

Agenda

August 12, 2009

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

2010 Budget Hearing

5:00 P.M.

Agenda

Call to Order  
Call for Quorum  
Presentation of Budget Estimates and Tax Levies for the 2010 Budget  
Public Comment  
Adjourn

Regular Meeting  
5:15 P.M.

Call to Order  
Call for Quorum  
Minutes  
Claims Register & Checks  
Old Business  
1. Working Budget for 2009  
2. Elwood Lawnmower  
New Business  
1. Glenna Stewart, Technical Services Manager  
2. Administrative Fees  
3. INCOLSA Board Appointment Renewal Certificate  
4. Public Library Standards  
5. Public Library Internet Consortium  
6. Service Fees/International Faxes

Director's Report  
Public Comment  
Adjournment

\*\*\*\*\* -COMM. JOURNAL- \*\*\*\*\* DATE AUG-07-2009 \*\*\*\*\* TIME 16:30 \*\*\*\*\*  
MODE = MEMORY TRANSMISSION START=AUG-07 16:29 END=AUG-07 16:30  
FILE NO.=202  
STN COMM. ONE-TOUCH/ STATION NAME/TEL NO. PAGES DURATION  
NO. ABBR NO.  
001 OK <03> CALL LEADER 001/001 00:00:15  
-ELWOOD LIBRARY -  
\*\*\*\*\* -17655520955 - \*\*\*\*\* - 1765552001- \*\*\*\*\*

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Director's Report  
Public Comment

*Please publish on  
Saturday or Monday  
and again on  
Wednesday  
Thank  
you*



MODE = MEMORY TRANSMISSION START=AUG-07 16:30 END=AUG-07 16:31

FILE NO. =203

STN NO.	COMM.	ONE-TOUCH/ ABBR NO.	STATION NAME/TEL NO.	PAGES	DURATION
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-ELWOOD LIBRARY -

-17655520955 - 17655525001-

NORTH MADISON COUNTY PUBLIC LIBRARY  
 BOARD OF TRUSTEES  
 BUDGET HEARING  
 August 12, 2009  
 5:00pm

CALL TO ORDER

President Mike Robertson called the budget hearing of the North Madison County Public Library Board of Trustees to order at 5:00pm 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.

PRESENTATION OF BUDGET ESTIMATES AND TAX LEVIES FOR THE 2010 BUDGET

2010 budget estimates and tax levies were presented by the director. They included: General Fund with a budget estimated of \$1,145,092, maximum estimated funds to be raised of \$677,000 and a current tax levy of \$641,517; Lease Rental Fund with a budget estimate of \$242,000, maximum estimated funds to be raised of \$230,000 and a current tax levy of \$213,839; Rainy Day Fund with a budget estimate of \$15,000 with no maximum estimated funds to be raised and no current tax levy. The total budget estimate is \$1,402,092 with total maximum estimated funds to be raised of \$907,000. The 2010 estimated maximum levy limitation for this unit is \$665,851. The Board of Trustees of the North Madison County Public Library will meet on September 9, 2009 at 5:00pm to adopt the 2010 budget.

Public comment was sought. None was forthcoming.

With no objections the meeting was adjourned.

*Kevin Sipe*  
 Kevin Sipe, Secretary

*Michael Robertson*  
 Michael Robertson

*Beth Deibel*  
 Beth Deibel

Agenda

August 12, 2009

North Madison County Public Library System  
 Board of Trustees

Elwood Public Library

2010 Budget Hearing

5:00 P.M.

Agenda

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- Call for Quorum
- Presentation of Budget Estimates and Tax Levies for the 2010 Budget
- Public Comment
- Adjourn

Regular Meeting  
5:15 P.M.

- Call to Order
- Call for Quorum
- Minutes
- Claims Register & Checks
- Old Business
  1. Working Budget for 2009
  2. Elwood Lawnmower
- New Business
  1. Glenna Stewart, Technical Services Manager
  2. Administrative Fees
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Director's Report  
Public Comment

*Please publish on  
 Saturday or Monday  
 and again on  
 Wednesday*

*Thank  
 you*



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.

**NEW BUSINESS**

Glenna Stewart, Technical Service Manager

Ms Stewart explained that technical service is where all materials are cataloged, processed and invoiced before being circulated. They verify all authority files. They currently are in the process of weeding out all CNV records. Each department is weeding their collection; it is then the responsibility of tech services to delete the records from the catalog. Tech Service processes about 800 items per month. Glenna and her department were commended for the job they do and the importance of their department in the running of the library. There has been a five percent increase in stats for the year due in part to the contribution of Tech Service.

Administrative Fees

Kevin Sipe made a motion giving the North Madison County Public Library Leasing Corporation the authority to direct Regions Bank to pay administrative fees in the amount of \$1,575. Beverly Austin made a second and the motion carried.

INCOLSA Board Appointment Renewal Certificate

Beverly Austin made a motion appointing Jamie Scott as the NMCPLS INCOLSA representative. Wayne made a second and the motion carried.

Public Library Standards

A copy of the updated draft of the public library standards will be presented to the board at a later date.

Public Library Internet Consortium

Resolution No. 2009-2 "Commitment to Join Indiana State Library consortium for public library internet access" was read by Secretary Kevin Sipe. A motion was made by Mr. Sipe to approve the resolution which states the NMCPLS agrees to be a part of the consortium for the funding year 2010, a second was made by Wayne Davidson and the motion carried. The resolution was signed by the members.

Service Fees/International Faxes

It has been determined the library is able to send international faxes; however the fee to send the fax is different for each individual county. Beverly Austin made a motion to add a flat fee of \$10.00 for sending an international fax to the existing service fees. Leslie Rittenhouse made a second and the motion carried.

**DIRECTOR'S REPORT**

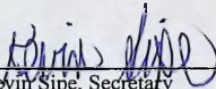
A letter of resignation has been received from Adult Service Manager, Jayanne Rumble. The final day she will be in her current position is August 13, 2009. There are two in-house employees who are interested in the position which is left vacant. Rebecca Johnson who currently works at Frankton and is working on her masters degree; and Beth Mehling who currently works at Summitville, who would be starting from square one for her schooling. They would be eligible to apply for three one-year temporary certificates while completing their schooling. They will each be given a short interview and then complete a one day working interview to see if they would be a good fit for the position.


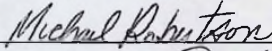
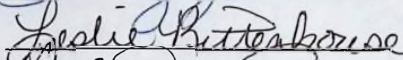
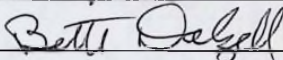
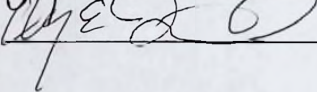
Feedback will be sought from those who would be working most closely with the candidates. It has been four years since a contract has been signed with Education Networks of America for the T-1 lines, it is time for a new contract. On Thursday August 20, Sarah McElfresh and Jamie will be going to the Indiana State Library to discuss new contracts. It is necessary that new bids are sought. Also the contract with Chester Technologies is up. They provide support for our computer work; they set up the wireless for Summitville. The NICCL advisory committee has lost two of its members, currently they are working on setting dates to see how to proceed; they are responsible for contracting computer support.

At the end of the month Jamie Scott will receive her diploma, **Masters of Library Science**, from IUPUI.

PUBLIC COMMENT

Public comment was sought, there was none.

  
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Kevin Sipe, Secretary

   
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# Register Of Claims

## North Madison County Public Library System

Report Date: From 7/23/2009 To 8/12/2009

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	416	PAYROLL	Operating Fund	Salary of Director	\$1,636.51	8/5/2009	PAYROLL
			Operating Fund	Salary of Assistants	\$16,413.63		
			Operating Fund	Salary of Assistants	\$403.44		
			Operating Fund	Wages of Janitor	\$1,296.00		
			<b>Total this claim</b>				
0	417	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,510.86	8/5/2009	P/R ENDING 8/1/09
			FICA	Payroll Deductions	\$1,224.48		
			Federal Taxes Withheld	Payroll Deductions	\$1,944.25		
			Medicare	Payroll Deductions	\$286.38		
			<b>Total this claim</b>				
0	418	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$155.00	8/5/2009	P/R ENDING 8/1/09
<b>Total this claim</b>				\$155.00			
0	421	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$0.00	8/5/2009	P/R ENDING 8/1/09
<b>Total this claim</b>				\$0.00			
25867	415	JAMIE B. SCOTT	Operating Fund	Traveling Expense	\$384.40	7/23/2009	MILEAGE
<b>Total this claim</b>				\$384.40			
25868	414	TOWN OF FRANKTON	Operating Fund	Electricity	\$520.27	7/23/2009	SERVICE FOR FRANKTON
			Operating Fund	Water	\$22.20		
			Operating Fund	Waste Disposal Services	\$34.14		
			<b>Total this claim</b>				
25869	429	AT&T	Operating Fund	Telephone & Telegraph	\$298.48	8/5/2009	SERVICE FOR ELWOOD
<b>Total this claim</b>				\$298.48			
25870	428	AT&T LONG DISTANCE	Operating Fund	Telephone & Telegraph	\$56.09	8/5/2009	SERVICE FOR ELWOOD & SUMMITVILLE
			Operating Fund	Telephone & Telegraph	\$13.79		
			<b>Total this claim</b>				
25871	420	C. TYLOR HENDRICK	Operating Fund	Professional Services	\$52.40	8/5/2009	WEEK ENDING 7/25/09
<b>Total this claim</b>				\$52.40			
25872	423	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$218.32	8/5/2009	SERVICE FOR ELWOOD
			<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>
25873	422	HARPER'S LAWN CARE	Operating Fund	Professional Services	\$140.00	8/5/2009	FRANKTON LAWN CARE
				<b>Total this claim</b>	<u>\$140.00</u>		
25874	424	INDIANA LIBRARY FEDERATI	Operating Fund	Professional Meetings	\$250.00	8/5/2009	CYPD CONFERENCE - REBECCA JOHNSON & MARY HENDRICK
				<b>Total this claim</b>	<u>\$250.00</u>		
25875	425	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$2,107.29	8/5/2009	SERVICE FOR ELWOOD
				<b>Total this claim</b>	<u>\$2,107.29</u>		
25876	419	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$350.00	8/5/2009	P/R ENDING 8/1/09
				<b>Total this claim</b>	<u>\$350.00</u>		
25877	426	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$23.00	8/5/2009	SERVICE FOR FRANKTON & SUMMITVILLE
			Operating Fund	Gas	\$14.76		
				<b>Total this claim</b>	<u>\$37.76</u>		
25878	427	VERIZON	Operating Fund	Telephone & Telegraph	\$247.48	8/5/2009	SERVICE FOR FRANKTON
				<b>Total this claim</b>	<u>\$247.48</u>		
25879	449	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$2,731.30	8/12/2009	As per attached invoices.
			Operating Fund	Elwood Childrens	\$907.43		
			Operating Fund	Elwood YA	\$347.91		
			Operating Fund	Frankton	\$2,147.99		
			Operating Fund	Summitville	\$1,002.32		
			Operating Fund	Elwood AV	\$13.85		
				<b>Total this claim</b>	<u>\$7,150.80</u>		
25880	432	CDW GOVERNMENT, INC.	Gift	Furniture & Equipment	\$5,053.35	8/12/2009	EIGHT COMPUTERS - SUMMITVILLE
				<b>Total this claim</b>	<u>\$5,053.35</u>		
25881	442	CENTRAL OFFICE PRODUCTS	Operating Fund	Office Supplies	\$134.55	8/12/2009	COPY COUNT
				<b>Total this claim</b>	<u>\$134.55</u>		
25882	430	CENTURION TECHNOLOGIES,	Gift	Techology Software	\$382.80	8/12/2009	CORNERSTONE LICENSES - SUMMITVILLE GIFT FUND
				<b>Total this claim</b>	<u>\$382.80</u>		
25883	431	CHESTER INFORMATION TEC	Operating Fund	Professional Services	\$528.75	8/12/2009	LSTA GRANT
			Operating Fund	Technology Equipment	\$3,328.00		
			Operating Fund	Techology Software	\$720.00		
				<b>Total this claim</b>	<u>\$4,576.75</u>		
25884	433	CINTAS LOCATION	Operating Fund	Cleaning & Sanitation Supplies	\$71.35	8/12/2009	As per attached invoices.
				<b>Total this claim</b>	<u>\$71.35</u>		



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25885	434	EDUCATION NETWORKS OF A	St Technology Fund Gr Operating Fund	Telephone & Telegraph Professional Services	\$855.00 \$125.00	8/12/2009	INTERNET ACCESS SERVICE & (PROFESSIONAL SERVICES LSTA GRANT)
<b>Total this claim</b>					<u>\$980.00</u>		
25886	435	ELWOOD CALL LEADER	Operating Fund	Advertising & Public Notices	\$70.59	8/12/2009	LEGAL AD - BUDGET PUBLICATION
<b>Total this claim</b>					<u>\$70.59</u>		
25887	436	FILIP, INC.	Operating Fund	Cleaning & Sanitation Supplies	\$46.32	8/12/2009	As per attached invoices.
<b>Total this claim</b>					<u>\$46.32</u>		
25888	437	GAYLORD BROS.	Operating Fund	Book Processing	\$324.86	8/12/2009	BOOK PROCESSING SUPPLIES
<b>Total this claim</b>					<u>\$324.86</u>		
25889	454	HIGHSMITH CO.,INC.	Gift	Furniture & Equipment	\$378.15	8/12/2009	VERTICLE PAPER RACK - SUMMITVILLE
<b>Total this claim</b>					<u>\$378.15</u>		
25890	438	HORTON & SONS OF ELWOO	Operating Fund	Operating Supplies	\$60.17	8/12/2009	HAND WRITTEN INVOICE BECAUSE THEIR COMPUTER IS DOWN
<b>Total this claim</b>					<u>\$60.17</u>		
25891	439	KATIE BURRIS	Operating Fund	Traveling Expense	\$29.60	8/12/2009	MILEAGE
<b>Total this claim</b>					<u>\$29.60</u>		
25892	440	LIBRARY CORPORATION, THE	Operating Fund	Automation	\$186.00	8/12/2009	LIBRARY SUPPORT
<b>Total this claim</b>					<u>\$186.00</u>		
25893	441	MARSH SUPERMARKET	Gift Operating Fund Operating Fund	Elwood Children's Programing Elwood Adult Programing Summitville Programing	\$182.65 \$10.47 \$20.18	8/12/2009	As per attached invoices.
<b>Total this claim</b>					<u>\$213.30</u>		
25894	443	MARY HENDRICK	Operating Fund Operating Fund Operating Fund	Postage & UPS Fuel, Oil and Lubricants Elwood Children's Programing	\$14.59 \$15.00 \$10.49	8/12/2009	PETTY CASH REIMBURSEMENT
<b>Total this claim</b>					<u>\$40.08</u>		
25895	453	MIDWEST TAPE	Operating Fund Operating Fund Operating Fund	Frankton AV Elwood AV Summitville AV	\$229.89 \$656.67 \$357.82	8/12/2009	As per attached invoices.
<b>Total this claim</b>					<u>\$1,244.38</u>		
25896	444	ORIENTAL TRADING COMPAN	Operating Fund	Summitville Programing	\$58.90	8/12/2009	As per attached invoices.
<b>Total this claim</b>					<u>\$58.90</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>
25897	445	PROQUEST INFORMATION AN	Operating Fund	Elwood Period. & News.	\$265.92	8/12/2009	NEWSPAPER ON MICROFILM
				<b>Total this claim</b>	<u>\$265.92</u>		
25898	446	QUILL CORPORATION	Operating Fund Gift	Office Supplies Furniture & Equipment	\$178.14 \$280.49	8/12/2009	OFFICE SUPPLIES & SUMMITVILLE EASEL
				<b>Total this claim</b>	<u>\$458.63</u>		
25899	447	RADIO SHACK	Operating Fund	Operating Supplies	\$33.98	8/12/2009	BATTERIES - PEOPLE COUNTER
				<b>Total this claim</b>	<u>\$33.98</u>		
25900	448	RAMSAY BUSINESS PRODUC	Operating Fund Operating Fund	Office Supplies Office Supplies	\$23.87 \$23.63	8/12/2009	As per attached invoices.
				<b>Total this claim</b>	<u>\$47.50</u>		
25901	450	STATE INDUSTRIAL PRODUC	Operating Fund	Cleaning & Sanitation Supplies	\$186.28	8/12/2009	As per attached invoices.
				<b>Total this claim</b>	<u>\$186.28</u>		
25902	451	TOPS TRUE VALUE	Operating Fund	Operating Supplies	\$50.81	8/12/2009	As per attached invoices.
				<b>Total this claim</b>	<u>\$50.81</u>		
25903	452	WEBER OFFICE EQUIPMENT	Operating Fund	Furniture & Equipment	\$495.00	8/12/2009	TYPEWRITER - SUMMITVILLE
				<b>Total this claim</b>	<u>\$495.00</u>		



Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
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**Total Amount of Claims \$52,143.24**

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, August 12, 2009

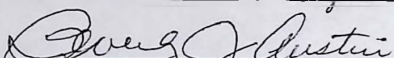
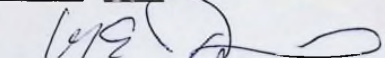
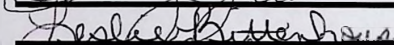
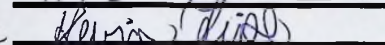
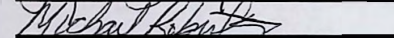
\_\_\_\_\_  
Fiscal Officer

**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 day of August, 2009

**SIGNATURES OF GOVERNING BOARD**

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/1998.

Operating Fund	2008	2009 (Pub)	2009 (Working)	Disbursements to July	% Used	Difference (Pub and Working)
<b>1. Personal Services</b>						
<b>Salaries and Wages</b>						
Librarian/Director	44,363	45,694	42,550	24,547.65	58%	3,144
Salary of Assistants	477,289	491,608	435,500	256,646.50	59%	56,108
Wages of Janitor	34,650	35,690	35,690	20,916.30	58.6%	-
<b>Employee Benefits</b>						
Employee Benefits -Unemployment Comp.	1,750	1,750	1,750	1,080.89	62%	-
Employer's FICA & Medicare	43,000	45,000	42,000	23,111.74	55%	3,000
Emp. Cont. PERF	34,000	38,000	34,000	14,905.35	44%	4,000
Emp. Cont. Group Ins.	78,660	78,660	64,000	35,675.13	56%	14,660
Salary of Board Treasurer	300	300	300	-	0%	-
<b>Total Personal Services</b>	<b>714,012</b>	<b>736,702</b>	<b>655,790</b>	<b>376,883.56</b>	<b>57%</b>	<b>80,912</b>
<b>2. Supplies</b>						
Office Supplies	10,000	10,000	7,000	4,494.55	64%	3,000
Stationary & Supplies	500	500	100	-	0%	400
Operating Supplies	8,500	8,500	7,000	4,035.99	58%	1,500
Cleaning & Sanitation Supplies	3,500	3,500	3,500	1,267.34	36%	-
Fuel, Oil, and Lubricants	150	150	150	45.60	30%	-
Bldg. Matl. And Supplies	500	250	100	-	0%	150
Paint and Painting Supplies	500	250	100	-	0%	150
Repair Parts/Maintenance	1,000	1,000	1,000	-	0%	-
Other Repair & Maintenance Supplies	500	250	100	-	0%	150
Book Processing	4,000	4,000	4,000	1,706.40	43%	-
Automation	15,000	12,000	12,000	11,898.00	99%	-
Official Record	1,000	1,000	1,000	262.88	26%	-
<b>Total Supplies</b>	<b>45,150</b>	<b>41,400</b>	<b>36,050</b>	<b>23,710.76</b>	<b>66%</b>	<b>5,350</b>
<b>3. Other Services &amp; Charges</b>						
Professional Services	23,000	25,000	25,000	15,179.58	61%	-
Consulting Services	4,000	4,000	1,000	-	0%	3,000
Legal Services	2,000	2,000	2,000	792.42	40%	-
Engineering & Architects	100	100	50	-	0%	50
Telephone & Telegraph	31,750	39,250	8,000	4,744.08	59%	31,250
Postage & UPS	3,700	3,700	3,000	1,505.81	50%	700
Traveling Expense	3,000	3,000	3,000	1,449.72	48%	-
Professional Meetings	1,000	1,000	1,000	270.00	27%	-
Elwood Children's Programming	3,500	3,500	3,500	1,218.91	35%	-
Elwood Adult Programming	1,400	1,400	1,400	1,128.50	81%	-
Frankton Programming	2,500	2,500	2,500	2,346.92	94%	-
Summitville Programming	1,250	1,250	1,250	893.21	71%	-
Title Source (Baker & Taylor)	3,100	3,100	3,100	295.00	10%	-
Advertising & Public Notices	600	600	400	428.75	107%	200
Insurance	18,000	18,000	15,000	2,860.00	19%	3,000
Official Bonds	400	400	400	200.00	50%	-

Operating Fund	2008	2009 (Published)	2009 (Working)	Disbursements to July	% Used	Difference (Pub and Working)
Gas (HVAC)	20,000	20,000	10,000	7,011.39	70%	10,000
Electricity	32,000	32,000	30,000	14,719.07	49%	2,000
Water	4,000	4,000	4,000	1,958.25	49%	-
Waste Disposal Services	1,000	1,000	800	521.30	65%	200
Bldg. & Structure/Maint.	1,000	1,000	1,000	580.65	58%	-
Equipment/Maint.	4,000	4,000	2,000	329.75	16%	2,000
Equipment/Rental	3,000	3,500	3,000	1,356.00	45%	500
Dues	1,200	1,500	1,500	455.10	30%	-
Taxes	800	500	500	-	0%	-
Interest on Temporary Loans	10,000	2,000	100	-	0%	1,900
Transfer to LIRF	-	6,000	6,000	-	0%	-
<b>Total Other Services</b>	<b>178,308</b>	<b>184,300</b>	<b>129,500</b>	<b>60,244.41</b>	<b>47%</b>	<b>54,800</b>
<b>4. Capital Outlays</b>						
Land Buildings Improvements	500	500	50	20.97	42%	450
Furniture & Equipment	7,000	4,000	1,000	552.34	55%	3,000
Technology Equipment	16,000	16,000	13,440	443.05	3%	2,560
Elwood Adult	33,000	33,000	27,720	15,284.99	55%	5,280
Elwood Childrens	14,200	14,200	11,928	7,161.14	60%	2,272
Elwood YA	4,000	4,000	3,360	1,862.62	55%	640
Frankton	18,500	18,500	15,540	8,546.90	55%	2,960
Summitville	15,500	15,500	13,020	7428.16	57%	2,480
Elwood Indiana Room	1,000	1,000	840	-	0%	160
Elwood Period. & News.	5,300	4,500	4,500	282.95	6%	-
Frankton Per. & Newsp.	3,250	2,800	2,800	298.95	11%	-
Summitville Period. & Newsp.	2,000	1,700	1,700	526.45	31%	-
Elwood AV	15,900	15,900	13,356	9,035.75	68%	2,544
Frankton AV	9,400	9,400	7,896	6,508.23	82%	1,504
Hazelbaker AV	5,000	5,000	4,200	2,420.84	58%	800
Technology Software	4,500	4,500	3,780	985.59	26%	720
<b>Total Capital Outlays</b>	<b>155,050</b>	<b>150,500</b>	<b>125,130</b>	<b>61,358.93</b>	<b>49%</b>	<b>25,370</b>
<b>Operating Fund</b>	<b>1,092,520</b>	<b>1,112,902</b>	<b>946,470</b>	<b>522,197.66</b>	<b>55%</b>	<b>166,432</b>

2008 Revenue	Estimated Circuit Breaker Losses	2009 Estimated Revenue
965,345	53,795	911,550



Operating Fund	2008	2009 (Pub)	2009 (Working)	Disbursements to July	% Used	Difference (Pub and Working)
<b>1. Personal Services</b>						
<b>Salaries and Wages</b>						
Librarian/Director	44,363	45,694	42,550	24,547.65	58%	3,144
Salary of Assistants	477,289	491,608	435,500	256,646.50	59%	56,108
Wages of Janitor	34,650	35,690	35,690	20,916.30	58.6%	-
<b>Employee Benefits</b>						
Employee Benefits -Unemployment Comp.	1,750	1,750	1,750	1,080.89	62%	-
Employer's FICA & Medicare	43,000	45,000	42,000	23,111.74	55%	3,000
Emp. Cont. PERF	34,000	38,000	34,000	14,905.35	44%	4,000
Emp. Cont. Group Ins.	78,660	78,660	64,000	35,675.13	56%	14,660
Salary of Board Treasurer	300	300	300	-	0%	-
<b>Total Personal Services</b>	<b>714,012</b>	<b>736,702</b>	<b>655,790</b>	<b>376,883.56</b>	<b>57%</b>	<b>80,912</b>
<b>2. Supplies</b>						
Office Supplies	10,000	10,000	7,000	4,494.55	64%	3,000
Stationary & Supplies	500	500	100	-	0%	400
Operating Supplies	8,500	8,500	7,000	4,035.99	58%	1,500
Cleaning & Sanitation Supplies	3,500	3,500	3,500	1,267.34	36%	-
Fuel, Oil, and Lubricants	150	150	150	45.60	30%	-
Bldg. Matl. And Supplies	500	250	100	-	0%	150
Paint and Painting Supplies	500	250	100	-	0%	150
Repair Parts/Maintenance	1,000	1,000	1,000	-	0%	-
Other Repair & Maintenance Supplies	500	250	100	-	0%	150
Book Processing	4,000	4,000	4,000	1,706.40	43%	-
Automation	15,000	12,000	12,000	11,898.00	99%	-
Official Record	1,000	1,000	1,000	262.88	26%	-
<b>Total Supplies</b>	<b>45,150</b>	<b>41,400</b>	<b>36,050</b>	<b>23,710.76</b>	<b>66%</b>	<b>5,350</b>
<b>3. Other Services &amp; Charges</b>						
Professional Services	23,000	25,000	25,000	15,179.58	61%	-
Consulting Services	4,000	4,000	1,000	-	0%	3,000
Legal Services	2,000	2,000	2,000	792.42	40%	-
Engineering & Architects	100	100	50	-	0%	50
Telephone & Telegraph	31,750	39,250	8,000	4,744.08	59%	31,250
Postage & UPS	3,700	3,700	3,000	1,505.81	50%	700
Traveling Expense	3,000	3,000	3,000	1,449.72	48%	-
Professional Meetings	1,000	1,000	1,000	270.00	27%	-
Elwood Children's Programming	3,500	3,500	3,500	1,218.91	35%	-
Elwood Adult Programming	1,400	1,400	1,400	1,128.50	81%	-
Frankton Programming	2,500	2,500	2,500	2,346.92	94%	-
Summitville Programming	1,250	1,250	1,250	893.21	71%	-
Title Source (Baker & Taylor)	3,100	3,100	3,100	295.00	10%	-
Advertising & Public Notices	600	600	400	428.75	107%	200
Insurance	18,000	18,000	15,000	2,860.00	19%	3,000
Official Bonds	400	400	400	200.00	50%	-

Operating Fund	2008	2009 (Published)	2009 (Working)	Disbursements to July	% Used	Difference (Pub and Working)
Gas (HVAC)	20,000	20,000	10,000	7,011.39	70%	10,000
Electricity	32,000	32,000	30,000	14,719.07	49%	2,000
Water	4,000	4,000	4,000	1,958.25	49%	-
Waste Disposal Services	1,000	1,000	800	521.30	65%	200
Bldg. & Structure/Maint.	1,000	1,000	1,000	580.65	58%	-
Equipment/Maint.	4,000	4,000	2,000	329.75	16%	2,000
Equipment/Rental	3,000	3,500	3,000	1,356.00	45%	500
Dues	1,200	1,500	1,500	455.10	30%	-
Taxes	800	500	500	-	0%	-
Interest on Temporary Loans	10,000	2,000	100	-	0%	1,900
Transfer to LIRF	-	6,000	6,000	-	0%	-
<b>Total Other Services</b>	<b>178,308</b>	<b>184,300</b>	<b>129,500</b>	<b>60,244.41</b>	<b>47%</b>	<b>54,800</b>
<b>4. Capital Outlays</b>						
Land Buildings Improvements	500	500	50	20.97	42%	450
Furniture & Equipment	7,000	4,000	1,000	552.34	55%	3,000
Technology Equipment	16,000	16,000	13,440	443.05	3%	2,560
Elwood Adult	33,000	33,000	27,720	15,284.99	55%	5,280
Elwood Childrens	14,200	14,200	11,928	7,161.14	60%	2,272
Elwood YA	4,000	4,000	3,360	1,862.62	55%	640
Frankton	18,500	18,500	15,540	8,546.90	55%	2,960
Summitville	15,500	15,500	13,020	7428.16	57%	2,480
Elwood Indiana Room	1,000	1,000	840	-	0%	160
Elwood Period. & News.	5,300	4,500	4,500	282.95	6%	-
Frankton Per. & Newsp.	3,250	2,800	2,800	298.95	11%	-
Summitville Period. & Newsp.	2,000	1,700	1,700	526.45	31%	-
Elwood AV	15,900	15,900	13,356	9,035.75	68%	2,544
Frankton AV	9,400	9,400	7,896	6,508.23	82%	1,504
Hazelbaker AV	5,000	5,000	4,200	2,420.84	58%	800
Technology Software	4,500	4,500	3,780	985.59	26%	720
<b>Total Capital Outlays</b>	<b>155,050</b>	<b>150,500</b>	<b>125,130</b>	<b>61,358.93</b>	<b>49%</b>	<b>25,370</b>
<b>Operating Fund</b>	<b>1,092,520</b>	<b>1,112,902</b>	<b>946,470</b>	<b>522,197.66</b>	<b>55%</b>	<b>166,432</b>

2008 Revenue	Estimated Circuit Breaker Losses	2009 Estimated Revenue
965,345	53,795	911,550



Corrected Copy Dated August 12th, 2009					
Expanded Form 1, 2010 - Working Copy					
Follows format of prescribed "Form 1", but with greater detail					
Operating Fund	2009	2010	+/-	% of 2010 Budget	Justification
<b>1. Personal Services</b>					
<b>Salaries and Wages</b>					
Librarian/Director	45,694	47,065	1,371	4.110%	3% increase
Hourly Employees	457,514	476,239	18,725	41.590%	3% increase
Administrative Assistant	34,094	35,117	1,023	3.067%	3% increase
Treasurer	300	300	-	0.026%	
Janitors	35,690	36,761	1,071	3.210%	3% increase
<b>Employee Benefits</b>					
Employer's FICA	45,000	47,000	2,000	4.104%	
Unemployment Comp.	1,750	1,750	-	0.153%	
PERF	38,000	38,000	-	3.319%	
Group Health Ins. Opt.	78,660	81,000	2,340	7.074%	3% increase
Sick Pay			-	0.000%	
<b>Other Personal Services</b>					
<b>Total Personal Services</b>	736,702	763,232	26,530	66.652%	
<b>2. Supplies</b>					
<b>Office Supplies</b>					
Official Record	1,000	1,000	-	0.087%	
Stationery/Printing	500	500	-	0.044%	
Other Office Supplies	10,000	10,000	-	0.873%	
<b>Operating Supplies</b>					
Cleaning/Sanitation	3,500	3,500	-	0.306%	
Fuel, Oil, Lubricants	150	150	-	0.013%	
Other Operating Supplies	8,500	8,500	-	0.742%	
<b>Repair &amp; Maintenance Supplies</b>					
Building Materials	250	250	-	0.022%	
Painting	250	250	-	0.022%	
Repair Parts	1,000	1,000	-	0.087%	
Other Maintenance	250	250	-	0.022%	
Book Processing	4,000	4,000	-	0.349%	
<b>Other Supplies</b>					
Automation	12,000	12,000	-	1.048%	
<b>Total Supplies</b>	41,400	41,400	-	3.615%	
<b>3. Other Services &amp; Charges</b>					
<b>Professional Services</b>					
Consulting Services	4,000	4,000	-	0.349%	
Engineer/Architect	100	100	-	0.009%	
Legal	2,000	2,000	-	0.175%	
Professional Services	25,000	30,000	5,000	2.620%	
Other Professional Services			-	0.000%	
<b>Communication &amp; Transportation</b>					
Telephone	39,250	26,260	(12,990)	2.293%	\$10260 instead of \$23250
Postage	3,700	3,700	-	0.323%	
Travel Expenses	3,000	3,000	-	0.262%	

Operating Fund	2009	2010	+/-	% of 2010 Budget	Justification
Professional Meetings	1,000	1,000	-	0.087%	
<b>Programming</b>					
Elwood Children's	3,500	3,500	-	0.306%	
Elwood Adults	1,400	1,400	-	0.122%	
Frankton	2,500	2,500	-	0.218%	
Summitville	1,250	1,400	150	0.122%	
Title Source (Baker & Taylor)	3,100	3,100	-	0.271%	
<b>Printing &amp; Advertising</b>					
Advertise/Publication	600	600	-	0.052%	
Printing			-	0.000%	
<b>Insurance</b>					
Official Bonds	400	400	-	0.035%	
Other Insurance	18,000	18,000	-	1.572%	
<b>Utility Services</b>					
Gas (HVAC)	20,000	20,000	-	1.747%	
Elwood			-	0.000%	
Frankton			-	0.000%	
Hazelbaker			-	0.000%	
Electricity	32,000	32,000	-	2.795%	
Elwood			-	0.000%	
Frankton			-	0.000%	
Hazelbaker			-	0.000%	
Water	4,000	4,000	-	0.349%	
Waste Disposal	1,000	1,500	500	0.131%	
<b>Repairs &amp; Maintenance</b>					
Buildings & Structures	1,000	1,000	-	0.087%	
Equipment	4,000	4,000	-	0.349%	
Sprinkler System			-	0.000%	
HVAC Maintenance			-	0.000%	
<b>Rentals</b>					
Real Estate (Rental)			-	0.000%	
Equipment (Rental)	3,500	3,500	-	0.306%	
<b>Debt Service</b>					
Payment of Bonds			-	0.000%	
Interest - Bonds			-	0.000%	
<b>Other</b>					
Dues	1,500	2,500	1,000	0.218%	
Interest on Loans	2,000	2,000	-	0.175%	
Taxes/Assessments	500	500	-	0.044%	
Transfer to LIRF	6,000	15,000	9,000	1.310%	
<b>Total Other Services</b>	184,300	186,960	2,660	16.327%	
<b>4. Capital Outlays</b>					
Land	500	500	-	0.044%	
Buildings			-	0.000%	
Improvements other than Buildings			-	0.000%	
Furniture/Equipment	4,000	4,000	-	0.349%	
Technology Equipment	16,000	16,000	-	1.397%	



Operating Fund	2009	2010	+/-	% of 2010 Budget	Justification
					Moved Indiana Room Budget to purchase Ancestry.com
Technology Software	4,500	5,500	1,000	0.480%	
Books			-	0.000%	
Elwood Adult	33,000	33,000	-	2.882%	
Elwood Children	14,200	13,000	(1,200)	1.135%	
Elwood YA	4,000	5,200	1,200	0.454%	YA Circulation Up
Elwood Indiana Room	1,000	-	(1,000)	0.000%	
Frankton Total Books	18,500	18,500	-	1.616%	
Hazelbaker Total Books	15,500	15,500	-	1.354%	
<b>Periodicals &amp; Newspapers</b>			-		
Elwood	4,500	4,500	-	0.393%	
Frankton	2,800	2,800	-	0.245%	
Hazelbaker	1,700	1,700	-	0.148%	
<b>Nonprint</b>			-		
Elwood	15,900	16,900	1,000	1.476%	
Adult	13,260			0.000%	
Children	2,640			0.000%	
Frankton	9,400	10,400	1,000	0.908%	
Hazelbaker	5,000	6,000	1,000	0.524%	
<b>Total Capital Outlays</b>	150,500	153,500	3,000	13.405%	
<b>Operating Fund</b>	1,112,902	1,145,092	32,190	100.000%	2.89%

<b>Lawnmowing</b>	<b>Cost per time</b>	<b>Cost for mowing season (28)</b>	
Tharpe Landscape & Lawncare	\$ 70	\$	1,960
Moody Lawn Services	\$ 45	\$	1,260
Charlie Barton	\$ 35	\$	980

<b>Snow Plowing Lot and Walks</b>	<b>Cost per time</b>	<b>Cost for 10 snows 1" to 4"</b>	<b>Total Yearly Cost</b>
Tharpe Landscape & Lawncare	\$ 120	\$ 1,200	\$ 3,160
Scott Construction	\$ 200	\$ 2,000	
Charlie Barton and Tharpe Landscape			\$ 2,180

<b>Custodial Service At Frankton</b>		<b>2009</b>	<b>2010</b>
Wages	\$	5,148	\$ 5,574
Vacation	\$	198	\$ 214
Personal	\$	158	\$ 172

<b>Custodial Service At Summitville</b>		<b>2009</b>	<b>2010</b>
Wages	\$	6,344	\$ 6,344
Vacation	\$	244	\$ 244
Personal	\$	195	\$ 195



Invoice#: 2127

# REGIONS

CORPORATE TRUST OPERATIONS  
250 RIVERCHASE PARKWAY EAST 5TH FLR  
HOOVER, AL 35244

07/27/2009

NORTH MADISON PUBLIC LIBRARY  
ATTN: MS. DIANA SHEPHERD  
1600 MAIN STREET  
ELWOOD, IN 46036-2023

RE: NORTH MADISON COUNT PUBLIC LIBRARY  
LEASING CORPORATION FIRST MORTGAGE  
REFUNDING BOND SERIES 2004 BI # 269

Please remit the following for Trustee, Paying Agent or Registrar Fees. Payment due by 09/01/2009. Invoices past due after 60 days will incur a 1.5% late fee.

Annual Fee	\$	1,500.00
Out of Pocket (5% of Annual Fee)	\$	75.00
<b>Total Fees Due:</b>	\$	<b>1,575.00</b>

Please mail payment with a copy of this Invoice to the address above. If paying by wire, please remit to the following:

Regions Bank  
ABA# 062005690  
For Credit to Account: 0304995937  
OBI: 9990001235  
Reference Invoice # 2127

Please contact Melissa Ragsdale at 615-770-4364 with questions or concerns.

Thank you for choosing Regions Bank. We appreciate your business.



Indiana Cooperative Library Services Authority  
6202 Morenci Trail Indianapolis, IN 46268-2536  
www.incolsa.net

(317) 298-6570  
(800) 733-1899 Toll Free in Indiana  
(317) 328-2380 Fax

June 30, 2009

TO: North Madison Co Public Library System  
FROM: Ruth Tolbert, Program Assistant  
FORM: Board Appointment Renewal Certificate

Attention: Ruth Tolbert  
Indiana Cooperative Library Services Authority  
6202 Morenci Trail  
Indianapolis, Indiana 46268

\*\*\*\*\*

### CERTIFICATE

Jamie Scott has been duly appointed (Name/Title of Representative) Director to the Indiana Cooperative Library Services Authority, representing the North Madison Co. Public Library System Library, for a three-year term, effective through June 30, 2012. Expired term for Jamie Scott.

NOTE: For organizations where the INCOLSA representative must be appointed by the board, the board meeting was held on August 12, 2009.

Signed: Michael Robertson  
Title: Board President  
Date: Aug. 12, 2009



**Resolution No. 2009-2**  
**COMMITMENT TO JOIN INDIANA STATE LIBRARY CONSORTIUM FOR**  
**PUBLIC LIBRARY INTERNET ACCESS**  
**for**  
**FUNDING YEAR 2010 - JULY 1, 2010 THROUGH JUNE 30, 2011**

Whereas, North Madison County Public Library System Board of Trustees desires the library, to be part of the Indiana State Library Consortium for Public Library Internet Access; and,

Whereas, North Madison County Public Library System Board of Trustees agree to follow all the rules of being part of the Indiana State Library Consortium for Public Library Internet Access including:

1. The library filters all computers and receives the e-rate discount on vendor invoices. If library chooses not to filter, they can be in the consortium and do not receive e-rate discount, but may be eligible for reimbursement from State Technology Grant Fund.
2. Include total cost of non-e-rate services in one or more fund budgets
3. Library will assume financial responsibility for non-eRate portion that may not be covered by State Technology Grant Fund.
4. Work with AdTec in the filing of all forms, except Form 470, with Schools & Libraries Division

Therefore, North Madison County Public Library System Board of Trustees do pass this resolution at a public library board of trustees meeting and agree to all the terms of the Indiana State Library Consortium for Public Library Internet Access.

Dated the 12th day of August, 2009.

NAY

AYE

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 \_\_\_\_\_

*Steven J. Austin*  
*Leslie Bitterhouse*  
*Michael Robertson*  
*Wayne E. Lewis*  
*Kevin Dipe*

*Kevin Dipe*  
 (Attest by Secretary)

**SERVICE FEES**

Adopted

**Photocopies and computer copies:** .10¢ per black and white copy  
 .40¢ per color copy

**Fax: To send:** \$1.00 for the first page/.20¢ for each additional page  
**To receive:** \$0.20 for each page  
**ADD: International:** \$10.00 Flat Fee

**Reader printer copies:** \$0.10 per page

**Transparencies:** \$0.35 each

**Lamination fees:** \$0.10 per inch for roll lamination  
 \$.50 for 2 ½ x 4 pouch  
 \$1.00 for pouches up to 11" x 14"





## SERVICE FEES

**Photocopies and computer copies:** .10¢ per black and white copy  
.40¢ per color copy

**Fax: To send:** \$1.00 for the first page/.20¢ for each additional page  
**To receive:** \$0.20 for each page  
**International:** \$10.00 Flat Fee

**Reader printer copies:** \$0.10 per page

**Transparencies:** \$0.35 each

**Lamination fees:** \$0.10 per inch for roll lamination  
\$.50 for 2 ½ x 4 pouch  
\$1.00 for pouches up to 11" x 14"

Adopted 12/8/2008  
Revised 08/12/2009

## MONTHLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

	JULY 2008	JULY 2009	Amount of Change	% OF Change	YTD 2008	YTD 2009	Amount of Change	YTD % OF Change
<b>ELWOOD</b>								
ADULT	3,163	3,274	111	4%	20,401	21,285	884	4%
JUVENILE	2,221	2,095	-126	-6%	13,272	11,833	-1,439	-11%
Y. A.	316	388	72	23%	1,457	2,028	571	39%
PERIOD.	507	600	93	18%	3,764	4,084	320	9%
AUDIO	197	145	-52	-26%	1,268	1,012	-256	-20%
VIDEO	4,215	5,066	851	20%	28,000	32,413	4,413	16%
<b>TOTAL</b>	<b>10,619</b>	<b>11,568</b>	<b>949</b>	<b>9%</b>	<b>68,162</b>	<b>72,655</b>	<b>4,493</b>	<b>7%</b>

<b>FRANKTON</b>								
ADULT	1,305	1,324	19	1%	8,135	8,403	268	3%
JUVENILE	1,135	745	-390	-34%	5,411	4,763	-648	-12%
Y. A.	187	180	-7	-4%	1,090	1,162	72	7%
PERIOD.	335	281	-54	-16%	2,364	1,994	-370	-16%
AUDIO	58	52	-6	-10%	308	361	53	17%
VIDEO	1,818	2,074	256	14%	11,897	11,527	-370	-3%
<b>TOTAL</b>	<b>4,838</b>	<b>4,656</b>	<b>-182</b>	<b>-4%</b>	<b>29,205</b>	<b>28,210</b>	<b>-995</b>	<b>-3%</b>

<b>HAZELBAKER</b>								
ADULT	885	864	-21	-2%	4,984	5,788	804	16%
JUVENILE	639	885	246	38%	3,157	2,966	-191	-6%
Y. A.	105	62	-43	-41%	430	434	4	1%
PERIOD.	159	156	-3	-2%	918	1,003	85	9%
AUDIO	9	45	36	400%	125	218	93	74%
VIDEO	739	866	127	17%	5,277	6,090	813	15%
<b>TOTAL</b>	<b>2,536</b>	<b>2,878</b>	<b>342</b>	<b>13%</b>	<b>14,891</b>	<b>16,499</b>	<b>1,608</b>	<b>11%</b>

<b>SYSTEM</b>								
ADULT	5,353	5,462	109	2%	33,520	35,476	1,956	6%
JUVENILE	3,995	3,725	-270	-7%	21,840	19,562	-2,278	-10%
Y. A.	608	630	22	4%	2,977	3,624	647	22%
PERIOD.	1,001	1,037	36	4%	7,046	7,081	35	0%
AUDIO	264	242	-22	-8%	1,701	1,591	-110	-6%
VIDEO	6,772	8,006	1,234	18%	45,174	50,030	4,856	11%
<b>TOTAL</b>	<b>17,993</b>	<b>19,102</b>	<b>1,109</b>	<b>6%</b>	<b>112,258</b>	<b>117,364</b>	<b>5,106</b>	<b>5%</b>

	ELWOOD	FRANKTON	HAZELBAKER
<b>TRAFFIC</b>	11,750	3,153	2,106
<b>REF.</b>	171	52	16
<b>ASSIST.</b>	1,384	330	196
<b>COMP./WIRE</b>	2979/49	988/9	872/3
<b>PROG. A.</b>	1/19	11/133	4/90
<b>J.</b>	25/308	1/35	10/141

TECH SERVICES PROCESSED 1,008 ITEMS.

Agenda

September 9<sup>th</sup>, 2009

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting  
5:00 P.M.

Call to Order  
Call for Quorum  
Minutes  
Claims Register & Checks  
Old Business

- 1. Working Budget for 2009
- 2. Elwood Lawnmower
- 3. Public Library Standards

New Business

- 1. Adopt 2010 Budget
- 2. Board Meeting Dates and Times
- 3. Second Yearly Meeting in Frankton
- 4. Library Owned Laptop Computers

Director's Report  
Public Comment  
Adjournment

\*\*\*\*\* -COMM. JOURNAL- \*\*\*\*\* DATE SEP-03-2009 \*\*\*\*\* TIME 08:54 \*\*\*\*\*

MODE = MEMORY TRANSMISSION START=SEP-03 08:53 END=SEP-03 08:54

FILE NO.=677

STN NO.	COMM.	ONE-TOUCH/ ABBR NO.	STATION NAME/TEL NO.	PAGES	DURATION
001	OK	<03>	CALL LEADER	001/001	00:00:14

-ELWOOD LIBRARY -

\*\*\*\*\* -17655520955 - \*\*\*\*\* 17655525001- \*\*\*\*\*

Agenda

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Public Comment  
Adjournment



BEECH GROVE PUBLIC LIBRARY

Dedication  
November 3, 2002  
www.bgpl.lib.in.us

*Please publish on Saturday or  
Monday and again on  
Wednesday*  
*Thank you*



MODE = MEMORY TRANSMISSION

START-SEP-03 08:56

END-SEP-03 08:57

FILE NO. =678

STN NO.	COMM.	ONE-TOUCH/ ABBR NO.	STATION NAME/TEL NO.	PAGES	DURATION
001	OK	<04>	HERALD BULLETIN	001/001	00:00:33

-ELWOOD LIBRARY -

\*\*\*\*\* -17655520955 - \*\*\*\*\* 17655525001- \*\*\*\*\*

## Agenda

September 9<sup>th</sup>, 2009

North Madison County Public Library System  
Board of Trustees

### Elwood Public Library

Regular Meeting  
5:00 P.M.

- Call to Order
- Call for Quorum
- Minutes
- Claims Register & Checks
- Old Business
  1. Working Budget for 2009
  2. Elwood Lawnmower
  3. Public Library Standards
- New Business
  1. Adopt 2010 Budget
  2. Board Meeting Dates and Times
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- Public Comment
- Adjournment



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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.

The library will be required to belong to an Interlibrary loan program, we are currently in a statewide reciprocal borrowing program. The library will be required to be in a statewide delivery service. We currently are, with one delivery per week. Since we are a Class B library we will be required to have delivery service two times per week. With the help of a State Library grant, we currently pay \$75 for one stop, with two we will be required to pay \$500 per year. We are seeing an increase in our interlibrary loan use. It defines requirements for adult, young adult and children's services, including how many programs are required. It defines how many open hours per week will be required. The library will be required to be open at least 40 hours per week which would include 4 evening hours and 1 weekend day. The State Library Board is the one who will be approving the new standards.

NEW BUSINESS

Adopt 2010 Budget

The following 2010 library budget was presented and read by Secretary Kevin Sipe. It includes Operating Budget, \$1,145,092; Debt Service Budget, \$242,000; and Rainy Day Budget, \$15,000. A motion was made by Kevin Sipe to adopt the 2010 budget as presented. Bette Dalzell made a second and the motion carried.

Board Meeting Dates and Times

Kevin Sipe made a motion to change the regular meeting date to the second Monday of the month at 5:00pm effective with the October 2009 meeting. Leslie Rittenhouse made a second and the motion carried.

Second Yearly Meeting in Frankton

The October meeting will be held at the Frankton Community Library at 5:00pm.

Library Owned Laptop Computers

Discussion was held about checking out the library owned computers for in-house use. They would be checked out to adults and only if all other computers are in use. The only exception would be for mothers with young children. There are to be anchors installed to the bottom of the tables for security. The consensus was that it would be a good idea. An updated computer use policy will be presented at the October meeting.

DIRECTOR'S REPORT

A resignation was been received from Adrienne Jones effective August 29, 2009. Rebecca Johnson has been hired to replace Jayanne Rumble, she is scheduled to receive her master of library science in May of 2010. Linda Kemper has had surgery and was able to return to work sooner than expected. The Indiana Library Federation is hosting an all day long legislative forum on September 22, 2009. Terry Austin will be speaking; all board members are invited to attend. It will be held at the Carmel Oak Hill Mansion. The topic will be "Critical Challenges Confronting Indiana's Public Libraries". Due to lack of attendance computer classes will no longer be held at Frankton or Summitville. The classes will be expanded at Elwood. The landscaping is complete at Frankton, several volunteers helped and it looks very good. Bobby Young has donated Lloyd's computer to the Frankton Library. The Director has received word that she is eligible for



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a Library Certificate 1. Doctor Conrad Lane has written an article that was in the Traces magazine about Wendell Wilkie. Identities as to the individuals in a photo taken by the Elwood pool in 1933 are being sought. Mayor Bonham is one of those in the picture.

With no objections, the meeting was adjourned.

Beverly J. Austin  
Bette Salter  
Michael Robertson

Kevin Sipe  
Kevin Sipe, Secretary

Wayne E. Paulson  
Healie Bittenhouse  
\_\_\_\_\_



## Register Of Claims

### North Madison County Public Library System

Report Date: From 8/13/2009 To 9/9/2009

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	456	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,585.27	8/19/2009	P/R ENDING 8/15/09
			FICA	Payroll Deductions	\$1,284.79		
			Federal Taxes Withheld	Payroll Deductions	\$2,187.25		
			Medicare	Payroll Deductions	\$300.48		
				<b>Total this claim</b>	<u>\$5,357.79</u>		
0	455	PAYROLL	Operating Fund	Salary of Director	\$1,636.51	8/19/2009	PAYROLL
			Operating Fund	Salary of Assistants	\$17,267.32		
			Operating Fund	Salary of Assistants	\$400.49		
			Operating Fund	Wages of Janitor	\$1,418.00		
				<b>Total this claim</b>	<u>\$20,722.32</u>		
0	457	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$155.00	8/19/2009	P/R ENDING 8/15/09
				<b>Total this claim</b>	<u>\$155.00</u>		
1064 Community Bank	0	490	GAYLORD BROS.	Gift	\$487.97	9/9/2009	STORAGE CABINET - SUMMITVILLE
				<b>Total this claim</b>	<u>\$487.97</u>		
1065 Community Bank	0	483	CHESTER INFORMATION TEC	Operating Fund	\$826.00	9/9/2009	LAPTOP
				<b>Total this claim</b>	<u>\$826.00</u>		
0	476	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,443.60	9/2/2009	P/R ENDING 8/28/09
			FICA	Payroll Deductions	\$1,169.97		
			Federal Taxes Withheld	Payroll Deductions	\$1,909.11		
			Medicare	Payroll Deductions	\$273.63		
				<b>Total this claim</b>	<u>\$4,796.31</u>		
0	477	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$155.00	9/2/2009	P/R ENDING 8/29/09
				<b>Total this claim</b>	<u>\$155.00</u>		
1065 Community Bank	0	484	CHESTER INFORMATION TEC	Gift	\$864.00	9/9/2009	MS OFFICE PRO LIC
				<b>Total this claim</b>	<u>\$864.00</u>		
0	467	PAYROLL	Operating Fund	Salary of Director	\$1,636.51	9/2/2009	PAYROLL
			Operating Fund	Salary of Assistants	\$15,422.33		
			Operating Fund	Salary of Assistants	\$393.60		
			Operating Fund	Wages of Janitor	\$1,418.00		
				<b>Total this claim</b>	<u>\$18,870.44</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>
25904	462	AVAYA COMMUNICATION	Operating Fund	Telephone & Telegraph	\$265.02	8/19/2009	QUARTERLY BILLING
				<b>Total this claim</b>	<b>\$265.02</b>		
25905	459	CONSUMERS LIFE INSURANC	Operating Fund Insurance	Emp Cont Group Ins Payroll Deductions	\$5,771.52 \$534.04	8/19/2009	HEALTH INSURANCE 9/1/09-10/1/09
				<b>Total this claim</b>	<b>\$6,305.56</b>		
25906	458	INDIANA DEPARTMENT OF RE	State Tax Withheld County Taxes Withheld	Payroll Deductions Payroll Deductions	\$1,471.66 \$489.43	8/19/2009	PAYROLL DEDUCTIONS FOR AUGUST
				<b>Total this claim</b>	<b>\$1,961.09</b>		
25907	466	INDIANA MEDIA GROUP	Operating Fund	Advertising & Public Notices	\$78.13	8/19/2009	BUDGET PUBLICATION
				<b>Total this claim</b>	<b>\$78.13</b>		
25908	464	INDIANA MICHIGAN POWER C	Operating Fund Operating Fund	Electricity Electricity	\$1,828.43 \$531.50	8/19/2009	SERVICE FOR ELWOOD & SUMMITVILLE
				<b>Total this claim</b>	<b>\$2,359.93</b>		
25909	463	INDIANA-AMERICAN WATER C	Operating Fund Operating Fund	Water Waste Disposal Services	\$53.01 \$10.50	8/19/2009	SERVICE FOR SUMMITVILLE
				<b>Total this claim</b>	<b>\$63.51</b>		
25910	461	JAYANNE RUMPLE	Insurance	Payroll Deductions	\$23.06	8/19/2009	HEALTH INSURANCE REIMBURSEMENT UPON TERMINATION
				<b>Total this claim</b>	<b>\$23.06</b>		
25911	460	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$350.00	8/19/2009	P/R ENDING 8/15/09
				<b>Total this claim</b>	<b>\$350.00</b>		
25912	465	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$46.00	8/19/2009	SERVICE FOR ELWOOD
				<b>Total this claim</b>	<b>\$46.00</b>		
25913	468	AT&T	Operating Fund	Telephone & Telegraph	\$298.28	9/2/2009	SERVICE FOR ELWOOD
				<b>Total this claim</b>	<b>\$298.28</b>		
25914	469	AT&T LONG DISTANCE	Operating Fund Operating Fund	Telephone & Telegraph Telephone & Telegraph	\$42.07 \$17.09	9/2/2009	SERVICE FOR ELWOOD & SUMMITVILLE
				<b>Total this claim</b>	<b>\$59.16</b>		
25915	471	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$224.28	9/2/2009	SERVICE FOR ELWOOD
				<b>Total this claim</b>	<b>\$224.28</b>		
25916	470	FORT DEARBORN LIFE INSUR	Operating Fund	Emp Cont Group Ins	\$134.55	9/2/2009	LIFE INSURANCE PREMIUM 9/1/09- 12/1/09
				<b>Total this claim</b>	<b>\$134.55</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>
25917	475	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$350.00	9/2/2009	P/R ENDING 8/29/09
				<b>Total this claim</b>	<b>\$350.00</b>		
25918	472	TOWN OF FRANKTON	Operating Fund	Electricity	\$562.30	9/2/2009	SERVICE FOR FRANKTON
			Operating Fund	Water	\$33.14		
			Operating Fund	Waste Disposal Services	\$55.06		
				<b>Total this claim</b>	<b>\$650.50</b>		
25919	473	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$22.22	9/2/2009	SERVICE FOR FRANKTON
				<b>Total this claim</b>	<b>\$22.22</b>		
25920	474	VISA	Operating Fund	Official Records	\$7.14	9/2/2009	As per attached invoices.
				<b>Total this claim</b>	<b>\$7.14</b>		
25921	478	POSTMASTER	Operating Fund	Postage & UPS	\$0.00	9/2/2009	STAMPS - SUMMITVILLE
			Operating Fund	Postage & UPS	\$88.00		
				<b>Total this claim</b>	<b>\$88.00</b>		
25922	505	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$1,970.00	9/9/2009	As per attached invoices.
			Operating Fund	Elwood Childrens	\$1,155.07		
			Operating Fund	Elwood YA	\$278.59		
			Operating Fund	Frankton	\$1,030.30		
			Operating Fund	Summitville	\$1,051.43		
				<b>Total this claim</b>	<b>\$5,485.39</b>		
25923	479	BARBARA SNIPES	Operating Fund	Traveling Expense	\$119.04	9/9/2009	MILEAGE
				<b>Total this claim</b>	<b>\$119.04</b>		
25924	480	BARTON LAWCARE	Operating Fund	Professional Services	\$35.00	9/9/2009	ELWOOD LAWN CARE 9/1/09
				<b>Total this claim</b>	<b>\$35.00</b>		
25925	481	BAXTER PEST PROFESSIONA	Operating Fund	Professional Services	\$270.00	9/9/2009	QUARTERLY SERVICE ELWOOD-FRANKTON-SUMMITVILLE
				<b>Total this claim</b>	<b>\$270.00</b>		
25926	482	CENTRAL OFFICE PRODUCTS	Operating Fund	Office Supplies	\$49.01	9/9/2009	COPIER MAINTENANCE
				<b>Total this claim</b>	<b>\$49.01</b>		
25927	485	CINTAS LOCATION	Operating Fund	Cleaning & Sanitation Supplies	\$71.35	9/9/2009	As per attached invoices.
				<b>Total this claim</b>	<b>\$71.35</b>		
25928	486	DISCOUNT PAPER PRODUCT	Operating Fund	Operating Supplies	\$102.88	9/9/2009	3" ADD ROLLS
				<b>Total this claim</b>	<b>\$102.88</b>		
25929	487	EDUCATION NETWORKS OF A	St Technology Fund Gr	Telephone & Telegraph	\$855.00	9/9/2009	INTERNET ACCESS SERVICE
				<b>Total this claim</b>	<b>\$855.00</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>
25930	488	EMILY DAVIDSON	Operating Fund	Summitville Programing	\$1.89	9/9/2009	PETTY CASH REIMBURSEMENT
			Operating Fund	Postage & UPS	\$10.99		
				<b>Total this claim</b>	\$12.88		
25931	489	FILIP, INC.	Operating Fund	Cleaning & Sanitation Supplies	\$138.83	9/9/2009	As per attached invoices.
				<b>Total this claim</b>	\$138.83		
25932	491	HARPER'S LAWN CARE	Operating Fund	Professional Services	\$105.00	9/9/2009	LAWN CARE - FRANKTON
				<b>Total this claim</b>	\$105.00		
25933	506	INDIANA LIBRARY FEDERATI	Operating Fund	Dues	\$1,040.32	9/9/2009	MEMBERSHIP DUES
				<b>Total this claim</b>	\$1,040.32		
25934	492	LANDMARK AUDIOBOOKS	Operating Fund	Summitville AV	\$384.00	9/9/2009	SUMMITVILLE ANNUAL LEASE
				<b>Total this claim</b>	\$384.00		
25935	493	LMC SERVICE SOLUTIONS	Operating Fund	Professional Services	\$424.50	9/9/2009	QUARTERLY INSPECTION - ELWOOD
				<b>Total this claim</b>	\$424.50		
25936	494	MARSH SUPERMARKET	Operating Fund	Elwood Adult Programming	\$9.46	9/9/2009	As per attached invoices.
				<b>Total this claim</b>	\$9.46		
25937	504	MIDWEST TAPE	Operating Fund	Frankton AV	\$185.91	9/9/2009	As per attached invoices.
			Operating Fund	Elwood AV	\$804.64		
			Operating Fund	Summitville AV	\$175.90		
				<b>Total this claim</b>	\$1,166.45		
25938	507	MTM INCORPORATED	Operating Fund	Operating Supplies	\$46.91	9/9/2009	LIGHT BULBS FOR READER PRINTER
				<b>Total this claim</b>	\$46.91		
25939	495	PITNEY BOWES POSTAGE BY	Operating Fund	Postage & UPS	\$418.99	9/9/2009	POSTAGE FOR METER
				<b>Total this claim</b>	\$418.99		
25940	496	PROQUEST INFORMATION AN	Operating Fund	Elwood Period. & News.	\$250.07	9/9/2009	NEWSPAPERS ON MICROFILM 1/1/09-6/30/09
				<b>Total this claim</b>	\$250.07		
25941	497	QUILL CORPORATION	Operating Fund	Office Supplies	\$790.68	9/9/2009	As per attached invoices.
				<b>Total this claim</b>	\$790.68		
25942	498	RADIO SHACK	Operating Fund	Technology Equipment	\$19.99	9/9/2009	As per attached invoices.
				<b>Total this claim</b>	\$19.99		

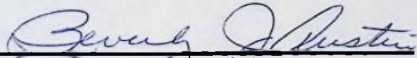


Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
25943	499	RAMSAY BUSINESS PRODUC	Operating Fund	Office Supplies	\$26.37	9/9/2009	As per attached invoices.
			Operating Fund	Office Supplies	\$11.36		
					<b>Total this claim</b>		
					\$37.73		
25944	500	THOMAS BOUREGY & COMPA	Operating Fund	Elwood Adult	\$83.70	9/9/2009	As per attached invoices.
					\$83.70		
					<b>Total this claim</b>		
					\$83.70		
25945	501	TOPS TRUE VALUE	Operating Fund	Operating Supplies	\$50.07	9/9/2009	As per attached invoices.
					\$50.07		
					<b>Total this claim</b>		
					\$50.07		
25946	502	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$14.58	9/9/2009	SERVICE FOR SUMMITVILLE
					\$14.58		
					<b>Total this claim</b>		
					\$14.58		
25947	503	VERIZON	Operating Fund	Telephone & Telegraph	\$260.92	9/9/2009	SERVICE FOR FRANKTON
					\$260.92		
					<b>Total this claim</b>		
					\$260.92		

**Total Amount of Claims \$77,764.01**

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, September 09, 2009

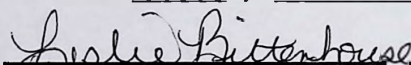
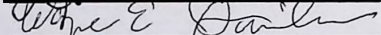
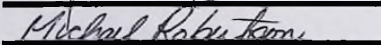
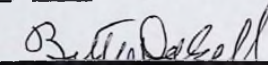
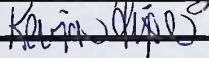
  
 Fiscal Officer

**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 1/1/1998.

Operating Fund	2008	2009 (Pub)	2009 (Working)	Disbursements to August	% Used	Difference (Pub and Working)
<b>1. Personal Services</b>						
<b>Salaries and Wages</b>						
Librarian/Director	44,363	45,694	42,550	27,820.67	65%	3,144
Salary of Assistants	477,289	491,608	435,500	291,131.38	67%	56,108
Wages of Janitor	34,650	35,690	35,690	23,630.30	66.2%	-
<b>Employee Benefits</b>						
Employee Benefits -Unemployment Comp.	1,750	1,750	1,750	1,080.89	62%	-
Employer's FICA & Medicare	43,000	45,000	42,000	26,207.87	62%	3,000
Emp. Cont. PERF	34,000	38,000	34,000	14,905.35	44%	4,000
Emp. Cont. Group Ins.	78,660	78,660	64,000	41,446.65	65%	14,660
Salary of Board Treasurer	300	300	300	-	0%	-
<b>Total Personal Services</b>	<b>714,012</b>	<b>736,702</b>	<b>655,790</b>	<b>426,223.11</b>	<b>65%</b>	<b>80,912</b>
<b>2. Supplies</b>						
Office Supplies	10,000	10,000	7,000	4,854.74	69%	3,000
Stationary & Supplies	500	500	100	-	0%	400
Operating Supplies	8,500	8,500	7,000	4,180.95	60%	1,500
Cleaning & Sanitation Supplies	3,500	3,500	3,500	1,571.29	45%	-
Fuel, Oil, and Lubricants	150	150	150	60.60	40%	-
Bldg. Matl. And Supplies	500	250	100	-	0%	150
Paint and Painting Supplies	500	250	100	-	0%	150
Repair Parts/Maintenance	1,000	1,000	1,000	-	0%	-
Other Repair & Maintenance Supplies	500	250	100	-	0%	150
Book Processing	4,000	4,000	4,000	2,031.26	51%	-
Automation	15,000	12,000	12,000	12,084.00	101%	-
Official Record	1,000	1,000	1,000	262.88	26%	-
<b>Total Supplies</b>	<b>45,150</b>	<b>41,400</b>	<b>36,050</b>	<b>25,045.72</b>	<b>69%</b>	<b>5,350</b>
<b>3. Other Services &amp; Charges</b>						
Professional Services	23,000	25,000	25,000	16,025.73	64%	-
Consulting Services	4,000	4,000	1,000	-	0%	3,000
Legal Services	2,000	2,000	2,000	792.42	40%	-
Engineering & Architects	100	100	50	-	0%	50
Telephone & Telegraph	31,750	39,250	8,000	5,624.94	70%	31,250
Postage & UPS	3,700	3,700	3,000	1,520.40	51%	700
Traveling Expense	3,000	3,000	3,000	1,479.32	49%	-
Professional Meetings	1,000	1,000	1,000	520.00	52%	-
Elwood Children's Programming	3,500	3,500	3,500	1,229.40	35%	-
Elwood Adult Programming	1,400	1,400	1,400	1,138.97	81%	-
Frankton Programming	2,500	2,500	2,500	2,346.92	94%	-
Summitville Programming	1,250	1,250	1,250	972.29	78%	-
Title Source (Baker & Taylor)	3,100	3,100	3,100	295.00	10%	-
Advertising & Public Notices	600	600	400	577.47	144%	200
Insurance	18,000	18,000	15,000	2,860.00	19%	3,000
Official Bonds	400	400	400	200.00	50%	-



Operating Fund	2008	2009 (Pub)	2009 (Working)	Disbursements to August	% Used	Difference (Pub and Working)
Gas (HVAC)	20,000	20,000	10,000	7,095.15	71%	10,000
Electricity	32,000	32,000	30,000	19,186.29	64%	2,000
Water	4,000	4,000	4,000	2,229.58	56%	-
Waste Disposal Services	1,000	1,000	800	531.80	66%	200
Bldg. & Structure/Maint.	1,000	1,000	1,000	580.65	58%	-
Equipment/Maint.	4,000	4,000	2,000	329.75	16%	2,000
Equipment/Rental	3,000	3,500	3,000	1,356.00	45%	500
Dues	1,200	1,500	1,500	455.10	30%	-
Taxes	800	500	500	-	0%	-
Interest on Temporary Loans	10,000	2,000	100	-	0%	1,900
Transfer to LIRF	-	6,000	6,000	-	0%	-
<b>Total Other Services</b>	<b>178,308</b>	<b>184,300</b>	<b>129,500</b>	<b>67,347.18</b>	<b>52%</b>	<b>54,800</b>
<b>4. Capital Outlays</b>						
Land Buildings Improvements	500	500	50	20.97	42%	450
Furniture & Equipment	7,000	4,000	1,000	1,047.34	105%	3,000
Technology Equipment	16,000	16,000	13,440	3,771.05	28%	2,560
Elwood Adult	33,000	33,000	27,720	18,016.29	65%	5,280
Elwood Childrens	14,200	14,200	11,928	8,068.57	68%	2,272
Elwood YA	4,000	4,000	3,360	2,210.53	66%	640
Frankton	18,500	18,500	15,540	10,694.89	69%	2,960
Summitville	15,500	15,500	13,020	8430.48	65%	2,480
Elwood Indiana Room	1,000	1,000	840	-	0%	160
Elwood Period. & News.	5,300	4,500	4,500	548.87	12%	-
Frankton Per. & Newsp.	3,250	2,800	2,800	298.95	11%	-
Summitville Period. & Newsp.	2,000	1,700	1,700	526.45	31%	-
Elwood AV	15,900	15,900	13,356	9,706.27	73%	2,544
Frankton AV	9,400	9,400	7,896	6,738.12	85%	1,504
Hazelbaker AV	5,000	5,000	4,200	2,778.66	66%	800
Technology Software	4,500	4,500	3,780	1,705.59	45%	720
<b>Total Capital Outlays</b>	<b>155,050</b>	<b>150,500</b>	<b>125,130</b>	<b>74,563.03</b>	<b>60%</b>	<b>25,370</b>
<b>Operating Fund</b>	<b>1,092,520</b>	<b>1,112,902</b>	<b>946,470</b>	<b>593,179.04</b>	<b>63%</b>	<b>166,432</b>

2008 Revenue	Estimated Circuit Breaker Losses	2009 Estimated Revenue
965,345	53,795	911,550

**TITLE 590 INDIANA LIBRARY AND HISTORICAL BOARD  
ARTICLE 1. GENERAL PROVISIONS**

**Rule 1. Standards of Eligibility to Receive State Funds**

**590 IAC 1-1-0.5 Purpose of rule**

Authority: IC 4-23-7.1-11

Affected: IC 4-23-7.1

Sec. 0.5. Standards for public libraries are established to encourage libraries to maintain a minimum level of service and to establish criteria for eligibility to receive state and federal appropriations. (*Indiana Library and Historical Board; 590 IAC 1-1-0.5; filed Mar 17, 1986, 4:00 pm: 9 IR 1966; readopted filed Nov 13, 2001, 9:25 a.m.: 25 IR 1303; readopted filed Nov 27, 2007, 10:07 a.m.: 20071226-IR-590070668RFA*)

**590 IAC 1-1-0.6 Definitions**

Authority: IC 4-23-7.1-11

Affected: IC 4-23-7

Sec. 0.6. The following definitions apply throughout this rule:

- (1) "By-laws" mean the rules adopted by the library board for the government of its members and the regulation of its affairs.
- (2) "Class A" means libraries serving a population greater than thirty-nine thousand nine hundred ninety-nine (39,999).
- (3) "Class B" means libraries serving a population between 10,000 (ten thousand and thirty-nine thousand nine hundred ninety-nine (39,999)).
- (4) "Class C" means libraries serving a population less than 10,000 (ten thousand).
- (5) "Collection Expenditures" means the items purchased by the library for loan and reference including books, audio visual materials, electronic media devices and databases made available to patrons, with operating funds.
- (6) "Continuing education" means an approach to education that encourages dynamic and continuous learning.
- (7) "Director" means the librarian who is the administrative head of the library and is responsible to the library board for the operation and management of the library.



