623.22	\$2,376.78	20.8
3.3 Title Source	\$3,100.00	\$0.00	\$3,100.00	\$0.00	\$0.00	\$3,100.00	0.0
3.31 Advertising & Public Notices	\$1,200.00	\$0.00	\$1,200.00	\$0.00	\$417.60	\$782.40	34.8
3.4 Insurance	\$18,000.00	\$0.00	\$18,000.00	\$400.00	\$5,183.00	\$12,817.00	28.8
3.41 Official Bonds	\$400.00	\$0.00	\$400.00	\$0.00	\$200.00	\$200.00	50.0
3.51 Gas	\$20,000.00	\$0.00	\$20,000.00	\$510.14	\$2,925.36	\$17,074.64	14.6
3.52 Electricity	\$35,000.00	\$0.00	\$35,000.00	\$2,588.01	\$9,781.52	\$25,218.48	27.9
3.53 Water	\$6,000.00	\$0.00	\$6,000.00	\$180.11	\$682.55	\$5,317.45	11.4
3.54 Waste Disposal Services	\$3,000.00	\$0.00	\$3,000.00	\$414.34	\$1,253.23	\$1,746.77	41.8
3.61 Bldg. & Structure/Maint.	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.0
3.62 Equipment/Maint.	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.0
3.72 Equipment/Rental	\$7,000.00	\$0.00	\$7,000.00	\$270.20	\$1,221.80	\$5,778.20	17.5
3.8 Dues	\$2,700.00	\$0.00	\$2,700.00	\$0.00	\$122.60	\$2,577.40	4.5
3.81 Taxes	\$500.00	\$0.00	\$500.00	\$110.00	\$110.00	\$390.00	22.0
3.82 Interest on Temporary Loans	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	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>
3.9 Transfer to LIRF	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.0
<b>Subtotal</b>	<b>\$253,650.00</b>		<b>\$253,650.00</b>	<b>\$9,454.10</b>	<b>\$44,253.85</b>	<b>\$209,396.15</b>	<b>17.4</b>
<i>4. Capitol Outlays</i>							
4.1 Land Buildings Improvements	\$31,000.00	\$0.00	\$31,000.00	\$0.00	\$0.00	\$31,000.00	0.0
4.2 Furniture & Equipment	\$32,000.00	\$0.00	\$32,000.00	\$0.00	\$208.52	\$31,791.48	0.7
4.21 Technology Equipment	\$22,000.00	\$0.00	\$22,000.00	\$0.00	\$1,049.83	\$20,950.17	4.8
4.31 Elwood Adult	\$33,500.00	\$0.00	\$33,500.00	\$201.81	\$5,038.77	\$28,461.23	15.0
4.32 Elwood Childrens	\$14,000.00	\$0.00	\$14,000.00	\$571.23	\$2,758.81	\$11,241.19	19.7
4.33 Elwood YA	\$6,200.00	\$0.00	\$6,200.00	\$285.93	\$1,274.28	\$4,925.72	20.6
4.34 Frankton	\$19,500.00	\$0.00	\$19,500.00	\$662.33	\$3,694.27	\$15,805.73	18.9
4.35 Summitville	\$16,500.00	\$0.00	\$16,500.00	\$862.95	\$2,593.26	\$13,906.74	15.7
4.4 Elwood Period. & News.	\$9,500.00	\$0.00	\$9,500.00	\$0.00	\$167.00	\$9,333.00	1.8
4.41 Frankton Per. & Newsp.	\$2,800.00	\$0.00	\$2,800.00	\$0.00	\$0.00	\$2,800.00	0.0
4.42 Summitville Period. & Newsp.	\$1,700.00	\$0.00	\$1,700.00	\$0.00	\$0.00	\$1,700.00	0.0
4.51 Elwood AV	\$35,000.00	\$0.00	\$35,000.00	\$1,625.05	\$7,231.89	\$27,768.11	20.7
4.52 Frankton AV	\$18,800.00	\$0.00	\$18,800.00	\$535.65	\$4,451.19	\$14,348.81	23.7
4.53 Summitville AV	\$14,400.00	\$0.00	\$14,400.00	\$548.56	\$3,282.83	\$11,117.17	22.8
4.54 Techology Software	\$8,000.00	\$0.00	\$8,000.00	\$380.00	\$758.00	\$7,242.00	9.5
<b>Subtotal</b>	<b>\$264,900.00</b>		<b>\$264,900.00</b>	<b>\$5,673.51</b>	<b>\$32,508.65</b>	<b>\$232,391.35</b>	<b>12.3</b>
<b>Grand Total</b>	<b>\$1,455,350.00</b>	<b>\$0.00</b>	<b>\$1,455,350.00</b>	<b>\$66,547.34</b>	<b>\$284,330.44</b>	<b>\$1,171,019.56</b>	<b>19.5</b>

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

**Receipt Listing**  
**North Madison County Public Library System**

Report Date: From **04/01/16** To **04/30/16**

<i>Receipt #</i>	<i>Date</i>	<i>Name</i>	<i>Explanation</i>	<i>Bank</i>	<i>Total</i>
138	04/05/16	Star Financial Bank	March Interest	1	\$2.60
139	04/06/16	Star Financial Bank	March Interest	2	\$16.27
140	04/06/16	PAYROLL		1	\$5,100.66
141	04/08/16	First Farmers Bank & Trust	March Interest	4	\$32.80
142	04/04/16	Dennis Johnson	FINES & FEES - RECEIPT #11649	1	\$67.85
143	04/04/16	Dennis Johnson	FINES & FEES - RECEIPT #11650	1	\$58.20
144	04/04/16	Jill Murray	FINES & FEES - RECEIPT #11651	1	\$59.25
145	04/04/16	Debbie Fox	FINES & FEES - RECEIPT #11652	1	\$51.75
146	04/04/16	Dennis Johnson	FINES & FEES - RECEIPT #11653	1	\$60.11
147	04/05/16	Dennis Johnson	FINES & FEES - RECEIPT #11654	1	\$67.21
148	04/05/16	Treasurer of Madison County	April 2016 COIT Receipt #11655	1	\$17,044.83
149	04/06/16	Trisha Shuler	FINES & FEES - RECEIPT #11656	1	\$21.71
150	04/06/16	Dennis Johnson	FINES & FEES - RECEIPT #11657	1	\$78.05
151	04/07/16	Dennis Johnson	FINES & FEES - RECEIPT #11658	1	\$44.90
152	04/08/16	Dennis Johnson	FINES & FEES - RECEIPT #11659	1	\$65.30
153	04/08/16	Debbie Fox	FINES & FEES - RECEIPT #11660	1	\$74.75
154	04/11/16	Jamie Scott	FINES & FEES - RECEIPT #11661	1	\$38.60
155	04/11/16	Jordan Arehart	FINES & FEES - RECEIPT #11662	1	\$75.70
156	04/11/16	Jill Murray	FINES & FEES - RECEIPT #11663	1	\$119.30
157	04/11/16	Jamie Scott	FINES & FEES - RECEIPT #11664	1	\$40.50
158	04/12/16	Dennis Johnson	FINES & FEES - RECEIPT #11665	1	\$108.35
159	04/13/16	Jamie Scott	FINES & FEES - RECEIPT #11666	1	\$51.60
160	04/14/16	Dennis Johnson	FINES & FEES - RECEIPT #11667	1	\$57.40
161	04/20/16	PAYROLL		1	\$5,135.51
162	04/15/16	Trisha Shuler	FINES & FEES - RECEIPT #11668	1	\$31.77
163	04/15/16	Dennis Johnson	FINES & FEES - RECEIPT #11669	1	\$19.20
164	04/15/16	Debbie Fox	FINES & FEES - RECEIPT #11670	1	\$131.55
165	04/18/16	Jill Murray	FINES & FEES - RECEIPT #11672	1	\$97.49
166	04/18/16	April Gillam	FINES & FEES - RECEIPT #11673	1	\$65.85
167	04/18/16	St Vincent Mercy Hospital Me	Summer Reading Donation-Receipt #11674	1	\$200.00
168	04/18/16	Dennis Johnson	Book Sale Receipt # 11675	1	\$150.46
169	04/18/16	Dennis Johnson	FINES & FEES - RECEIPT #11676	1	\$45.85
170	04/19/16	Dennis Johnson	FINES & FEES - RECEIPT #11677	1	\$87.20
171	04/19/16	Trisha Shuler	Book Sale YS-Receipt #11678	1	\$65.05



Receipt #	Date	Name	Explanation	Bank	Total
172	04/19/16	First Farmers Bank & Trust	Summer Reading Donation-Receipt #11679	1	\$150.00
173	04/19/16	Brenda Williams	Summer Reading Donation	1	\$50.00
174	04/20/16	Dennis Johnson	FINES & FEES - RECEIPT #11681	1	\$66.65
175	04/21/16	Dennis Johnson	FINES & FEES - RECEIPT #11682	1	\$38.39
176	04/21/16	Dunnichay Funeral Home	Summer Reading Donation-Receipt #11683	1	\$100.00
177	04/22/16	Debbie Fox	FINES & FEES - RECEIPT #11684	1	\$85.55
178	04/22/16	Janet Brunnemer	FINES & FEES - RECEIPT #11685	1	\$45.00
179	04/25/16	Trisha Shuler	FINES & FEES - RECEIPT #11686	1	\$39.61
180	04/25/16	Jill Murray	Book Sale Summitville-Receipt #11687	1	\$7.00
181	04/25/16	Jill Murray	FINES & FEES - RECEIPT #11688	1	\$109.59
182	04/26/16	Trisha Shuler	FINES & FEES - RECEIPT #11689	1	\$18.60
183	04/25/16	Dennis Johnson	FINES & FEES - RECEIPT #11690	1	\$77.50
184	04/26/16	Dennis Johnson	FINES & FEES - RECEIPT #11691	1	\$101.46
185	04/26/16	Moser Jewelers	Summer Reading Donation-Receipt #11692	1	\$100.00
186	04/26/16	Madison Co Treasurer	LOIT 2016 Special Distribution	1	\$82,622.59
187	04/27/16	Dennis Johnson	FINES & FEES - RECEIPT #11694	1	\$66.00
188	04/28/16	Trisha Shuler	FINES & FEES - RECEIPT #11695	1	\$65.45
190	04/29/16	Dennis Johnson	FINES & FEES - RECEIPT #11696	1	\$60.80
191	04/29/16	Debbie Fox	FINES & FEES - RECEIPT #11697	1	\$90.70
192	04/18/16	Jill Murray	Book Sale-Summitville-Receipt #11671	1	\$64.10

**Total All Receipts**      **\$113,328.61**

Monday, May 16, 2016

Fiscal Officer

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

### Voucher List

#### North Madison County Public Library System

Report Date: From    04/01/16 To    04/30/16

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
30172	187	INDIANA DEPARTMENT OF W	04/06/16	1st Qtr Unemployment	\$1,848.78
0	188	INDIANA PUBLIC RETIREMENT	04/06/16	Payroll ending 4/2/16	\$1,809.62
0	189	EFTPS	04/06/16	Payroll ending 4/2/16	\$4,506.96
0	190	GREAT-WEST RETIREMENT S	04/06/16	Payroll ending 4/2/16	\$270.00
30174	191	MADISON COUNTY CLERK	04/06/16	Payroll ending 4/2/16	\$25.00
30168	192	AT&T LONG DISTANCE	04/06/16	Service for Elwood & Summitville	\$97.75
30170	193	CARDMEMBER SERVICE	04/06/16	As per attached invoices.	\$225.11
30171	194	CITY OF ELWOOD UTILITIES	04/06/16	Service for Elwood	\$336.18
30173	195	JILL MURRAY	04/06/16	Petty Cash Reimbursement	\$35.35
30169	196	BARBARA SNIPES	04/06/16	Displays	\$177.81
30176	197	TOWN OF FRANKTON	04/06/16	Service for Frankton	\$443.16
30177	198	TOWN OF SUMMITVILLE	04/06/16	Service for Summitville	\$55.30
30175	199	TOPS HOME CENTER	04/06/16	As per attached invoices.	\$61.01
30178	200	VECTREN ENERGY DELIVERY	04/06/16	Service for Elwood and Summitville	\$437.85
0	201	STAR FINANCIAL BANK	04/06/16	Service Charge- March	\$10.08
0	202	PAYROLL	04/06/16	PAYROLL	\$18,607.36
30180	203	AVC TECHNOLOGY CORPORA	04/11/16	Quarterly billing for April through June	\$486.00
30181	204	BAKER & TAYLOR	04/11/16	As per attached invoices.	\$2,584.25
30182	205	CHESTER INFORMATION TEC	04/11/16	Veritas Backup Exec 15 Agent	\$380.00
30183	206	DOLLAR GENERAL-REGIONS	04/11/16	As per attached invoices.	\$59.52
30185	207	ELWOOD FIRE EQUIPMENT C	04/11/16	As per attached invoices.	\$575.00
30186	208	ENA SERVICES LLC	04/11/16	Internet & Telephone	\$992.43
30187	209	FRONTIER	04/11/16	Service for Frankton	\$108.48
30188	210	GE CAPITAL INFORMATION TE	04/11/16	Copier lease for Frankton & Summitville	\$121.20
30190	211	INDIANA MICHIGAN POWER C	04/11/16	Service for Summitville	\$415.13
30191	212	INDIANA STATE LIBRARY	04/11/16	First Quarter PLAC	\$130.00
30192	213	INDIANA STATE LIBRARY	04/11/16	First Quarter Evergreen payment	\$74.33
30194	214	KEITH BALDWIN	04/11/16	Shelf Repair Frankton	\$50.00
30196	215	LMC SERVICE SOLUTIONS	04/11/16	Repair in Server Room	\$251.50
30195	216	LIBRARY STORE INC., THE	04/11/16	As per attached invoices.	\$346.21
30198	217	MADISON COUNTY TREASUR	04/11/16	Drain Assessment Elwood, Summitville	\$40.00
30199	218	MARSH SUPERMARKET	04/11/16	As per attached invoices.	\$33.89
30200	219	McCORMACK PRINTING IMPR	04/11/16	Adult Registration Cards	\$174.00
30201	220	MIDWEST COLLABORATIVE F	04/11/16	Cypress Resume	\$157.89
30202	221	MIDWEST TAPE	04/11/16	As per attached invoices.	\$607.92
30203	222	MY HERITAGE (USA) INC.	04/11/16	World Vital Records database	\$900.00
30204	223	NUGENT ELECTRIC INC.	04/11/16	Additional can lights at Summitville	\$1,310.00
30205	224	PERMACARD	04/11/16	Barcode labels	\$220.04
30207	225	STAPLES ADVANTAGE	04/11/16	As per attached invoices.	\$143.23
30208	226	TEI LANDMARK AUDIO	04/11/16	As per attached invoices.	\$131.00
30209	227	U.S. BANK EQUIPMENT FINAN	04/11/16	Copier Lease Elwood	\$149.00
30179	228	AUTO-OWNERS INSURANCE	04/11/16	Tailored Liability and Bond Renewal	\$400.00
30197	229	MADISON COUNTY HISTORIC	04/11/16	Program @ Summitville 4/21/16	\$20.00
30184	230	ELITE CONSTRUCTION	04/11/16	Snow removal at Elwood Dec, Jan & Feb	\$360.00
30189	231	HUMPHRIES AUTOMOTIVE SE	04/11/16	Snow removal March	\$40.00
30193	232	INDIANA-AMERICAN WATER C	04/11/16	Service for Summitville	\$23.36
30206	233	RHONDA CONRAD	04/11/16	Internal Control Seminar	\$40.00
0	234	INDIANA PUBLIC RETIREMENT	04/18/16	Payroll ending 4/16/16	\$1,868.45
0	235	EFTPS	04/18/16	Payroll ending 4/16/16	\$4,540.85

Printed on Monday, May 16, 2016

Page 1 of 2

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
0	236	GREAT-WEST RETIREMENT S	04/18/16	Payroll ending 04/16/16	\$270.00
30211	237	MADISON COUNTY CLERK	04/18/16	Payroll ending 4/16/16	\$25.00
0	238	INDIANA DEPARTMENT OF RE	04/18/16	April withholding	\$1,817.59
0	239	AFLAC	04/18/16	April withholdings	\$431.64
30210	240	INDIANA MICHIGAN POWER C	04/18/16	Service for Elwood	\$1,770.03
30215	241	TREASURER OF MADISON CO	04/18/16	Taxes for Frankton	\$70.00
30212	242	MANIFOLD REFUSE, INC.	04/18/16	Service for Frankton	\$84.00
30213	243	SYNCB/AMAZON	04/18/16	As per attached invoices.	\$2,413.21
30214	244	TOWN OF SUMMITVILLE	04/18/16	Service for Summitville	\$55.30
30216	245	UNITED HEALTHCARE	04/18/16	Health insurance 5/1/16 -5/31/16	\$4,859.85
30217	246	VAN AUSDALL & FARRAR, INC.	04/18/16	Copies	\$148.46
30218	247	VECTREN ENERGY DELIVERY	04/18/16	Service for Frankton	\$72.29
0	248	PAYROLL	04/20/16	PAYROLL	\$19,122.47
<b>Total Amount of Claims</b>					<b>\$77,820.84</b>

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Monday, May 16, 2016

\_\_\_\_\_  
Fiscal Officer

### ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of  pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of

Date this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.



TRANSMISSION VERIFICATION REPORT

TIME : 05/12/2016 12:50  
NAME : ELWOOD LIBRARY  
FAX : 7655520955  
TEL : 7655525001  
SER.# : BROF2V374540

DATE, TIME 05/12 12:50  
FAX NO./NAME HERALD  
DURATION 00:00:17  
PAGE(S) 01  
RESULT OK  
MODE STANDARD  
ECM

TRANSMISSION VERIFICATION REPORT

TIME : 05/12/2016 12:46  
NAME : ELWOOD LIBRARY  
FAX : 7655520955  
TEL : 7655525001  
SER.# : BROF2V374540

DATE, TIME 05/12 12:46  
FAX NO./NAME SUMMITVILLE  
DURATION 00:00:14  
PAGE(S) 01  
RESULT OK  
MODE STANDARD  
ECM

Agenda

May 16<sup>th</sup>, 2016

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting  
5:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
  - Minutes
  - Claims Register & Checks
  - Personnel
- Old Business
  - 1. New Website and Wiki
  - 2. Time and Place of Monthly Meetings
- New Business
  - 1. Yearly review of Internet Policy, Computer Use Policy and

Agenda

May 16<sup>th</sup>, 2016

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting  
5:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
  - Minutes
  - Claims Register & Checks
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- Old Business
  - 1. New Website and Wiki
  - 2. Time and Place of Monthly Meetings
- New Business
  - 1. Yearly review of Internet Policy, Computer Use Policy and Wireless Internet Policy

TRANSMISSION VERIFICATION REPORT

TIME : 05/12/2016 12:43  
NAME : ELWOOD LIBRARY  
FAX : 7655520955  
TEL : 7655525001  
SER.# : BROF2V374540

DATE, TIME 05/12 12:43  
FAX NO./NAME CALL LEADER  
DURATION 00:00:14  
PAGE(S) 01  
RESULT OK  
MODE STANDARD  
ECM

TRANSMISSION VERIFICATION REPORT

TIME : 05/12/2016 12:45  
NAME : ELWOOD LIBRARY  
FAX : 7655520955  
TEL : 7655525001  
SER.# : BROF2V374540

DATE, TIME 05/12 12:45  
FAX NO./NAME FRANKTON  
DURATION 00:00:15  
PAGE(S) 01  
RESULT OK  
MODE STANDARD  
ECM

Agenda

May 16<sup>th</sup>, 2016

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting  
5:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
  - Minutes
  - Claims Register & Checks
  - Personnel
- Old Business
  - 1. New Website and Wiki
  - 2. Time and Place of Monthly Meetings
- New Business
  - 1. Yearly review of Internet Policy, Computer Use Policy and Wireless Internet Policy

Agenda

May 16<sup>th</sup>, 2016

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting  
5:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
  - Minutes
  - Claims Register & Checks
  - Personnel
- Old Business
  - 1. New Website and Wiki
  - 2. Time and Place of Monthly Meetings
- New Business
  - 1. Yearly review of Internet Policy, Computer Use Policy and Wireless Internet Policy



TRANSMISSION VERIFICATION REPORT

TIME : 05/12/2016 12:47  
NAME : ELWOOD LIBRARY  
FAX : 7655520955  
TEL : 7655525001  
SER.# : BRDF2V374540

DATE, TIME	05/12 12:47
FAX NO. /NAME	HERALD
DURATION	00:00:15
PAGE(S)	01
RESULT	OK
MODE	STANDARD ECM

## Agenda

May 16<sup>th</sup>, 2016

North Madison County Public Library System  
Board of Trustees

### Elwood Public Library

Regular Meeting  
5:30 P.M.