(8) "Electronic media devices" mean devices used by the public to directly access information, excluding peripherals and connectivity.

(9) "Evening hours" is defined as the hours the library is open after 6:00 p.m.

(10) "Fixed location" means each main location, branch or campus of a library district.

(11) "Full-time" means that the director is paid for at least thirty-five (35) hours per week or, if the library is open fewer than thirty-five (35) hours per week, the director is paid for the number of hours that the library is open.

(12) "Library board" means the fiscal and administrative body of a public library.

(13) "Library sponsored program" means a workshop, program, seminar, or outreach program sponsored by the library, in which the library's staff plays a significant role; including but not limited to technology, informational literacy, early literacy, children's, cultural programming, and other programming offered for the community.

(14) "Population served" means residents or real property taxpayers of the library district taxed for the support of the library.

(15) "Public access computer" means each computer connected to the internet available to patrons and each workstation with software available to patrons, e.g. word processing and spreadsheets, or specialized children's programs. Each fixed service location with wireless access to the library's high-speed public internet shall be computed as 10 (ten) public access computers.

(16) "Special services" means library service for people who are blind, deaf, or physically handicapped.

(17) "Weekend day" means the library is open four (4) hours per day on Saturday or Sunday.

(18) "Young adult" means the age group served by the American Library Association's Young Adult Library Services Association.

*(Indiana State Library and Historical Board; 590 IAC 1-1-0.6; filed Jul 25, 1997, 8:30 a.m.: 20 IR 3367; readopted filed Nov 13, 2001, 9:25 a.m.: 25 IR 1303; readopted filed Nov 27, 2007, 10:07 a.m.: 20071226-IR-590070668RFA)*

#### **590 IAC 1-1-1 Eligibility to receive state funds; determination**

Authority: IC 4-23-7-5

Affected: IC 4-23-7.1-11; IC 4-23-7.1-24; IC 36-12-11

Sec. 1. The eligibility of a public library to receive state or federal funds and services under the provisions of any program for which the Indiana state library is the administrator shall be determined as follows:

(1) Compliance with any requirements that may be set forth in state legislation providing for such funds.

(2) Compliance with Indiana law.

(3) Compliance with the standards promulgated by the Indiana library and historical board.

*(Indiana Library and Historical Board; Rule I, A.1; filed Dec 21, 1973, 3:15 p.m.: Rules and Regs. 1974, p. 362; filed Mar 17, 1986, 4:00 p.m.: 9 IR 1966; errata, 9 IR 2063; readopted filed Nov 28, 2001, 3:30 p.m.: 25 IR 1303; readopted filed Nov 27, 2007, 10:07 a.m.: 20071226-IR-590070668RFA)*

#### **590 IAC 1-1-2.5 Minimum standards for public libraries**

Authority: IC 4-23-7.1-11

Affected: IC 4-23-7; IC 4-23-7.1; IC 6-1.1-18.5; IC 36-12-2; IC 36-12-6; IC 36-12-7-8

Sec. 2.5.

(a) The library must operate in compliance with Indiana laws, including the Public Library Law *IC 36-12-2.J; IC 36-12-6.J; IC 36-12-7-8.*, the Indiana Library and Historical Department Law (IC 4-23-7), and other Indiana laws that affect municipal units.

(b) The library board is responsible for hiring a full-time library director with the education and experience required by the Librarian Certification Rule (590 IAC 5).

(c) The library board and director shall maintain their separate functions as follows:

(1) The board is responsible for governance and policy.

(2) The director is responsible for administration, operation and management of the library.

(d) With the advice and recommendations of the library director, the library board shall:

(1) Adopt an annual classification of employees;

(2) adopt schedules of salaries;



- (3) adopt the proposed library budget; and
- (4) adopt library policies.

(e) The library must comply with federal laws affecting employment practice. The library shall have written personnel policies and procedures. Written personnel policies and procedures must address at least the following:

- (1) Employment practices, such as:
  - (i) recruitment
  - (ii) selection
  - (iii) appointment
- (2) Personnel actions
- (3) Salary administration
- (4) Employee benefits
- (5) Conditions of work
- (6) Leaves

(f) The Indiana state library will provide orientation materials to new library board trustees and training materials to all library trustees and directors annually. The library board shall adhere to the principles discussed in approved and current Indiana state library publications for library trustees.

(g) The library shall have written by-laws that outline its purpose and its operational procedures and address conflicts of interest issues and nepotism. The by-laws shall be reviewed at least every three years. A copy of the by-laws shall be submitted to the Indiana state library. All amendments to the by-laws which have been adopted by the board in each year shall be submitted with the library's annual report.

(h) With the advice and recommendation of the library director, the library board shall adopt the following written plans and policies:

- (1) Collection development
- (2) Principles of access to all library materials and services.
- (3) A long-range plan of service for between three (3) to five (5) years. The plan, updates, and revisions must be filed with the Indiana State Library. At a minimum, the plan shall include the following:
  - (i) A statement of community needs and goals.
  - (ii) Measurable objectives and service responses to the community needs and goals.
  - (iii) An assessment of facilities, services, technology, and operations.

- (iv) An ongoing annual evaluation process
- (v) Financial resources and sustainability.
- (vi) Collaboration with other public libraries.
- (vii) Collaboration with other community partners

(4) A technology plan of service for three (3) years. The plan, updates, and revisions must be filed with the Indiana State Library. At a minimum, the plan shall include the following:

- (i) Goals and realistic strategy for using telecommunications and information technology
- (ii) A professional development strategy
- (iii) An assessment of telecommunication services, hardware, software, and other services needed
- (iv) An equipment replacement schedule
- (v) Financial resources and sustainability
- (vi) An ongoing annual evaluation process
- (vii) An automation plan which conforms to national cataloging standards

(i) All newly constructed and existing library facilities must be in compliance with local, state, and federal building and health and safety codes.

(j) The library must comply with provisions of the federal Americans with Disabilities Act to make its physical and digital services available to everyone.

(k) The library shall provide the following minimum services:

- (1) Acquisition, organization, and loan of print, audiovisual, digital, and other collections.
- (2) Availability of general collections to the public during regular library hours of operation.
- (3) A library expending at least 7.5% of its operating fund expenditures for library collections shall meet minimum standards for collection expenditures. A library expending the equivalent of 15% of its operating expenditures, (which includes operating, gift and related funds), for library collections shall meet enhanced standards for collection expenditures. A library expending the



equivalent of 20% of its operating expenditures, (which includes operating, gift and related funds), for library collections shall meet excellent standards for collection expenditures.

(4) The library will provide the following means of communication with the public:

- (i) A telephone listed in the library's name;
- (ii) An answering machine, voicemail, or other similar technology to provide operating hours of the library;
- (iii) An email address or a means of electronic contact for the library listed on the library's website, and
- (iv) A means to provide copies to the public at each location. A fee may be charged not to exceed the fee established by state law.
- (v) Technology available to transmit documents electronically or through phone lines, ex. fax machine.

(5) A website to include:

- (i) Hours of operation, physical address(es) and map for each fixed service location, phone number and an email address
- (ii) Electronic resources provided free of charge to the citizens of Indiana by the State of Indiana, e.g. INSPIRE;
- (iii) Public service policies regarding circulation policies, fees, internet use, etc. adopted by the library board; and
- (iv) the library's online public access catalog
- (v) a calendar of events and programs which shall be updated at least monthly

(6) Interlibrary loan is free of charge within Indiana (other than reimbursement for actual direct photocopy and postage costs), and each public library shall lend materials through at least one of the following:

- (i) statewide reciprocal borrowing program
- (ii) OCLC Resource Sharing
- (iii) Evergreen Indiana
- (iv) Local reciprocal borrowing with at least one other public library district within your county or an adjacent county.

(7) Participate in the statewide delivery service provided by the Indiana state library with the following frequency from a single fixed location within the library district:

	Minimum/Basic	Exceeding/Enhanced	Exceptional/Exemplary
Class A Library	3 days/week	4 days/week	5 days/week
Class B Library	2 days/week	3 days/week	4 days/week
Class C Library	1 day/week	2 days/week	3 days/week

(8) Adult services

- (i) provide adult services including programs and reference by a qualified individual holding the appropriate librarian certificate.
- (ii) knowledge of and access to reference materials, including INSPIRE;
- (iii) provide a collection of materials for adults
- (iv) Provide space designated in the library for adult services
- (v) Enhanced - designate one or more staff to serve at least part-time as an adult services librarian by a qualified individual holding the appropriate librarian certificate at each fixed location;
- (vi) Exceptional/Exemplary – designate one full time equivalent staff member designated as an adult services librarian by a qualified individual holding the appropriate librarian certificate at each fixed location.

(9) Young Adult services

- (i) provide young adult services including programs and reference by a qualified individual holding the appropriate librarian certificate.
- (ii) knowledge of and access to reference materials, including INSPIRE;
- (iii) provide a collection of materials for young adults;
- (iv) provide space designated in the library for young adult services
- (v) Enhanced - designate one or more staff to serve at least part-time as a young adult services librarian by a



- qualified individual holding the appropriate librarian certificate at each fixed location;
- (vi) Exceptional/Exemplary – designate one full time equivalent staff member designated as a young adult services librarian by a qualified individual holding the appropriate librarian certificate at each fixed location.

(10) Children's services

- (i) provide children's services including programs and reference by a qualified individual holding the appropriate librarian certificate.
- (ii) provide a collection of materials for children, parents, and caregivers in each fixed location,
- (iii) provide space in each fixed location designated in the library for children's services
- (iv) provide an annual summer reading program for a minimum of six weeks at each fixed location
- (v) Enhanced - designate one or more staff to serve at least part-time as a children's services librarian by a qualified individual holding the appropriate librarian certificate at each fixed location;
- (vi) Exceptional/Exemplary – designate one full time equivalent staff member designated as a children's services librarian by a qualified individual holding the appropriate librarian certificate at each fixed location.

(11) Library sponsored programming shall be provided with the following minimum frequency within each library district:

	Minimum/Basic	Exceeding/Enhanced	Exceptional/Exemplary
All Public Libraries	offer 5 library programs for every 1000 people served per year, with a minimum of 12 library programs per year regardless of population served.	at least 10 library programs for every 1000 people served per year, with a minimum of 12 library programs per year regardless of population served.	at least 15 library programs for every 1000 people served per year, with a minimum of 12 library programs per year regardless of population served.

(11) Provide access directly or through the Indiana State Library to large print books, Braille books, audio books, and enhanced media to patrons who are unable to read regular print, because of a visual or a physical disability.

(12) An Integrated Library System with an Online Public Access Catalog available on the library's website.

- (13) The library shall provide public access computers
- (i) with a minimum Internet connection speed of 1.5 Mbps per fixed service location
- (ii) to all persons regardless of residency, so long as such use would not violate any laws or other legally binding prohibitions imposed upon the person, including, but not limited to, fines owed to the library or violations of library policies.

(14) The library shall have a base level of technology consisting of at least one staff computer with office software and operating systems, connected to the internet and a printer. Public access computers shall be connected to the Internet and printers as detailed below:

	Minimum/Basic	Exceeding/Enhanced	Exceptional/Exemplary
Class A and B Public Library	1 Public Access Computer connected to the Internet per 2000 served. Wireless Internet access for patrons in at least one location.	1 Public Access Computer connected to the Internet per 1000 served or a minimum of 2 whichever is greater. Wireless Internet Access in at	1 Public Access Computer connected to the Internet per 500 served or a minimum of 2, whichever is greater. Wireless Internet access in



Class C Public Library	1 Public Access Computer connected to the Internet per 2000 served or minimum of 2, whichever is greater.	least one location and a scanner for patrons.	all public locations and a scanner for patrons.
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(15) The library will purge or mark inactive unused library patron cards at least once every three years, deleting those patrons who have not used the card in the last three years and do not owe materials, fines, or fees to the library.

(l) Hours of service shall be provided to allow the greatest possible access for the community as follows for each public library system. Using the definitions provided in section 1-1-0.6, hours open is calculated by taking the total unique hours the district is open for regular public service for the majority of the year. Below are the standards for hours and service days:

	Minimum/Basic	Exceeding/Enhanced	Exceptional/Exemplary
Class A Libraries	55 hours per week including, 6 (six) evening hours, and 1 (one) weekend day	60 hours per week, 8 evening hours, and 1 weekend day or 60 hours per week, 6 evening hours, and 2 weekend days	65 hours per week, 8 evening hours, 2 weekend days or 65 hours per week, 10 evening hours and 1 weekend day
Class B Libraries	40 hours per week including 4 (four) evening hours, and 1 (one) weekend day	50 hours per week, 4 evening hours, and 1 weekend day	55 hours per week, 6 evening hours, 2 weekend days or 55 hours per week, 8 evening hours and 1 weekend day
Class C Libraries	24 hours per week including 2 (two) evening hours and 1 (one) weekend day	35 hours per week including 2 evening hours, and 1 weekend day	40 hours per week including 4 evening hours, and 2 weekend days or 40 hours per week, 6 evening hours and 1 weekend day

(m) The library shall provide support for continuing education for staff and trustees.

(n) The library shall file with the Indiana state library by February 1 of each year an annual report for the preceding calendar year, in the form prescribed by the Indiana state library. Any falsification of statements certifying which standards have been met shall result in the library being required to return to the Indiana state library any state or federal funding that was received. The report shall include a statement certifying which standards have been met, including a statement outlining the library's intention and specific measures planned to reach the remaining requirements not met at that time.

(o) The Indiana Library and Historical Board may provide a temporary waiver, not to exceed one year, for a public library to be exempt from one or multiple public library standards if:

- (i) the public library is deemed to be out of compliance with one or more standards; and
- (ii) the public library submits an appeal to the Indiana state library seeking a waiver and stipulating the reason(s) for a temporary or one year waiver to be granted; and
- (iii) the request for a waiver illustrates an unusual or unforeseen circumstance beyond the library's control.

*(Indiana Library and Historical Board; 590 IAC 1-1-2.5; filed Mar 17, 1986, 4:00 p.m.: 9 IR 1966; errata, 9 IR 2063; filed Jul 25, 1997, 8:30 a.m.: 20 IR 3367; errata, 21 IR 111; readopted filed Nov 13, 2001, 9:25 a.m.: 25 IR 1303; readopted filed Nov 27, 2007, 10:07 a.m.: 20071226-IR-590070668RFA)*

**Rule 2. Development Plan for Area Library Services Authorities (Repealed)**

*(Repealed by Indiana Library and Historical Board; filed Nov 28, 2001, 3:30 p.m.: 25 IR 1304)*

**Rule 2.5. Minimum Standards for the Indiana Cooperative Library Services Authority (Proposed Repeal)**



### **Rule 3. Indiana Document Depository Libraries**

#### **590 IAC 1-3-1 Selection of depository documents by state library**

Authority: IC 4-23-7-5

Affected: IC 4-23-7.1

Sec. 1. Selection of Depository Documents. Selection of documents to be sent to depository libraries shall be made by the Indiana State Library and shall be determined by the availability and general interest of the document. (*Indiana Library and Historical Board; Rule III, A.1; filed Dec 16, 1974, 2:05 pm: Rules and Regs. 1975, p. 377; readopted filed Nov 13, 2001, 9:25 a.m.: 25 IR 1303; readopted filed Nov 27, 2007, 10:07 a.m.: 20071226-IR-590070668RFA*)

#### **590 IAC 1-3-2 Exemptions from depository program**

Authority: IC 4-23-7-5

Affected: IC 4-23-7.1

Sec. 2. Exemptions from the Depository Program. Documents available only through purchase must be obtained directly from the agency of publication by the depository library, if it desire the publication. (*Indiana Library and Historical Board; Rule III, A.2; filed Dec 16, 1974, 2:05 pm: Rules and Regs. 1975, p. 377; readopted filed Nov 13, 2001, 9:25 a.m.: 25 IR 1303; readopted filed Nov 27, 2007, 10:07 a.m.: 20071226-IR-590070668RFA*)

#### **590 IAC 1-3-3 Inter-library loan and reference services required**

Authority: IC 4-23-7-5

Affected: IC 4-23-7.1

Sec. 3. Required Services. Depository libraries must provide inter-library loan and reference service in connection with Indiana state documents to the libraries and to citizens in their respective regions, and make every effort to see that depository documents are available to the general public and to promote their reference use. (*Indiana Library and Historical Board; Rule III, B; filed Dec 16, 1974, 2:05 pm: Rules and Regs. 1975, p. 377; readopted filed Nov 13, 2001, 9:25 a.m.: 25 IR 1303; readopted filed Nov 27, 2007, 10:07 a.m.: 20071226-IR-590070668RFA*)

#### **590 IAC 1-3-4 Retention of depository documents**

Authority: IC 4-23-7-5

Affected: IC 4-23-7.1

Sec. 4. Retention of Documents. All depository documents must be retained at least five years by the depository library. (*Indiana Library and Historical Board; Rule III, C; filed Dec 16, 1974, 2:05 pm: Rules and Regs. 1975, p. 377; readopted filed Nov 13, 2001, 9:25 a.m.: 25 IR 1303; readopted filed Nov 27, 2007, 10:07 a.m.: 20071226-IR-590070668RFA*)

#### **590 IAC 1-3-5 Disposal of documents by state university depository libraries**

Authority: IC 4-23-7-5

Affected: IC 4-23-7.1

Sec. 5. Disposal of Documents by the four State University Depository Libraries. The four state university depository libraries must request the approval of the State Library before disposing of depository documents retained five years or longer. (*Indiana Library and Historical Board; Rule III, D.1; filed Dec 16, 1974, 2:05 pm: Rules and Regs. 1975, p. 378; readopted filed Nov 13, 2001, 9:25 a.m.: 25 IR 1303; readopted filed Nov 27, 2007, 10:07 a.m.: 20071226-IR-590070668RFA*)

#### **590 IAC 1-3-6 Disposal of documents by secondary depository libraries**

Authority: IC 4-23-7-5

Affected: IC 4-23-7.1

Sec. 6. Disposal of Documents by Secondary Depository Libraries. Secondary depository libraries may, at their own discretion, dispose of documents retained five years or longer, unless the State Library has given advance notice that certain documents are needed for the State Library's collection. (*Indiana Library and Historical Board; Rule III, D.2; filed Dec 16, 1974, 2:05 pm: Rules and Regs. 1975, p. 378; readopted filed Nov 13, 2001, 9:25 a.m.: 25 IR 1303; readopted filed Nov 27, 2007, 10:07 a.m.: 20071226-IR-590070668RFA*)

#### **590 IAC 1-3-7 Termination as depository library by request or for cause**

Authority: IC 4-23-7-5

Affected: IC 4-23-7.1

Sec. 7. Termination as a Depository Library. Any depository library has the right to relinquish its privilege at any time by addressing a letter to the



Director of the Indiana State Library stating that the library no longer wishes to be a depository for Indiana state documents.

The privilege may also be taken away by the Director of the Indiana State Library for failure of the library to adhere to the Regulations [590 IAC 1-3] for Indiana Document Depository Libraries.

Upon termination of the depository privilege, either by request or for cause, the library shall request of the Director of the Indiana State Library instructions concerning disposition to be made of the depository publications of the library. (*Indiana Library and Historical Board; Rule III,E; filed Dec 16, 1974, 2:05 pm; Rules and Regs. 1975, p. 378; readopted filed Nov 13, 2001, 9:25 a.m.; 25 IR 1303; readopted filed Nov 27, 2007, 10:07 a.m.; 20071226-IR-590070668RFA*)

\*

To: Library Board

July 22, 2009

We are sorry that we haven't been able to get a tentative plan to you for this meeting, but with summer and vacations and the many obligations we already had ongoing, we were not able to get together to present a cohesive plan for your space. We do, however, have some tentative thoughts. We think we should first decide on a theme for the garden. Do we want to consider it a butterfly garden and think about host plants for caterpillars and nectar plants for the butterflies, or make it a hummingbird garden, or just think about a xeriscape? (low water usage) These are not the only options, but some that we have in mind.

We were also thinking for the backside that a row of grasses with a bench and a couple of knockout roses beside it might be nice. We will try to get together after this vacation season is over and get something with specific plants and design. There is still time to put in plants in the fall. Many things are best planted in the fall. Things that need planted in the spring could be a second phase of the project.

I would volunteer to keep an eye on the beds after they are planted, and trim and deadhead when necessary. If it requires more work, I could ask for volunteers from our group at Master Gardeners or the Friends of the Library.

Sincerely, Dorcia Stottlemyer

MONTHLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

	AUG 2008	AUG 2009	Amount of Change	% OF Change	YTD 2008	YTD 2009	Amount of Change	YTD % OF Change
<b>ELWOOD</b>								
ADULT	2,728	2,918	190	7%	23,319	24,203	884	4%
JUVENILE	1,928	1,284	-644	-33%	14,556	13,117	-1,439	-10%
Y. A.	165	321	156	95%	1,778	2,349	571	32%
PERIOD.	566	560	-6	-1%	4,324	4,644	320	7%
AUDIO	196	179	-17	-9%	1,447	1,191	-256	-18%
VIDEO	3,768	4,779	1011	27%	32,779	37,192	4,413	13%
<b>TOTAL</b>	<b>9,351</b>	<b>10,041</b>	<b>690</b>	<b>7%</b>	<b>78,203</b>	<b>82,696</b>	<b>4,493</b>	<b>6%</b>
<b>FRANKTON</b>								
ADULT	1,107	1,162	55	5%	9,297	9,565	268	3%
JUVENILE	791	753	-38	-5%	6,164	5,516	-648	-11%
Y. A.	92	138	46	50%	1,228	1,300	72	6%
PERIOD.	296	283	-13	-4%	2,647	2,277	-370	-14%
AUDIO	34	47	13	38%	355	408	53	15%
VIDEO	1,625	1,592	-33	-2%	13,489	13,119	-370	-3%
<b>TOTAL</b>	<b>3,945</b>	<b>3,975</b>	<b>30</b>	<b>1%</b>	<b>33,180</b>	<b>32,185</b>	<b>-995</b>	<b>-3%</b>
<b>HAZELBAKER</b>								
ADULT	825	779	-46	-6%	5,763	6,567	804	14%
JUVENILE	379	364	-15	-4%	3,521	3,330	-191	-5%
Y. A.	84	43	-41	-49%	473	477	4	1%
PERIOD.	128	123	-5	-4%	946	1,126	180	19%
AUDIO	80	43	-37	-46%	168	261	93	55%
VIDEO	876	801	-75	-9%	6,078	6,891	813	13%
<b>TOTAL</b>	<b>2,372</b>	<b>2,153</b>	<b>-219</b>	<b>-9%</b>	<b>16,949</b>	<b>18,652</b>	<b>1,703</b>	<b>10%</b>
<b>SYSTEM</b>								
ADULT	4,660	4,859	199	4%	38,379	40,335	1,956	5%
JUVENILE	3,098	2,401	-697	-22%	24,241	21,963	-2,278	-9%
Y. A.	341	502	161	47%	3,013	4,126	1,113	37%
PERIOD.	990	966	-24	-2%	7,083	8,047	964	14%
AUDIO	310	269	-41	-13%	1,739	1,860	121	7%
VIDEO	6,269	7,172	903	14%	52,346	57,202	4,856	9%
<b>TOTAL</b>	<b>15,668</b>	<b>16,169</b>	<b>501</b>	<b>3%</b>	<b>126,801</b>	<b>133,533</b>	<b>6,732</b>	<b>5%</b>

	ELWOOD	FRANKTON	HAZELBAKER
TRAFFIC	10,345	2,322	1,750
REF.	143	46	24
ASSIST.	1,501	358	180
COMP./WIRE	3,180/55	881/10	823/7
PROG. A.	2/17	0/0	3/53
J.	0/0	1/4	0/0

TECH SERVICES PROCESSED 2,475 ITEMS.

Prepared by Sarah McElfresh



Agenda

October 12th, 2009

North Madison County Public Library System  
Board of Trustees

Frankton Community Library

2010 Budget Hearing

5:00 P.M.  
Agenda

Call to Order  
Call for Quorum  
Presentation of Budget Estimates and Tax Levies for the 2010 Budget  
Public Comment  
Adjourn

Regular Meeting  
5:15 P.M.

Call to Order  
Call for Quorum  
Minutes  
Claims Register & Checks  
Old Business  
1. Working Budget for 2009  
2. Library Owned Laptop Computers – Computer Policy Change  
New Business  
1. Barb McAdams, Frankton Branch Manager  
2. Resolution to Request Advance Tax Draw  
Director's Report  
Public Comment  
Adjournment

MODE - MEMORY TRANSMISSION START-OCT-08 16:18 END-OCT-08 16:19  
FILE NO.-278

STN COMM. ONE-TOUCH/ STATION NAME/TEL NO. PAGES DURATION  
NO. ABBR NO.  
001 OK <04> HERALD BULLETIN 001/001 00:00:29

-ELWOOD LIBRARY -

\*\*\*\*\* -17655520955 - \*\*\*\*\* 1765552001- \*\*\*\*\*

Agenda

October 12th, 2009

North Madison County Public Library System  
Board of Trustees

Frankton Community Library

2010 Budget Hearing

5:00 P.M.  
Agenda

Call to Order  
Call for Quorum  
Presentation of Budget Estimates and Tax Levies for the 2010 Budget  
Public Comment  
Adjourn

Regular Meeting

Please publish  
on Friday and  
again on Monday  
Thank  
you

ter Policy Change

Please publish  
on Friday and  
again on Monday  
Thank  
you

MODE = MEMORY TRANSMISSION

START-OCT-08 16:17

END-OCT-08 16:18

FILE NO.-277

STN NO.	COMM.	ONE-TOUCH/ ABBR NO.	STATION NAME/TEL NO.	PAGES	DURATION
001	OK	<03>	CALL LEADER	001/001	00:00:13

-ELWOOD LIBRARY -

\*\*\*\*\* -17655520955 - \*\*\*\*\* - 17655525001- \*\*\*\*\*

### Agenda

October 12th, 2009

North Madison County Public Library System  
Board of Trustees

#### Frankton Community Library

2010 Budget Hearing

5:00 P.M.  
Agenda

Call to Order  
Call for Quorum  
Presentation of Budget Estimates and Tax Levies for the 2010 Budget  
Public Comment  
Adjourn

Regular Meeting  
5:15 P.M.

Call to Order  
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New Business  
    1. Barb McAdams, Frankton Branch Manager  
    2. Resolution to Request Advance Tax Draw  
Director's Report  
Public Comment  
Adjournment

*Please publish  
on Friday and  
again on Monday  
Thank  
you*



NORTH MADISON COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES  
BUDGET HEARING for CORRECTION to 2010 BUDGET  
October 12, 2009  
5:00pm

CALL TO ORDER

President Mike Robertson called the budget hearing for correction to 2010 budget of the North Madison County Public Library Board of Trustees to order at 5:00pm on October 12, 2009 in the meeting room of the Frankton Community Library.

CALL FOR QUORUM

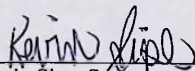
Present were members Mike Robertson, Leslie Rittenhouse, Wayne Davidson, Kevin Sipe, Bette Dalzell and Beverly Austin. Also in attendance were Director Jamie Scott, Branch Manager Barbara McAdams and Administrative Assistant Diana Shepard.

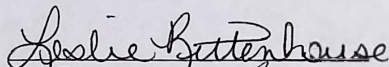
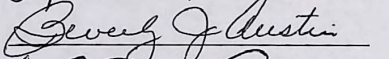
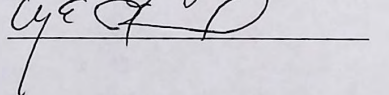
PRESENTATION OF THE CORRECTED BUDGET ESTIMATES AND TAX LEVIES FOR THE 2010 BUDGET

Due to the 2010 budget being adopted before the County Council's non-binding review the following correction to 2010 budget estimates and tax levies were presented by the Director. They include: General Fund with a budget estimate of \$1,145,092, maximum estimated funds to be raised of \$677,000 and a current tax levy of \$641,517; Lease Rental Fund with a budget estimate of \$242,000, maximum estimated funds to be raised of \$230,000 with a current tax levy of \$213,839; Rainy Day Fund with a budget estimate of \$15,000 with no maximum estimated funds to be raised and no current tax levy. The total budget estimate is \$1,402,092 with total maximum estimated funds to be raised of \$907,000. The 2010 estimated maximum levy limitation for this unit is \$665,851. The Board of Trustees of the North Madison County Public Library will meet on October 26, 2009 at 5:00pm to adopt the 2010 budget.

Public comment was sought. None was forthcoming.

With no objections the meeting was adjourned.

  
\_\_\_\_\_  
Kevin Sipe, Secretary

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

CALL TO ORDER

President Mike Robertson called a regular meeting of the North Madison County Public Library Board of Trustees to order at 5:15pm in the meeting room of the Frankton Community Library.

CALL FOR QUORUM

Present were members Mike Robertson, Leslie Rittenhouse, Wayne Davidson, Kevin Sipe, Bette Dalzell and Beverly Austin. Also in attendance were Director Jamie Scott, Branch Manager Barbara McAdams and Administrative Assistant Diana Shepard.

MINUTES

Minutes from the September 9, 2009 regular meeting were approved after a motion was made by Kevin Sipe and seconded by Leslie Rittenhouse.

CLAIMS REGISTER AND CHECKS

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

OLD BUSINESS

Working Budget for 2009

Seventy-three percent of the working budget has been spent to date.

Library Owned Laptop Computers-Computer Policy Change

Beverly Austin made a motion to adopt an addition to the Public Access Computer Policy to include in-house loans of library owned laptop computers. Bette Dalzell made a second and the motion carried.

NEW BUSINESS

Barbara McAdams, Frankton Branch Manager

Barbara McAdams pointed out the ceiling tiles which are displayed in the meeting room; they were painted by participants of the Summer Reading Program. Also on display are be creative hand prints from the summer Reading Program. New landscaping has been planted around the sign at Frankton by volunteers of the Madison County Master Gardeners Association. The landscaping as well as the purchase of a new bench is in memory of Lloyd Young. Frankton programming includes a Tuesday morning adult reading group consisting of ten ladies. Each Tuesday they have a two hours book discussion and when they are between books they will watch a movie. Story time is on Friday at 10:00 with an average attendance of twelve 3 and 4 years olds. The meeting room is used quite frequently by the community. Over \$200 was raised from a book sale held during Frankton Heritage Days. Linda Kemper has been working between 30 and

35 hours per week since her surgery, which leaves the library short staffed. There are two volunteers from school helping out with the cleaning of materials.

Resolution to Request Advance Tax Draw

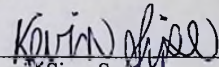
A resolution to request an advance tax draw was read by Secretary Kevin Sipe. Secretary Sipe made a motion to approve the request for an advance tax draw. Leslie Rittenhouse made a second and the motion carried.

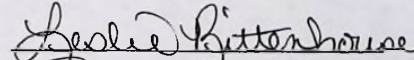
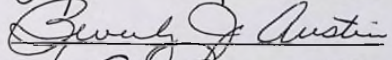
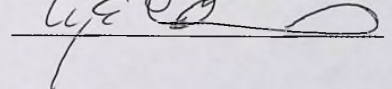
A motion was made by Beverly Austin giving Diana Shepard authority to move funds between bank accounts as it becomes necessary. Kevin Sipe made a second and the motion carried.

DIRECTOR'S REPORT

The Director and Administrative Assistant attended an ILF Legislative Forum on September 22, 2009. John Burnett, library lobbyist, was a guest speaker. He explained how the library community does not want the circuit breaker to become part of the constitution and that the ILF is against consolidation of libraries. Governor Daniels seems to be mainly for consolidation of schools. Therefore, unless discussion of consolidation of libraries becomes an issue, it should be left alone. Terri Austin mainly discussed that libraries should show their community how you are working with other local government units in share resources. The library has been working with the other libraries in Madison County in the area of pest control through Baxter. It was asked about any progress in sharing with other libraries as far as health insurance; there has been none. The Director attended a dedication ceremony at Anderson University on October 2, 2009. James and Elizabeth York have donated over 6000 rare children's books to Anderson University. They in turn have dedicated a children's reading room to house this valuable collection. The dedication celebration featured author, illustrator David Slomin who wrote such stories as "He Came with the Couch". The Elizabeth York Children's Literature Festival is to be held each year and the Director would like to send those who work with children to the event next year. A special meeting will be held on October 26, 2009 at 5:00 to adopt the 2010 corrected budget, a quorum is required. Keith Baldwin is to start on the shelving at Summitville. No word has been received from Myers Construction on the gutter and electrical work at Frankton.

With no objections the meeting was adjourned.

  
Kevin Sipe, Secretary



North Madison County Public Library System  
Board of Trustees

Elwood Public Library Meeting Room

October 26<sup>th</sup>, 2009

5:00 p.m.

Special Meeting to Adopt 2010 Budget

Agenda

Call to Order

Call for Quorum

Adopt 2010 Budget –Read by Secretary

Public Comment

Adjourn

NORTH MADISON COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES  
CORRECTION 2010 BUDGET ADOPTION  
October 26, 2009  
5:00pm  
Elwood Public Library

CALL TO ORDER

Vice President Wayne Davidson called the correction to 2010 budget adoption meeting of the North Madison County Public Library to order on October 26, 2009 at 5:00pm in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

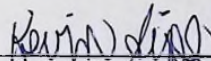
Present were members Wayne Davidson, Beverly Austin, Kevin Sipe, Dan Prieshoff, Bette Dalzell and Leslie Rittenhouse. Also in attendance were Director Jamie Scott and Administrative Assistant Diana Shepard.

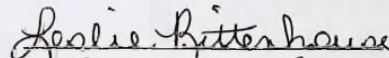
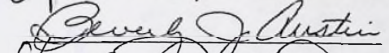
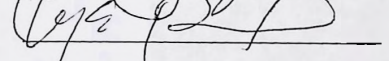
NEW BUSINESS

Correction 2010 Budget adoption

The correction to the 2010 budget was read by Secretary Kevin Sipe which included an adoption date, after the allotted time, following the unbinding review by the County Council. The following budget was presented for adoption: Operating Budget, \$1,145,092; Debt Service Budget, \$242,000; and Rainy Day Budget, \$15,000. A motion was made by Kevin Sipe to adopt the correction to the 2010 budget as presented. Leslie Rittenhouse made a second and the motion carried.

Public comment was sought, there was none.

  
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Kevin Sipe, Secretary

  
  
  
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# Register Of Claims

## North Madison County Public Library System

Report Date: From 9/10/2009 To 10/12/2009

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	518	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$155.00	9/30/2009	P/R ENDING 9/26/09
<b>Total this claim</b>					\$155.00		
0	509	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,433.20	9/16/2009	P/R ENDING 9/12/09
			FICA	Payroll Deductions	\$1,161.55		
			Federal Taxes Withheld	Payroll Deductions	\$1,931.36		
			Medicare	Payroll Deductions	\$271.65		
<b>Total this claim</b>					\$4,797.76		
0	510	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$155.00	9/16/2009	P/R ENDING 9/12/09
<b>Total this claim</b>					\$155.00		
0	517	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,420.26	9/30/2009	P/R ENDING 9/26/09
			FICA	Payroll Deductions	\$1,151.06		
			Federal Taxes Withheld	Payroll Deductions	\$1,907.49		
			Medicare	Payroll Deductions	\$269.20		
<b>Total this claim</b>					\$4,748.01		
1067 x	551	QUILL CORPORATION <i>Summitville Bank</i>	Gift	Furniture & Equipment	\$98.98	10/12/2009	TASK CHAIRS - SUMMITVILLE
<b>Total this claim</b>					\$98.98		
0	516	PAYROLL	Operating Fund	Salary of Director	\$1,636.51	9/30/2009	PAYROLL
			Operating Fund	Salary of Assistants	\$14,569.31		
			Operating Fund	Salary of Assistants	\$965.60		
			Operating Fund	Wages of Janitor	\$1,393.60		
<b>Total this claim</b>					\$18,565.02		
0	508	PAYROLL	Operating Fund	Salary of Director	\$1,636.51	9/16/2009	PAYROLL
			Operating Fund	Salary of Assistants	\$14,714.25		
			Operating Fund	Salary of Assistants	\$965.60		
			Operating Fund	Wages of Janitor	\$1,418.00		
<b>Total this claim</b>					\$18,734.36		
25948	512	EMILY DAVIDSON	Operating Fund	Postage & UPS	\$2.24	9/16/2009	PETTY CASH REIMBURSEMENT
			Operating Fund	Summitville Programing	\$36.39		
<b>Total this claim</b>					\$38.63		
25949	511	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$350.00	9/16/2009	P/R ENDING 9/12/09
<b>Total this claim</b>					\$350.00		



<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>
25950	513	INDIANA-AMERICAN WATER C	Operating Fund Operating Fund	Water Waste Disposal Services	\$54.56 \$10.50	9/16/2009	SERVICE FOR SUMMITVILLE
<b>Total this claim</b>					<u>\$65.06</u>		
25951	514	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$48.80	9/16/2009	SERVICE FOR ELWOOD
<b>Total this claim</b>					<u>\$48.80</u>		
25952	515	INDIANA LIBRARY FEDERATI	Operating Fund	Professional Meetings	\$44.00	9/16/2009	2009 ILF LEGISLATIVE FORUM- JAMIE SCOTT & DIANA SHEPARD
<b>Total this claim</b>					<u>\$44.00</u>		
25953	522	AT&T LONG DISTANCE	Operating Fund Operating Fund	Telephone & Telegraph Telephone & Telegraph	\$40.69 \$13.90	9/30/2009	SERVICE FOR ELWOOD & SUMMITVILLE
<b>Total this claim</b>					<u>\$54.59</u>		
25954	523	AVAYA COMMUNICATION	Operating Fund	Telephone & Telegraph	\$38.82	9/30/2009	As per attached invoices.
<b>Total this claim</b>					<u>\$38.82</u>		
25955	525	BOUCHERCON 2009	Operating Fund	Professional Meetings	\$23.00	9/30/2009	CONFERENCE - MARY HENDRICK
<b>Total this claim</b>					<u>\$23.00</u>		
25956	524	BURNETTE - DELLINGER INC.	Operating Fund	Insurance	\$10,543.00	9/30/2009	PACKAGE POLICY RENEWAL
<b>Total this claim</b>					<u>\$10,543.00</u>		
25957	526	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$233.22	9/30/2009	SERVICE FOR ELWOOD
<b>Total this claim</b>					<u>\$233.22</u>		
25958	521	CONSUMERS LIFE INSURANC	Operating Fund Insurance	Emp Cont Group Ins Payroll Deductions	\$4,446.07 \$860.22	9/30/2009	HEALTH INSURANCE 10/1/09-11/1/09
<b>Total this claim</b>					<u>\$5,306.29</u>		
25959	519	INDIANA DEPARTMENT OF RE	State Tax Withheld County Taxes Withheld	Payroll Deductions Payroll Deductions	\$2,057.10 \$688.86	9/30/2009	PAYROLL DEDUCTIONS FOR SEPTEMBER
<b>Total this claim</b>					<u>\$2,745.96</u>		
25960	527	INDIANA MICHIGAN POWER C	Operating Fund Operating Fund	Electricity Electricity	\$1,967.90 \$540.68	9/30/2009	SERVICE FOR ELWOOD & SUMMITVILLE
<b>Total this claim</b>					<u>\$2,508.58</u>		
25961	520	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$350.00	9/30/2009	P/R ENDING 9/26/09
<b>Total this claim</b>					<u>\$350.00</u>		
25962	528	PITNEY BOWES	Operating Fund	Equipment/Rental	\$129.00	9/30/2009	LEASE POSTAGE METER
<b>Total this claim</b>					<u>\$129.00</u>		

<i>Wozrant 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>
25963	530	POSTMASTER - SUMMITVILL	Operating Fund	Equipment/Rental	\$100.00	9/30/2009	POST OFFICE BOX # 486 ZIP CODE 46070
					<b>Total this claim</b>		
					\$100.00		
25964	532	PUBLIC EMP. RETIREMENT F	PERF Operating Fund	Payroll Deductions Emp Cont PERF	\$4,738.56 \$8,157.31	9/30/2009	3RD QUARTER PERF PAYMENT
					<b>Total this claim</b>		
					\$12,895.87		
25965	529	TOWN OF FRANKTON	Operating Fund Operating Fund Operating Fund	Electricity Water Waste Disposal Services	\$517.70 \$13.30 \$14.06	9/30/2009	UTILITIES FOR FRANKTON
					<b>Total this claim</b>		
					\$545.06		
25966	531	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$21.63	9/30/2009	SERVICE FOR FRANKTON
					<b>Total this claim</b>		
					\$21.63		
25967	533	AT&T	Operating Fund	Telephone & Telegraph	\$300.08	10/12/2009	SERVICE FOR ELWOOD
					<b>Total this claim</b>		
					\$300.08		
25968	561	BAKER & TAYLOR	Operating Fund Operating Fund Operating Fund Operating Fund Operating Fund Operating Fund Gift	Elwood Adult Elwood Childrens Elwood YA Frankton Summitville Title Source Frankton	\$2,692.34 \$971.12 \$235.92 \$1,373.51 \$1,127.27 \$2,400.00 \$67.20	10/12/2009	As per attached invoices.
					<b>Total this claim</b>		
					\$8,887.36		
25969	534	BANC OF AMERICA LEASING	Operating Fund	Equipment/Rental	\$366.00	10/12/2009	LEASE KONICA MINOLTA COLOR COPIER
					<b>Total this claim</b>		
					\$366.00		
25970	564	BARTHOLOMEW COUNTY PU	Operating Fund	Other	\$20.95	10/12/2009	LOST INTERLIBRARY LOAN BOOK
					<b>Total this claim</b>		
					\$20.95		
25971	535	CENTRAL OFFICE PRODUCTS	Operating Fund Operating Fund	Office Supplies Professional Services	\$250.00 \$325.00	10/12/2009	FAX ANNUAL SERVICE CONTRACT & TONER
					<b>Total this claim</b>		
					\$575.00		
25972	536	CINTAS CORPORATION #366	Operating Fund	Cleaning & Sanitation Supplies	\$142.70	10/12/2009	As per attached invoices.
					<b>Total this claim</b>		
					\$142.70		
25973	537	EDUCATION NETWORKS OF A	St Technology Fund Gr	Telephone & Telegraph	\$855.00	10/12/2009	INTERNET ACCESS SERVICE
					<b>Total this claim</b>		
					\$855.00		



<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>
25974	562	ELWOOD CALL LEADER	Operating Fund	Advertising & Public Notices	\$72.51	10/12/2009	CORRECTION BUDGET PUBLICATION
<b>Total this claim</b>					\$72.51		
25975	538	ELWOOD FIRE EQUIPMENT C	Operating Fund	Professional Services	\$330.00	10/12/2009	SPRINKLER INSPECTION & BACK FLOW TEST
<b>Total this claim</b>					\$330.00		
25976	539	FILIP, INC.	Operating Fund	Cleaning & Sanitation Supplies	\$192.07	10/12/2009	As per attached invoices.
<b>Total this claim</b>					\$192.07		
25977	540	GAYLORD BROS.	Operating Fund	Furniture & Equipment	\$323.49	10/12/2009	BOOK TRUCK
<b>Total this claim</b>					\$323.49		
25978	542	H.W.WILSON COMPANY	Operating Fund	Elwood Childrens	\$301.00	10/12/2009	MID & JR HIGH SCHOOL CORE COLLECTION
<b>Total this claim</b>					\$301.00		
25979	541	HARPER'S LAWN CARE	Operating Fund	Professional Services	\$105.00	10/12/2009	LAWN CARE - FRANKTON
<b>Total this claim</b>					\$105.00		
25980	563	HERALD BULLETIN, THE	Operating Fund	Advertising & Public Notices	\$79.77	10/12/2009	CORRECTION BUDGET PUBLICATION
<b>Total this claim</b>					\$79.77		
25981	543	HORTON & SONS OF ELWOOD	Operating Fund	Operating Supplies	\$289.05	10/12/2009	As per attached invoices.
<b>Total this claim</b>					\$289.05		
25982	544	IDLEWINE LAWNMOWER SAL	Operating Fund	Equipment/Maint.	\$1,078.06	10/12/2009	NEW ENGINE IN LAWN TRACTOR
<b>Total this claim</b>					\$1,078.06		
25983	560	INDIANA LIBRARY FEDERATI	Operating Fund	Professional Meetings	\$255.00	10/12/2009	ILF ANNUAL CONFERENCE JAMIE SCOTT, GLENNA STEWART, BARB McADAMS
<b>Total this claim</b>					\$255.00		
25984	545	LIBRARY STORE INC., THE	Operating Fund	Book Processing	\$182.32	10/12/2009	As per attached invoices.
<b>Total this claim</b>					\$182.32		
25985	546	LMC SERVICE SOLUTIONS	Operating Fund	Professional Services	\$529.95	10/12/2009	SUMMITVILLE FURNACE MAINTENANCE
<b>Total this claim</b>					\$529.95		
25986	565	MAILBOX YEARBOOK	Operating Fund	Frankton	\$69.90	10/12/2009	2009 PRESCHOOL & INTERMEDIATE
<b>Total this claim</b>					\$69.90		
25987	547	MARSH SUPERMARKET	Operating Fund	Elwood Children's Programing	\$123.14	10/12/2009	As per attached invoices.
<b>Total this claim</b>					\$123.14		

<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>
25988	558	MIDWEST TAPE	Operating Fund	Frankton AV	\$396.75	10/12/2009	As per attached invoices.
			Operating Fund	Elwood AV	\$554.73		
			Operating Fund	Summitville AV	\$276.83		
				<b>Total this claim</b>	<b>\$1,228.31</b>		
25989	557	ORIENTAL TRADING COMPAN	Operating Fund	Elwood Children's Programing	\$690.21	10/12/2009	As per attached invoices.
			Gift	Frankton Programing	\$84.88		
				<b>Total this claim</b>	<b>\$775.09</b>		
25990	549	POPULAR SUBSCRIPTION SE	Operating Fund	Elwood Period. & News.	\$2,587.40	10/12/2009	ANNUAL MAGAGINE
			Operating Fund	Frankton Per. & Newsp.	\$1,304.62		SUBSCRIPTIONS
			Operating Fund	Summitville Period. & Newsp.	\$659.04		
				<b>Total this claim</b>	<b>\$4,551.06</b>		
25991	548	POSTMASTER	Operating Fund	Postage & UPS	\$88.00	10/12/2009	STAMPS - FRANKTON
				<b>Total this claim</b>	<b>\$88.00</b>		
25992	550	QUILL CORPORATION	Operating Fund	Office Supplies	\$314.97	10/12/2009	As per attached invoices.
				<b>Total this claim</b>	<b>\$314.97</b>		
25993	552	RAMSAY BUSINESS PRODUC	Operating Fund	Office Supplies	\$34.11	10/12/2009	As per attached invoices.
			Operating Fund	Office Supplies	\$20.17		
				<b>Total this claim</b>	<b>\$54.28</b>		
25994	559	SARAH McELFRESH	Operating Fund	Traveling Expense	\$45.20	10/12/2009	MILEAGE
				<b>Total this claim</b>	<b>\$45.20</b>		
25995	553	TOPS TRUE VALUE	Operating Fund	Operating Supplies	\$9.25	10/12/2009	As per attached invoices.
				<b>Total this claim</b>	<b>\$9.25</b>		
25996	554	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$14.18	10/12/2009	SERVICE FOR SUMMITVILLE
				<b>Total this claim</b>	<b>\$14.18</b>		
25997	555	VERIZON	Operating Fund	Telephone & Telegraph	\$260.61	10/12/2009	SERVICE FOR FRANKTON
				<b>Total this claim</b>	<b>\$260.61</b>		
25998	556	WISE CHOICE LAWN CARE	Operating Fund	Professional Services	\$460.00	10/12/2009	LAWN CARE SUMMITVILLE &
			Operating Fund	Professional Services	\$90.00		ELWOOD
				<b>Total this claim</b>	<b>\$550.00</b>		



Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
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**Total Amount of Claims \$106,244.94**

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, October 09, 2009

\_\_\_\_\_  
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>Beverly O Austin</u>	<u>Lydia E D</u>	_____
<u>Beth D Stabell</u>	<u>Leslie Butterhouse</u>	_____
<u>Michael Robertson</u>	<u>Keirina (Dino)</u>	_____

**SIGNATURES OF GOVERNING BOARD**

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/1998.

Operating Fund	2008	2009 (Pub)	2009 (Working)	Disbursements to September	% Used	Difference (Pub and Working)
<b>1. Personal Services</b>						
<b>Salaries and Wages</b>						
Librarian/Director	44,363	45,694	42,550	32,730.20	77%	3,144
Salary of Assistants	477,289	491,608	435,500	338,162.07	78%	56,108
Wages of Janitor	34,650	35,690	35,690	27,859.90	78.1%	-
<b>Employee Benefits</b>						
Employee Benefits -Unemployment Comp.	1,750	1,750	1,750	1,080.89	62%	-
Employer's FICA & Medicare	43,000	45,000	42,000	30,504.93	73%	3,000
Emp. Cont. PERF	34,000	38,000	34,000	23,062.66	68%	4,000
Emp. Cont. Group Ins.	78,660	78,660	64,000	46,027.27	72%	14,660
Salary of Board Treasurer	300	300	300	-	0%	-
<b>Total Personal Services</b>	<b>714,012</b>	<b>736,702</b>	<b>655,790</b>	<b>499,427.92</b>	<b>76%</b>	<b>80,912</b>
<b>2. Supplies</b>						
Office Supplies	10,000	10,000	7,000	5,732.16	82%	3,000
Stationary & Supplies	500	500	100	-	0%	400
Operating Supplies	8,500	8,500	7,000	4,380.81	63%	1,500
Cleaning & Sanitation Supplies	3,500	3,500	3,500	1,781.47	51%	-
Fuel, Oil, and Lubricants	150	150	150	60.60	40%	-
Bldg. Matl. And Supplies	500	250	100	-	0%	150
Paint and Painting Supplies	500	250	100	-	0%	150
Repair Parts/Maintenance	1,000	1,000	1,000	-	0%	-
Other Repair & Maintenance Supplies	500	250	100	-	0%	150
Book Processing	4,000	4,000	4,000	2,031.26	51%	-
Automation	15,000	12,000	12,000	12,084.00	101%	-
Official Record	1,000	1,000	1,000	270.02	27%	-
<b>Total Supplies</b>	<b>45,150</b>	<b>41,400</b>	<b>36,050</b>	<b>26,340.32</b>	<b>73%</b>	<b>5,350</b>
<b>3. Other Services &amp; Charges</b>						
Professional Services	23,000	25,000	25,000	16,860.23	67%	-
Consulting Services	4,000	4,000	1,000	-	0%	3,000
Legal Services	2,000	2,000	2,000	792.42	40%	-
Engineering & Architects	100	100	50	-	0%	50
Telephone & Telegraph	31,750	39,250	8,000	6,336.71	79%	31,250
Postage & UPS	3,700	3,700	3,000	2,040.62	68%	700
Traveling Expense	3,000	3,000	3,000	1,598.36	53%	-
Professional Meetings	1,000	1,000	1,000	587.00	59%	-
Elwood Children's Programming	3,500	3,500	3,500	1,229.40	35%	-
Elwood Adult Programming	1,400	1,400	1,400	1,148.43	82%	-
Frankton Programming	2,500	2,500	2,500	2,346.92	94%	-
Summitville Programming	1,250	1,250	1,250	1,010.57	81%	-
Title Source (Baker & Taylor)	3,100	3,100	3,100	295.00	10%	-
Advertising & Public Notices	600	600	400	577.47	144%	200
Insurance	18,000	18,000	15,000	13,403.00	89%	3,000
Official Bonds	400	400	400	200.00	50%	-



Operating Fund	2008	2009 (Pub)	2009 (Working)	Disbursements to September	% Used	Difference (Pub and Working)
Gas (HVAC)	20,000	20,000	10,000	7,202.38	72%	10,000
Electricity	32,000	32,000	30,000	22,774.87	76%	2,000
Water	4,000	4,000	4,000	2,788.08	70%	-
Waste Disposal Services	1,000	1,000	800	611.42	76%	200
Bldg. & Structure/Maint.	1,000	1,000	1,000	580.65	58%	-
Equipment/Maint.	4,000	4,000	2,000	329.75	16%	2,000
Equipment/Rental	3,000	3,500	3,000	1,585.00	53%	500
Dues	1,200	1,500	1,500	1,495.42	100%	-
Taxes	800	500	500	-	0%	-
Interest on Temporary Loans	10,000	2,000	100	-	0%	1,900
Transfer to LIRF	-	6,000	6,000	-	0%	-
<b>Total Other Services</b>	<b>178,308</b>	<b>184,300</b>	<b>129,500</b>	<b>85,793.70</b>	<b>66%</b>	<b>54,800</b>
<b>4. Capital Outlays</b>						-
Land Buildings Improvements	500	500	50	20.97	42%	450
Furniture & Equipment	7,000	4,000	1,000	1,047.34	105%	3,000
Technology Equipment	16,000	16,000	13,440	4,617.04	34%	2,560
Elwood Adult	33,000	33,000	27,720	20,069.99	72%	5,280
Elwood Childrens	14,200	14,200	11,928	9,223.64	77%	2,272
Elwood YA	4,000	4,000	3,360	2,489.12	74%	640
Frankton	18,500	18,500	15,540	11,725.19	75%	2,960
Summitville	15,500	15,500	13,020	9481.91	73%	2,480
Elwood Indiana Room	1,000	1,000	840	-	0%	160
Elwood Period. & News.	5,300	4,500	4,500	798.94	18%	-
Frankton Per. & Newsp.	3,250	2,800	2,800	298.95	11%	-
Summitville Period. & Newsp.	2,000	1,700	1,700	526.45	31%	-
Elwood AV	15,900	15,900	13,356	10,510.91	79%	2,544
Frankton AV	9,400	9,400	7,896	6,924.03	88%	1,504
Hazelbaker AV	5,000	5,000	4,200	3,338.56	79%	800
Technology Software	4,500	4,500	3,780	1,705.59	45%	720
<b>Total Capital Outlays</b>	<b>155,050</b>	<b>150,500</b>	<b>125,130</b>	<b>82,778.63</b>	<b>66%</b>	<b>25,370</b>
<b>Operating Fund</b>	<b>1,092,520</b>	<b>1,112,902</b>	<b>946,470</b>	<b>694,340.57</b>	<b>73%</b>	<b>166,432</b>

## **PUBLIC ACCESS COMPUTER POLICY OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM**

Access to electronic information via the World Wide Web is complementary to the mission of the North Madison County Public Library System (hereafter identified as NMCPLS). Electronic information can satisfy the research and informational needs of NMCPLS users, and access to the Internet provides an unlimited resource of knowledge contained in libraries, databases, and other information resources around the world.

No one owns the Internet and therefore it cannot be legally controlled in its content or information. The NMCPLS Board of Trustees and the library staff are not responsible for the information that is accessed/obtained while using library equipment. In offering the Internet to the community, library staff cannot control access points, which often change unpredictably and rapidly. Therefore, library users access and use the Internet at their own risk. Users are hereby notified that they, not NMCPLS, are responsible for the access points they reach on the Internet.

The library strongly recommends that users of the Internet not reveal their personal address, telephone number, credit card number, bank account number, social security number or any other financial or personal information. The library can assume no liability for the performance or quality of any products purchased over the Internet, and cannot guarantee the confidentiality of personal and credit card information transmitted over the Internet.

Failure to abide by the Internet Use policy may result in the loss of Internet and/or NMCPLS library privileges. Continued violation of the situations listed below will result in suspension of all library privileges:

- Violation of computer security system.
- Violation of another user's privacy.
- Use of the internet for unlawful, indecent, or malicious activities, including display of sexually explicit graphics
- Misrepresentation of the library or the identity of oneself.
- Use of abusive or objectionable language and the display or transmission of profane, abusive, or threatening language.
- Engaging in harassing behavior, such as sending or posting slanderous, libelous, obscene, or threatening messages, and other activities that could cause congestion and disruption of networks and systems.
- Violating any local, state, or federal statute.
- Use of chat rooms is NOT allowed.
- Downloading and/or installing software to the hard drive of any library computer.



[Anyone accessing pornography sites will be asked to leave the computer area and will not be allowed computer access for one week. Upon a second incident, a patron will be barred from computer access for six months. If a person is under 18 years of age, the parent/guardian will be notified of the access of pornography and the punishment involved. The parent/guardian will need to accompany their child after the six months ban to reinstate privileges.]

The Board of Trustees of NMCPLS reserves the right to:

- Implement a fee structure in accordance with use of the Internet and to change the fees as necessary. [There is a charge of ten (\$.10) cents per black and white copy and forty (\$.40) cents per color copy if the patron wishes to print his work.]
- Use a software program to filter the use of the Internet according to the mission, collection policies, and community/legal standards with regard to obscenity on any or all computers. (Federal Law requires all public libraries that receive funding from grants, USF, and other sources to filter the Internet by July 2002.)
- Require the use of acceptable identification for anyone using the Internet at the library. All persons residing in, or owning property in the townships we serve will be required to hold a current NMCPLS library card to access the library's computers. Patrons are responsible for fine balances over \$5.00 and will be required to pay \$1.00 towards their fine balance per each daily computer use until their fine is at or below \$5.00 effective August 1, 2008. The patron's barcode needs to be kept confidential. If a patron's barcode is compromised the patron will have to purchase a new library card. When the barcode has been compromised, the offending patron using the barcode will not be allowed computer access for one week. Upon a second incident, a patron will be barred from computer access for six months. If a person is under 18 years of age, the parent/guardian will be notified of the punishment involved. The parent/guardian will need to accompany their child after the six months ban to reinstate privileges. A courtesy card may be issued to those who live outside the library district. It allows the user computer access for one year (this does not allow material checkout). This card must be renewed in order to continue computer use after its one-year expiration. If a person is a one-time only visitor to the library, they may use the NMCPLS guest pass. This guest pass is valid for a one-time use only. If a patron returns to use the computers they will be asked to obtain a courtesy card.
- Limit the amount of time workstations may be used in order to make equipment available to other library users. Patrons will begin with a one-hour time limit. If no one is waiting to use the computer, the patron may begin increasing his or her time in fifteen (15) minute increments for a maximum of two (2) hours total. If the computers are full after your one-hour time limit, you must relinquish your

computer to the waiting patrons. Patrons that use only a portion of their original one (1) hour can return later that same day to finish their time.

- Modify this policy at any time.

As in the use of all other NMCPLS materials, children's access to the Internet is the sole responsibility of the child's parent or guardian. Parents of children who are under 18 years old must monitor their children's use of the Internet just as they monitor the use of NMCPLS's video collection. Parents and children are encouraged to read/view and discuss the resources that NMCPLS has available regarding safe and appropriate use of the Internet by minors. No child under 18 will be allowed to use the Internet without a signed consent form on file. Children under the age of 18 will not be allowed to use the computers located in the Indiana Room unless accompanied by a parent or guardian.

Presently, it is not possible to use the same selection criteria, which are used for other Library materials. Therefore, NMCPLS assumes no responsibility for the accuracy, quality, or quantity of any information, or the site where that information is obtained. The library does prohibit accessing obscene material and intentionally leaving it for others to view.

ADD: The NMCPLS offers laptop computers for checkout. The laptop computer may not leave the building and it must be returned in the condition in which it was loaned. Patrons are liable for any damages incurred during the loan period which may include replacement cost. Patrons must be 18 years of age and provide a valid state issued I.D. to be left with the library staff for the duration of the laptop loan. Staff will keep a record of the patron's name, address, and driver's license number for liability purposes. Laptops will be provided only when all other computers with a wired connection are full, for a maximum loan period of one hour. Staff use of the laptops takes precedence over patron checkout.

The NMCPLS makes no guarantees, either expressed or implied, in respect to any equipment, programs, or other materials, their performance, or fitness for any particular purpose. Materials and equipment are provided for use "as is." The entire risk as to the quality and performance of computer equipment, programs, and documentation is with the user. In no event shall the library be liable for actual, incidental, or consequential damages in connection with or arising from the use of any equipment, programs, or other library materials.

Adopted 4/12/03  
Reviewed & Amended 08/31/2006  
Reviewed 06/11/2007  
Reviewed & Amended 05/12/2008  
Reviewed 06/10/2009  
Amended 07/22/2009



Resolution to Request Advance Draw

Whereas, it has been determined that the North Madison County Public Library needs additional funds to operate; therefore,

We the Board of Trustees of the North Madison County Public Library do resolve to approve this request to the Madison County Auditor and Madison County Treasurer for 95% of all possible revenues received to date for the Library Operating Fund and the Lease Rental Debt Service Fund, payable 30 days from the date of this resolution.

ADOPTED THIS 12<sup>TH</sup> DAY OF October, 2009.

NAY

AYE

\_\_\_\_\_ *Beverly J. Austin*  
 \_\_\_\_\_ *Bette O. Bell*  
 \_\_\_\_\_ *Mike Robertson*  
 \_\_\_\_\_ *Wayne E. Quilley*  
 \_\_\_\_\_ *Leslie Bitterhouse*  
 \_\_\_\_\_ *Kevin Slipes*

ATTEST:

*Kevin Slipes*  
 Secretary North Madison County Public Library  
 Board of Trustees

MONTHLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

	SEP 2008	SEP 2009	Amount of Change	% OF Change	YTD 2008	YTD 2009	Amount of Change	YTD % OF Change
<b>ELWOOD</b>								
ADULT	2,982	2,778	-204	-7%	26,111	25,981	270	3%
JUVENILE	2,234	1,804	-430	-19%	17,434	14,921	-2,513	-14%
Y. A.	188	326	138	73%	1,210	2,675	265	42%
PERIOD.	546	648	102	19%	4,276	5,292	415	9%
AUDIO	166	124	-42	-25%	1,630	1,315	-315	-19%
VIDEO	4,058	4,376	318	8%	35,826	41,568	5,742	16%
<b>TOTAL</b>	<b>10,174</b>	<b>10,056</b>	<b>-118</b>	<b>-1%</b>	<b>87,687</b>	<b>92,752</b>	<b>5,065</b>	<b>6%</b>

<b>FRANKTON</b>								
ADULT	1,118	1,169	51	5%	10,360	10,734	374	4%
JUVENILE	693	657	-36	-5%	6,895	6,173	-722	-10%
Y. A.	108	131	23	21%	1,290	1,431	141	11%
PERIOD.	321	265	-56	-17%	2,981	2,542	-439	-15%
AUDIO	28	53	25	89%	370	461	91	25%
VIDEO	1,310	1,442	132	10%	14,832	14,561	-271	-2%
<b>TOTAL</b>	<b>3,578</b>	<b>3,717</b>	<b>139</b>	<b>4%</b>	<b>36,728</b>	<b>35,902</b>	<b>-826</b>	<b>-2%</b>

<b>HAZELBAKER</b>								
ADULT	827	791	-36	-4%	6,636	7,358	722	11%
JUVENILE	433	408	-25	-6%	3,969	3,738	-231	-6%
Y. A.	52	70	18	35%	566	547	-19	-3%
PERIOD.	126	125	-1	-1%	1,072	1,251	179	17%
AUDIO	14	27	13	93%	219	288	69	32%
VIDEO	648	691	43	7%	6,801	7,582	781	11%
<b>TOTAL</b>	<b>2,100</b>	<b>2,112</b>	<b>12</b>	<b>1%</b>	<b>19,263</b>	<b>20,764</b>	<b>1,501</b>	<b>8%</b>

<b>SYSTEM</b>								
ADULT	4,927	4,738	-189	-4%	43,107	45,073	1,966	5%
JUVENILE	3,360	2,869	-491	-15%	28,298	24,832	-3,466	-12%
Y. A.	348	527	179	51%	3,361	4,653	1,292	38%
PERIOD.	993	1,038	45	5%	8,076	9,085	1,009	12%
AUDIO	208	204	-4	-2%	1,947	2,064	117	6%
VIDEO	6,016	6,509	493	8%	57,459	63,711	6,252	11%
<b>TOTAL</b>	<b>15,852</b>	<b>15,885</b>	<b>33</b>	<b>0%</b>	<b>142,248</b>	<b>149,418</b>	<b>7,170</b>	<b>5%</b>

	ELWOOD	FRANKTON	HAZELBAKER
TRAFFIC	10,297	2,132	1,667
REF.	137	38	23
ASSIST.	1,422	300	197
COMP./WIRE	2,803 / 42	673 / 9	716 / 5
PROG. A.	4 / 17	2 / 2	2 / 30
J.	40 / 194	0 / 0	9 / 58

TECH SERVICES PROCESSED 2,405 ITEMS.



Agenda

November 9<sup>th</sup>, 2009

North Madison County Public Library System  
Board of Trustees

Ralph E. Hazelbaker Library

Regular Meeting  
5:00 P.M.

- Call to Order
- Call for Quorum
- Minutes
- Claims Register & Checks
- Old Business
  - 1. Working Budget for 2009
- New Business
  - 1. Emily Davidson, Hazelbaker Branch Manager
  - 2. Reciprocal Borrowing Covenant w/ Fairmount Public Library
  - 3. Line of Credit
  - 4. Employee Raises/Director and Administrative Assistant
  - 5. 2010 Holiday Calendar for Adoption
  - 6. Select Nominating Committee
  - 7. Community Food Drive
- Director's Report
- Public Comment
- Adjournment

*Please publish on  
Friday or Saturday  
and again on Monday*

*Thank  
you*

\*\*\*\*\* -COMM. JOURNAL- \*\*\*\*\* DATE NOV-05-2009 TIME 01:10 \*\*\*\*\*

MODE = MEMORY TRANSMISSION START=NOV-05 01:09 END=NOV-05 01:10

FILE NO.-708

STN NO.	COMM.	ONE-TOUCH/ ABBR NO.	STATION NAME/TEL NO.	PAGES	DURATION
001	OK	<03>	CALL LEADER	001/001	00:00:14

-ELWOOD LIBRARY -

\*\*\*\*\* -17655520955 - \*\*\*\*\* 17655525001- \*\*\*\*\*

Agenda

November 9<sup>th</sup>, 2009

North Madison County Public Library System  
Board of Trustees

Ralph E. Hazelbaker Library

Regular Meeting  
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you*

MODE = MEMORY TRANSMISSION

START=NOV-05 01:11

END=NOV-05 01:12

FILE NO.=709

STN NO.	COMM.	ONE-TOUCH/ ABBR NO.	STATION NAME/TEL NO.	PAGES	DURATION
001	OK	<04>	HERALD BULLETIN	001/001	00:00:31

-ELWOOD LIBRARY -

\*\*\*\*\* -17655520955 - \*\*\*\*\* 1765552001- \*\*\*\*\*

### Agenda

November 9<sup>th</sup>, 2009

North Madison County Public Library System  
Board of Trustees

#### Ralph E. Hazelbaker Library

Regular Meeting  
5:00 P.M.

- Call to Order
- Call for Quorum
- Minutes
- Claims Register & Checks
- Old Business
  1. Working Budget for 2009

#### New Business

1. Emily Davidson, Hazelbaker Branch Manager
2. Reciprocal Borrowing Covenant w/ Fairmount Public Library
3. Line of Credit
4. Employee Raises/Director and Administrative Assistant
5. 2010 Holiday Calendar for Adoption
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- Director's Report
- Public Comment
- Adjournment

*Please publish on  
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*Thank  
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NORTH MADISON COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES  
Regular Meeting  
Ralph E. Hazelbaker Library  
November 9, 2009  
5:00pm

**CALL TO ORDER**

Vice President Wayne Davidson called a regular meeting of the North Madison County Public Library Board of Trustees to order on November 9, 2009 in the meeting room of the Ralph E. Hazelbaker Library.

**CALL FOR QUORUM**

Present were members Wayne Davidson, Beverly Austin, Kevin Sipe and Leslie Rittenhouse. Also in attendance were Director Jamie Scott and Administrative Assistant Diana Shepard.

**MINUTES**

A motion was made by Kevin Sipe and seconded by Leslie Rittenhouse approving the minutes from the October 12, 2009 budget hearing for correction to the 2010 budget, the October 12, 2009 regular meeting and the October 26, 2009 budget adoption. The motion passed by a unanimous vote.

**CLAIMS REGISTER AND CHECKS**

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

**OLD BUSINESS**

Working Budget for 2009

As of the end of October, eighty-one percent of the working budget has been spent. The tax bills have been sent to homeowners; however it has been advised by the County Auditor that there may not be a tax draw received in December. There may however be money received from our advanced tax draw request. Seventy-one percent of the budget is allotted for personal services. Budgets for books, audio-visual and programming have been cut by 16%. Several appropriations have reached their allotted amount. With this in mind there are to be no book orders placed for the month of December. Purchasing for audio-visual and programming have currently been suspended with the exception of Youth Service still having enough in their programming budget to continue to purchase needed items.

**NEW BUSINESS**

Emily Davidson, Hazelbaker Branch Manager

Emily Davidson fell at work and fractured her arm and therefore was unable to attend the meeting. She had surgery on the arm and will be unable to work for an undetermined amount of time. A Summitville update was presented by the Director. The wedding is complete, the shed has been cleaned out and there was a book sale. They currently provide several programs for all age groups. There are pre-school programs, after-school

programs, a senior social for those over fifty-four and nursing home visits. A carnival was held at the conclusion of the summer reading club. Each participant received six tickets with the opportunity to earn more. An art show was held to display the crafts which were made during the summer reading program. The parents seemed to enjoy seeing these projects on display. As part of the summer reading program, teens were allowed to come to the library after hours and play computer games. Summitville worked very hard getting ready for Mr. Hazelbaker's class reunion. Mr. Hazelbaker has donated \$10,000 to Summitville to purchase computers, tables, etc.

Reciprocal Borrowing Covenant w/Fairmount Public Library

A motion was made by Beverly Austin to approve entering into a Reciprocal borrowing covenant with Fairmount Public Library. Kevin Sipe made a second and the motion carried.

Line of Credit

Kevin Sipe made a motion to seek quotes for a line of credit from the banks currently used by the library and to go with the lowest rate. Leslie Rittenhouse made a second and the motion carried.

Employee Raises/Director and Administrative Assistant

Beverly Austin made a motion that all incremental raises are halted and a wage scale be developed with the manager's range to be \$13.00 - \$14.70. Clerk and custodial ranges are to remain the same; clerk's scale \$9.63 - \$12.58; custodial scale \$9.24 - \$12.20. The new wage range would take effect January 1, 2010. Kevin Sipe made a second and the motion carried. The wage scale is to be revisited after a tax draw is received.

2010 Holiday Calendar for Adoption

Kevin Sipe made a motion to approve the 2010 holiday calendar as presented. Leslie Rittenhouse made a second and the motion carried. It provides for 11 ½ paid holidays, this is one down from last year because the 4<sup>th</sup> of July falls on Sunday.

Select Nominating Committee

Bette Dalzell and Mike Robertson were selected as the nominating committee for officers for the 2010 NMCPLS Board of Directors.

Community Food Drive

It was decided to contact the food pantry in all three communities to determine their individual needs and then have a contribution tree or board where community members can choose the needed item that they would like to donate.

**DIRECTOR'S REPORT**

The State Board of Accounts has reported on the current audit, there were no material items that warrant comment at this time. The library is getting close to have 200,000 items checked out this year. It has been discussed to have a patron appreciation to be held on December 28, 29 and 30 to bring patrons in. There is to be a raffle with prizes of items that are donated by local businesses. Key West Tanning has volunteered to donate

free tanning and spas. The only time the library has checked out over 200,000 items was in 2003. Meetings have been held on updating the current library web site. Rebecca Johnson is taking a class and this has been her project. After her class is over, it is anticipated the new website will be implemented. Each department manger will be responsible for keeping their department up to date. At this time, all flu shot clinics have been cancelled. All materials are currently cleaned with alcohol when they are returned.

Public comment was sought, there was none.

With no objections, the meeting was adjourned.

Kevin Sipe  
Kevin Sipe, Secretary

Sevyn Austin      Dan Pireshoff  
April G. Butterhouse      Bette Dabell  
Michael Robertson      [Signature]



# Register Of Claims

## North Madison County Public Library System

Report Date: From 10/13/2009 To 11/9/2009

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	566	PAYROLL	Operating Fund	Salary of Director	\$1,636.51	10/14/2009	PAYROLL
			Operating Fund	Salary of Assistants	\$14,696.44		
			Operating Fund	Salary of Assistants	\$965.60		
			Operating Fund	Wages of Janitor	\$1,418.00		
0	567	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,431.85	10/14/2009	P/R ENDING 10/10/09
			FICA	Payroll Deductions	\$1,160.45		
			Federal Taxes Withheld	Payroll Deductions	\$1,927.14		
			Medicare	Payroll Deductions	\$271.40		
0	568	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$155.00	10/14/2009	P/R ENDING 10/10/09
			<b>Total this claim</b>	<u>\$155.00</u>			
0	572	PAYROLL	Operating Fund	Salary of Director	\$1,636.51	10/28/2009	PAYROLL
			Operating Fund	Salary of Assistants	\$14,718.76		
			Operating Fund	Salary of Assistants	\$965.60		
			Operating Fund	Wages of Janitor	\$1,241.10		
0	573	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,420.04	10/28/2009	P/R ENDING 10/24/09
			FICA	Payroll Deductions	\$1,150.87		
			Federal Taxes Withheld	Payroll Deductions	\$1,905.50		
			Medicare	Payroll Deductions	\$269.17		
0	574	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$155.00	10/28/2009	P/R ENDING 10/24/09
			<b>Total this claim</b>	<u>\$155.00</u>			
25999	570	INDIANA STATE LIBRARY	PLAC	Other	\$60.00	10/14/2009	3RD QUARTER PLAC
			<b>Total this claim</b>	<u>\$60.00</u>			
26000	571	JAMIE B. SCOTT	Operating Fund	Traveling Expense	\$265.60	10/14/2009	MILEAGE
			<b>Total this claim</b>	<u>\$265.60</u>			
26001	569	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$350.00	10/14/2009	P/R ENDING 10/10/09
			<b>Total this claim</b>	<u>\$350.00</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>
26002	579	AT&T LONG DISTANCE	Operating Fund Operating Fund	Telephone & Telegraph Telephone & Telegraph	\$46.14 \$12.56	10/28/2009	SERVICE FOR ELWOOD & SUMMITVILLE
<b>Total this claim</b>					<u>\$58.70</u>		
26003	580	AUDIO VISUAL COMMUNICATI	Operating Fund	Professional Services	\$357.00	10/28/2009	SERVICE CONTRACT OCTOBER-DECEMBER
<b>Total this claim</b>					<u>\$357.00</u>		
26004	576	CONSUMERS LIFE INSURANC	Operating Fund Insurance	Emp Cont Group Ins Payroll Deductions	\$6,494.84 \$593.20	10/28/2009	HEALTH INSURANCE 11/1/09-12/1/09
<b>Total this claim</b>					<u>\$7,088.04</u>		
26005	575	INDIANA DEPARTMENT OF RE	State Tax Withheld County Taxes Withheld	Payroll Deductions Payroll Deductions	\$1,365.69 \$456.34	10/28/2009	PAYROLL DEDUCTIONS FOR OCTOBER
<b>Total this claim</b>					<u>\$1,822.03</u>		
26006	581	INDIANA MICHIGAN POWER C	Operating Fund Operating Fund	Electricity Electricity	\$1,705.84 \$431.96	10/28/2009	SERVICE FOR ELWOOD & SUMMITVILLE
<b>Total this claim</b>					<u>\$2,137.80</u>		
26007	582	INDIANA-AMERICAN WATER C	Operating Fund Operating Fund	Water Waste Disposal Services	\$20.88 \$45.72	10/28/2009	SERVICE FOR SUMMITVILLE
<b>Total this claim</b>					<u>\$66.60</u>		
26008	577	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$350.00	10/28/2009	P/R ENDING 10/24/09
<b>Total this claim</b>					<u>\$350.00</u>		
26009	578	MADISON COUNTY TREASUR	Operating Fund Operating Fund Operating Fund	Taxes Taxes Taxes	\$40.00 \$70.00 \$30.00	10/28/2009	PERSONAL PROPERTY TAXES
<b>Total this claim</b>					<u>\$140.00</u>		
26010	583	MANIFOLD REFUSE, INC.	Operating Fund	Waste Disposal Services	\$72.00	10/28/2009	TRASH SERVICE - FRANKTON
<b>Total this claim</b>					<u>\$72.00</u>		
26011	584	STAR FINANCIAL BANK	Operating Fund	Equipment/Rental	\$25.00	10/28/2009	SAFE DEPOSIT BOX
<b>Total this claim</b>					<u>\$25.00</u>		
26012	585	TOWN OF FRANKTON	Operating Fund Operating Fund Operating Fund	Electricity Water Waste Disposal Services	\$462.06 \$13.30 \$13.19	10/28/2009	SERVICE FOR FRANKTON
<b>Total this claim</b>					<u>\$488.55</u>		
26013	586	VECTREN ENERGY DELIVERY	Operating Fund Operating Fund	Gas Gas	\$110.88 \$21.32	10/28/2009	SERVICE FOR ELWOOD & FRANKTON
<b>Total this claim</b>					<u>\$132.20</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>
26014	587	VISA	Gift Operating Fund	Furniture & Equipment Operating Supplies	\$269.94 \$84.89	10/28/2009	As per attached invoices.
<b>Total this claim</b>					<u>\$354.83</u>		
26015	588	AT&T	Operating Fund	Telephone & Telegraph	\$298.08	11/9/2009	SERVICE FOR ELWOOD
<b>Total this claim</b>					<u>\$298.08</u>		
26016	589	BACKROADS PRESS	Operating Fund	Elwood Indiana Room	\$17.95	11/9/2009	BACKROADS, BOONDOCKS, BIGGER BURGERS - PREPAY
<b>Total this claim</b>					<u>\$17.95</u>		
26017	620	BAKER & TAYLOR	Operating Fund Operating Fund Operating Fund Operating Fund Operating Fund	Elwood Adult Elwood Childrens Elwood YA Frankton Summitville	\$2,624.21 \$1,059.61 \$263.36 \$1,408.55 \$1,078.72	11/9/2009	As per attached invoices.
<b>Total this claim</b>					<u>\$6,434.45</u>		
26018	590	BARBARA SNIPES	Operating Fund	Traveling Expense	\$119.04	11/9/2009	MILEAGE
<b>Total this claim</b>					<u>\$119.04</u>		
26019	591	BOYCE FORMS/SYSTEMS	Operating Fund	Official Records	\$168.02	11/9/2009	RECEIPT BOOKS - TAX FORMS
<b>Total this claim</b>					<u>\$168.02</u>		
26020	592	CDW GOVERNMENT, INC.	Operating Fund	Technology Equipment	\$243.95	11/9/2009	As per attached invoices.
<b>Total this claim</b>					<u>\$243.95</u>		
26021	593	CENTRAL OFFICE PRODUCTS	Operating Fund	Office Supplies	\$151.17	11/9/2009	As per attached invoices.
<b>Total this claim</b>					<u>\$151.17</u>		
26022	594	CHAPMAN ELECTRIC SUPPLY	Operating Fund	Operating Supplies	\$42.55	11/9/2009	As per attached invoices.
<b>Total this claim</b>					<u>\$42.55</u>		
26023	595	CHESTER INFORMATION TEC	Operating Fund	Techology Software	\$210.00	11/9/2009	SYMANTEC ENDPOINT RENEWAL
<b>Total this claim</b>					<u>\$210.00</u>		
26024	616	CINTAS CORPORATION #366	Operating Fund	Cleaning & Sanitation Supplies	\$69.26	11/9/2009	As per attached invoices.
<b>Total this claim</b>					<u>\$69.26</u>		
26025	599	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$224.28	11/9/2009	SERVICE FOR ELWOOD
<b>Total this claim</b>					<u>\$224.28</u>		
26026	621	DEMCO	Operating Fund	Operating Supplies	\$45.98	11/9/2009	DEWEY DECIMAL POSTERS & BOOKMARKS
<b>Total this claim</b>					<u>\$45.98</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>
26027	598	EDUCATION NETWORKS OF A	St Technology Fund Gr	Telephone & Telegraph	\$855.00	11/9/2009	INTERNET ACCESS SERVICE
				<b>Total this claim</b>	<u>\$855.00</u>		
26028	596	ELWOOD CALL LEADER	Operating Fund	Summitville Period. & Newsp.	\$140.00	11/9/2009	52 WEEK SUBSCRIPTION - SUMMITVILLE
				<b>Total this claim</b>	<u>\$140.00</u>		
26029	597	EMILY DAVIDSON	Operating Fund	Postage & UPS	\$29.00	11/9/2009	PETTY CASH REIMBURSEMENT
				<b>Total this claim</b>	<u>\$29.00</u>		
26030	600	FILIP, INC.	Operating Fund	Cleaning & Sanitation Supplies	\$30.62	11/9/2009	As per attached invoices.
				<b>Total this claim</b>	<u>\$30.62</u>		
26031	601	H.W.WILSON COMPANY	Operating Fund	Elwood Adult	\$242.00	11/9/2009	REFERENCE SHELF-ELWOOD, FRANKTON, SUMMITVILLE
			Operating Fund	Frankton	\$242.00		
			Operating Fund	Summitville	\$242.00		
				<b>Total this claim</b>	<u>\$726.00</u>		
26032	602	HARPER'S LAWN CARE	Operating Fund	Professional Services	\$105.00	11/9/2009	LAWN CARE - FRANKTON
				<b>Total this claim</b>	<u>\$105.00</u>		
26033	608	HENSLEY'S TREE SERVICE	Operating Fund	Professional Services	\$75.00	11/9/2009	TREE REMOVAL-SUMMITVILLE
				<b>Total this claim</b>	<u>\$75.00</u>		
26034	603	HORTON & SONS OF ELWOOD	Operating Fund	Operating Supplies	\$85.76	11/9/2009	As per attached invoices.
				<b>Total this claim</b>	<u>\$85.76</u>		
26035	604	LIBRARY CORPORATION, THE	Operating Fund	Automation	\$1,024.00	11/9/2009	SIP COMMUNICATIONS, PRINTER SUPPORT
				<b>Total this claim</b>	<u>\$1,024.00</u>		
26036	611	LMC SERVICE SOLUTIONS	Operating Fund	Professional Services	\$592.50	11/9/2009	HVAC REPAIRS
				<b>Total this claim</b>	<u>\$592.50</u>		
26037	605	MARSH SUPERMARKET	Operating Fund	Elwood Children's Programing	\$199.75	11/9/2009	As per attached invoices.
			Operating Fund	Summitville Programing	\$62.62		
				<b>Total this claim</b>	<u>\$262.37</u>		
26038	606	MARY HENDRICK	Operating Fund	Professional Meetings	\$1.50	11/9/2009	PETTY CASH REIMBURSEMENT
			Operating Fund	Fuel, Oil and Lubricants	\$12.25		
			Operating Fund	Postage & UPS	\$23.75		
			Operating Fund	Elwood Children's Programing	\$6.78		
				<b>Total this claim</b>	<u>\$44.28</u>		
26039	619	MARY HENDRICK	Operating Fund	Traveling Expense	\$106.24	11/9/2009	MILEAGE
				<b>Total this claim</b>	<u>\$106.24</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>	
26040	610	MIDWEST TAPE	Operating Fund	Frankton AV	\$533.74	11/9/2009	As per attached invoices.	
				Elwood AV	\$1,059.50			
				Summitville AV	\$290.87			
				<b>Total this claim</b>	\$1,884.11			
26041	607	QUILL CORPORATION	Operating Fund	Office Supplies	\$310.51	11/9/2009	As per attached invoices.	
				<b>Total this claim</b>	\$310.51			
26042	609	RAMSAY BUSINESS PRODUC	Operating Fund	Office Supplies	\$28.03	11/9/2009	As per attached invoices.	
				Operating Fund	Office Supplies			\$18.18
				<b>Total this claim</b>	\$46.21			
26043	617	THOMAS BOUREGY & COMPA	Operating Fund	Elwood Adult	\$83.70	11/9/2009	As per attached invoices.	
				<b>Total this claim</b>	\$83.70			
26044	612	TOPS TRUE VALUE	Operating Fund	Operating Supplies	\$1.09	11/9/2009	As per attached invoices.	
				<b>Total this claim</b>	\$1.09			
26045	613	TOSHIBA	Operating Fund	Equipment/Maint.	\$169.00	11/9/2009	COPIER REPAIRS	
				<b>Total this claim</b>	\$169.00			
26046	618	USI, INC	Operating Fund	Operating Supplies	\$174.61	11/9/2009	LAMINATOR & POUCHES	
				Operating Fund	Furniture & Equipment			\$229.80
				<b>Total this claim</b>	\$404.41			
26047	614	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$14.20	11/9/2009	SERVICE FOR SUMMITVILLE	
				<b>Total this claim</b>	\$14.20			
26048	615	VERIZON	Operating Fund	Telephone & Telegraph	\$263.64	11/9/2009	SERVICE FOR FRANKTON	
				<b>Total this claim</b>	\$263.64			

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
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Total Amount of Claims \$76,170.66

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 06, 2009

Beverly J. Austin  
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\_\_\_\_.

Beverly J. Austin \_\_\_\_\_  
Leslie K. Harbouse \_\_\_\_\_  
[Signature] \_\_\_\_\_

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/1998.



Operating Fund	2008	2009 (Pub)	2009 (Working)	Disbursements to October	% Used	Difference (Pub and Working)
<b>1. Personal Services</b>						
<b>Salaries and Wages</b>						
Librarian/Director	44,363	45,694	42,550	36,003.22	85%	3,144
Salary of Assistants	477,289	491,608	435,500	369,508.47	85%	56,108
Wages of Janitor	34,650	35,690	35,690	30,519.00	85.5%	-
<b>Employee Benefits</b>						
Employee Benefits -Unemployment Comp.	1,750	1,750	1,750	1,080.89	62%	-
Employer's FICA & Medicare	43,000	45,000	42,000	33,356.82	79%	3,000
Emp. Cont. PERF	34,000	38,000	34,000	23,062.66	68%	4,000
Emp. Cont. Group Ins.	78,660	78,660	64,000	52,522.11	82%	14,660
Salary of Board Treasurer	300	300	300	-	0%	-
<b>Total Personal Services</b>	<b>714,012</b>	<b>736,702</b>	<b>655,790</b>	<b>546,053.17</b>	<b>83%</b>	<b>80,912</b>
<b>2. Supplies</b>						
Office Supplies	10,000	10,000	7,000	6,351.41	91%	3,000
Stationary & Supplies	500	500	100	-	0%	400
Operating Supplies	8,500	8,500	7,000	4,764.00	68%	1,500
Cleaning & Sanitation Supplies	3,500	3,500	3,500	2,116.24	60%	-
Fuel, Oil, and Lubricants	150	150	150	60.60	40%	-
Bldg. Matl. And Supplies	500	250	100	-	0%	150
Paint and Painting Supplies	500	250	100	-	0%	150
Repair Parts/Maintenance	1,000	1,000	1,000	-	0%	-
Printer Repair & Maintenance Supplies	500	250	100	-	0%	150
Book Processing	4,000	4,000	4,000	2,213.58	55%	-
Automation	15,000	12,000	12,000	12,084.00	101%	-
Official Record	1,000	1,000	1,000	270.02	27%	-
<b>Total Supplies</b>	<b>45,150</b>	<b>41,400</b>	<b>36,050</b>	<b>27,859.85</b>	<b>77%</b>	<b>5,350</b>
<b>3. Other Services &amp; Charges</b>						
Professional Services	23,000	25,000	25,000	19,057.18	76%	-
Consulting Services	4,000	4,000	1,000	-	0%	3,000
Legal Services	2,000	2,000	2,000	792.42	40%	-
Engineering & Architects	100	100	50	-	0%	50
Telephone & Telegraph	31,750	39,250	8,000	6,956.10	87%	31,250
Postage & UPS	3,700	3,700	3,000	2,128.62	71%	700
Traveling Expense	3,000	3,000	3,000	1,909.16	64%	-
Professional Meetings	1,000	1,000	1,000	842.00	84%	-
Elwood Children's Programming	3,500	3,500	3,500	2,042.75	58%	-
Elwood Adult Programming	1,400	1,400	1,400	1,148.43	82%	-
Frankton Programming	2,500	2,500	2,500	2,346.92	94%	-
Summitville Programming	1,250	1,250	1,250	1,010.57	81%	-
Title Source (Baker & Taylor)	3,100	3,100	3,100	2,695.00	87%	-
Advertising & Public Notices	600	600	400	729.75	182%	200
Insurance	18,000	18,000	15,000	13,403.00	89%	3,000
Official Bonds	400	400	400	200.00	50%	-

Operating Fund	2008	2009 (Pub)	2009 (Working)	Disbursements to October	% Used	Difference (Pub and Working)
Gas (HVAC)	20,000	20,000	10,000	7,348.76	73%	10,000
Electricity	32,000	32,000	30,000	25,374.73	85%	2,000
Water	4,000	4,000	4,000	2,822.26	71%	-
Waste Disposal Services	1,000	1,000	800	742.33	93%	200
Bldg. & Structure/Maint.	1,000	1,000	1,000	580.65	58%	-
Equipment/Maint.	4,000	4,000	2,000	1,407.81	70%	2,000
Equipment/Rental	3,000	3,500	3,000	1,976.00	66%	500
Dues	1,200	1,500	1,500	1,495.42	100%	-
Taxes	800	500	500	140.00	28%	-
Interest on Temporary Loans	10,000	2,000	100	-	0%	1,900
Transfer to LIRF	-	6,000	6,000	-	0%	-
<b>Total Other Services</b>	<b>178,308</b>	<b>184,300</b>	<b>129,500</b>	<b>97,149.86</b>	<b>75%</b>	<b>54,800</b>
<b>4. Capital Outlays</b>						-
Land Buildings Improvements	500	500	50	20.97	42%	450
Furniture & Equipment	7,000	4,000	1,000	1,370.83	137%	3,000
Technology Equipment	16,000	16,000	13,440	4,617.04	34%	2,560
Elwood Adult	33,000	33,000	27,720	22,762.33	82%	5,280
Elwood Childrens	14,200	14,200	11,928	10,495.76	88%	2,272
Elwood YA	4,000	4,000	3,360	2,725.04	81%	640
Frankton	18,500	18,500	15,540	13,168.60	85%	2,960
Summitville	15,500	15,500	13,020	10609.18	81%	2,480
Elwood Indiana Room	1,000	1,000	840	-	0%	160
Elwood Period. & News.	5,300	4,500	4,500	3,386.34	75%	-
Frankton Per. & Newsp.	3,250	2,800	2,800	1,603.57	57%	-
Summitville Period. & Newsp.	2,000	1,700	1,700	1,185.49	70%	-
Elwood AV	15,900	15,900	13,356	11,065.64	83%	2,544
Frankton AV	9,400	9,400	7,896	7,320.78	93%	1,504
Hazelbaker AV	5,000	5,000	4,200	3,615.39	86%	800
Technology Software	4,500	4,500	3,780	1,705.59	45%	720
<b>Total Capital Outlays</b>	<b>155,050</b>	<b>150,500</b>	<b>125,130</b>	<b>95,652.55</b>	<b>76%</b>	<b>25,370</b>
<b>Operating Fund</b>	<b>1,092,520</b>	<b>1,112,902</b>	<b>946,470</b>	<b>766,715.43</b>	<b>81%</b>	<b>166,432</b>



**2008 Indiana Public Library Statistics**

Library (Revised 05/26/09)	2000 Population	County	Clerk/ Aide Min Hr Rate	Clerk/ Aide Max Hr Rate	Admin Asst Min Hr Rate	Admin Asst Max Hr Rate	% Salaries and Wages
LAWFORDSVILLE DISTRICT PL	23,837	Montgomery			\$8.00	\$13.76	52%
SCOTT CO PL	22,960	Scott	\$8.75	\$12.29			53%
PLAINFIELD-GUILFORD TWP PL	22,895	Hendricks	\$8.93	\$15.30	\$10.71	\$17.14	60%
NOBLE CO PL	22,892	Noble	\$9.14	\$12.80			58%
HUNTINGTON CITY-TWP PL	22,364	Huntington	\$9.56	\$11.16			50%
OWEN CO PL	21,786	Owen	\$7.25	\$9.80	\$9.00	\$14.50	55%
SULLIVAN CO PL	21,751	Sullivan	\$6.55	\$10.00			50%
BOONVILLE-WARRICK CO PL	21,381	Warrick			\$13.25	\$15.86	50%
NORTH MADISON CO PL SYSTEM	21,031	Madison	\$9.63	\$12.58	\$15.92	\$15.92	58%
ALEXANDRIAN PL	20,574	Posey	\$6.79	\$14.82			64%
PLYMOUTH PL	18,609	Marshall	\$9.00	\$13.23			44%
STARKE CO PL SYSTEM	18,569	Starke	\$7.50	\$10.00			46%
WESTFIELD-WASHINGTON PL	18,358	Hamilton	\$8.50	\$13.50			59%
WESTCHESTER PL	18,133	Porter	\$7.96	\$9.09	\$17.38	\$17.38	53%
JAY CO PL	17,998	Jay					58%
TELL CITY-PERRY CO PL	17,690	Perry	\$8.37	\$8.63			46%
LOWELL PL	17,325	Lake	\$6.55	\$7.25			50%
PENDLETON COMMUNITY PL	16,924	Madison					51%
ALEXANDRIA-MONROE PL	10,233	Madison	\$8.00	\$13.00			51%
			Avg.	Avg.	Avg.	Avg.	
			\$8.17	\$11.55	\$12.38	\$15.76	
			Min.	Min.	Min.	Min.	
			\$6.55	\$7.25	\$8.00	\$13.76	
			Max	Max	Max	Max	
			\$9.63	\$15.30	\$17.38	\$17.38	

# of Clerks	Pay per hour	# of Managers	Pay per hour
1	\$13.37	4	\$14.70
1	\$12.85	1	\$12.30
5	\$12.58	1	\$12.07
1	\$11.10		
1	\$10.28		
1	\$10.05		
10		6	
# of Custodians	Pay per hour	Director	\$20.46
2	\$12.20	Admin Assist	\$15.92
1	\$9.90		

Managers		2009	2010	2011	2012
		No Raise	3%	3%	3%
Start		11.62	11.97	12.33	12.70
90 day	+15	11.83	12.18	12.55	12.93
1 Year	+15	12.07	12.43	12.81	13.19
2 Year	+15	12.30	12.67	13.05	13.44
3 Year	+55	13.16	13.55	13.96	14.38
4 Year	+50	13.91	14.33	14.76	15.20
5 Year	+50	14.70	15.14	15.60	16.06
Range		11.83-14.70	12.18-15.14	12.55-15.60	12.93-16.06

Clerk		2009	2010	2011	2012
		No Raise	3%	3%	3%
Start		9.63	9.92	10.22	10.52
90 day	+15	9.84	10.14	10.44	10.75
1 Year	+15	10.05	10.35	10.66	10.98
2 Year	+15	10.28	10.59	10.91	11.23
3 Year	+55	11.10	11.43	11.78	12.13
4 Year	+50	11.83	12.18	12.55	12.93
5 Year	+50	12.58	12.96	13.35	13.75
		9.84-12.58	10.14-12.96	10.44-13.35	10.75-13.75

All managers have to work 3 years to make more than 5th year clerks

Clerks are only required by their job description to have a high school diploma or GED or one to three months related experience or equivalent combination of education and experience.

Managers (Department Heads and Branch Managers) are required by Indiana State Certification Law to be certified at the LC5 Level which includes at least 60 college credit hours and every 5 years to have attained 75 LEUs.

Director is required by Indiana State Certification Law to be certified at the LC2 or LC1 Level

which includes an American Library Association Master of Library Sciences Degree and every 5 years to have attained 100 LEUs.



**2010 HOLIDAY CLOSINGS**

<b>January 1, 2010</b>	<b>New Year's Day</b>
<b>January 18, 2010</b>	<b>Martin Luther King, Jr. Day</b>
<b>February 15, 2010</b>	<b>President's Day</b>
<b>May 31, 2010</b>	<b>Memorial Day</b>
<b>July 3, 2010 (Saturday)</b>	<b>Independence Day</b>
<b>September 4, 2010</b>	<b>Labor Day Saturday</b>
<b>September 6, 2010</b>	<b>Labor Day</b>
<b>November 24, 2010</b>	<b>Thanksgiving Eve (noon closing)</b>
<b>November 25, 2010</b>	<b>Thanksgiving Day</b>
<b>December 24, 2010(Friday)</b>	<b>Christmas Eve</b>
<b>December 25, 2010(Saturday)</b>	<b>Christmas Day</b>
<b>December 31, 2010(Friday)</b>	<b>New Year's Eve (All day closing)</b>
<b>January 1, 2011(Saturday)</b>	<b>New Year's Day</b>
<b>11 ½ DAYS TOTAL (NOT INCLUDING 2011 NEW YEAR'S DAY)</b>	

**MONTHLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM**

	OCT 2008	OCT 2009	Amount of Change	% OF Change	YTD 2008	YTD 2009	Amount of Change	YTD % OF Change
<b>ELWOOD</b>								
ADULT	3,039	2,963	-76	-3%	29,150	29,944	794	3%
JUVENILE	2,007	1,853	-154	-8%	19,441	16,774	-2,667	-14%
Y. A.	255	296	41	16%	2,065	2,971	906	44%
PERIOD.	581	634	53	9%	5,457	5,926	469	9%
AUDIO	149	214	65	44%	1,779	1,529	-250	-14%
VIDEO	4,657	5,307	650	14%	40,483	46,875	6,392	16%
<b>TOTAL</b>	<b>10,688</b>	<b>11,267</b>	<b>579</b>	<b>5%</b>	<b>98,375</b>	<b>104,019</b>	<b>5,644</b>	<b>6%</b>
<b>FRANKTON</b>								
ADULT	1,154	1,197	43	4%	11,514	11,931	417	4%
JUVENILE	710	898	188	26%	7,605	7,071	-534	-7%
Y. A.	102	197	95	93%	1,392	1,628	236	17%
PERIOD.	289	309	20	7%	3,270	2,851	-419	-13%
AUDIO	26	75	49	188%	396	536	140	35%
VIDEO	1,571	1,683	112	7%	16,403	16,244	-159	-1%
<b>TOTAL</b>	<b>3,852</b>	<b>4,359</b>	<b>507</b>	<b>13%</b>	<b>40,580</b>	<b>40,261</b>	<b>-319</b>	<b>-1%</b>
<b>HAZELBAKER</b>								
ADULT	841	704	-137	-16%	7,477	8,062	585	8%
JUVENILE	535	415	-120	-22%	4,504	4,153	-351	-8%
Y. A.	60	54	-6	-10%	626	601	-25	-4%
PERIOD.	128	173	45	35%	1,200	1,424	224	19%
AUDIO	19	39	20	105%	238	327	89	37%
VIDEO	854	760	-94	-11%	7,655	8,342	687	9%
<b>TOTAL</b>	<b>2,437</b>	<b>2,145</b>	<b>-292</b>	<b>-12%</b>	<b>21,700</b>	<b>22,909</b>	<b>1,209</b>	<b>6%</b>
<b>SYSTEM</b>								
ADULT	5,034	4,864	-170	-3%	48,141	49,937	1,796	4%
JUVENILE	3,252	3,166	-86	-3%	31,550	27,998	-3,552	-11%
Y. A.	417	547	130	31%	3,778	5,200	1,422	38%
PERIOD.	998	1,116	118	12%	9,074	10,201	1,127	12%
AUDIO	194	328	134	69%	2,141	2,392	251	12%
VIDEO	7,082	7,750	668	9%	64,541	71,461	6,920	11%
<b>TOTAL</b>	<b>16,977</b>	<b>17,771</b>	<b>794</b>	<b>5%</b>	<b>159,225</b>	<b>167,189</b>	<b>7,964</b>	<b>5%</b>

	ELWOOD	FRANKTON	HAZELBAKER
TRAFFIC	10,972	2,369	1,823
REF.	125	51	21
ASSIST.	1,328	313	264
COMP./WIRE	2,656/48	625/7	676/7
PROG. A.	6/105	5/42	3/43
J.	52/342	5/178	12/71

TECH SERVICES PROCESSED 1,921 ITEMS.

# Agenda

December 14, 2009

North Madison County Public Library System  
Board of Trustees

## Elwood Public Library

Regular Meeting  
5:00 P.M.

Call to Order

Call for Quorum

Minutes

Claims Register & Checks

Old Business

1. Working Budget for 2009

New Business

1. Resolution for Line of Credit
2. Resolution to Appropriate LSTA Grant Funds
3. Transfer of Appropriations Resolution
4. Resolution to Extend Line of Credit
5. Encumber Funds
6. Nominating Committee Report (Bette Dalzell & Mike Robertson)
7. Liability Insurance Renewal
8. 2010 Holiday Calendar for Revision

Director's Report

Public Comment

Adjournment



NORTH MADISON COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES  
Regular Meeting  
December 14, 2009  
5:00pm

**CALL TO ORDER**

President Mike Robertson called a regular meeting of the North Madison County Public Library Board of Trustees to order on December 14, 2009 in the meeting room of the Elwood Public Library.

**CALL FOR QUORUM**

Present were members Mike Robertson, Beverly Austin, Leslie Rittenhouse, Bette Dalzell, Dan Prieshoff, Kevin Sipe and Wayne Davidson. Also in attendance were Star Financial Bank's Vice President of Commercial Loans R. J. Logan, Director Jamie Scott, and Administrative Assistant Diana Shepard.

**MINUTES**

Minutes from the November 9, 2009 regular meeting were approved after a motion was made by Beverly Austin and seconded by Bette Dalzell.

**CLAIMS REGISTER AND CHECKS**

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

**OLD BUSINESS**

As of the end of November \$830,813.83 has been spent which is 88% of the working budget.

**NEW BUSINESS**

A motion was made by Dan Prieshoff appointing Bette Dalzell as pro tem secretary until such a time as the Secretary arrives. The motion was seconded by Leslie Rittenhouse and approved by the members.

Resolution for Line of Credit

A resolution authorizing a \$500,000 tax anticipation warrant line of credit was read by secretary pro tem Bette Dalzell. A motion was made by Beverly Austin approving the line of credit resolution, seconded by Leslie Rittenhouse and the motion carried. RJ Logan explained that \$200,000 would be transferred into the checking account on December 15, 2009. The interest rate would be 4.5% not to exceed 8% and the loan is to be repaid upon receipt of the library tax draw not later than June 20, 2010. The Corporate Resolution to Borrow, Promissory Note and Commercial Pledge Agreement were signed by President Michael Robertson and Treasurer Beverly Austin. The members signed the resolution authorizing a tax anticipation warrant line of credit.

Resolution to Appropriate LSTA Grant Funds

A LSTA grant reimbursement has been received in the amount of \$5,450.95. A resolution was read by Secretary Kevin Sipe which gives authority to the treasurer to reimburse appropriations from which expenses were originally paid in the following amount: Professional Services, \$653.75; Technology Equipment, \$4,154.00; Technology Software, \$643.20. Kevin Sipe made a motion to approve the resolution, a second was made by Bette Dalzell and the motion carried.

Transfer of Appropriations Resolution

A transfer of appropriation resolution was read and a motion made by Kevin Sipe approving the resolution with the following amendment: un-obligated balances that will "not" be needed. A second was made by Bette Dalzell and the motion carried. The resolution calls for a \$2,700 transfer of appropriation funds. The resolution was signed by the members.

Resolution to Extend Line of Credit

A resolution was read and a motion was made by Kevin Sipe which declares an emergency and extends repayment of the tax anticipation warrant line of credit until such time as a tax draw is received not later than June 20, 2010. A second was made by Leslie Rittenhouse and the motion was approved. The resolution was signed by the members.

Encumber Funds

A resolution to encumber 2009 operating funds was read and a motion was made by Kevin Sipe which encumbers the following funds: \$6,558.00 from technology equipment for a new server; \$3,415.00 from professional services to install the server; and \$908.00 from technology equipment for a new accounting computer with a total of \$10,881.00 to be encumbered. A second was made by Bette Dalzell and the motion carried. The resolution was signed by the members.

Nominating Committee Report (Bette Dalzell & Mike Robertson)

Bette Dalzell presented the following 2010 slate of officers: President, Wayne Davidson; Vice-President, Kevin Sipe; Secretary, Mike Robertson; Treasurer, Beverly Austin; and Assistant Treasurer, Bette Dalzell. Beverly Austin made a motion approving the slate of officers as presented. A second was made by Leslie Rittenhouse and the motion carried.

Liability Insurance Renewal

Beverly Austin made a motion to continue coverage of directors & officers' liability insurance through Dezelan-GDM Insurance with an annual premium of \$750. The due date is January 1, 2010. Leslie Rittenhouse made a second and the motion carried.

2010 Holiday Calendar for Revision

A motion was made by Beverly Austin approving a change to the 2010 holiday calendar to add July 5, 2010 as a paid holiday. Leslie Rittenhouse made a second and the motion carried. The personnel policy reads: "if a Library holiday falls on Sunday, the Library will be closed the following day".

DIRECTOR'S REPORT

Bonnie Scott has turned in her resignation. Amber Jones has been hired temporary part-time to help with scheduling. She is working Tuesday and Thursday evening and every other Saturday. Dennis Johnson has been hired to take Bonnie Scott's place and will start after the first of the year. He has a Bachelor's degree in History and it is felt he will make a good addition to the staff. Emily Davidson has submitted her retirement letter. She will be retiring March 1, 2010. At the present time she will be continue to be off on Workman's Compensation. When Workman's Compensation is exhausted she plans to use her accumulated vacation time and is not planning to return to work. Beth Mehling has been hired to take Emily's position as Manager of the Hazelbaker Branch and will take over her duties after the first of the year. It is anticipated that two part-time employees will be hired to fill her full-time position. We are still around 10,000 items short of the goal of 200,000 check outs in 2009. A card and gift were suggested for Emily Davidson's retirement.

With no objections the meeting was adjourned.

George J. Austin  
Bette Sebell  
Healie Rittenhouse

Kevin Sipe  
Kevin Sipe, Secretary  
Michael Rebertson  
\_\_\_\_\_  
\_\_\_\_\_



# Register Of Claims

## North Madison County Public Library System

Report Date: From 11/10/2009 To 12/14/2009

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	629	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,338.73	11/25/2009	P/R ENDING 11/21/09
			FICA	Payroll Deductions	\$1,084.98		
			Federal Taxes Withheld	Payroll Deductions	\$1,773.48		
			Medicare	Payroll Deductions	\$253.75		
				<b>Total this claim</b>	<u>\$4,450.94</u>		
0	644	PAYROLL	Operating Fund	Salary of Director	\$1,636.51	12/9/2009	PAYROLL
			Operating Fund	Salary of Assistants	\$13,324.64		
			Operating Fund	Salary of Assistants	\$965.60		
			Operating Fund	Wages of Janitor	\$1,381.40		
				<b>Total this claim</b>	<u>\$17,308.15</u>		
0	645	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,324.10	12/9/2009	P/R ENDING 12/5/09
			FICA	Payroll Deductions	\$1,073.13		
			Federal Taxes Withheld	Payroll Deductions	\$1,753.20		
			Medicare	Payroll Deductions	\$250.97		
				<b>Total this claim</b>	<u>\$4,401.40</u>		
0	646	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$105.00	12/9/2009	P/R ENDING 12/5/09
				<b>Total this claim</b>	<u>\$105.00</u>		
0	683	COMMUNITY BANK OF SUMMI	Operating Fund	Other	\$0.44	12/14/2009	TO CLOSE ACCOUNT
				<b>Total this claim</b>	<u>\$0.44</u>		
0	630	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$105.00	11/25/2009	P/R ENDING 11/21/09
				<b>Total this claim</b>	<u>\$105.00</u>		
0	628	PAYROLL	Operating Fund	Salary of Director	\$1,636.51	11/25/2009	PAYROLL
			Operating Fund	Salary of Assistants	\$13,497.50		
			Operating Fund	Salary of Assistants	\$965.60		
			Operating Fund	Wages of Janitor	\$1,399.70		
				<b>Total this claim</b>	<u>\$17,499.31</u>		
0	627	EMILY DAVIDSON	Operating Fund	Postage & UPS	(\$29.00)	11/11/2009	REVERSE VOUCHER FOR PETTY CASH REIMBURSEMENT
				<b>Total this claim</b>	<u>(\$29.00)</u>		
0	626	NORTH MADISON COUNTY P	Operating Fund	Interbank Transfers	\$24,525.11	11/11/2009	TO CLOSE ACCOUNT FOR FUNDS TO OPERATE LIBRARY
				<b>Total this claim</b>	<u>\$24,525.11</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>
0	624	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$155.00	11/11/2009	P/R ENDING 11/7/09
					<b>Total this claim</b>		
					\$155.00		
0	623	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,442.49	11/11/2009	P/R ENDING 11/7/2009
					FICA	Payroll Deductions	\$1,169.07
					Federal Taxes Withheld	Payroll Deductions	\$1,932.92
					Medicare	Payroll Deductions	\$273.42
					<b>Total this claim</b>		
					\$4,817.90		
0	622	PAYROLL	Operating Fund	Salary of Director	\$1,636.51	11/11/2009	PAYROLL
					Operating Fund	Salary of Assistants	\$14,817.38
					Operating Fund	Salary of Assistants	\$983.71
					Operating Fund	Wages of Janitor	\$1,418.00
					<b>Total this claim</b>		
					\$18,855.60		
26049	625	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$350.00	11/11/2009	P/R ENDING 11/7/09
					<b>Total this claim</b>		
					\$350.00		
26050	634	AT&T	Operating Fund	Telephone & Telegraph	\$1,219.66	11/25/2009	SUMMITVILLE ACCOUNT
					<b>Total this claim</b>		
					\$1,219.66		
26051	635	AT&T LONG DISTANCE	Operating Fund	Telephone & Telegraph	\$43.55	11/25/2009	SERVICE FOR ELWOOD & SUMMITVILLE
					Operating Fund	Telephone & Telegraph	\$12.75
					<b>Total this claim</b>		
					\$56.30		
26052	636	AVAYA COMMUNICATION	Operating Fund	Telephone & Telegraph	\$303.84	11/25/2009	SERVICE CONTRACT
					<b>Total this claim</b>		
					\$303.84		
26053	632	CONSUMERS LIFE INSURANC	Operating Fund	Emp Cont Group Ins	\$5,853.80	11/25/2009	HEALTH INSURANCE 12/1/09-11/09
					Insurance	Payroll Deductions	\$593.20
					<b>Total this claim</b>		
					\$6,447.00		
26054	637	FORT DEARBORN LIFE INSUR	Operating Fund	Emp Cont Group Ins	\$141.45	11/25/2009	QUARTERLY LIFE INSURANCE 12/1/09-3/1/10
					<b>Total this claim</b>		
					\$141.45		
26055	631	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$1,325.99	11/25/2009	PAYROLL DEDUCTIONS FOR NOVEMBER
					County Taxes Withheld	Payroll Deductions	\$445.42
					<b>Total this claim</b>		
					\$1,771.41		
26056	639	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$1,568.38	11/25/2009	SERVICE FOR ELWOOD & SUMMITVILLE
					Operating Fund	Electricity	\$397.53
					<b>Total this claim</b>		
					\$1,965.91		



<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>
26057	638	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$17.96	11/25/2009	SERVICE FOR SUMMITVILLE
			Operating Fund	Waste Disposal Services	\$45.55		
				<b>Total this claim</b>	<u>\$63.51</u>		
26058	633	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$350.00	11/25/2009	P/R ENDING 11/21/09
				<b>Total this claim</b>	<u>\$350.00</u>		
26059	640	SUBSCRIBER RENEWALS	Operating Fund	Summitville Period. & Newsp.	\$199.16	11/25/2009	ONE YEAR SUBSCRIPTION CHRONICLE-TRIBUNE - SUMMITVILLE
				<b>Total this claim</b>	<u>\$199.16</u>		
26060	641	TOWN OF FRANKTON	Operating Fund	Electricity	\$397.41	11/25/2009	UTILITIES FOR FRANKTON
			Operating Fund	Water	\$13.30		
			Operating Fund	Waste Disposal Services	\$13.02		
				<b>Total this claim</b>	<u>\$423.73</u>		
26061	642	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$304.30	11/25/2009	SERVICE FOR ELWOOD & FRANKTON
			Operating Fund	Gas	\$37.24		
				<b>Total this claim</b>	<u>\$341.54</u>		
26062	643	VISA	Gift	Frankton Programing	\$85.00	11/25/2009	As per attached invoices- FRANKTON
				<b>Total this claim</b>	<u>\$85.00</u>		
26063	648	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$218.32	12/9/2009	SERVICE FOR ELWOOD
				<b>Total this claim</b>	<u>\$218.32</u>		
26064	649	JOYCE BARRETT	Gift	Frankton Programing	\$90.00	12/9/2009	FRANKTON TUESDAY @ 10
				<b>Total this claim</b>	<u>\$90.00</u>		
26065	647	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$350.00	12/9/2009	P/R ENDING 12/5/09
				<b>Total this claim</b>	<u>\$350.00</u>		
26066	650	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$25.70	12/9/2009	SERVICE FOR SUMMITVILLE
				<b>Total this claim</b>	<u>\$25.70</u>		
26067	651	VERIZON	Operating Fund	Telephone & Telegraph	\$263.65	12/9/2009	SERVICE FOR FRANKTON
				<b>Total this claim</b>	<u>\$263.65</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>
26068	652	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$2,171.68	12/14/2009	As per attached invoices.
			Operating Fund	Elwood Childrens	\$834.52		
			Operating Fund	Elwood YA	\$302.52		
			Operating Fund	Frankton	\$1,302.97		
			Operating Fund	Summitville	\$311.96		
			Operating Fund	Elwood Indiana Room	\$23.90		
			Gift	Frankton	\$95.90		
				<b>Total this claim</b>	\$5,043.45		
26069	654	BAXTER PEST PROFESSIONA	Operating Fund	Professional Services	\$270.00	12/14/2009	PEST CONTROL
				<b>Total this claim</b>	\$270.00		
26070	655	BEVERLY AUSTIN	Operating Fund	Salary of Board Treasurer	\$300.00	12/14/2009	2009 TREASURER
				<b>Total this claim</b>	\$300.00		
26071	656	BOYCE FORMS/SYSTEMS	Operating Fund	Official Records	\$32.50	12/14/2009	EMPLOYEE'S SERVICE RECORD FORMS
				<b>Total this claim</b>	\$32.50		
26072	657	CDW GOVERNMENT, INC.	Operating Fund	Technology Equipment	\$157.39	12/14/2009	REPLACEMENT BATTERIES UPS
				<b>Total this claim</b>	\$157.39		
26073	658	CENTRAL OFFICE PRODUCTS	Operating Fund	Office Supplies	\$396.00	12/14/2009	As per attached invoices.
				<b>Total this claim</b>	\$396.00		
26074	659	CHAPMAN ELECTRIC SUPPLY	Operating Fund	Operating Supplies	\$264.02	12/14/2009	As per attached invoices.
				<b>Total this claim</b>	\$264.02		
26075	660	CHESTER INFORMATION TEC	Operating Fund	Techology Software	\$2,047.00	12/14/2009	SYMANTECT SECURITY SOFTWARE
			Operating Fund	Professional Services	\$90.00		
				<b>Total this claim</b>	\$2,137.00		
26076	661	CINTAS CORPORATION	Operating Fund	Cleaning & Sanitation Supplies	\$69.26	12/14/2009	As per attached invoices.
				<b>Total this claim</b>	\$69.26		
26077	681	COMPUTERS BY DESIGN, INC	Operating Fund	Techology Software	\$649.99	12/14/2009	CYBRARYN LICENSE
				<b>Total this claim</b>	\$649.99		
26078	679	DIANA L. SHEPARD	Operating Fund	Traveling Expense	\$148.40	12/14/2009	MILEAGE
				<b>Total this claim</b>	\$148.40		
26079	662	EDUCATION NETWORKS OF A	St Technology Fund Gr	Telephone & Telegraph	\$855.00	12/14/2009	INTERNET ACCESS SERVICE
				<b>Total this claim</b>	\$855.00		



<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>
26080	663	ELWOOD FIRE EQUIPMENT C	Operating Fund	Professional Services	\$264.85	12/14/2009	FIRE ALARM INSPECTION - FRANKTON
<b>Total this claim</b>					<u>\$264.85</u>		
26081	665	H.W.WILSON COMPANY	Operating Fund	Elwood Adult	\$430.00	12/14/2009	PUBLIC LIBRARY CORE COLLECTION
<b>Total this claim</b>					<u>\$430.00</u>		
26082	664	HARPER'S LAWN CARE	Operating Fund	Professional Services	\$140.00	12/14/2009	LAWN CARE - FRANKTON
<b>Total this claim</b>					<u>\$140.00</u>		
26083	666	HORTON & SONS OF ELWOOD	Operating Fund	Operating Supplies	\$244.51	12/14/2009	As per attached invoices.
<b>Total this claim</b>					<u>\$244.51</u>		
26084	667	IDLEWINE LAWNMOWER SAL	Operating Fund	Equipment/Maint.	\$107.26	12/14/2009	INSTALL SNOW THROWER, SERVICE LAWN TRACTOR
<b>Total this claim</b>					<u>\$107.26</u>		
26085	668	INDIANA NEWSPAPERS, INC.	Operating Fund	Elwood Period. & News.	\$218.95	12/14/2009	YEAR SUBSCRIPTION INDIANAPOLIS STAR - ELWOOD
<b>Total this claim</b>					<u>\$218.95</u>		
26086	669	KARDINAL INDUSTRIAL SUPP	Operating Fund	Professional Services	\$25.00	12/14/2009	HOT & CHILL LOOP SERVICE CALL
<b>Total this claim</b>					<u>\$25.00</u>		
26087	670	KEITH BALDWIN	Gift	Professional Services	\$968.00	12/14/2009	REPAIR SUMMITVILLE SHELING
<b>Total this claim</b>					<u>\$968.00</u>		
26088	671	LMC SERVICE SOLUTIONS	Operating Fund	Professional Services	\$424.50	12/14/2009	HVAC QUARTERLY INSPECTION - ELWOOD
<b>Total this claim</b>					<u>\$424.50</u>		
26089	672	MARSH SUPERMARKET	Operating Fund	Elwood Children's Programing	\$14.24	12/14/2009	As per attached invoices.
<b>Total this claim</b>					<u>\$14.24</u>		
26090	680	MIDWEST TAPE	Operating Fund	Frankton AV	\$182.92	12/14/2009	As per attached invoices.
			Operating Fund	Elwood AV	\$372.81		
			Operating Fund	Summitville AV	\$171.92		
<b>Total this claim</b>					<u>\$727.65</u>		
26091	682	POSTMASTER	Operating Fund	Postage & UPS	\$88.00	12/14/2009	STAMPS FOR FRANKTON
<b>Total this claim</b>					<u>\$88.00</u>		
26092	673	QUILL CORPORATION	Operating Fund	Office Supplies	\$543.89	12/14/2009	As per attached invoices.
<b>Total this claim</b>					<u>\$543.89</u>		
26093	674	RAMSAY BUSINESS PRODUC	Operating Fund	Office Supplies	\$48.16	12/14/2009	As per attached invoices.
<b>Total this claim</b>					<u>\$48.16</u>		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
26094	675	RDJ SPECIALTIES, INC.	Gift	Frankton Programming	\$172.24	12/14/2009	As per attached invoices.
<b>Total this claim</b>					\$172.24		
26095	653	STAR FINANCIAL BANK	Operating Fund	Interest on Temporary Loans	\$250.00	12/14/2009	CLOSING FEES FOR TAX ANTICIPATION WARRANT LINE OF CREDIT
<b>Total this claim</b>					\$250.00		
26096	676	TOPS TRUE VALUE	Operating Fund	Operating Supplies	\$35.81	12/14/2009	As per attached invoices.
<b>Total this claim</b>					\$35.81		
26097	677	UPSTART	Operating Fund	Operating Supplies	\$60.57	12/14/2009	As per attached invoices.
<b>Total this claim</b>					\$60.57		
26098	678	WISE CHOICE LAWN CARE	Operating Fund	Professional Services	\$200.00	12/14/2009	LAWN CARE - SUMMITVILLE
<b>Total this claim</b>					\$200.00		

**Total Amount of Claims \$122,147.67**

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, December 11, 2009

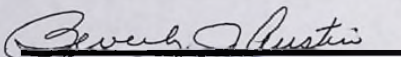
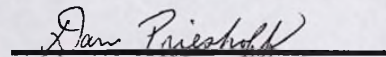
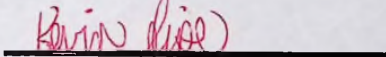
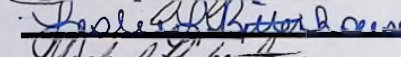
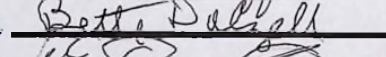
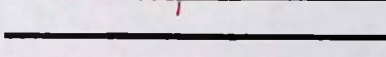
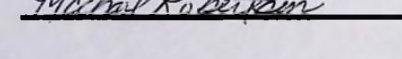
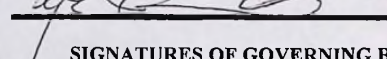

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Fiscal Officer

**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 14 day of December, 2009.

**SIGNATURES OF GOVERNING BOARD**

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/1998.