Call to Order

Call for Quorum

Consent Agenda

Minutes

Claims Register & Checks

Personnel

Old Business

1. New Website and Wiki
2. Time and Place of Monthly Meetings

New Business

1. Yearly review of Internet Policy, Computer Use Policy and

Agenda

June 13, 2016

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting  
5:30 P.M.

Call to Order

Call for Quorum

Consent Agenda

Minutes

Claims Register & Checks

Personnel

Old Business

1. Library Park Board Member

New Business

1. Time Line for 2017 Budget Approval
2. Internal Controls Resolution
3. Materiality Threshold Resolution
4. Access to Public Records Policy
5. Videotape Request

Director's Report

Public Comment

Adjournment



NORTH MADISON COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES  
Regular Meeting  
June 13, 2016  
5:30 p.m.

**CALL TO ORDER**

Vice President Beverly Austin called a regular meeting of the North Madison County Public Library Board of Trustees to order on June 13, 2016 at 5:30 p.m. in the meeting room of the Elwood Public Library.

**CALL FOR QUORUM**

Present were members Beverly Austin, Barbara Abernathy, Dan Prieshoff, Bette Dalzell, and Mike Robertson. Also in attendance were Jonathan L. Mayes, Director Jamie Scott and Administrative Assistant Sheri Wallace.

**CONSENT AGENDA**

Mike Robertson made a motion to approve the minutes, claims register and personnel report in the consent agenda. A second was made by Barbara Abernathy and the motion carried. The members signed the minutes and claims register. Treasurer Dan Prieshoff signed checks.

**OLD BUSINESS**

Library Park Board Member

Bette Dalzell made a motion to table the Library Park Board Member business until the September board meeting. Mike Robertson made a second and the motion carried.

**NEW BUSINESS**

Time Line for 2017 Budget Approval

The time line for the 2017 Budget was reviewed. Approval, public hearing and adoption of the 2017 budget will all take place at regularly scheduled board meetings. No changes were made.

Internal Controls Resolution

The Resolution to establish Internal Controls was read. Bette Dalzell made a motion to accept this Resolution as read. Barbara Abernathy made a second and the motion carried.

Materiality Threshold Resolution

The Resolution to establish Materiality Thresholds was read. Bette Dalzell made a motion to accept this Resolution as read with the exception that each time the word Library was mentioned in the resolution it would be changed to North Madison County Public Library System. Barbara Abernathy made a second and the motion carried.

Access to Public Records Policy

Director Scott would like to change the NMCPLS Access to Public Records Policy from 9am to reflect our opening time of 10 am. Mike Robertson made a motion to accept this change. Dan Prieshoff made a second and the motion carried.

Video Tape Request

Director Scott received a request from a resident to video in the library after hours. The request was discussed. Bette Dalzell made a motion to deny any public use of the library

outside of normal business hours with the exception of the meeting room. Barbara Abernathy made a second and the motion carried. Barbara Abernathy made a motion to request the library's attorney, Mr. Mayes, respond to this resident's request. Mike Robertson made a second and the motion carried.

Director's Report

Director Scott has been asked to speak at the new Director's workshop on August 16<sup>th</sup>. She will be speaking about Additional Appropriations.

**PUBLIC COMMENT**

Public comment was sought. None was forthcoming

Bette Dalzell made a motion to adjourn. Barbara Abernathy made a second and the motion carried.

Bette Dalzell, Secretary

Michael Robertson  
Beverly J. Austin  
Barbara Abernathy  
Dennis J. Edleman

# Register Of Claims

## North Madison County Public Library System

Report Date: From 05/10/16 To 06/13/16

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	325	STAR FINANCIAL BANK	Operating Fund	Professional Services	\$10.44	06/01/16	May Service Charge
				<b>Total this claim =</b>	<b>\$10.44</b>		
0	298	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,498.80	05/16/16	Payroll ending 5/14/16
				FICA	\$1,214.70		
				Federal Taxes Withheld	\$1,678.88		
				Medicare	\$284.10		
				<b>Total this claim =</b>	<b>\$4,676.48</b>		
0	299	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$270.00	05/16/16	Payroll ending 5/14/16
				<b>Total this claim =</b>	<b>\$270.00</b>		
0	303	PAYROLL	Operating Fund	Salary of Director	\$2,170.55	05/18/16	PAYROLL
			Operating Fund	Salary of Assistants	\$16,422.53		
			Operating Fund	Wages of Janitor	\$1,084.49		
				<b>Total this claim =</b>	<b>\$19,677.57</b>		
0	317	INDIANA PUBLIC RETIREMENT	PERF	Payroll Deductions	\$393.36	06/01/16	Payroll ending 5/28/16
			Operating Fund	Emp Cont PERF	\$1,468.54		
				<b>Total this claim =</b>	<b>\$1,861.90</b>		
0	318	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,527.77	06/01/16	Payroll ending 5/28/16
				FICA	\$1,238.18		
				Federal Taxes Withheld	\$1,678.58		
				Medicare	\$289.59		
				<b>Total this claim =</b>	<b>\$4,734.12</b>		
0	319	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$270.00	06/01/16	Payroll ending 5/28/16
				<b>Total this claim =</b>	<b>\$270.00</b>		
0	320	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$1,255.42	06/01/16	May Payroll Withholding
			County Taxes Withheld	Payroll Deductions	\$633.87		
				<b>Total this claim =</b>	<b>\$1,889.29</b>		
0	297	INDIANA PUBLIC RETIREMENT	PERF	Payroll Deductions	\$393.87	05/16/16	Payroll ending 5/14/16
			Operating Fund	Emp Cont PERF	\$1,470.43		
				<b>Total this claim =</b>	<b>\$1,864.30</b>		



<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	323	PAYROLL	Operating Fund	Salary of Director	\$2,170.55	06/01/16	PAYROLL
			Operating Fund	Salary of Assistants	\$16,789.31		
			Operating Fund	Wages of Janitor	\$1,096.20		
				<b>Total this claim =</b>	<u>\$20,056.06</u>		
0	305	AFLAC	AFLAC	Payroll Deductions	\$431.64	06/01/16	May Insurance
				<b>Total this claim =</b>	<u>\$431.64</u>		
0	351	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$270.00	06/13/16	Payroll ending 6/11/16
				<b>Total this claim =</b>	<u>\$270.00</u>		
0	350	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,485.84	06/13/16	Payroll ending 6/11/16
			FICA	Payroll Deductions	\$1,204.20		
			Federal Taxes Withheld	Payroll Deductions	\$1,645.25		
			Medicare	Payroll Deductions	\$281.64		
				<b>Total this claim =</b>	<u>\$4,616.93</u>		
0	349	INDIANA PUBLIC RETIREMENT	PERF	Payroll Deductions	\$392.35	06/13/16	Payroll ending 6/11/16
			Operating Fund	Emp Cont PERF	\$1,464.76		
				<b>Total this claim =</b>	<u>\$1,857.11</u>		
30224	258	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$1,292.42	05/16/16	As per attached invoices.
			Operating Fund	Elwood Childrens	\$62.93		
			Operating Fund	Elwood YA	\$8.99		
			Operating Fund	Frankton	\$243.45		
			Operating Fund	Summitville	\$526.91		
				<b>Total this claim =</b>	<u>\$2,134.70</u>		
30225	259	BAXTER PEST PROFESSIONA	Operating Fund	Professional Services	\$180.00	05/16/16	Quarterly - Elwood & Summitville
				<b>Total this claim =</b>	<u>\$180.00</u>		
30226	260	CHAPMAN ELECTRIC SUPPLY,	Operating Fund	Operating Supplies	\$112.47	05/16/16	Lighting supplies
				<b>Total this claim =</b>	<u>\$112.47</u>		
30227	261	DEBBIE FOX	Operating Fund	Postage & UPS	\$30.94	05/16/16	Petty Cash
			Operating Fund	Frankton Programing	\$7.67		
				<b>Total this claim =</b>	<u>\$38.61</u>		
30228	262	DEMCO	Operating Fund	Furniture & Equipment	\$274.50	05/16/16	Iron Horse Book Truck & Processing
			Operating Fund	Book Processing	\$165.77		Supplies
				<b>Total this claim =</b>	<u>\$440.27</u>		
30229	263	DISCOUNT PAPER PRODUCT	Operating Fund	Operating Supplies	\$75.06	05/16/16	1 Case of 50 rolls of receipt tape
				<b>Total this claim =</b>	<u>\$75.06</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
30230	264	DOLLAR GENERAL-REGIONS	Operating Fund	Cleaning & Sanitation Supplies	\$12.00	05/16/16	As per attached invoices.
			Operating Fund	Summitville Programing	\$40.80		
			<b>Total this claim =</b>		\$52.80		
30231	301	DON CARMER	Operating Fund	Summitville Programing	\$60.00	05/16/16	Performance 5/19/16
			<b>Total this claim =</b>		\$60.00		
30232	265	ENA SERVICES LLC	St Technology Fund Gra	Telephone & Telegraph	\$843.00	05/16/16	Internet & Telephon
			Operating Fund	Telephone & Telegraph	\$159.02		
			<b>Total this claim =</b>		\$1,002.02		
30233	266	FOUR STAR PRINTING	Operating Fund	Frankton Programing	\$25.00	05/16/16	Bookmarks-Frankton
			<b>Total this claim =</b>		\$25.00		
30234	267	H & H Signs	Operating Fund	Office Supplies	\$49.00	05/16/16	Rental signs & nametags
			Operating Fund	Equipment/Rental	\$110.00		
			<b>Total this claim =</b>		\$159.00		
30235	293	HARPER'S LAWN CARE	Operating Fund	Professional Services	\$150.00	05/16/16	April Lawn Care
			<b>Total this claim =</b>		\$150.00		
30236	268	HERALD BULLETIN, THE	Operating Fund	Frankton Per. & Newsp.	\$283.93	05/16/16	52 week subscription Frankton 5/26/16-5/25/17
			<b>Total this claim =</b>		\$283.93		
			Operating Fund	Electricity	\$422.88		
30237	270	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$2,048.49	05/16/16	Service for Summitville & Elwood
			Operating Fund	Electricity	\$2,471.37		
			<b>Total this claim =</b>		\$2,471.37		
30238	269	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$21.60	05/16/16	Service for Summitville
			<b>Total this claim =</b>		\$21.60		
30239	271	ITSAVVY LLC	Operating Fund	Technology Equipment	\$379.77	05/16/16	3 Hard drives
			<b>Total this claim =</b>		\$379.77		
30240	272	JILL MURRAY	Operating Fund	Postage & UPS	\$3.77	05/16/16	Petty Cash Reimbursement
			Operating Fund	Summitville Programing	\$39.04		
			<b>Total this claim =</b>		\$42.81		
30241	273	KMART 9124	Operating Fund	Summitville Programing	\$19.30	05/16/16	Program supplies
			<b>Total this claim =</b>		\$19.30		
30242	274	LEAP Managed IT	Operating Fund	Office Supplies	\$10.00	05/16/16	Copies
			<b>Total this claim =</b>		\$10.00		
30243	300	MADISON COUNTY CLERK	Garnishment	Payroll Deductions	\$11.22	05/16/16	Final Garnishment Trisha Shuler
			<b>Total this claim =</b>		\$11.22		



<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
30244	275	MARSH SUPERMARKET	Operating Fund	Summitville Programing	\$19.53	05/16/16	As per attached invoices.
			Operating Fund	Elwood Children's Programing	\$1.99		
			Operating Fund	Frankton Programing	\$83.04		
			Operating Fund	Elwood Adult Programing	\$17.77		
				<b>Total this claim =</b>	<b>\$122.33</b>		
30245	276	MIDWEST COLLABORATIVE F	Operating Fund	Dues	\$125.00	05/16/16	Annual Membership
				<b>Total this claim =</b>	<b>\$125.00</b>		
30246	291	MODERN MARKETING	Operating Fund	Elwood Children's Programing	\$218.47	05/16/16	Posters
				<b>Total this claim =</b>	<b>\$218.47</b>		
30247	277	RDJ SPECIALTIES, INC.	Gift	Frankton Programing	\$240.16	05/16/16	Pencils-Frankton
				<b>Total this claim =</b>	<b>\$240.16</b>		
30248	278	RICOH USA, INC	Operating Fund	Technology Equipment	\$357.00	05/16/16	Fax for Frankton copier
				<b>Total this claim =</b>	<b>\$357.00</b>		
30249	279	ROBYS, INC.	Operating Fund	Professional Services	\$862.62	05/16/16	Repairs Frankton
				<b>Total this claim =</b>	<b>\$862.62</b>		
30250	280	SCHOLASTIC BOOK FAIRS - 30	Gift	Frankton Programing	\$193.68	05/16/16	Summer Reading Prize books
			Gift	Elwood Children's Programing	\$476.96		
			Gift	Summitville Programing	\$185.76		
				<b>Total this claim =</b>	<b>\$856.40</b>		
30251	281	STAPLES ADVANTAGE	Operating Fund	Office Supplies	\$309.79	05/16/16	As per attached invoices.
			Operating Fund	Cleaning & Sanitation Supplies	\$59.44		
			Operating Fund	Operating Supplies	\$269.19		
				<b>Total this claim =</b>	<b>\$638.42</b>		
30252	282	SUPPORT WAREHOUSE LTD	Operating Fund	Technology Equipment	\$612.00	05/16/16	Tech Support
				<b>Total this claim =</b>	<b>\$612.00</b>		
30253	283	TEI LANDMARK AUDIO	Operating Fund	Summitville AV	\$123.75	05/16/16	Audio Books
			Operating Fund	Frankton AV	\$58.00		
			Operating Fund	Summitville AV	\$576.00		
				<b>Total this claim =</b>	<b>\$757.75</b>		
30254	285	TERHUNE AND ASSOCIATES, I	Operating Fund	Advertising & Public Notices	\$20.75	05/16/16	Help Wanted ad-Summitville
				<b>Total this claim =</b>	<b>\$20.75</b>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
30255	284	TOPS HOME CENTER	Operating Fund	Operating Supplies	\$36.98	05/16/16	As per attached invoices.
			Operating Fund	Summitville Programing	\$11.98		
			Operating Fund	Technology Equipment	\$7.98		
				<b>Total this claim =</b>	<u>\$56.94</u>		
30256	296	TRISHA SHULER	Operating Fund	Elwood Adult Programing	\$37.75	05/16/16	Petty Cash
				<b>Total this claim =</b>	<u>\$37.75</u>		
30257	292	TRISHA SHULER	Operating Fund	Traveling Expense	\$60.72	05/16/16	138 miles @ \$.44=60.72
				<b>Total this claim =</b>	<u>\$60.72</u>		
30258	287	U.S. BANK EQUIPMENT FINAN	Operating Fund	Equipment/Rental	\$149.00	05/16/16	Copier Lease Elwood
			Operating Fund	Taxes	\$134.60		
				<b>Total this claim =</b>	<u>\$283.60</u>		
30259	295	UNITED HEALTHCARE	Insurance	Payroll Deductions	\$445.22	05/16/16	June Health Insurance
			Operating Fund	Emp Cont Group Ins	\$4,422.73		
				<b>Total this claim =</b>	<u>\$4,867.95</u>		
30260	286	UPSTART	Operating Fund	Elwood Children's Programing	\$290.54	05/16/16	Summer Reading prizes
				<b>Total this claim =</b>	<u>\$290.54</u>		
30261	294	VAN AUSDALL & FARRAR, INC.	Operating Fund	Office Supplies	\$172.81	05/16/16	Copies Elwood
				<b>Total this claim =</b>	<u>\$172.81</u>		
30262	288	VAUGHN'S COMPUTER HOUS	Operating Fund	Professional Services	\$452.00	05/16/16	Server consultation
				<b>Total this claim =</b>	<u>\$452.00</u>		
30263	289	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$56.70	05/16/16	Service for Elwood & Summitville
			Operating Fund	Gas	\$296.82		
				<b>Total this claim =</b>	<u>\$353.52</u>		
30264	290	WELLS FARGO VENDOR FINA	Operating Fund	Equipment/Rental	\$60.60	05/16/16	Copier Lease Frankton & Summitville
			Operating Fund	Equipment/Rental	\$60.60		
				<b>Total this claim =</b>	<u>\$121.20</u>		
30265	302	BARBARA SNIPES	Operating Fund	Professional Services	\$105.34	05/16/16	2 Display Cases
				<b>Total this claim =</b>	<u>\$105.34</u>		
30266	306	CARDMEMBER SERVICE	Operating Fund	Techology Software	\$147.00	06/01/16	As per attached invoices.
			Operating Fund	Advertising & Public Notices	\$9.12		
			Operating Fund	Furniture & Equipment	\$833.56		
			Operating Fund	Fuel, Oil and Lubricants	\$13.00		
			Gift	Elwood Children's Programing	\$448.16		
				<b>Total this claim =</b>	<u>\$1,450.84</u>		



<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
30267	322	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$133.56	06/01/16	Service for Elwood
			Operating Fund	Waste Disposal Services	\$197.96		
				<b>Total this claim =</b>	<b>\$331.52</b>		
30268	316	ELWOOD CHAMBER OF COM	Gift	Rentals	\$330.00	06/01/16	Glass Festival Booth Rental 4 spaces
				<b>Total this claim =</b>	<b>\$330.00</b>		
30269	307	FRANKTON JR/SR HIGH SCHO	Gift	Advertising & Public Notices	\$100.00	06/01/16	Yearbook Ad
				<b>Total this claim =</b>	<b>\$100.00</b>		
30270	308	MARSH SUPERMARKET	Operating Fund	Summitville Programing	\$6.99	06/01/16	As per attached invoices.
				<b>Total this claim =</b>	<b>\$6.99</b>		
30271	309	RICOH USA, INC	Operating Fund	Office Supplies	\$37.78	06/01/16	As per attached invoices.
			Operating Fund	Office Supplies	\$35.06		
				<b>Total this claim =</b>	<b>\$72.84</b>		
30272	313	SHERI WALLACE	Operating Fund	Traveling Expense	\$215.68	06/01/16	490.2 MILES @ .44 = 215.68
				<b>Total this claim =</b>	<b>\$215.68</b>		
30273	310	STAPLES ADVANTAGE	Operating Fund	Office Supplies	\$89.45	06/01/16	As per attached invoices.
				<b>Total this claim =</b>	<b>\$89.45</b>		
30274	304	SYNCB/AMAZON	Operating Fund	Elwood AV	\$1,370.03	06/01/16	As per attached invoices.
			Operating Fund	Frankton AV	\$578.44		
			Operating Fund	Summitville AV	\$567.34		
			Operating Fund	Elwood Children's Programing	\$39.99		
			Operating Fund	Frankton Programing	\$42.79		
			Operating Fund	Technology Equipment	\$47.35		
				<b>Total this claim =</b>	<b>\$2,645.94</b>		
30275	311	TOWN OF FRANKTON	Operating Fund	Electricity	\$584.70	06/01/16	Service for Frankton
			Operating Fund	Water	\$22.70		
			Operating Fund	Waste Disposal Services	\$21.02		
				<b>Total this claim =</b>	<b>\$628.42</b>		
30276	312	TOWN OF SUMMITVILLE	Operating Fund	Waste Disposal Services	\$43.80	06/01/16	Service for Summitville
			Operating Fund	Waste Disposal Services	\$11.50		
				<b>Total this claim =</b>	<b>\$55.30</b>		
30277	315	UPSTART	Gift	Frankton Programing	\$141.41	06/01/16	Summer Reading Supplies
			Operating Fund	Summitville Programing	\$42.74		
				<b>Total this claim =</b>	<b>\$184.15</b>		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
30278	314	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$190.64	06/01/16	Service for Frankton Elwood Summitville
				<b>Total this claim =</b>	\$190.64		
30279	321	WELLS FARGO VENDOR FINA	Operating Fund	Equipment/Rental	\$60.60	06/01/16	Copier Lease Frankton & Summitville
			Operating Fund	Equipment/Rental	\$60.60		
				<b>Total this claim =</b>	\$121.20		
30280	326	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$2,281.34	06/13/16	As per attached invoices.
			Operating Fund	Elwood Childrens	\$886.92		
			Operating Fund	Elwood YA	\$496.71		
			Operating Fund	Frankton	\$1,309.69		
			Operating Fund	Summitville	\$632.26		
				<b>Total this claim =</b>	\$5,606.92		
30281	327	BAXTER PEST PROFESSIONA	Operating Fund	Professional Services	\$90.00	06/13/16	Alltra Quarterly at Frankton
				<b>Total this claim =</b>	\$90.00		
30282	328	CHESTER INFORMATION TEC	Operating Fund	Technology Equipment	\$119.00	06/13/16	Cisco SMARTnet Extended service agreement replacement 2x5 NBD NBD serial number 94883214
				<b>Total this claim =</b>	\$119.00		
30283	329	DOLLAR GENERAL-REGIONS	Operating Fund	Operating Supplies	\$11.70	06/13/16	As per attached invoices.
			Operating Fund	Cleaning & Sanitation Supplies	\$4.00		
			Operating Fund	Frankton Programing	\$8.00		
			Operating Fund	Summitville Programing	\$12.00		
			Operating Fund	Elwood Adult Programing	\$19.10		
			Operating Fund	Operating Supplies	\$27.50		
			Operating Fund	Cleaning & Sanitation Supplies	\$4.00		
				<b>Total this claim =</b>	\$86.30		
30284	330	ENA SERVICES LLC	St Technology Fund Gra	Telephone & Telegraph	\$815.87	06/13/16	Telephone and Internet
			Operating Fund	Telephone & Telegraph	\$159.02		
				<b>Total this claim =</b>	\$974.89		
30285	331	GRASS ROOTS PLUS, INC.	Operating Fund	Professional Services	\$215.00	06/13/16	Elwood and Summitville
				<b>Total this claim =</b>	\$215.00		
30286	332	H & H Signs	Operating Fund	Professional Services	\$7.00	06/13/16	Name tag-Sandy
				<b>Total this claim =</b>	\$7.00		
30287	333	IDLEWINE LAWNMOWER SAL	Operating Fund	Fuel, Oil and Lubricants	\$23.37	06/13/16	Oil Gas mix and bulb primer
				<b>Total this claim =</b>	\$23.37		