Operating Fund	2008	2009 (Pub)	2009 (Working)	Disbursements to November	% Used	Difference (Pub and Working)
<b>1. Personal Services</b>						
<b>Salaries and Wages</b>						
Librarian/Director	44,363	45,694	42,550	39,276.24	92%	3,144
Salary of Assistants	477,289	491,608	435,500	399,772.66	92%	56,108
Wages of Janitor	34,650	35,690	35,690	33,336.70	93.4%	-
<b>Employee Benefits</b>						
Employee Benefits -Unemployment Comp.	1,750	1,750	1,750	1,080.89	62%	-
Employer's FICA & Medicare	43,000	45,000	42,000	36,138.04	86%	3,000
Emp. Cont. PERF	34,000	38,000	34,000	23,062.66	68%	4,000
Emp. Cont. Group Ins.	78,660	78,660	64,000	58,517.36	91%	14,660
Salary of Board Treasurer	300	300	300	-	0%	-
<b>Total Personal Services</b>	<b>714,012</b>	<b>736,702</b>	<b>655,790</b>	<b>591,184.55</b>	<b>90%</b>	<b>80,912</b>
<b>2. Supplies</b>						
Office Supplies	10,000	10,000	7,000	6,859.30	98%	3,000
Stationary & Supplies	500	500	100	-	0%	400
Operating Supplies	8,500	8,500	7,000	5,113.99	73%	1,500
Cleaning & Sanitation Supplies	3,500	3,500	3,500	2,216.12	63%	-
Fuel, Oil, and Lubricants	150	150	150	72.85	49%	-
Bldg. Mat. And Supplies	500	250	100	-	0%	150
Paint and Painting Supplies	500	250	100	-	0%	150
Repair Parts/Maintenance	1,000	1,000	1,000	-	0%	-
Other Repair & Maintenance Supplies	500	250	100	-	0%	150
Book Processing	4,000	4,000	4,000	2,213.58	55%	-
Automation	15,000	12,000	12,000	13,108.00	109%	-
Official Record	1,000	1,000	1,000	438.04	44%	-
<b>Total Supplies</b>	<b>45,150</b>	<b>41,400</b>	<b>36,050</b>	<b>30,021.88</b>	<b>83%</b>	<b>5,350</b>
<b>3. Other Services &amp; Charges</b>						
Professional Services	23,000	25,000	25,000	19,829.68	79%	-
Consulting Services	4,000	4,000	1,000	-	0%	3,000
Legal Services	2,000	2,000	2,000	792.42	40%	-
Engineering & Architects	100	100	50	-	0%	50
Telephone & Telegraph	31,750	39,250	8,000	9,097.62	114%	31,250
Postage & UPS	3,700	3,700	3,000	2,152.37	72%	700
Traveling Expense	3,000	3,000	3,000	2,134.44	71%	-
Professional Meetings	1,000	1,000	1,000	843.50	84%	-
Elwood Children's Programming	3,500	3,500	3,500	2,249.28	64%	-
Elwood Adult Programming	1,400	1,400	1,400	1,148.43	82%	-
Frankton Programming	2,500	2,500	2,500	2,346.92	94%	-
Summitville Programming	1,250	1,250	1,250	1,073.19	86%	-
Title Source (Baker & Taylor)	3,100	3,100	3,100	2,695.00	87%	-
Advertising & Public Notices	600	600	400	729.75	182%	200
Insurance	18,000	18,000	15,000	13,403.00	89%	3,000
Official Bonds	400	400	400	200.00	50%	-

Operating Fund	2008	2009 (Pub)	2009 (Working)	Disbursements to November	% Used	Difference (Pub and Working)
Gas (HVAC)	20,000	20,000	10,000	7,704.50	77%	10,000
Electricity	32,000	32,000	30,000	27,738.05	92%	2,000
Water	4,000	4,000	4,000	3,077.80	77%	-
Waste Disposal Services	1,000	1,000	800	800.90	100%	-
Bldg. & Structure/Maint.	1,000	1,000	1,000	580.65	58%	-
Equipment/Maint.	4,000	4,000	2,000	1,576.81	79%	2,000
Equipment/Rental	3,000	3,500	3,000	1,976.00	66%	-
Dues	1,200	1,500	1,500	1,495.42	100%	-
Taxes	800	500	500	140.00	28%	-
Taxes	10,000	2,000	100	-	0%	-
Interest on Temporary Loans	-	6,000	6,000	-	0%	-
Transfer to LIRF	-	-	-	-	-	-
<b>Total Other Services</b>	<b>178,308</b>	<b>184,300</b>	<b>129,500</b>	<b>103,785.73</b>	<b>80%</b>	<b>5</b>
<b>4. Capital Outlays</b>						
Land Buildings Improvements	500	500	50	20.97	42%	-
Furniture & Equipment	7,000	4,000	1,000	1,600.63	160%	-
Technology Equipment	16,000	16,000	13,440	4,860.99	36%	-
Elwood Adult	33,000	33,000	27,720	25,712.24	93%	-
Elwood Childrens	14,200	14,200	11,928	11,555.37	97%	-
Elwood YA	4,000	4,000	3,360	2,988.40	89%	-
Frankton	18,500	18,500	15,540	14,819.15	95%	-
Summitville	15,500	15,500	13,020	11,929.90	92%	-
Elwood Indiana Room	1,000	1,000	840	17.95	2%	-
Elwood Period. & News.	5,300	4,500	4,500	3,386.34	75%	-
Frankton Per. & Newsp.	3,250	2,800	2,800	1,603.57	57%	-
Summitville Period. & Newsp.	2,000	1,700	1,700	1,524.65	90%	-
Elwood AV	15,900	15,900	13,356	12,125.14	91%	-
Frankton AV	9,400	9,400	7,896	7,854.52	99%	-
Hazelbaker AV	5,000	5,000	4,200	3,906.26	93%	-
Technology Software	4,500	4,500	3,780	1,915.59	51%	-
<b>Total Capital Outlays</b>	<b>155,050</b>	<b>150,500</b>	<b>125,130</b>	<b>105,821.67</b>	<b>85%</b>	<b>85%</b>
<b>Operating Fund</b>	<b>1,092,520</b>	<b>1,112,902</b>	<b>946,470</b>	<b>830,813.83</b>	<b>88%</b>	



RESOLUTION AUTHORIZING A TAX ANTICIPATION WARRANT  
LINE OF CREDIT  
North Madison County Public Library  
Madison County

Whereas, the North Madison County Public Library Board (the "Board") has not received a distribution of property taxes for taxes that are due and payable in 2009; and

Whereas, the Board has received notice from the Madison County Auditor that the Board will not receive a tax draw for taxes due and payable in 2009 by December 31, 2009 due to delays; and

Whereas, the Board finds the North Madison County Public Library in need of funds to continue the normal operations, including the payment of debt service; and

Whereas, the Board has determined that to continue with the normal operations of the Public Library, including the payment of debt service, the Board will need to borrow money from a financial institution;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM, INDIANA, as follows:

The North Madison County Public Library Board Treasurer (the "Treasurer") is authorized to work with Star Financial Bank (the "Bank") to borrow from the Bank no more than Five Hundred Thousand Dollars (\$500,000) (the "Loan").

The Loan will be taken to fund the operations of the Public Library (the "General Fund Loan") and to pay debt service on the Public Library's obligations (the "Debt Service Fund Loan").

Upon receipt of tax distributions for taxes payable in 2009 for the Public Library's General Fund, the Treasurer will immediately repay the Bank the principal and accrued interest due on the General Fund Loan.

Upon receipt of tax distributions for taxes payable in 2009 for the Library's Debt Service Fund, the Treasurer will immediately repay the Bank the principal and accrued interest due on the Debt Service Fund Loan.

The interest rate on the Loan will not exceed eight percent (8%).

The loan will be due no later than June 20, 2010.

The Treasurer is authorized to negotiate the loan as a Line of Credit to be used when needed.

Adopted this 14<sup>th</sup> day of December 2009

AYE

NAY

*Coverly J. Austin*

*Leslie J. Bittenhouse*

*Michael Robertson*

*Dan Pineshoff*

*Bette Dalgell*

*Kevin Sipe*

*Kevin Sipe*

ATTEST: *Bette Dalgell Pro-Tem Secretary*  
Kevin Sipe,  
Secretary of the North Madison County Public Library  
Board of Trustees



# CORPORATE RESOLUTION TO BORROW / GRANT COLLATERAL

**Corporation:** North Madison County Public Library  
1600 Main St  
Elwood, IN 46036

**Lender:** STAR Financial Bank  
Elwood Uplown  
125 S Anderson Street  
Elwood, IN 46036

**I. THE UNDERSIGNED, DO HEREBY CERTIFY THAT:**

**THE CORPORATION'S EXISTENCE.** The complete and correct name of the Corporation is North Madison County Public Library ("Corporation"). The Corporation is a non-profit corporation which is, and at all times shall be, duly organized, validly existing, and in good standing under and by virtue of the laws of the State of Indiana. The Corporation is duly authorized to transact business in all other states in which the Corporation is doing business, having obtained all necessary filings, governmental licenses and approvals for each state in which the Corporation is doing business. Specifically, the Corporation is, and at all times shall be, duly qualified as a foreign corporation in all states in which the failure to so qualify would have a material adverse effect on its business or financial condition. The Corporation has the full power and authority to own its property and to transact the business in which it is presently engaged or presently proposes to engage. The Corporation maintains an office at 1600 Main St, Elwood, IN 46036. Unless the Corporation has designated otherwise in writing, the principal office is the office at which the Corporation keeps its books and records. The Corporation will notify Lender prior to any change in the location of the Corporation's state of organization or any change in the Corporation's name. The Corporation shall do all things necessary to preserve and to keep in full force and effect its existence, rights and privileges, and shall comply with all regulations, rules, ordinances, statutes, orders and decrees of any governmental or quasi-governmental authority or court applicable to the Corporation and the Corporation's business activities.

**RESOLUTIONS ADOPTED.** At a meeting of the Directors of the Corporation, or if the Corporation is a close corporation having no Board of Directors then at a meeting of the Corporation's shareholders, duly called and held on December 14, 2009, at which a quorum was present and voting, or by other duly authorized action in lieu of a meeting, the resolutions set forth in this Resolution were adopted.

**OFFICERS.** The following named persons are officers of North Madison County Public Library:

NAME	TITLES	AUTHORIZED	ACTUAL SIGNATURES
Michael Robertson	President	Y X	<i>Michael Robertson</i>
Beverly J Austin	Treasurer	Y X	<i>Beverly J. Austin</i>

**ACTIONS AUTHORIZED.** Any two (2) of the authorized persons listed above may enter into all agreements of any nature with Lender, and these agreements will bind the Corporation. Specifically, but without limitation, any two (2) of such authorized persons are authorized, empowered, and directed to do the following for and on behalf of the Corporation:

**Borrow Money.** To borrow, as a cosigner or otherwise, from time to time from Lender, on such terms as may be agreed upon between the Corporation and Lender, such sum or sums of money as in their judgment should be borrowed, without limitation.

**Execute Notes.** To execute and deliver to Lender the promissory note or notes, or other evidence of the Corporation's credit accommodations, on Lender's forms, at such rates of interest and on such terms as may be agreed upon, evidencing the sums of money so borrowed or any of the Corporation's indebtedness to Lender, and also to execute and deliver to Lender one or more renewals, extensions, modifications, refinancings, consolidations, or substitutions for one or more of the notes, any portion of the notes, or any other evidence of credit accommodations.

**Grant Security.** To mortgage, pledge, transfer, endorse, hypothecate, or otherwise encumber and deliver to Lender any property now or hereafter belonging to the Corporation or in which the Corporation now or hereafter may have an interest, including without limitation all of the Corporation's real property and all of the Corporation's personal property (tangible or intangible), as security for the payment of any loans or credit accommodations so obtained, any promissory notes so executed (including any amendments to or modifications, renewals, and extensions of such promissory notes), or any other or further indebtedness of the Corporation to Lender at any time owing, however the same may be evidenced. Such property may be mortgaged, pledged, transferred, endorsed, hypothecated or encumbered at the time such loans are obtained or such indebtedness is incurred, or at any other time or times, and may be either in addition to or in lieu of any property theretofore mortgaged, pledged, transferred, endorsed, hypothecated or encumbered.

**Execute Security Documents.** To execute and deliver to Lender the forms of mortgage, deed of trust, pledge agreement, hypothecation agreement, and other security agreements and financing statements which Lender may require and which shall evidence the terms and conditions under and pursuant to which such liens and encumbrances, or any of them, are given; and also to execute and deliver to Lender any other written instruments, any chattel paper, or any other collateral, of any kind or nature, which Lender may deem necessary or proper in connection with or pertaining to the giving of the liens and encumbrances. Notwithstanding the foregoing, any one of the above authorized persons may execute, deliver, or record financing statements.

**Negotiate Items.** To draw, endorse, and discount with Lender all drafts, trade acceptances, promissory notes, or other evidences of indebtedness payable to or belonging to the Corporation or in which the Corporation may have an interest, and either to receive cash for the same or to cause such proceeds to be credited to the Corporation's account with Lender, or to cause such other disposition of the proceeds derived therefrom as they may deem advisable.

**Further Acts.** In the case of lines of credit, to designate additional or alternate individuals as being authorized to request advances under such lines, and in all cases, to do and perform such other acts and things, to pay any and all fees and costs, and to execute and deliver such other documents and agreements, including agreements waiving the right to a trial by jury, as the officers may in their discretion deem reasonably necessary or proper in order to carry into effect the provisions of this Resolution. The following person or persons are authorized to request advances and authorize payments under the line of credit until Lender receives from the Corporation, at Lender's address shown above, written notice of revocation of such authority: Michael Robertson, President of North Madison County Public Library; and Beverly J Austin, Treasurer of North Madison County Public Library.

**ASSUMED BUSINESS NAMES.** The Corporation has filed or recorded all documents or filings required by law relating to all assumed business names used by the Corporation. Excluding the name of the Corporation, the following is a complete list of all assumed business names under which the Corporation does business: None.

**NOTICES TO LENDER.** The Corporation will promptly notify Lender in writing at Lender's address shown above (or such other addresses as Lender may designate from time to time) prior to any (A) change in the Corporation's name; (B) change in the Corporation's assumed business name(s); (C) change in the management of the Corporation; (D) change in the authorized signers; (E) change in the Corporation's principal office address; (F) change in the Corporation's state of organization; (G) conversion of the Corporation to a new or different type of business entity; or (H) change in any other aspect of the Corporation that directly or indirectly relates to any agreements between the Corporation and Lender. No change in the Corporation's name or state of organization will take effect until after Lender has received notice.

**CERTIFICATION CONCERNING OFFICERS AND RESOLUTIONS.** The officers named above are duly elected, appointed, or employed by or for the Corporation, as the case may be, and occupy the positions set opposite their respective names. This Resolution now stands of record on the books of the Corporation, is in full force and effect, and has not been modified or revoked in any manner whatsoever.

**NO CORPORATE SEAL.** The Corporation has no corporate seal, and therefore, no seal is affixed to this Resolution.

**CONTINUING VALIDITY.** Any and all acts authorized pursuant to this Resolution and performed prior to the passage of this Resolution are hereby ratified and approved. This Resolution shall be continuing, shall remain in full force and effect and Lender may rely on it until written notice of its revocation shall have been delivered to and received by Lender at Lender's address shown above (or such addresses as Lender may designate from time to time). Any such notice shall not affect any of the Corporation's agreements or commitments in effect at the time notice is given.

**IN TESTIMONY WHEREOF,** we have hereunto set our hand and attest that the signatures set opposite the names listed above are their genuine signatures.

Each of us has read all the provisions of this Resolution, and we each personally and on behalf of the Corporation certify that all statements and representations made in this Resolution are true and correct. This Corporate Resolution to Borrow / Grant Collateral is dated December 14, 2009.

CERTIFIED TO AND ATTESTED BY:

X Michael Robertson  
Michael Robertson, President of North Madison  
County Public Library

X Beverly J. Austin  
Beverly J Austin, Treasurer of North Madison County  
Public Library

NOTE: If the officers signing this Resolution are designated by the foregoing document as one of the officers authorized to act on the Corporation's behalf, it is advisable to have this Resolution signed by at least one non-authorized officer of the Corporation.



\*00000000016782526096612142009\*

## PROMISSORY NOTE

**Borrower:** North Madison County Public Library  
1600 Main St  
Elwood, IN 46036

**Lender:** STAR Financial Bank  
Elwood Uptown  
125 S Anderson Street  
Elwood, IN 46036

**Principal Amount: \$500,000.00**

**Date of Note: December 14, 2009**

**PROMISE TO PAY.** North Madison County Public Library ("Borrower") promises to pay to STAR Financial Bank ("Lender"), or order, in lawful money of the United States of America, the principal amount of Five Hundred Thousand & 00/100 Dollars (\$500,000.00) or so much as may be outstanding, together with interest on the unpaid outstanding principal balance of each advance. Interest shall be calculated from the date of each advance until repayment of each advance.

**PAYMENT.** Borrower will pay this loan in one payment of all outstanding principal plus all accrued unpaid interest on June 20, 2010. In addition, Borrower will pay regular monthly payments of all accrued unpaid interest due as of each payment date, beginning January 15, 2010, with all subsequent interest payments to be due on the same day of each month after that. Unless otherwise agreed or required by applicable law, payments will be applied first to any unpaid collection costs; then to any late charges; then to any accrued unpaid interest; and then to principal. Borrower will pay Lender at Lender's address shown above or at such other place as Lender may designate in writing.

**VARIABLE INTEREST RATE.** The interest rate on this Note is subject to change from time to time based on changes in an independent Index which is the U.S. Prime Rate as published in the Wall Street Journal is the base rate on corporate loans posted by at least 70% of the 10 largest U.S. banks, (the "Index"). The Index is not necessarily the lowest rate charged by Lender on its loans. If the Index becomes unavailable during the term of this loan, Lender may designate a substitute Index after notifying Borrower. Lender will tell Borrower the current Index rate upon Borrower's request. The interest rate change will not occur more often than each day. Borrower understands that Lender may make loans based on other rates as well. The Index currently is 3.250% per annum. Interest on the unpaid principal balance of this Note will be calculated as described in the "INTEREST CALCULATION METHOD" paragraph using a rate equal to the Index, adjusted if necessary for any minimum and maximum rate limitations described below, resulting in an initial rate of 4.500% per annum based on a year of 360 days. NOTICE: Under no circumstances will the interest rate on this Note be less than 4.500% per annum or more than (except for any higher default rate shown below) the lesser of 8.000% per annum or the maximum rate allowed by applicable law.

**INTEREST CALCULATION METHOD.** Interest on this Note is computed on a 365/360 basis; that is, by applying the ratio of the Interest rate over a year of 360 days, multiplied by the outstanding principal balance, multiplied by the actual number of days the principal balance is outstanding. All Interest payable under this Note is computed using this method.

**PREPAYMENT.** Borrower agrees that all loan fees and other prepaid finance charges are earned fully as of the date of the loan and will not be subject to refund upon early payment (whether voluntary or as a result of default), except as otherwise required by law. Except for the foregoing, Borrower may pay without penalty all or a portion of the amount owed earlier than it is due. Early payments will not, unless agreed to by Lender in writing, relieve Borrower of Borrower's obligation to continue to make payments of accrued unpaid interest. Rather, early payments will reduce the principal balance due. Borrower agrees not to send Lender payments marked "paid in full", "without recourse", or similar language. If Borrower sends such a payment, Lender may accept it without losing any of Lender's rights under this Note, and Borrower will remain obligated to pay any further amount owed to Lender. All written communications concerning disputed amounts, including any check or other payment instrument that indicates that the payment constitutes "payment in full" of the amount owed or that is tendered with other conditions or limitations or as full satisfaction of a disputed amount must be mailed or delivered to: STAR Financial Bank, PO Box 11618, 6230 Bluffton Road Fort Wayne, IN 46868-1618.

**LATE CHARGE.** If a payment is 10 days or more late, Borrower will be charged 5.000% of the unpaid portion of the regularly scheduled payment or \$1,500.00, whichever is less.

**INTEREST AFTER DEFAULT.** Upon default, including failure to pay upon final maturity, the interest rate on this Note shall be increased by adding a 4.000 percentage point margin ("Default Rate Margin"). The Default Rate Margin shall also apply to each succeeding interest rate limitations under applicable law.

**DEFAULT.** Each of the following shall constitute an event of default ("Event of Default") under this Note:

**Payment Default.** Borrower fails to make any payment when due under this Note.

**Other Defaults.** Borrower fails to comply with or to perform any other term, obligation, covenant or condition contained in this Note or in any of the related documents or to comply with or to perform any term, obligation, covenant or condition contained in any other agreement between Lender and Borrower.

**Default in Favor of Third Parties.** Borrower or any Grantor defaults under any loan, extension of credit, security agreement, purchase or sales agreement, or any other agreement, in favor of any other creditor or person that may materially affect any of Borrower's property or Borrower's ability to repay this Note or perform Borrower's obligations under this Note or any of the related documents.

**False Statements.** Any warranty, representation or statement made or furnished to Lender by Borrower or on Borrower's behalf under this Note or the related documents is false or misleading in any material respect, either now or at the time made or furnished or becomes false or misleading at any time thereafter.

**Insolvency.** The dissolution or termination of Borrower's existence as a going business, the insolvency of Borrower, the appointment of a receiver for any part of Borrower's property, any assignment for the benefit of creditors, any type of creditor workout, or the commencement of any proceeding under any bankruptcy or insolvency laws by or against Borrower.

**Creditor or Forfeiture Proceedings.** Commencement of foreclosure or forfeiture proceedings, whether by judicial proceeding, self-help, repossession or any other method, by any creditor of Borrower or by any governmental agency against any collateral securing the loan.

This includes a garnishment of any of Borrower's accounts, including deposit accounts, with Lender. However, this Event of Default shall not apply if there is a good faith dispute by Borrower as to the validity or reasonableness of the claim which is the basis of the creditor or forfeiture proceeding and if Borrower gives Lender written notice of the creditor or forfeiture proceeding and deposits with Lender monies or a surety bond for the creditor or forfeiture proceeding, in an amount determined by Lender, in its sole discretion, as being an adequate reserve or bond for the dispute.

**Events Affecting Guarantor.** Any of the preceding events occur with respect to any guarantor, endorser, surety, or accommodation party and/or becomes the validity of, or liability under, any guaranty of the Indebtedness evidenced by this Note.

**Change In Ownership.** Any change in ownership of twenty-five percent (25%) or more of the common stock of Borrower.

**Adverse Change.** A material adverse change occurs in Borrower's financial condition, or Lender believes the prospect of payment or performance of this Note is impaired.

**Insecurity.** Lender in good faith believes itself insecure.

**Cure Provisions.** If any default, other than a default in payment is curable and if Borrower has not been given a notice of a breach of the same provision of this Note within the preceding twelve (12) months, it may be cured if Borrower, after Lender sends written notice to Borrower demanding cure of such default: (1) cures the default within fifteen (15) days; or (2) if the cure requires more than fifteen (15) days, immediately initiates steps which Lender deems in Lender's sole discretion to be sufficient to cure the default and thereafter continues and completes all reasonable and necessary steps sufficient to produce compliance as soon as reasonably practical.

**LENDER'S RIGHTS.** Upon default, Lender may declare the entire unpaid principal balance under this Note and all accrued unpaid interest immediately due, and then Borrower will pay that amount. Under all circumstances, the indebtedness will be repaid without relief from any Indiana or other valuation and appraisal laws.

**ATTORNEYS' FEES; EXPENSES.** Lender may hire or pay someone else to help collect this Note if Borrower does not pay. Borrower will pay Lender that amount. This includes, subject to any limits under applicable law, Lender's attorneys' fees and Lender's legal expenses, whether or not there is a lawsuit, including without limitation all attorneys' fees and legal expenses for bankruptcy proceedings (including efforts to modify or vacate any automatic stay or injunction), and appeals. If not prohibited by applicable law, Borrower also will pay any court costs, in addition to all other sums provided by law.

PROMISSORY NOTE  
(Continued)

Loan No: 16782525

JURY WAIVER. Lender and Borrower hereby waive the right to any jury trial in any action, proceeding, or counterclaim brought by either Lender or Borrower against the other.

GOVERNING LAW. This Note will be governed by federal law applicable to Lender and, to the extent not preempted by federal law, the laws of the State of Indiana without regard to its conflicts of law provisions. This Note has been accepted by Lender in the State of Indiana.

DISHONORED ITEM FEE. Borrower will pay a fee to Lender of \$20.00 if Borrower makes a payment on Borrower's loan and the check preauthorized charge with which Borrower pays is later dishonored.

RIGHT OF SETOFF. To the extent permitted by applicable law, Lender reserves a right of setoff in all Borrower's accounts with Lender (whether checking, savings, or some other account). This includes all accounts Borrower holds jointly with someone else and all accounts Borrower may open in the future. However, this does not include any IRA or Keogh accounts, or any trust accounts for which setoff would be prohibited by law. Borrower authorizes Lender, to the extent permitted by applicable law, to charge or setoff all sums owing on the indebtedness against any and all such accounts, and, at Lender's option, to administratively freeze all such accounts to allow Lender to protect Lender's charge and setoff rights provided in this paragraph.

COLLATERAL. Borrower acknowledges this Note is secured by collateral pursuant to Related Documents. The term "Related Documents" means all credit agreements, loan agreements, environmental agreements, guarantees, security agreements, mortgages, deeds of trust, security deeds, collateral mortgages, pledge agreements and all other instruments, agreements and documents (i) executed in connection with the indebtedness evidenced by or related to this Note; or (ii) which makes reference to this Note or any renewal, amendment or modification of the Note.

LINE OF CREDIT. This Note evidences a straight line of credit. Once the total amount of principal has been advanced, Borrower is not entitled to further loan advances. Advances under this Note may be requested orally by Borrower or as provided in this paragraph. All oral requests shall be confirmed in writing on the day of the request. All communications, instructions, or directions to request advances and authorize payments to be directed to Lender's office shown above. The following person or persons are authorized to request revocation of such authority: under the line of credit until Lender receives from Borrower, at Lender's address shown above, written notice of revocation of such authority: Michael Robertson, President of North Madison County Public Library; and Beverly J. Austin, Treasurer of North Madison County Public Library. Borrower agrees to be liable for all sums either: (A) advanced in accordance with the instructions of an authorized person or (B) credited to any of Borrower's accounts with Lender. The unpaid principal balance owing on this Note at any time may be evidenced by endorsements on this Note or by Lender's internal records, including daily computer print-outs. Lender will have no obligation to advance funds under this Note if: (A) Borrower or any guarantor is in default under the terms of this Note or any agreement that Borrower or any guarantor has with Lender; including any agreement made in connection with the signing of this Note; (B) Borrower or any guarantor ceases doing business or is insolvent; (C) any guarantor seeks, claims or otherwise attempts to limit, modify or revoke such guarantor's guarantee of this Note or any other loan with Lender; (D) Borrower has applied funds provided pursuant to this Note for purposes other than those authorized by Lender; or (E) Lender in good faith believes itself insecure.

FINANCIAL INFORMATION. Borrower will furnish Lender with financial statements and other related information at such frequencies and in such detail as Lender may request at its sole discretion.

SUCCESSOR INTERESTS. The terms of this Note shall be binding upon Borrower, and upon Borrower's heirs, personal representatives, successors and assigns, and shall inure to the benefit of Lender and its successors and assigns.

GENERAL PROVISIONS. If any part of this Note cannot be enforced, this fact will not affect the rest of the Note. Lender may delay or forego enforcing any of its rights or remedies under this Note without losing them. Borrower and any other person who signs, guarantees or endorses this Note, to the extent allowed by law, waive presentment, demand for payment, and notice of dishonor. Upon any change in the terms of this Note, and unless otherwise expressly stated in writing, no party who signs this Note, whether as maker, guarantor, accommodation maker or endorser, shall be released from liability. All such parties agree that Lender may renew or extend (repeatedly and for any length of time) this loan or release any party or guarantor or collateral; or impair, fail to realize upon or perfect Lender's security interest in the collateral; and take any other action deemed necessary by Lender without the consent of or notice to anyone. All such parties also agree that Lender may modify this loan without the consent of or notice to anyone other than the party with whom the modification is made. The obligations under this Note are joint and several.

PRIOR TO SIGNING THIS NOTE, BORROWER READ AND UNDERSTOOD ALL THE PROVISIONS OF THIS NOTE, INCLUDING THE VARIABLE INTEREST RATE PROVISIONS. BORROWER AGREES TO THE TERMS OF THE NOTE.

BORROWER ACKNOWLEDGES RECEIPT OF A COMPLETED COPY OF THIS PROMISSORY NOTE.

BORROWER:

NORTH MADISON COUNTY PUBLIC LIBRARY  
By: Michael Robertson  
Michael Robertson, President of North Madison  
County Public Library

By: Beverly J. Austin  
Beverly J. Austin, Treasurer of North Madison  
County Public Library





\*00000000016782526023012142009\*

# COMMERCIAL PLEDGE AGREEMENT

**Lender:** North Madison County Public Library  
1600 Main St  
Elwood, IN 46036

**Lender:** STAR Financial Bank  
Elwood Updown  
126 S Anderson Street  
Elwood, IN 46036

THIS COMMERCIAL PLEDGE AGREEMENT dated December 14, 2009, is made and executed between North Madison County Public Library ("Grantor") and STAR Financial Bank ("Lender").

**GRANT OF SECURITY INTEREST.** For valuable consideration, Grantor grants to Lender a security interest in the Collateral to secure the Indebtedness and agrees that Lender shall have the rights stated in this Agreement with respect to the Collateral, in addition to all other rights which Lender may have by law.

**COLLATERAL DESCRIPTION.** The word "Collateral" as used in this Agreement means Grantor's present and future rights, title and interest in and to the following described investment property, together with any and all present and future additions thereto, substitutions therefor, and replacements thereof, and further together with all income and Proceeds as described herein:

Tax Warrants for taxes due and payable in 2009

**RIGHT OF SETOFF.** To the extent permitted by applicable law, Lender reserves a right of setoff in all Grantor's accounts with Lender (whether checking, savings, or some other account). This includes all accounts Grantor holds jointly with someone else and all accounts Grantor may open in the future. However, this does not include any IRA or Keogh accounts, or any trust accounts for which setoff would be prohibited by law. Grantor authorizes Lender, to the extent permitted by applicable law, to charge or setoff all sums owing on the Indebtedness against any and all such accounts, and, at Lender's option, to administratively freeze all such accounts to allow Lender to protect Lender's charge and setoff rights provided in this paragraph.

**REPRESENTATIONS AND WARRANTIES WITH RESPECT TO THE COLLATERAL.** Grantor represents and warrants to Lender that:

**Ownership.** Grantor is the lawful owner of the Collateral free and clear of all security interests, liens, encumbrances and claims of others except as disclosed to and accepted by Lender in writing prior to execution of this Agreement.

**Right to Pledge.** Grantor has the full right, power and authority to enter into this Agreement and to pledge the Collateral.

**Authority; Binding Effect.** Grantor has the full right, power and authority to enter into this Agreement and to grant a security interest in the Collateral to Lender. This Agreement is binding upon Grantor as well as Grantor's successors and assigns, and is legally enforceable in accordance with its terms. The foregoing representations and warranties, and all other representations and warranties contained in this Agreement are and shall be continuing in nature and shall remain in full force and effect until such time as this Agreement is terminated or cancelled as provided herein.

**No Further Assignment.** Grantor has not, and shall not, sell, assign, transfer, encumber or otherwise dispose of any of Grantor's rights in the Collateral except as provided in this Agreement.

**No Defaults.** There are no defaults existing under the Collateral, and there are no offsets or counterclaims to the same. Grantor will strictly and promptly perform each of the terms, conditions, covenants and agreements, if any, contained in the Collateral which are to be performed by Grantor.

**No Violation.** The execution and delivery of this Agreement will not violate any law or agreement governing Grantor or to which Grantor is a party, and its certificate or articles of incorporation and bylaws do not prohibit any term or condition of this Agreement.

**Financing Statements.** Grantor authorizes Lender to file a UCC financing statement, or alternatively, a copy of this Agreement to perfect Lender's security interest. At Lender's request, Grantor additionally agrees to sign all other documents that are necessary to perfect, protect, and continue Lender's security interest in the Property. Grantor will pay all filing fees, title transfer fees, and other fees and costs involved unless prohibited by law or unless Lender is required by law to pay such fees and costs. Grantor irrevocably appoints Lender to execute documents necessary to transfer title if there is a default. Lender may file a copy of this Agreement as a financing statement. If Grantor changes Grantor's name or address, or the name or address of any person granting a security interest under this Agreement changes, Grantor will promptly notify the Lender of such change.

**LENDER'S RIGHTS AND OBLIGATIONS WITH RESPECT TO THE COLLATERAL.** Lender may hold the Collateral until all Indebtedness has been paid and satisfied. Thereafter Lender may deliver the Collateral to Grantor or to any other owner of the Collateral. Lender shall have the following rights in addition to all other rights Lender may have by law:

**Maintenance and Protection of Collateral.** Lender may, but shall not be obligated to, take such steps as it deems necessary or desirable to protect, maintain, insure, store, or care for the Collateral, including paying of any liens or claims against the Collateral. This may include such things as hiring other people, such as attorneys, appraisers or other experts. Lender may charge Grantor for any cost incurred in so doing. When applicable law provides more than one method of perfection of Lender's security interest, Lender may choose the method(s) to be used.

**Income and Proceeds from the Collateral.** Lender may receive all income and Proceeds and add it to the Collateral. Grantor agrees to deliver to Lender immediately upon receipt, in the exact form received and without commingling with other property, all income and Proceeds from the Collateral which may be received by, paid, or delivered to Grantor or for Grantor's account, whether as an addition to, in discharge of, in substitution of, or in exchange for any of the Collateral.

**Application of Cash.** At Lender's option, Lender may apply any cash, whether included in the Collateral or received as income and Proceeds or through liquidation, sale, or retirement, of the Collateral, to the satisfaction of the Indebtedness or such portion thereof as Lender shall choose, whether or not matured.

**Transactions with Others.** Lender may (1) extend time for payment or other performance, (2) grant a renewal or change in terms or conditions, or (3) compromise, compound or release any obligation, with any one or more Obligors, endorsers, or Guarantors of the Indebtedness as Lender deems advisable, without obtaining the prior written consent of Grantor, and no such act or failure to act shall affect Lender's rights against Grantor or the Collateral.

**All Collateral Secures Indebtedness.** All Collateral shall be security for the indebtedness, whether the Collateral is located at one or more offices or branches of Lender. This will be the case whether or not the office or branch where Grantor obtained Grantor's loan knows about the Collateral or relies upon the Collateral as security.

**Collection of Collateral.** Lender at Lender's option may, but need not, collect the income and Proceeds directly from the Obligors. Grantor authorizes and directs the Obligors, if Lender decides to collect the income and Proceeds, to pay and deliver to Lender all income and Proceeds from the Collateral and to accept Lender's receipt for the payments.

**Power of Attorney.** Grantor irrevocably appoints Lender as Grantor's attorney-in-fact, with full power of substitution, (a) to demand, collect, receive, receipt for, sue and recover all income and Proceeds and other sums of money and other property which may now or hereafter become due, owing or payable from the Obligors in accordance with the terms of the Collateral; (b) to execute, sign and endorse any and all instruments, receipts, checks, drafts and warrants issued in payment for the Collateral; (c) to settle or compromise any and all claims arising under the Collateral, and in the place and stead of Grantor, execute and deliver Grantor's release and acquittance for Grantor; (d) to file any claim or claims or to take any action or institute or take part in any proceedings, either in Lender's own name or in the name of Grantor, or otherwise, which in the discretion of Lender may seem to be necessary or advisable; and (e) to execute in Grantor's name and to deliver to the Obligors on Grantor's behalf, at the time and in the manner specified by the Collateral, any necessary instruments or documents.

**Perfection of Security Interest.** Upon Lender's request, Grantor will deliver to Lender any and all of the documents evidencing or constituting the Collateral. When applicable law provides more than one method of perfection of Lender's security interest, Lender may choose the method(s) to be used. Upon Lender's request, Grantor will sign and deliver any writings necessary to perfect Lender's security interest. Grantor hereby appoints Lender as Grantor's irrevocable attorney-in-fact for the purpose of executing any documents necessary to perfect, amend, or to continue the security interest granted in this Agreement or to demand termination of filings of other secured parties.

**LENDER'S EXPENDITURES.** If any action or proceeding is commenced that would materially affect Lender's interest in the Collateral or if

Loan No: 16782525

Grantor fails to comply with any provision of this Agreement or any Related Documents, including but not limited to Grantor's failure to discharge or pay when due any amounts Grantor is required to discharge or pay under this Agreement or any Related Documents, Lender or Grantor's behalf may (but shall not be obligated to) take any action that Lender deems appropriate, including but not limited to discharging or paying all taxes, liens, security interests, encumbrances and other claims, at any time levied or placed on the Collateral and paying all costs for insuring, maintaining and preserving the Collateral. All such expenditures incurred or paid by Lender for such purposes will then bear interest at the rate charged on the Note from the date incurred or paid by Lender to the date of repayment by Grantor. All such expenses will become part of the indebtedness and, at Lender's option, will (A) be payable on demand; (B) be added to the balance of the Note and be apportioned among and be payable with any installment payments to become due during either (1) the term of any applicable insurance policy; or (2) the remaining term of the Note; or (C) be treated as a balloon payment which will be due and payable at the Note's maturity. The Agreement also will secure payment of these amounts. Such right shall be in addition to all other rights and remedies to which Lender may be entitled upon Default.

**LIMITATIONS ON OBLIGATIONS OF LENDER.** Lender shall use ordinary reasonable care in the physical preservation and custody of the Collateral in Lender's possession, but shall have no other obligation to protect the Collateral or its value. In particular, but without limitation, Lender shall have no responsibility for: (A) any depreciation in value of the Collateral or for the collection or protection of any income and Proceeds from the Collateral; (B) preservation of rights against parties to the Collateral or against third persons; (C) ascertaining any maturities, calls, conversions, exchanges, offers, tenders, or similar matters relating to any of the Collateral; or (D) informing Grantor about any of the above, whether or not Lender has or is deemed to have knowledge of such matters. Except as provided above, Lender shall have no liability for depreciation or deterioration of the Collateral.

**DEFAULT.** Each of the following shall constitute an Event of Default under this Agreement:

**Payment Default.** Grantor fails to make any payment when due under the indebtedness.

**Other Defaults.** Grantor fails to comply with or to perform any other term, obligation, covenant or condition contained in this Agreement or in any of the Related Documents or to comply with or to perform any term, obligation, covenant or condition contained in any other agreement between Lender and Grantor.

**Default in Favor of Third Parties.** Grantor defaults under any loan, extension of credit, security agreement, purchase or sales agreement, or any other agreement, in favor of any other creditor or person that may materially affect any of Grantor's property or ability to perform Grantor's obligations under this Agreement or any of the Related Documents.

**False Statements.** Any warranty, representation or statement made or furnished to Lender by Grantor or on Grantor's behalf under this Agreement or the Related Documents is false or misleading in any material respect, either now or at the time made or furnished or becomes false or misleading at any time thereafter.

**Defective Collateralization.** This Agreement or any of the Related Documents ceases to be in full force and effect (including failure of any collateral document to create a valid and perfected security interest or lien) at any time and for any reason.

**Insolvency.** The dissolution or termination of Grantor's existence as a going business, the insolvency of Grantor, the appointment of a receiver for any part of Grantor's property, any assignment for the benefit of creditors, any type of creditor workout, or the commencement of any proceeding under any bankruptcy or insolvency laws by or against Grantor.

**Creditor or Forfeiture Proceedings.** Commencement of foreclosure or forfeiture proceedings, whether by judicial proceeding, self-help, repossession or any other method, by any creditor of Grantor or by any governmental agency against any collateral securing the indebtedness. This includes a garnishment of any of Grantor's accounts, including deposit accounts, with Lender. However, this Event of Default shall not apply if there is a good faith dispute by Grantor as to the validity or reasonableness of the claim which is the basis of the creditor or forfeiture proceeding and if Grantor gives Lender written notice of the creditor or forfeiture proceeding and deposits with Lender monies or a surety bond for the creditor or forfeiture proceeding, in an amount determined by Lender, in its sole discretion, as being an adequate reserve or bond for the dispute.

**Events Affecting Guarantor.** Any of the preceding events occurs with respect to any guarantor, endorser, surety, or accommodation party of any of the indebtedness or guarantor, endorser, surety, or accommodation party dies or becomes incompetent or revokes or disputes the validity of, or liability under, any Guaranty of the indebtedness.

**Adverse Change.** A material adverse change occurs in Grantor's financial condition, or Lender believes the prospect of payment or performance of the indebtedness is impaired.

**Cure Provisions.** If any default, other than a default in payment is curable and if Grantor has not been given a notice of a breach of the same provision of this Agreement within the preceding twelve (12) months, it may be cured if Grantor, after Lender sends written notice to Grantor demanding cure of such default: (1) cures the default within fifteen (15) days; or (2) if the cure requires more than fifteen (15) days, immediately initiates steps which Lender deems in Lender's sole discretion to be sufficient to cure the default and thereafter continues and completes all reasonable and necessary steps sufficient to produce compliance as soon as reasonably practical.

**RIGHTS AND REMEDIES ON DEFAULT.** If an Event of Default occurs under this Agreement, at any time thereafter, Lender may exercise any one or more of the following rights and remedies:

**Accelerate Indebtedness.** Declare all Indebtedness, including any prepayment penalty which Grantor would be required to pay, immediately due and payable, without notice of any kind to Grantor.

**Collect the Collateral.** Collect any of the Collateral and, at Lender's option and to the extent permitted by applicable law, retain possession of the Collateral while suing on the Indebtedness.

**Sell the Collateral.** Sell the Collateral, at Lender's discretion, as a unit or in parcels, as one or more public or private sales. Unless the Collateral is perishable or threatens to decline speedily in value or is of a type customarily sold on a recognized market, Lender shall give or mail to Grantor, and other persons as required by law, notice at least ten (10) days in advance of the time and place of any public sale, or of the time after which any private sale may be made. However, no notice need be provided to any purchaser, after an Event of Default occurs, enters into and authenticates an agreement waiving that person's right to notification of sale. Grantor agrees that any requirement of reasonable notice as to Grantor is satisfied if Lender mails notice by ordinary mail addressed to Grantor at the last address Grantor has given Lender in writing. If a public sale is such that there shall be sufficient compliance with all requirements of notice to the public by a single publication in any newspaper of general circulation in the county where the Collateral is located, setting forth the time and place of sale and a brief description of the property to be sold. Lender may be a purchaser at any public sale. Under all circumstances, the Indebtedness will be repaid without relief from any Indiana or other valuation and appraisal laws.

**Sell Securities.** Sell any securities included in the Collateral in a manner consistent with applicable federal and state securities laws. If, because of restrictions under such laws, Lender is unable, or believes Lender is unable, to sell the securities in an open market transaction, Grantor agrees that Lender will have no obligation to delay sale until the securities can be registered. Then Lender may make a private sale to one or more persons or to a restricted group of persons, even though such sale may result in a price that is less favorable than might be obtained in an open market transaction. Such a sale will be considered commercially reasonable. If any securities held as Collateral are "restricted securities" as defined in the Rules of the Securities and Exchange Commission (such as Regulation D or Rule 144) or the rules of the securities departments under state "Blue Sky" laws, or if Grantor or any other owner of the Collateral is an affiliate of the issuer of the securities, Grantor agrees that neither Grantor, nor any member of Grantor's family, nor any other person signing this Agreement will sell or dispose of any securities of such issuer without obtaining Lender's prior written consent.

**Foreclosure.** Maintain a judicial suit for foreclosure and sale of the Collateral.

**Transfer Title.** Effect transfer of title upon sale of all or part of the Collateral. For this purpose, Grantor irrevocably appoints Lender as Grantor's attorney-in-fact to execute endorsements, assignments and instruments in the name of Grantor and each of them (if more than one) as shall be necessary or reasonable.

**Other Rights and Remedies.** Have and exercise any or all of the rights and remedies of a secured creditor under the provisions of the Uniform Commercial Code, at law, in equity, or otherwise.

**Application of Proceeds.** Apply any cash which is part of the Collateral, or which is received from the collection or sale of the Collateral, reimbursement of any expenses, including any costs for registration of securities, commissions incurred in connection with a sale, attorneys' fees and court costs, whether or not there is a lawsuit and including any fees or expenses incurred in connection with a sale, the collection and sale of such Collateral and to the payment of the indebtedness of Grantor to Lender, with any excess funds to be paid to Grantor as the interests of Grantor may appear. Grantor agrees, to the extent permitted by law, to pay any deficiency after application of the proceeds of the Collateral to the Indebtedness.



**Election of Remedies.** Except as may be prohibited by applicable law, all of Lender's rights and remedies, whether evidenced by this Agreement, the Related Documents, or by any other writing, shall be cumulative and may be exercised singularly or concurrently. Election by Lender to pursue any remedy shall not exclude pursuit of any other remedy, and an election to make expenditures or to take action to perform an obligation of Grantor under this Agreement, after Grantor's failure to perform, shall not affect Lender's right to declare a default and exercise its remedies.

**SCCELLANEOUS PROVISIONS.** The following miscellaneous provisions are a part of this Agreement:

**Amendments.** This Agreement, together with any Related Documents, constitutes the entire understanding and agreement of the parties as to the matters set forth in this Agreement. No alteration or amendment to this Agreement shall be effective unless given in writing and signed by the party or parties sought to be charged or bound by the alteration or amendment.

**Attorneys' Fees; Expenses.** Grantor agrees to pay upon demand all of Lender's costs and expenses, including Lender's attorneys' fees and Lender's legal expenses, incurred in connection with the enforcement of this Agreement. Lender may hire or pay someone else to help enforce this Agreement, and Grantor shall pay the costs and expenses of such enforcement. Costs and expenses include Lender's attorneys' fees and legal expenses whether or not there is a lawsuit, including attorneys' fees and legal expenses for bankruptcy proceedings (including efforts to modify or vacate any automatic stay or injunction), appeals, and any anticipated post-judgment collection services. Grantor also shall pay all court costs and such additional fees as may be directed by the court.

**Caption Headings.** Caption headings in this Agreement are for convenience purposes only and are not to be used to interpret or define the provisions of this Agreement.

**Governing Law.** This Agreement will be governed by federal law applicable to Lender and, to the extent not preempted by federal law, the laws of the State of Indiana without regard to its conflicts of law provisions. This Agreement has been accepted by Lender in the State of Indiana.

**No Waiver by Lender.** Lender shall not be deemed to have waived any rights under this Agreement unless such waiver is given in writing and signed by Lender. No delay or omission on the part of Lender in exercising any right shall operate as a waiver of such right or any other right. A waiver by Lender of a provision of this Agreement shall not prejudice or constitute a waiver of Lender's right otherwise to demand strict compliance with that provision or any other provision of this Agreement. No prior waiver by Lender, nor any course of dealing between Lender and Grantor, shall constitute a waiver of any of Lender's rights or of any of Grantor's obligations as to any future transactions. Whenever the consent of Lender is required under this Agreement, the granting of such consent by Lender in any instance shall not constitute continuing consent to subsequent instances where such consent is required and in all cases such consent may be granted or withheld in the sole discretion of Lender.

**Notices.** Any notice required to be given under this Agreement shall be given in writing, and shall be effective when actually delivered, when actually received by telefacsimile (unless otherwise required by law), when deposited with a nationally recognized overnight courier, or, if mailed, when deposited in the United States mail, as first class, certified or registered mail postage prepaid, directed to the addresses shown near the beginning of this Agreement. Any party may change its address for notices under this Agreement by giving formal written notice to the other parties, specifying that the purpose of the notice is to change the party's address. For notice purposes, Grantor agrees to keep Lender informed at all times of Grantor's current address. Unless otherwise provided or required by law, if there is more than one Grantor, any notice given by Lender to any Grantor is deemed to be notice given to all Grantors.

**Severability.** If a court of competent jurisdiction finds any provision of this Agreement to be illegal, invalid, or unenforceable as to any circumstance, that finding shall not make the offending provision illegal, invalid, or unenforceable as to any other circumstance. If feasible, the offending provision shall be considered modified so that it becomes legal, valid and enforceable. If the offending provision cannot be so modified, it shall be considered deleted from this Agreement. Unless otherwise required by law, the illegality, invalidity, or unenforceability of any provision of this Agreement shall not affect the legality, validity or enforceability of any other provision of this Agreement.

**Successors and Assigns.** Subject to any limitations stated in this Agreement on transfer of Grantor's interest, this Agreement shall be binding upon and inure to the benefit of the parties, their successors and assigns. If ownership of the Collateral becomes vested in a person other than Grantor, Lender, without notice to Grantor, may deal with Grantor's successors with reference to this Agreement and the indebtedness by way of forbearance or extension without releasing Grantor from the obligations of this Agreement or liability under the indebtedness.

**Time is of the Essence.** Time is of the essence in the performance of this Agreement.

**Waive Jury.** All parties to this Agreement hereby waive the right to any jury trial in any action, proceeding, or counterclaim brought by any party against any other party.

**DEFINITIONS.** The following capitalized words and terms shall have the following meanings when used in this Agreement. Unless specifically stated to the contrary, all references to dollar amounts shall mean amounts in lawful money of the United States of America. Words and terms used in the singular shall include the plural, and the plural shall include the singular, as the context may require. Words and terms not otherwise defined in this Agreement shall have the meanings attributed to such terms in the Uniform Commercial Code:

**Agreement.** The word "Agreement" means this Commercial Pledge Agreement, as this Commercial Pledge Agreement may be amended or modified from time to time, together with all exhibits and schedules attached to this Commercial Pledge Agreement from time to time.

**Borrower.** The word "Borrower" means North Madison County Public Library and includes all co-signers and co-makers signing the Note and all their successors and assigns.

**Collateral.** The word "Collateral" means all of Grantor's right, title and interest in and to all the Collateral as described in the Collateral Description section of this Agreement.

**Default.** The word "Default" means the Default set forth in this Agreement in the section titled "Default".

**Event of Default.** The words "Event of Default" mean any of the events of default set forth in this Agreement in the default section of this Agreement.

**Grantor.** The word "Grantor" means North Madison County Public Library.

**Guaranty.** The word "Guaranty" means the guaranty from guarantor, endorser, surety, or accommodation party to Lender, including without limitation a guaranty of all or part of the Note.

**Income and Proceeds.** The words "Income and Proceeds" mean all present and future income, proceeds, earnings, increases, and substitutions from or for the Collateral of every kind and nature, including without limitation all payments, interest, profits, distributions, benefits, rights, options, warrants, dividends, stock dividends, stock splits, stock rights, regulatory dividends, subscriptions, monies, claims for money due and to become due, proceeds of any insurance on the Collateral, shares of stock of different par value or no par value issued in substitution or exchange for shares included in the Collateral, and all other property Grantor is entitled to receive on account of such Collateral, including accounts, documents, instruments, chattel paper, investment property, and general intangibles.

**Indebtedness.** The word "Indebtedness" means the indebtedness evidenced by the Note or Related Documents, including all principal and interest together with all other indebtedness and costs and expenses for which Grantor is responsible under this Agreement or under any of the Related Documents.

**Lender.** The word "Lender" means STAR Financial Bank, its successors and assigns.

**Note.** The word "Note" means the Note executed by North Madison County Public Library in the principal amount of \$500,000.00 dated December 14, 2009, together with all renewals of, extensions of, modifications of, refinancings of, consolidations of, and substitutions for the note or credit agreement.

**Obligor.** The word "Obligor" means without limitation any and all persons obligated to pay money or to perform some other act under the Collateral.

**Property.** The word "Property" means all of Grantor's right, title and interest in and to all the Property as described in the "Collateral Description" section of this Agreement.

**Related Documents.** The words "Related Documents" mean all promissory notes, credit agreements, loan agreements, environmental agreements, guaranties, security agreements, mortgages, deeds of trust, security deeds, collateral mortgages, and all other instruments, agreements and documents, whether now or hereafter existing, executed in connection with the indebtedness.

GRANTOR HAS READ AND UNDERSTOOD ALL THE PROVISIONS OF THIS COMMERCIAL PLEDGE AGREEMENT AND AGREES TO ITS TERMS.

Loan No: 16782525

COMMERCIAL PLEDGE AGREEMENT  
(Continued)

Page 4

THIS AGREEMENT IS DATED DECEMBER 14, 2009.

GRANTOR:

NORTH MADISON COUNTY PUBLIC LIBRARY

By: Michael Robertson  
Michael Robertson, President of North Madison  
County Public Library

By: Beverly J. Austin  
Beverly J. Austin, Treasurer of North Madison  
County Public Library

LENDER:

STAR FINANCIAL BANK

By: [Signature]  
Authorized Signer





\*00000000016782525034512142009\*

# DISBURSEMENT REQUEST AND AUTHORIZATION

**Borrower:** North Madison County Public Library  
1600 Main St  
Elwood, IN 46036

**Lender:** STAR Financial Bank  
Elwood Uptown  
125 S Anderson Street  
Elwood, IN 46036

**LOAN TYPE.** This is a Variable Rate Nondisclosable Draw Down Line of Credit Loan to a Corporation for \$500,000.00 due on June 20, 2010.

**PRIMARY PURPOSE OF LOAN.** The primary purpose of this loan is for:

- Personal, Family, or Household Purposes or Personal Investment.
- Business (Including Real Estate Investment).

**SPECIFIC PURPOSE.** The specific purpose of this loan is: draw note while waiting on tax draws.

**DISBURSEMENT INSTRUCTIONS.** Borrower understands that no loan proceeds will be disbursed until all of Lender's conditions for making the loan have been satisfied. Please disburse the loan proceeds of \$500,000.00 as follows:

Undisbursed Funds:	\$500,000.00
Note Principal:	\$500,000.00

**CHARGES PAID IN CASH.** Borrower has paid or will pay in cash as agreed the following charges:

Prepaid Finance Charges Paid in Cash:	\$250.00
\$250.00 STAR Financial Bank Loan Fee	
<b>Total Charges Paid in Cash:</b>	<b>\$250.00</b>

**FINANCIAL CONDITION.** BY SIGNING THIS AUTHORIZATION, BORROWER REPRESENTS AND WARRANTS TO LENDER THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND CORRECT AND THAT THERE HAS BEEN NO MATERIAL ADVERSE CHANGE IN BORROWER'S FINANCIAL CONDITION AS DISCLOSED IN BORROWER'S MOST RECENT FINANCIAL STATEMENT TO LENDER. THIS AUTHORIZATION IS DATED DECEMBER 14, 2009.

**BORROWER:**

**NORTH MADISON COUNTY PUBLIC LIBRARY**

By: Michael Robertson  
Michael Robertson, President of North Madison County Public Library

By: Beverly J. Austin  
Beverly J. Austin, Treasurer of North Madison County Public Library

**RESOLUTION TO APPROPRIATE LSTA GRANT FUNDS**  
 North Madison County Public Library  
 Madison County

Whereas, the North Madison County Public Library System has received a LSTA grant reimbursement in the amount of \$5,450.95.

Whereas, certain appropriations are in need of reimbursement in order to pay outstanding obligations.

Therefore, be it resolved by the North Madison County Public Library Board of Trustees, the Treasurer is given authority to reimburse appropriations from which expenses were originally paid as follows:

Operating Fund		
Professional Services	3.1	\$ 653.75
Technology Equipment	4.21	\$4,154.00
Technology Software	4.54	\$ 504.00
Gift Fund		
Technology Software	4.54	\$ 139.20
<b>Total LSTA Grant</b>		<b>\$5,450.95</b>

Adopted this 14<sup>th</sup> Day of December 2009

AYE

NAY

Beverly J. Austin \_\_\_\_\_  
Jessie J. Bittenhouse \_\_\_\_\_  
Kevin Sipe \_\_\_\_\_  
Dan Prieshoff \_\_\_\_\_  
Bette Dahlhoff \_\_\_\_\_  
g e d \_\_\_\_\_

ATTEST:

Kevin Sipe  
 Kevin Sipe, Secretary, North Madison County Public Library

**TRANSFER OF APPROPRIATIONS RESOLUTION**  
 North Madison County Public Library System  
 Madison County

Whereas, It has been determined that it is now necessary to appropriate more money than was appropriated in the annual budget; now therefore:

Be it ordained by the North Madison County Public Library Board of Trustees, Madison County, that for the expenses of the taxing unit the following additional sums of money are hereby appropriated out of the funds named and for the purposes specified subject to the laws of the same:

1.13	Wages of Janitor	\$ 1,000.00
2.32	Automation	\$ 1,500.00
3.31	Advertising & Public Notices	\$ 200.00

**TOTAL for Operating Fund \$ 2,700.00**

Whereas, It has been shown that certain existing appropriations now have un-obligated balances that will now be needed for the purposes for which appropriated, it is further ordained that the following existing appropriations be reduced in the following amounts:

1.18	Employers Contribution PERF	\$ 500.00
1.19	Employers Contribution Group Ins	\$ 500.00
3.11	Consulting Services	\$ 1,500.00
3.51	Gas	\$ 200.00

**TOTAL for Operating Fund \$ 2,700.00**

Adopted this 14<sup>th</sup> day of December 2009

AYE

NAY

Beverly J. Austin \_\_\_\_\_  
Jessie J. Bittenhouse \_\_\_\_\_  
Kevin Sipe \_\_\_\_\_  
Dan Prieshoff \_\_\_\_\_  
Bette Dahlhoff \_\_\_\_\_  
g e d \_\_\_\_\_

ATTEST:

Kevin Sipe  
 Kevin Sipe, Secretary North Madison County Public Library Board of Trustees



Resolution to Declare an Emergency to extend  
 Tax Anticipation Warrant Line of Credit Payment until June 2010  
 North Madison County Public Library  
 Madison County

Whereas, the North Madison County Public Library Board of Trustees has received notice from the Madison County Auditor that it is anticipated there will not be a 2009 tax draw received before the end of the year, due to delays in dispersing property tax bills to property owners in Madison County. The North Madison County Public Library Board of Trustees authorizes the North Madison County Public Library Treasurer to declare an emergency and to extend the tax anticipation warrant line of credit received from Star Financial Bank until a tax draw is received.

Therefore, the North Madison County Public Library Board members do resolve to declare an emergency and to extend the repayment of the money borrowed from Star Financial Bank until such time as a tax draw is received and repay the loan on or before June 20, 2010.

ADOPTED THIS 14<sup>TH</sup> DAY OF DECEMBER 2009

AYE

NAY

Beverly J. Austin  
Leslie P. Battenhouse  
Kevin Sipe  
Dan Prieshoff  
Bette Dabzell  
J.E. [Signature]

ATTEST:

Kevin Sipe  
 Kevin Sipe, Secretary, North Madison County Public Library

RESOLUTION TO ENCUMBER OPERATING FUNDS 2009  
 North Madison County Public Library System  
 Madison County, Indiana

Whereas, it has been determined that it is now necessary to encumber appropriations from the 2009 Operating Fund for items which have purchase orders having not yet been delivered and services which have yet to be met to further the projects of North Madison County Public Library during 2010.

Now, therefore be it resolved by the North Madison County Public Library Board of Trustees, Madison County, Indiana that the following appropriations hereby be encumbered from the 2009 budget for the Operating Fund and ordered set apart out of that fund herein named and for the purposes herein specified, subject to the laws governing the same:

<u>Purchase Order #</u>	<u>Vendor's Name</u>	<u>Budget Line Item</u>	<u>Amount Encumbered</u>
5684	Chester, Inc.	4.21 Technology Equipment Server	\$6,558.00
5684	Chester, Inc.	3.1 Professional Services Server Installation	\$3,415.00
5687	AVC Technology Corporation	4.21 Technology Equipment Accounting Computer	\$908.00
<b>Total</b>			<b>\$10,881.00</b>

Presented to the North Madison County Public Library Board of Trustees, read in full and adopted this 14<sup>th</sup> day of December 2009.

AYE

NAY

Beverly J. Austin  
Leslie P. Battenhouse  
Kevin Sipe  
Michael Robertson  
Bette Dabzell  
J.E. [Signature]

ATTEST:

Kevin Sipe  
 Kevin Sipe, Secretary North Madison County Public Library System Board of Trustees

**MONTHLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM**

	NOV 2008	NOV 2009	Amount of Change	% OF Change	YTD 2008	YTD 2009	Amount of Change	YTD % OF Change
<b>ELWOOD</b>								
ADULT	2,848	<b>2,893</b>	45	2%	31,998	<b>32,837</b>	839	3%
JUVENILE	1,540	<b>1,707</b>	167	11%	20,981	<b>18,481</b>	-2,500	-12%
Y. A.	245	<b>282</b>	37	15%	2,310	<b>3,253</b>	943	41%
PERIOD.	419	<b>488</b>	69	16%	5,876	<b>6,414</b>	538	9%
AUDIO	151	<b>180</b>	29	19%	1,930	<b>1,709</b>	-221	-11%
VIDEO	4,601	<b>4,541</b>	-60	-1%	45,084	<b>51,416</b>	6,332	14%
<b>TOTAL</b>	<b>9,804</b>	<b>10,091</b>	<b>287</b>	<b>3%</b>	<b>108,179</b>	<b>114,110</b>	<b>5,931</b>	<b>5%</b>

<b>FRANKTON</b>								
ADULT	1,144	<b>1,077</b>	-67	-6%	12,658	<b>13,008</b>	350	3%
JUVENILE	769	<b>660</b>	-109	-14%	8,374	<b>7,731</b>	-643	-8%
Y. A.	141	<b>141</b>	0	0%	1,533	<b>1,769</b>	236	15%
PERIOD.	245	<b>270</b>	25	10%	3,515	<b>3,121</b>	-394	-11%
AUDIO	27	<b>51</b>	24	89%	423	<b>587</b>	164	39%
VIDEO	1,483	<b>1,433</b>	-50	-3%	17,886	<b>17,677</b>	-209	-1%
<b>TOTAL</b>	<b>3,809</b>	<b>3,632</b>	<b>-177</b>	<b>-5%</b>	<b>44,389</b>	<b>43,893</b>	<b>-496</b>	<b>-1%</b>

<b>HAZELBAKER</b>								
ADULT	738	<b>657</b>	-81	-11%	8,215	<b>8,719</b>	504	6%
JUVENILE	405	<b>315</b>	-90	-22%	4,909	<b>4,468</b>	-441	-9%
Y. A.	59	<b>41</b>	-18	-31%	685	<b>642</b>	-43	-6%
PERIOD.	67	<b>124</b>	57	85%	1,267	<b>1,548</b>	281	22%
AUDIO	59	<b>52</b>	-7	-12%	297	<b>379</b>	82	28%
VIDEO	861	<b>792</b>	-69	-8%	8,516	<b>9,134</b>	618	7%
<b>TOTAL</b>	<b>2,189</b>	<b>1,981</b>	<b>-208</b>	<b>-10%</b>	<b>23,889</b>	<b>24,890</b>	<b>1,001</b>	<b>4%</b>

<b>SYSTEM</b>								
ADULT	4,730	<b>4,627</b>	-103	-2%	52,871	<b>54,564</b>	1,693	3%
JUVENILE	2,714	<b>2,682</b>	-32	-1%	34,264	<b>30,680</b>	-3,584	-10%
Y. A.	445	<b>464</b>	19	4%	4,223	<b>5,664</b>	1,441	34%
PERIOD.	731	<b>882</b>	151	21%	9,805	<b>11,083</b>	1,278	13%
AUDIO	237	<b>283</b>	46	19%	2,378	<b>2,675</b>	297	12%
VIDEO	6,945	<b>6,766</b>	-179	-3%	71,486	<b>78,227</b>	6,741	9%
<b>TOTAL</b>	<b>15,802</b>	<b>15,704</b>	<b>-98</b>	<b>-1%</b>	<b>175,027</b>	<b>182,893</b>	<b>7,866</b>	<b>4%</b>

	ELWOOD	FRANKTON	HAZELBAKER
TRAFFIC	9,294	2,022	1,550
REF.	76	31	16
ASSIST.	1,291	535	193
COMP./WIRE	2,427 / 40	535 / 4	630 / 5
PROG. A.	5 / 15	5 / 26	2 / 41
J.	29 / 151	3 / 16	14 / 94

**TECH SERVICES PROCESSED 1,471 ITEMS.**





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

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

Executive Session Agenda  
 January 6<sup>th</sup>, 2009  
 Elwood Public Library Meeting Room  
 1600 Main Street  
 Elwood, IN 46036  
 5:00 p.m.  
 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 SYSTEM  
 BOARD OF TRUSTEES  
 EXECUTIVE SESSION  
 January 6, 2009  
 5:00pm

CALL TO ORDER

President Mike Robertson called an executive session of the North Madison County Public Library Board of Trustees to order at 5:00pm on Tuesday, January 6, 2009 in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present were members Mike Robertson, Dan Prieshoff, Pam Bohlander, Beverly Austin, Bette Dalzell and Kevin Sipe. Also in attendance were Director Jamie Scott and Attorney Jeffrey Graham.