<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
30288	336	INDIANA MEDIA GROUP	Operating Fund	Summitville Period. & Newsp.	\$283.93	06/13/16	52 weeks of The Herald Bulletin-Summitville
				<b>Total this claim =</b>	<u>\$283.93</u>		
30289	334	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$437.79	06/13/16	Service for Summitville
				<b>Total this claim =</b>	<u>\$437.79</u>		
30290	352	INDIANA NEWSPAPERS, INC.	Operating Fund	Summitville Period. & Newsp.	\$208.72	06/13/16	Indy Star 6/1/16-6/30/17 for Summitville
				<b>Total this claim =</b>	<u>\$208.72</u>		
30291	335	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$21.11	06/13/16	Service for Summitville
				<b>Total this claim =</b>	<u>\$21.11</u>		
30292	337	LEAP Managed IT	Operating Fund	Office Supplies	\$20.00	06/13/16	Copies Elwood
				<b>Total this claim =</b>	<u>\$20.00</u>		
30293	338	MIDWEST TAPE	Operating Fund	Book Processing	\$207.98	06/13/16	2 Boxes Benefit Denial Cases
				<b>Total this claim =</b>	<u>\$207.98</u>		
30294	339	NUGENT ELECTRIC INC.	Operating Fund	Operating Supplies	\$418.16	06/13/16	Light bulbs and ballast
				<b>Total this claim =</b>	<u>\$418.16</u>		
30295	348	PERMACARD	Operating Fund	Operating Supplies	\$653.87	06/13/16	6 boxes Evergreen Library Cards Beg #2041900447875 End #20419100451029
				<b>Total this claim =</b>	<u>\$653.87</u>		
30296	340	PITNEY BOWES	Operating Fund	Equipment/Rental	\$141.00	06/13/16	Postage meter lease
				<b>Total this claim =</b>	<u>\$141.00</u>		
30297	341	S & S WORLDWIDE	Operating Fund	Elwood Children's Programing	\$262.74	06/13/16	Programing Supplies
				<b>Total this claim =</b>	<u>\$262.74</u>		
30298	342	SAFE HIRING SOLUTIONS	Operating Fund	Professional Services	\$173.70	06/13/16	Background checks Moore, Kornbroke, Buckmaster, messen, Humphrey, Ball
				<b>Total this claim =</b>	<u>\$173.70</u>		
30299	343	STAPLES ADVANTAGE	Operating Fund	Office Supplies	\$162.01	06/13/16	As per attached invoices.
			Operating Fund	Cleaning & Sanitation Supplies	\$6.00		
			Operating Fund	Operating Supplies	\$115.15		
				<b>Total this claim =</b>	<u>\$283.16</u>		
30300	347	TEI LANDMARK AUDIO	Operating Fund	Frankton AV	\$67.00	06/13/16	Audio Books
				<b>Total this claim =</b>	<u>\$67.00</u>		
30301	344	U.S. BANK EQUIPMENT FINAN	Operating Fund	Equipment/Rental	\$149.00	06/13/16	Copier lease Elwood
				<b>Total this claim =</b>	<u>\$149.00</u>		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
30302	353	UPSTART	Gift	Frankton Programing	\$22.50	06/13/16	Drawstring Bags
				<b>Total this claim =</b>	<u>\$22.50</u>		
30303	346	VAN AUSDALL & FARRAR, INC.	Operating Fund	Office Supplies	\$343.41	06/13/16	Copy fees-Elwood
				<b>Total this claim =</b>	<u>\$343.41</u>		
30304	345	VASEY COMMERCIAL, INC	Operating Fund	Professional Services	\$2,244.74	06/13/16	As per attached invoices.
				<b>Total this claim =</b>	<u>\$2,244.74</u>		
<b>Total Amount of Claims</b>					<b>\$101,253.30</b>		

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Monday, June 13, 2016

*Daniel A. Bruckhoff*  
 \_\_\_\_\_  
 Fiscal Officer

**ALLOWANCE OF VOUCHERS**

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 9 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$101,253.30

Date this 13 day of June, 2016.

<i>Barbara Abernathy</i>	<i>Bette Doherty</i>	
<i>Cecil J. Austin</i>		
<i>Michael Robertson</i>		

**SIGNATURES OF GOVERNING BOARD**

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.



## **Personnel Report**

**June 13, 2016**

- April Gillam went from full-time clerk working 20 hours in Adult and 20 hours in Youth Services to part-time clerk working 20 hours in Youth Services only.
- Katie Menssen is now working full-time in Adult Services.

Time Line for 2017 Budget

**July 11, 2016:** Regular monthly meeting at the Elwood Public Library for Initial Budget Discussion.

August 1, 2016 Noon to 1 pm Sheri and I will meet with Judy Robertson from the Department of Local Government Finance.

**August 8, 2016:** Regular monthly meeting at the Elwood Public Library (5:30 pm). Approve 2017 Budget for publication. Quorum is required. Submit Form 3 and County Council Review Worksheet in Gateway for County Council nonbinding recommendation according to IC 6-1.1-17-3.5 if budget does not exceed AVGQ. Last date to submit is September 1<sup>st</sup>, 2016

Sept. 13, 2016 Last day to submit notice to taxpayers of proposed 2017 budgets and tax levies and notice to taxpayers of public hearing (Budget Form 3) to the Department through Gateway. (At least ten days before the public hearing.) IC 6-1.1-17-3

**Sept. 12, 2016:** 5:30 pm Public Hearing required for budget at the Elwood Public Library. Quorum is required.  
5:45 pm Regular Board Meeting  
(Must be completed at least 10 days before the library board meets to adopt the budget. [IC 6-1.1-17-5 (a)])

?????: Madison County Council non-binding recommendations. Budget cannot be adopted before this review.

Oct. 3, 2016: Last day for Madison County Council to complete review and issue non-binding recommendations.

**Oct. 10, 2016:** 5:30 pm regular monthly meeting at the Elwood Public Library. Adopt 2017 Budget. Quorum is required.

Oct. 11, 2016: Library budget must be adopted by library board and all budgets forms submitted through Gateway within **two** days after library board adopts the budget. [IC 36-12-3-12] Last date to adopt budget November 1, 2016.

Board signs Budget Form 4 – Ordinance for Appropriations and Tax Rates- at the adoption meeting which is then uploaded to Gateway.

**Resolution To Establish Internal Controls**

**WHEREAS**, Board of the North Madison County Public Library recognizes their responsibility to the residents and taxpayers of the district, to maintain minimum internal control standards as defined by State Board of Accounts and IC 5-11-1-27(g).

**NOW THEREFORE BE IT RESOLVED**, that the Board of Trustees of the North Madison County Public Library do hereby adopt internal control standards and ensure that personnel receive training.

**DULY ADOPTED** by the Board of Trustees of the North Madison County Public Library at its regular meeting held on the 13 day of June, 2016, at which meeting a quorum was present.

NAY

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*Michael Robertson*  
*Gwendolyn J. Austin*  
*Barbara Alvarado*  
*Dan Prieshoff*  
*Bette Salzell*

ATTEST:

*Bette Salzell*  
Secretary



Resolution to Establish Materiality Thresholds

Whereas, IC 5-11-1-27(j) and (l) requires erroneous or irregular material variances, losses, shortages, or thefts of political subdivision funds or property shall be reported immediately to the State Board of Accounts; and

Whereas, State Examiner Directive 2015-6 directs each political subdivision to determine its own policy on materiality; and

Whereas, the North Madison County Public Library System does not condone any erroneous or irregular material variances, losses, shortages, or thefts of political subdivision funds or property but recognizes that relatively small items may not justify the cost of the involvement of the State Board of Accounts;

Now, therefore, be it resolved:

Section 1. All erroneous or irregular variances, losses, shortages and thefts of North Madison County Public Library System funds or property the North Madison County Public Library System holds in trust, shall be reported to the Director or President of the North Madison County Public Library System Board.

Section 2. It will be the policy of the Director or President of the North Madison County Public Library System Board to report to the State Board of Accounts any erroneous or irregular variances, losses, shortages or thefts of cash in excess of \$500, except for inadvertent clerical errors that are identified timely and promptly corrected with no loss to the North Madison County Public Library System.

Section 3. It will be the policy of the Director to report promptly to the State Board of Accounts any erroneous or irregular variances, losses, shortages or thefts of non-cash items in excess of \$500, estimated market value, except for those resulting from inadvertent clerical errors or misplacements that are identified timely and promptly corrected with no loss to the North Madison County Public Library System, and except for losses from genuine accidents.

Section 4. All employees of the North Madison County Public Library System are directed, to comply with this resolution, and the North Madison County Public Library System Board of Trustees is asked to approve it.

Section 5. All misappropriations of North Madison County Public Library System funds or property the North Madison County Public Library System holds in trust, regardless of materiality thresholds stated above, shall be reported to the Director, President of the North Madison County Public Library System Board and written notice of the misappropriation sent to the State Board of Accounts and the prosecuting attorney. There is no materiality threshold applicable to IC 5-11-1-27(l).

Adopted this 13<sup>th</sup> day of June, 2016.

AYE

NAY

Michael Robertson  
Beverly J. Austin  
Barbara Alernathy  
Deanna J. Edlerman  
Bette Dalzell

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*Bette Dalzell*

Attest: Bette Dalzell, secretary





## NMCPLS Access to Public Records Policy

Access to public records is governed by Indiana Code 5-14-3. The official policy of the State of Indiana is that all persons are entitled to full and complete information regarding the affairs of government and the official acts of those who represent them as public officials and employees, subject to certain limitations.

In accordance with this policy, the records of the North Madison County Public Library System are open to the public for inspection with exception of the classes of materials specified by law as confidential as set out herein. For a listing of the types of materials available to be examined see I.C. 5-14-3-3. Any person may inspect and copy the public records of the library during the hours between **Remove: 9** **ADD: 10** am to 5 pm. Requests for materials on weekends or at night will be deferred until the following business day. Requests for information must be made in writing and provide the name and telephone number of the requesting individual as well as the general nature of the information being sought. Any cost incurred in copying materials must be paid by the requester at the time the request is made.

Materials declared confidential by state or federal statute as outlined in I.C. 5-14-3-4 are exempt from disclosure. In addition, the following public records are exempt from disclosure and will not be made available for public inspection:

1. Personnel files of the library employees and files of applicants for employment, except for:
  - a. The individual's name, compensation, education, description, job title, training background, previous work experience, dates of first and last employment of present or former officers or employees of the library.
  - b. Information relating to the status of any formal charges against an employee.
  - c. Information regarding disciplinary actions in which final action has been taken and which resulted in the disciplining or discharging of an employee.
  - d. All personnel information is available to the affected employee or his/her appointed representative. General personnel information on all employees or groups, if unnamed employees, may be disclosed.
2. Any administrative or technical information which could jeopardize a record-keeping or security system.
3. Computer programs, codes, filing systems, and other software owned by the library or entrusted to it.

4. Records prepared specifically for discussion, or created during discussion at any legally called executive session.
5. The identity of a donor of a gift made to the library if the donor requires anonymity as a condition of making the gift.
6. Any library records which can be used to identify any library patron.
  - a. The Board of Trustees of the North Madison County Public Library System specifically recognizes its circulation records and other records identifying the name of library users to be confidential in nature, in accordance with provisions in the Indiana Code IC 5-14-3-4(b) and IC 5-14-3-4(b)(16). Records obtained via our security camera system will be given to law enforcement without a court order after a police report has been filed unless the name of a library user can be identified within the security camera footage.
  - b. Further, the Board subscribes to the American Library Code of Ethics, which says in part that "We protect each library user's right to privacy and confidentiality with respect to information sought or received and materials consulted, borrowed, acquired or transmitted."
  - c. All library employees are advised that such records, shall not be made available to any agency of state, federal, or local government except pursuant to such process, order, or subpoena as may be authorized under the authority of, and pursuant to, federal state or local law relating to civil, criminal, or administrative discovery procedures or legislative investigative power.
  - d. Upon receipt of such process, order or subpoena, the library's director, administrative assistant or officers will consult with their legal counsel to determine if such process, order, or subpoena is in proper form and if there is a showing of good cause for its issuance; if the process, order, or subpoena is not in proper form or if good cause has not been shown, they will insist that such defects be cured.
  - e. This policy shall not be construed as a guarantee by the library to its patrons of any absolute right to privacy. The library is not responsible for information gained from a patron record by anyone other than the patron, if the patron has lost or loaned his/her card or if someone has obtained the patron information by illegal or inappropriate methods. However, records of minors can be disclosed to their parents, stepparents or guardians.

Adopted by the NMCPLS Board of Trustees January 14, 2008

Revised October 8, 2012



**BOSE  
McKINNEY  
& EVANS LLP**

ATTORNEYS AT LAW

**Jonathan L. Mayes**

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June 8, 2016

North Madison County Public Library System  
Board of Trustees And Jamie Scott, Director  
1600 Main Street  
Elwood, IN 46036

SENT VIA EMAIL TO  
[jscott@elwood.lib.in.us](mailto:jscott@elwood.lib.in.us)

Re: Open Letter Regarding Libraries and Public Forums

Dear Board Members and Mrs. Scott:

The North Madison County Public Library System (“Library”) recently received a request to expand public access to the Library facility and grounds. This letter addresses broad issues that public libraries face in terms of allowing public access to library facilities and grounds. To facilitate discussion at a public meeting, I am providing this open report which is not confidential under the general rules of attorney-client communication. I will therefore refrain from providing any legal analysis of options relative to any specific situation and the respective potential legal exposure. At some point in the deliberative process there may be a need for confidential attorney-client communication to thoroughly address the Library’s options and potential legal exposure, which I can address through a separate communication.

The First Amendment to the U.S. Constitution prohibits governmental entities, including public libraries, from “abridging the freedom of speech.” U.S. CONST. AMEND. I. This clause of the First Amendment, which is referred to as the Free Speech Clause, covers a broad spectrum of actions and expressions that are recognized as “speech.” Speech includes art in its various forms (e.g., video, audio, etc.), oral messages, written messages, and symbolism, just to name a few.<sup>1</sup> The Free Speech Clause also regulates a host of actions by governmental entities, including libraries. For example, the U.S. Supreme Court has held that the Free Speech Clause limits government actions in regulating airwaves, protects certain political activity, and allows criticism of elected officials and officeholders. There is, however, different analyses of the government’s action that corresponds to different contexts.

One of those contexts in which speech may occur is property that is owned and operated by the government. The U.S. Supreme Court has held that even though a particular activity is speech protected by the First Amendment, “it is well settled that the government need not permit all forms of speech on property that it owns and controls.” *Int’l Soc. for Krishna Consciousness, Inc. v. Lee*, 505 U.S. 672, 678 (1992). As the U.S. Supreme Court explained, “These cases reflect,

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<sup>1</sup> “It is true, of course, that some forms of speech fall outside the protections of the First Amendment, including obscenity, defamation, fraud, incitement, and speech integral to criminal conduct.” *Siefert v. Alexander*, 608 F.3d 974, 991 (7th Cir. 2010). My analysis hereafter addresses only protected speech.

Board of Trustees And Jamie Scott, Director  
June 8, 2016  
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either implicitly or explicitly, a ‘forum based’ approach for assessing restrictions that the government seeks to place on the use of its property.” *Id.*

The U.S. Supreme Court has identified three types of fora. “[R]egulation of speech on government property that has traditionally been available for public expression is subject to the highest scrutiny.” *Id.* This is commonly referred to as a “public forum.” “Such regulations survive only if they are narrowly drawn to achieve a compelling state interest.” *Id.* “The second category of public property is the designated public forum, whether of a limited or unlimited character—property that the [government] has opened for expressive activity by part or all of the public.” *Id.* This second forum is often referred to as a “limited public forum.” “Regulation of such property is subject to the same limitations as that governing a traditional public forum.” *Id.* “Finally, there is all remaining public property.” *Id.* at 678-79. This property is sometimes referred to as a “nonpublic forum.” “Limitations on expressive activity conducted on this last category of property must survive only a much more limited review.” *Id.* at 679. “The challenged regulation need only be reasonable, as long as the regulation is not an effort to suppress the speaker’s activity due to disagreement with the speaker’s view.” *Id.* This table below summarizes these different fora and the corresponding constraints on government regulation:



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June 8, 2016  
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Category	Description	Level of Review	Nature and Effect of Review
Public forum	Government property that has traditionally been available for public expression (e.g., streets, sidewalks, parks)	Highest (strict) scrutiny	Regulations survive only if they are narrowly drawn to achieve a compelling state interest
		Content-neutral time, place, and manner regulations allowed	Upheld if reasonable
Designated or limited public forum:	Property that the state has opened for expressive activity by:	Regulation of such property subject to the same limitations as that governing a traditional public forum	Government retains the power to dedicate its property for speech, either for full or limited expression
Unlimited	All of the public		
Limited	Part of the public		
Nonpublic forum	All other public property	Limited review for reasonableness as long as no attempt to suppress because of disagreement with speaker's view	Limitations on expressive activity need only survive a much more limited review

Excluding public sidewalks that may exist on library property that are public fora, courts have generally recognized public libraries and certain spaces within libraries as limited public fora. *Neinast v. Bd. of Trustees of Columbus Metro. Library*, 346 F.3d 585, 591 (6th Cir. 2003) (“For the purposes of First Amendment analysis, the Library is a limited public forum.”); *Kreimer v. Bureau of Police for the Town of Morristown*, 958 F.2d 1242, 1259 (3d. Cir.1992) (same); *Mainstream Loudoun v. Board of Trustees of the Loudoun County Library*, 24 F.Supp.2d 552, 563 (E.D. Va.1998) (same); *Faith Center Church Evangelistic Ministries v. Glover*, 480 F.3d 891, 910 (9th Cir. 2007) (holding that library’s meeting room was a limited public forum); *Pfeifer v. City of West Allis*, 91 F.Supp.2d 1253 (E.D.Wisc. 2000) (holding that library’s meeting room was a designated public forum for First Amendment purposes); *Sund v. City of Wichita Falls, Tex.*, 121 F.Supp.2d 530, 548 (N.D.Tex. 2000) (“The Wichita Falls Public Library, like all other public libraries, is a limited public forum for purposes of First Amendment analysis.”).