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.

With no objections the meeting was adjourned.

*Kevin Sipe*  
 Kevin Sipe, Secretary

*Beverly J. Austin*

*Dan Prieshoff*

*Bette Dalzell*

*Michael Robertson*



MODE = MEMORY TRANSMISSION START=JAN-02 14:22 END=JAN-02 14:24

FILE NO.=322

STN NO.	COMM.	ONE-TOUCH/ ABBR NO.	STATION NAME/TEL NO.	PAGES	DURATION
001	OK	<04>	HERALD BULLETIN	002/002	00:00:58

-ELWOOD LIBRARY -

\*\*\*\*\* -17655520955 - \*\*\*\*\* 17655525001- \*\*\*\*\*

Date: 1/2/09

To: News paper



Fax Number: \_\_\_\_\_

Total Pages Including This Cover Page 2

Message: Please publish on Saturday and again on Tuesday

Thank you

From: Diana Shepard  
Phone: Ext 11



This fax was sent from:  
Elwood Public Library  
1600 Main St.  
Elwood, Indiana 46036  
Phone: 765-552-5001  
Fax: 765-552-0955

MODE = MEMORY TRANSMISSION START=JAN-02 14:20 END=JAN-02 14:21

FILE NO.=321

STN NO.	COMM.	ONE-TOUCH/ ABBR NO.	STATION NAME/TEL NO.	PAGES	DURATION
001	OK	<03>	CALL LEADER	002/002	00:00:24

-ELWOOD LIBRARY -

\*\*\*\*\* -17655520955 - \*\*\*\*\* 17655525001- \*\*\*\*\*

Date: 1/2/09

To: News paper



Fax Number: \_\_\_\_\_

Total Pages Including This Cover Page 2

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Elwood Public Library  
1600 Main St.  
Elwood, Indiana 46036  
Phone: 765-552-5001  
Fax: 765-552-0955



The Franklin Post from Committee will serve a chili supper from 4:30 to 7:30 p.m. Jan. 5 in the school cafeteria. The public is invited. The menu includes Rex's Chili.

### Northmen to sing at Zion Chapel

At 5 p.m. Sunday, the Northmen from Fort Wayne, will sing at the Zion Chapel, located at North F and 14th streets. There will be a free will offering taken. The public is invited. The Rev. Jack Bess II is pastor of the church.

### Pizza Hut fundraiser

Indiana Phi Master will host a Pizza Hut fundraiser from 5 to 8 p.m. Monday and Tuesday. Proceeds will go to community projects.

### Charitable contribution

The Elwood Mission will pick up any unwanted vehicle for a charitable contribution. For information or pickup call 552-8710.

### Blood Drive

St. Vincent Mercy Hospital will host a community blood drive from 3 to 7 p.m. Thursday, Jan. 15, in the Sr. Andrea Room. Walk-in donors and first-time donors are encouraged to participate. Proof of identification is required. Donors should be in good health, be 17 years of age, and weigh at least 110 pounds. A brief health checkup and review of medical history will be performed. Donors may safely donate blood every 56 days. The average blood donation takes about an hour and can help save the lives of as many as four people. For information call Catherine Coston, 552-4587.

### Narcotics

#### Anonymous

Narcotics Anonymous meets at 7 p.m. every Monday at the East Main Street Christian Church. The group also meets at 10 a.m. Saturday at the church.

### NMCPLS board to meet Tuesday

The North Madison County Public Library System will meet at 5 p.m. Tuesday, Jan. 6 at the Elwood Public Library. The board will meet with respect to receiving information concerning the individual's alleged misconduct.

public health program for the poor. It is estimated to cost as much as \$1 trillion.

Lest the plan seem too much a throwback to the public works projects of the 1930s Depression-era New Deal, Obama has added several 21st-century goals, such

Foley Hottenberg, executive director of Building America's Future, argued for a balance between immediate need and long-term investment that could have a more transformative impact on the economy.

## Nine Muslims remove

WASHINGTON (AP) — AirTran Airways apologized Friday to nine Muslims kicked off a New Year's Day flight to Florida after other passengers reported hearing a suspicious remark about airplane security.

One of the passengers said the confusion started at Reagan National Airport just outside Washington, D.C., when he talked about the safest place to sit on an airplane.

Orlando, Fla.-based AirTran said in a statement that it refunded the passengers' air fare and planned to reimburse them for replacement tickets they bought on US Airways. AirTran also offered to take the passengers back to Washington free of charge.

"We apologize to all of the passengers — to the nine who had to undergo extensive interviews from the authorities and to the 95 who ultimately made the flight," the statement said. "Nobody on Flight 175 reached their destination on time on New Year's Day, and we

regret it."

AirTran said the incident was a misunderstanding, but the steps taken were necessary.

Two U.S. Muslim advocacy groups, however, were critical of the airline's actions. The Muslim Public Affairs Council called on federal officials Friday to open an investigation. And the Council for American-Islamic Relations filed a complaint with the U.S. Department of Transportation, saying "It is incumbent on any airline to ensure that members of the traveling public are not singled out or mistreated based on their perceived race, religion or national origin."

Bill Adams, a DOT spokesperson, said the department thoroughly investigates discrimination complaints but would not comment further.

One of the Muslim passengers, Atif Irfan, said the family probably would not fly home with AirTran because members had already booked tickets on another airline,

## People on the street



"I can't believe that things go on in this little town."  
Phyllis Shawhan



"It scares me to be out and about in town anymore."  
Amber Capps

## Agenda

January 12, 2009

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting  
5:00 P.M.

Call to Order

Call for Quorum

Minutes

Claims Register & Checks

Old Business

1. In-service- ½ day February 11<sup>th</sup> (8 to 11:30 am) and all day May 18<sup>th</sup>

New Business

1. Final Action on Alleged Employee Misconduct
2. Levy Excess

Director's Report  
Public Comment  
Adjournment



7 18122 00770 7



NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM  
BOARD OF TRUSTEES

Regular Meeting  
January 12, 2009  
5:00pm

CALL TO ORDER

President Mike Robertson called a regular meeting of the North Madison County Public Library Board of Trustees to order on January 12, 2009 at 5:00pm in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present were members Beverly Austin, Mike Robertson, Kevin Sipe, Dan Prieshoff and Bette Dalzell. Also in attendance were Director Jamie Scott, Administrative Assistant Diana Shepard, Clerk Nancy Sumner, Attorney Jeffrey Graham and several members of the community.

MINUTES

Beverly Austin made a motion to approve the minutes from the December 8, 2008 regular meeting and the January 6, 2009 Executive Session. Bette Dalzell made a second and the motion carried.

OLD BUSINESS

Director Scott asked permission to hold a half-day in-service on February 11 from 8am to 11:30am and an all day in-service on May 18, 2009. The library would be closed from 9am to 12pm on February 11 and all day on May 18, 2009. Kevin Sipe made a motion approving both in-service days and library closings. Bette Dalzell made a second and the motion carried.

NEW BUSINESS

Final Action on Alleged Employee Misconduct

The board met in executive session on January 6, 2009 at 5:00 pm to discuss this matter. The following motion was made by Beverly Austin: In regards to the employment of Nancy Sumner, I move she be placed on immediate suspension without pay and benefits for thirty working days with one-year probationary period ending on February 23, 2010. During the probationary period she is subject to immediate dismissal by the Director for any cause for disciplinary action listed under number 12 of the Personnel Policy. A second was made by Bette Dalzell, the vote was unanimous.

Levy Excess

Notification has been received from the Department of Local Government Finance giving authority to transfer \$1,656 from the Levy Excess Fund into the Operating Fund. A motion was made by Beverly Austin giving permission for the transfer. Dan Prieshoff made a second and the motion carried.

DIRECTOR REPORT

A copy of library policies was given to each board member. Included in this policy were changes to the service fees that were approved at the December 2008 board meeting. Mary Hendrick, Youth Service Manager is working with Joanne Hadley from the Madison County CAPE program, they are currently working to try and improve early learning skills of children prior to kindergarten. Each parent that attends the pre-natal classes at Anderson Community Hospital receives a free book voucher; they can bring that voucher into the library and will be given a book. The books are through a grant that was given by the Ball Brothers Foundation. The Library has received the Madison County Council's non-binding review of the 2009 budget. Our proposed budget is below the county's growth quotient. The county's growth quotient is 2.4%; the library's is negative 1.49%. The library received \$10,260 for the State Technology Fund Grant Fund, which funds the non E-rate portion of the T-1 lines. The T-1 lines will be completely funded for the next funding year which runs from July 1, 2008 to June 30, 2009.

PUBLIC COMMENT

In order to make public comment, it is necessary to sign a form before the meeting, five have been received. The library policy is fifteen minutes total for public comment, if you wish to share equally that would be three minutes each.

Rebecca Capps commented that she believes there should have been public input before a decision was made about anyone's job because everything that was said was not totally true. Nancy did not give any names on the Internet. She stated that she believes Nancy has been treated unfairly.

Michael Williams commented that he thinks the punishment was a little extreme. Ms Sumner did not reveal anyone's name on the Internet. No posting were on library time. She did not reveal any information that is referred to in Indiana law and also in library policies, such as what books were read, the only thing she put on the web were numbers. He thanked the board for taking this under consideration.

Montie Manning, Library Director of Alexandria commented on Jamie Scott's professionalism. He has been director of the Alexandria Library for about five years, prior to that he worked at the Anderson Public Library and the Eagle Creek Public Library. He and Jamie Scott have worked together on several committees, negotiated contracts, anything that comes down the pike we work together; let me comment that she is a constant professional and she has integrity beyond reproach.

Nancy Sumner commented that she had typed a statement regarding the nativity display however she did not believe she would be able to read it.

Rev James Stout, Pastor of the Joy Christian Church, commented that he is in support of the other comments which had been made. He was at the library when there was talk of taking the nativity down, he stated that he has a problem with one person wanting something taken out when the majority of the community enjoys it. He commented that Jamie and Nancy are great professional people, he has dealt with the library for several years and everything they have done has been done in a professional manner. To see Nancy treated this way is totally unfair. He thinks they should reconsider, clean her slate and apologize to her.

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



Kevin Sipe

Kevin Sipe, Secretary

Betty Sipe

George J. Austin

Annalynne Sipe

Michael Robinson

## Register Of Claims

### North Madison County Public Library System

Report Date: From 12/9/2008 To 12/31/2008

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	722	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$155.00	12/10/2008	P/R ENDING 12/6/08
				<b>Total this claim</b>	\$155.00		
0	729	NORTH MADISON COUNTY P	Operating Fund	Tempory Loans	\$28,000.00	12/12/2008	TEMPORARY LOAN FROM OPERATING FUND INTO DEBT SERVICE FUND
				<b>Total this claim</b>	\$28,000.00		
0	742	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$155.00	12/24/2008	P/R ENDING 12/20/08
				<b>Total this claim</b>	\$155.00		
0	741	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,556.02	12/24/2008	P/R ENDING 12/20/08
			FICA	Payroll Deductions	\$1,261.09		
			Federal Taxes Withheld	Payroll Deductions	\$2,270.78		
			Medicare	Payroll Deductions	\$294.93		
				<b>Total this claim</b>	\$5,382.82		
0	720	PAYROLL	Operating Fund	Salary of Director	\$1,636.51	12/10/2008	PAYROLL
			Operating Fund	Salary of Assistants	\$16,954.84		
			Operating Fund	Salary of Assistants	\$385.20		
			Operating Fund	Wages of Janitor	\$1,379.84		
				<b>Total this claim</b>	\$20,356.39		
0	721	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,557.26	12/10/2008	P/R ENDING 12/6/08
			FICA	Payroll Deductions	\$1,262.10		
			Federal Taxes Withheld	Payroll Deductions	\$2,273.04		
			Medicare	Payroll Deductions	\$295.16		
				<b>Total this claim</b>	\$5,387.56		
0	738	PAYROLL	Operating Fund	Salary of Director	\$1,636.51	12/24/2008	PAYROLL
			Operating Fund	Salary of Assistants	\$16,900.39		
			Operating Fund	Salary of Assistants	\$389.25		
			Operating Fund	Wages of Janitor	\$1,414.00		
				<b>Total this claim</b>	\$20,340.15		
25486	725	COMPUTERS BY DESIGN, INC	Operating Fund	Techology Software	\$649.99	12/10/2008	CYBRARYN ANNUAL SOFTWARE SUBSCRIPTION LICENSE
				<b>Total this claim</b>	\$649.99		



<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>
25487	728	INDIANA NEWSPAPERS, INC.	Operating Fund	Frankton Per. & Newsp.	\$148.57	12/10/2008	ONE YEAR SUBSCRIPTION INDIANAPOLIS STAR - FRANKTON
<b>Total this claim</b>					\$148.57		
25488	726	LIBRARY STORE INC., THE	Operating Fund Operating Fund	Book Processing Operating Supplies	\$98.13 \$12.95	12/10/2008	As per attached invoices.
<b>Total this claim</b>					\$111.08		
25489	723	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$746.59	12/10/2008	P/R ENDING 12/6/08
<b>Total this claim</b>					\$746.59		
25490	727	QUALITY CHEMICAL COMPAN	Operating Fund	Operating Supplies	\$379.40	12/10/2008	LIQUID THAW-AWAY
<b>Total this claim</b>					\$379.40		
25491	724	VERIZON	Operating Fund	Telephone & Telegraph	\$232.48	12/10/2008	SERVICE FOR FRANKTON
<b>Total this claim</b>					\$232.48		
25492	737	BINGHAM, FARRER & WILSON	Operating Fund	Legal Services	\$185.00	12/24/2008	LEGAL SERVICE - LETTER TO POLICE
<b>Total this claim</b>					\$185.00		
25493	745	CONSUMERS LIFE INSURANC	Operating Fund Insurance	Emp Cont Group Ins Payroll Deductions	\$4,814.87 \$487.56	12/24/2008	EMPLOYEE HEALTH INSURANCE 1/1/09-2/1/09
<b>Total this claim</b>					\$5,302.43		
25494	732	COOK ELECTRIC, INC.	Operating Fund Operating Fund	Professional Services Repair Parts/Maintenance	\$1,282.50 \$832.09	12/24/2008	ELECTRICAL REPAIRS ELWOOD, FRANKTON, SUMMITVILLE
<b>Total this claim</b>					\$2,114.59		
25495	743	INDIANA DEPARTMENT OF RE	State Tax Withheld County Taxes Withheld	Payroll Deductions Payroll Deductions	\$1,489.28 \$501.99	12/24/2008	PAYROLL DEDUCTIONS FOR DECEMBER
<b>Total this claim</b>					\$1,991.27		
25496	730	INDIANA MICHIGAN POWER C	Operating Fund Operating Fund	Electricity Electricity	\$1,294.55 \$384.86	12/24/2008	SERVICE FOR ELWOOD & SUMMITVILLE
<b>Total this claim</b>					\$1,679.41		
25497	731	INDIANA-AMERICAN WATER C	Operating Fund Operating Fund	Water Waste Disposal Services	\$52.09 \$10.00	12/24/2008	SERVICE FOR SUMMITVILLE
<b>Total this claim</b>					\$62.09		
25498	744	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$746.59	12/24/2008	P/R ENDING 12/20/08
<b>Total this claim</b>					\$746.59		
25499	735	PITNEY BOWES	Operating Fund	Equipment/Rental	\$129.00	12/24/2008	QUARTERLY POSTAGE METER RENTAL
<b>Total this claim</b>					\$129.00		

<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>
25500	740	PITNEY BOWES POSTAGE BY	Operating Fund	Postage & UPS	\$100.00	12/24/2008	POSTAGE FOR METER
				<b>Total this claim</b>	<u>\$100.00</u>		
25501	746	PUBLIC EMP. RETIREMENT F	PERF Operating Fund	Payroll Deductions Emp Cont PERF	\$4,828.59 \$8,650.13	12/24/2008	4TH QUARTER 2008 PERF CONTRIBUTIONS
				<b>Total this claim</b>	<u>\$13,478.72</u>		
25502	733	REGIONS BANK	Debt Service Fund	Land Buildings Improvements	121,000.00	12/24/2008	SEMI-ANNUAL LEASE RENTAL PAYMENT
				<b>Total this claim</b>	<u>\$121,000.00</u>		
25503	739	TOWN OF FRANKTON	Operating Fund Operating Fund Operating Fund	Electricity Water Waste Disposal Services	\$336.66 \$13.30 \$12.32	12/24/2008	SERVICE FOR FRANKTON
				<b>Total this claim</b>	<u>\$362.28</u>		
25504	734	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$951.95	12/24/2008	SERVICE FOR ELWOOD
				<b>Total this claim</b>	<u>\$951.95</u>		
25505	736	VISA	Operating Fund	Operating Supplies	\$44.32	12/24/2008	
				<b>Total this claim</b>	<u>\$44.32</u>		
25506	747	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$264.32	12/24/2008	SERVICE FOR FRANKTON
				<b>Total this claim</b>	<u>\$264.32</u>		



Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
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**Total Amount of Claims \$230,457.00**

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, January 09, 2009

Beverly J. Austin  
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 day of January, 2009.

<u>Beverly J. Austin</u>	<u>[Signature]</u>	_____
<u>[Signature]</u>	<u>Michael Robertson</u>	_____
<u>[Signature]</u>		_____

**SIGNATURES OF GOVERNING BOARD**

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/1998.

## Register Of Claims

### North Madison County Public Library System

Report Date: From 1/1/2009 To 1/12/2009

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	1	PAYROLL	Operating Fund	Salary of Director	\$1,636.51	1/7/2009	PAYROLL
			Operating Fund	Salary of Assistants	\$16,981.11		
			Operating Fund	Wages of Janitor	\$1,328.60		
			<b>Total this claim</b>		\$19,946.22		
0	2	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,525.89	1/7/2009	P/R ENDING 1/3/09
			Federal Taxes Withheld	Payroll Deductions	\$2,230.23		
			FICA	Payroll Deductions	\$1,236.66		
			Medicare	Payroll Deductions	\$289.23		
			<b>Total this claim</b>		\$5,282.01		
0	3	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$155.00	1/7/2009	P/R ENDING 1/3/09
				<b>Total this claim</b>			
25507	6	AT&T	Operating Fund	Telephone & Telegraph	\$108.39	1/7/2009	SERVICE FOR ELWOOD
				<b>Total this claim</b>			
25508	7	AT&T LONG DISTANCE	Operating Fund	Telephone & Telegraph	\$83.94	1/7/2009	SERVICE FOR ELWOOD & SUMMITVILLE
			Operating Fund	Telephone & Telegraph	\$19.58		
			<b>Total this claim</b>		\$103.52		
25509	5	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$224.28	1/7/2009	As per attached invoices.
				<b>Total this claim</b>			
25510	4	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$784.50	1/7/2009	P/R ENDING 1/3/09
				<b>Total this claim</b>			
25511	8	POSTMASTER	Operating Fund	Postage & UPS	\$84.00	1/7/2009	STAMPS FOR FRANKTON
			Operating Fund	Postage & UPS	\$0.00		
			<b>Total this claim</b>		\$84.00		
25512	10	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$250.28	1/7/2009	SERVICE FOR SUMMITVILLE
				<b>Total this claim</b>			
25513	9	VERIZON	Operating Fund	Telephone & Telegraph	\$232.51	1/7/2009	SERVICE FOR FRANKTON
				<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>
25514	34	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$1,725.73	1/12/2009	As per attached invoices.
			Operating Fund	Elwood Childrens	\$661.01		
			Operating Fund	Elwood YA	\$257.42		
			Operating Fund	Frankton	\$1,047.74		
			Operating Fund	Summitville	\$674.64		
			Gift	Frankton	\$67.20		
				<b>Total this claim</b>	<b>\$4,433.74</b>		
25515	12	BANC OF AMERICA LEASING	Operating Fund	Equipment/Rental	\$366.00	1/12/2009	QUARTER LEASE MINOLTA COPIER - ELWOOD
				<b>Total this claim</b>	<b>\$366.00</b>		
25516	13	BARBARA SNIPES	Operating Fund	Traveling Expense	\$130.72	1/12/2009	MILEAGE
				<b>Total this claim</b>	<b>\$130.72</b>		
25517	14	CENTRAL OFFICE PRODUCTS	Operating Fund	Office Supplies	\$267.00	1/12/2009	TONER ELWOOD FAX
				<b>Total this claim</b>	<b>\$267.00</b>		
25518	15	CENTURION TECHNOLOGIES,	Operating Fund	Techology Software	\$100.59	1/12/2009	ANNUAL MAINTENANCE
				<b>Total this claim</b>	<b>\$100.59</b>		
25519	16	CINTAS LOCATION	Operating Fund	Cleaning & Sanitation Supplies	\$62.89	1/12/2009	As per attached invoices.
				<b>Total this claim</b>	<b>\$62.89</b>		
25520	17	COVELL CONSTRUCTION & S	Operating Fund	Professional Services	\$170.00	1/12/2009	SNOW REMOVAL - FRANKTON
				<b>Total this claim</b>	<b>\$170.00</b>		
25521	20	EDUCATION NETWORKS OF A	St Technology Fund Gr	Telephone & Telegraph	\$855.00	1/12/2009	MONTHLY INTERNET ACCESS
				<b>Total this claim</b>	<b>\$855.00</b>		
25522	18	ELWOOD CALL LEADER	Operating Fund	Elwood Period. & News.	\$108.00	1/12/2009	ONE YEAR SUBSCRIPTION
			Operating Fund	Frankton Per. & Newsp.	\$124.00		ELWOOD - FRANKTON
				<b>Total this claim</b>	<b>\$232.00</b>		
25523	19	EMILY DAVIDSON	Operating Fund	Postage & UPS	\$10.48	1/12/2009	PETTY CASH REIMBURSEMENT
			Operating Fund	Summitville Programing	\$17.71		
				<b>Total this claim</b>	<b>\$28.19</b>		
25524	21	FILIP, INC.	Operating Fund	Cleaning & Sanitation Supplies	\$36.18	1/12/2009	As per attached invoices.
				<b>Total this claim</b>	<b>\$36.18</b>		
25525	22	FRANKTON JR/SR HIGH SCHO	Operating Fund	Advertising & Public Notices	\$140.00	1/12/2009	YEARBOOK AD FOR 2008 EAGLITE & YEARBOOK FOR 2009 EAGLITE
				<b>Total this claim</b>	<b>\$140.00</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>
25526	23	GLOBAL GOV'T/ED	Operating Fund	Technology Equipment	\$274.84	1/12/2009	LOCK FLAT PANEL MONITORS
				<b>Total this claim</b>	<u>\$274.84</u>		
25527	36	H.W.WILSON COMPANY	Operating Fund	Elwood Adult	\$237.00	1/12/2009	REFERENCE SHELF RENEWAL
			Operating Fund	Frankton	\$237.00		
			Operating Fund	Summitville	\$237.00		
				<b>Total this claim</b>	<u>\$711.00</u>		
25528	11	HERALD BULLETIN, THE	Operating Fund	Elwood Period. & News.	\$174.95	1/12/2009	12 MONTH SUBSCRIPTION - ELWOOD
				<b>Total this claim</b>	<u>\$174.95</u>		
25529	24	HORTON & SONS OF ELWOOD	Operating Fund	Operating Supplies	\$88.38	1/12/2009	As per attached invoices.
				<b>Total this claim</b>	<u>\$88.38</u>		
25530	25	INCOLSA	Operating Fund	Professional Meetings	\$200.00	1/12/2009	WORKSHOP - JAYANNE & EMILY
				<b>Total this claim</b>	<u>\$200.00</u>		
25531	35	INDIANA STATE LIBRARY	PLAC	Other	\$151.00	1/12/2009	4TH QUARTER PLAC
				<b>Total this claim</b>	<u>\$151.00</u>		
25532	26	JAYANNE RUMPLE	Operating Fund	Traveling Expense	\$54.40	1/12/2009	MILEAGE
				<b>Total this claim</b>	<u>\$54.40</u>		
25533	27	LMC SERVICE SOLUTIONS	Operating Fund	Equipment/Maint.	\$85.25	1/12/2009	BELTS FOR HVAC
				<b>Total this claim</b>	<u>\$85.25</u>		
25534	28	MARSH SUPERMARKET	Operating Fund	Elwood Children's Programing	\$74.00	1/12/2009	As per attached invoices.
			Operating Fund	Elwood Adult Programing	\$15.49		
			Operating Fund	Summitville Programing	\$13.36		
				<b>Total this claim</b>	<u>\$102.85</u>		
25535	29	MIDWEST TAPE	Operating Fund	Frankton AV	\$680.65	1/12/2009	As per attached invoices.
			Operating Fund	Elwood AV	\$1,155.40		
			Operating Fund	Summitville AV	\$267.88		
				<b>Total this claim</b>	<u>\$2,103.93</u>		
25536	30	QUILL CORPORATION	Operating Fund	Office Supplies	\$154.58	1/12/2009	As per attached invoices.
				<b>Total this claim</b>	<u>\$154.58</u>		
25537	31	RAMSAY BUSINESS PRODUC	Operating Fund	Office Supplies	\$36.21	1/12/2009	As per attached invoices.
			Operating Fund	Office Supplies	\$17.82		
				<b>Total this claim</b>	<u>\$54.03</u>		
25538	33	SPECIALTY STORE SERVICES	Operating Fund	Book Processing	\$478.24	1/12/2009	DVD CASES
				<b>Total this claim</b>	<u>\$478.24</u>		



Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
25539	32	STEVE SCOTT	Operating Fund	Professional Services	\$70.00	1/12/2009	SNOW REMOVAL - ELWOOD
<b>Total this claim</b>					\$70.00		

**Total Amount of Claims \$38,696.47**

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.

Friday, January 09, 2009

*Beverly J. Austin*  
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 day of January, 2009.

<i>Beverly J. Austin</i>	<i>Ken [unclear]</i>	
<i>Jan [unclear]</i>	<i>Michael [unclear]</i>	
<i>Beth [unclear]</i>		

**SIGNATURES OF GOVERNING BOARD**

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/11/1998.

STATE OF INDIANA  
DEPARTMENT OF LOCAL GOVERNMENT FINANCE  
BUDGET ORDER AND 100% OF BUDGET LEVY CERTIFICATION

Year: 2008 County: 48 Madison Unit: 0290 NORTH MADISON COUNTY LIBRARY SYSTEM Type: Library

Fund	Certified Budget	Certified AV	Certified Levy	Certified Rate
<b>0061 RAINY DAY</b>	\$25,000	\$663,236,941	\$0	0.0000
2008 budget approved for displayed amount.				
<b>0101 GENERAL</b>	\$1,090,512	\$663,236,941	\$615,484	0.0928
To fund the 2008 budget, this unit is further authorized to transfer \$1,656 from the Levy Excess Fund, pursuant to PL 58-1993.				
2008 budget approved for displayed amount.				
Rate reduced to remain within statutory levy limitation.				
<b>0283 LEASE RENTAL PAYMENT</b>	\$242,000	\$663,236,941	\$218,868	0.0330
2008 budget approved for displayed amount.				
Rate reduced due to increased assessed evaluation.				

FILED

NOV 19 2008

*Kathy Anderson*  
AUDITOR GENERAL

\*IC 6-1.1-19-1.7 and IC 6-1.1-18.5-17 require that each year the Department of Local Government Finance will certify to each unit of local government figures which show one hundred percent (100%) of the tax levy for each fund.

\*If the property taxes received exceed one hundred percent (100%) of the levy, the excess shall be reported to the "Levy Excess Fund" unless the amount is less than \$100.00 in any calendar year.



# LIBRARY POLICIES

December 2008

## LIBRARY CARDS

1. Patrons applying for library borrowing privileges must complete and sign a library application card and have two forms of identification as proof of address. Adult, Student and Juvenile cards are available.
2. A patron must present his/her library card when borrowing materials.
3. There is a \$1.00 fee for the first replacement card. \$5.00 fee for any subsequent replacement cards during 2 year renewal period.

## FINES

1. There is a fine of .10¢ per day, per book, magazine, or audiotape that is returned late, including Sundays and holidays. The fine must not exceed the price of the material. Patrons who are fined the price of the material are not entitled to keep the material. They are paying a fine for keeping the material past due and not for buying it.
2. Any patron having a fine of \$5.00 or more will have his/her library privileges revoked until the fine is paid.
3. Parents of children under the age of 18 are responsible for their children's fines.
4. Unless legally divorced/separated, spouses are responsible for each other's fines/fees.
5. Patrons with a fine of \$5.00 or more could be blocked at surrounding libraries in accordance with that library's policy.

## VIDEOS & DVDS

1. Patrons must be 18 years of age or older and have a valid library card to check out videos and DVDs.
2. There is no rental charge for videotapes or DVDs.
3. There is a limit of three videotapes and three DVDs per library card.
4. Videotapes & DVDs may be loaned for a period of two days and may be renewed one time for two days.
5. There is a fine of \$2.00 per day for a videotape or DVD that is returned late.
6. Patrons are responsible for the replacement cost of any video or DVD that is lost or damaged.
7. Videotapes must be returned to the library from which they were borrowed.

## MATERIALS

1. Materials must be returned to the library from which they were borrowed.
2. Books on reserve are not renewable unless reported lost. A book reported lost may be renewed twice at the end of the borrowing period. The patron is responsible for the replacement cost and the price of the book.
3. Magazines may be checked out for three days and can be renewed for 3 additional days.
4. Reference books and Indiana Collection books may not be checked out. Copies of pages needed from these books may be made. The first 10 pages will be at no charge. If copying more than 10 pages, the patron will pay .10¢ for each additional copy.

For more information about material check out and renewal periods please see the Materials Circulation Policy.

## SERVICE FEES

Photocopies and Computer Copies	.10¢ per black and white copy, per side .40¢ per color copy
Fax: To send	\$1.00 for the first page/.20¢ for each additional page
Fax: To receive	.20¢ per page
Reader printer copies	.10¢ per page
Transparencies	.35¢ each
Lamination fees	.10¢ per inch for roll lamination .50¢ for 2 ½" x 4" pouch \$1.00 for pouches above 2 ½ x 4 up to 11" x 14"



**Madison County Council Civil Taxing Unit 2009  
Review of Budgets  
and comparison to other units.**

Taxing Unit	Proposed 2009 Budget	Difference county Growth Quotient
Lafayette Township	\$141,870	-28.31%
Markleville Civil Town	\$172,646	-21.45%
Madison County	\$41,353,695	-20.99%
Stony Creek Township	\$163,662	-20.41%
Pipe Creek Township	\$425,618	-6.94%
Ingalls Civil Town	\$540,802	-5.78%
Alexandria-Monroe Public Library	\$634,300	-5.52%
Fall Creek Township	\$573,894	-4.17%
Country Club Heights Civil Town	\$63,669	-3.12%
Chesterfield Civil Town	\$1,059,959	-2.17%
Alexandria Civil City	\$4,573,122	-1.99%
Woodlawn Heights Civil Town	\$50,850	-1.90%
Duck Creek Township	\$94,145	-1.87%
North Madison County Library System	\$1,389,902	-1.49%
East Central Indiana Solid Waste	\$922,005	-1.38%
Orestes Civil Town	\$232,105	-1.01%
Anderson Township	\$698,398	-0.77%
Jackson Township	\$50,932	0.15%
Anderson-Anderson, Stony Creek Union	\$5,523,621	0.39%
Anderson Civil City	\$53,225,784	0.94%
Elwood Civil City	\$8,283,113	0.97%
Pendleton Community Public Library	\$1,186,975	1.40%
Boone Township	\$94,205	3.92%
Pendleton Civil Town	\$3,936,576	5.68%
Adams Township	\$368,200	6.48%
Frankton Civil Town	\$530,863	6.59%
Summitville Civil Town	\$452,792	7.92%
Union Township	\$867,960	9.36%
Monroe Township	\$542,494	10.27%
River Forest Civil Town	\$9,600	10.54%
Lapel Civil Town	\$642,641	11.10%
Van Buren Township	\$309,457	14.21%
Edgewood Civil Town	\$840,000	15.08%
Green Township	\$302,590	24.34%
Richland Township	\$593,180	54.78%
<b>Total/Average</b>	<b>\$130,811,426</b>	<b>1.62%</b>

The Madison County Council in accordance with IC 6-1.1-17-3.5 has reviewed: 2009 proposed budgets and found how they compare with other taxing units within the county. Your budget has been compared in two ways.

1. As it compares to other taxing units within the County.
2. As it compares to a six year non-farm income growth for Madison County. (This income growth is 2.4%) The taxing units are listed in order as they relate to this growth. Those Taxing units highlighted have maintained a budget growth under the income growth.

Based on these reviews the Madison County Council therefore makes a non-binding recommendation at this time that your taxing unit work to budget within the income growth and to take into account the specific property tax caps that will take effect in 2009.

**Madison County**  
**Appointed Boards Review Form**  
**County Council Property Tax Budget Review Form 1**  
**Taxing Unit Type, Levy, and Rate**

Budget Year 2009

Comparison of the current year property tax levy to the proposed property tax levy.

2008 Budget Year      2009 Budget Year

State Average Growth Quot.: 3.70%      4.00%  
 County Growth Quotient:                      2.40%

Commit

Approve

Modify

Unit Type:      **Library**                      Council Recommendation:  
 Unit Name:      **NORTH MADISON COUNTY LIBRARY SYSTEM**  
 Unit Code:      **4850290**

Fund Code	Fund Name	A Fund Balance as of 6-30-2007	B 2008 Estimated Budget	C 2009 Unit Proposed Budget	D % Change, 2008-2009	E Difference, County Growth Quotient	F 2009 County Approved Budget	G 2008 Estimated Levy	H 2009 Unit Proposed Levy	I % Change, 2008-2009	J Difference - County Growth Quotient	K 2009 County Approved Levy
0061	RAINY DAY	\$ 107,265	\$ 25,000	\$ 15,000	-40.00%	-42.40%	\$ 15,000			0.00%	0.00%	
0101	GENERAL	\$ 273,135	\$ 1,090,512	\$ 1,112,902	2.05%	-0.35%	\$ 1,112,902	\$ 624,400	\$ 645,000	3.30%	0.90%	\$ 645,000
0283	LEASE RENTAL PAYMENT	\$ 5,282	\$ 242,000	\$ 242,000	0.00%	0.00%	\$ 242,000	\$ 218,905	\$ 214,225	-2.14%	-4.54%	\$ 214,225
2011	LIBRARY IMPROVEMENT RESERVE				0.00%	0.00%				0.00%	0.00%	
					0.00%	0.00%				0.00%	0.00%	
					0.00%	0.00%				0.00%	0.00%	
					0.00%	0.00%				0.00%	0.00%	
					0.00%	0.00%				0.00%	0.00%	
					0.00%	0.00%				0.00%	0.00%	
					0.00%	0.00%				0.00%	0.00%	
					0.00%	0.00%				0.00%	0.00%	
					0.00%	0.00%				0.00%	0.00%	
					0.00%	0.00%				0.00%	0.00%	
					0.00%	0.00%				0.00%	0.00%	
					0.00%	0.00%				0.00%	0.00%	
					0.00%	0.00%				0.00%	0.00%	
					0.00%	0.00%				0.00%	0.00%	
					0.00%	0.00%				0.00%	0.00%	
9999	TOTAL	\$ 385,682	\$ 1,357,512	\$ 1,369,902	0.91%	-1.49%	\$ 1,369,902	\$ 843,305	\$ 859,225	1.85%	-0.51%	\$ 859,225

*Kathy Hoops-Whight*  
 Council President (or Designee)

*Council Secretary*



**MONTHLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM**

	DEC 2007	DEC 2008	Amount of Change	% OF Change	YTD 2007	YTD 2008	Amount of Change	YTD % OF Change
<b>ELWOOD</b>								
ADULT	2538	2,677	139	5%	36,488	34,675	-1,813	-5%
JUVENILE	1582	1,306	-276	-17%	25,006	22,287	-2,719	-11%
Y. A.	153	242	89	58%	2,254	2,552	298	13%
PERIOD.	394	573	179	45%	6,141	6,449	308	5%
AUDIO	173	154	-19	-11%	2,402	2,084	-318	-13%
VIDEO	3962	4,614	652	16%	40,573	49,698	9,125	22%
<b>TOTAL</b>	<b>8802</b>	<b>9,566</b>	<b>764</b>	<b>9%</b>	<b>112,864</b>	<b>117,745</b>	<b>4,881</b>	<b>4%</b>
<b>FRANKTON</b>								
ADULT	784	1,010	226	29%	13,264	13,668	404	3%
JUVENILE	480	579	99	21%	8,365	8,953	588	7%
Y. A.	85	93	8	9%	1,192	1,626	434	36%
PERIOD.	253	218	-35	-14%	3,649	3,733	84	2%
AUDIO	41	27	-14	-34%	491	450	-41	-8%
VIDEO	1666	1,626	-40	-2%	18,928	19,512	584	3%
<b>TOTAL</b>	<b>3309</b>	<b>3,553</b>	<b>244</b>	<b>7%</b>	<b>45,889</b>	<b>47,942</b>	<b>2,053</b>	<b>4%</b>
<b>HAZELBAKER</b>								
ADULT	702	779	77	11%	8,995	8,994	-1	0%
JUVENILE	266	385	119	45%	5,886	5,294	-592	-10%
Y. A.	58	53	-5	-9%	940	738	-202	-21%
PERIOD.	92	107	15	16%	1,660	1,374	-286	-17%
AUDIO	39	62	23	59%	455	359	-96	-21%
VIDEO	840	831	-9	-1%	9,887	9,347	-540	-5%
<b>TOTAL</b>	<b>1997</b>	<b>2,217</b>	<b>220</b>	<b>11%</b>	<b>27,823</b>	<b>26,106</b>	<b>-1,717</b>	<b>-6%</b>
<b>SYSTEM</b>								
ADULT	4024	4,466	442	11%	58,747	57,337	-1,410	-2%
JUVENILE	2328	2,270	-58	-2%	39,257	36,534	-2,723	-7%
Y. A.	296	388	92	31%	4,386	4,611	225	5%
PERIOD.	739	898	159	22%	11,450	10,703	-747	-7%
AUDIO	253	243	-10	-4%	3,348	2,621	-727	-22%
VIDEO	6468	7,071	603	9%	69,388	78,557	9,169	13%
<b>TOTAL</b>	<b>14108</b>	<b>15,336</b>	<b>1228</b>	<b>9%</b>	<b>186,576</b>	<b>190,363</b>	<b>3,787</b>	<b>2%</b>

**ELWOOD FRANKTON HAZELBAKER**

TRAFFIC	9927	2020	1479
REF.	159	23	14
ASSIST.	1101	251	200
COMP./WIF	2287 / 35	728 / 8	672 / NA
PROG. A.	1 / 22	2 / 18	2 / 43
J.	40 / 292	5 / 117	18 / 178

TECH SERVICES PROCESSED 2,073 ITEMS.

YEARLY STATISTICS OF THE NORTH MADISON COUNTY LIBRARY SYSTEM

	AMOUNT OF		% OF	
	2007	2008	CHANGE	CHANGE
<b>ELWOOD</b>				
ADULT	36,488	34,675	-1,813	-5%
JUVENILE	25,006	22,287	-2,719	-11%
Y. A.	2,254	2,552	298	13%
PERIOD.	6,141	6,449	308	5%
AUDIO	2,402	2,084	-318	-13%
VIDEO	40,573	49,698	9,125	22%
<b>TOTAL</b>	<b>112,864</b>	<b>117,745</b>	<b>4,881</b>	<b>4%</b>
<b>FRANKTON</b>				
ADULT	13,264	13,668	404	3%
JUVENILE	8,365	8,953	588	7%
Y. A.	1,192	1,626	434	36%
PERIOD.	3,649	3,733	84	2%
AUDIO	491	450	-41	-8%
VIDEO	18,928	19,512	584	3%
<b>TOTAL</b>	<b>45,889</b>	<b>47,942</b>	<b>2,053</b>	<b>4%</b>
<b>HAZELBAKER</b>				
ADULT	8,995	8,994	-1	0%
JUVENILE	5,886	5,294	-592	-10%
Y. A.	940	738	-202	-21%
PERIOD.	1,660	1,374	-286	-17%
AUDIO	455	359	-96	-21%
VIDEO	9,887	9,347	-540	-5%
<b>TOTAL</b>	<b>27,823</b>	<b>26,106</b>	<b>-1,717</b>	<b>-6%</b>
<b>SYSTEM</b>				
ADULT	58,747	57,337	-1,410	-2%
JUVENILE	39,257	36,534	-2,723	-7%
Y. A.	4,386	4,611	225	5%
PERIOD.	11,450	10,703	-747	-7%
AUDIO	3,348	2,621	-727	-22%
VIDEO	69,388	78,557	9,169	13%
<b>TOTAL</b>	<b>186,576</b>	<b>190,363</b>	<b>3,787</b>	<b>2%</b>

	ELWOOD	FRANKTON	HAZELBAK.
TRAFFIC	111,241	31,369	20,182
REF.	1,906	348	176
ASSIST.	14,056	3,696	2,277
COMP./WIRE	28,975 / 399	10,571 / 111	8,729 / NA
PROG. A.	32 / 443	34 / 262	18 / 314
J.	367 / 3,105	79 / 1058	225 / 1019

TECH SERVICE PROCESSED 18,747 ITEMS.

AGENDA

BOARD OF FINANCE MEETING

January 12<sup>th</sup>, 2009

(Held following regular January Board meeting)

CALL TO ORDER  
CALL FOR QUORUM  
BUSINESS

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

ADJOURNMENT



MODE = MEMORY TRANSMISSION

START=JAN-08 07:39 END=JAN-08 07:40

FILE NO. -424

STN NO.	COMM.	ONE-TOUCH/ ABBR NO.	STATION NAME/TEL NO.	PAGES	DURATION
001	OK	<03>	CALL LEADER	002/002	00:00:17

-ELWOOD LIBRARY

\*\*\*\*\* -17655520955 - \*\*\*\*\* - 17655525001- \*\*\*\*\*

### Agenda

January 12, 2009

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting  
5:00 P.M.

- Call to Order
- Call for Quorum
- Minutes
- Claims Register & Checks
- Old Business
  1. In-service- ½ day February 11<sup>th</sup> (8 to 11:30 am) and all day May 18<sup>th</sup>
- New Business
  1. Final Action on Alleged Employee Misconduct
  2. Levy Excess
- Director's Report
- Public Comment
- Adjournment

*Please publish for both meetings on Friday and again on Monday.*

*Thank you*

MODE = MEMORY TRANSMISSION

START=JAN-08 07:41 END=JAN-08 07:42

FILE NO. -425

STN NO.	COMM.	ONE-TOUCH/ ABBR NO.	STATION NAME/TEL NO.	PAGES	DURATION
001	OK	<04>	HERALD BULLETIN	002/002	00:00:37

-ELWOOD LIBRARY

\*\*\*\*\* -17655520955 - \*\*\*\*\* - 17655525001- \*\*\*\*\*

### Agenda

January 12, 2009

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

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5:00 P.M.

- Call to Order
- Call for Quorum
- Minutes
- Claims Register & Checks
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- Director's Report
- Public Comment
- Adjournment

*Please publish for both meetings on Friday and again on Monday.*

*Thank you*

NORTH MADISON COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES  
BOARD OF FINANCE MEETING  
January 12, 2009  
Following Regular Board Meeting

CALL TO ORDER

President Mike Robertson called the annual board of finance meeting to order on January 12, 2009 in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present were members Mike Robertson, Kevin Sipe, Dan Prieshoff, Beverly Austin and Bette Dalzell. Also in attendance were Director Jamie Scott and Administrative Assistant Diana Shepard

BUSINESS

Elect President & Secretary of Board of Finance

Beverly Austin made a motion to elect Mike Robertson as President of the Board of Finance and Kevin Sipe as Secretary of the Board of Finance. Bette Dalzell made a second and the motion carried.

Investment register distributed and reviewed

2008 financial report was distributed by Administrative Assistant Diana Shepard and reviewed by the board members.

Motion for depositories

Kevin Sipe made a motion to accept Star Financial Bank of Elwood, Huntington Bank of Elwood, Community Bank of Summitville, National City Bank of Frankton, Main Source Bank of Frankton and First Farmer's Bank of Elwood as the library's depositories. Beverly Austin made a second and the motion carried.

Motion for newspapers as official notification

Kevin Sipe made a motion that North Madison County Public Library System will continue to use the Elwood Call Leader and the Herald Bulletin for official notification of meetings and for advertisement of the budget. Bette Dalzell made a second and the motion carried.

Motion for regular meeting date and time

Kevin Sipe made a motion to hold the regular board meetings on the second Monday of every month at 5:30pm. In addition that at least one meeting per year is held at the Frankton Community Library and one meeting to be held at the Ralph E. Hazelbaker Library. Beverly Austin made a second and the motion carried.

With no objections the meeting was adjourned.



*Kevin Sipe*

Kevin Sipe, Secretary

*Beverly J. Austin*

*Bob DeWolf*

*Anula S. Bellander*

*Michael Roberson*

**2008 Financial Report**

Bank Deposits	Beginning Balance	Interest	Ending Balance	Type of Account
Star Financial	\$ 124,854.20	\$ 2,046.18	\$ 164,742.71	Regular Checking
Star Financial (2)	\$ 61,073.34	\$ 879.10	\$ 61,952.44	Money Market Checking
National City Bank	\$ 147,929.20	\$ 2,946.84	\$ 150,873.04	Business Money Market
First Farmers Bank	\$ 16,035.02	\$ 169.69	\$ 16,204.71	Personal Investor Checking
Community Bank	\$ 16,709.74	\$ 63.97	\$ 16,786.53	Business Now Account
Petty Cash	\$ 265.00		\$ 265.00	
<b>Total</b>	<b>\$ 366,866.50</b>	<b>\$ 6,105.78</b>	<b>\$ 410,824.43</b>	

**Temporary Loans**

1/14/2008	National City Bank 2007 temporary loan, line of credit interest; \$1,194.46
2/4/2008	Repay National City Bank temporary loan, line of credit in the amount of \$187,414.16 Operating Fund \$66,000.00; Debt Service Fund \$121,000.00; Interest \$414.16
6/19/2008	Temporary loan from Operating Fund Into Debt Service \$1,000.00
8/28/2008	Repay temporary loan \$1,000.00
12/12/2008	Temporary loan from Operating Fund Into Debt Service \$28,000.00

**Tax Revenue Received in 2008**

	Operating Fund	Debt Service Fund
Property Tax-Dec 2007	\$ 483,144.65	\$ 170,904.23
County Option Income Tax	\$ 241,047.96	0
Financial Institution Tax-Dec 2007	\$ 1,023.00	\$ 361.50
License Excise Tax-Dec 2007	\$ 62,395.13	\$ 22,045.83
Commercial Vehicle Tax-Dec 2007	\$ 2,853.71	\$ 1,008.29
Financial Institution Tax-June 2008	\$ 1,104.00	\$ 392.50
Financial Institution Tax-Dec 2008	\$ 1,104.00	\$ 392.50
Commercial Vehicle Tax-June 2008	\$ 2,991.29	\$ 1,063.71
Commercial Vehicle Tax-Dec 2008	\$ 2,991.29	\$ 1,063.71
Property Tax-Provisional June 2008	\$ 243,209.33	\$ 85,932.17
License Excise Provisional June 08	\$ 22,440.67	\$ 7,928.85
<b>Total Tax Revenue</b>	<b>\$ 1,064,305.03</b>	<b>\$ 291,093.29</b>

**Board of Finance Meeting**

Motion for Depositories

I make a motion to accept Star Financial Bank of Elwood, Huntington Bank of Elwood, Community Bank of Summitville, National City Bank of Frankton, Main Source Bank of Frankton 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 at \_\_\_\_\_ pm. In addition that at least one meeting per year be held at the Frankton Community Library and one meeting to be held at the Ralph E. Hazelbaker Library.



**If you wish to address the Library Board during the meeting...**

The North Madison County Public Library System Board of Trustees welcomes you to this meeting. We conduct our meetings in compliance with the state Open Doors Law. Our board meetings are open for public observation. We are not required to allow the public to speak at meetings.

However, as we value the ideas and insights of our constituents, we allow 15 minutes of each meeting for public comment. If you wish to speak to this board during the "public comment" section of our agenda, please complete the form below and hand it to a board member before the meeting.

Only persons who have completed the form and returned it to the Director or a board member prior to the convening of the meeting will be allowed to speak.

The board president will divide the 15-minute segment by the number of persons who have requested to speak to determine the amount of time allocated to each person. The board president will then call on those persons one at a time to stand and address the board for no more than the allocated time.

We will not respond at this meeting to your questions, requests for information or requests for action. We will note your request and respond at a later time after board members have sufficient time to consider and deliberate about the issue.

During other portions of the board meeting, please refrain from comment unless the board asks you to comment. Board members are always anxious to hear from constituents outside the meeting, but our meeting agenda is usually full and does not allow us time for a continuous open forum.

Thanks for helping us conduct an open and orderly meeting.

---

**Requests to speak to the NMCPPLS Board during the public comment**

This form must be completed and returned to the Director or a board member before the meeting if you wish to speak to the NMCPPLS Board during the "public comment" section of the meeting agenda. The public comment will be conducted according to the format explained above.

Your name: Michael Williams

Group/organization you represent, if any: None

Subject about which you will speak: Nativity - N. Simon

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Your name: Montie Manning

Group/organization you represent, if any: \_\_\_\_\_

Subject about which you will speak: Janet

Date of the Board Meeting: 1-10-09



**If you wish to address the Library Board during the meeting...**

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**Requests to speak to the NMCPLS Board during the public comment**

This form must be completed and returned to the Director or a board member before the meeting if you wish to speak to the NMCPLS Board during the "public comment" section of the meeting agenda. The public comment will be conducted according to the format explained above.

Your name: Nancy Sumner

Group/organization you represent, if any: Self

Subject about which you will speak: Nativity Display

Date of the Board Meeting: 1/12/2009

Policy Adopted March 10, 2008

**If you wish to address the Library Board during the meeting...**

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**Requests to speak to the NMCPLS Board during the public comment**

This form must be completed and returned to the Director or a board member before the meeting if you wish to speak to the NMCPLS Board during the "public comment" section of the meeting agenda. The public comment will be conducted according to the format explained above.

Your name: Rev. James Stout

Group/organization you represent, if any: Joy Christian Church

Subject about which you will speak: Display at Christmas time

Date of the Board Meeting: 1-12-09



**If you wish to address the Library Board during the meeting...**

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**Requests to speak to the NMCPLS Board during the public comment**

This form must be completed and returned to the Director or a board member before the meeting if you wish to speak to the NMCPLS Board during the "public comment" section of the meeting agenda. The public comment will be conducted according to the format explained above.

Your name: Rebecca L. Capps

Group/organization you represent, if any: \_\_\_\_\_

Subject about which you will speak: Nativity Scene

Date of the Board Meeting: 1-12-09

Agenda

February 9, 2009

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting  
5:30 P.M.

Call to Order  
Call for Quorum  
Minutes  
Claims Register & Checks  
Old Business  
New Business  
1. Trial Date Set for Theft of Books  
2. Letter from Mr. Graham about Nativity  
3. Library Display Policy  
4. Materials Circulation Policy  
5. Day and Time of Regularly Scheduled Board Meetings  
6. Meetings at the Branches  
7. Annual State Report  
Director's Report  
Public Comment  
Adjournment

Agenda

February 9, 2009

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting  
5:30 P.M.

Call to Order  
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Minutes  
Claims Register & Checks  
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3. Library Display Policy  
4. Materials Circulation Policy  
5. Day and Time of Regularly Scheduled Board Meetings  
6. Meetings at the Branches  
7. Annual State Report *s. Donate 9 Tables to Friends*  
Director's Report  
Public Comment  
Adjournment



MODE = MEMORY TRANSMISSION START=FEB-05 08:13 END=FEB-05 08:14

FILE NO. =910

STN NO.	COMM.	ONE-TOUCH/ ABBR NO.	STATION NAME/TEL NO.	PAGES	DURATION
001	OK	<04>	HERALD BULLETIN	001/001	00:00:28

-ELWOOD LIBRARY -

\*\*\*\*\*-17655520955 - \*\*\*\*\* 17655525001- \*\*\*\*\*

### Agenda

February 9, 2009

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

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5:30 P.M.

- Call to Order
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- Minutes
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- Old Business
- New Business
  1. Trial Date Set for Theft of Books
  2. Letter from Mr. Graham about Nativ
  3. Library Display Policy
  4. Materials Circulation Policy
  5. Day and Time of Regularly Schedule
  6. Meetings at the Branches
  7. Annual State Report
- Director's Report
- Public Comment
- Adjournment

*Please publish on  
Friday and again  
on Monday.*

*Thank you*

*on Monday.*

*Thank you*

MODE = MEMORY TRANSMISSION START=FEB-05 08:11 END=FEB-05 08:12

FILE NO. =909

STN NO.	COMM.	ONE-TOUCH/ ABBR NO.	STATION NAME/TEL NO.	PAGES	DURATION
001	OK	<03>	CALL LEADER	001/001	00:00:22

-ELWOOD LIBRARY -

\*\*\*\*\*-17655520955 - \*\*\*\*\* 17655525001- \*\*\*\*\*

### Agenda

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Board of Trustees

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  3. Library Display Policy
  4. Materials Circulation Policy
  5. Day and Time of Regularly Scheduled Board Meetings
  6. Meetings at the Branches
  7. Annual State Report
- Director's Report
- Public Comment
- Adjournment

*Please publish on  
Friday and again  
on Monday.*

*Thank you*



NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM  
BOARD OF TRUSTEES  
Regular Meeting  
February 9, 2009  
5:30pm

**CALL TO ORDER**

President Mike Robertson called a regular meeting of the North Madison County Public Library Board of Trustees to order on February 9, 2009 at 5:30pm in the meeting room of the Elwood Public Library.

**CALL FOR QUORUM**

Present were members Mike Robertson, Kevin Sipe, Bette Dalzell, Pam Bohlander and Beverly Austin. Also in attendance were Director Jamie Scott and Administrative Assistant Diana Shepard.

Number 8 was added to the agenda: Donate nine tables to the Friends of the Library.

**MINUTES**

A motion was made by Kevin Sipe to approve the minutes from the January 12, 2009 regular meeting and the January 12 Board of Finance Meeting. Bette Dalzell made a second and the motion carried.

**CLAIMS REGISTER & CHECKS**

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

**OLD BUSINESS**

No old business was brought forward.

**NEW BUSINESS**

Trial Date Set for Theft of Books

The Director has received a subpoena to appear in court on Thursday, February 12, 2009 at 2:00pm for the case of Joseph A Metz and the theft of library books. The Director has been in contact with the prosecutor about postponing the trial date until after February 23, 2008 when Nancy Sumner will be available to testify. The prosecutor stated he would contact the judge to postpone the trial until after February 23. The trial will be held at the Elwood City Court.

Letter from Mr. Graham about Nativity

Mr. Graham's letter warns of potential perils if the library so chooses to display the Nativity Scene on Library property in the future. Director Scott stated she has been in contact with Roger Gardner from the East Main Street Christian Church and Larry Metz from the Solid Rock Full Gospel Ministry. They both voiced their regrets of the library being unable to display the Nativity Scene; however either one would gladly display the Nativity Scene at their church. If the Nativity Scene is donated to the Christian Church it will be displayed in their community room along with a plaque stating it was on display

at the library from 1979 to 2008 and was donated to the library by Marietta Wilhoite. The following motion was made by Kevin Sipe: We do not plan to display the Nativity Scene for the 2009 holiday season. Beverly Austin made a second and the motion carried. Beverly Austin made a motion to donate the Nativity Scene to the East Main Street Christian Church for display at their discretion. Pam Bohlander made a second. The vote was three to one in favor of the donation.

Library Display Policy

A motion was made by Kevin Sipe to accept the new library display policy as written. Beverly Austin made a second. After discussion the policy was approved with the following amendment. The second paragraph will read: Exhibits or display cannot promote any one commercial, political or doctrinal viewpoint. Display of a religious nature will not be accepted. The need of a donation policy was discussed and the possibility of board approval for certain donations. The current gift sheet will be revisited at the next meeting. Summitville has just received a donation of 5,000 classical CD's and four boxes of books.

Materials Circulation Policy

Proposed changes are to add to paragraph 2: The number of reserve requests is limited to the number of items a patron is eligible to check out. (Refer to #2 in this policy under General Rules). Beverly Austin made a motion to approve the changes to the materials circulation policy. Pam Bohlander made a second and the motion carried.

Day and Time of Regularly Scheduled Board Meetings

Kevin Sipe made a motion to hold the regular monthly meeting of the NMCPLS on the second Wednesday of the month at 5:00pm starting with the March, 2009 meeting. Bette Dalzell made a second and the motion carried.

Meeting at the Branches

After discussion, Beverly Austin stated the March and September meetings would be held at Frankton and the June and November meetings would be held at Summitville.

Annual State Report

Traffic increased 3% for the year. Patron assists increased 6% for the year. Computer use increased 5% for the year. Program attendance was down due partly to not doing as much for summer reading program. If programming attendance is down in any particular area they are going to try to change the day and time before any programs are dropped. Goals for the next year are to increase the number of programs and program attendance and to increase circulation by 25% or 250,000 checkouts for the year. Video count has increased 35% in Elwood; it was mentioned about taking book budget money and moving it into the video budget. The Department of Workforce Development is working with some libraries to make it easier for unemployed people to sign up for their unemployment benefits. Katie and Sarah are working on having a resume/cover letter workshop.

Donate nine tables to the Friends of the Library



Kevin Sipe made a motion to donate nine tables to the Friends of the Library. Beverly Austin made a second and the motion carried.

#### DIRECTOR'S REPORT

As it stands now Senate Bill 348 has three options. It calls for a public library service planning committee to be created consisting of twenty five people. Nine of them are going to be from libraries. Each library system will have two representatives with the most populous library system in the county having three representatives. The other members consist of school board, Madison County Council, and representatives from un-served townships. The committee may not approve a library service plan unless all areas are served. The three models are:

1. A consolidated county wide system
2. A consolidated system of two or more counties
3. Two or more independently governed library systems within a county

The committee will decide who incorporates the un-served areas within their county. If Senate Bill 348 passes, the committee has until July 1, 2009 to meet for the first time. It has one year to decide upon a service model for each county. The library service model goes to the State Library, if the county decides on anything other than a consolidation they have to have an explanation determining: 1. the chosen library service model is preferable 2. The chosen library service model will result in delivering a better library service than would result under consolidation. Libraries are supporting this bill because it gives libraries an option. There are petitions in support of an independent library system. The Summitville Town Council has approved a resolution in support of an independent North Madison County Public Library System. It is expected that Frankton and Elwood Town Councils will also approve such resolutions.

An estimated circuit breaker credit received from the Legislative Services Agency calls for an estimated decrease in revenue for the NMCPLS of \$53,033 in 2009; \$95,628 in 2010 and \$96,189 in 2011. This amounts to an estimated loss of \$250,000 by 2011. It is anticipated to receive the December 2008 tax draw by March 21, 2009. Chuck & Norma Sink presented a program at Elwood on their trip through the Appalachian Trail. February 18 at 7:00pm Guitarist Robin Harrison and Fiddler Tom Townsend will present a program at Elwood. The Elwood Youth Service Winter Carnival will be held on February 14, 2009. Beverly Austin has agreed to be on the policy committee. Jamie Scott has received her temporary certificate. Pam Bohlander asked that the members start thinking about a replacement for her. Her term is up in May.

With no objections the meeting was adjourned.

Beverly J Austin  
Pamela Bohlander  
Michael Robertson

Kevin Sipe  
Kevin Sipe, Secretary  
Beth DeBoll  
Dan Priesthoff  
C. P. P.

# Register Of Claims

## North Madison County Public Library System

Report Date: From 1/13/2009 To 2/9/2009

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation			
0	41	PAYROLL	Operating Fund	Salary of Director	\$1,636.51	1/21/2009	PAYROLL			
			Operating Fund	Salary of Assistants	\$16,860.53					
			Operating Fund	Salary of Assistants	\$398.52					
			Operating Fund	Wages of Janitor	\$1,416.00					
								<b>Total this claim</b>	<u>\$20,311.56</u>	
0	42	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,553.83	1/21/2009	P/R ENDING 1/17/09			
			Federal Taxes Withheld	Payroll Deductions	\$2,249.66					
			FICA	Payroll Deductions	\$1,259.32					
			Medicare	Payroll Deductions	\$294.51					
								<b>Total this claim</b>	<u>\$5,357.32</u>	
0	55	PAYROLL	Operating Fund	Salary of Director	\$1,636.51	2/4/2009	PAYROLL			
			Operating Fund	Salary of Assistants	\$16,644.67					
			Operating Fund	Salary of Assistants	\$364.08					
			Operating Fund	Wages of Janitor	\$1,418.00					
								<b>Total this claim</b>	<u>\$20,063.26</u>	
0	44	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$155.00	1/21/2009	P/R ENDING 1/17/09			
			<b>Total this claim</b>	<u>\$155.00</u>						
0	56	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,534.85	2/4/2009	P/R ENDING 1/31/09			
			Federal Taxes Withheld	Payroll Deductions	\$2,280.37					
			FICA	Payroll Deductions	\$1,243.93					
			Medicare	Payroll Deductions	\$290.92					
								<b>Total this claim</b>	<u>\$5,350.07</u>	
0	57	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$155.00	2/4/2009	P/R ENDING 1/31/09			
			<b>Total this claim</b>	<u>\$155.00</u>						
0	54	NORTH MADISON COUNTY P	Levy Excess Fund	Interfund Transfers	\$1,656.03	1/30/2009	TRANSFER \$1656 FROM LEVY EXCESS FUND TO OPERATION FUND PER DLGF			
								<b>Total this claim</b>	<u>\$1,656.03</u>	
25540	40	ELWOOD FIRE EQUIPMENT C	Operating Fund	Professional Services	\$30.00	1/13/2009	FIRE EXTINGUISHERS SERVICED - SUMMITVILLE			
			<b>Total this claim</b>	<u>\$30.00</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>
25541	39	HUMPHRIES AUTOMOTIVE SE	Operating Fund	Professional Services	\$180.00	1/13/2009	SNOW REMOVAL - SUMMITVILLE
				<b>Total this claim</b>	\$180.00		
25542	38	LMC SERVICE SOLUTIONS	Operating Fund	Professional Services	\$412.50	1/13/2009	HVAC REPAIRS - BLOWER NOT WORKING - ELWOOD
				<b>Total this claim</b>	\$412.50		
25543	37	STATE INDUSTRIAL PRODUC	Operating Fund	Operating Supplies	\$975.41	1/13/2009	ICE REMOVER
				<b>Total this claim</b>	\$975.41		
25544	48	AUDIO VISUAL COMMUNICATI	Operating Fund	Professional Services	\$357.00	1/21/2009	QUARTERLY CONTRACT ACCOUNTING SOFTWARE & SUPPORT
				<b>Total this claim</b>	\$357.00		
25545	47	AVAYA COMMUNICATION	Operating Fund	Telephone & Telegraph	\$265.02	1/21/2009	QUARTERLY STATEMENT
				<b>Total this claim</b>	\$265.02		
25546	45	CONSUMERS LIFE INSURANC	Operating Fund Insurance	Emp Cont Group Ins Payroll Deductions	\$4,814.87 \$487.56	1/21/2009	HEALTH INSURANCE 2/1/09-3/01/09
				<b>Total this claim</b>	\$5,302.43		
25547	43	INDIANA DEPARTMENT OF RE	State Tax Withheld County Taxes Withheld	Payroll Deductions Payroll Deductions	\$1,474.36 \$490.40	1/21/2009	JANUARY PAYROLL DEDUCTIONS
				<b>Total this claim</b>	\$1,964.76		
25548	46	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$747.75	1/21/2009	P/R ENDING 1/17/09
				<b>Total this claim</b>	\$747.75		
25549	49	POSTMASTER	Operating Fund Operating Fund	Postage & UPS Postage & UPS	\$84.00 \$0.00	1/21/2009	STAMPS - SUMMITVILLE
				<b>Total this claim</b>	\$84.00		
25550	50	STEVE SCOTT	Operating Fund	Professional Services	\$290.00	1/21/2009	SNOW REMOVAL - ELWOOD
				<b>Total this claim</b>	\$290.00		
25551	51	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$1,442.86	1/21/2009	SERVICE FOR ELWOOD
				<b>Total this claim</b>	\$1,442.86		
25552	52	INDIANA-AMERICAN WATER C	Operating Fund Operating Fund	Water Waste Disposal Services	\$53.95 \$10.00	1/21/2009	SERVICE FOR SUMMITVILLE
				<b>Total this claim</b>	\$63.95		
25553	53	SUBSCRIBER RENEWALS	Operating Fund	Summitville Period. & Newsp.	\$153.40	1/21/2009	MARION CHRONICAL TRIBUNE - ONE YEAR SUBSCRIPTION - SUMMITVILLE
				<b>Total this claim</b>	\$153.40		

<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>
25554	59	AT&T LONG DISTANCE	Operating Fund Operating Fund	Telephone & Telegraph Telephone & Telegraph	\$62.88 \$13.85	2/4/2009	SERVICE FOR ELWOOD & SUMMITVILLE
<b>Total this claim</b>					<u>\$76.73</u>		
25555	60	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$230.24	2/4/2009	SERVICE FOR ELWOOD
<b>Total this claim</b>					<u>\$230.24</u>		
25556	61	INDIANA MICHIGAN POWER C	Operating Fund Operating Fund	Electricity Electricity	\$1,213.82 \$402.47	2/4/2009	SERVICE FOR ELWOOD & SUMMITVILLE
<b>Total this claim</b>					<u>\$1,616.29</u>		
25557	58	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$747.75	2/4/2009	P/R ENDING 1/31/09
<b>Total this claim</b>					<u>\$747.75</u>		
25558	62	PITNEY BOWES POSTAGE BY	Operating Fund	Postage & UPS	\$200.00	2/4/2009	POSTAGE FOR POSTAGE METER
<b>Total this claim</b>					<u>\$200.00</u>		
25559	63	TOWN OF FRANKTON	Operating Fund Operating Fund Operating Fund	Electricity Water Waste Disposal Services	\$338.19 \$13.30 \$10.90	2/4/2009	SERVICE FOR FRANKTON
<b>Total this claim</b>					<u>\$362.39</u>		
25560	64	VECTREN ENERGY DELIVERY	Operating Fund Operating Fund	Gas Gas	\$448.08 \$356.83	2/4/2009	SERVICE FOR FRANKTON & SUMMITVILLE
<b>Total this claim</b>					<u>\$804.91</u>		
25561	65	VISA	Operating Fund	Frankton Programing	\$29.90	2/4/2009	As per attached invoices.
<b>Total this claim</b>					<u>\$29.90</u>		
25562	66	ALLEN COUNTY PUBLIC LIBR	Operating Fund	Other	\$11.99	2/9/2009	REPLACEMENT COST OF PATRON LOST ILL BOOK- MICHELLE EVERETT
<b>Total this claim</b>					<u>\$11.99</u>		
25563	67	AT&T	Operating Fund	Telephone & Telegraph	\$297.63	2/9/2009	SERVICE FOR ELWOOD
<b>Total this claim</b>					<u>\$297.63</u>		
25564	92	BAKER & TAYLOR	Operating Fund Operating Fund Operating Fund Operating Fund Operating Fund Gift	Elwood Adult Elwood Childrens Elwood YA Frankton Summitville Frankton	\$2,331.22 \$1,220.79 \$260.22 \$1,652.45 \$879.07 \$33.53	2/9/2009	As per attached invoices.
<b>Total this claim</b>					<u>\$6,377.28</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>
25565	68	BINGHAM, FARRER & WILSON	Operating Fund	Legal Services	\$601.25	2/9/2009	LEGAL MATTERS, NATIVITY
				<b>Total this claim</b>	\$601.25		
25566	69	BURNETTE - DELLINGER INC.	Operating Fund	Official Bonds	\$200.00	2/9/2009	BONDS - B AUSTIN & B DALZELL
				<b>Total this claim</b>	\$200.00		
25567	70	BURNETTE - DELLINGER INC.	Operating Fund	Insurance	\$1,760.00	2/9/2009	WORKERS COMPENSATION RENEWAL
				<b>Total this claim</b>	\$1,760.00		
25568	71	CHAPMAN ELECTRIC SUPPLY	Operating Fund	Operating Supplies	\$86.38	2/9/2009	As per attached invoices.
				<b>Total this claim</b>	\$86.38		
25569	93	CHESTER INFORMATION TEC	Operating Fund	Technology Software	\$112.00	2/9/2009	CISCO SMARTNET 1 YEAR
				<b>Total this claim</b>	\$112.00		
25570	74	CHUCK & NORMA SINK	Operating Fund	Elwood Adult	\$19.95	2/9/2009	ELWOOD ADULT BOOK PURCHASE
				<b>Total this claim</b>	\$19.95		
25571	72	CINTAS CORPORATION	Operating Fund Operating Fund	Cleaning & Sanitation Supplies Operating Supplies	\$62.89 \$124.93	2/9/2009	CLEANING SUPPLIES, ICE MELT, ENTRANCE MATS
				<b>Total this claim</b>	\$187.82		
25572	73	COVELL CONSTRUCTION & S	Operating Fund	Professional Services	\$460.00	2/9/2009	SNOW REMOVAL - FRANKTON
				<b>Total this claim</b>	\$460.00		
25573	75	EDUCATION NETWORKS OF A	St Technology Fund Gr	Telephone & Telegraph	\$855.00	2/9/2009	INTERNET ACCESS SERVICE
				<b>Total this claim</b>	\$855.00		
25574	76	ELWOOD CHAMBER OF COM	Operating Fund	Dues	\$72.60	2/9/2009	MEMBERSHIP DUES
				<b>Total this claim</b>	\$72.60		
25575	77	ELWOOD FIRE EQUIPMENT C	Operating Fund	Professional Services	\$235.70	2/9/2009	EQUIPMENT SERVICED - ELWOOD
				<b>Total this claim</b>	\$235.70		
25576	78	FILIP, INC.	Operating Fund Operating Fund	Cleaning & Sanitation Supplies Equipment/Maint.	\$36.18 \$218.50	2/9/2009	SWEEPER REPAIRS, TOWELS
				<b>Total this claim</b>	\$254.68		
25577	79	HORTON & SONS OF ELWOO	Operating Fund	Operating Supplies	\$194.01	2/9/2009	As per attached invoices.
				<b>Total this claim</b>	\$194.01		
25578	80	IDLEWINE LAWNMOWER SAL	Operating Fund	Equipment/Maint.	\$26.00	2/9/2009	LAWN TRACTOR REPAIR
				<b>Total this claim</b>	\$26.00		

<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>
25579	81	MANIFOLD REFUSE, INC.	Operating Fund	Waste Disposal Services	\$136.00	2/9/2009	TRASH SERVICE 4th QUARTER 2008, 1ST QUARTER 2009 - FRANKTON
					<b>Total this claim</b>		
					\$136.00		
25580	82	MARSH SUPERMARKET	Operating Fund	Elwood Children's Programing	\$29.53	2/9/2009	As per attached invoices.
			Operating Fund	Elwood Adult Programing	\$9.99		
					<b>Total this claim</b>		
					\$39.52		
25581	91	MIDWEST TAPE	Operating Fund	Frankton AV	\$480.78	2/9/2009	As per attached invoices.
			Operating Fund	Elwood AV	\$1,064.48		
			Operating Fund	Summitville AV	\$253.89		
					<b>Total this claim</b>		
					\$1,799.15		
25582	83	MOVIE LICENSING USA	Operating Fund	Elwood Children's Programing	\$120.00	2/9/2009	ANNUAL COPYRIGHT SITE LICENSE
			Operating Fund	Elwood Adult Programing	\$120.00		
			Operating Fund	Frankton Programing	\$120.00		
			Operating Fund	Summitville Programing	\$120.00		
					<b>Total this claim</b>		
					\$480.00		
25583	84	ORIENTAL TRADING COMPAN	Operating Fund	Elwood Children's Programing	\$127.94	2/9/2009	As per attached invoices.
			Operating Fund	Frankton Programing	\$72.89		
					<b>Total this claim</b>		
					\$200.83		
25584	85	QUILL CORPORATION	Operating Fund	Office Supplies	\$323.00	2/9/2009	As per attached invoices.
					<b>Total this claim</b>		
					\$323.00		
25585	86	RAMSAY BUSINESS PRODUC	Operating Fund	Office Supplies	\$37.54	2/9/2009	As per attached invoices.
			Operating Fund	Office Supplies	\$10.00		
					<b>Total this claim</b>		
					\$47.54		
25586	87	ROBIN HARRISON	Operating Fund	Elwood Adult Programing	\$200.00	2/9/2009	ELWOOD ADULT PROGRAM - FEBRUARY 18, 2009
					<b>Total this claim</b>		
					\$200.00		
25587	88	STEVE SCOTT	Operating Fund	Professional Services	\$400.00	2/9/2009	SNOW REMOVAL - ELWOOD
					<b>Total this claim</b>		
					\$400.00		
25588	89	THOMAS BOUREGY & COMPA	Operating Fund	Elwood Adult	\$83.70	2/9/2009	ELWOOD ADULT BOOKS
					<b>Total this claim</b>		
					\$83.70		
25589	90	TOPS TRUE VALUE	Operating Fund	Operating Supplies	\$57.22	2/9/2009	As per attached invoices.
					<b>Total this claim</b>		
					\$57.22		
25590	94	VERIZON	Operating Fund	Telephone & Telegraph	\$232.39	2/9/2009	SERVICE FOR FRANKTON
					<b>Total this claim</b>		
					\$232.39		



Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
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**Total Amount of Claims \$85,137.17**

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, February 06, 2009

\_\_\_\_\_  
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 9 day of February, 2009.

<u>Beverly J. Austin</u>	<u>Scott DeBell</u>	_____
<u>Annika S. Grelander</u>	<u>Karla J. [unclear]</u>	_____
<u>Michael Robertson</u>		_____

**SIGNATURES OF GOVERNING BOARD**

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/11/1998.

**BINGHAM, FARRER & WILSON**

A PROFESSIONAL CORPORATION  
ATTORNEYS AT LAW  
1601 SOUTH ANDERSON STREET  
P.O. Box 494  
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FAX (765) 552-5496

DAN M. BINGHAM  
1960-1981

MICHAEL E. FARRER  
JAMES W. WILSON  
MARK R. REGNIER  
JEFFREY K. GRAHAM

January 14, 2009

Mr. Mike Robertson, President  
North Madison Public Library Association  
1600 Main Street  
Elwood, IN 46036

RE: Nativity Scene

Dear Mr. Robertson:

As you are no doubt aware, the Elwood Library's display of a Nativity Scene during the 2008 Christmas Season created considerable controversy and discussion.

As this difficult, legal and political situation is likely to repeat this year, this letter is written in an attempt to explain likely legal results from various board actions as well as warn of potential perils.

First, the Nativity Scene being displayed on Library property, standing alone, is almost certainly unconstitutional. For the Nativity Scene to have any chance to survive a court challenge, it must be part of a more secular overall display, one perhaps including Santa Claus, reindeer, candy canes, etc.

Unfortunately, case law is so muddled and difficult to distinguish that it is impossible to say for certain whether any public supported display of a nativity will survive court challenge.

As such, any display of the Nativity Scene by the Library puts the Library in jeopardy of a very expensive First Amendment lawsuit. Legal fees for defending such a suit, including inevitable appeals, would almost certainly exceed \$100,000.00 in short order.

Even if the Library should ultimately prevail in the suit, the losing party would not be obligated to reimburse your legal fees.

While the political pressure to keep the Nativity Scene in place will be tremendous, have no doubt that erecting the Nativity in 2009 will put the Library in a vulnerable financial position.

Mr. Mike Robertson  
January 14, 2009  
Page 2

Fortunately, there are groups that have in the past helped fund similar defenses of these First Amendment suits. Many of these groups, such as the National Legal Foundation, have websites explaining their services.

Should the Library wish to keep the Nativity Scene in 2009, I would strongly recommend that it begin analyzing how it will fund defense of a potential lawsuit as soon as possible.

Please contact me if I may be of any assistance in this matter.

Sincerely,

BINGHAM, FARRER & WILSON, P.C.

  
JEFFREY K. GRAHAM

JKG:mhp



North Madison County Public Library System  
Library Display Policy

As an educational and cultural institution, the North Madison County Public Library System welcomes exhibits and displays of interest, information and enlightenment to the community. The Library assumes no responsibility for the preservation or protection, and no liability for possible damage or theft of any item displayed or exhibited. All items placed in the Library are there at the owner's risk.

Displays will be assigned on a first-come, first-served basis; however, priorities may be made for library-related or seasonal events, and an effort is made to maintain a balance between variety and subject matter. Exhibits or displays cannot promote any one commercial, political, doctrinal or religious viewpoint.

Areas available to the public for displays and exhibits are the glass exhibit case(s) and other areas of the Library at the discretion of the manager or Director. A release must be signed by the exhibitor before any object can be displayed in the library. An example of the release follows:

North Madison County Public Library System Display and Exhibit Release

I, the undersigned, hereby lend the following works of art or other material to NMCPLS for exhibit purposes only. In consideration of the privilege of exhibiting them in the Library, I hereby release said Library from responsibility for loss, damage, or destruction while they are in the possession of the Library.

Name of Organization or Person \_\_\_\_\_

Purpose and nature of display \_\_\_\_\_

Type of Items \_\_\_\_\_

Date requested for display \_\_\_\_\_ at

Elwood \_\_\_\_\_ Frankton \_\_\_\_\_ Summitville \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_ Telephone \_\_\_\_\_

Approved by: Adult or Youth Services Manager or Branch Manager

Signature \_\_\_\_\_ Date \_\_\_\_\_

Notification within this policy.

7. 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.

### BOOKS and AUDIO MATERIALS

1. All books and audio materials may be loaned for two weeks. Books and audio materials not on reserve may be renewed twice, either in person, by telephone or online via the library's website. Patrons may request the 6-week loan to cover vacation, classroom use, hospitalization, etc.
2. Reserve requests are filled strictly on a first-come, first-served basis. Materials are loaned for a two-week period and may be renewed if there are no additional reserves on the item. ADD: The number of reserve requests is limited to the number of items a patron is eligible to check out. (Refer to #2 in this policy under General Rules)
3. Patrons may reserve a book or audio material by telephone, and will be notified by telephone when that book/audio material is available to them. If the material has not been checked out to that patron within three (3) days, the next patron is notified. A patron who fails to borrow the material or notify library staff to the contrary, will be removed from the reserve list.
4. Reserve requests from patrons at a location other than the holding library are to be taken and filled as above. Couriers visit each facility at least once a week and can deliver reserve materials to the facility of the patron's choice. Should the patron fail to pick up the book within three (3) days after being notified, the book is to be returned immediately to the holding library. The two-week lending period begins when the patron checks out the material. The material is to be returned to the holding library immediately after its return by the patron. If there are multiple copies of an item the reserve request will be placed on the item that is located at the patron's home library.



# MATERIALS CIRCULATION POLICY

September 2007

In an effort to safeguard and protect the taxpayer-supported assets of the North Madison County Public Library System, the library establishes the following rules and charges regarding the borrowing of library materials and their timely return.

## GENERAL RULES

1. When checking out library materials, patrons must present a **VALID BORROWERS CARD**. The expiration date of a **BORROWERS CARD** is 730 days [2 years]. (Card may not be expired nor have outstanding fines/fees over \$5.00.) The new patron's first check out can be up to five items.
2. The Library reserves the right to limit the number of items a patron may check out at any one time or have an aggregate total of items checked out. Patrons coded as "juveniles" (Children up to 6<sup>th</sup> grade) are limited to a maximum of 6 items as an aggregate. "Students" (minors 6<sup>th</sup> grade through age 17) are limited to an aggregate of 12 items. "Adults" (any one over age 18) are limited to a maximum of 24 items, in which 3 may be videocassette tapes and 3 DVDs. (See "VIDEOS & DVDS" in "Library Policies"). There is also a limit of 24 books per teacher card for a maximum time period of six weeks.
3. Any patron with overdue materials or outstanding fines/fees over \$5.00 will not be allowed to borrow additional materials.
4. 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.
5. Unless legally divorced/separated, spouses are responsible for each other's fines/fees. Also custodial parents of children under the age of 18 are responsible for the fines/fees of the children.
6. Overdue charges may not exceed the cost of the material against which the charge is made. For further explanation see #7 under Overdue

Notification within this policy.

7. 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.

## BOOKS and AUDIO MATERIALS

1. All books and audio materials may be loaned for two weeks. Books and audio materials not on reserve may be renewed twice, either in person, by telephone or online via the library's website. Patrons may request the 6-week loan to cover vacation, classroom use, hospitalization, etc.
2. Reserve requests are filled strictly on a first-come, first-served basis. Materials are loaned for a two-week period and may be renewed if there are no additional reserves on the item. **ADD:** The number of reserve requests is limited to the number of items a patron is eligible to check out. (Refer to #2 in this policy under General Rules)
3. Patrons may reserve a book or audio material by telephone, and will be notified by telephone when that book/audio material is available to them. If the material has not been checked out to that patron within three (3) days, the next patron is notified. A patron who fails to borrow the material or notify library staff to the contrary, will be removed from the reserve list.
4. Reserve requests from patrons at a location other than the holding library are to be taken and filled as above. Couriers visit each facility at least once a week and can deliver reserve materials to the facility of the patron's choice. Should the patron fail to pick up the book within three (3) days after being notified, the book is to be returned immediately to the holding library. The two-week lending period begins when the patron checks out the material. The material is to be returned to the holding library immediately after its return by the patron. If there are multiple copies of an item the reserve request will be placed on the item that is located at the patron's home library.



5. Overdue books/audio materials are fined at 10 cents per day per book/audio material. Fines may not accrue beyond the price of the book/audio material.
6. If a book/audio material is reported lost or damaged, the patron is responsible for the replacement or repair cost of the book/audio material and any overdue fine accumulated on the lost book/audio material by the time it is reported lost.
7. Upon payment for a lost book/audio material a receipt will be issued. If a reimbursement is requested the receipt is required. After the request, reimbursement will be made following the next board meeting.

### **MAGAZINES**

1. Magazines may be checked out for three days and may be renewed once, either in person, by telephone or online via the library's website.
2. Overdue magazines are fined at a rate of 10 cents each per day.
3. If a magazine is reported lost or damaged, the patron is responsible for the replacement or repair cost of the magazine and any overdue fine accumulated on the lost magazine.

### **DVDS/VIDEO TAPES**

1. Only patrons age 18 and over, with a valid ADULT borrower's card, may check out DVDs & videos. There is a limit of three videotapes and three DVDs per adult borrower's card.
2. Video items may be loaned for a single two-day period. They may be renewed once for two additional days in person, by telephone or online via the library's website. DVDs & videotapes cannot be reserved.
3. DVDs & videotapes must be returned to the same system facility from which they were borrowed.
4. Overdue DVDs & videotapes are charged at a rate of \$2.00 per item per day.

5. If DVD or videotape is reported lost or damaged, the patron is responsible for the replacement or repair cost of the video item and any overdue fine accumulated on the lost video item.

### **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 \$5.00.
3. The Library will mail reminders to the borrower. In the case of minors, notices are sent in care of the parent/guardian who signed the application for the child's library card. These notices will list each overdue item separately and constitutes as the 2<sup>nd</sup> and final overdue notices.

4. A NOTICE is sent at 30 days stating that after 60 days replacement cost will be charged to account. Accompanying that notice will be a copy of Indiana Code 36-43-4-3.50. The letter will be sent by certified mail with receipt to patrons with fines in excess of \$25.00.
5. Borrowing privileges are reinstated after materials are recovered and fines are paid. If materials are NOT returned for any reason (e.g., lost or damaged beyond repair), replacement costs must be paid before borrowing privileges are reinstated.
6. Patrons fined the cost of material(s) are not entitled to keep the material(s). They are paying for keeping the material past due-not buying it.
7. Replacement costs are the price of the item.

### **FINE SUMMARY**

<b>Format</b>	<b>Reserve</b>	<b>Loan</b>	<b>Renewable</b>	<b>Overdue Fine</b>
Book	Yes	2 weeks	2 weeks, twice	.10¢ per day
Audio Book	Yes	2 weeks	2 weeks, twice	.10¢ per day
Music CD	Yes	2 weeks	2 weeks, twice	.10¢ per day
Magazine	Yes	3 days	3 days, once	.10¢ per day
Video tape/DVD	No	2 days	2 days, once	\$2.00 per day



	Elwood			Frankton			Hazelbaker		
	2007	2008	+/-	2007	2008	+/-	2007	2008	+/-
Traffic	109560	111,241	1,681	28973	31,369	2,396	19435	20,182	747
Reference	902	1,906	1,004	316	348	32	282	176	-106
Patron Assist	11327	14,056	2,729	3156	3,696	540	4423	2,277	-2,146
Computer Use	29150	28975	-175	10515	10571	56	6384	8729	2,345
Wireless	403	399	-4	141	111	-30	N/A	N/A	N/A
# Adult Program	25	32	7	37	34	-3	33	18	-15
Program Attendance	295	443	148	469	262	-207	353	314	-39
# Juvenile Program	388	367	-21	53	79	26	87	225	138
Program Attendance	4832	3105	-1,727	714	1058	344	1067	1019	-48

Total System		
	2007	2008 % difference
	157968	162,792 3%
	1500	2,430 38%
	18906	20,029 6%
	46049	48,275 5%
	544	510 -7%
	95	84 -13%
	1117	1,019 -10%
	528	671 21%
	6613	5,182 -28%

Estimated Budget Breaker Credits

Current Law

2009+: Eliminate Levies For State Fair & Forestry, School General Fund, Pre-School Special Ed, Pre-1977 Public Safety Pensions, Farm & Child, Children's Psych. Res. Trmnt, Med Asst to Wards, Children with Spec. Health Care Needs, HCI, and Juvenile Incarceration  
 2009+: Eliminate State Property Tax Replacement and Existing Homestead Credits; New Homestead Credit = \$140 M in 2010, \$80 M in 2010, 30 in 2011

2009+: Supplemental Deduction Based on Homestead AV Remaining After Standard Deduction: 35% of 1st \$600,000 Net AV Plus 25% of Net AV that Exceeds \$600,000

2009 Caps: Homesteads = 1.5%; [Apartments, Other Res, Ag Land, Mobile Home Land, and Long Term Care Facilities] = 2.5%; All Other Real and Pers Prop = 3.5%; Lake and St. Joseph Existing Debt Exclusion  
 2010 Caps: Homesteads = 1.0%; [Apartments, Other Res, Ag Land, Mobile Home Land, and Long Term Care Facilities] = 2.0%; All Other Real and Pers Prop = 3.0%; Lake and St. Joseph Existing Debt Exclusion

2009+: Qualified Senior Homestead Net AV Increases Limited to 2% Per Year

2009+: Assumes LOIT Replacement Credits Only For Counties That Have Already Adopted For 2009

\* Estimated Budget Appropriations Only Include Funds With Property Tax Levies and are Allocated Between Counties Based on Levy For Cross-County Units.

County	Unit Name	Current Law Estimated Credits			Estimated School Levy Replacement Grant			Estimated Net Credit			Net Credit as % of Est. Levy			Net Credit as % of Est. Budget*		
		2009	2010	2011	2009	2010	2011	2009	2010	2011	2009	2010	2011	2009	2010	2011
Madison	Adams Township	25	721	769	0	0	0	25	721	769	0.0%	0.5%	0.5%	0.0%	0.2%	0.4%
Madison	Anderson Township	48,531	96,987	102,218	0	0	0	48,531	96,987	102,218	12.0%	23.2%	23.6%	7.1%	14.1%	14.9%
Madison	Boone Township	0	7	9	0	0	0	0	7	9	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Madison	Duck Creek Township	78	723	758	0	0	0	78	723	758	0.2%	2.1%	2.1%	0.1%	0.8%	0.9%
Madison	Fall Creek Township	25	1,765	1,313	0	0	0	25	1,765	1,313	0.0%	0.6%	0.4%	0.0%	0.3%	0.2%
Madison	Green Township	20	471	482	0	0	0	20	471	482	0.0%	0.5%	0.5%	0.0%	0.2%	0.2%
Madison	Jackson Township	0	30	35	0	0	0	0	30	35	0.0%	0.1%	0.1%	0.0%	0.1%	0.1%
Madison	Lafayette Township	2,620	7,244	7,147	0	0	0	2,620	7,244	7,147	2.5%	6.8%	6.5%	1.4%	4.0%	3.9%
Madison	Monroe Township	1,412	3,597	3,924	0	0	0	1,412	3,597	3,924	0.8%	2.0%	2.1%	0.3%	0.6%	0.6%
Madison	Pipe Creek Township	15,006	29,086	29,531	0	0	0	15,006	29,086	29,531	6.7%	12.5%	12.3%	3.3%	6.3%	6.2%
Madison	Richland Township	229	2,013	2,035	0	0	0	229	2,013	2,035	0.1%	1.0%	1.0%	0.1%	0.5%	0.5%
Madison	Story Creek Township	377	3,228	3,201	0	0	0	377	3,228	3,201	0.5%	3.9%	3.7%	0.2%	1.6%	1.5%
Madison	Union Township	271	11,751	12,042	0	0	0	271	11,751	12,042	0.1%	3.7%	3.7%	0.0%	1.9%	1.9%
Madison	Van Buren Township	164	1,268	1,276	0	0	0	164	1,268	1,276	0.2%	1.3%	1.2%	0.1%	0.5%	0.5%
Madison	Anderson Civil City	2,679,658	5,364,884	5,687,762	0	0	0	2,679,658	5,364,884	5,687,762	11.4%	22.1%	22.7%	5.6%	11.1%	11.7%
Madison	Elwood Civil City	611,824	934,242	965,408	0	0	0	611,824	934,242	965,408	17.3%	25.6%	25.7%	8.3%	12.4%	12.5%
Madison	Alexandria Civil City	149,552	352,348	380,440	0	0	0	149,552	352,348	380,440	7.0%	15.9%	16.6%	3.3%	7.5%	7.9%
Madison	Chastelfield Civil Town	28,111	63,002	65,919	0	0	0	28,111	63,002	65,919	6.0%	13.0%	13.1%	3.8%	8.0%	8.3%
Madison	Country Club Heights Civil Town	0	939	1,540	0	0	0	0	939	1,540	0.0%	3.6%	5.7%	0.0%	2.4%	3.9%
Madison	Edgewood Civil Town	4,144	10,100	11,158	0	0	0	4,144	10,100	11,158	1.8%	4.3%	4.6%	0.9%	1.8%	2.0%
Madison	Franklin Civil Town	2,516	11,242	11,346	0	0	0	2,516	11,242	11,346	1.8%	7.9%	7.8%	0.7%	3.0%	3.0%
Madison	Ingalls Civil Town	854	19,118	19,508	0	0	0	854	19,118	19,508	0.4%	8.3%	8.2%	0.2%	3.9%	3.6%
Madison	Lapel Civil Town	9,266	18,833	20,535	0	0	0	9,266	18,833	20,535	4.0%	8.2%	8.2%	2.1%	4.5%	4.7%
Madison	Markleville Civil Town	0	832	805	0	0	0	0	832	805	0.0%	1.4%	1.3%	0.0%	0.4%	0.3%
Madison	Orestles Civil Town	0	53	74	0	0	0	0	53	74	0.0%	0.1%	0.1%	0.0%	0.0%	0.0%
Madison	Pendleton Civil Town	5,073	64,680	64,605	0	0	0	5,073	64,680	64,605	0.3%	4.2%	4.1%	0.1%	1.6%	1.5%
Madison	River Forest Civil Town	0	67	279	0	0	0	0	67	279	0.0%	1.1%	4.4%	0.0%	0.9%	3.3%
Madison	Summitville Civil Town	1,486	11,135	11,401	0	0	0	1,486	11,135	11,401	0.8%	6.9%	6.9%	0.4%	2.8%	2.8%
Madison	Woodawn Heights Civil Town	88	885	1,264	0	0	0	88	885	1,264	1.2%	11.2%	15.5%	0.7%	6.9%	9.7%
Madison	Madison-Grant United School Corporation	1,285	9,671	9,543	0	0	0	1,285	9,671	9,543	0.1%	9.9%	9.9%	0.1%	0.7%	0.6%
Madison	Franklin-Lapel Community School Corporat	54,673	241,398	232,529	0	168,685	54,673	54,673	72,713	232,529	0.8%	1.2%	0.8%	0.1%	1.1%	3.4%
Madison	South Madison Community School Corporati	14,469	203,043	198,623	0	141,884	14,469	14,469	61,199	198,623	0.2%	0.6%	2.0%	0.1%	0.5%	1.7%
Madison	Alexandria Community School Corporation	56,581	132,651	140,382	56,581	92,695	56,581	56,581	39,956	140,382	0.0%	2.1%	7.3%	0.0%	1.3%	4.2%
Madison	Anderson Community School Corporation	2,375,848	4,714,155	4,901,509	2,375,848	3,294,184	2,375,848	2,375,848	1,410,974	4,501,506	0.0%	5.9%	20.0%	0.0%	3.9%	12.3%
Madison	Elwood Community School Corporation	580,395	908,908	918,215	580,395	635,132	580,395	580,395	273,776	918,215	0.0%	6.0%	21.1%	0.0%	4.6%	14.1%
Madison	Alexandria-Monroe Public Library	13,185	31,366	33,668	0	13,185	13,185	13,185	31,366	33,668	3.1%	7.1%	7.3%	2.6%	6.0%	6.3%
Madison	Anderson-Anderson, Stoney Creek Union To	354,793	729,346	772,794	0	0	0	354,793	729,346	772,794	10.0%	18.8%	20.3%	6.7%	13.4%	13.8%
Madison	Pendleton Community Public Library	1,332	17,307	16,852	0	0	0	1,332	17,307	16,852	0.2%	2.1%	2.0%	0.1%	1.3%	1.2%
Madison	North Madison County Library System	53,033	96,628	96,189	0	0	0	53,033	96,628	96,189	5.2%	10.8%	10.6%	3.8%	6.6%	6.3%
Madison	Indianapolis Fire	231	2,334	3,336	0	0	0	231	2,334	3,336	1.1%	11.2%	15.5%	0.8%	6.3%	8.8%
Madison	East Central Indiana Solid Waste	15,437	32,156	33,586	0	0	0	15,437	32,156	33,586	0.1%	12.2%	12.4%	1.8%	3.7%	3.9%
Madison	City Of Anderson Redevelopment	0	0	0	0	0	0	0	0	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Madison	Pendleton Town Redevelopment Commission	212	2,577	2,528	0	0	0	212	2,577	2,528	0.5%	5.7%	5.6%	0.0%	0.0%	0.0%
Madison	TIF_48013_Anderson City - Anderson Towns	262,782	801,171	823,177	0	0	0	262,782	801,171	823,177	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Madison	TIF_48013_Pendleton Town	0	0	0	0	0	0	0	0	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Madison	TIF_48035_Anderson-Fall Creek	0	52,373	53,396	0	0	0	0	52,373	53,396	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Madison	Marion County	2,060,633	8,092,969	8,365,481	0	0	0	2,060,633	8,092,969	8,365,481	1.4%	5.6%	5.8%	0.7%	2.8%	2.7%
Marion	Center Township	85,933	255,416	257,253	0	0	0	85,933	255,416	257,253	3.0%	9.0%	9.1%	0.6%	1.7%	1.7%



MONTHLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

	2008	2009	Amount of Change	% OF Change	YTD 2008	YTD 2009	Amount of Change	YTD % OF Change
<b>ELWOOD</b>								
ADULT	2,828	2,758	-70	-2%	2,828	2,758	-70	-2%
JUVENILE	1,857	1,433	-424	-23%	1,857	1,433	-424	-23%
Y. A.	132	241	109	83%	132	241	109	83%
PERIOD.	532	638	106	20%	532	638	106	20%
AUDIO	242	148	-94	-39%	242	148	-94	-39%
VIDEO	3,698	4,998	1,300	35%	3,698	4,998	1,300	35%
<b>TOTAL</b>	<b>9,289</b>	<b>10,216</b>	<b>927</b>	<b>10%</b>	<b>9,289</b>	<b>10,216</b>	<b>927</b>	<b>10%</b>

<b>FRANKTON</b>								
ADULT	1,170	1,115	-55	-5%	1,170	1,115	-55	-5%
JUVENILE	574	496	-78	-14%	574	496	-78	-14%
Y. A.	110	108	-2	-2%	110	108	-2	-2%
PERIOD.	307	262	-45	-15%	307	262	-45	-15%
AUDIO	46	48	2	4%	46	48	2	4%
VIDEO	1,775	1,543	-232	-13%	1,775	1,543	-232	-13%
<b>TOTAL</b>	<b>3,982</b>	<b>3,572</b>	<b>-410</b>	<b>-10%</b>	<b>3,982</b>	<b>3,572</b>	<b>-410</b>	<b>-10%</b>

<b>HAZELBAKER</b>								
ADULT	734	899	165	22%	734	899	165	22%
JUVENILE	385	312	-73	-19%	385	312	-73	-19%
Y. A.	51	45	-6	-12%	51	45	-6	-12%
PERIOD.	100	135	35	35%	100	135	35	35%
AUDIO	21	34	13	62%	21	34	13	62%
VIDEO	799	807	8	1%	799	807	8	1%
<b>TOTAL</b>	<b>2,090</b>	<b>2,232</b>	<b>142</b>	<b>7%</b>	<b>2,090</b>	<b>2,232</b>	<b>142</b>	<b>7%</b>

<b>SYSTEM</b>								
ADULT	4,732	4,772	40	1%	4,732	4,772	40	1%
JUVENILE	2,816	2,241	-575	-20%	2,816	2,241	-575	-20%
Y. A.	293	394	101	34%	293	394	101	34%
PERIOD.	939	1035	96	10%	939	1035	96	10%
AUDIO	309	230	-79	-26%	309	230	-79	-26%
VIDEO	6,272	7,348	1,076	17%	6,272	7,348	1,076	17%
<b>TOTAL</b>	<b>15,361</b>	<b>16,020</b>	<b>659</b>	<b>4%</b>	<b>15,361</b>	<b>16,020</b>	<b>659</b>	<b>4%</b>

	ELWOOD	FRANKTON	HAZELBAKER
TRAFFIC	9,761	2050	1402
REF.	118	33	26
ASSIST.	1,171	291	194
COMP./WIRE	2085 / 9	736 / 16	587 / NA
PROG. A.	1 / 14	3 / 61	1 / 12
J.	33 / 185	0 / 0	0 / 0

TECH SERVICES PROCESSED 1,163 ITEMS.

DATE: February 24, 2009

FROM: The Mayor's Office

TO: Members of the Common Council, Clerk-Treasurer, City Attorney, and the News Media.

Regular meeting of the Common Council, Monday, March 2, 2009, at 7:00 p.m., at the Elwood Municipal Building.

AGENDA:

1. Roll Call
2. Minutes
3. Bret Lott/COG- NSP Housing Grant Approval
4. RESOLUTION NO. 2009-02 - ENDORSEMENT OF THE 2009 ELWOOD COMPREHENSIVE HOUSING PLAN
5. RESOLUTION NO. 2009-03 - RESOLUTION IN SUPPORT OF AN INDEPENDENT NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM WHICH CONSISTS OF THE ELWOOD PUBLIC LIBRARY, FRANKTON COMMUNITY LIBRARY AND RALPH E. HAZELBAKER LIBRARY
6. Bryan Foxworthy - CVS Project
7. Compliance with Statement of Benefits - Dunn-Rite Products, Inc., Dunn-Rite Products, Inc., Dunn-Rite Products, Inc., Dunn-Rite Products, Inc., Master Precision & Fabrication, Inc., Master Precision & Fabrication, Inc., Steel Slitting Company, Inc., Elwood Holdings LLC

NOTE: Any other business of importance that applies to this governing body may be discussed and or voted upon during this session of the Common Council.



RESOLUTION NO. 2009-03

RESOLUTION IN SUPPORT OF AN INDEPENDENT NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM WHICH CONSISTS OF THE ELWOOD PUBLIC LIBRARY, FRANKTON COMMUNITY LIBRARY AND RALPH E. HAZELBAKER LIBRARY.

WHEREAS, the North Madison County Public Library System is dedicated to serving the residents of five townships served by continuing to support three facilities and,

WHEREAS, the North Madison County Public Library System has successfully provided unique and valuable collections, services and programming for over 100 years to its patrons and,

WHEREAS, any attempt to consolidate library services could jeopardize the quality of said services and,

WHEREAS, consolidation with another library district would result in the loss of local control of the library system and would place continued existence of all three libraries at the mercy of an outside entity that is potentially unfamiliar with how to successfully provide customized library services to Elwood, Frankton and Summitville and,

WHEREAS, the cost implications of consolidation are not yet clear and perceived benefits have not yet been fully explored.

NOW, BE IT THEREFORE RESOLVED, that the Elwood Common Council adopts this resolution supporting the continued independence of the library system operated by and for the benefit of the citizens of Pipe Creek, Lafayette, Van Buren, Duck Creek and Boone Townships and opposing any attempt to diminish its role as a valued institution through consolidation.

Presented to the Elwood Common Council, read in full and adopted the 2<sup>nd</sup> day of March 2009, by the following aye or nay vote:

COUNCILMEN

Debbie Brown  
Debbie Brown

Brian Courtney  
Brian Courtney

Matt Leeson  
Matt Leeson

Jason Leonard  
Jason Leonard

Jack Powell  
Jack Powell

David Savage  
David Savage

John Wright  
John Wright

AYE                      NAY

✓                      \_\_\_\_\_

✓                      \_\_\_\_\_

✓                      \_\_\_\_\_

✓                      \_\_\_\_\_

\_\_\_\_\_

✓                      \_\_\_\_\_

✓                      \_\_\_\_\_

ATTEST

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

Presented by me, the undersigned City Clerk, of the City of Elwood, to the mayor of said City for his approval on the 3<sup>rd</sup> day of March, 2009 at 11:00 A.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 3<sup>rd</sup> day of March, 2008 at 11:00 A.M.

W. Merrill Taylor  
W. Merrill Taylor, Mayor

Prepared By: Clerk-Treasurer's Office



**Resolution in Support of an Independent North Madison County Public Library System  
which consists of the  
Elwood Public Library,  
Frankton Community Library and  
Ralph E. Hazelbaker Library**

WHEREAS, the North Madison County Public Library System is dedicated to serving the residents of five townships served by continuing to support three facilities and

WHEREAS, the North Madison County Public Library System has successfully provided unique and valuable collections, services and programming for over 100 years to its patrons and

WHEREAS, any attempt to consolidate library services could jeopardize the quality of said services and

WHEREAS, consolidation with another library district would result in the loss of local control of the library system and would place the continued existence of all three libraries at the mercy of an outside entity that is potentially unfamiliar with how to successfully provide customized library services to Elwood, Frankton and Summitville and

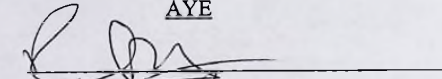
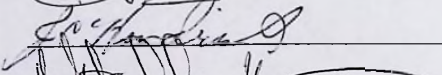
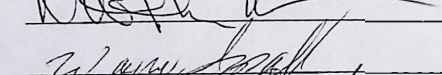
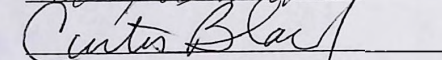
WHEREAS, the cost implications of consolidation are not yet clear and perceived benefits have not yet been fully explored.

BE IT THEREFORE RESOLVED, that the Summitville Town Council adopts this resolution supporting the continued independence of the library system operated by and for the benefit of the citizens of Pipe Creek, Lafayette, Van Buren, Duck Creek and Boone Townships and opposing any attempt to diminish its role as a valued institution through consolidation.

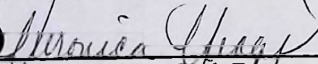
Presented to the Summitville Town Council, read in full and adopted the 3rd day of February 2009, by the following aye or nay vote:

AYE

NAY

	_____
	_____
	_____
	_____

ATTEST:

  
Veronica Yeagy - Clerk-Treasurer

**Resolution in Support of an Independent North Madison County Public Library System  
which consists of the  
Elwood Public Library,  
Frankton Community Library and  
Ralph E. Hazelbaker Library**

WHEREAS, the North Madison County Public Library System is dedicated to serving the residents of five townships served by continuing to support three facilities and

WHEREAS, the North Madison County Public Library System has successfully provided unique and valuable collections, services and programming for over 100 years to its patrons and

WHEREAS, any attempt to consolidate library services could jeopardize the quality of said services and

WHEREAS, consolidation with another library district would result in the loss of local control of the library system and would place the continued existence of all three libraries at the mercy of an outside entity that is potentially unfamiliar with how to successfully provide customized library services to Elwood, Frankton and Summitville and

WHEREAS, the cost implications of consolidation are not yet clear and perceived benefits have not yet been fully explored.

BE IT THEREFORE RESOLVED, that the Frankton Town Council adopts this resolution supporting the continued independence of the library system operated by and for the benefit of the citizens of Pipe Creek, Lafayette, Van Buren, Duck Creek and Boone Townships and opposing any attempt to diminish its role as a valued institution through consolidation.

Presented to the Frankton Town Council, read in full and adopted the 9th day of February 2009, by the following aye or nay vote:

AYE

NAY

<u>Lisa Cruz</u>	_____
<u>Jack Alexander</u>	_____
<u>James B. Lewis</u>	_____
_____	_____
_____	_____

ATTEST:

Katherine Hudson  
Katherine Hudson - Clerk-Treasurer



Agenda

March 11<sup>th</sup>, 2009

North Madison County Public Library System  
Board of Trustees

Frankton Community Library

Regular Meeting  
5:00 P.M.

- Call to Order
- Call for Quorum
- Minutes
- Claims Register & Checks
- Old Business
- New Business
  - 1. Conflict of Interest
  - 2. Freedom From Religion Foundation Letter
  - 3. Full-time Clerk Opening at Elwood Public Library
  - 4. Elwood Petty Cash Custodian
- Director's Report
- Public Comment
- Adjournment

MODE = MEMORY TRANSMISSION

START=MAR-05 14:41

END=MAR-05 14:42

FILE NO.=517

STN NO.	COMM.	DNE-TOUCH/ ABBR. NO.	STATION NAME/TEL NO.
001	OK	<04>	HEPARD BULLETIN

PAGES

DURATION

001/001 00:00:27

-ELWOOD LIBRARY-

\*\*\*\*\* -17655522895 - \*\*\*\*\* 17655522891- \*\*\*\*\*

Agenda

March 11<sup>th</sup>, 2009

North Madison County Public Library System  
Board of Trustees

Frankton Community Library

Regular Meeting  
5:00 P.M.

- Call to Order
- Call for Quorum
- Minutes
- Claims Register & Checks
- Old Business
- New Business
  - 1. Conflict of Interest
  - 2. Freedom From Religion Foundation Letter
  - 3. Full-time Clerk Opening at Elwood Public Library
  - 4. Elwood Petty Cash Custodian
- Director's Report
- Public Comment
- Adjournment

Please publish on  
Monday and again on  
Wednesday.

f.  
n  
l

Thank you

MODE = MEMORY TRANSMISSION

START-MAR-06 14:40

END-MAR-06 14:40

FILE NO.=516

STN NO.	COMM.	ONE-TOUCH/ ABBR NO.	STATION NAME/TEL NO.	PAGES	DURATION
001	OK	<03>	CALL LEADER	001/001	00:00:13

-ELWOOD LIBRARY -

\*\*\*\*\* -17655520955 - \*\*\*\*\* 17655525001- \*\*\*\*\*

### Agenda

March 11<sup>th</sup>, 2009

North Madison County Public Library System  
Board of Trustees

#### Frankton Community Library

Regular Meeting  
5:00 P.M.

- Call to Order
- Call for Quorum
- Minutes
- Claims Register & Checks
- Old Business
- New Business
  1. Conflict of Interest
  2. Freedom From Religion Foundation Letter
  3. Full-time Clerk Opening at Elwood Public Library
  4. Elwood Petty Cash Custodian
- Director's Report
- Public Comment
- Adjournment

*Please publish on  
Monday and again on  
Wednesday.*

*Thank you*



NORTH MADISON COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES  
Regular Meeting  
March 11, 2009  
5:00pm

CALL TO ORDER

President Mike Robertson called the March 11, 2009 regular meeting of the North Madison County Public Library Board of Trustees to order at 5:00pm in the meeting room of the Frankton Community Library.

CALL FOR QUORUM

Members present were Mike Robertson, Bette Dalzell, Dan Prieshoff, Wayne Davidson, Beverly Austin and Pam Bohlander. Also in attendance were Director Jamie Scott, Lloyd Young and Administrative Assistant Diana Shepard.

MINUTES

Pam Bohlander made a motion to approve the minutes from the February 10, 2009 meeting as presented. Wayne Davidson made a second and the motion carried.

CLAIMS REGISTER & CHECKS

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

OLD BUSINESS

No old business was brought forward.

NEW BUSINESS

Conflict of Interest

Wayne Davidson signed a conflict of interest statement.

Freedom From Religion Foundation Letter

It was advised a letter has been received from the Freedom From Religion Foundation about the display of the Nativity Scene in the library and the actions of a public library employee. After discussion a motion was made by Beverly Austin directing the Library Director to write a letter of response. It should include that Ms. Sumner was suspended and served her suspension. Also two policies have been adopted that address the issue of the Nativity Scene and access to public records. A copy of each policy should accompany the letter. A second was made by Pam Bohlander and the motion carried.

Full-time Clerk Opening at Elwood Public Library

It was recommended by the Director, to not fill the full-time position that is currently open in the Adult Service Department at Elwood until after the December 2008 tax draw has been received. At that time, it can better be determined, if this position will be filled with a part-time or full-time employee. The Director was directed to use her judgment as to what is best for the library.

Elwood Petty Cash Custodian

Beverly Austin made a motion appointing Mary Hendrick, Youth Service Manager as the Elwood Petty Cash Custodian. Bette Dalzell made a second and the motion carried.

DIRECTOR'S REPORT

Discussion was held about Senate Bill 348. On March 10, 2009 the bill which was combined with other Senate bills that concerned the Kernan Shepard Report died in committee. The Indiana Library Federation is very adamant that the bill will pass. John Barnett, lobbyist for the Indiana Library Federation, states they are looking for another House bill in which to add the language from SB348. Bill Savage, President of the Madison County Council has been contacted about their support of an independent NMCPLS. If the bill passes their Council will have four members on the Madison County Library Planning Committee. The Director has attended Town Council meetings at Frankton, Elwood and Summitville all of who have signed resolutions in favor of an independent NMCPLS. She will be attending school board meetings for the Frankton/Lapel School Corporation, the Madison/Grant School Corporation and the Elwood Community School Corporation seeking support. The library directors from Anderson, Pendleton, Alexandria and NMCPLS as well as Barbara McAdams will meet with Representative Terri Austin on Friday, March 13, 2009. Ms Austin is the shepherd of the bill through the house. A letter was read which was received from State Senator Timothy Lanane stating he is opposed to forced library consolidation; however he voted for the bill because he received feedback from local librarians that they were comfortable with the bill. The Director stated she feels it is pertinent to continue with efforts for support of independent libraries. Madison County library leaders in support of independent libraries are Lynn Hobbs from Pendleton, Monie Manning from Alexandria and Jamie Scott from the NMCPLS. So far the NMCPLS has received around 1600 signatures on petitions for an independent library system. Sarah McElfresh, IT Manager has received a LSTA Grant in the amount of \$5,739. The grant is to be used for wireless access at Summitville. Mary Hendrick in conjunction with Work One has started a program "Teens Get Working". Teens will receive school credits, if they attend the program. The program will cover such topics as resume writing and interviewing. She will be working with Peg Murdock from Work One and hopes to have another program set up in two weeks and there is definitely another one set up in April. Ten students are able to attend at each workshop. Jayanne Rumble will have a booth at the annual Home Health Program. All managers have been asked to attend one board meeting a year and talk about progress in their departments. Mary Hendrick will be presenting at the board meeting in April. Frankton has been having Little League sign up at their library, usually around one hundred little ones at a time. Barbara will be attending the Parent Academy Leadership program at the school.

Public comment was sought, there was none.

Pam Bohlander made a motion to adjourn, Bette Dalzell made a second and the motion carried.

B. J. O'Connell

672

Michael Robertson

Kevin Sipe  
Kevin Sipe, Secretary  
Dan Pineschiff

Kevin Sipe, Secretary



## Register Of Claims

### North Madison County Public Library System

Report Date: From 2/10/2009 To 3/11/2009

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	96	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,530.56	2/18/2009	P/R ENDING 2/14/09
			Federal Taxes Withheld	Payroll Deductions	\$2,274.25		
			FICA	Payroll Deductions	\$1,240.45		
			Medicare	Payroll Deductions	\$290.11		
				<b>Total this claim</b>	<u>\$5,335.37</u>		
0	97	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$155.00	2/18/2009	P/R ENDING 2/14/09
				<b>Total this claim</b>	<u>\$155.00</u>		
0	104	CINTAS CORPORATION	Operating Fund	Operating Supplies	(\$187.82)	2/26/2009	REVERSE VOUCHER # 72 - CHECK # 25571
				<b>Total this claim</b>	<u>(\$187.82)</u>		
0	105	PAYROLL	Operating Fund	Salary of Director	\$1,636.51	3/4/2009	PAYROLL
			Operating Fund	Salary of Assistants	\$17,479.30		
			Operating Fund	Salary of Assistants	\$393.60		
			Operating Fund	Wages of Janitor	\$1,405.80		
				<b>Total this claim</b>	<u>\$20,915.21</u>		
0	106	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,600.03	3/4/2009	P/R ENDING 2/28/09
			Federal Taxes Withheld	Payroll Deductions	\$2,358.88		
			FICA	Payroll Deductions	\$1,296.75		
			Medicare	Payroll Deductions	\$303.28		
				<b>Total this claim</b>	<u>\$5,558.94</u>		
0	107	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions -	\$155.00	3/4/2009	P/R ENDING 2/28/09
				<b>Total this claim</b>	<u>\$155.00</u>		
0	95	PAYROLL	Operating Fund	Salary of Director	\$1,636.51	2/18/2009	PAYROLL
			Operating Fund	Salary of Assistants	\$16,595.80		
			Operating Fund	Salary of Assistants	\$393.60		
			Operating Fund	Wages of Janitor	\$1,381.40		
				<b>Total this claim</b>	<u>\$20,007.31</u>		
25591	99	CONSUMERS LIFE INSURANC	Operating Fund	Emp Cont Group Ins	\$4,814.89	2/18/2009	HEALTH INSURANCE 3/1/09-4/1/09
			Insurance	Payroll Deductions	\$487.56		
				<b>Total this claim</b>	<u>\$5,302.45</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>
25592	101	HUMPHRIES AUTOMOTIVE SE	Operating Fund	Professional Services	\$380.00	2/18/2009	SNOW REMOVAL - SUMMITVILLE
				<b>Total this claim</b>	\$380.00		
25593	98	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$1,458.00	2/18/2009	PAYROLL DEDUCTIONS FOR FEBRUARY
			County Taxes Withheld	Payroll Deductions	\$487.23		
				<b>Total this claim</b>	\$1,945.23		
25594	102	LMC SERVICE SOLUTIONS	Operating Fund	Professional Services	\$890.90	2/18/2009	HVAC REPAIRS - ELWOOD
				<b>Total this claim</b>	\$890.90		
25595	100	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$802.90	2/18/2009	P/R ENDING 2/14/09
				<b>Total this claim</b>	\$802.90		
25596	103	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$1,345.40	2/18/2009	SERVICE FOR ELWOOD
				<b>Total this claim</b>	\$1,345.40		
25597	109	CINTAS LOCATION	Operating Fund	Cleaning & Sanitation Supplies	\$72.89	3/4/2009	As per attached invoices.
			Operating Fund	Operating Supplies	\$114.93		
				<b>Total this claim</b>	\$187.82		
25598	110	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$224.28	3/4/2009	SERVICE FOR ELWOOD
				<b>Total this claim</b>	\$224.28		
25599	111	ELWOOD CHAMBER OF COM	Operating Fund	Elwood Adult Programing	\$50.00	3/4/2009	SPRING INTO ELWOOD BOOTH
				<b>Total this claim</b>	\$50.00		
25600	113	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$1,165.62	3/4/2009	SERVICE FOR ELWOOD & SUMMITVILLE
			Operating Fund	Electricity	\$396.80		
				<b>Total this claim</b>	\$1,562.42		
25601	112	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$53.58	3/4/2009	SERVICE FOR SUMMITVILLE
			Operating Fund	Waste Disposal Services	\$10.00		
				<b>Total this claim</b>	\$63.58		
25602	108	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$753.57	3/4/2009	P/R ENDING 2/28/09
				<b>Total this claim</b>	\$753.57		
25603	114	POSTMASTER	Operating Fund	Postage & UPS	\$84.00	3/4/2009	STAMPS FOR FRANKTON
			Operating Fund	Postage & UPS	\$0.00		
				<b>Total this claim</b>	\$84.00		
25604	116	TOWN OF FRANKTON	Operating Fund	Electricity	\$376.87	3/4/2009	SERVICE FOR FRANKTON
			Operating Fund	Water	\$13.30		
			Operating Fund	Waste Disposal Services	\$10.66		
				<b>Total this claim</b>	\$400.83		



<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>
25605	115	VECTREN ENERGY DELIVERY	Operating Fund Operating Fund	Gas Gas	\$393.42 \$234.24	3/4/2009	SERVICE FOR FRANKTON & SUMMITVILLE
<b>Total this claim</b>					<u>\$627.66</u>		
25606	117	AT&T	Operating Fund	Telephone & Telegraph	\$297.81	3/11/2009	SERVICE FOR ELWOOD
<b>Total this claim</b>					<u>\$297.81</u>		
25607	151	BAKER & TAYLOR	Operating Fund Operating Fund Operating Fund Operating Fund Operating Fund Operating Fund Operating Fund	Elwood Adult Elwood Childrens Elwood YA Frankton Summitville Elwood Adult Programing Elwood AV	\$2,061.15 \$979.39 \$300.52 \$1,167.32 \$1,141.33 \$14.97 \$16.46	3/11/2009	As per attached invoices.
<b>Total this claim</b>					<u>\$5,681.14</u>		
25608	118	BARBARA SNIPES	Operating Fund	Traveling Expense	\$117.92	3/11/2009	MILEAGE
<b>Total this claim</b>					<u>\$117.92</u>		
25609	119	BAXTER PEST PROFESSIONA	Operating Fund	Professional Services	\$450.00	3/11/2009	PEST SERVICE FOR ELWOOD, FRANKTON, SUMMITVILLE
<b>Total this claim</b>					<u>\$450.00</u>		
25610	120	BINGHAM, FARRER & WILSON	Operating Fund	Legal Services	\$92.50	3/11/2009	LEGAL SERVICE
<b>Total this claim</b>					<u>\$92.50</u>		
25611	121	BUSINESS WOMEN CONNECT	Operating Fund Operating Fund Operating Fund Operating Fund	Elwood Adult Frankton Summitville Elwood AV	\$23.44 \$23.44 \$23.44 \$28.43	3/11/2009	THREE COPIES OF WOMEN LIKE US (PREPAID)
<b>Total this claim</b>					<u>\$98.75</u>		
25612	122	CHESTER INFORMATION TEC	Operating Fund	Techology Software	\$185.00	3/11/2009	EXTENDED SERVIE AGREEMENT
<b>Total this claim</b>					<u>\$185.00</u>		
25613	123	CINTAS LOCATION	Operating Fund	Cleaning & Sanitation Supplies	\$62.89	3/11/2009	As per attached invoices.
<b>Total this claim</b>					<u>\$62.89</u>		
25614	124	COVELL CONSTRUCTION & S	Operating Fund	Professional Services	\$85.00	3/11/2009	SNOW REMOVAL - FRANKTON
<b>Total this claim</b>					<u>\$85.00</u>		
25615	131	DELAWARE GLASS & MIRROR	Operating Fund	Professional Services	\$120.00	3/11/2009	REPAIR DOOR - FRANKTON
<b>Total this claim</b>					<u>\$120.00</u>		
25616	125	DISCOUNT PAPER PRODUCT	Operating Fund	Operating Supplies	\$102.88	3/11/2009	RECEIPT PRINTER ADD TAPES
<b>Total this claim</b>					<u>\$102.88</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>
25617	126	EDUCATION NETWORKS OF A	St Technology Fund Gr	Telephone & Telegraph	\$855.00	3/11/2009	INTERNET ACCESS SERVICE
				<b>Total this claim</b>	\$855.00		
25618	127	ELWOOD CHAMBER OF COM	Gift	Elwood Adult Programing	\$200.00	3/11/2009	BANNER SPONSORSHIP
				<b>Total this claim</b>	\$200.00		
25619	128	EMILY DAVIDSON	Operating Fund	Summitville Programing	\$46.21	3/11/2009	PETTY CASH REIMBURSEMENT
				<b>Total this claim</b>	\$46.21		
25620	129	FILIP, INC.	Operating Fund	Cleaning & Sanitation Supplies	\$159.17	3/11/2009	As per attached invoices.
				<b>Total this claim</b>	\$159.17		
25621	130	FORT DEARBORN LIFE INSUR	Operating Fund	Emp Cont Group Ins	\$124.20	3/11/2009	LIFE INSURANCE 3/1/09 - 6/1/09
				<b>Total this claim</b>	\$124.20		
25622	132	HORTON & SONS OF ELWOO	Operating Fund	Operating Supplies	\$75.07	3/11/2009	As per attached invoices.
				<b>Total this claim</b>	\$75.07		
25623	133	HUMPHRIES AUTOMOTIVE SE	Operating Fund	Professional Services	\$80.00	3/11/2009	SNOW REMOVAL - SUMMITVILLE
				<b>Total this claim</b>	\$80.00		
25624	134	INDIANA LIBRARIES' UNEMPL	Operating Fund	Employee Benefits	\$1,080.89	3/11/2009	2009 UNEMPLOYMENT COMPENSATION POOL
				<b>Total this claim</b>	\$1,080.89		
25625	135	LANDMARK AUDIOBOOKS	Operating Fund	Elwood AV	\$1,920.00	3/11/2009	AUDIO CIRCUIT ELWOOD & FRANKTON
			Operating Fund	Frankton AV	\$2,664.00		
				<b>Total this claim</b>	\$4,584.00		
25626	136	LIBRARY CORPORATION, THE	Operating Fund	Automation	\$63.00	3/11/2009	CITIZEN PRINTER SUPPORT
			Operating Fund	Automation	\$63.00		
				<b>Total this claim</b>	\$126.00		
25627	137	LMC SERVICE SOLUTIONS	Operating Fund	Professional Services	\$424.50	3/11/2009	QUARTERLY SERVICE AGREEMENT
				<b>Total this claim</b>	\$424.50		
25628	138	MARSH SUPERMARKET	Operating Fund	Elwood Children's Programing	\$123.40	3/11/2009	As per attached invoices.
			Operating Fund	Elwood Adult Programing	\$9.55		
			Operating Fund	Frankton Programing	\$14.63		
				<b>Total this claim</b>	\$147.58		
25629	139	MARY HENDRICK	Operating Fund	Traveling Expense	\$33.60	3/11/2009	MILEAGE
				<b>Total this claim</b>	\$33.60		



<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>
25630	149	MIDWEST TAPE	Operating Fund	Frankton AV	\$756.61	3/11/2009	As per attached invoices.
			Operating Fund	Elwood AV	\$1,124.44		
			Operating Fund	Summitville AV	\$488.77		
				<b>Total this claim</b>	<u>\$2,369.82</u>		
25631	140	NANCY TATUM	Operating Fund	Elwood Adult Programming	\$22.40	3/11/2009	ADULT PROGRAMMING
				<b>Total this claim</b>	<u>\$22.40</u>		
25632	141	ORIENTAL TRADING COMPAN	Operating Fund	Elwood Children's Programing	\$123.85	3/11/2009	FOR ELWOOD & SUMMITVILLE
			Operating Fund	Summitville Programing	\$70.39		
				<b>Total this claim</b>	<u>\$194.24</u>		
25633	150	PERF-TURF LAWN SERVICE	Operating Fund	Professional Services	\$243.00	3/11/2009	LAWN CARE SERVICE - ELWOOD,
			Operating Fund	Professional Services	\$116.64		SUMMITVILLE
				<b>Total this claim</b>	<u>\$359.64</u>		
25634	142	PITNEY BOWES POSTAGE BY	Operating Fund	Postage & UPS	\$418.99	3/11/2009	POSTAGE FOR METER - ELWOOD
				<b>Total this claim</b>	<u>\$418.99</u>		
25635	143	QUILL CORPORATION	Operating Fund	Office Supplies	\$496.27	3/11/2009	As per attached invoices.
				<b>Total this claim</b>	<u>\$496.27</u>		
25636	144	RAMSAY BUSINESS PRODUC	Operating Fund	Office Supplies	\$10.00	3/11/2009	As per attached invoices.
			Operating Fund	Office Supplies	\$31.63		
				<b>Total this claim</b>	<u>\$41.63</u>		
25637	145	THOMAS BOUREGY & COMPA	Operating Fund	Elwood Adult	\$83.70	3/11/2009	STANDING ORDER
				<b>Total this claim</b>	<u>\$83.70</u>		
25638	146	TOPS TRUE VALUE	Operating Fund	Postage & UPS	\$26.83	3/11/2009	As per attached invoices.
			Operating Fund	Operating Supplies	\$76.95		
				<b>Total this claim</b>	<u>\$103.78</u>		
25639	147	UPSTART	Operating Fund	Summitville Programing	\$129.64	3/11/2009	As per attached invoices.
				<b>Total this claim</b>	<u>\$129.64</u>		
25640	148	VERIZON	Operating Fund	Telephone & Telegraph	\$231.95	3/11/2009	SERVICE FOR FRANKTON
				<b>Total this claim</b>	<u>\$231.95</u>		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
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Total Amount of Claims \$86,242.22

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, March 11, 2009

Beverly J. Austin  
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

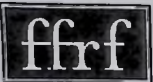
Date this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

<u>Beverly J. Austin</u>	<u>Beth J. Solill</u>	_____
<u>Annika L. Hollander</u>	<u>Dan Piesly</u>	_____
<u>Michael Robertson</u>	<u>W. J. P.</u>	_____

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/1998.





February 26, 2009

North Madison County Public Library System Board  
1600 Main St  
Elwood IN 46036

Dear Board Members:

Our organization, which works to protect the fundamental constitutional principle of separation of church and state, was recently notified about egregious constitutional violations and other abuses, which occurred at Elwood Public Library at the end of last year.

It is our information and understanding that two nativity scenes were erected and displayed inside the public library during December 2008. The first nativity was on display in the main part of the library, while the other more "child-like" display was placed on top of a bookshelf in the Youth Services Department of the library. We understand from various news articles about the display that it has been a tradition at the public library to erect these displays, and only these Christian symbols, for the past thirty years.

First and foremost, it is unlawful for a publicly funded library to maintain, erect, or host a holiday display that consists solely of a nativity scene, thus singling out, showing preference for, and endorsing one religion. The Supreme Court has ruled it is impermissible to place a nativity scene as the sole focus of a display on government property. See *Allegheny v. ACLU of Pittsburgh*, 492 U.S. 573 (1989); *Lynch v. Donnelly*, 465 U.S. 668 (1983).