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The contours and boundaries of the forum within libraries are established by the policies and practices of the library. The Supreme Court, in *Cornelius v. NAACP Legal Def. & Educ. Fund, Inc.*, 473 U.S. 788, 802-803 (1985), explained the process by which the government creates a public forum:

The government does not create a public forum by inaction or by permitting limited discourse, but only by intentionally opening a nontraditional forum for public discourse. Accordingly, the [U.S. Supreme] Court has looked to the policy and practice of the government to ascertain whether it intended to designate a place not traditionally open to assembly and debate as a public forum. The [U.S. Supreme] Court has also examined the nature of the property and its compatibility with expressive activity to discern the government's intent.

For example, where libraries open meeting rooms for public use or permit public comment during public board meetings, such actions establish limited public fora. *See Pfeifer v. City of W. Allis*, 91 F. Supp. 2d 1253, 1265 (E.D. Wis. 2000) (library's policies and practices allowed public use of meeting room, which created limited public forum); *see Brown v. City of Lafayette*, No. 4:08-CV-69-WCL-APR, 2010 WL 1570805, at \*6 (N.D. Ind. Apr. 16, 2010) ("There is also no dispute that the public comment portion of the council meetings constituted limited public forums.").

A library is not without any power to regulate limited public fora. Just as a library may expand the limited public forum by allowing public use outside of customary hours of operation, libraries may also restrict the parameters of limited public fora. For example, a library can elect not to allow public use of its meeting room by any private entity or person and use it only for library-operated events. *See Grossbaum v. Indianapolis-Marion Cty. Bldg. Auth.*, 100 F.3d 1287, 1290 (7th Cir. 1996) (policy prohibiting all private displays eliminated limited public forum and was permissible under the First Amendment). Or a library may impose content-neutral regulations that are related only the time, place and manner of the speech:

Our cases make clear, however, that even in a public forum the government may impose reasonable restrictions on the time, place, or manner of protected speech, provided the restrictions "are justified without reference to the content of the regulated speech, that they are narrowly tailored to serve a significant governmental interest, and that they leave open ample alternative channels for communication of the information."



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*Ward v. Rock Against Racism*, 491 U.S. 781, 791 (1989). An example of a reasonable time, place and manner restriction in the context of a limited public forum is the operating hours of a library that otherwise prohibits public access outside of the stated hours.

“Once it has opened a limited forum, however, the [library] must respect the lawful boundaries it has itself set. The [library] may not exclude speech where its distinction is not ‘reasonable in light of the purpose served by the forum,’ nor may it discriminate against speech on the basis of its viewpoint.” *Rosenberger v. Rector & Visitors of Univ. of Virginia*, 515 U.S. 819, 829 (1995). As the U.S. Supreme Court has held, “The First Amendment, our precedent makes plain, disfavors viewpoint-based discrimination.” *Wood v. Moss*, 134 S. Ct. 2056, 2061 (2014). In other words, “[i]t is uncontested and uncontestable that government officials may not exclude from public places persons engaged in peaceful expressive activity solely because the government actor fears, dislikes, or disagrees with the views those persons express.” *Id.* at 2066. Courts have held, for example, that once a library opens its room for public meetings, it cannot disallow access to one group simply because it does not like its message. *See Pfeifer*, 91 F. Supp. 2d at 1267 (library policy and practices discriminating between different non-profits in allowing use of meeting room violated First Amendment).

Although a library possesses the ability to create and eliminate limited public forums, creation of limited public forum for one use and then retraction of that forum for other uses creates suspicious circumstances. Such actions have produced lawsuits alleging retaliation and viewpoint discrimination. *See Grossbaum*, 100 F.3d at 1287; *Cornelius*, 473 U.S. at 811 (“The existence of reasonable grounds for limiting access to a nonpublic forum, however, will not save a regulation that is in reality a facade for viewpoint-based discrimination.”).

In conclusion, courts have provided guidance to libraries in addressing when libraries must comply with First Amendment restraints and how libraries may regulate activity on its premises:

- Public speech that is protected under the First Amendment covers a broad array of actions and expressions;
- Libraries are generally limited public fora, including public meeting rooms and “public comment” portions of public meetings, within which the public may have a right to express their protected speech;

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- Libraries are free to establish limited public fora, including expansion of existing limited public fora (*e.g.*, permit new use of facility by public, alter hours of operations for the public);
- Reasonable time, place and manner restrictions (*e.g.*, hours of operation) may be placed on protected speech within a limited public forum;
- Libraries are not required to extend limited public fora or remove reasonable time, place and manner restrictions, but libraries are generally free to do so;
- Extending limited public fora or relaxing reasonable time, place and manner restrictions for one group while not affording the same benefit to another group could constitute retaliation or viewpoint discrimination under the First Amendment.

Should you have further questions, please let me know. I also plan to attend the June 13, 2016 board meeting to address any other questions or concerns.

Sincerely,

Jonathan L. Mayes

JLM

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## Bank Balances

North Madison County Public Library System

Report as of: 05/31/16

Bank	Balance
1 Star Financial Bank	\$276,636.37
2 Star Financial Bank (2)	\$62,394.46
3 Community Bank/Summitville	\$0.00
4 First Farmers Bank & Trust	\$194,417.14
5 PNC Bank	\$0.00
6 Main Source Bank	\$0.00
7 Petty Cash & Cash Drawer	\$265.00
8 National City Bank (2)	\$0.00
9 First Farmers Bank & Trust (2)	\$0.00
<b>Total all banks =</b>	<b>\$533,712.97</b>

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

## Financial Report North Madison County Public Library System

Report Dates = 05/01/16 to 05/31/16

Fund	Start of year	Disbursements this month	Disbursements YTD	Receipts this month	Receipts YTD	Balance
100 Operating Fund	\$543,773.13	\$62,796.18	\$347,126.62	\$19,773.14	\$99,670.06	\$296,316.57
<b>Subtotal</b>	<b>\$543,773.13</b>	<b>\$62,796.18</b>	<b>\$347,126.62</b>	<b>\$19,773.14</b>	<b>\$99,670.06</b>	<b>\$296,316.57</b>
<b>1. Operating Fund</b>						
102 Petty Cash & Cash Drawer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
105 Operating Fund Investment	\$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>2. Main</b>						
103 Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
106 Evergreen Indiana	\$85.10	\$0.00	\$161.98	\$45.01	\$173.18	\$96.30
107 PLAC	\$65.00	\$0.00	\$195.00	\$0.00	\$130.00	\$0.00
110 LIRF Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
115 LIRF	\$54,370.99	\$0.00	\$0.00	\$0.00	\$0.00	\$54,370.99
117 Rainy Day Fund	\$48,573.19	\$0.00	\$0.00	\$0.00	\$82,622.59	\$131,195.78
118 Rainy Day Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
120 Gift	\$40,887.75	\$1,096.56	\$1,447.81	\$1,531.00	\$7,431.00	\$46,870.94
121 F'nk Bldg Project Gift	\$1,313.58	\$0.00	\$0.00	\$0.00	\$0.00	\$1,313.58
122 Gates Gift Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
123 Madison Co Comm Foundation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
24 F'nk Bldg Project Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
125 St Technology Fund Grant Fund	\$5,402.88	\$843.00	\$4,175.00	\$0.00	\$0.00	\$1,227.88
130 Debt Service Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Subtotal</b>	<b>\$150,698.49</b>	<b>\$1,939.56</b>	<b>\$5,979.79</b>	<b>\$1,576.01</b>	<b>\$90,356.77</b>	<b>\$235,075.47</b>
<b>4. Withholding</b>						
201 Federal Taxes Withheld	\$0.00	\$3,364.62	\$17,652.61	\$3,364.62	\$17,652.61	\$0.00
202 FICA	\$0.00	\$2,416.63	\$12,121.28	\$2,416.63	\$12,121.28	\$0.00
203 State Tax Withheld	\$0.00	\$0.00	\$5,070.57	\$1,255.42	\$6,325.99	\$1,255.42
204 County Taxes Withheld	\$0.00	\$0.00	\$2,534.85	\$633.87	\$3,168.72	\$633.87
205 PERF	\$0.00	\$788.98	\$4,074.31	\$788.98	\$4,074.31	\$0.00
206 Credit Union	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
207 Annuity	\$0.00	\$540.00	\$2,700.00	\$540.00	\$2,700.00	\$0.00
208 Insurance	\$0.00	\$445.22	\$2,226.10	\$445.22	\$2,226.10	\$0.00
209 Medicare	\$0.00	\$565.19	\$2,834.81	\$565.19	\$2,834.81	\$0.00
210 Other Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
211 Garnishment	\$0.00	\$36.22	\$236.22	\$36.22	\$236.22	\$0.00
212 AFLAC	\$0.00	\$0.00	\$1,726.56	\$431.64	\$2,158.20	\$431.64
<b>Subtotal</b>	<b>\$0.00</b>	<b>\$8,156.86</b>	<b>\$51,177.31</b>	<b>\$10,477.79</b>	<b>\$53,498.24</b>	<b>\$2,320.93</b>
<b>Grand Total</b>	<b>\$694,471.62</b>	<b>\$72,892.60</b>	<b>\$404,283.72</b>	<b>\$31,826.94</b>	<b>\$243,525.07</b>	<b>\$533,712.97</b>

**Total all banks = \$533,712.97**

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

# Appropriation Report for 100 Operating Fund

## North Madison County Public Library System

Report Date: From 05/01/16 To 05/31/16

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Spent
<i>1. Personal Services</i>							
1.11 Salary of Director	\$57,000.00	\$0.00	\$57,000.00	\$4,341.10	\$21,705.50	\$35,294.50	38.1
1.12 Salary of Assistants	\$587,700.00	\$0.00	\$587,700.00	\$32,641.11	\$163,811.49	\$423,888.51	27.9
1.13 Wages of Janitor	\$34,000.00	\$0.00	\$34,000.00	\$2,166.95	\$10,844.79	\$23,155.21	31.9
1.14 Employee Benefits	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$1,982.48	\$4,017.52	33.0
1.16 Empl.Share FICA&Medicare	\$51,000.00	\$0.00	\$51,000.00	\$2,981.82	\$14,956.09	\$36,043.91	29.3
1.17 Unemployment comp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
1.18 Emp Cont PERF	\$46,000.00	\$0.00	\$46,000.00	\$2,945.48	\$15,210.44	\$30,789.56	33.1
1.19 Emp Cont Group Ins	\$100,000.00	\$0.00	\$100,000.00	\$4,422.73	\$22,057.25	\$77,942.75	22.1
1.2 Salary of Board Treasurer	\$300.00	\$0.00	\$300.00	\$0.00	\$0.00	\$300.00	0.0
<b>Subtotal</b>	<b>\$882,000.00</b>		<b>\$882,000.00</b>	<b>\$49,499.19</b>	<b>\$250,568.04</b>	<b>\$631,431.96</b>	<b>28.4</b>
<i>2. Supplies</i>							
2.1 Office Supplies	\$15,000.00	\$0.00	\$15,000.00	\$582.55	\$2,394.08	\$12,605.92	16.0
2.12 Stationary & Supplies	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
2.2 Operating Supplies	\$9,500.00	\$0.00	\$9,500.00	\$493.70	\$2,250.63	\$7,249.37	23.7
2.21 Cleaning & Sanitation Supplies	\$4,000.00	\$0.00	\$4,000.00	\$71.44	\$543.21	\$3,456.79	13.6
2.23 Fuel, Oil and Lubricants	\$150.00	\$0.00	\$150.00	\$11.00	\$14.00	\$136.00	9.3
2.24 Bldg. Matl. And Supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.25 Paint and painting supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.26 Repair Parts/Maintenance	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$660.06	\$339.94	66.0
2.27 Other Repair & mainten.supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.31 Book Processing	\$9,500.00	\$0.00	\$9,500.00	\$165.77	\$1,815.09	\$7,684.91	19.1
2.32 Automation	\$13,400.00	\$0.00	\$13,400.00	\$0.00	\$0.00	\$13,400.00	0.0
<b>Subtotal</b>	<b>\$53,800.00</b>		<b>\$53,800.00</b>	<b>\$1,324.46</b>	<b>\$7,677.07</b>	<b>\$46,122.93</b>	<b>14.3</b>
<i>2. Supplies</i>							
2.11 Official Records	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$146.48	\$853.52	14.6



<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>
<b>Subtotal</b>	<b>\$1,000.00</b>		<b>\$1,000.00</b>	<b>\$0.00</b>	<b>\$146.48</b>	<b>\$853.52</b>	<b>14.6</b>
<b>3. Other Services and Charges</b>							
3.1 Professional Services	\$55,000.00	\$0.00	\$55,000.00	\$1,760.22	\$13,976.68	\$41,023.32	25.4
3.11 Consulting Services	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
3.12 Legal Services	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.0
3.14 Engineering & Architects	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	0.0
3.145 Databases	\$6,650.00	\$0.00	\$6,650.00	\$0.00	\$2,462.33	\$4,187.67	37.0
3.146 Ebook Services	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00	0.0
3.147 Evergreen Membership	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$2,500.00	\$2,500.00	50.0
3.21 Telephone & Telegraph	\$38,200.00	\$0.00	\$38,200.00	\$159.02	\$1,855.31	\$36,344.69	4.9
3.22 Postage & UPS	\$3,800.00	\$0.00	\$3,800.00	\$64.75	\$1,068.81	\$2,731.19	28.1
3.23 Traveling Expense	\$3,000.00	\$0.00	\$3,000.00	\$60.72	\$189.20	\$2,810.80	6.3
3.24 Professional Meetings	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$125.00	\$2,875.00	4.2
3.26 Elwood Children's Programing	\$5,000.00	\$0.00	\$5,000.00	\$511.00	\$1,154.71	\$3,845.29	23.1
3.27 Elwood Adult Programing	\$3,000.00	\$0.00	\$3,000.00	\$55.52	\$364.55	\$2,635.45	12.2
3.28 Frankton Programing	\$4,000.00	\$0.00	\$4,000.00	\$115.71	\$763.32	\$3,236.68	19.1
3.29 Summitville Programing	\$3,000.00	\$0.00	\$3,000.00	\$190.65	\$813.87	\$2,186.13	27.1
3.3 Title Source	\$3,100.00	\$0.00	\$3,100.00	\$0.00	\$0.00	\$3,100.00	0.0
3.31 Advertising & Public Notices	\$1,200.00	\$0.00	\$1,200.00	\$20.75	\$438.35	\$761.65	36.5
3.4 Insurance	\$18,000.00	\$0.00	\$18,000.00	\$0.00	\$5,183.00	\$12,817.00	28.8
3.41 Official Bonds	\$400.00	\$0.00	\$400.00	\$0.00	\$200.00	\$200.00	50.0
3.51 Gas	\$20,000.00	\$0.00	\$20,000.00	\$353.52	\$3,278.88	\$16,721.12	16.4
3.52 Electricity	\$35,000.00	\$0.00	\$35,000.00	\$2,866.59	\$12,648.11	\$22,351.89	36.1
3.53 Water	\$6,000.00	\$0.00	\$6,000.00	\$177.85	\$860.40	\$5,139.60	14.3
3.54 Waste Disposal Services	\$3,000.00	\$0.00	\$3,000.00	\$188.80	\$1,442.03	\$1,557.97	48.1
3.61 Bldg. & Structure/Maint.	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.0
3.62 Equipment/Maint.	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.0
3.72 Equipment/Rental	\$7,000.00	\$0.00	\$7,000.00	\$380.20	\$1,602.00	\$5,398.00	22.9
3.8 Dues	\$2,700.00	\$0.00	\$2,700.00	\$125.00	\$247.60	\$2,452.40	9.2
3.81 Taxes	\$500.00	\$0.00	\$500.00	\$134.60	\$244.60	\$255.40	48.9
3.82 Interest on Temporary Loans	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	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>
3.9 Transfer to LIRF	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.0
<b>Subtotal</b>	<b>\$253,650.00</b>		<b>\$253,650.00</b>	<b>\$7,164.90</b>	<b>\$51,418.75</b>	<b>\$202,231.25</b>	<b>20.3</b>
<b>4. Capitol Outlays</b>							
4.1 Land Buildings Improvements	\$31,000.00	\$0.00	\$31,000.00	\$0.00	\$0.00	\$31,000.00	0.0
4.2 Furniture & Equipment	\$32,000.00	\$0.00	\$32,000.00	\$274.50	\$483.02	\$31,516.98	1.5
4.21 Technology Equipment	\$22,000.00	\$0.00	\$22,000.00	\$1,356.75	\$2,406.58	\$19,593.42	10.9
4.31 Elwood Adult	\$33,500.00	\$0.00	\$33,500.00	\$1,292.42	\$6,331.19	\$27,168.81	18.9
4.32 Elwood Childrens	\$14,000.00	\$0.00	\$14,000.00	\$62.93	\$2,821.74	\$11,178.26	20.2
4.33 Elwood YA	\$6,200.00	\$0.00	\$6,200.00	\$8.99	\$1,283.27	\$4,916.73	20.7
4.34 Frankton	\$19,500.00	\$0.00	\$19,500.00	\$243.45	\$3,937.72	\$15,562.28	20.2
4.35 Summitville	\$16,500.00	\$0.00	\$16,500.00	\$526.91	\$3,120.17	\$13,379.83	18.9
4.4 Elwood Period. & News.	\$9,500.00	\$0.00	\$9,500.00	\$0.00	\$167.00	\$9,333.00	1.8
4.41 Frankton Per. & Newsp.	\$2,800.00	\$0.00	\$2,800.00	\$283.93	\$283.93	\$2,516.07	10.1
4.42 Summitville Period. & Newsp.	\$1,700.00	\$0.00	\$1,700.00	\$0.00	\$0.00	\$1,700.00	0.0
4.51 Elwood AV	\$35,000.00	\$0.00	\$35,000.00	\$0.00	\$7,231.89	\$27,768.11	20.7
4.52 Frankton AV	\$18,800.00	\$0.00	\$18,800.00	\$58.00	\$4,509.19	\$14,290.81	24.0
4.53 Summitville AV	\$14,400.00	\$0.00	\$14,400.00	\$699.75	\$3,982.58	\$10,417.42	27.7
4.54 Techology Software	\$8,000.00	\$0.00	\$8,000.00	\$0.00	\$758.00	\$7,242.00	9.5
<b>Subtotal</b>	<b>\$264,900.00</b>		<b>\$264,900.00</b>	<b>\$4,807.63</b>	<b>\$37,316.28</b>	<b>\$227,583.72</b>	<b>14.1</b>
<b>Grand Total</b>	<b>\$1,455,350.00</b>	<b>\$0.00</b>	<b>\$1,455,350.00</b>	<b>\$62,796.18</b>	<b>\$347,126.62</b>	<b>\$1,108,223.38</b>	<b>23.9</b>

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.



## Voucher List

### North Madison County Public Library System

Report Date: From **05/01/16** To **05/31/16**

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
0	249	INDIANA PUBLIC RETIREMENT	05/04/16	Payroll ending 4/30/16	\$1,870.16
0	250	EFTPS	05/04/16	Payroll ending 4/30/16	\$4,651.78
0	251	GREAT-WEST RETIREMENT S	05/04/16	Payroll ending 4/30/16	\$270.00
30220	252	MADISON COUNTY CLERK	05/04/16	Garnishment	\$25.00
30219	253	CITY OF ELWOOD UTILITIES	05/04/16	Service for Elwood	\$303.56
30221	254	RICOH USA, INC	05/04/16	Copies for Frankton & Summitville	\$40.95
30222	255	TOWN OF FRANKTON	05/04/16	Service for Frankton	\$436.71
30223	256	TRISHA SHULER	05/04/16	Petty Cash	\$41.04
0	257	PAYROLL	05/04/16	PAYROLL	\$19,471.59
30224	258	BAKER & TAYLOR	05/16/16	As per attached invoices.	\$2,134.70
30225	259	BAXTER PEST PROFESSIONA	05/16/16	Quarterly - Elwood & Summitville	\$180.00
30226	260	CHAPMAN ELECTRIC SUPPLY,	05/16/16	Lighting supplies	\$112.47
30227	261	DEBBIE FOX	05/16/16	Petty Cash	\$38.61
30228	262	DEMCO	05/16/16	Iron Horse Book Truck & Processing Supplies	\$440.27
30229	263	DISCOUNT PAPER PRODUCT	05/16/16	1 Case of 50 rolls of receipt tape	\$75.06
30230	264	DOLLAR GENERAL-REGIONS	05/16/16	As per attached invoices.	\$52.80
30232	265	ENA SERVICES LLC	05/16/16	Internet & Telephone	\$1,002.02
30233	266	FOUR STAR PRINTING	05/16/16	Bookmarks-Frankton	\$25.00
30234	267	H & H Signs	05/16/16	Rental signs & nametags	\$159.00
30236	268	HERALD BULLETIN, THE	05/16/16	52 week subscription Frankton 5/26/16-5/25/17	\$283.93
30238	269	INDIANA-AMERICAN WATER C	05/16/16	Service for Summitville	\$21.60
30237	270	INDIANA MICHIGAN POWER C	05/16/16	Service for Summitville & Elwood	\$2,471.37
30239	271	ITSAVVY LLC	05/16/16	3 Hard drives	\$379.77
30240	272	JILL MURRAY	05/16/16	Petty Cash Reimbursement	\$42.81
30241	273	KMART 9124	05/16/16	Program supplies	\$19.30
30242	274	LEAP Managed IT	05/16/16	Copies	\$10.00
30244	275	MARSH SUPERMARKET	05/16/16	As per attached invoices.	\$122.33
30245	276	MIDWEST COLLABORATIVE F	05/16/16	Annual Membership	\$125.00
30247	277	RDJ SPECIALTIES, INC.	05/16/16	Pencils-Frankton	\$240.16
30248	278	RICOH USA, INC	05/16/16	Fax for Frankton copier	\$357.00
30249	279	ROBY'S, INC.	05/16/16	Repairs Frankton	\$862.62
30250	280	SCHOLASTIC BOOK FAIRS - 30	05/16/16	Summer Reading Prize books	\$856.40
30251	281	STAPLES ADVANTAGE	05/16/16	As per attached invoices.	\$638.42
30252	282	SUPPORT WAREHOUSE LTD	05/16/16	Tech Support	\$612.00
30253	283	TEI LANDMARK AUDIO	05/16/16	Audio Books	\$757.75
30255	284	TOPS HOME CENTER	05/16/16	As per attached invoices.	\$56.94
30254	285	TERHUNE AND ASSOCIATES, I	05/16/16	Help Wanted ad-Summitville	\$20.75
30260	286	UPSTART	05/16/16	Summer Reading prizes	\$290.54
30258	287	U.S. BANK EQUIPMENT FINAN	05/16/16	Copier Lease Elwood	\$283.60
30262	288	VAUGHN'S COMPUTER HOUS	05/16/16	Server consultation	\$452.00
30263	289	VECTREN ENERGY DELIVERY	05/16/16	Service for Elwood & Summitville	\$353.52
30264	290	WELLS FARGO VENDOR FINA	05/16/16	Copier Lease Frankton & Summitville	\$121.20
30246	291	MODERN MARKETING	05/16/16	Posters	\$218.47
30257	292	TRISHA SHULER	05/16/16	138 miles @ \$.44=60.72	\$60.72
30235	293	HARPER'S LAWN CARE	05/16/16	April Lawn Care	\$150.00
30261	294	VAN AUSDALL & FARRAR, INC.	05/16/16	Copies Elwood	\$172.81
30259	295	UNITED HEALTHCARE	05/16/16	June Health Insurance	\$4,867.95
30256	296	TRISHA SHULER	05/16/16	Petty Cash	\$37.75
0	297	INDIANA PUBLIC RETIREMENT	05/16/16	Payroll ending 5/14/16	\$1,864.30

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Date</i>	<i>Explanation</i>	<i>Total</i>
0	298	EFTPS	05/16/16	Payroll ending 5/14/16	\$4,676.48
0	299	GREAT-WEST RETIREMENT S	05/16/16	Payroll ending 5/14/16	\$270.00
30243	300	MADISON COUNTY CLERK	05/16/16	Final Garnishment Trisha Shuler	\$11.22
30231	301	DON CARMER	05/16/16	Performance 5/19/16	\$60.00
30265	302	BARBARA SNIPES	05/16/16	2 Display Cases	\$105.34
0	303	PAYROLL	05/16/16	PAYROLL	\$19,677.57
0	324	STAR FINANCIAL BANK	05/01/16	April Service Charge	\$10.26
<b>Total Amount of Claims</b>					<b>\$72,892.60</b>

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Thursday, June 16, 2016

\_\_\_\_\_  
Fiscal Officer

### ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of  pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of

Date this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.



# Receipt Listing

## North Madison County Public Library System

Report Date: From 05/01/16 To 05/31/16

Receipt #	Date	Name	Explanation	Bank	Total
189	05/04/16	PAYROLL		1	\$5,237.72
193	05/09/16	First Farmers Bank & Trust	April Interest	4	\$32.80
194	05/18/16	PAYROLL		1	\$5,240.07
195	05/02/16	Dennis Johnson	FINES & FEES - RECEIPT #11698	1	\$24.35
196	05/02/16	Dennis Johnson	FINES & FEES - RECEIPT #11699	1	\$73.01
197	05/02/16	Elwood Fire Equipment	Donation Summer Reading	1	\$100.00
198	05/03/16	Jill Murray	FINES & FEES - RECEIPT #11701	1	\$85.38
199	05/03/16	R & R Engineering	Donation-Summer Reading Receipt #11702	1	\$50.00
200	05/03/16	Dennis Johnson	FINES & FEES - RECEIPT #11703	1	\$75.80
201	05/05/16	Dennis Johnson	FINES & FEES - RECEIPT #11705	1	\$91.99
202	05/06/16	Dennis Johnson	FINES & FEES - RECEIPT #11705	1	\$126.98
203	05/06/16	Trisha Shuler	FINES & FEES - RECEIPT #11706	1	\$38.75
204	05/06/16	Elwood Publishing Co., Inc.	Donation Summer Reading-Receipt #11707	1	\$150.00
205	05/06/16	Debbie Fox	FINES & FEES - RECEIPT #11708	1	\$72.35
206	05/09/16	Angie Haymaker	Donation Summer Reading-Receipt #11709	1	\$30.00
207	05/09/16	Jordan Arehart	FINES & FEES - RECEIPT #11710	1	\$48.65
208	05/09/16	Jill Murray	FINES & FEES - RECEIPT #11711	1	\$95.55
209	05/09/16	PSI IOTA XI-BETA ZETA	Donation Summer Reading Summitville-Receipt #11712	1	\$300.00
210	05/09/16	Auditor of State of Indiana	Evergreen Indiana 4th Qtr 2015 fines	1	\$145.05
211	05/09/16	Dennis Johnson	FINES & FEES - RECEIPT #11713	1	\$74.30
212	05/09/16	Treasurer of Madison County	May 2016 COIT-Receipt #11715	1	\$17,044.83
213	05/10/16	Dennis Johnson	FINES & FEES - RECEIPT #11716	1	\$103.60
214	05/10/16	Red Gold, Inc.	Donation Summer Reading-Receipt #11717	1	\$251.00
215	05/11/16	Moser & Moser	Donation Summer Reading-Receipt #11718	1	\$100.00
216	05/11/16	Paula Vest	FINES & FEES - RECEIPT #11719	1	\$33.31
217	05/12/16	Dennis Johnson	FINES & FEES - RECEIPT #11720	1	\$31.40
218	05/13/16	Dennis Johnson	FINES & FEES - RECEIPT #11721	1	\$29.90
219	05/13/16	Debbie Fox	FINES & FEES - RECEIPT #11722	1	\$40.00
220	05/16/16	Jill Murray	FINES & FEES - RECEIPT #11723	1	\$98.45
221	05/16/16	Paula Vest	FINES & FEES - RECEIPT #11724	1	\$26.55
222	05/16/16	Jamie Scott	FINES & FEES - RECEIPT #11725	1	\$53.98
223	05/18/16	Dennis Johnson	FINES & FEES - RECEIPT #11726	1	\$74.03
224	05/18/16	Trisha Shuler	FINES & FEES - RECEIPT #11727	1	\$10.75

<i>Receipt #</i>	<i>Date</i>	<i>Name</i>	<i>Explanation</i>	<i>Bank</i>	<i>Total</i>
225	05/18/16	Dennis Johnson	FINES & FEES - RECEIPT #11728	1	\$75.06
226	05/20/16	Dennis Johnson	FINES & FEES - RECEIPT #11729	1	\$75.95
227	05/20/16	Dennis Johnson	FINES & FEES - RECEIPT #11730	1	\$86.80
228	05/20/16	Debbie Fox	FINES & FEES - RECEIPT #11731	1	\$167.39
229	05/23/16	Trisha Shuler	FINES & FEES - RECEIPT #11732	1	\$114.14
230	05/23/16	POET BIOREFINING	Donation Summer Reading Summitville-Receipt #11733	1	\$100.00
231	05/23/16	Jill Murray	FINES & FEES - RECEIPT #11734	1	\$63.00
232	05/23/16	Dennis Johnson	FINES & FEES - RECEIPT #11735	1	\$23.90
233	05/24/16	Trisha Shuler	FINES & FEES - RECEIPT #11736	1	\$78.00
234	05/25/16	Trisha Shuler	FINES & FEES - RECEIPT #11737	1	\$2.25
235	05/25/16	Dennis Johnson	FINES & FEES - RECEIPT #11738	1	\$59.50
236	05/26/16	Trisha Shuler	FINES & FEES - RECEIPT #11739	1	\$45.76
237	05/27/16	Dennis Johnson	FINES & FEES - RECEIPT #11740	1	\$81.96
238	05/27/16	Paresh Shah MD	Donation Summer Reading Frankton-Receipt #11741	1	\$100.00
239	05/27/16	Debbie Fox	FINES & FEES - RECEIPT #11742	1	\$104.39
241	05/31/16	Dennis Johnson	FINES & FEES - RECEIPT #11743	1	\$155.26
242	05/31/16	Jamie Scott	FINES & FEES - RECEIPT #11744	1	\$90.19
243	05/31/16	Dennis Johnson	FINES & FEES - RECEIPT #11745	1	\$48.26
244	05/31/16	Frankton Lodge-Lions Club	Donation Summer Reading Frankton-Receipt #11746	1	\$150.00
245	05/31/16	Elwood Elementary PTO	Donation Summer Reading Elwood-Receipt #11747	1	\$200.00
246	05/01/16	Star Financial Bank	April Interest	1	\$2.34
248	05/01/16	Star Financial Bank	April Interest	2	\$12.24
<b>Total All Receipts</b>					<b>\$31,826.94</b>

**Thursday, June 16, 2016**

**Fiscal Officer**

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

TRANSMISSION VERIFICATION REPORT

TIME : 06/09/2016 11:24  
NAME : ELWOOD LIBRARY  
FAX : 7655520955  
TEL : 7655525001  
SER. # : BROF2V374540

DATE, TIME 06/09 11:23  
FAX NO./NAME HERALD  
DURATION 00:00:12  
PAGE(S) 01  
RESULT OK  
MODE STANDARD  
ECM

TRANSMISSION VERIFICATION REPORT

TIME : 06/09/2016 11:23  
NAME : ELWOOD LIBRARY  
FAX : 7655520955  
TEL : 7655525001  
SER. # : BROF2V374540

DATE, TIME 06/09 11:23  
FAX NO./NAME CALL LEADER  
DURATION 00:00:15  
PAGE(S) 01  
RESULT OK  
MODE STANDARD  
ECM

Agenda

June 13, 2016

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting  
5:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
  - Minutes
  - Claims Register & Checks
  - Personnel

Old Business

1. Library Park Board Member

New Business

1. Time Line for 2017 Budget Approval
2. Internal Controls Resolution
3. Materiality Threshold Resolution

Agenda

June 13, 2016

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting  
5:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
  - Minutes
  - Claims Register & Checks
  - Personnel

Old Business

1. Library Park Board Member

New Business

1. Time Line for 2017 Budget Approval
2. Internal Controls Resolution
3. Materiality Threshold Resolution



TRANSMISSION VERIFICATION REPORT

TIME : 06/09/2016 11:26  
NAME : ELWOOD LIBRARY  
FAX : 7655520955  
TEL : 7655525001  
SER. # : BROF2V374540

DATE, TIME 06/09 11:26  
FAX NO./NAME FRANKTON  
DURATION 00:00:15  
PAGE(S) 01  
RESULT OK  
MODE STANDARD  
ECM

Agenda

June 13, 2016

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting  
5:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
  - Minutes
  - Claims Register & Checks
  - Personnel
- Old Business
  - 1. Library Park Board Member
- New Business
  - 1. Time Line for 2017 Budget Approval
  - 2. Internal Controls Resolution
  - 3. Materiality Threshold Resolution

TRANSMISSION VERIFICATION REPORT

TIME : 06/09/2016 11:25  
NAME : ELWOOD LIBRARY  
FAX : 7655520955  
TEL : 7655525001  
SER. # : BROF2V374540

DATE, TIME 06/09 11:25  
FAX NO./NAME SUMMITVILLE  
DURATION 00:00:14  
PAGE(S) 01  
RESULT OK  
MODE STANDARD  
ECM

Agenda

June 13, 2016

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting  
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Agenda

July 11, 2016

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting  
5:30 P.M.

Call to Order

Call for Quorum

Consent Agenda

Minutes

Claims Register & Checks

Personnel

Old Business

New Business

1. Initial 2017 Budget Review
  - a. Threshold for Exempt Employees
  - b. Average Growth Quotient
2. Job Descriptions

Director's Report

Public Comment

Adjournment



NORTH MADISON COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES  
Regular Meeting  
July 11, 2016  
5:30 p.m.

CALL TO ORDER

Vice President Beverly Austin called a regular meeting of the North Madison County Public Library Board of Trustees to order on July 11, 2016 at 5:30 p.m. in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present were members Beverly Austin, Barbara Abernathy, Diana Eddleman, and Mike Robertson. Also in attendance were Todd Buckmaster, Director Jamie Scott and Administrative Assistant Sheri Wallace.

CONSENT AGENDA

Mike Robertson made a motion to approve the minutes, claims register and personnel report in the consent agenda. A second was made by Barbara Abernathy and the motion carried. The members signed the minutes and claims register. Assistant Treasurer Mike Robertson signed checks.

OLD BUSINESS

No old business was brought forward.

NEW BUSINESS

Initial 2017 Budget Review

The 2017 Budget was reviewed based on an Average Growth Quotient of 3.8%. The Operating Fund budget will be increased \$22,210.00 for a total of \$1,477,560.00. In April of this year, the Library received \$82,622.59, a one-time special distribution from Madison County's trust account to be deposited into the Rainy Day Fund. Due to this increase in funds, the 2017 Rainy Day Fund budget will be increased \$36,000.00 for a total of \$65,000.00. The LIRF Fund will remain the same at \$54,000.00. The United States Department of Labor has increased the salary threshold for exempt employees to \$47,476.00 effective December 1, 2016. This rule will apply to the Director and the Administrative Assistant and will be discussed at the next board meeting.

Job Descriptions

All job descriptions of employees for the library were discussed. It was discussed about adding safety sensitive positions for employees who drive for the library. This would entail drug and alcohol testing. Director Scott will contact our attorney, Mr. Mayes for clarification of periodic testing and who is to be tested. The job description of the Administrative Assistant was reviewed. Director Scott would like to combine Mathematical Skills and Reasoning Ability. Barbara Abernathy made a motion that Mathematical Skills and Reasoning Ability be combined on the Administrative Assistant job description. Diana Eddleman made a second and the motion carried. The job descriptions of Director, Youth Services Manager, Adult Services Manager, Tech Services Manager, IT Manager and Branch Manager were reviewed. Director Scott would like to change **Education and/or Experience** in these job descriptions to read. An

associate's degree or 60 college credit hours from an accredited college or university is required plus at least a Librarian Certificate 5. Director Scott also recommends removing <http://in.webjunction.org/do/DisplayContent?id=17884> and replacing it with <http://continuinged.isl.in.gov/certification/>. Diana Eddleman made a motion to accept these changes to the job descriptions of the Director, Youth Services Manager, Adult Services Manager, Tech Services Manager, IT Manager and Branch Manager. Mike Robertson made a second and the motion carried.

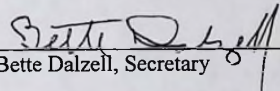
Directors Report

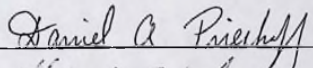
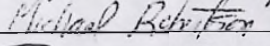
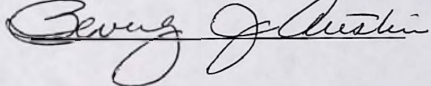
The patron requesting permission to video in the library after hours has received notice from our attorney, Mr. Mayes, that the library will not be granting this request. The security cameras at the Ralph E. Hazelbaker library in Summitville are being tampered with and are under surveillance by the Town Marshall. There are two trees close to the building in Summitville that have to be removed. Additional trees are going to be trimmed. Mr. Hazelbaker would like to add two new trees in honor of classmates. Some work needed to be done on the hot chill loop of the HVAC in Elwood. Stats are down 12% for the year. According to Director's Scotts investigation, our patrons are traveling to Alexandria library to check out primarily videos and some books. The largest percentage of our downturn is contributed to videos.

PUBLIC COMMENT

Public comment was sought. None was forthcoming

Mike Robertson made a motion to adjourn. Diana Eddleman made a second and the motion carried.