In *County of Allegheny v. ACLU of Pittsburgh*, 492 U.S. 573 (1989), the Supreme Court held that a county government's crèche displayed in the county courthouse was an unconstitutional endorsement of religion. The Court stated,

"*Lynch v. Donnelly*, confirms, and in no way repudiates, the longstanding constitutional principle that government may not engage in a practice that has the effect of promoting or endorsing religious beliefs. The display of the crèche in the county courthouse has this unconstitutional effect." *Id.* at 621.

The Court further determined that the placement of the crèche on the Grand Staircase of the county courthouse contributed to its illegality because "no viewer could reasonably think it occupies this location without support and approval of the

government." *Id.* at 599-600. Moreover, the Court found that the nativity scene "sen[t] an unmistakable message that [the county] supports and promotes the Christian praise to God that is the crèche's religious message." *Id.* at 600.

It is irrefutable that the crèche is a religious, Christian symbol. See *Lynch v. Donnelly*, 465 U.S. 668, 711 (1984) (Brennan, J. dissenting) (stating that the crèche is a "re-creation of an event that lies at the heart of the Christian faith"). Displaying an inherently Christian message inside the Elwood Public Library unmistakably sends the message that the library endorses the religious beliefs embodied in the display. When the library displays this manger scene, which depicts the legendary birth of Jesus Christ, it places the imprimatur of the government behind the Christian religious doctrine. This excludes citizens who are not Christian—Jews, Native American religion practitioners, animists, etc., as well as the significant and growing portion of the U.S. population that is not religious at all (14% of adults), including complainants and taxpayers who frequent Elwood Public Library.

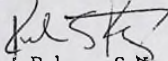
Even more disturbing is that the library also displayed what Nancy Sumner, a library employee, described as a "child-like" crèche in the Youth Services Department. Undoubtedly, children of all ages visit this section of the library. In the minds of these young, impressionable children, there is nothing to conclude but government endorsement of religion. Certainly, the library's sole display of this Christian symbol leads any reasonable library patron to conclude that Elwood Public Library "supports and promotes the Christian praise to God that is the crèche's religious message." See *id.*

Second, it is our understanding that once a complaint over the nativity displays was made, Nancy Sumner, a public library employee, became publicly involved in the dispute. Not only did she unlawfully and unethically reveal the complainant's library information on Elwood's community blog, she also apparently encouraged other members from the community to urge the mayor and others to keep the nativity scenes on display. After notifying the public that the complainant had "a library card since August of 2002!! However in those 6 1/2 years he has only checked out 112 items!" and that "[h]is trip to the library Friday besides causing trouble was to check out a movie!!!" Ms. Sumner also took it upon herself, as a government employee, to thank the community for their support [to keep the manger scenes on display] and to encourage more letters to the mayor. Ms. Sumner's actions were highly inappropriate and unethical. Ms. Sumner had a duty to keep the complainant's library records history confidential, and not to deride a very good patron, we might add. Furthermore, Ms. Sumner's actions during this dispute only served to further demonstrate Elwood Public Library's support and preference for Christianity. Her actions were simply inexcusable!

We urge you to refrain from displaying these nativity scenes again in the future. We understand that Ms. Sumner received a suspension for her actions, but we would like to confirm that and know what other steps you took to reprimand her. We also believe a public apology is in order for the library patron, who, upon alerting library

staff to this egregious state/church violation, was publicly humiliated by library staff. We request that you immediately respond in writing about the steps you are taking to ensure constitutional dictates are followed in the future, and what, if any, steps were or will be taken to ensure all library patrons' information are kept in highest confidence by library staff.

Sincerely,



Rebecca S. Kratz  
Staff Attorney



## Information about SB 348 – Library Reorganization

### Why is there a bill about library reorganization?

1. Kernan Shepard Report wants 92 countywide libraries.
2. Libraries response to the KS Report is SB 348.

### Current Status of the Bill

1. It passed in the Senate with a vote of 36 to 13 on February 24<sup>th</sup> and was passed to the House of Representatives.
2. Representative Terri Austin (District 36) is the House Sponsor of the bill.
3. Bill assigned to the Committee on Government and Regulatory Reform and received its first reading on March 2, 2009.
4. March 10th, 2009 the bill was combined with other Senate bills that concerned the KS Report. The combined bill died in committee.
5. John Barnett, lobbyist for the Indiana Library Federation (ILF), sent an e-mail stating that they are looking for another House bill to add the language from SB348 with a deadline of April 15<sup>th</sup>.
6. Legislative Committee of ILF Co-Chairs, Sarah Later, Anderson Public Library Director, and Laurel Setser, Director of the Avon-Washington Township Public Library, are taking comments and questions about where we should go from here.
7. Town Hall meeting on March 16<sup>th</sup> from 10 am to 12:30 pm to discuss this situation.

### What happens if language from the bill is passed in its current state?

1. Library Service Planning Committee will be formed consisting of county officials
  - a. President of the Madison County Council or the president's designee
  - b. 2 to 3 additional members from the Madison County Council
  - c. Madison County Commissioner or county commissioner's designee
  - d. Each Library district appoints 2 members
  - e. Anderson Public Library appoints one more additional member
  - f. Each Madison County School Corporation appoints one member
  - g. Township trustees from each townships not served by a library (Adams, Jackson and Richland)
  - h. Each legislative body of the two (2) municipalities with the largest population in the county shall appoint 1 member
2. President of the Madison County Council must call the first meeting before July 1, 2009
3. Committee must approve one library service model from the four listed in the bill by February 1, 2010.
  - a. Consolidated countywide system
  - b. Consolidated system of two or more counties
  - c. Two or more independently governed library systems within a county
  - d. Any other library service model that the committee considers to be appropriate to meet the statewide standards for the delivery of consistent quality library service
4. If committee fails to meet the deadline, the Indiana State Library will choose a library service model for our county.
5. There is a referendum provision which allows registered voters in a library district or untaxed township to "opt out" of the library model chosen for their county.



# State of Indiana

# Senate

Senator Timothy S. Lanane  
Assistant Minority Leader  
34 West 8th  
Anderson, IN 46016-1406  
Business: (765) 644-4415  
Email: S25@iga.in.gov

Committees:  
Judiciary, R.M.M.  
Corrections, Criminal, & Civil Matters  
Elections  
Joint Rules  
Local Government  
Rules & Legislative Procedure

March 3, 2009

Mr. Michael Williams  
1309 Dulee Drive  
Elwood, IN 46036

Dear Michael:

Thank you for contacting me regarding SB348 which deals with library services planning. There has been much discussion and comment on the various aspects of government streamlining as recommended from the Kernan-Shepard Report, and I appreciate hearing from the constituents in my district on this important matter.

I want you to know that my concern about SB 348 was making sure there was local community input and control over their libraries. I am totally opposed to forced consolidation and voted for the bill only after I received feedback from the Madison County local librarians that they were comfortable with the bill. I also do not want to see any buildings closing as a result of the passage of this legislation. I will continue to monitor the bill's language to work toward government streaming without the loss of library services.

Again, thank you for your letter. Please do not hesitate to contact me in the future if you should have any further comments or concerns.

Sincerely,

Timothy S. Lanane  
25<sup>th</sup> District State Senator

TSL/rem

*Jamie — I thought you might be interested in this.*





**Elwood Public Library**  
1600 Main Street, Elwood, Indiana 46036-2023

Phone: 765/552-5001

FAX: 765/552-0955

March 12, 2009

Rebecca S. Kratz  
Freedom From Religion Foundation  
P. O. Box 750  
Madison, WI 53701

Dear Ms. Kratz:

As directed by the North Madison County Public Library System Board of Trustees during their public meeting on March 11, 2009, this correspondence is in response to your letter dated February 26<sup>th</sup>, 2009.

Ms. Sumner was suspended and served her suspension. Two policies have been adopted that address the issue of the Nativity Scene and access to public records. I have enclosed a copy of both policies.

Sincerely,

A handwritten signature in cursive script that reads "Jamie Scott".

Jamie Scott  
Director

Enclosed: NMCPLS Library Display Policy and NMCPLS Access to Public Records Policy

**MONTHLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM**

	2008	2009	Amount of Change	% OF Change	YTD 2008	YTD 2009	Amount of Change	YTD % OF Change
<b>ELWOOD</b>								
ADULT	2,733	2,611	-122	-4%	5,561	5,369	-192	-3%
JUVENILE	2,010	1,604	-406	-20%	3,867	3,037	-830	-21%
Y. A.	183	213	30	16%	315	454	139	44%
PERIOD.	468	547	79	17%	1,000	1,185	185	19%
AUDIO	181	124	-57	-31%	423	272	-151	-36%
VIDEO	3,664	4,288	624	17%	7,362	9,286	1,924	26%
<b>TOTAL</b>	<b>9,239</b>	<b>9,387</b>	<b>148</b>	<b>2%</b>	<b>18,528</b>	<b>19,603</b>	<b>1,075</b>	<b>6%</b>

<b>FRANKTON</b>								
ADULT	1,041	1,168	127	12%	2,211	2,283	72	3%
JUVENILE	670	815	145	22%	1,244	1,311	67	5%
Y. A.	97	135	38	39%	207	243	36	17%
PERIOD.	309	241	-68	-22%	616	503	-113	-18%
AUDIO	51	75	24	47%	97	123	26	27%
VIDEO	1,574	1,414	-160	-10%	3,349	2,957	-392	-12%
<b>TOTAL</b>	<b>3,742</b>	<b>3,848</b>	<b>106</b>	<b>3%</b>	<b>7,724</b>	<b>7,420</b>	<b>-304</b>	<b>-4%</b>

<b>HAZELBAKER</b>								
ADULT	609	795	186	31%	1,343	1,694	351	26%
JUVENILE	266	337	71	27%	651	649	-2	0%
Y. A.	8	51	43	538%	59	96	37	63%
PERIOD.	114	137	23	20%	214	272	58	27%
AUDIO	15	6	-9	-60%	36	40	4	11%
VIDEO	803	877	74	9%	1,602	1,684	82	5%
<b>TOTAL</b>	<b>1,815</b>	<b>2,203</b>	<b>388</b>	<b>21%</b>	<b>3,905</b>	<b>4,435</b>	<b>530</b>	<b>14%</b>

<b>SYSTEM</b>								
ADULT	4,383	4,574	191	4%	9,115	9,346	231	3%
JUVENILE	2,946	2,756	-190	-6%	5,762	4,997	-765	-13%
Y. A.	288	399	111	39%	581	793	212	36%
PERIOD.	891	925	34	4%	1,830	1,960	130	7%
AUDIO	247	205	-42	-17%	556	435	-121	-22%
VIDEO	6,041	6,579	538	9%	12,313	13,927	1,614	13%
<b>TOTAL</b>	<b>14,796</b>	<b>15,438</b>	<b>642</b>	<b>4%</b>	<b>30,157</b>	<b>31,458</b>	<b>1,301</b>	<b>4%</b>

	ELWOOD	FRANKTON	HAZELBAKER
TRAFFIC	9,313	2,132	1,722
REF.	142	46	14
ASSIST.	1,217	277	189
COMP./WIRE	2,335 / 10	752 / 5	678 / NA
PROG. A.	6 / 41	10 / 53	4 / 69
J.	53 / 315	5 / 96	17 / 117

**TECH SERVICES PROCESSED 1,935 ITEMS.**



Agenda

April 8, 2009

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting  
5:00 P.M.

- Call to Order
- Call for Quorum
- Minutes
- Claims Register & Checks
- Old Business
- New Business
  1. Mary Hendrick, Elwood Youth Programming
  2. Library Tour of Recent Changes
  3. Non-Resident Fee Resolution
  4. Maintenance and Equipment Issues
  5. Organizational Information
  6. Library By-Laws
  7. Donation/Gift Policy
  8. Day and Time of Regularly Scheduled Board Meetings
- Director's Report
- Public Comment
- Adjournment

MODE = MEMORY TRANSMISSION

START=APR-03 13:00

END=APR-03 13:01

FILE NO.=045

STN NO.	COMM.	ONE-TOUCH/ ABBR NO.	STATION NAME/TEL NO.	PAGES	DURATION
001	OK	<03>	CALL LEADER	001/001	00:00:16

-ELWOOD LIBRARY -

\*\*\*\*\* -17655520955 - \*\*\*\*\* - 17655525001- \*\*\*\*\*

Agenda

April 8, 2009

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

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*Please publish on  
Saturday or Monday  
and again on  
Wednesday.  
  
Thank  
you  
  
I name  
you*

MODE = MEMORY TRANSMISSION

START=APR-03 13:02 END=APR-03 13:03

FILE NO.=046

STN NO.	COMM.	ONE-TOUCH/ ABBR NO.	STATION NAME/TEL NO.	PAGES	DURATION
001	OK	<04>	HERALD BULLETIN	001/001	00:00:29

-ELWOOD LIBRARY -

\*\*\*\*\* -17655520955 - \*\*\*\*\* 17655525001- \*\*\*\*\*

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM  
 BOARD OF TRUSTEES  
 Regular Meeting  
 April 8, 2009  
 5:00pm

CALL TO ORDER

President Mike Robertson called the regular meeting of the North Madison County Public Library to order on April 8, 2009 at 5:00pm in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present were members Mike Robertson, Dan Prieshoff, Wayne Davidson and Bette Dalzell. Also in attendance were Director Jamie Scott and Administrative Assistant Diana Shepard.

MINUTES

Dan Prieshoff made a motion approving the minutes from the March 11, 2009 regular meeting. Wayne Davidson made a second and the motion carried.

CLAIMS REGISTER & CHECKS

The members signed the claims register and Assistant Treasurer Bette Dalzell signed checks.

OLD BUSINESS

No old business was brought forward.

NEW BUSINESS

Mary Hendrick, Elwood Youth Programming

Mary Hendrick, Elwood Youth Service Manager, was present and told highlights of the Youth Service Department. She told how the three branches were meeting and sharing ideas for programming. There has been an extensive weeding and more shelving placed in the department which opens up the department and it appears there are more books. Graphic novels have been introduced for the teens. She has been working with Work One starting a new program entitled "Teens Get Working". Students who participate will get extra credit at the Elwood Community Career Center. They will learn how to write quality resumes, how to look for jobs and also discover they have talents that they are not even aware of. The department and CAPE are working together to get books to expectant mothers. If the mother is enrolled in pre-natal classes they will receive a card which they can take to their local library and receive a free children's book. The department has started a new program "Cuddle Up", which is geared for babies newborn through eighteen months. The department has received a "We the People" book grant of twenty books. They will be displayed at an open house during National Library Week. This year's summer reading program is entitled "Get Creative". Forty programs have been planned for presentation during the summer reading program.

Agenda

April 8, 2009

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting  
5:00 P.M.

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

1. Mary Hendrick, Elwood Youth Programming
2. Library Tour of Recent Changes
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5. Organizational Information
6. Library By-Laws
7. Donation/Gift Policy
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- Director's Report
- Public Comment
- Adjournment

*Please publish on  
 Saturday or Monday  
 and again on  
 Wednesday.  
 Thank  
 you*



Library Tour of Recent Changes

Mary Hendrick conducted a tour of the Youth Service Department and Director Scott conducted a tour of the Adult Service Department.

Non-Resident Fee Resolution

Resolution number 2009-1 was read which sets the NMCPLS non-resident fee at \$50.00 per year. Bette Dalzell made a motion to adopt the non-resident fee at \$50.00. Wayne Davidson made a second and the motion carried.

Maintenance and Equipment Issues

A list of maintenance issues was presented. It was decided the most important issue was the guttering above the book drop at Frankton. Quotes are to be sought.

Organizational Information

Wayne Davidson made a motion to approve changes to the current organizational classification according to Indiana State Law. According to Indiana Law the NMCPLS is legally an established public library and municipal corporation. Bette Dalzell made a second and the motion carried.

Library By-Laws

Changes to the Library-By-Laws should include changing IC 20-14 to IC 36-12 and adding Public Comment under Article III Section 4. Bette Dalzell made a motion approving the changes. Dan Prieshoff made a second and the motion carried.

Donation/Gift Policy

Documents currently used were distributed. Any discussion or decision was tabled until a later date.

Day and Time of Regularly Scheduled Board Meetings

No changes were made at this time. The third Wednesday was discussed, however it was determined, this would not be a good time because there must be one meeting held each month and there would not be sufficient time to reschedule, if a meeting was cancelled.

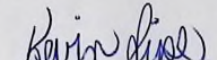
**DIRECTOR'S REPORT**

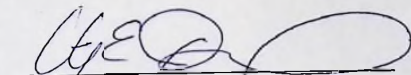
A determination of eligibility has been received from the Department of Workforce Development. It stated the former employee was discharged for just cause and therefore her benefit rights are suspended. She had ten days to appeal this determination. Notification of the appeal has been received and a hearing before an Administrative Law Judge will be scheduled in approximately six to eight weeks. There has been no additional activity on Senate Bill 348 since its defeat. John Barnett has stated that they have probably given up on trying to find a new home for the wording. This bill allowed for local control, where the Shepard Kernan Report called for ninety-two county libraries with no local control. They will be keeping an eye on any new developments. At a town hall meeting held in Kokomo, eighty percent wanted the bill to die, at that time it contained twenty eight amendments. There is to be a town hall meeting held on

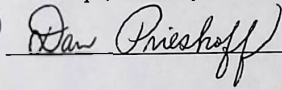
Monday, April 13 in Tipton. They will be discussing library standards. In a meeting with Representative Terri Austin, it was suggested the best way for local libraries to proceed, is for library directors and board of trustee members from the various libraries to look for ways to work together. The December 2008 tax draw has been received. The operating fund received \$677,000. Jill Murray has been hired full-time in the Elwood Adult Service department. There is a posting for a part-time employee. At this time it is not cost effective to hire two full-time employees. The library has been working with Work One who has developed two new resources. Work Keys, to aid employers in hiring new employees and Mind Leaders, which has online courses. All the managers have been enrolled to take the online courses. Computer classes taken on line through Mind Leaders are eligible for LEU's. Jamie has been asked by Linda Joines from the Tipton Library to speak at the ILF District 2 conference on May 1, 2009. Her topic will be "When to Call the Police". Lynn Hobbs, the Director from Pendleton, will be there to help present the program. Each board member is invited to attend and also to attend the District 8 ILF conference.

Public comment was sought, there was none.

With no objections the meeting was adjourned.

  
\_\_\_\_\_  
Kevin Sipe, Secretary

  
\_\_\_\_\_  
Michael Robertson

  
\_\_\_\_\_  
Dan Prieshoff

Resolution No. 2009-1  
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 expenditure per capita, the members of the North Madison County Public Library System Board now sets its non-resident fee at \$50.00 per year.

Adopted this 8th day of April 2009.

AYE

NAY

<u>Dan Pischhoff</u>	_____
<u>Michael Robertson</u>	_____
<u>Wayne D. P.</u>	_____
<u>Betty D. Zell</u>	_____
<u>Karin [unclear]</u>	_____
_____	_____
_____	_____

ATTEST:

Karin [unclear]  
Secretary of North Madison County Public Library System Board of Trustees



STATE OF INDIANA

Roberta Brooker, State Librarian

Mitchell E. Daniels, Jr., Governor

INDIANA STATE LIBRARY  
140 North Senate Avenue  
Indianapolis, IN 46204  
Phone: (317) 232-3675  
Fax: (317) 232-3728  
TDD: (317) 232-7763

March 31, 2009

Ms. Jamie Scott  
North Madison County Public Library System  
1600 Main Street  
Elwood, IN 46036-2023

Dear Ms. Scott:

The North Madison County Public Library System is a legally established public library and municipal corporation under Indiana law. It is a class 1 library organized under IC 36-12. IC 36-12-1-5 defines public libraries as municipal corporations, further defined in IC 36-1-2-10. IC 36-12-2 also discusses libraries as municipal corporations. Sec. 115 of the federal tax code excludes income accruing to political subdivisions of a State from being considered as taxable gross income. Section 170 of the federal tax code provides that contributions made to municipal corporations are tax deductible, to the extent allowed within the guidelines of that section.

As with any legal questions, please consult your library's attorney.

Sincerely,

Karen Ainslie  
Public Library Consultant  
Library Development Office



# Register Of Claims

## North Madison County Public Library System

Report Date: From 3/12/2009 To 4/8/2009

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	165	PAYROLL	Operating Fund	Salary of Director	\$1,636.51	4/1/2009	PAYROLL
			Operating Fund	Salary of Assistants	\$16,559.32		
			Operating Fund	Salary of Assistants	\$393.60		
			Operating Fund	Wages of Janitor	\$1,418.00		
0	152	PAYROLL	Operating Fund	Salary of Director	\$1,636.51	3/18/2009	PAYROLL
			Operating Fund	Salary of Assistants	\$16,192.35		
			Operating Fund	Salary of Assistants	\$393.60		
			Operating Fund	Wages of Janitor	\$1,259.40		
0	178	NORTH MADISON COUNTY P	Debt Service Fund	Tempory Loans	\$28,000.00	4/2/2009	REPAY TEMPORARY LOAN FROM DEBT SERVICE IN OPERATING
0	169	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$155.00	4/1/2009	P/R ENDING 3/28/09
0	168	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,530.58	4/1/2009	P/R ENDING 3/28/09
			FICA	Payroll Deductions	\$1,240.46		
			Federal Taxes Withheld	Payroll Deductions	\$1,881.33		
			Medicare	Payroll Deductions	\$290.12		
0	166	PUBLIC EMP. RETIREMENT F	PERF	Payroll Deductions	(\$4,054.35)	3/18/2009	REVERSE VOUCHER # 163 CHECK # 25647
			Operating Fund	Emp Cont PERF	(\$6,962.21)		
			PERF	Payroll Deductions	\$0.00		
			PERF	Emp Cont PERF	\$0.00		
0	160	NORTH MADISON COUNTY P	Operating Fund	Operating Supplies	\$15.28	3/18/2009	VOUCHERS BEFORE NEW PETTY CASH CUSTODIAN
			Operating Fund	Fuel, Oil and Lubricants	\$8.00		
			Operating Fund	Elwood Children's Programing	\$2.99		
			Operating Fund	Postage & UPS	\$5.32		
			Operating Fund	Traveling Expense	\$3.00		

<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	154	GREAT-WEST RETIREMENT S	Annunity	Payroll Deductions	\$155.00	3/18/2009	P/R ENDING 3/14/09
				<b>Total this claim</b>	\$155.00		
0	213	NORTH MADISON COUNTY P	Operating Fund	Operating Supplies	(\$15.28)	4/8/2009	REVERSE VOUCHER # 160
			Operating Fund	Fuel, Oil and Lubricants	(\$8.00)		
			Operating Fund	Elwood Children's Programing	(\$2.99)		
			Operating Fund	Postage & UPS	(\$5.32)		
			Operating Fund	Traveling Expense	(\$3.00)		
				<b>Total this claim</b>	(\$34.59)		
0	153	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,490.36	3/18/2009	P/R ENDING 3/14/09
			FICA	Payroll Deductions	\$1,207.87		
			Federal Taxes Withheld	Payroll Deductions	\$1,758.18		
			Medicare	Payroll Deductions	\$282.49		
				<b>Total this claim</b>	\$4,738.90		
25641	157	CONSUMERS LIFE INSURANC	Operating Fund	Emp Cont Group Ins	\$4,814.87	3/18/2009	MEDICAL INSURANCE 4/1/09-5/1/09
			Insurance	Payroll Deductions	\$487.56		
				<b>Total this claim</b>	\$5,302.43		
25642	158	GLOBAL GOVT/ED	Operating Fund	Technology Equipment	\$79.44	3/18/2009	CLEANING CART, ADAPTER, PARALLEL CABLE
				<b>Total this claim</b>	\$79.44		
25643	155	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$1,474.10	3/18/2009	PAYROLL DEDUCTIONS FOR MARCH
			County Taxes Withheld	Payroll Deductions	\$491.33		
				<b>Total this claim</b>	\$1,965.43		
25644	159	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$70.34	3/18/2009	SERVICE FOR SUMMITVILLE
			Operating Fund	Waste Disposal Services	\$10.00		
				<b>Total this claim</b>	\$80.34		
25645	156	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$783.09	3/18/2009	P/R ENDING 3/14/09
				<b>Total this claim</b>	\$783.09		
25646	161	MARY HENDRICK	Operating Fund	Other	\$50.00	3/18/2009	INITIAL DEPOSIT FOR NEW PETTY CASH CUSTODIAN
				<b>Total this claim</b>	\$50.00		
25647	163	PUBLIC EMP. RETIREMENT F	PERF	Payroll Deductions	\$4,054.35	3/18/2009	1ST QUARTER 2009 PERF
			Operating Fund	Emp Cont PERF	\$6,962.21		
				<b>Total this claim</b>	\$11,016.56		
25648	162	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$960.75	3/18/2009	SERVICE FOR ELWOOD
				<b>Total this claim</b>	\$960.75		



<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>
25649	164	LINDA HARPER	Operating Fund	Other	\$30.00	3/18/2009	REFUND FOR MEETING ROOM USE - SHOULDN'T HAVE CHARGED
<b>Total this claim</b>					\$30.00		
25650	177	AT&T LONG DISTANCE	Operating Fund	Telephone & Telegraph	\$0.19	4/1/2009	SERVICE FOR ELWOOD & SUMMITVILLE
<b>Total this claim</b>					\$0.19		
25651	171	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$227.26	4/1/2009	SERVICE FOR ELWOOD
<b>Total this claim</b>					\$227.26		
25652	172	INDIANA MICHIGAN POWER C	Operating Fund Operating Fund	Electricity Electricity	\$1,379.60 \$440.60	4/1/2009	SERVICE FOR ELWOOD & SUMMITVILLE
<b>Total this claim</b>					\$1,820.20		
25653	170	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$794.12	4/1/2009	P/R ENDING 3/28/09
<b>Total this claim</b>					\$794.12		
25654	174	PITNEY BOWES	Operating Fund	Equipment/Rental	\$129.00	4/1/2009	POSTAGE METER LEASE-ELWOOD
<b>Total this claim</b>					\$129.00		
25655	173	PITNEY BOWES POSTAGE BY	Operating Fund	Postage & UPS	\$8.08	4/1/2009	As per attached invoices.
<b>Total this claim</b>					\$8.08		
25656	167	PUBLIC EMP. RETIREMENT F	PERF Operating Fund PERF PERF	Payroll Deductions Emp Cont PERF Payroll Deductions Emp Cont PERF	\$4,054.35 \$6,707.81 \$0.00 \$0.00	4/1/2009	1ST QUARTER 2009 PERF DEDUCTIONS
<b>Total this claim</b>					\$10,762.16		
25657	175	TOWN OF FRANKTON	Operating Fund Operating Fund Operating Fund	Electricity Water Waste Disposal Services	\$385.20 \$13.91 \$15.09	4/1/2009	SERVICE FOR FRANKTON
<b>Total this claim</b>					\$414.20		
25658	176	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$234.11	4/1/2009	SERVICE FOR FRANKTON
<b>Total this claim</b>					\$234.11		
25659	179	AT&T	Operating Fund	Telephone & Telegraph	\$297.81	4/8/2009	SERVICE FOR ELWOOD
<b>Total this claim</b>					\$297.81		
25660	201	AUDIO VISUAL COMMUNICATI	Operating Fund	Professional Services	\$357.00	4/8/2009	SERVICE CONTRACT APRIL-JUNE
<b>Total this claim</b>					\$357.00		

<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>
25661	212	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$2,444.56	4/8/2009	As per attached invoices.
			Operating Fund	Elwood Childrens	\$1,063.28		
			Operating Fund	Elwood YA	\$288.07		
			Operating Fund	Frankton	\$1,396.81		
			Operating Fund	Summitville	\$1,324.29		
			Operating Fund	Elwood AV	\$8.21		
			Gift	Frankton	\$92.03		
				<b>Total this claim</b>	<u>\$6,617.25</u>		
25662	180	BANC OF AMERICA LEASING	Operating Fund	Equipment/Rental	\$366.00	4/8/2009	LEASE COPIER - ELWOOD 2/1/09-4/30/09
				<b>Total this claim</b>	<u>\$366.00</u>		
25663	195	BARBARA MCADAMS	Operating Fund	Frankton Programing	\$24.99	4/8/2009	PETTY CASH REIMBURSEMENT
			Operating Fund	Operating Supplies	\$27.78		
			Gift	Elwood Adult Programing	\$16.65		
			Gift	Frankton Programing	\$16.65		
				<b>Total this claim</b>	<u>\$86.07</u>		
25664	181	BINGHAM, FARRER & WILSON	Operating Fund	Legal Services	\$61.67	4/8/2009	LEGAL SERVICE
				<b>Total this claim</b>	<u>\$61.67</u>		
25665	182	CENTRAL OFFICE PRODUCTS	Operating Fund	Professional Services	\$592.70	4/8/2009	MAINTENANCE AGREEMENT COLOR MINOLTA COPIER - ELWOOD
				<b>Total this claim</b>	<u>\$592.70</u>		
25666	183	CHAPMAN ELECTRIC SUPPLY	Operating Fund	Operating Supplies	\$314.49	4/8/2009	As per attached invoices.
				<b>Total this claim</b>	<u>\$314.49</u>		
25667	184	CINTAS LOCATION	Operating Fund	Cleaning & Sanitation Supplies	\$62.89	4/8/2009	As per attached invoices.
				<b>Total this claim</b>	<u>\$62.89</u>		
25668	185	EDUCATION NETWORKS OF A	St Technology Fund Gr	Telephone & Telegraph	\$855.00	4/8/2009	INTERNET ACCESS SERVICE
				<b>Total this claim</b>	<u>\$855.00</u>		
25669	186	ELWOOD FIRE EQUIPMENT C	Operating Fund	Professional Services	\$550.00	4/8/2009	INSPECTION - ELWOOD
				<b>Total this claim</b>	<u>\$550.00</u>		
25670	187	FILIP, INC.	Operating Fund	Cleaning & Sanitation Supplies	\$36.18	4/8/2009	As per attached invoices.
				<b>Total this claim</b>	<u>\$36.18</u>		
25671	202	GLOBAL GOVT/ED	Gift	Frankton Programing	\$80.85	4/8/2009	HEADPHONES
				<b>Total this claim</b>	<u>\$80.85</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>
25672	188	HORTON & SONS OF ELWOOD	Operating Fund	Operating Supplies	\$171.80	4/8/2009	As per attached invoices.
				<b>Total this claim</b>	\$171.80		
25673	189	INCOLSA	Operating Fund	Dues	\$157.50	4/8/2009	ANNUAL MEMBERSHIP FEE
				<b>Total this claim</b>	\$157.50		
25674	190	INDIANA HISTORICAL SOCIET	Operating Fund	Dues	\$50.00	4/8/2009	ANNUAL MEMBERSHIP FEE
				<b>Total this claim</b>	\$50.00		
25675	191	INDIANA STATE LIBRARY	PLAC	Other	\$360.00	4/8/2009	1ST QUARTER 2009 PLAC
				<b>Total this claim</b>	\$360.00		
25676	192	JUNIOR LIBRARY GUILD	Operating Fund	Elwood YA	\$159.00	4/8/2009	ANNUAL GRAPHIC NOVELS
				<b>Total this claim</b>	\$159.00		
25677	193	KATIE BURRIS	Operating Fund	Traveling Expense	\$22.40	4/8/2009	MILEAGE
				<b>Total this claim</b>	\$22.40		
25678	194	LIBRARY CORPORATION, THE	Operating Fund	Automation	\$9,709.00	4/8/2009	AUTOMATION SUPPORT
			Operating Fund	Automation	\$0.00		
				<b>Total this claim</b>	\$9,709.00		
25679	196	MARSH SUPERMARKET	Operating Fund	Elwood Children's Programing	\$38.96	4/8/2009	As per attached invoices.
			Operating Fund	Elwood Adult Programing	\$9.17		
				<b>Total this claim</b>	\$48.13		
25680	215	MARY HENDRICK	Operating Fund	Operating Supplies	\$23.05	4/8/2009	PETTY CASH REIMBURSEMENT
			Operating Fund	Professional Services	\$3.00		
			Operating Fund	Postage & UPS	\$14.11		
				<b>Total this claim</b>	\$40.16		
25681	197	MIDWEST TAPE	Operating Fund	Frankton AV	\$591.71	4/8/2009	As per attached invoices.
			Operating Fund	Elwood AV	\$1,132.45		
			Operating Fund	Summitville AV	\$407.80		
				<b>Total this claim</b>	\$2,131.96		
25682	211	NAPPANEE PUBLIC LIBRARY	Operating Fund	Dues	\$100.00	4/8/2009	2009 NICCL DUES
				<b>Total this claim</b>	\$100.00		
25683	214	NORTH MADISON COUNTY P	Operating Fund	Operating Supplies	\$15.28	4/8/2009	VOUCHERS BEFORE NEW PETTY
			Operating Fund	Fuel, Oil and Lubricants	\$8.00		CASH CUSTODIAN
			Operating Fund	Elwood Children's Programing	\$2.99		
			Operating Fund	Postage & UPS	\$5.32		
			Operating Fund	Traveling Expense	\$3.00		
				<b>Total this claim</b>	\$34.59		

<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>
25684	199	ORIENTAL TRADING COMPAN	Operating Fund	Summitville Programing	\$56.91	4/8/2009	As per attached invoices.
				<b>Total this claim</b>	\$56.91		
25685	200	QUILL CORPORATION	Operating Fund	Office Supplies	\$229.58	4/8/2009	As per attached invoices.
				<b>Total this claim</b>	\$229.58		
25686	203	RAMSAY BUSINESS PRODUC	Operating Fund	Office Supplies	\$19.84	4/8/2009	As per attached invoices.
			Operating Fund	Office Supplies	\$10.00		
				<b>Total this claim</b>	\$29.84		
25687	205	RDJ SPECIALTIES, INC.	Operating Fund	Frankton Programing	\$359.11	4/8/2009	PROGRAMMING - FRANKTON
				<b>Total this claim</b>	\$359.11		
25688	206	RENAISSANCE LEARNING, IN	Operating Fund	Operating Supplies	\$28.03	4/8/2009	AR BOOK LABELS
				<b>Total this claim</b>	\$28.03		
25689	207	STATE INDUSTRIAL PRODUC	Operating Fund	Cleaning & Sanitation Supplies	\$186.28	4/8/2009	As per attached invoices.
				<b>Total this claim</b>	\$186.28		
25690	198	TERHUNE AND ASSOCIATES,	Operating Fund	Advertising & Public Notices	\$16.25	4/8/2009	AD IN NEWS-SUN - SUMMITVILLE
				<b>Total this claim</b>	\$16.25		
25691	208	TOPS TRUE VALUE	Operating Fund	Cleaning & Sanitation Supplies	\$30.40	4/8/2009	As per attached invoices.
				<b>Total this claim</b>	\$30.40		
25692	204	USI, INC	Operating Fund	Operating Supplies	\$172.24	4/8/2009	LAMINATION POUCHES
				<b>Total this claim</b>	\$172.24		
25693	209	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$104.88	4/8/2009	SERVICE FOR SUMMITVILLE
				<b>Total this claim</b>	\$104.88		
25694	210	VERIZON	Operating Fund	Telephone & Telegraph	\$231.96	4/8/2009	SERVICE FOR FRANKTON
				<b>Total this claim</b>	\$231.96		



Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
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**Total Amount of Claims \$125,829.41**

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 08, 2009

*Bette Dalzell*

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 day of April, 2009.

*Bette Dalzell*

*Dan Frieshoff*

*[Signature]*

*Michael Robertson*

**SIGNATURES OF GOVERNING BOARD**

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/1998.

## Maintenance and Equipment issues

- Reseal parking lots at Elwood and Summitville
- Purchase new security camera equipment for Elwood
- Fix all drywall cracks at Elwood and Summitville
- Paint soffits, windows and doors at Elwood
- Reseal or caulk around windows and exterior of building at Elwood and Summitville
- Replace or fix parts of the guttering at Summitville
- Crack in the meeting room floor at Summitville
- Guttering above Book Drop at Frankton dripping on sidewalk during the winter causing slick sidewalk.
- New computer controls for the HVAC system at Elwood
- Hot water heaters at Elwood and Summitville, replace as needed
- Add an extra outlet in the Indiana Room at Frankton



## ORGANIZATIONAL

### Classification: Class 1

**Remove:** Under Indiana Code 20-14-1-4, a resolution of conversion was signed May 6, 1947, and is on file at the Indiana State Library. The library system is considered at 501 (c)(3) tax exempt organization. **Add:** Under the Library Law of 1947, a Resolution for Conversion was signed May 6<sup>th</sup>, 1947 and is on file at the Indiana State Library. Currently North Madison County Public Library System is a legally established public library and municipal corporation under Indiana law. It is a class 1 library organized under IC 36-12. Section 170 of the federal tax code provides that contributions made to municipal corporations are tax deductible, to the extent allowed within the guidelines of that section.

**Remove:** County Commissioners are the executive body governing local libraries.

**Remove:** County Council is the fiscal body.

**Add:** As of July 1, 2008, IC 6-1.1-17-3.5 requires the County Council as the fiscal body to review the library's budget.

### INCOLSA Membership

Oldest documentation found in director's materials was a 1983 EIALSA directory with Elwood P. L. listed.

**By-laws**  
**North Madison County Public Library System**

Article I Membership

- Section 1      In accordance with the provisions of IC ~~Remove 20-14~~ Add 36-12, the library board of the North Madison County Public Library System shall consist of seven (7) members chosen for their fitness for public library trusteeship.
- Section 2      Members are appointed by the following entities:  
County Commissioners- 2 appointments  
County Council- 2 appointments  
Elwood Community School Corp. - 2 appointments  
Frankton-Lapel School Corp. & Madison-Grant School Corp. - 1 joint appointment
- Section 3      Length of term is four (4) years. Members may serve four (4) consecutive terms.  
(See IC ~~Remove 20-14~~ Add 36-12)
- Section 4      Each member shall have a certificate of appointment filed with the library and which shall be preserved as public record.
- Section 5      Each member shall serve without compensation except the Treasurer. The Treasurer will be paid a stipend of \$300.00 per year (amended 6-14-99).
- Section 6      Attendance is important at all meetings. A member may be removed from the board in accordance to IC ~~Remove 20-14~~ Add 36-12.
- Section 7      Each member will attend one (1) training session per calendar year.

Article II Officers

- Section 1      Officers of the board shall be a President, Vice-president, Secretary, and Treasurer.
- Section 2      Officers slate will be presented in November, officers elected at the December meeting for a term of one (1) year beginning in January .Vacancies in office shall be filled at the next regular meeting of the board after the vacancy occurs.
- Section 3      The duties of the officers shall be such as by custom and law and the rules of this board usually devolve upon such officers in accordance with their titles.



Article III Meetings

- Section 1 Regular board meetings are usually held once each month.
- Section 2 Special meetings may be called by the President, or at the request of a board member, for the transaction of business as stated in the call. Notice stating the time and place of any special meeting and the purpose for which it is called shall be given each member of the board at least two days in advance of such meeting and to the local media 48 hours in advance, as according to law.
- Section 3 A quorum of four members is required for the transaction of business.
- Section 4 Order of business may be:
  - Call to order
  - Approval of minutes
  - Approval of claims and checks
  - Old business
  - New business
  - Director's report
  - Add: Public comment
  - Adjourn
- Section 5 Robert's Rules of Order, latest revised edition, shall govern the parliamentary procedure of the board.

Article IV Committees

- Section 1 Committees may be appointed at the discretion of the President. They serve to investigate, study and report all matters on which the board can act more expeditiously as a whole. In most matters, the board's most effective operation is as a committee of the whole.

Article V Indemnification

- Section 1 The board will take care of legalities, if a board member is sued due to a library matter.

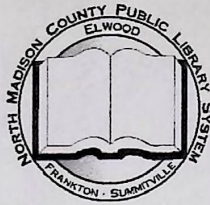
Article VI Amendments

- Section 1 These by-laws may be amended at any regular meeting of the library board with a quorum present, by majority vote of the members present, providing the amendment was stated in the agenda for the meeting.

Adopted 09/09/1998  
 Revised 03/22/2000  
 Revised 04/08/2009

These by-laws have been approved by the following members of the North Madison County Public Library system:

_____	_____
_____	_____
_____	_____
_____	_____



---

Elwood Public Library  
1600 Main Street  
Elwood, IN 46036

Frankton Community Library  
111 East Sigler  
Frankton, IN 46044

Ralph E. Hazelbaker Library  
1013 West Church Street  
Summitville, IN 46070

---

CERTIFICATE OF GIFT

---

I/We: \_\_\_\_\_

Of: \_\_\_\_\_

convey to the Indiana Room Archives & Special Collections of the library, the following:

---

Adult Services Manager/Branch Manager

Date

I/We give these articles to the Indiana Room Archives & Special Collections as an unrestricted gift, and transfer to the library legal title, copyright and literary property rights to the contents in as far as I/we hold them, except for the limiting conditions specifically stated as follows:

I/We agree that any materials in the collection described which are found to be inappropriate to the Indiana Room Archives & Special Collections, shall be disposed of by the library as it sees fit or shall be returned to the donor if this is so stated here.

---

Signature of Donor

Date



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



## CERTIFICATE OF GIFT

I, We: Of

convey to the Indiana Room Archives & Special Collections of the Elwood Public Library, the following:

Indiana Room Representative

I/We give these articles to the Indiana Room Archives & Special Collections as an unrestricted gift, and transfer to the Elwood Public Library legal title, copyright and literary property rights to the contents in as far as I/we hold them, except for the limiting conditions specifically stated as follows:

I/We agree that any materials in the collection described which are found to be inappropriate to Archives & Special Collections, shall be disposed of by the library as it sees fit or shall be returned to myself/us if this is so stated here.

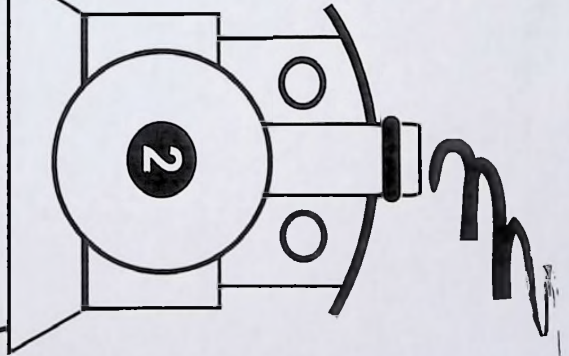
Signature of Donor

Date

Indiana Library Federation  
941 East 86th Street, Suite 260  
Indianapolis, IN 46240  
Phone: (317) 257-2040  
Fax: (317) 257-1389  
E-mail: [ilf@indy.net](mailto:ilf@indy.net)  
Web: [www.ilfonline.org](http://www.ilfonline.org)

Non Profit Org.  
U.S. Postage  
PAID  
Indianapolis, IN  
Permit No. 6253

2009 ILF District Two Conference  
Friday, May 1, 2009  
Wabash Carnegie Public Library  
Register Today!



ALL  
ABOARD  
TO WABASH!

FRIDAY, MAY 1, 2009  
WABASH CARNEGIE PUBLIC LIBRARY  
REGISTER TODAY!



## Programs At-A-Glance

9:00 a.m. - 9:30 a.m.  
Registration &  
Refreshments

9:30 a.m. - 10:20 a.m.  
Concurrent Session 1

10:30 a.m. - 11:20 a.m.  
Concurrent Session 2

11:30 a.m. - 1:20 p.m.  
Lunch &  
Business Meeting

1:30 p.m. - 2:20 p.m.  
Concurrent Session 3

2:40 p.m. - 3:30 p.m.  
Concurrent Session 4

LEU Points Pending  
Approval by the Indiana  
State Library.

Upon approval attendees  
will receive an e-mail with  
the LEU information.

## Concurrent Session 1

9:00 a.m. - 9:30 a.m.  
Registration & Refreshments

9:30 a.m. - 10:20  
Concurrent Session 1

### A) Howard County Memorial Project – Digitization at Kokomo-Howard County Public Library

Janet Winrotte, Digitization Coordinator at the Kokomo-Howard County Public Library, will demonstrate the library's various digitization projects and talk about some aspects of the projects such as LSTA grants, cooperation with county organizations and using work study students.

**Introduction:** Peg Harmon, KHCPL  
**Presenter:** Janet Winrotte, KHCPL

### B) Cultural Programming in the Library

The speakers look at various ways of doing programming in libraries with the focus on the local culture or cultural aspects of one's community.

**Presenters:** Renda Hurst, Tipton County Public Library & Ware Wimberly, Wabash Carnegie Public Library

### C) When to Call the Police, Trustee Session

What happens when you call the police for help and you end up being read your Miranda Rights because you will not disclose an individual's name without a warrant? Jamie Scott, Director at North Madison County Public Library in Elwood IN will discuss the challenges and possible decisions librarians face in such situations.

**Introduction:** Linda Joines, Tipton County Public Library  
**Presenter:** Jamie Scott, North Madison County Public Library

### D) Dr. James Ford Historical Home Tour

**This program will be repeated in concurrent sessions 2 & 3.** The Dr. James Ford Historic Home, a restored 19th Century physician's home and office, invites you to experience the daily lives, personalities and activities of the Dr. James Ford family in the years before and just after the Civil War. Objects are arranged as they would have used them. Guests are also invited to visit the Victorian-era flower garden, vegetable and medicinal herb gardens and the stone barn to round out the experience.

*\*Each tour will be limited to 20 people.*

## Counties

Benton, Carroll, Cass,  
Clinton, Fountain, Fulton,  
Howard, Miami,  
Montgomery, Tippecanoe,  
Tipton, Wabash,  
Warren, White

## 2009 District Two Officers

### Chair

Ware W. Wimberly III

### Vice-Chair

Peg Harmon

### Secretary

Nancy Hartman

### Past-Chair

Renda Hurst

Linda Joines

### Membership

Ruth Lord

### Members-At-Large

Aaron Smith

Ruth Lord

Amy Wendt

Nancy Snyder

Bobbi Hyman

Theresa Singleton

## Concurrent Session 2

10:30 a.m. - 11:20 a.m.  
Concurrent Session 2

### A) WebJunction

Jessica Jacko from the Indiana State Library will be discussing WebJunction, its features and how it can benefit library staff.

**Introduction:** Peg Harmon, Kokomo-Howard Public Library  
**Presenter:** Jessica Jacko, Indiana State Library

### B) How to Get Stuff Back?, Trustee Session

How does one get borrowed items back that are way overdue? The presenter will discuss ways to get stuff back including Unique Management, Fine Free programs, Food for Fines, etc.

**Presenters:** Aaron Smith, KHCPL & Carl Watts, Tipton County Public Library

### C) A Storytime Summer

Join Susan Dailey as she shares some stories, finger plays, songs and crafts appropriate for your summer programs. Some materials are geared specifically toward this year's Summer Reading Program theme – Be Creative @ Your Library.

Others will relate to popular summer themes. Susan is the Ossian Branch Manager and author of two books A Storytime Year and Sing a Song of Storytime.

**Introduction:** Nancy Snyder, Wabash Carnegie Public Library  
**Presenter:** Susan Dailey, Wells County Public Library/Ossian Branch

### D) Local History (Wabash & Erie Canal)

Local playwright and author Susie Jones will be presenting a program on the settling of Indiana with Wabash & Erie Canal. In her program, Susie will show how it was for those new settlers who arrived in the relatively new state of Indiana by canal boat.

**Introduction:** Ware Wimberly, Wabash Carnegie Public Library  
**Presenter:** Susie Jones, local historian playwright

### E) Dr. James Ford Historical Home Tour

**This program is a repeat of the previous session.**

The Dr. James Ford Historic Home, a restored 19th Century physician's home and office, invites you to experience the daily lives, personalities and activities of the Dr. James Ford family in the years before and just after the Civil War. Objects are arranged as they would have used them. Guests are also invited to visit the Victorian-era flower garden, vegetable and medicinal herb gardens and the stone barn to round out the experience.

*\*Each tour will be limited to 20 people.*

11:30 a.m. - 1:20 p.m.  
Business Meeting & Lunch  
Entertainment by the Market Street Beat



## For More Information...

Registration Deadline:  
April 17, 2009

Questions:  
Ware W. Wimberly III  
Wabash Carnegie  
Public Library

Phone:  
(260) 563-2972

E-mail:  
warew@wabash.lib.in.us

Visit [www.ilfonline.org](http://www.ilfonline.org)  
for more information on  
conference programs.

## Concurrent Session 3

1:30 p.m. - 2:20 p.m.  
Concurrent Session 3

### A) Taking Advantage of the Latest Web Tools

Learn how to use the latest web tools to enhance your library's web presence. Whether you want to start a huge project, or only have a few minutes to spare, these tools will allow you to create online content that your patrons can actually use. We will talk about Blogging, Twitter, Delicious, Flickr, Facebook and a variety of other tools that could be of use to your library.

**Presenters:** Beau Cunyningham, Tipton County Public Library & Alicia Lemar, West Lafayette Public Library

### B) New Library Building Options with an Emphasis on Green Technology

Dick Moake from the Moake Park Group in Fort Wayne will be presenting new ideas for library buildings and architecture with an emphasis on green technology. Moake Park Group has done many library building projects in the State of Indiana.

**Introduction:** Ware Wimberly, Wabash Carnegie Public Library  
**Presenter:** Dick Moake, Moake Park Group

### C) Teen Programming

Looking for ideas for teen programming? This session will look at various successful ideas and strategies for attracting the teens into the Library. Some of the most successful teen programs that will be discussed have been: Christmas Cookie Party, Twilight Pizza Party Discussion, Poetry Contest (April is Poetry Month) and Teen Trivia. All of these programs have had some sort of incentive such as pizza, cookies or extra credit from teachers.

**Introduction:** Ware Wimberly, Wabash Carnegie Public Library  
**Presenter:** Polly Howell, Wabash Carnegie Public Library

### D) Book Discussion Group Workshop

Want to start a book discussion at your library, but don't know where to begin? Find out how to organize and implement a successful book group, what to read and how to obtain enough books to accommodate everyone in your group.

**Introduction:** Renda Hurst, Tipton County Public Library  
**Presenter:** Wendy West, Tipton County Public Library

### E) Dr. James Ford Historical Home Tour

This program is a repeat of the previous sessions.

The Dr. James Ford Historic Home, a restored 19th Century physician's home and office, invites you to experience the daily lives, personalities and activities of the Dr. James Ford family in the years before and just after the Civil War. Objects are arranged as they would have used them. Guests are also invited to visit the Victorian-era flower garden, vegetable and medicinal herb gardens and the stone barn to round out the experience.

*\*Each tour will be limited to 20 people.*

## District Two Annual Conference

Location  
Wabash Carnegie  
Public Library

Lunch provided by:  
All Occasions Catering  
(<http://www.aocaterers.com/>)  
located in Wabash, IN

Lunch Entertainment:  
Market Street Beat, a  
local singing group of  
10 members.

The 2010 District Two  
Annual Conference  
will be held at the  
Kokomo-Howard  
County Public Library

## Concurrent Session

2:40 p.m. - 3:30 p.m.  
Concurrent Session 4

### A) Gaming in the Library

Gaming is becoming more popular today particularly with younger generation. How can libraries use the gaming in programming in one's Library? The speakers will give you some ideas and strategies.

**Presenters:** Beau Cunyningham, Tipton County Public Library & Alicia Lemar, West Lafayette Public Library

### B) Open Source ILS in Indiana-Evergreen & KOHA Experiences

In the past two years, there have been some new options regards to Open Source ILS here in Indiana. Two of the new Open Source ILS Initiatives are Evergreen and KOHA. In this session, you will hear from librarians whose libraries use either Evergreen ILS or KOHA. Learn about their experiences with these open source integrated library systems and what they have found to be the pros and cons of each one. The experiences with Evergreen will be looked at in comparison with KOHA.

**Introduction:** Linda Joines, Tipton County Public Library  
**Presenters:** Sam Mitchell, Hamilton North Public Library, Niemeyer, Thornton Public Library & Karen Walker, Clinton Public Library

### C) Elements of a Good Story

What makes interesting characters, exciting, believable realistic dialog and the critical element of action? Join Othello Bach to learn how to evaluate and even write a story. Othello is known primarily for her children's books, but also received acclaim for her autobiography "Cry Into the Storm" and her handbook for writers, "How to Write a Great Story".

**Introduction:** Renda Hurst, Tipton County Public Library  
**Presenter:** Othello Bach, Author

### D) Library Coalition

Find out what happened in the latest legislative session and how it may impact it may have on your library's future.

**Introduction:** Nancy Hartman, West Lafayette Public Library  
**Presenter:** Jos Holman, Tippecanoe County Public Library

### E) Wabash County Historical Museum

The Wabash County Historical Museum's mission is to document, display aural, visual and physical artifacts that tell the history of life of Wabash County. The Museum is a treasure of local history. It is currently in the midst of a renovation of Lincoln and Civil War artifacts including a small wall used at the signing of surrender of Lee's troops at Appomattox.



**MONTHLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM**

	MAR 2008	MAR 2009	Amount of Change	% OF Change	YTD 2008	YTD 2009	Amount of Change	YTD % OF Change
<b>ELWOOD</b>								
ADULT	3,110	<b>3,264</b>	154	5%	8,671	<b>8,633</b>	-38	0%
JUVENILE	2,058	<b>1,946</b>	-112	-5%	5,925	<b>4,983</b>	-942	-16%
Y. A.	218	<b>257</b>	39	18%	533	<b>711</b>	178	33%
PERIOD.	556	<b>559</b>	3	1%	1,556	<b>1,744</b>	188	12%
AUDIO	183	<b>173</b>	-10	-5%	606	<b>445</b>	-161	-27%
VIDEO	4,389	<b>5,132</b>	743	17%	11,751	<b>14,418</b>	2,667	23%
<b>TOTAL</b>	<b>10,514</b>	<b>11,331</b>	<b>817</b>	<b>8%</b>	<b>29,042</b>	<b>30,934</b>	<b>1,892</b>	<b>7%</b>

**FRANKTON**

ADULT	1,105	<b>1,224</b>	119	11%	3,316	<b>3,507</b>	191	6%
JUVENILE	817	<b>760</b>	-57	-7%	2,061	<b>2,071</b>	10	0%
Y. A.	153	<b>164</b>	11	7%	360	<b>407</b>	47	13%
PERIOD.	363	<b>291</b>	-72	-20%	979	<b>794</b>	-185	-19%
AUDIO	49	<b>39</b>	-10	-20%	146	<b>162</b>	16	11%
VIDEO	1,548	<b>1,626</b>	78	5%	4,897	<b>4,583</b>	-314	-6%
<b>TOTAL</b>	<b>4,035</b>	<b>4,104</b>	<b>69</b>	<b>2%</b>	<b>11,759</b>	<b>11,524</b>	<b>-235</b>	<b>-2%</b>

**HAZELBAKER**

ADULT	582	<b>872</b>	290	50%	1,925	<b>2,566</b>	641	33%
JUVENILE	291	<b>440</b>	149	51%	942	<b>1,089</b>	147	16%
Y. A.	45	<b>58</b>	13	29%	104	<b>154</b>	50	48%
PERIOD.	104	<b>171</b>	67	64%	318	<b>443</b>	125	39%
AUDIO	11	<b>27</b>	16	145%	47	<b>67</b>	20	43%
VIDEO	752	<b>924</b>	172	23%	2,354	<b>2,608</b>	254	11%
<b>TOTAL</b>	<b>1,785</b>	<b>2,492</b>	<b>707</b>	<b>40%</b>	<b>5,690</b>	<b>6,927</b>	<b>1,237</b>	<b>22%</b>

**SYSTEM**

ADULT	4,797	<b>5,360</b>	563	12%	13,912	<b>14,706</b>	794	6%
JUVENILE	3,166	<b>3,146</b>	-20	-1%	8,928	<b>8,143</b>	-785	-9%
Y. A.	416	<b>479</b>	63	15%	997	<b>1,272</b>	275	28%
PERIOD.	1,023	<b>1,021</b>	-2	0%	2,853	<b>2,981</b>	128	4%
AUDIO	243	<b>239</b>	-4	-2%	799	<b>674</b>	-125	-16%
VIDEO	6,689	<b>7,682</b>	993	15%	19,002	<b>21,609</b>	2,607	14%
<b>TOTAL</b>	<b>16,334</b>	<b>17,927</b>	<b>1593</b>	<b>10%</b>	<b>46,491</b>	<b>49,385</b>	<b>2,894</b>	<b>6%</b>

	ELWOOD	FRANKTON	HAZELBAKER
TRAFFIC	10,782	2,733	2,035
REF.	175	36	12
ASSIST.	1,449	283	258
COMP./WIRE	2335 / 10	932 / 20	782 / NA
PROG. A.	2 / 29	6 / 29	3 / 67
J.	38 / 315	8 / 308	18 / 111

**TECH SERVICES PROCESSED 2,397 ITEMS.**

Agenda

May 13<sup>th</sup>, 2009

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting  
5:00 P.M.

Call to Order

Call for Quorum

Minutes

Claims Register & Checks

Old Business

- 1. LSTA Grant Contract
- 2. Maintenance and Equipment Issues
- 3. Donation/Gift Policy

New Business

- 1. Sarah McElfresh- Information Technology Manager
- 2. Yearly review of Internet Policy and Computer Use Policy
- 3. Cost of Living Increase

Director's Report

Public Comment

Adjournment

June Meeting to be Held at the Hazelbaker Library, Summitville

MODE = MEMORY TRANSMISSION

START=MAY-08 10:11

END=MAY-08 10:12

FILE NO.=571

STN NO.	COMM.	ONE-TOUCH/ ABBR NO.	STATION NAME/TEL NO.	PAGES	DURATION
001	OK	<04>	HERALD BULLETIN	001/001	00:00:31

-ELWOOD LIBRARY -

\*\*\*\*\* -17655520955 - \*\*\*\*\* 17655525001- \*\*\*\*\*

Agenda

May 13<sup>th</sup>, 2009

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting  
5:00 P.M.

*Please publish on Saturday or Monday and again on Wednesday.  
Thank you*

Call to Order

Call for Quorum

Minutes

Claims Register & Checks

Old Business

- 1. LSTA Grant Contract
- 2. Maintenance and Equipment Issues
- 3. Donation/Gift Policy

New Business

- 1. Sarah McElfresh- Information Technology Manager
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Director's Report

Public Comment

Adjournment

June Meeting to be Held at the Hazelbaker Library, S

*Please publish on Saturday or Monday and again on Wednesday.  
Thank you*



MODE = MEMORY TRANSMISSION

START=MAY-08 10:13

END=MAY-08 10:14

FILE NO. =572

STN NO.	COMM.	ONE-TOUCH/ ABBR NO.	STATION NAME/TEL NO.	PAGES	DURATION
001	OK	<03>	CALL LEADER	001/001	00:00:13

-ELWOOD LIBRARY -

\*\*\*\*\* -17655520955 - \*\*\*\*\* 17655525001- \*\*\*\*\*

### Agenda

May 13<sup>th</sup>, 2009

### North Madison County Public Library System Board of Trustees

#### Elwood Public Library

Regular Meeting  
5:00 P.M.

*Please publish on  
Saturday or Monday  
and again on  
Wednesday.  
Thank you*

- Call to Order
- Call for Quorum
- Minutes
- Claims Register & Checks
- Old Business
  1. LSTA Grant Contract
  2. Maintenance and Equipment Issues
  3. Donation/Gift Policy
- New Business
  1. Sarah McElfresh- Information Technology Manager
  2. Yearly review of Internet Policy and Computer Use Policy
  3. Cost of Living Increase
- Director's Report
- Public Comment
- Adjournment

June Meeting to be Held at the Hazelbaker Library, Summitville

NORTH MADISON COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES  
Regular Meeting  
May 13, 2009  
5:00pm

CALL TO ORDER

President Mike Robertson called the regular meeting of the North Madison County Public Library to order on May 13, 2009 at 5:00pm in the meeting room of the Elwood Public Library.

CALL FOR ORDER

Members present were Mike Robertson, Wayne Davidson, Kevin Sipe and Dan Prieshoff. Also in attendance were Director Jamie Scott, IT Manager Sarah McElfresh and Administrative Assistant Diana Shepard.

CLAIMS REGISTER & CHECKS

The members signed the claims register. The Treasurer and Assistant Treasurer were not in attendance; therefore the checks will be signed at a later date.

OLD BUSINESS

LSTA Grant Contract

Sarah McElfresh has applied for and received a LSTA reimbursable Grant for wireless access at Summitville. The grant is in the amount of \$5,739 and the total cost for the project is \$6,443. Kevin Sipe made a motion to proceed with the LSTA Grant contract and gave Director Scott authorization to sign the contract. Wayne Davidson made a second and the motion carried.

Maintenance and Equipment Issues

Mr. Don Myers has been contacted about the guttering issue at Frankton. He stated he would like to take care of this since it has been an issue from the beginning. No other word has been received from Mr. Myers. As soon as it is determined from whom to receive quotes, they will be sought. It was discussed about receiving a quote from Cook Electric for the Indiana Room at Frankton.

Donation/Gift Policy

A gift and donations policy was distributed. After discussion proposed amendments were: second paragraph, second sentence should read as follows: In order for the benefits of the gift to be used for the best possible advantage, a meeting with the director is in the interest of both parties. Second paragraph, third sentence should read: A decision then can be made as to the use of the gift. Wayne Davidson made a motion to approve the donation/gift policy as amended. Dan Prieshoff made a second and the motion carried.

NEW BUSINESS

Sarah McElfresh-Information Technology Manager

Sarah reported that she has passed her A+ certification from Ivy Tech in Anderson and is expecting to receive her Net+ certification in the fall. She has received an LSTA grant for wireless capability at Summitville. In the near future she is anticipating letting patrons check out laptop computers for in house use to be used for job searching; there will be no time limit on these computers. Sarah is continuing to teach computer classes, she has added two new classes digital photography and computer care & maintenance. During February, March and April she taught nineteen classes with a total of fifty eight attendees. She would like to add new computer classes to help those who are unemployed; such as basic computers and job searching skills. Katie Burris is anticipating adding a computer class on resume writing skills. A planned summer project is to set up a computer with a time limit of fifteen minutes for patrons to check their E-mail, file unemployment vouchers, etc. It will be for adult patron use only and will be set up in the magazine area. If the fifteen minute computer is successful, expansion in this area will be evaluated. It was discovered that due to the lubricant that was used some of the telephone jacks have crystallized. They are in the process of pulling sixteen new cabling lines in the adult service area and installing new jacks. The conduit is very small; it is very hard getting the new cabling through so it is a very slow moving project. The library is grandfathered in for cabling support with Avaya. Headphone damage and theft was discussed. It was decided to continue providing headphones for patrons; however as they are damaged or stolen they are not to be replaced and eventually the library will not provide headphones.

Yearly review of Internet Policy and Computer Use Policy

Any decision was tabled until a later date.

Cost of Living Increase

At the first of the year it was decided there would be no cost of living increase until after the December 2008 tax draw had been received. At that time it would be re-evaluated. The tax draw has been received, for the operating fund the library received \$411,581.65; totaled with the June 2008 tax draw the library received \$644,231.65 for 2008. Normally the library receives around \$600,000. Due to the unpredictability of tax revenue, any decision was tabled until a later date.

DIRECTOR'S REPORT

We received a check in the amount of \$2,813.90 from AT&T. It was a settlement agreement between AT&T and the Department of Justice. It concerned the provision of internet services to the Intelenet Commission. When Intelenet was supporting the T-1 lines they were not following the bidding process as set forth in the guidelines, therefore the settlement. By-laws which were approved at the April board meeting were signed. The Director and former employee Nancy Sumner have received subpoenas to appear on Thursday, May 14 at 2:00pm in the case of Joe Metz and alleged stolen books. Leslie Rittenhouse has been appointed to the NMCPLS Board of Trustees by the Madison County Commissioners. A letter has been written to Pam Bohlander to attend the June board meeting to be honored for her sixteen years of service on the board. Joe Rice book



ends have been purchased in her honor. Mike Pence was at the library on Tuesday May 12 to appear in a publicity photo in conjunction with the "We the People" grant that was received by Mary Hendrick and supported by the United States Congress. There was an article in the Call Leader. Jill Murray has been hired as a full time clerk. Herschell Stunkard has been hired as a part time clerk. Linda Kemper has returned to work part time after her surgery and is currently using a wheel chair. The Minnetrista Center has provided the library with free one day family passes that can be checked out and turned back in for others to check out. The Minnetrista Center will be at the library on June 20, 2009 to perform a program entitled "Hook and the Faerie's Treasure". The Director spoke at the Indiana Library Federation District 2 conference. Her topic was "When to Call the Police". It was well received and several people asked for the library's "Access to Public Records Policy". Elwood Youth Service has sent out two hundred letters to businesses asking for their support. So far they have received \$240 and five gifts. The Friends of the Library has donated \$15.00 for flowers to be planted around the trees at the front of the library.