  
Bette Dalzell, Secretary



# Register Of Claims

## North Madison County Public Library System

Report Date: From **06/14/16** To **07/11/16**

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	368	INDIANA PUBLIC RETIREMENT	PERF	Payroll Deductions	\$393.63	06/29/16	Payroll ending 06/25/16
			Operating Fund	Emp Cont PERF	\$1,469.55		
				<b>Total this claim =</b>	<u>\$1,863.18</u>		
0	373	PAYROLL	Operating Fund	Salary of Director	\$2,170.55	06/29/16	PAYROLL
			Operating Fund	Salary of Assistants	\$16,081.26		
			Operating Fund	Wages of Janitor	\$1,055.97		
				<b>Total this claim =</b>	<u>\$19,307.78</u>		
0	372	AFLAC	AFLAC	Payroll Deductions	\$647.46	06/29/16	June Withholding
				<b>Total this claim =</b>	<u>\$647.46</u>		
0	371	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$1,886.15	06/29/16	June Withholding
			County Taxes Withheld	Payroll Deductions	\$952.38		
				<b>Total this claim =</b>	<u>\$2,838.53</u>		
0	370	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$270.00	06/29/16	Payroll ending 6/25/16
				<b>Total this claim =</b>	<u>\$270.00</u>		
0	369	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,470.52	06/29/16	Payroll ending 6/25/16
			FICA	Payroll Deductions	\$1,191.78		
			Federal Taxes Withheld	Payroll Deductions	\$1,612.64		
			Medicare	Payroll Deductions	\$278.74		
				<b>Total this claim =</b>	<u>\$4,553.68</u>		
0	354	PAYROLL	Operating Fund	Salary of Director	\$2,170.55	06/15/16	PAYROLL
			Operating Fund	Salary of Assistants	\$16,246.53		
			Operating Fund	Wages of Janitor	\$1,091.10		
				<b>Total this claim =</b>	<u>\$19,508.18</u>		
30305	355	BARBARA SNIPES	Operating Fund	Professional Services	\$50.00	06/29/16	Display
				<b>Total this claim =</b>	<u>\$50.00</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
30306	356	CARDMEMBER SERVICE	Gift	Frankton Programing	\$119.98	06/29/16	As per attached invoices.
			Gift	Summitville Programing	\$103.25		
			Gift	Summitville Programing	\$54.27		
			Gift	Frankton Programing	\$73.00		
			Gift	Summitville Programing	\$43.00		
			Operating Fund	Fuel, Oil and Lubricants	\$13.45		
			Operating Fund	Techology Software	\$85.00		
<b>Total this claim =</b>					<u>\$491.95</u>		
30307	367	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$133.56	06/29/16	Service for Elwood
			Operating Fund	Waste Disposal Services	\$197.96		
			<b>Total this claim =</b>				
30308	357	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$2,403.80	06/29/16	Service for Elwood
			<b>Total this claim =</b>				
30309	358	JONI JOHNSON	Operating Fund	Frankton Programing	\$50.00	06/29/16	Yoga Program
			<b>Total this claim =</b>				
30310	359	MARSH SUPERMARKET	Operating Fund	Elwood Adult Programing	\$36.46	06/29/16	As per attached invoices.
			Operating Fund	Frankton Programing	\$18.64		
			<b>Total this claim =</b>				
30311	360	RICOH USA, INC	Operating Fund	Office Supplies	\$66.70	06/29/16	Copies for Frankton & Summitville
			Operating Fund	Office Supplies	\$23.21		
			<b>Total this claim =</b>				
30312	361	SYNCB/AMAZON	Operating Fund	Elwood AV	\$970.88	06/29/16	As per attached invoices.
			Operating Fund	Frankton AV	\$260.61		
			Operating Fund	Summitville AV	\$470.40		
			Gift	Elwood Children's Programing	\$328.01		
			Operating Fund	Elwood Adult Programing	\$15.95		
<b>Total this claim =</b>					<u>\$2,045.85</u>		
30313	362	TOWN OF FRANKTON	Operating Fund	Electricity	\$467.54	06/29/16	Service for Frankton
			Operating Fund	Water	\$18.00		
			Operating Fund	Waste Disposal Services	\$12.67		
			<b>Total this claim =</b>				
30314	363	TOWN OF SUMMITVILLE	Operating Fund	Waste Disposal Services	\$43.80	06/29/16	Service for Summitville
			Operating Fund	Waste Disposal Services	\$11.50		
			<b>Total this claim =</b>				



<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
30315	364	TRISHA SHULER	Operating Fund	Elwood Adult Programing	\$25.00	06/29/16	Petty Cash Reimbursement
				<b>Total this claim =</b>	<u>\$25.00</u>		
30316	365	UNITED HEALTHCARE	Insurance	Payroll Deductions	\$759.45	06/29/16	Health Insurance 7/1-7/31/16
			Operating Fund	Emp Cont Group Ins	\$5,108.82		
				<b>Total this claim =</b>	<u>\$5,868.27</u>		
30317	366	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$124.44	06/29/16	Service for Elwood & Frankton
			Operating Fund	Gas	\$23.85		
				<b>Total this claim =</b>	<u>\$148.29</u>		
30319	375	AVC TECHNOLOGY CORPORA	Operating Fund	Professional Services	\$486.00	07/11/16	Quarterly Support July-September
				<b>Total this claim =</b>	<u>\$486.00</u>		
30320	377	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$261.80	07/11/16	As per attached invoices.
			Operating Fund	Elwood Childrens	\$290.13		
			Operating Fund	Elwood YA	\$0.00		
			Operating Fund	Frankton	\$219.03		
			Operating Fund	Summitville	\$520.27		
				<b>Total this claim =</b>	<u>\$1,291.23</u>		
30321	376	BOSE, McKINNEY & EVANS LL	Operating Fund	Legal Services	\$220.00	07/11/16	Legal services
				<b>Total this claim =</b>	<u>\$220.00</u>		
30322	414	BRENTNEY NEUBAUER	Operating Fund	Furniture & Equipment	\$455.00	07/11/16	Used Cricut, 2 sets of tools, 11 cartridges
				<b>Total this claim =</b>	<u>\$455.00</u>		
30323	378	CHAPMAN ELECTRIC SUPPLY,	Operating Fund	Operating Supplies	\$137.00	07/11/16	Lighting Supplies
				<b>Total this claim =</b>	<u>\$137.00</u>		
30324	379	DEBBIE FOX	Operating Fund	Postage & UPS	\$18.85	07/11/16	Petty Cash Reimbursement
			Operating Fund	Frankton Programing	\$30.45		
				<b>Total this claim =</b>	<u>\$49.30</u>		
30325	395	DOLLAR GENERAL-REGIONS 4	Operating Fund	Summitville Programing	\$12.15	07/11/16	As per attached invoices.
			Operating Fund	Elwood Children's Programing	\$137.35		
			Operating Fund	Operating Supplies	\$11.70		
				<b>Total this claim =</b>	<u>\$161.20</u>		
30326	380	DONNA CRONK	Operating Fund	Elwood Adult Programing	\$50.00	07/11/16	Speaker/Author
				<b>Total this claim =</b>	<u>\$50.00</u>		
30327	381	ELWOOD FIRE EQUIPMENT C	Operating Fund	Professional Services	\$250.00	07/11/16	Wet/Dry Sprinkler System Inspection
				<b>Total this claim =</b>	<u>\$250.00</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
30328	382	ENA SERVICES LLC	St Technology Fund Gra	Telephone & Telegraph	\$412.01	07/11/16	Internet & Phone
			Operating Fund	Telephone & Telegraph	\$401.99		
			Operating Fund	Telephone & Telegraph	\$160.64		
				<b>Total this claim =</b>	<u>\$974.64</u>		
30329	383	HARPER'S LAWN CARE	Operating Fund	Professional Services	\$200.00	07/11/16	Lawn Care @ Frankton
				<b>Total this claim =</b>	<u>\$200.00</u>		
30330	384	HERALD BULLETIN, THE	Operating Fund	Summitville Period. & Newsp.	\$283.93	07/11/16	Subscription for Summitville 52 wks 6/30/16
				<b>Total this claim =</b>	<u>\$283.93</u>		
30331	388	IDLEWINE LAWNMOWER SAL	Operating Fund	Professional Services	\$50.40	07/11/16	Mower repairs & maintenance
				<b>Total this claim =</b>	<u>\$50.40</u>		
30332	387	INDIANA DEPARTMENT OF W	Operating Fund	Unemployment comp	\$1,035.07	07/11/16	2nd Qtr SUTA
				<b>Total this claim =</b>	<u>\$1,035.07</u>		
30333	394	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$570.56	07/11/16	Service for Summitville
				<b>Total this claim =</b>	<u>\$570.56</u>		
30334	385	INDIANA STATE LIBRARY	Evergreen Indiana	Other	\$129.55	07/11/16	2nd Qtr Evergreen
				<b>Total this claim =</b>	<u>\$129.55</u>		
30335	386	INDIANA STATE LIBRARY	PLAC	Professional Services	\$65.00	07/11/16	2nd Qtr PLAC
				<b>Total this claim =</b>	<u>\$65.00</u>		
30336	393	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$22.47	07/11/16	Service for Summitville
				<b>Total this claim =</b>	<u>\$22.47</u>		
30338	389	KMART 9124	Operating Fund	Operating Supplies	\$6.89	07/11/16	As per attached invoices.
			Operating Fund	Frankton Programing	\$5.49		
				<b>Total this claim =</b>	<u>\$12.38</u>		
30339	390	LEAP Managed IT	Operating Fund	Office Supplies	\$10.00	07/11/16	Copies
				<b>Total this claim =</b>	<u>\$10.00</u>		
30340	391	LIBRARY STORE INC., THE	Operating Fund	Book Processing	\$114.98	07/11/16	Book Processing
				<b>Total this claim =</b>	<u>\$114.98</u>		
30341	409	MANIFOLD REFUSE, INC.	Operating Fund	Waste Disposal Services	\$84.00	07/11/16	Service for Frankton
				<b>Total this claim =</b>	<u>\$84.00</u>		
30342	386	MAX HOPPEL	Operating Fund	Elwood AV	\$24.11	07/11/16	Refund for return of lost item
				<b>Total this claim =</b>	<u>\$24.11</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
30343	392	MIDWEST TAPE	Operating Fund	Book Processing	\$207.98	07/11/16	Book Processing
				<b>Total this claim =</b>	<u>\$207.98</u>		
30344	397	MODERN MARKETING	Operating Fund	Elwood Children's Programming	\$117.52	07/11/16	Library Bags
				<b>Total this claim =</b>	<u>\$117.52</u>		
30345	398	NUGENT ELECTRIC INC.	Operating Fund	Operating Supplies	\$134.40	07/11/16	Electrical supplies
				<b>Total this claim =</b>	<u>\$134.40</u>		
30346	399	PCMG	Operating Fund	Technology Equipment	\$275.00	07/11/16	3 Hard drives for DVR
				<b>Total this claim =</b>	<u>\$275.00</u>		
30347	374	POSTMASTER	Operating Fund	Postage & UPS	\$49.00	07/11/16	Stamps for Frankton & Summitville
			Operating Fund	Postage & UPS	\$49.00		
				<b>Total this claim =</b>	<u>\$98.00</u>		
30348	400	STAPLES ADVANTAGE	Operating Fund	Cleaning & Sanitation Supplies	\$408.15	07/11/16	As per attached invoices.
			Operating Fund	Operating Supplies	\$37.03		
			Operating Fund	Office Supplies	\$26.57		
			Operating Fund	Office Supplies	\$56.53		
				<b>Total this claim =</b>	<u>\$528.28</u>		
30349	401	SUPPORT WAREHOUSE LTD	Operating Fund	Technology Equipment	\$447.00	07/11/16	Carepack for HP MXQ0090536
				<b>Total this claim =</b>	<u>\$447.00</u>		
30350	402	TEI LANDMARK AUDIO	Operating Fund	Frankton AV	\$44.00	07/11/16	Audio Books
				<b>Total this claim =</b>	<u>\$44.00</u>		
30351	403	TOPS HOME CENTER	Operating Fund	Operating Supplies	\$27.47	07/11/16	Grease, weed killer, paint
				<b>Total this claim =</b>	<u>\$27.47</u>		
30352	404	TRUE CHEM, INC.	Operating Fund	Professional Services	\$100.00	07/11/16	Water Treatment testing
				<b>Total this claim =</b>	<u>\$100.00</u>		
30353	406	U.S. BANK EQUIPMENT FINAN	Operating Fund	Equipment/Rental	\$149.00	07/11/16	Copier rental Elwood
				<b>Total this claim =</b>	<u>\$149.00</u>		
30357	405	VASEY COMMERCIAL, INC	Operating Fund	Professional Services	\$739.85	07/11/16	As per attached invoices.
				<b>Total this claim =</b>	<u>\$739.85</u>		
30358	407	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$20.83	07/11/16	Service for Summitville
				<b>Total this claim =</b>	<u>\$20.83</u>		
30359	408	WELLS FARGO VENDOR FINA	Operating Fund	Equipment/Rental	\$60.60	07/11/16	Copier lease Frankton & Summitville
			Operating Fund	Equipment/Rental	\$60.60		
				<b>Total this claim =</b>	<u>\$121.20</u>		



Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
30360	415	TRISHA SHULER	Operating Fund	Elwood AV	\$27.00	07/11/16	Petty Cash
<b>Total this claim =</b>					\$27.00		
<b>Total Amount of Claims</b>					<b>\$70,816.36</b>		

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Monday, July 11, 2016

*Michael Robertson*

Fiscal Officer

**ALLOWANCE OF VOUCHERS**

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of  pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of

Date this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

*Cecelia Austin*

*Barbara Abernathy*

*Debra J. Edleman*

**SIGNATURES OF GOVERNING BOARD**

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

## **Personnel Report**

**July 11, 2016**

- April Gillam gave a two week notice and her last day to work was July 8<sup>th</sup>, 2016.
- Katie Menssen has expressed she would like to continue learning as much as she can about our IT department, but at this time does not want to take over the IT Manager's position when Clint Trice leaves in December.

Operating Fund	2017 Proposed	2016 (Pub)	Difference 2017 and 2016	Working 2016
<b>1. Personal Services</b>				
<b>Salaries and Wages</b>				
Librarian/Director	58,810	57,000	1,810	56,500
Salary of Assistants	605,000	587,700	17,300	445,000
Wages of Janitor	35,100	34,000	1,100	33,000
<b>Employee Benefits</b>				
Employee Benefits -Unemployment Com	6,000	6,000	-	4,100
Employer's FICA & Medicare	51,000	51,000	-	39,470
Emp. Cont. PERF	46,000	46,000	-	41,182
Emp. Cont. Group Ins.	100,000	100,000	-	57,527
Salary of Board Treasurer	300	300	-	300
<b>Total Personal Services</b>	<b>902,210</b>	<b>882,000</b>	<b>20,210</b>	<b>675,583</b>
<b>2. Supplies</b>				
Office Supplies	15,000	15,000	-	6,000
Stationary & Supplies	500	500	-	-
Operating Supplies	9,500	9,500	-	9,000
Cleaning & Sanitation Supplies	4,000	4,000	-	3,500
Fuel, Oil, and Lubricants	150	150	-	150
Bldg. Matl. And Supplies	250	250	-	50
Paint and Painting Supplies	250	250	-	50
Repair Parts/Maintenance	1,000	1,000	-	50
Other Repair & Maintenance Supplies	250	250	-	100
Book Processing	9,500	9,500	-	4,500
Automation	13,400	13,400	-	-
Official Record	1,000	1,000	-	800
<b>Total Supplies</b>	<b>54,800</b>	<b>54,800</b>	<b>-</b>	<b>24,200</b>
<b>3. Other Services &amp; Charges</b>				
Professional Services	55,000	55,000	-	35,000
Consulting Services	1,000	1,000	-	500
Legal Services	2,500	2,500	-	2,000
Engineering & Architects	100	100	-	50
Databases	6,650	6,650	-	4,400
Ebook Services	6,000	6,000	-	4,500
	5,000	5,000	-	
Telephone & Telegraph	38,200	38,200	-	14,000
Postage & UPS	3,800	3,800	-	3,000
Traveling Expense	3,000	3,000	-	2,000
Professional Meetings	3,000	3,000	-	1,000
Elwood Children's Programming	5,000	5,000	-	3,500
Elwood Adult Programming	3,000	3,000	-	2,000



Operating Fund	2017	2016 (Pub)		Working 2016
Frankton Programming	4,000	4,000	-	2,000
Summitville Programming	3,000	3,000	-	2,000
Title Source (Baker & Taylor)	3,100	3,100	-	2,600
Advertising & Public Notices	1,200	1,200	-	800
Insurance	18,000	18,000	-	18,000
Official Bonds	400	400	-	300
Gas (HVAC)	20,000	20,000	-	9,000
Electricity	37,000	35,000	2,000	34,000
Water	4,000	6,000	(2,000)	5,600
Waste Disposal Services	5,000	3,000	2,000	2,600
Bldg. & Structure/Maint.	2,000	2,000	-	500
Equipment/Maint.	5,000	5,000	-	1,000
Equipment/Rental	7,000	7,000	-	3,500
Dues	2,700	2,700	-	1,800
Taxes	500	500	-	150
Interest on Temporary Loans	500	500	-	-
Transfer to LIRF	10,000	10,000	-	
<b>Total Other Services</b>	<b>255,650</b>	<b>253,650</b>	<b>2,000</b>	<b>155,800</b>
<b>4. Capital Outlays</b>				
Land Buildings Improvements	31,000	31,000	-	50
Furniture & Equipment	32,000	32,000	-	3,000
Technology Equipment	22,000	22,000	-	8,000
Elwood Adult	33,500	33,500	-	15,000
Elwood Childrens	14,000	14,000	-	7,000
Elwood YA	6,200	6,200	-	3,500
Frankton	19,500	19,500	-	10,000
Summitville	16,500	16,500	-	10,000
Elwood Indiana Room	0	0	-	
Elwood Period. & News.	9,500	9,500	-	3,900
Frankton Per. & Newsp.	2,800	2,800	-	1,600
Summitville Period. & Newsp.	1,700	1,700	-	1,200
Elwood AV	35,000	35,000	-	16,000
Frankton AV	18,800	18,800	-	8,000
Hazelbaker AV	14,400	14,400	-	7,000
Technology Software	8,000	8,000	-	4,000
<b>Total Capital Outlays</b>	<b>264,900</b>	<b>264,900</b>	<b>-</b>	<b>98,250</b>
<b>Operating Fund</b>	<b>1,477,560</b>	<b>1,455,350</b>	<b>22,210</b>	<b>953,833</b>

	2017		2016		
OPERATING	\$ 1,477,560.00	\$	1,455,350.00	\$	22,210.00
RAINY DAY	\$ 65,000.00	\$	29,000.00	\$	36,000.00
LIRF	\$ 54,000.00	\$	54,000.00	\$	-
<b>Total</b>	<b>\$ 1,596,560.00</b>	<b>\$</b>	<b>1,538,350.00</b>	<b>\$</b>	<b>58,210.00</b>
	AVG 3.80 MAX	\$	1,596,807.30	\$	247.30
		\$	58,457.30		





## Overtime for White Collar Workers Overview and Summary of Final Rule

One of the most basic tenets of our economy is that a hard day's work should lead to a fair day's pay. For much of the past century, a cornerstone of that promise has been the idea that you're paid more if you work more than 40 hours in a week. Today, we are taking action that will make that promise a reality again for more of America's workers, too many of whom have been left working long hours for no additional pay, taking them away from their families and civic life without any extra compensation.

It wasn't always this way. The passage of the Fair Labor Standards Act gave most Americans the right to a minimum wage and time-and-a-half pay for more than 40 hours of work in a week. These rules apply to most hourly and salaried workers, but not to some white collar workers whose salaries and duties exempt them from the overtime pay requirement.

The white collar exemption was originally meant for highly-paid workers who had better benefits, job security and opportunities for advancement. Unfortunately, when left unchanged, the salary threshold is eroded by inflation every year. It has only been updated once since the 1970s—in 2004, when it was set too low. As a result, the threshold fails to help employers identify workers who are entitled to overtime pay, and it has left millions without overtime protections to which they should be entitled. This outdated salary threshold provides overtime protections to just 7 percent of full-time salaried workers today based on their pay, compared with 62 percent in 1975. In fact, the white collar exemption salary level set in 2004, \$455 per week or \$23,660 a year—means even workers earning less than the poverty line for a family of four may earn too much to automatically qualify for overtime.

In March 2014, President Obama directed the Secretary of Labor to update the overtime regulations to reflect

once again the intent of the Fair Labor Standards Act, and to simplify and modernize the rules so they're easier for workers and businesses to understand and apply. The Department of Labor conducted months of extensive consultations with employers, workers, unions, and other stakeholders to develop the proposed rule, and it carefully reviewed more than 270,000 comments from the public in order to develop the final rule.

Today, President Obama and Secretary Perez announced that the Department of Labor's final rule will automatically extend overtime pay eligibility to 4.2 million workers. The rule will entitle most salaried white collar workers earning less than \$913 a week (\$47,476 a year) to overtime pay. This long-awaited update will provide a meaningful boost to workers, and it will go a long way toward realizing President Obama's commitment to ensuring every worker is compensated fairly for their hard work.

### The final rule will:

- **Put more money into the pockets of many middle class workers—or give them more free time.** By increasing the number of workers who are eligible for overtime when they work more than 40 hours in a week, employers will have a choice. They can either increase their employees' salaries to at least the new salary threshold, pay workers the overtime premium for extra hours, or limit their work to 40 hours in a week.
- **Prevent a future erosion of overtime protections and ensure greater predictability.** The rule will automatically update the salary threshold every three years based on wage growth over time. This means it will work better in the future by continuing to protect the workers it was meant to protect. Employers will be able to adapt more easily because they will

know when the salary updates will happen and how they will be calculated, and they will be able to estimate the amount of the salary update.

- **Strengthen overtime protections for salaried workers already entitled to overtime and provide greater clarity for workers and employers.** Establishing that white collar workers are not entitled to overtime pay involves clearing two hurdles: (1) assessing whether their salary is above the threshold and (2) applying a "duties test" to ensure that they have the kind of job that Congress meant to exclude from overtime protections. With the new, higher threshold, 8.9 million overtime-eligible salaried workers—and their employers—will be able to determine more easily that they should be receiving overtime pay. Because their salaries are below the new threshold, their employers will no longer have to figure out whether they pass the "duties test," and they will no longer have to wonder if that test has been applied appropriately. This will simplify application of the rules and provide a bright line that protects the set of workers our workplace laws intended to protect.
- **Improve work-life balance.** Too many salaried, white collar workers today are overworked, and their employers have no incentive to limit hours because they aren't required to provide additional pay when employees work more hours. Under this rule, employers will have a renewed monetary incentive to support work-life balance. Many workers will put in fewer hours without seeing a reduction in pay, giving them more time to spend with their families and in their personal pursuits.
- **Increase employment by spreading work.** The better work-life balance for workers who will now be eligible for overtime protection may create new opportunities for other workers. Some employers will hire additional workers—or give more hours to part-time workers—to cover work currently done during overtime hours.
- **Improve workers' health.** Research indicates that working long hours is bad for many workers' health and increases the risk of injury. Giving workers more downtime can help improve health and prevent injury.
- **Increase productivity.** The rule will promote improved productivity through workers' improved morale and reduced turnover.

### Summary of the final rule:

- **Salary threshold.** The final rule will raise the salary level for the first time since 2004. This increase will go into effect on December 1, 2016.
  - o **Standard salary level.** The final rule will raise the standard salary threshold to equal the 40th percentile of weekly earnings for full-time salaried workers in the lowest-wage Census region, currently the South. This will raise it from \$455 a week to \$913 a week (\$47,476 for a full-year worker). This means that 35 percent of full-time salaried workers will be automatically entitled to overtime, based solely on their salary.
  - o **Highly Compensated Employees (HCE) salary level.** The rule also updates the total annual compensation level above which most white collar workers will be ineligible for overtime. The final rule raises this level to the 90th percentile of full-time salaried workers nationally, or from the current \$100,000 to \$134,004 a year.
- **Automatic updates.** Every year that the threshold remains unchanged, it covers fewer and fewer workers as wages overall increase over time. The Department's final rule will fix this by automatically updating the salary threshold every three years, beginning January 1, 2020. Each update will raise the standard threshold to the 40th percentile of full-time salaried workers in the lowest-wage Census region, estimated to be \$51,168 in 2020. The HCE threshold will increase to the 90th percentile of full-time salaried workers nationally, estimated to be \$147,524 in 2020. The Department will post new salary levels 150 days in advance of their effective date, beginning August 1, 2019.
- **Bonuses, incentive payments, and commissions.** The final rule will allow up to 10 percent of the salary threshold for non-HCE employees to be met by non-discretionary bonuses, incentive pay, or commissions, provided these payments are made on at least a quarterly basis. This recognizes the importance these forms of pay have in many companies' compensation arrangements, particularly for managerial employees affected by the final rule. This is a new policy that responds to robust comments received from the business community on this matter.



• **Duties test.** The final rule does not make any changes to the "duties test" that determines whether white collar salaried workers earning more than the salary threshold are ineligible for overtime pay. But fewer employers and workers will have to worry about its application because the higher salary threshold means more workers' entitlement to overtime pay will be clear just from their salaries. For workers with salaries above the updated salary level, employers will continue to use the same duties test to determine whether or not the worker is entitled to overtime pay.

#### Impacts of the rule:

• **Workers directly affected.** 4.2 million salaried workers will be affected by this rule based on their salaries. These workers are currently ineligible for overtime. The Department estimates that most of them (4.1 million) will become eligible for overtime when they work more than 40 hours (i.e., they will be converted to overtime-eligible status), while others (100,000) will receive a raise so that their salary is above the new threshold.

o Most of these workers will be affected by the standard salary level. However, 65,000 will be affected due to the HCE level alone; of those, 64,000 will become newly eligible for overtime while 1,000 will remain exempt because their employers are expected to raise their salaries above the new HCE threshold.

• **Workers indirectly affected.** 8.9 million salaried workers (3.2 million blue collar and 5.7 million white collar workers) are currently eligible for overtime because, although their salaries are above the current salary threshold, their duties do not meet the exemption for executive, administrative, or profession-

al workers. Under the final rule, their eligibility for overtime will become clearer because their salaries will fall below the new threshold—and no assessment of their duties will be necessary. Of the 5.7 million white collar workers, approximately 732,000 are overtime-eligible, but their employers don't recognize them as such and so do not pay them the overtime they deserve when they work more than 40 hours. This update will give all of these workers the peace of mind in knowing they are properly classified as eligible for overtime.

• **More income for working Americans.** As a result of this rule, an extra \$1.2 billion a year will go into workers' pockets (those earning between \$455 and \$913 a week). These benefits will flow to many middle class workers and their families.

o More than half (56 percent) of affected workers are women.

o 61 percent are age 35 or older.

o 82 percent have at least some college, and more than half (53 percent) have a college degree or more.

o In addition, 2.5 million children have at least one parent who will gain overtime protections or get a salary raise.

• **More appropriate salary threshold.** While the current threshold (\$455) is less than the poverty level for a family of four and just 1.6 times the federal minimum wage, the new standard salary is much more appropriately set. It will be 3.1 times the federal minimum wage for a full-time worker and twice the poverty level for a family of four.

For more information on the Overtime Final Rule, see [www.dol.gov/overtime](http://www.dol.gov/overtime).



## STATE OF INDIANA

### STATE BUDGET AGENCY


212 State House  
Indianapolis, Indiana 46204-2796  
317-232-5610

Michael R. Pence  
Governor

Brian E. Bailey  
Director

#### MEMORANDUM

To: Courtney Schaafsma, Commissioner  
Department of Local Government Finance

From: Bill Weinmann, Assistant Director  
Tax and Revenue Division 

Date: June 28, 2016

Subject: Assessed value growth quotient

The State Budget Agency has calculated the assessed value growth quotient pursuant to IC 6-1.1-18.5-2(b) for property tax levies first due and payable in CY 2017. The growth quotient for CY 2017 is 3.800%. The supporting documentation is contained in the attached file and uses the information released by the Bureau of Economic Analysis on June 22, 2016.

Should you need additional information, please contact me.

Attachment

Cc: Micah Vincent, Director, Office of Management and Budget  
Brian Bailey, Director, State Budget Agency  
Deanna Oware, Deputy Director, State Budget Agency

**PROPERTY TAX LEVY GROWTH QUOTIENT**  
**I.C. 6-1.1-18.5-2**  
**PREPARED: June 24, 2016**

Year in which budgets are adopted 2016  
 Budgets adopted for 2017

Step 1a: Determine calendar year Indiana nonfarm personal income for each of the six years preceding the year in which a budget is adopted.

Year		Annual Indiana Nonfarm Personal Income	Percent From	Change To	Calculation	
0	2009	215,480,765.00	2008	2009		
1	2010	221,649,389.00	2009	2010	1.029	2.86%
2	2011	234,244,820.00	2010	2011	1.057	5.68%
3	2012	246,051,013.00	2011	2012	1.050	5.04%
4	2013	246,363,407.00	2012	2013	1.001	0.13%
5	2014	257,440,607.00	2013	2014	1.045	4.50%
6	2015	269,871,014.75	2014	2015	1.048	4.83%

Step 2: Sum the results of Step 1b 6.230  
 Step 3: Divide the results of Step 2 by six 1.038  
 Step 4: Determine the lesser of Step 3 or 1.06 1.038

Property Tax Levy Growth Quotient for CY 2017 1.038 or 3.800%





# STATE OF INDIANA

Michael R. Pence  
Governor

## STATE BUDGET AGENCY

212 State House  
Indianapolis, Indiana 46204-2796  
317-232-5610

Brian E. Bailey  
Director

State Budget Agency

Page 2

To:

Auditors of the following counties:

Adams County	Allen County	Bartholomew County
Benton County	Blackford County	Boone County
Brown County	Carroll County	Cass County
Clark County	Clay County	Clinton County
Crawford County	Daviess County	Dearborn County
Decatur County	DeKalb County	Delaware County
Dubois County	Elkhart County	Fayette County
Floyd County	Fountain County	Franklin County
Fulton County	Gibson County	Grant County
Greene County	Hamilton County	Hancock County
Harrison County	Hendricks County	Henry County
Howard County	Huntington County	Jackson County
Jasper County	Jay County	Jefferson County
Jennings County	Johnson County	Knox County
Kosciusko County	LaGrange County	Lake County
LaPorte County	Lawrence County	Madison County
Marion County	Marshall County	Martin County
Miami County	Monroe County	Montgomery County
Morgan County	Newton County	Noble County
Ohio County	Orange County	Owen County
Parke County	Perry County	Pike County
Porter County	Posey County	Pulaski County
Putnam County	Randolph County	Ripley County
Rush County	St. Joseph County	Scott County
Shelby County	Spencer County	Starke County
Steuben County	Sullivan County	Switzerland County
Tippecanoe County	Tipton County	Union County
Vanderburgh County	Vigo County	Wabash County
Warren County	Warrick County	Washington County
Wayne County	Wells County	White County
Whitley County		

From: Brian E. Bailey  
Budget Director

Date: April 22, 2016

Subject: One-time Special Distribution per SEA 67

This distribution must be allocated and distributed before June 1, 2016 to taxing units as designated by the distribution amounts found on the Department of Local Government's (DLGF's) web site: <http://in.gov/dlgef/9517.htm>. A copy of each county's total distribution is also included as an attachment with this memo.

At least 75% of the money allocated and distributed to a county's, city's, or town's fiscal body must be used exclusively for infrastructure as specified in I.C. 6-3.6-9-17(h)(1)(A), or deposited into the county's, city's, or town's rainy day fund established under IC 36-1-8-5.1. The remaining part of the one-time supplemental distribution may be used by the county, city, or town for any of the purposes of the county, city, or town. The amount received by a taxing unit that is not a county, city, or town shall be deposited in the taxing unit's rainy day fund established under IC 36-1-8-5.1. Per the Indiana State Board of Accounts, fund number 7315, titled LOIT 2016 Special Distribution, should be created to receive these funds. The Indiana State Board of Accounts is providing a separate memo on accounting for this supplemental distribution.

Please provide the above instructions to the taxing units receiving this distribution.

cc: Suzanne Crouch, Auditor of State  
Senator Brandt Hershman, Chairman, Senate Tax & Fiscal  
Senator Luke Kenley, Chairman, Senate Appropriations  
Representative Tim Brown, Chairman, House Ways & Means

On Thursday April 21, 2016 the State processed supplemental distributions to each county having a positive balance in the county's trust account as of December 31, 2014. This distribution will be deposited in the county's designated bank account on Monday, April 25, 2016. This distribution is made pursuant IC 6-3.6-9-17.



### Bank Balances

North Madison County Public Library System

Report as of: 06/30/16

Bank	
1	Star Financial Bank \$631,612.36
2	Star Financial Bank (2) \$62,406.41
3	Community Bank/Summitville \$0.00
4	First Farmers Bank & Trust \$194,454.63
5	PNC Bank \$0.00
6	Main Source Bank \$0.00
7	Petty Cash & Cash Drawer \$265.00
8	National City Bank (2) \$0.00
9	First Farmers Bank & Trust (2) \$0.00
<b>Total all banks = \$888,738.40</b>	

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

### Financial Report North Madison County Public Library System

Report Dates = 06/01/16 to 06/30/16

Fund	Start of year	Disbursements this month	Disbursements YTD	Receipts this month	Receipts YTD	Balance
100 Operating Fund	\$543,773.13	\$96,028.00	\$443,154.62	\$455,722.56	\$555,392.62	\$656,011.13
<b>Subtotal</b>	<b>\$543,773.13</b>	<b>\$96,028.00</b>	<b>\$443,154.62</b>	<b>\$455,722.56</b>	<b>\$555,392.62</b>	<b>\$656,011.13</b>
<b>1. Operating Fund</b>						
102 Petty Cash & Cash Drawer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
105 Operating Fund Investment	\$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>2. Main</b>						
103 Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
106 Evergreen Indiana	\$85.10	\$0.00	\$161.98	\$31.25	\$204.43	\$127.55
107 PLAC	\$65.00	\$0.00	\$195.00	\$65.00	\$195.00	\$65.00
110 LIRF Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
115 LIRF	\$54,370.99	\$0.00	\$0.00	\$0.00	\$0.00	\$54,370.99
117 Rainy Day Fund	\$48,573.19	\$0.00	\$0.00	\$0.00	\$82,622.59	\$131,195.78
118 Rainy Day Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
120 Gift	\$40,887.75	\$1,763.58	\$3,211.39	\$135.00	\$7,566.00	\$45,242.36
121 F'nk Bldg Project Gift	\$1,313.58	\$0.00	\$0.00	\$0.00	\$0.00	\$1,313.58
122 Gates Gift Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
123 Madison Co Comm Foundation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
24 F'nk Bldg Project Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
125 St Technology Fund Grant Fund	\$5,402.88	\$815.87	\$4,990.87	\$0.00	\$0.00	\$412.01
130 Debt Service Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Subtotal</b>	<b>\$150,698.49</b>	<b>\$2,579.45</b>	<b>\$8,559.24</b>	<b>\$231.25</b>	<b>\$90,588.02</b>	<b>\$232,727.27</b>
<b>4. Withholding</b>						
201 Federal Taxes Withheld	\$0.00	\$4,936.47	\$22,589.08	\$4,936.47	\$22,589.08	\$0.00
202 FICA	\$0.00	\$3,634.16	\$15,755.44	\$3,634.16	\$15,755.44	\$0.00
203 State Tax Withheld	\$0.00	\$3,141.57	\$8,212.14	\$1,886.15	\$8,212.14	\$0.00
204 County Taxes Withheld	\$0.00	\$1,586.25	\$4,121.10	\$952.38	\$4,121.10	\$0.00
205 PERF	\$0.00	\$1,179.34	\$5,253.65	\$1,179.34	\$5,253.65	\$0.00
206 Credit Union	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
207 Annuity	\$0.00	\$810.00	\$3,510.00	\$810.00	\$3,510.00	\$0.00
208 Insurance	\$0.00	\$759.45	\$2,985.55	\$759.45	\$2,985.55	\$0.00
209 Medicare	\$0.00	\$849.97	\$3,684.78	\$849.97	\$3,684.78	\$0.00
210 Other Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
211 Garnishment	\$0.00	\$0.00	\$236.22	\$0.00	\$236.22	\$0.00
212 AFLAC	\$0.00	\$1,079.10	\$2,805.66	\$647.46	\$2,805.66	\$0.00
<b>Subtotal</b>	<b>\$0.00</b>	<b>\$17,976.31</b>	<b>\$69,153.62</b>	<b>\$15,655.38</b>	<b>\$69,153.62</b>	<b>\$0.00</b>
<b>Grand Total</b>	<b>\$694,471.62</b>	<b>\$116,583.76</b>	<b>\$520,867.48</b>	<b>\$471,609.19</b>	<b>\$715,134.26</b>	<b>\$888,738.40</b>

**Total all banks = \$888,738.40**

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

# Appropriation Report for 100 Operating Fund

## North Madison County Public Library System

Report Date: From 06/01/16 To 06/30/16

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Spent
<i>1. Personal Services</i>							
1.11 Salary of Director	\$57,000.00	\$0.00	\$57,000.00	\$6,511.65	\$28,217.15	\$28,782.85	49.5
1.12 Salary of Assistants	\$587,700.00	\$0.00	\$587,700.00	\$49,117.10	\$212,928.59	\$374,771.41	36.2
1.13 Wages of Janitor	\$34,000.00	\$0.00	\$34,000.00	\$3,243.27	\$14,088.06	\$19,911.94	41.4
1.14 Employee Benefits	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$1,982.48	\$4,017.52	33.0
1.16 Empl Share FICA&Medicare	\$51,000.00	\$0.00	\$51,000.00	\$4,484.13	\$19,440.22	\$31,559.78	38.1
1.17 Unemployment comp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
1.18 Emp Cont PERF	\$46,000.00	\$0.00	\$46,000.00	\$4,402.85	\$19,613.29	\$26,386.71	42.6
1.19 Emp Cont Group Ins	\$100,000.00	\$0.00	\$100,000.00	\$5,108.82	\$27,166.07	\$72,833.93	27.2
1.2 Salary of Board Treasurer	\$300.00	\$0.00	\$300.00	\$0.00	\$0.00	\$300.00	0.0
<b>Subtotal</b>	<b>\$882,000.00</b>		<b>\$882,000.00</b>	<b>\$72,867.82</b>	<b>\$323,435.86</b>	<b>\$558,564.14</b>	<b>36.7</b>
<i>2. Supplies</i>							
2.1 Office Supplies	\$15,000.00	\$0.00	\$15,000.00	\$777.62	\$3,171.70	\$11,828.30	21.1
2.12 Stationary & Supplies	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
2.2 Operating Supplies	\$9,500.00	\$0.00	\$9,500.00	\$1,226.38	\$3,477.01	\$6,022.99	36.6
2.21 Cleaning & Sanitation Supplies	\$4,000.00	\$0.00	\$4,000.00	\$14.00	\$557.21	\$3,442.79	13.9
2.23 Fuel, Oil and Lubricants	\$150.00	\$0.00	\$150.00	\$49.82	\$63.82	\$86.18	42.5
2.24 Bldg. Matl. And Supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.25 Paint and painting supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.26 Repair Parts/Maintenance	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$660.06	\$339.94	66.0
2.27 Other Repair & mainten.supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.31 Book Processing	\$9,500.00	\$0.00	\$9,500.00	\$207.98	\$2,023.07	\$7,476.93	21.3
2.32 Automation	\$13,400.00	\$0.00	\$13,400.00	\$0.00	\$0.00	\$13,400.00	0.0
<b>Subtotal</b>	<b>\$53,800.00</b>		<b>\$53,800.00</b>	<b>\$2,275.80</b>	<b>\$9,952.87</b>	<b>\$43,847.13</b>	<b>18.5</b>
<i>2. Supplies</i>							
2.11 Official Records	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$146.48	\$853.52	14.6



<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>
<b>Subtotal</b>	\$1,000.00		\$1,000.00	\$0.00	\$146.48	\$853.52	14.6
<b>3. Other Services and Charges</b>							
3.1 Professional Services	\$55,000.00	\$0.00	\$55,000.00	\$2,790.88	\$16,767.56	\$38,232.44	30.5
3.11 Consulting Services	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
3.12 Legal Services	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.0
3.14 Engineering & Architects	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	0.0
3.145 Databases	\$6,650.00	\$0.00	\$6,650.00	\$0.00	\$2,462.33	\$4,187.67	37.0
3.146 Ebook Services	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00	0.0
3.147 Evergreen Membership	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$2,500.00	\$2,500.00	50.0
3.21 Telephone & Telegraph	\$38,200.00	\$0.00	\$38,200.00	\$159.02	\$2,014.33	\$36,185.67	5.3
3.22 Postage & UPS	\$3,800.00	\$0.00	\$3,800.00	\$0.00	\$1,068.81	\$2,731.19	28.1
3.23 Traveling Expense	\$3,000.00	\$0.00	\$3,000.00	\$215.68	\$404.88	\$2,595.12	13.5
3.24 Professional Meetings	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$125.00	\$2,875.00	4.2
3.26 Elwood Children's Programing	\$5,000.00	\$0.00	\$5,000.00	\$302.73	\$1,457.44	\$3,542.56	29.1
3.27 Elwood Adult Programing	\$3,000.00	\$0.00	\$3,000.00	\$96.51	\$461.06	\$2,538.94	15.4
3.28 Frankton Programing	\$4,000.00	\$0.00	\$4,000.00	\$119.43	\$882.75	\$3,117.25	22.1
3.29 Summitville Programing	\$3,000.00	\$0.00	\$3,000.00	\$61.73	\$875.60	\$2,124.40	29.2
3.3 Title Source	\$3,100.00	\$0.00	\$3,100.00	\$0.00	\$0.00	\$3,100.00	0.0
3.31 Advertising & Public Notices	\$1,200.00	\$0.00	\$1,200.00	\$9.12	\$447.47	\$752.53	37.3
3.4 Insurance	\$18,000.00	\$0.00	\$18,000.00	\$0.00	\$5,183.00	\$12,817.00	28.8
3.41 Official Bonds	\$400.00	\$0.00	\$400.00	\$0.00	\$200.00	\$200.00	50.0
3.51 Gas	\$20,000.00	\$0.00	\$20,000.00	\$338.93	\$3,617.81	\$16,382.19	18.1
3.52 Electricity	\$35,000.00	\$0.00	\$35,000.00	\$3,893.83	\$16,541.94	\$18,458.06	47.3
3.53 Water	\$6,000.00	\$0.00	\$6,000.00	\$328.93	\$1,189.33	\$4,810.67	19.8
3.54 Waste Disposal Services	\$3,000.00	\$0.00	\$3,000.00	\$540.21	\$1,982.24	\$1,017.76	66.1
3.61 Bldg. & Structure/Maint.	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.0
3.62 Equipment/Maint.	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.0
3.72 Equipment/Rental	\$7,000.00	\$0.00	\$7,000.00	\$411.20	\$2,013.20	\$4,986.80	28.6
3.8 Dues	\$2,700.00	\$0.00	\$2,700.00	\$0.00	\$247.60	\$2,452.40	9.2
3.81 Taxes	\$500.00	\$0.00	\$500.00	\$0.00	\$244.60	\$255.40	48.9
3.82 Interest on Temporary Loans	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	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>
3.9 Transfer to LIRF	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.0
<b>Subtotal</b>	<b>\$253,650.00</b>		<b>\$253,650.00</b>	<b>\$9,268.20</b>	<b>\$60,686.95</b>	<b>\$192,963.05</b>	<b>23.9</b>
<b>4. Capitol Outlays</b>							
4.1 Land Buildings Improvements	\$31,000.00	\$0.00	\$31,000.00	\$0.00	\$0.00	\$31,000.00	0.0
4.2 Furniture & Equipment	\$32,000.00	\$0.00	\$32,000.00	\$833.56	\$1,316.58	\$30,683.42	4.1
4.21 Technology Equipment	\$22,000.00	\$0.00	\$22,000.00	\$166.35	\$2,572.93	\$19,427.07	11.7
4.31 Elwood Adult	\$33,500.00	\$0.00	\$33,500.00	\$2,281.34	\$8,612.53	\$24,887.47	25.7
4.32 Elwood Childrens	\$14,000.00	\$0.00	\$14,000.00	\$886.92	\$3,708.66	\$10,291.34	26.5
4.33 Elwood YA	\$6,200.00	\$0.00	\$6,200.00	\$496.71	\$1,779.98	\$4,420.02	28.7
4.34 Frankton	\$19,500.00	\$0.00	\$19,500.00	\$1,309.69	\$5,247.41	\$14,252.59	26.9
4.35 Summitville	\$16,500.00	\$0.00	\$16,500.00	\$632.26	\$3,752.43	\$12,747.57	22.7
4.4 Elwood Period. & News.	\$9,500.00	\$0.00	\$9,500.00	\$0.00	\$167.00	\$9,333.00	1.8
4.41 Frankton Per. & Newsp.	\$2,800.00	\$0.00	\$2,800.00	\$0.00	\$283.93	\$2,516.07	10.1
4.42 Summitville Period. & Newsp.	\$1,700.00	\$0.00	\$1,700.00	\$492.65	\$492.65	\$1,207.35	29.0
4.51 Elwood AV	\$35,000.00	\$0.00	\$35,000.00	\$2,340.91	\$9,572.80	\$25,427.20	27.4
4.52 Frankton AV	\$18,800.00	\$0.00	\$18,800.00	\$906.05	\$5,415.24	\$13,384.76	28.8
4.53 Summitville AV	\$14,400.00	\$0.00	\$14,400.00	\$1,037.74	\$5,020.32	\$9,379.68	34.9
4.54 Techology Software	\$8,000.00	\$0.00	\$8,000.00	\$232.00	\$990.00	\$7,010.00	12.4
<b>Subtotal</b>	<b>\$264,900.00</b>		<b>\$264,900.00</b>	<b>\$11,616.18</b>	<b>\$48,932.46</b>	<b>\$215,967.54</b>	<b>18.5</b>
<b>Grand Total</b>	<b>\$1,455,350.00</b>	<b>\$0.00</b>	<b>\$1,455,350.00</b>	<b>\$96,028.00</b>	<b>\$443,154.62</b>	<b>\$1,012,195.38</b>	<b>30.5</b>

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.

Voucher List

North Madison County Public Library System

Report Date: From 06/01/16 To 06/30/16

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
30274	304	SYNCB/AMAZON	06/01/16	As per attached invoices.	\$2,645.94
0	305	AFLAC	06/01/16	May Insurance	\$431.64
30266	306	CARDMEMBER SERVICE	06/01/16	As per attached invoices.	\$1,450.84
30269	307	FRANKTON JR/SR HIGH SCHO	06/01/16	Yearbook Ad	\$100.00
30270	308	MARSH SUPERMARKET	06/01/16	As per attached invoices.	\$6.99
30271	309	RICOH USA, INC	06/01/16	As per attached invoices.	\$72.84
30273	310	STAPLES ADVANTAGE	06/01/16	As per attached invoices.	\$89.45
30275	311	TOWN OF FRANKTON	06/01/16	Service for Frankton	\$628.42
30276	312	TOWN OF SUMMITVILLE	06/01/16	Service for Summitville	\$55.30
30272	313	SHERI WALLACE	06/01/16	490.2 MILES @ .44 = 215.68	\$215.68
30278	314	VECTREN ENERGY DELIVERY	06/01/16	Service for Frankton Elwood Summitville	\$190.64
30277	315	UPSTART	06/01/16	Summer Reading Supplies	\$184.15
30268	316	ELWOOD CHAMBER OF COM	06/01/16	Glass Festival Booth Rental 4 spaces	\$330.00
0	317	INDIANA PUBLIC RETIREMENT	06/01/16	Payroll ending 5/28/16	\$1,861.90
0	318	EFTPS	06/01/16	Payroll ending 5/28/16	\$4,734.12
0	319	GREAT-WEST RETIREMENT S	06/01/16	Payroll ending 5/28/16	\$270.00
0	320	INDIANA DEPARTMENT OF RE	06/01/16	May Payroll Withholding	\$1,889.29
30279	321	WELLS FARGO VENDOR FINA	06/01/16	Copier Lease Frankton & Summitville	\$121.20
30267	322	CITY OF ELWOOD UTILITIES	06/01/16	Service for Elwood	\$331.52
0	323	PAYROLL	06/01/16	PAYROLL	\$20,056.06
0	325	STAR FINANCIAL BANK	06/01/16	May Service Charge	\$10.44
30280	326	BAKER & TAYLOR	06/13/16	As per attached invoices.	\$5,606.92
30281	327	BAXTER PEST PROFESSIONA	06/13/16	Alltra Quarterly at Frankton	\$90.00
30282	328	CHESTER INFORMATION TEC	06/13/16	Cisco SMARTnet Extended service agreement replacement 8x5 NBD serial number 94883214	\$119.00
30283	329	DOLLAR GENERAL-REGIONS	06/13/16	As per attached invoices.	\$86.30
30284	330	ENA SERVICES LLC	06/13/16	Telephone and Internet	\$974.89
30285	331	GRASS ROOTS PLUS, INC.	06/13/16	Elwood and Summitville	\$215.00
30286	332	H & H Signs	06/13/16	Name tag-Sandy	\$7.00
30287	333	IDLEWINE LAWNMOWER SAL	06/13/16	Oil Gas mix and bulb primer	\$23.37
30289	334	INDIANA MICHIGAN POWER C	06/13/16	Service for Summitville	\$437.79
30291	335	INDIANA-AMERICAN WATER C	06/13/16	Service for Summitville	\$21.11
30288	336	INDIANA MEDIA GROUP	06/13/16	52 weeks of The Herald Bulletin-Summitville	\$283.93
30292	337	LEAP Managed IT	06/13/16	Copies Elwood	\$20.00
30293	338	MIDWEST TAPE	06/13/16	2 Boxes Benefit Denial Cases	\$207.98
30294	339	NUGENT ELECTRIC INC.	06/13/16	Light bulbs and ballast	\$418.16
30296	340	PITNEY BOWES	06/13/16	Postage meter lease	\$141.00
30297	341	S & S WORLDWIDE	06/13/16	Programing Supplies	\$262.74
30298	342	SAFE HIRING SOLUTIONS	06/13/16	Background checks Moore, Kornbroke, Buckmaster, menssen, Humphrey, Ball	\$173.70
30299	343	STAPLES ADVANTAGE	06/13/16	As per attached invoices.	\$283.16
30301	344	U.S. BANK EQUIPMENT FINAN	06/13/16	Copier lease Elwood	\$149.00
30304	345	VASEY COMMERCIAL, INC	06/13/16	As per attached invoices.	\$2,244.74
30303	346	VAN AUDSALL & FARRAR, INC.	06/13/16	Copy fees-Elwood	\$343.41
30300	347	TEI LANDMARK AUDIO	06/13/16	Audio Books	\$67.00
30295	348	PERMACARD	06/13/16	6 boxes Evergreen Library Cards Beg #2041900447875 End #20419100451029	\$653.87
0	349	INDIANA PUBLIC RETIREMENT	06/13/16	Payroll ending 6/11/16	\$1,857.11
0	350	EFTPS	06/13/16	Payroll ending 6/11/16	\$4,616.93

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
0	351	GREAT-WEST RETIREMENT S	06/13/16	Payroll ending 6/11/16	\$270.00
30290	352	INDIANA NEWSPAPERS, INC.	06/13/16	Indy Star 6/1/16-6/30/17 for Summitville	\$208.72
30302	353	UPSTART	06/13/16	Drawstring Bags	\$22.50
0	354	PAYROLL	06/15/16	PAYROLL	\$19,508.18
30305	355	BARBARA SNIPES	06/29/16	Display	\$50.00
30306	356	CARDMEMBER SERVICE	06/29/16	As per attached invoices.	\$491.95
30308	357	INDIANA MICHIGAN POWER C	06/29/16	Service for Elwood	\$2,403.80
30309	358	JONI JOHNSON	06/29/16	Yoga Program	\$50.00
30310	359	MARSH SUPERMARKET	06/29/16	As per attached invoices.	\$55.10
30311	360	RICOH USA, INC	06/29/16	Copies for Frankton & Summitville	\$89.91
30312	361	SYNCB/AMAZON	06/29/16	As per attached invoices.	\$2,045.85
30313	362	TOWN OF FRANKTON	06/29/16	Service for Frankton	\$498.21
30314	363	TOWN OF SUMMITVILLE	06/29/16	Service for Summitville	\$55.30
30315	364	TRISHA SHULER	06/29/16	Petty Cash Reimbursement	\$25.00
30316	365	UNITED HEALTHCARE	06/29/16	Health Insurance 7/1-7/31/16	\$5,868.27
30317	366	VECTREN ENERGY DELIVERY	06/29/16	Service for Elwood & Frankton	\$148.27
30307	367	CITY OF ELWOOD UTILITIES	06/29/16	Service for Elwood	\$331.52
0	368	INDIANA PUBLIC RETIREMENT	06/29/16	Payroll ending 6/25/16	\$1,863.11
0	369	EFTPS	06/29/16	Payroll ending 6/25/16	\$4,553.66
0	370	GREAT-WEST RETIREMENT S	06/29/16	Payroll ending 6/25/16	\$270.00
0	371	INDIANA DEPARTMENT OF RE	06/29/16	June Withholding	\$2,838.58
0	372	AFLAC	06/29/16	June Withholding	\$647.44
0	373	PAYROLL	06/29/16	PAYROLL	\$19,307.74

Total Amount of Claims \$116,583.76

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1.6.

Monday, July 11, 2016

Fiscal Officer

ALLOWANCE OF VOUCHERS

(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 2 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$116,583.76

Date this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/98.



## Receipt Listing

### North Madison County Public Library System

Report Date: From 06/01/16 To 06/30/16

Receipt #	Date	Name	Explanation	Bank	Total
240	06/01/16	PAYROLL		1	\$5,276.14
247	06/01/16	Star Financial	May Interest	1	\$2.46
249	06/02/16	Star Financial Bank	May Interest	2	\$11.95
250	06/06/16	First Farmers	April Interest	4	\$37.49
251	06/15/16	PAYROLL		1	\$5,217.99
252	06/01/16	Dennis Johnson	FINES & FEES - RECEIPT #11748	1	\$59.05
253	06/01/16	Trisha Shuler	FINES & FEES - RECEIPT #11749	1	\$24.99
254	06/02/16	Dennis Johnson	FINES & FEES - RECEIPT #11750	1	\$62.40
255	06/03/16	Jordan Arehart	FINES & FEES - RECEIPT #11751	1	\$39.40
256	06/03/16	Debbie Fox	FINES & FEES - RECEIPT #11752	1	\$49.55
257	06/03/16	Madison Co Treasurer	2016 CVET Distribution -Receipt #11753	1	\$3,454.00
258	06/04/16	Jordan Arehart	FINES & FEES - RECEIPT #11754	1	\$114.81
259	06/06/16	Jill Murray	FINES & FEES - RECEIPT #11755	1	\$53.15
260	06/06/16	Trisha Shuler	FINES & FEES - RECEIPT #11756	1	\$21.90
261	06/06/16	Dennis Johnson	FINES & FEES - RECEIPT #11757	1	\$29.10
262	06/06/16	Marissa Gray & Tammy Rame	Donation- Receipt #11758	1	\$30.00
263	06/07/16	Treasurer of Madison Co	June 2016 COIT	1	\$17,044.83
264	06/07/16	Dennis Johnson	FINES & FEES - RECEIPT #11760	1	\$63.30
265	06/07/16	Treasurer of Madison Co	2016 FIT Distribution	1	\$2,191.73
266	06/08/16	Trisha Shuler	FINES & FEES - RECEIPT #11762	1	\$83.44
267	06/09/16	Dennis Johnson	FINES & FEES - RECEIPT #11763	1	\$71.60
268	06/10/16	Dennis Johnson	FINES & FEES - RECEIPT #11764	1	\$81.10
269	06/13/16	Debbie Fox	FINES & FEES - RECEIPT #11765	1	\$142.24
270	06/08/16	Franklin Lions Club	Donation Summer Reading-Receipt #11766	1	\$100.00
271	06/13/16	Jill Murray	FINES & FEES - RECEIPT #11767	1	\$88.55
272	06/13/16	Dennis Johnson	FINES & FEES - RECEIPT #11768	1	\$70.05
273	06/11/16	Jamie Scott	FINES & FEES - RECEIPT #11769	1	\$38.05
274	06/14/16	Dennis Johnson	FINES & FEES - RECEIPT #11770	1	\$51.40
275	06/14/16	Treasurer of Madison County	June 2016 Settlement-Receipt #11771	1	\$430,511.05
276	06/15/16	Trisha Shuler	FINES & FEES - RECEIPT #11772	1	\$46.03
277	06/15/16	Dennis Johnson	FINES & FEES - RECEIPT #11773	1	\$80.90
278	06/16/16	Dennis Johnson	FINES & FEES - RECEIPT #11774	1	\$45.40
279	06/17/16	Dennis Johnson	FINES & FEES - RECEIPT #11775	1	\$50.30
283	06/17/16	Debbie Fox	FINES & FEES - RECEIPT #11776	1	\$55.30

Receipt #	Date	Name	Explanation	Bank	Total
281	06/20/16	Trisha Shuler	FINES & FEES - RECEIPT #11777	1	\$58.29
282	06/20/16	Trisha Shuler	FINES & FEES - RECEIPT #11778	1	\$54.59
283	06/20/16	Trisha Shuler	FINES & FEES - RECEIPT #11779	1	\$14.70
284	06/21/16	Jill Murray	FINES & FEES - RECEIPT #11780	1	\$111.03
285	06/21/16	Dennis Johnson	FINES & FEES - RECEIPT #11781	1	\$88.21
286	06/22/16	Trisha Shuler	FINES & FEES - RECEIPT #11782	1	\$61.40
287	06/23/16	Dennis Johnson	FINES & FEES - RECEIPT #11783	1	\$28.10
288	06/29/16	PAYROLL		1	\$5,161.25
289	06/24/16	Dennis Johnson	FINES & FEES - RECEIPT #11784	1	\$64.00
290	06/24/16	Debbie Fox	FINES & FEES - RECEIPT #11785	1	\$229.68
291	06/27/16	Dennis Johnson	FINES & FEES - RECEIPT #11786	1	\$65.51
292	06/27/16	Trisha Shuler	FINES & FEES - RECEIPT #11787	1	\$14.00
293	06/27/16	Jill Murray	FINES & FEES - RECEIPT #11788	1	\$109.07
294	06/27/16	Dennis Johnson	FINES & FEES - RECEIPT #11789	1	\$21.66
295	06/27/16	Kappa Kappa Kappa, Inc.	Donation YS-Receipt #11790	1	\$30.00
296	06/28/16	Dennis Johnson	FINES & FEES - RECEIPT #11791	1	\$70.40
297	06/29/16	Trisha Shuler	FINES & FEES - RECEIPT #11792	1	\$16.05
298	06/29/16	Dennis Johnson	FINES & FEES - RECEIPT #11793	1	\$46.05
299	06/30/16	Dennis Johnson	FINES & FEES - RECEIPT #11794	1	\$65.66
<i>Total All Receipts</i>					\$471,608.18

Monday, July 11, 2016

Fiscal Officer

Approved by the State Board Of Accounts for North Madison County Public Library System on 07/01/16



TRANSMISSION VERIFICATION REPORT

TIME : 07/07/2016 14:07  
NAME : ELWOOD LIBRARY  
FAX : 7655520955  
TEL : 7655525001  
SER.# : BROF2V374540

DATE, TIME 07/07 14:07  
FAX NO./NAME HERALD  
DURATION 00:00:11  
PAGE(S) 01  
RESULT OK  
MODE STANDARD  
ECM

Agenda

July 11, 2016

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting  
5:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
  - Minutes
  - Claims Register & Checks
  - Personnel
- Old Business
- New Business
  1. Initial 2017 Budget Review
    - a. Threshold for Exempt Employees
    - b. Average Growth Quotient
  2. Job Descriptions

TRANSMISSION VERIFICATION REPORT

TIME : 07/07/2016 14:07  
NAME : ELWOOD LIBRARY  
FAX : 7655520955  
TEL : 7655525001  
SER.# : BROF2V374540

DATE, TIME 07/07 14:06  
FAX NO./NAME CALL LEADER  
DURATION 00:00:14  
PAGE(S) 01  
RESULT OK  
MODE STANDARD  
ECM

Agenda

July 11, 2016

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting  
5:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
  - Minutes
  - Claims Register & Checks
  - Personnel
- Old Business
- New Business
  1. Initial 2017 Budget Review
    - a. Threshold for Exempt Employees
    - b. Average Growth Quotient

TRANSMISSION VERIFICATION REPORT

TIME : 07/07/2016 14:05  
NAME : ELWOOD LIBRARY  
FAX : 7655520955  
TEL : 7655525001  
SER.# : BROF2V374540

DATE, TIME 07/07 14:05  
FAX NO./NAME SUMMITVILLE  
DURATION 00:00:14  
PAGE(S) 01  
RESULT OK  
MODE STANDARD  
ECM

Agenda

July 11, 2016

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting  
5:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
  - Minutes
  - Claims Register & Checks
  - Personnel
- Old Business
- New Business
  - 1. Initial 2017 Budget Review
    - a. Threshold for Exempt Employees
    - b. Average Growth Quotient

TRANSMISSION VERIFICATION REPORT

TIME : 07/07/2016 14:05  
NAME : ELWOOD LIBRARY  
FAX : 7655520955  
TEL : 7655525001  
SER.# : BROF2V374540

DATE, TIME 07/07 14:05  
FAX NO./NAME FRANKTON  
DURATION 00:00:15  
PAGE(S) 01  
RESULT OK  
MODE STANDARD  
ECM

Agenda

July 11, 2016

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting  
5:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
  - Minutes
  - Claims Register & Checks
  - Personnel
- Old Business
- New Business
  - 1. Initial 2017 Budget Review
    - a. Threshold for Exempt Employees
    - b. Average Growth Quotient
  - 2. Job Descriptions