The June meeting will be held at Summitville.

Public Comment was sought. There was none.

Kevin Sipe made a motion to adjourn, Wayne Davidson made a second and the motion carried.

\_\_\_\_\_  
Kevin Sipe, Secretary

George J. Austin Bette J. Dalgell  
Michael Robertson  
Leslie J. Litterhouse



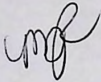
# STATE OF INDIANA

Roberta L. Brooker, State Librarian

Mitchell E. Daniels, Jr., Governor

INDIANA STATE LIBRARY  
140 North Senate Avenue  
Indianapolis, IN 46204  
Phone: (317) 232-3675  
Fax: (317) 232-3728  
TDD: (317) 232-7763

## MEMO

To: 2009 Technology Grantees  
From: Martha Jane Ringel, LSTA Program Coordinator   
Regarding: 2009 Technology Grant Contract  
Date: March 16, 2009

Enclosed are your 2009 contract, instructions for completing your contract, instructions for completing the Certificate of Resolution, and the Internet Safety Certification form. The contract routing for all signatures can take up to eight weeks. Your **actual start date** for purchases is May 1, 2009 or the date of the last signature on your contract, page 8 of 9, whichever is later. Your contract end date is May 30, 2010.

When all state officers have signed the contract we will return a copy to you along with a claim form. If you do not receive your copy within 8 weeks, please notify me. Please return your signed contract in its entirety and all attachments to: LSTA Program Coordinator, Indiana State Library, 140 N. Senate Avenue, Indianapolis, IN 46204-2296.

As these are **reimbursement grants**, all submitted invoices must be dated after May 1, 2009 or the date of the last signature on page 8 of 9 of your contract, whichever is later. Again, the State of Indiana will not allow us to reimburse any funds for purchases that are invoiced before the actual start date of your contract. We have had "too early" and "too late" invoices submitted in the past and grantees were unable to recoup expenses. "Too late" refers to purchase orders dated after the ending date of the contract or invoices not submitted for reimbursement within 45 days after the contract end date. Official reimbursement claim forms and copies of your invoices must be sent to us for reimbursement.

The direct deposit law, Indiana Code 4-13-2-14.8, requires all payments to grantees be made via direct deposit. If you need information regarding direct deposit, please contact me.

Claim requests are covered in the 2009 Sub-Grantee Handbook on our website:  
[http://www.in.gov/library/files/Managing\\_Your\\_LSTA\\_Grant\\_2009.doc](http://www.in.gov/library/files/Managing_Your_LSTA_Grant_2009.doc)

If you have any questions regarding the submission of this contract and its attachments, please contact me at 317-232-3696 or by e-mail: [mringel@statelib.lib.in.us](mailto:mringel@statelib.lib.in.us).

## GRANT

This Grant Agreement, entered into by and between Indiana State Library (the "State") and North Madison County Public Library (the "Grantee"), is executed pursuant to the terms and conditions set forth herein. In consideration of those mutual undertakings and covenants, the parties agree as follows:

### 1. Purpose of this Grant Agreement.

The purpose of this Grant Agreement is to enable the State to award a grant of Five Thousand, Seven Hundred and Thirty-Nine Dollars and No Cents (\$5,739.00) to the Grantee for eligible costs of the project (the "Project") or services as described in Exhibits A and B of this Grant Agreement. The funds shall be used exclusively in accordance with the provisions contained in this Grant Agreement and in Indiana Code 5-19-1, 4-23-7.1, and 36-12 establishing the authority to make this Grant, as well as any rules adopted thereunder. Grants will be made to organizations and libraries eligible to receive funds under the Library Services and Technology Act, P.L. 104-208 as amended by P.L. 105-128. The grant shall be from Account #3790/173000, CFDA #45.310, Federal Grant #LS-00-09-0015-09, Project #T09-2-2(9). The grant shall be contingent upon the availability of LSTA funds to the State.

### 2. Term.

This Grant Agreement shall be effective for a period of thirteen (13) months. It shall commence on May 1, 2009 and shall remain in effect through May 30, 2010.

### 3. Design and Implementation of Project.

The Grantee shall be solely responsible for the proper design and implementation of the Project as described in Exhibit B, attached hereto and incorporated fully herein. The Grantee agrees to complete the Project in accordance with the plans and specifications contained in its application which is on file with the State and is incorporated by reference. Modification of the Project shall require prior written approval of the State.

### 4. Monitoring Reviews by the State.

The State may conduct an on-site monitoring review of the Project. Such monitoring review will document the following:

- A. Whether Project activities are consistent with those set forth in Exhibit A, the grant applications, and the terms and conditions of the Grant Agreement.
- B. A complete, detailed analysis of actual state, local and/or private funds expended to date on the Project and conformity with the amounts for each budget line item as set forth in Exhibit B, attached hereto and incorporated herein.
- C. A detailed listing of all Project costs by project budget line item which are accrued yet unpaid, if any.
- D. A written evaluation as to the Grantee's timely progress in project management, financial management and control systems, procurement systems and methods, and performance relative to timely submission of project reports.



## 5. Payment of Grant Funds by the State.

The payment of this Grant by the State to the Grantee shall be made in accordance with the following schedule and conditions:

- A. This Grant Agreement must be fully executed.
- B. All the evidentiary materials required by Exhibit B, attached hereto and incorporated herein, must be submitted to and approved by the State.
- C. Any other grant conditions must be met to the State's satisfaction.
- D. The State may require evidence furnished by the Grantee that substantial progress has been made toward completion of the Project prior to making the first payment under this Grant. All payments are subject to the State's determination that the Grantee's performance to date conforms with the Project as approved, notwithstanding any other provision of this Grant Agreement.
- E. Unless authorized by statute and previously agreed, all payments will be made in arrears only upon presentation of approved and signed State of Indiana Claim Vouchers. Such Claim Vouchers must be submitted with the budget expenditure report detailing disbursements of state, local and/or private funds by project budget line items.
- F. If advance payment of a portion of the grant funds is permitted by statute, and the State agrees to provide such advance payment, it shall be made only upon submission of a proper claim setting out the intended purposes of those funds. After such funds have been expended, Grantee shall provide State with a reconciliation of those expenditures.
- G. The Grantee shall submit to the State written progress reports until the completion of the project. These reports shall be submitted on a [weekly/monthly/quarterly] basis. These reports must detail progress made toward the completion of the Project described in Exhibit B.
- H. If this Grant Agreement is terminated by either party prior to the Expiration of this Grant Agreement, the State may promptly conduct an on-site monitoring of the Project and complete a Project monitoring report.
- I. Failure to complete the Project and expend State, local and/or private funds in accordance with this Grant Agreement may be considered a material breach, and shall entitle the State to impose sanctions against the Grantee including, but not limited to, suspension of all grant payments, and/or suspension of the Grantee's participation in State grant programs until such time as all material breaches are cured to the State's satisfaction. Sanctions may also include repayment of all State funds expended that are not in the scope of this Project or the Budget.
- J. All payments shall be made in arrears in conformance with State fiscal policies and procedures and, as required by IC 4-13-2-14.8, by electronic funds transfer to the financial institution designated by the Grantee in writing unless a specific waiver has been obtained from the Auditor of State. No payments will be made in advance of receipt of the goods or services that are the subject of this Grant except as permitted by IC 4-13-2-20 or by the statute authorizing this Grant.

## 6. Audits and Maintenance of Records.

Grantee shall submit to an audit of funds paid through this Grant Agreement, and shall make all books, accounting records and other documents available at all reasonable times during the term of this Grant Agreement and for a period of three (3) years after final payment for inspection by the State or its authorized designee. Copies shall be furnished to the State at no cost.

## 7. Project Budget and Budget Modification.

The approved Project Budget is set forth as Exhibit A of this Grant Agreement. The Grantee shall not spend more than the amount for each line item, as described in the Budget, without the prior written consent of a duly authorized representative of the State, nor shall the Project costs funded by this Grant Agreement and those funded by the local and/or private share be amended without the prior written consent of the State.

## 8. Statutory Authority of Grantee.

The Grantee expressly represents and warrants to the State that it is statutorily eligible to receive these monies and it expressly agrees to repay all monies paid to it under this Grant, should a legal determination of its ineligibility be made by any court of competent jurisdiction.

## 9. Use of Grant Funds by Grantee.

The funds received by the Grantee pursuant to this Grant Agreement shall be used only to implement the Project or provide the services in conformance with the Budget and for no other purpose.

## 10. Compliance with Laws.

A. The Grantee shall comply with all applicable federal, state and local laws, rules, regulations and ordinances, and all provisions required thereby to be included herein are hereby incorporated by reference. The enactment or modification of any applicable state or federal statute or the promulgation of rules or regulations thereunder after execution of this Grant shall be reviewed by the State and the Grantee to determine whether the provisions of this Grant require formal modification.

B. The Grantee and its agents shall abide by all ethical requirements that apply to persons who have a business relationship with the State as set forth in IC § 4-2-6 *et seq.*, IC § 4-2-7, *et seq.*, the regulations promulgated thereunder, and Executive Order 04-08, dated April 27, 2004. If the Grantee is not familiar with these ethical requirements, the Grantee should refer any questions to the Indiana State Ethics Commission, or visit the Indiana State Ethics Commission website at <http://www.in.gov/ethics/>. If the Grantee or its agents violate any applicable ethical standards, the State may, in its sole discretion, terminate this Grant immediately upon notice to the Grantee. In addition, the Grantee may be subject to penalties under IC §§ 4-2-6, 4-2-7, 35-44-1-3, and under any other applicable laws.

C. The Grantee certifies by entering into this Grant that neither it nor its principal(s) is presently in arrears in payment of taxes, permit fees or other statutory, regulatory or judicially required payments to the State. The Grantee agrees that any payments currently due to the State may be withheld from payments due to the Grantee. Additionally, further work or payments may be



withheld, delayed, or denied and/or this Grant suspended until the Grantee is current in its payments and has submitted proof of such payment to the State.

D. The Grantee warrants that it has no current, pending or outstanding criminal, civil, or enforcement actions initiated by the State, and agrees that it will immediately notify the State of any such actions. During the term of such actions, the Grantee agrees that the State may delay, withhold, or deny work under any supplement, amendment, change order or other contractual device issued pursuant to this Grant.

E. If a valid dispute exists as to the Grantee's liability or guilt in any action initiated by the State or its agencies, and the State decides to delay, withhold, or deny work to the Grantee, the Grantee may request that it be allowed to continue, or receive work, without delay. The Grantee must submit, in writing, a request for review to the Indiana Department of Administration (IDOA) following the procedures for disputes outlined herein. A determination by IDOA shall be binding on the parties. Any payments that the State may delay, withhold, deny, or apply under this section shall not be subject to penalty or interest, except as permitted by IC § 5-17-5.

F. The Grantee warrants that the Grantee and its subgrantees, if any, shall obtain and maintain all required permits, licenses, registrations, and approvals, and shall comply with all health, safety, and environmental statutes, rules, or regulations in the performance of work activities for the State. Failure to do so may be deemed a material breach of this Grant and grounds for immediate termination and denial of further work with the State.

G. The Grantee affirms that, if it is an entity described in IC Title 23, it is properly registered and owes no outstanding reports to the Indiana Secretary of State.

H. As required by IC 5-22-3-7:

(1) the Grantee and any principals of the Grantee certify that (A) the Grantee, except for de minimis and nonsystematic violations, has not violated the terms of (i) IC 24-4.7 [Telephone Solicitation of Consumers], (ii) IC 24-5-12 [Telephone Solicitations], or (iii) IC 24-5-14 [Regulation of Automatic Dialing Machines] in the previous three hundred sixty-five (365) days, even if IC 24-4.7 is preempted by federal law; and (B) the Grantee will not violate the terms of IC 24-4.7 for the duration of the Grant, even if IC 24-4.7 is preempted by federal law.

(2) The Grantee and any principals of the Grantee certify that an affiliate or principal of the Grantee and any agent acting on behalf of the Grantee or on behalf of an affiliate or principal of the Grantee (A) except for de minimis and nonsystematic violations, has not violated the terms of IC 24-4.7 in the previous three hundred sixty-five (365) days, even if IC 24-4.7 is preempted by federal law; and (B) will not violate the terms of IC 24-4.7 for the duration of the Grant, even if IC 24-4.7 is preempted by federal law.

#### 11. Drug-Free Workplace Certification.

The Grantee hereby covenants and agrees to make a good faith effort to provide and maintain a drug-free workplace. Grantee will give written notice to the State within ten (10) days after receiving actual notice that the Grantee, or an employee of the Grantee in the State of Indiana has been convicted of a criminal drug violation occurring in the workplace. False certification or violation of the certification may result in sanctions including, but not limited to, suspension of grant payments, termination of the Grant and/or debarment of grant opportunities with the State of Indiana for up to three (3) years.

In addition to the provisions of the above paragraphs, if the total Grant amount set forth in this Grant Agreement is in excess of \$25,000.00, Grantee hereby further agrees that this Grant Agreement is expressly subject to the terms, conditions and representations of the following Certification:

This certification is required by Executive Order No. 90-5, April 12, 1990, issued by the Governor of Indiana. Pursuant to its delegated authority, the Indiana Department of Administration is requiring the inclusion of this certification in all grants with and grants from the State of Indiana in excess of \$25,000.00. No award of a grant shall be made, and no grant, purchase order or agreement, the total amount of which exceeds \$25,000.00, shall be valid, unless and until this certification has been fully executed by the Grantee and made a part of the Grant Agreement as part of the Grant documents.

The Grantee certifies and agrees that it will provide a drug-free workplace by:

- A. Publishing and providing to all of its employees a statement notifying them employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the Grantee's workplace and specifying the actions that will be taken against employees for violations of such prohibition; and
- B. Establishing a drug-free awareness program to inform its employees of (1) the dangers of drug abuse in the workplace; (2) the Grantee's policy of maintaining a drug-free workplace; (3) any available drug counseling, rehabilitation, and employee assistance programs; and (4) the penalties that may be imposed upon an employee for drug abuse violations occurring in the workplace; and
- C. Notifying all employees in the statement required by subparagraph (A) above that as a condition of continued employment the employee will (1) abide by the terms of the statement; and (2) notify the Grantee of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction; and
- D. Notifying in writing the State within ten (10) days after receiving notice from an employee under subdivision (C)(2) above, or otherwise receiving actual notice of such conviction; and
- E. Within thirty (30) days after receiving notice under subdivision (C)(2) above of a conviction, imposing the following sanctions or remedial measures on any employee who is convicted of drug abuse violations occurring in the workplace: (1) take appropriate personnel action against the employee, up to and including termination; or (2) require such employee to satisfactorily participate in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State or local health, law enforcement, or other appropriate agency; and
- F. Making a good faith effort to maintain a drug-free workplace through the implementation of subparagraphs (A) through (E) above.

#### 12. Funding Cancellation.

When the Director of the State Budget Agency makes a written determination that funds are not appropriated or otherwise available to support continuation of performance of this Grant Agreement, it shall be canceled. A determination by the Director of the SBA that funds are not



appropriated or otherwise available to support continuation of performance shall be final and conclusive.

### 13. Information Technology Accessibility Standards.

Any information technology related products or services purchased, used or maintained through this Grant must be compatible with the principles and goals contained in the Electronic and Information Technology Accessibility Standards adopted by the Architectural and Transportation Barriers Compliance Board under Section 508 of the federal Rehabilitation Act of 1973 (29 U.S.C. 794d), as amended. The federal Electronic and Information Technology Accessibility Standards can be found at: <http://www.access-board.gov/508.htm>.

### 14. Nondiscrimination.

Pursuant to the Indiana Civil Rights Law, specifically including IC 22-9-1-10, and in keeping with the purposes of the federal Civil Rights Act of 1964, the Age Discrimination in Employment Act, and the Americans with Disabilities Act, the Grantee covenants that it shall not discriminate against any employee or applicant for employment relating to this Grant with respect to the hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment, because of the employee or applicant's: race, color, national origin, religion, sex, age, disability, ancestry, status as a veteran, or any other characteristic protected by federal, state, or local law ("Protected Characteristics"). Furthermore, Grantee certifies compliance with applicable federal laws, regulations, and executive orders prohibiting discrimination based on the Protected Characteristics in the provision of services.

The Grantee understands that the State is a recipient of federal funds, and therefore, where applicable, Grantee and any subcontractors agree to comply with requisite affirmative action requirements, including reporting, pursuant to 41 CFR Chapter 60, as amended, and Section 202 of Executive Order 11246.

### 15. Notice to Parties.

Whenever any notice, statement or other communication is required under this Grant, it shall be sent to the following addresses, unless otherwise specifically advised.

A. Notices to the State shall be sent to:

Jacob Speer, Library Development Office, Indiana State Library, 140 N Senate Ave,  
Indianapolis, IN 46204

B. Notices to the Grantee shall be sent to:

Jamie Scott, North Madison County Public Library, 1600 Main St, Elwood IN 46036

### 16. Order of Precedence.

Any inconsistency or ambiguity in this Grant Agreement shall be resolved by giving precedence in the following order: (1) This Grant Agreement, (2) Attachments prepared by the State, (3) Attachments prepared by Grantee; (4) Invitation to Apply for Grant; and (5) the Grant Application.

### 17. Renewal. N/A

### 18. Termination for Convenience.

This Grant Agreement may be terminated, in whole or in part, by the State whenever, for any reason, the State determines that such termination is in the best interest of the State. Termination shall be effected by delivery to the Grantee of a Termination Notice, specifying the extent to which such termination becomes effective. The Grantee shall be compensated for completion of the Project properly done prior to the effective date of termination. The State will not be liable for work on the Project performed after the effective date of termination. In no case shall total payment made to the Grantee exceed the original grant.

### 19. State Boilerplate Affirmation Clause.

I swear or affirm under the penalties of perjury that I have not altered, modified or changed the State's Boilerplate grant clauses (as defined in the March 2008 OAG/IDOA *Professional Services Contract Manual*) in any way except for the following paragraphs:

---

THE REST OF THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK.



**Non-Collusion and Acceptance**

The undersigned attests, subject to the penalties for perjury, that he/she is the Grantee, or that he/she is the properly authorized representative, agent, member or officer of the Grantee, that he/she has not, nor has any other member, employee, representative, agent or officer of the Grantee, directly or indirectly, to the best of the undersigned's knowledge, entered into or offered to enter into any combination, collusion or agreement to receive or pay, and that he/she has not received or paid, any sum of money or other consideration for the execution of this Grant other than that which appears upon the face of this Grant.

**In Witness Whereof**, Grantee and the State have, through their duly authorized representatives, entered into this Grant. The parties, having read and understood the foregoing terms of this Grant, do by their respective signatures dated below hereby agree to the terms thereof.

**Grantee:** (Where Applicable)  
By: Jamie Scott Attested By: \_\_\_\_\_  
Printed Name: Jamie Scott  
Title: Director  
Date: 5/13/2009

**Indiana State Library:**  
By: \_\_\_\_\_  
Printed Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**Indiana Office of Technology**      **Department of Administration**  
By: \_\_\_\_\_ (for)  
Printed Name: \_\_\_\_\_ Mark W. Everson, Commissioner  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**State Budget Agency**      **APPROVED as to Form and Legality:**  
Office of the Attorney General  
\_\_\_\_\_  
Christopher A. Ruhl, Director (for)      \_\_\_\_\_ (for)  
Director      Gregory F. Zoeller, Attorney General  
Date: \_\_\_\_\_      Date: \_\_\_\_\_

**CERTIFICATE OF RESOLUTION**

I, Kevin Sipe, do hereby certify that I am the Secretary of  
(Type Name)  
North Madison Co. Public Library, a municipal corporation duly organized and existing under  
and by virtue of the Laws of the State of Indiana;

I further certify that a regular/special meeting of the members of the Board of said  
municipal corporation, duly called, held and convened in conformity with the Charter and By  
Laws of said municipal corporation, on the 13 day of May, 2009, a quorum  
being present and voting thereon, the following resolution was duly adopted, to-wit:

1. Approval of the contract by North Madison County Public Library Board  
(Board)
2. Michael Robertson and Jamie Scott are hereby  
authorized to execute the contract for and on behalf of North Madison County  
(Board)  
Public Library System Board.

I further certify that the foregoing resolution is a full, true, and complete copy as the same  
appears of record in the Minute Record Book of said municipal corporation of which I am the legal  
custodian: that the same has not been altered, amended or repealed and is now in full force and  
effect.

In Witness Whereof, I have hereunto set my hand for said municipal corporation this day  
of May 13, 2009.

Kevin Sipe  
(Signature) Secretary

State of Indiana )  
)      SS:  
County of Madison )

Subscribed and Sworn to before me, a Notary Public this 13 day May,  
2009.

Diana L. Shepard  
(Signature) Notary Public

Diana L. Shepard  
Printed Name

My Commission Expires: March 8, 2010  
County of Residence: Madison



EXHIBIT B



**LIBRARY SERVICE AND TECHNOLOGY ACT (LSTA) GRANT APPLICATION**

State Form 53456 (R2 / 10-08)  
INDIANA STATE LIBRARY

- INSTRUCTIONS:**
1. Complete each section of the application online. Mail two copies, one with an original signature.
  2. Do not use binders, folders, notebooks or staples.
  3. FAXED APPLICATIONS WILL NOT BE ACCEPTED.

709-2-2(9)

Grant type: <input type="checkbox"/> Digitization <input type="checkbox"/> Innovative <input type="checkbox"/> Institutional literacy <input checked="" type="checkbox"/> Technology		
Project title Acquisition of Wireless Access for the Ralph E. Hazelbaker Library		
Name of applicant (name of organization or agency) North Madison County Public Library System		Web address www.elwood.lib.in.us
Address (number and street, city, state and ZIP code) 1600 Main St. Elwood, IN 46036		
Name of organization director Jamie Scott		
Telephone number (765) 552-5001	Fax number (765) 552-0955	E-mail address jscott@elwood.lib.in.us
Name of project director (contact person for grant purposes) Sarah McElfresh		
Telephone number (765) 552-5001	Fax number (765) 552-0955	E-mail address smcelfresh@elwood.lib.in.us
Name of fiscal agent (responsible for financial reports) Diana Shepard		
Telephone number (765) 552-5001	Fax number (765) 552-0955	E-mail address dshepard@elwood.lib.in.us
Federal congressional district(s) 6	County Madison	
Estimated number of people to be served by project 1,090	Source of this number (U.S. Census, library circulation record, etc.) U.S. Census	
Federal funds requested \$5,739.00	Total cost of project \$6,443.00	
Federal Library Services & Technology Act (indicate the <u>primary</u> purpose that best describes your project – check only one)		
<input type="checkbox"/> Expand services for learning and access to information and educational resources in a variety of formats, in all types of libraries, for individuals of all ages;		
<input checked="" type="checkbox"/> Develop library services that provide all users access to information through local, state, regional, national, and international electronic networks;		
<input type="checkbox"/> Provide electronic and other linkages between and among all types of libraries;		
<input type="checkbox"/> Develop public and private partnerships with other agencies and community-based organizations;		
<input type="checkbox"/> Target library services to individuals of diverse geographic, cultural, and socioeconomic backgrounds, with disabilities, and with limited functional literacy or information skills; and		
<input type="checkbox"/> Target library and information services to persons having difficulty using a library and to underserved urban and rural communities, including children from families with incomes below the poverty line.		
Indiana's LSTA Goals (indicate the <u>primary</u> purpose that best describes your project – check only one)		
<input checked="" type="checkbox"/> Indiana libraries will provide up-to-date, reliable access to information by utilizing effective telecommunications, technology, and resources.		
<input type="checkbox"/> Libraries will deliver new and improved programs that anticipate and meet Indiana's needs for library services.		
<input type="checkbox"/> Indiana State Library will provide leadership and infrastructure for digital library initiatives.		
<input type="checkbox"/> Libraries will strengthen public policy support for upgrading library services through improved communication, collaboration, and partnership efforts.		
<input type="checkbox"/> Indiana State Library will provide resources and support to libraries which seek to serve special populations in the state.		
<input type="checkbox"/> Indiana State Library will provide resources and support to libraries which seek to serve the un-served or underserved populations.		
Primary audience for the project (mark at least one, maximum of three)		
<input type="checkbox"/> Pre-schoolers (0-5)	<input type="checkbox"/> Seniors (65+)	<input type="checkbox"/> Urban populations
<input type="checkbox"/> Children (6-12)	<input type="checkbox"/> People with special needs	<input type="checkbox"/> Institutionalized persons
<input checked="" type="checkbox"/> Youth (13-17)	<input checked="" type="checkbox"/> Library staff	<input type="checkbox"/> Non or limited English speakers
<input checked="" type="checkbox"/> Adults (18-64)	<input type="checkbox"/> Rural populations	<input type="checkbox"/> Statewide public

**PART 1.**

**PROJECT SUMMARY (150 words or less)**

This is an abstract of your entire project.

The Ralph E. Hazelbaker Library plans to create a wireless network within the library to accommodate wireless users with the use of existing resources. It is also a goal to purchase wireless laptops for staff and patron use.

The targeted service groups include; current and potential library users, those who already own laptop computers, businesses and organizations within the library district, and travelers who need an Internet connection for business or personal use.

Upon completion of the project, targeted service groups will be able to; access the library network and the Internet by using their own laptop computers, attend computer classes and other types of training in a classroom environment, and give group presentations in the library meeting room with easy access to the Internet or other computer network resources.

Currently the library is not utilizing any wireless equipment or devices.

**PART 2.**

**NEEDS STATEMENT**

Describe the need or problem that generated this project and how you determined this need. Identify the goal from the State Plan that this project will address and how this project will address this goal. (See the State Plan on the Indiana State Library website <http://www.in.gov/library/2704.htm>.)

This particular project will address the goal of the State library to develop library services that provide all users access to information through local, state, regional, national, and international electronic networks. The need was realized when patrons began asking if we had wireless internet access. Also, the need was addressed during computer classes. When classes are taught, five public computers are taken from public use to be used by students. Creating a wireless network and adding a mobile laptop lab will give us the ability to free up the public computers during classes.

There are several target groups potentially affected by this grant, staff, patrons with or without laptops, and potential students who may attend computer classes. The Ralph E. Hazelbaker Library serves a population of approximately 1,090 patrons. The library employs three staff members who also will greatly benefit from the use of these laptops.

Currently, library staff has one desktop computer specifically for staff use. These laptops would give the staff the ability to use the computer to use the laptops away from the circulation desk to assist with responsibilities such as collection inventory. It would also give patrons an opportunity to "check out" a wireless enabled computer to use within the library. These laptops would also be very beneficial when attempting to maintain and troubleshoot the Wireless LAN.

These laptops could also benefit students who attend classes offered by the library. Students are then able to use the laptops in the meeting room similar to a classroom setting, thus freeing up the computer lab for patrons using the public computers.

### PART 3.

### GOALS, ACTIVITIES, AND EVALUATION

First, describe the overall objectives of this project. Second, identify project staff and detail their individual roles in this project. Third, describe how you will measure the impact of this project on the target audience, as well as on the library(ies) involved. For example, describe how you will determine if the needs of the target group were actually met. Refer to <http://www.shapingoutcomes.org/course/index.htm> for information about outcome based evaluation (OBE), the preferred method for evaluating project success.

The overall objective of this project is to provide a wireless hotspot in a community that currently offers no free wireless connectivity. This wireless internet access would serve library patrons who currently have a wireless accessible laptop, staff, as well as students of the free computer classes provided by the library staff. The staff responsible for the project will be Sarah McElfresh, Information Technology Manager. She will coordinate the consultation and implementation of the wireless with Chester Technologies, Inc. the library's computer support provider. In order to carry out this project, the library will invest in switches to create a virtual private network (VPN) to link the wireless network at the Elwood branch to the new wireless network at the Ralph E. Hazelbaker branch.

This will cost approximately \$1,324.00 in equipment and software as well as the estimated cost of labor at \$2,275.00 This method of networking will save approximately \$3,000.00 in equipment that would be necessary if we didn't piggy-back off of the main branch's existing wireless setup. The library also hopes to purchase three laptops totaling \$2,784.00. The library plans in investing their funds to support the rest of the cost of the installation of the VPN as well as any portion of the laptops not covered by the grant. The library will also be covering the cost of Information Technology staff to care for and maintain these laptops, as well as the cost accumulating more laptops in the future.

The anticipated outcomes are that library users, both current and potential, have convenient access to the Internet via wireless connectivity. Usage statistics will be collected on the usage of wireless passwords by patrons, as well as the number of people attending classes and meeting room presentations where wireless technology is used. In addition, evaluation forms will be distributed to targeted groups requesting feedback on the implementation of the services as described above.



**PART 4** **TIMELINE**

Create a monthly timetable for your project. Include a list of activities indicating what will be done and by whom.

ACTIVITY	WHEN	WHO
<b>IMPLEMENTATION:</b>		
Quotes prepared	January 2009	Chester, Inc.
Installation of router, access point	early May 2009	Sarah McElfresh & Chester, Inc.
Configuring laptops	early May 2009	Chester, Inc.
Teach computer classes	Sept.-Nov. 2009	Sarah McElfresh
Laptops replaced	May 2013	
<b>COMMUNICATION:</b>		
Advertising of wireless put on website	May 2009	Katie Burris
Fliers distributed	May 2009	Hazelbaker Staff
Info sent to local newspaper	May 2009	Sarah McElfresh
Classes in the Wireless lab	August 2009	Sarah McElfresh
<b>EVALUATION:</b>		
Surveys distributed	December 2009	Hazelbaker Staff
Word of mouth inquiries	ongoing	Hazelbaker Staff
Statistics collected on use of Wireless	ongoing-monthly	Hazelbaker Staff
<b>REPORTS:</b>		
1st Quarterly Report	July 2009	Sarah McElfresh
2nd Quarterly Report	November 2009	Sarah McElfresh
3rd Quarterly Report	February 2010	Sarah McElfresh
Financial Report & Evaluation Plan	July 2010	Sarah McElfresh
Final Report	October 2010	Sarah McElfresh

**PART 5.** **COMMUNICATION PLAN**

How do you intend to promote the program? How will you reach the target audience? Grantees are expected and encouraged to publicize the project in available and appropriate media outlets. How and when are you planning to share the results of this project beyond your local jurisdiction? Is the project a model for replications?

All grant projects are required to acknowledge IMLS on all products. For more information, go to <http://www.imls.gov/recipients/communication.shtml>.

The community will be made aware of the results of the project with the posting of fliers and bookmarks in the library. When the installation of wireless connectivity is complete, it will be published in the local newspaper as well as on the library's website. Other Indiana libraries will be made aware of this project through conversation at library functions, such as workshops, meetings, and list serves.

**PART 6.** **CONTINUATION PLAN**

Explain how activities or benefits from the project will continue after the LSTA funding period ends. If the program will not be continued, explain why.

The Library plans to continue this project by purchasing additional laptops to support the amount of students attending computer classes, if necessary. The library will also continue to reevaluate the amount of laptops needed as laptop usage increases. The library will also be responsible for maintaining and replacing the wireless networking equipment such as routers, access points, and laptops as the need arises.

**PART 7 PROJECT BUDGET**

The Budget should provide an overview of all anticipated project costs from federal and local sources. Round all amounts to the nearest whole dollar. LSTA funds cannot be used to supplant local or system funds. LSTA funds may not be used for administrative overhead.

BUDGET ITEM	METHOD OF COMPUTATION	LSTA GRANT FUNDS	COST SHARING	PROJEC TOTAL
<b>1. Personal Services</b>				
Salaries and wages				
Employee benefits				
<b>Total for Personal Services</b>		0	0	
<b>2. Supplies</b>				
Office supplies				
Operating supplies				
Other supplies				
<b>Total for Supplies</b>		0	0	
<b>3. Other Services and Charges</b>				
Professional services	Quote from Chester, Inc.	1,631	644	2
Communication and Transportation	Quote from Chester, Inc.		50	
Printing and advertising				
Repair and maintenance				
<b>Total for Other Services and Charges</b>		1,631	694	2
<b>4. Capital Outlays</b>				
Furniture and equipment	Quote from Chester, Inc.	3,604		3
Other capital outlays				
Books				
Periodicals and news				
Papers				
Nonprint materials				
AV				
Software	Quote from Chester, Inc.	504		
<b>Total for Capital Outlays</b>		4,108	0	4
<b>BUDGET TOTAL</b>		5,739	694	6

**PART 8 PROJECT BUDGET NARRATIVE**

**Budget Narrative:** Outline the project budget in narrative form using the four budget categories. If both local and LSTA funds will be used, please specify by source within the categories. Explain how the various budget items are applicable to the proposed project. Guidelines on acceptable use of LSTA grant funds are available on the Indiana State Library's website <http://www.in.gov/library/2704.htm>.

The North Madison County Public Library's budget for the Acquisition of Wireless Laptops for the Ralph E. Hazelbaker Library is as follows:

Professional Services will be paid in part by grant money as well as local funds. The total cost is an estimated \$2,275.00 for the contracting of an outside agency (20 hours @ \$95.00/hour + \$125.00/hour for overtime) and installation of the Wireless LAN. The library anticipates paying for \$644.00 of that total from the professional services line item of our budget.

Equipment will be paid for using grant money. The cost of equipment such as the wireless access point, power injectors, a switch, and cabling is \$3,604. Ideally, the grant money will also help pay for the purchase of three wireless laptops totaling \$2,784.00, as well as the software needed for those laptops which total \$504.00. The library anticipates covering the \$50.00 cost for all shipping of equipment.

Local funds will contribute a total of \$694.00 of this project; grant funds will contribute a total of \$5,739.00 of this project. The grand total for acquiring a wireless network and wireless laptops for the Ralph E. Hazelbaker Library will be \$6,443.00.



**PART 9 LSTA OUTCOMES PLAN**

Outcome based evaluation (OBE) is the preferred evaluation method for your grant project. For a tutorial, go to <http://www.shapingoutcomes.org/course/index.htm>.

**PROJECT SUMMARY / PROGRAM PURPOSE**

The purpose of this project is to offer free wireless connectivity to a community that currently doesn't offer any Wi-Fi hotspots. The implementation of the wireless network and laptops will be a cost savings for the library as they will create a VPN from the Elwood Public Library's current setup. This project should greatly benefit staff, patrons, and students of the computer classes offered at the library.

**INPUTS**

In order to carry out this project, the library will invest in a switch, access point, and laptops to create a virtual private network (VPN) to link the wireless network at the Elwood branch to the new wireless network at the Ralph E. Hazelbaker branch. This will result in a total cost of approximately \$6,443.00. The library plans to invest their funds to support the rest of the cost of the project not covered by the grant, as well as the cost of accumulating more laptops in the future. The library will also be covering the cost of Information Technology staff to care for and maintain these laptops.

**ACTIVITIES**

The planning began for this project in December of 2008 when the library was looking into the cost of adding a wireless LAN at the Ralph E. Hazelbaker Library. After collaboration with Chester Technologies, a quote was finalized for a wireless LAN. The library considered the cost of adding wireless and plans to proceed with the installation of the wireless in May of 2009. The laptops will then be setup and ready for use by the end of May 2009. At the conclusion of the project, the targeted group will be made aware of the added library services by in-house advertising, such as fliers and bookmarks.

**OUTPUTS**

This grant will benefit the members of staff who will be able to use the wireless laptops instead of having to use the public access computers. It will also allow staff to tend to other duties that could now be done without the hindrance of a desktop computer. It will also benefit the patrons who will now be able to check out laptops for use in the library. It will also be a great benefit to those patrons with wireless devices who will now have a free Wi-Fi hotspot to take advantage of. It will eventually benefit the students of the ten different classes taught at the Hazelbaker branch library.

**OUTCOMES**

Essentially the outcome that we hope for is a combination of the State Library's goal and mission statement of the library. We want all patrons and staff to have access to information through local, state, regional, national, and international electronic networks. We also want to provide sources and services at the user's point of need. Hopefully, with added laptops and wireless capabilities, these goals will be a reality for our staff and patrons.

**EVALUATION INDICATORS**

The library will be able to measure the indicators by the satisfaction of the patrons with the new wireless service. Students of classes will also be asked about their level of satisfaction with the new laptops. We will be able to measure the success of the staff by the results of their assessment tests for the online courses.

**EVALUATION SOURCES / METHODS**

The information technology staff working on this project will be able to evaluate the success of the final outcome by the increasing use of the laptops by staff members, patrons, and students. Circulation staff's satisfaction with the laptops will also be a reliable source to measure the outcome. Finally, students taking computer classes can be given surveys to evaluate their satisfaction with the use of the laptops.

**PART 10.**

**ASSURANCES**

The Institute of Museum & Library Services (IMLS) requires the Indiana State Library to obtain certification from its sub-grant applicants regarding federal debt status, debarment and suspension, non-discrimination, a drug-free workplace, and other applicable assurances. These requirements are incorporated in the Assurances Statement below. Review the Statement and sign the certification form. If you receive a grant, you must comply with these requirements.

By signing the application form, the authorizing official, on behalf of the applicant, assures and certifies that, should a sub-grant be awarded, it will comply with the statutes outlined and all related IMLS and ISL regulations. These assurances are given in connection with any and all financial assistance from IMLS / ISL after the date this form is signed. These assurances shall obligate the applicant for the period during which Federal financial assistance is extended. The applicant recognizes and agrees that any such assistance will be extended in reliance on the representations and agreements made in these assurances, and that the United States government has the right to seek judicial enforcement of these assurances, which are binding on the applicant, its successors, transferees, and assignees, and on the authorized official whose signature appears on the application form.

**Certifications Required of all Applicants**

1. Financial, Administrative, and Legal Accountability;
2. Debarment and Suspension;
3. Non-Discrimination;
4. Drug-Free Workplace Act of 1988; and
5. Lobbying

**Certification of Authorizing Officials**

I have examined this application, and I hereby certify on behalf of the applicant organization that:

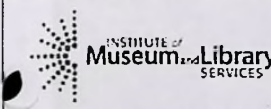
1. The information provided is true and correct
2. All requirements for a complete LSTA Grant application have been fulfilled;
3. The applicant will comply with all applicable payment, accounting, and reporting requirements; and
4. The applicant will comply with applicable certifications regarding Items 1-5 listed above under **Certifications Required of All Applicants**.

We, the undersigned, hereby certify that should this organization receive a sub-grant, the organization and its leaders will comply with all LSTA regulations, all statutes outlined, requirements as defined in the Indiana State Library (*Library Services and Technology Act Handbook for Subgrant Applicants*), and all applicable Federal statutes and regulations.

Name of applicant (organization or agency) North Madison County Public Library System	Project title Wireless for R. E. Hazelbaker Lib.	Date of submission (month, day, year) 01/12/2009
Signature of Principal Officer of applicant <i>James Scott</i>	Title of Principal Officer Director	Date of signature (month, day, year) 03/12/2009

**STATE LIBRARY USE ONLY**

Project number <i>T09-2-2(9)</i>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Not approved	Amount awarded <i>\$ 5,739.00</i>
Type of library <input checked="" type="checkbox"/> Public <input type="checkbox"/> School <input type="checkbox"/> Academic <input type="checkbox"/> Special <input type="checkbox"/> Multi-type <input type="checkbox"/> SLAA <input type="checkbox"/> Institutional		



These grants are made available through funds from the Library Services and Technology Act appropriated by Congress and administered by the Institute of Museum and Library Services and the Indiana State Library.



*Revised Budget info #9 North-Mad.*

PART 7 PROJECT BUDGET				
The Budget should provide an overview of all anticipated project costs from federal and local sources. Round all amounts to the nearest whole dollar. LSTA funds cannot be used to supplant local or system funds. LSTA funds may not be used for administrative overhead.				
BUDGET ITEM	METHOD OF COMPUTATION	LSTA GRANT FUNDS	COST SHARING	PROJECT TOTAL
<b>1. Personal Services</b>				
Salaries and wages				0
Employee benefits				0
<b>Total for Personal Services</b>		0	0	0
<b>2. Supplies</b>				
Office supplies				0
Operating supplies				0
Other supplies				0
<b>Total for Supplies</b>		0	0	0
<b>3. Other Services and Charges</b>				
Professional services	20 hrs @ \$95.00/hr. + \$125.00/overtime as quoted by Chester Tech.	1,631	644	2,275
Communication and Transportation	Shipping charges as quoted by Chester Tech.		50	50
Printing and advertising				0
Repair and maintenance				0
<b>Total for Other Services and Charges</b>		1,631	694	2,325
<b>4. Capital Outlays</b>				
Furniture and equipment	Networking Equip and Laptops as quoted by Chester Tech.	3,604		3,604
Other capital outlays				0
Books				0
Periodicate and news				0
Papers				0
Nonprint materials				0
AV				0
Software	Laptop Software as quoted by Chester Tech.	504		504
<b>Total for Capital Outlays</b>		4,108	0	4,108
<b>BUDGET TOTAL</b>		5,739	694	6,433

**PART 8 PROJECT BUDGET NARRATIVE**

**Budget Narrative:** Outline the project budget in narrative form using the four budget categories. If both local and LSTA funds will be used, please specify by source within the categories. Explain how the various budget items are applicable to the proposed project. Guidelines on acceptable use of LSTA grant funds are available on the Indiana State Library's website <http://www.in.gov/library/2704.htm>.

The North Madison County Public Library's budget for the Acquisition of Wireless for the Ralph E. Hazelbaker Library is as follows:

Professional Services will be paid in part by grant money as well as local funds. The total cost of contracting Chester, Inc. to install the Wireless LAN is an estimated \$2,275.00. (20 hours of work @ \$95.00/hr. + \$125.00/hr. for overtime) The library anticipates paying \$644.00 of this leaving \$1,631.00 to be paid for with grant funds. Also, the library anticipates paying the \$50.00 shipping cost for equipment.

Equipment will be paid for using grant funds. The cost of equipment such as the wireless access point, power injectors, a switch, and cabling totals \$820.00. Ideally, the grant funds will also be used to purchase three wireless laptops totalling \$2,784.00. This brings the total cost for equipment to \$3,604.00. An additional \$504.00 will be used to purchase software for the new laptops bringing the total for Capital Outlays to \$4,108.00.

Local Funds will contribute a total of \$694.00 of this project; grant funds will contribute a total of \$5,739.00 of this project. The grand total for acquiring a wireless network and wireless laptops for the Ralph E. Hazelbaker Library will be \$6,433.00.





**Chester Inc., Information Technologies**  
 555 Eastport Centre Drive  
 P.O. Box 2237  
 Valparaiso, Indiana 46384  
 United States  
<http://www.chestertech.com>

**Customer**  
 North Madison County Public Library (05NOR014)  
 1600 Main Street  
 Elwood, Indiana 46036  
 (P) 765-552-5001

**Bill To**  
 North Madison County Public Library  
 Scott, Jamie  
 1600 Main Street  
 Elwood, Indiana 46036  
 (P) 765-552-5001

**Quotation**

**Date**  
 Jan 14, 2009 9:11 AM CST  
**Doc**  
 543081 - rev 1 of 1  
**Description**  
 Wireless Project - Summitville  
**SalesRep**  
 Mendoza, Michelle (P) 219-476-4479  
**Customer Contact**  
 McElfresh, Sarah  
 smcelfresh@elwood.lib.in.us

**Ship To**  
 North Madison County Public Library  
 Scott, Jamie  
 1600 Main Street  
 Elwood, Indiana 46036  
 (P) 765-552-5001

**Customer PO:** None  
**Terms:** Net 30 Terms Acct  
**Special Instructions:** None  
**Ship Via:** UPS Ground  
**Carrier Account #:** None

Item	Description	Part #	Qty	Tax	Unit	Price	Total
<b>Option A -</b>							
1	Hewlett-Packard - Compaq Business Notebook 6730e - PROMO Core 2 Duo T5670 / 1.8 GHz - RAM 2 GB - HDD 160 GB - DVD±RW (+R DL) / DVD-RAM - GMA 4500MHD - WLAN : 802.11 a/b/g/n (draft) - Vista Business / XP Pro downgrade - 15.4" Widescreen TFT 1280 x 800 ( WXGA ) BrightView - Webcam	KS127UT#ABA	3	No		\$672.00	\$2,016.00
2	Electronic HP Care Pack Next Business Day Hardware Support with Accidental Damage Protection - PROMO Extended service agreement - parts and labor ( for 1/1/0 warranty ) - 3 years - on-site - 9x5 - NBD Optional - Highly recommended. Extends the standard warranty from 1-year to 3-years and enhances it to include 3-year support of accidental damage (i.e. covers screen breakage and spill protection on the keyboard).	UK726E	3	No		\$240.00	\$720.00
3	HP mouse Mouse - optical - 3 button(s) - wired - PS/2, USB - carbon black	DC369A	3	No		\$16.00	\$48.00
							<b>Subtotal \$2,784.00</b>
<b>Option B -</b>							
4	HP Compaq Business Notebook 6730b - PROMO Core 2 Duo P6400 / 2.26 GHz - RAM 2 GB - HDD 160 GB - DVD±RW (+R DL) / DVD-RAM - GMA 4500MHD - Gigabit Ethernet - WLAN : 802.11 a/b/g/n (draft) - TPM - Vista Business / XP Pro downgrade - 15.4" Widescreen TFT 1280 x 800 ( WXGA ) BrightView - Smart Buy	KR970UT#ABA	0	No		\$985.00	\$0.00
5	Electronic HP Care Pack Next Business Day Hardware Support with Accidental Damage Protection - PROMO Extended service agreement - parts and labor - 3 years - on-site - 9x5 - NBD - Smart Buy Optional - Highly recommended. Extends the standard warranty from 1-year to 3-years and enhances it to include 3-year support of accidental damage (i.e. covers screen breakage and spill protection on the keyboard).	UF777E	0	No		\$185.00	\$0.00
6	HP mouse Mouse - optical - 3 button(s) - wired - PS/2, USB - carbon black	DC369A	0	No		\$16.00	\$0.00
							<b>Subtotal \$0.00</b>
<b>Wireless Network Hardware</b>							
7	HP ProCurve Wireless Access Point 420 Wireless access point - 802.11b, 802.11g Note: Quantity may vary once site survey has been completed.	J81308#ABA	1	No		\$310.00	\$310.00
8	Proxim power injector Power injector ( external ) - 1 output connector(s) Note: Quantity may vary once site survey has been completed.	4301-US	1	No		\$49.00	\$49.00
9	Belkin patch cable Patch cable - RJ-45 (M) - RJ-45 (M) - 6 ft - UTP - ( CAT 5e ) Note: Quantity may vary once site survey has been completed.	A3L791-06-S	2	No		\$4.00	\$8.00
10	Belkin patch cable Patch cable - RJ-45 (M) - RJ-45 (M) - 3 ft - UTP - ( CAT 5e ) - white Note: Quantity may vary once site survey has been completed.	A3L791-03-WHT	1	No		\$3.00	\$3.00
11	HP ProCurve Switch 2610-24 (2626 Replacement) Switch - 24 ports - EN, Fast EN - 10Base-T, 100Base-TX + 2x10/100/1000Base-T + 2 x SFP (empty) - rack-mountable - stackable Note: Client already has (1) HP 2626 to be used at the main location. This switch is to be used at the Summitville location.	J9085A#ABA	1	No		\$450.00	\$450.00
							<b>Subtotal \$826.00</b>
<b>Software &amp; Service</b>							
12	Microsoft Office (Professional) Edition License & software assurance - 1 user - EDU - MQLP - Win - Single Language	269-05584	3	No		\$108.00	\$324.00
13	Symantec Endpoint Protection ( v. 11 ) ( v. 11 ) - license + 1 Year Basic Maintenance - 1 user - GOV - Symantec Buying Programs : Government - level A ( 5-24 ) - Win Note: Minimum 5 licenses per purchase.	12706466	5	No		\$36.00	\$180.00
14	Chester Technologies - Chester Technologies Professional Services - Estimate Note: 2.5 business days estimated at \$95/hr + \$125 OSF/day.	96C0008	1	No		\$2,275.00	\$2,275.00

**Subtotal \$2,779.00**  
 Subtotal: \$6,383.00  
 Tax (0.000%): \$0.00  
 Shipping: \$50.00  
**Total: \$6,433.00**

Shipping rates will vary once item(s) and quantities are chosen.

Bluetooth option available by request.

HP 2610-24 switch would be used to create a VLAN from the main location (where the AIRlok is located) to the branch location, so that the functionality of the AIRlok can be used at the branch and eliminate the need for purchasing a new AIRlok-type device. This solution is depending on ENAs confirmation as well, which has not yet been provided.

CT estimates 2-3 business day to perform the installation and setup laptops. All work will be billed at the NICCL rate of \$95 per hour with an onsite service fee of \$125/day based on the current contract. All labor will be billed on a separate service ticket; however, has been included on the total of this quote for budgetary purposes.

All prices may change at anytime. We will make a best effort to hold the pricing. Delivery subject to availability at time of order.

These prices do NOT include applicable taxes, insurance, shipping, delivery, setup fees, or any cables or cabling services or material unless specifically listed above. All prices are subject to change without notice. Supply subject to availability. Product returns are subject to our Return Policy, which can be found at <http://www.chestertech.com/divisions/chestertech/menu/customer/return.asp> Credit card purchases will be assessed a handling fee.





STATE OF INDIANA

Roberta Brooker, State Librarian

Mitchell E. Daniels, Jr., Governor

INDIANA STATE LIBRARY  
140 North Senate Avenue  
Indianapolis, IN 46204  
Phone: (317) 232-3675  
Fax: (317) 232-3728  
TDD: (317) 232-7763

27 February 2009

Jamie Scott  
North Madison County Public Library  
1600 Main St.  
Elwood, IN 46036

Dear Ms. Scott,

Congratulations! Your 2009 LSTA technology mini-grant application entitled, "Acquisition of Wireless Access for the Ralph E. Hazelbaker Library," has been approved for the amount you requested, \$5739. This year we received 35 applications requesting \$229,333. Each grant application was reviewed by the Indiana State Library Advisory Council and Indiana State Library staff. Your grant application received high scores.

You do need to resubmit page 9; part 10 of the application. It requires the library director's signature and the application we received did not have your signature.

A contract and instructions for completing the contract will follow this letter. The timely return of your contract is important. Once you sign and submit your contract, it is routed through the State Budget Agency, State Department of Administration, and Attorney's General Office. You may not spend any funds until your contract is completed and signed by each of these agencies. Expenditures incurred before the contract is finalized will not be reimbursed.

Please review the 2009 LSTA grant manual, "managing your 2009 LSTA grant", available online at <http://www.in.gov/library/lsta.htm>. This handbook provides of an overview of the program and details the expectations of grantees. Please note that three quarterly reports are due in July, November, and February. In addition, a final financial report and plan for evaluation are due July 1<sup>st</sup>, 2010 and a final narrative report is due October 1<sup>st</sup>, 2010. Also, please remember that all publicity referencing your LSTA grant must acknowledge IMLS, the Indiana State Library, and the LSTA program. Appropriate text for acknowledgement is provided in the manual.

If you have any questions regarding the grant process, please contact Jacob Speer at 317-232-3715 or Martha Ringel at 317-232-3696.

Sincerely,

Roberta Brooker  
State Librarian

LSTA  
INTERNET SAFETY CERTIFICATION  
FOR APPLICANT LIBRARIES

This Internet Safety Certification form must be included with a grant application when:  
1) the grant cycle is supported with LSTA funding;  
2) the use of the form is specified within the application guidelines; and  
3) a public library, public elementary school library or public secondary school library is participating in the application

As the duly authorized representative of the library submitting this application for LSTA funding, I hereby certify that the library is (check only one of the following boxes)

- A.  An individual applicant that is CIPA compliant.  
The applicant library, as a public library, a public elementary school library or a public secondary school library, has complied with the requirements of Section 9134(f)(1) of the Library Services and Technology Act. No other libraries subject to CIPA requirements are participating in the application and subsequent project.
- B.  Representing a group of applicants. Those applicants that are subject to CIPA requirements have certified they are CIPA compliant.  
All public libraries, public elementary school libraries, and public secondary school libraries, participating in the application have complied with the requirements of Section 9134(f)(1) of the Library Services and Technology Act. The library submitting this application has collected Internet Safety Certifications from all other applicants who are subject to CIPA requirements. The library will keep these certifications on file with other application materials, and if awarded funds, with other project records.
- C.  Not Subject to CIPA Requirements.  
The CIPA requirements do not apply because no funds made available under this LSTA grant program will be used to purchase computers used to access the Internet or to pay for direct costs associated with accessing the Internet.

Signature of Authorized Representative

Jamie Scott  
Printed Name of Authorized Representative

Director  
Title of Authorized Representative

05/13/2009  
Date

North Madison County Public Library System  
Name of Applicant Library/Program



EXHIBIT A	
Institution Name	City/Town
PROJECT BUDGET	LSTA FUNDS
1. Personal Services	
Salaries and Wages	
Employee Benefits	
Total Personal Services	
2. Supplies	
Office Supplies	
Other Supplies (list)	
Total Supplies	
3. Other Services and Charges	
Professional Services	
Comm. & Transportation	\$1,631.00
Telephone	
Telecommunications Monthly Fee	
Freight & Express	
Printing & Advertising	
Advertising	
Printing, other than Office Supplies	
Repairs & Maintenance-Equip.	
Rentals-Equipment	
Other (list)	
Total Other Services and Charges	
4. Capital Outlays	
Furniture and Equipment	\$3,604.00
Other Capital Outlays	
Books	
Periodicals & Newspapers	
Nonprint Materials (AV)	
Software	\$ 504.00
Total Capital Outlays	
<b>TOTAL</b>	<b>\$5,739.00</b>

## INSTRUCTIONS FOR COMPLETING CONTRACTS

### Public Libraries

- The library board should approve the contract at an agency board meeting and authorize the agency director to sign it.
- The library director should sign the contract on the page 8 of 9 and type in the date, and his/her name.
- The public library board secretary should fill out and sign the Certificate of Resolution, page 9 of 9, and have it notarized (see sample). The secretary is granting authority to the two persons, listed on the line marked number 2 on the certificate, to execute the contract. The board secretary cannot be one of the two persons who are being granted authority to execute the contract. At least one of the persons listed must have signed the contract on page 8 of 9.
- Fill out** the Project Budget – **Exhibit A**, page 1 of 1, showing each proposed expenditure line by line. Be sure to total each major category and complete total lines. The complete total must equal the amount listed on page 1 of your contract.
- Exhibit B** consists of your project application and a copy of your award letter.
- Please fill out and return the Internet Safety Certification form.
- Return the entire contract, including all Exhibits (A and B) and the Internet Safety Certification form to:**  
Martha J. Ringel, LSTA Program Coordinator  
Indiana State Library  
140 N. Senate Avenue  
Indianapolis, IN 46204  
(317) 232-3696
- Forty-five days is the usual time for contracts to go through the State signature routing process. Please call the State Library if your completed contract does not arrive within fifty days after you send it to us.
- Your **official project start** date is May 1, 2009 or the date of the final signature, whichever is later. Funds spent before that date will not be reimbursed. Your official project end date is May 30, 2010. All project funds must be spent or encumbered by that date. The State will not reimburse libraries for funds spent or encumbered after that date.
- All projects must be reimbursed through direct deposit from the Indiana Auditor of State's Office. If you need further information regarding direct deposit, please contact Martha Ringel.



**Instructions for CERTIFICATE OF RESOLUTION**

I, LEGAL NAME OF BOARD SECRETARY, do hereby certify that I am the Secretary of BOARD NAME, a municipal corporation duly organized and existing under and by virtue of the Laws of the State of Indiana;

I further certify that a regular/special meeting of the members of the Board of said municipal corporation, duly called, held and convened in conformity with the Charter and By Laws of said municipal corporation, on the \_\_\_ day of \_\_\_\_\_, 20\_\_\_, a quorum being present and voting thereon, the following resolution was duly adopted, to-wit:

1. Approval of the contract by BOARD NAME  
(Board)
2. BOARD PRESIDENT and DIRECTOR /BOARD MEMBER are hereby authorized to execute the contract for and on behalf of BOARD NAME \_\_\_\_\_. *(Note: These should be the same names as the signatures on the contract)*

I further certify that the foregoing resolution is a full, true, and complete copy as the same appears of record in the Minute Record Book of said municipal corporation of which I am the legal custodian; that the same has not been altered, amended or repealed and is now in full force and effect.

In Witness Whereof, I have hereunto set my hand for said municipal corporation this day of \_\_\_\_\_, 20\_\_\_.

\_\_\_\_\_  
(Signature) Secretary

State of Indiana )  
                          ) SS:  
County of            )

Subscribed and Sworn to before me, a Notary Public this \_\_\_ day \_\_\_\_\_, 20\_\_\_.

\_\_\_\_\_  
(Signature) Notary Public

\_\_\_\_\_  
Printed Name

My Commission Expires: \_\_\_\_\_  
County of Residence: \_\_\_\_\_

North Madison County Public Library System  
Gifts and Donations Policy

NMCPLS is always grateful for gifts from patrons. However, in order to avoid misunderstanding about the disposition of gifts, it is suggested that prospective donors read the following statement:

The library system adheres to a carefully planned policy in accepting gifts. In order for the benefits of the monetary gift to be used for the best possible advantage, a meeting with the director is in the interest of both parties. A decision then can be made as to the use of the monies. gift Sometimes monies are given in memory of individuals for the purchase of books. Every effort is made to purchase books in an area of interest of the deceased. A book plate will be placed in all books containing the donor's name and/or name of deceased.  
Considerations for donors:

1. As a first step, consult the library director to determine the library needs and suitability of your proposed gift.
2. Assistance in meeting the basic purposes of the library (information, education, recreation) is most suitable.
3. Please, don't attach unnecessary "strings" that may restrict the usefulness or hamper the effectiveness of your gift.

Please read carefully before signing. A photocopy will be made for your records.  
Donor Statement:

I certify that I am the owner of all right, title, and interest in the property described below. By donating the described property I hereby assign all right, title, and interest in the property to the North Madison County Public Library System (NMCPLS).  
Furthermore, it is understood that the donor indemnifies and holds harmless the NMCPLS from any and all liability for claims with respect to the personal property including, without limitation, claims of other persons or entities claiming an interest in the property.  
The Donor waives any future claim to the donated property, and acknowledges that this donation is an absolute gift and that NMCPLS may retain or dispose of the donated property in any manner convenient to the North Madison County Public Library System.

Description of Donation: \_\_\_\_\_  
\_\_\_\_\_

Date of Donation: \_\_\_\_\_

Signature of Donor: \_\_\_\_\_

Signature, title of person accepting:  
\_\_\_\_\_  
\_\_\_\_\_



## COMPUTER USE POLICY

You must read and agree to the terms below before  
Continuing to use this service.  
Use of this service is a privilege.  
Failure to comply with these terms will result in the  
Loss of that privilege.

Activating this timer constitutes agreement to the  
Library's Internet and computer use policy!!!!

Computer usage time is from 9:00 a.m. until 15 minutes before closing at  
Elwood Public Library, Frankton Community Library and Ralph E.  
Hazelbaker Library.

1. Exit from all programs when you are done. **DO NOT TURN OFF THE COMPUTER!** If you turn off or restart this computer for any reason, your privileges will be revoked for five days.
2. If you wish to save material, download your files to a preformatted disk or other removable storage device such as a USB drive. Disks may be purchased for \$1 from a library staff member. Virus-checking software will NOT protect your computer if you download programs. If you are concerned about the possibilities of computer viruses, you should install and use virus protection software on your own computer. The library is not responsible for damage to personal disks.
3. **DO NOT modify this computer or software in any way.** This includes downloading and installing programs or plug-ins on this computer. [Anyone modifying the computer or software in any way will be asked to leave the computer area and will not be allowed computer access for one week. If there is a second incident, a patron will be barred from computer access for six months. If a person is under 18 years of age, the parent/guardian will need to accompany their child after the six-month ban to reinstate privileges.]
4. All applicable laws regarding copyright must be obeyed.
5. Do not display text or graphics that may be legally defined by State and/or Federal law as obscenity or child pornography.
6. Users have the right of confidentiality and the right of privacy. However, security is technically difficult to achieve and the computer

is located in a public area. Electronic transactions of information and viewing screens could become public. As a result, ~~the library cannot guarantee privacy or confidentiality~~. Remember to exercise common courtesy. It is rude to look over another's shoulder to see what he or she is doing on the computer, and it is disturbing to another's concentration to stand around the computer while waiting your turn. Remember that people using the Internet after you may see which sites you have visited.

7. Be aware that the connection may fail or the computer may "freeze" while you are using it. Such occurrences are unfortunate, but do not entitle you to go beyond your allotted time if others are waiting. The computers in the Computer Lab will be unavailable when needed for training.
8. Use of the Internet access computers is on a first-come, first-served basis. Patrons will be given one (1) hour on the computers to start with. If no one else is waiting you may begin extending your time in fifteen (15) minute increments for a maximum time of two (2) hours. If patrons are waiting to use the computers after your one-hour time limit, you must relinquish your computer for those waiting. Patrons that use only a portion of their original one (1) hour can return later that same day to finish their time. No reservations for future days will be made and telephone reservations will not be taken. ~~It is your responsibility to give up the computer after one hour~~. Any patron playing games on the Youth or Young Adult computers may switch games one time for a total of two games per day. The patron MAY NOT CHANGE computers. The Patron must choose games for the computer on which they are assigned. If all computers are full the patron can reserve a computer by adding their name to the reservation computer or by asking a staff member.
9. Users under the age of 18 must have an Internet Use Permission slip signed by a parent or legal guardian. We ask that parents and guardians read the North Madison County Public Library System Computer Use Policy before giving permission. Permission slips are available from the Youth and the Adult circulation desks and from circulation desks in the branch libraries. Library cards of young people with Internet Permission will be coded, and the permission will be recorded in the patron's file. All persons residing in, or owning property in the townships we serve will be required to hold a current NMCPLS library card to access the computers. Patrons are responsible for fine balances over \$5.00 and will be required to pay

\$1.00 towards their fine balance per each daily computer use until their fine is at or below \$5.00 effective August 1, 2008. A courtesy card may be issued to those who live outside the library district. It allows the user computer access for one year (this does not allow material checkout). This card can be renewed in order to continue computer use after its one-year expiration. If a person is a one-time only visitor to the library, they may use the NMCPLS guest pass. This guest pass is valid for a one-time use only. If a patron returns to use the computers, they will be asked to obtain a courtesy card.

10. E-Mail accounts that do not fall under the domain of World Wide Web are not available. You may not send E-mail from the library's account, nor receive e-mail at that account. The only way you can send e-mail or access your e-mail is if you have already set up an e-mail account with a web-based mail server, through a web site.
11. **Printing is 20 cents per page.** All printing is sent to a central printer at the Adult Circulation Desk. You must pick up your copies and pay at the Circulation Desk. If you need to print in color, please ask a staff member for assistance.
12. You may not always be able to access the sites on the Internet that you are trying to visit. There may be several reasons for this inconvenience. The Library's Internet connection may also be periodically and temporarily inoperable due to technical difficulties.
13. Misuse of the Internet access computers will result in loss of your Internet privileges. The use of the computer should not infringe upon the rights of others.

Adopted 4/12/03  
Reviewed & Amended 05/08/06  
Reviewed 06/11/2007  
Reviewed & Amended 05/12/2008



# **PUBLIC ACCESS COMPUTER POLICY OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM**

Access to electronic information via the World Wide Web is complementary to the mission of the North Madison County Public Library System (hereafter identified as NMCPLS). Electronic information can satisfy the research and informational needs of NMCPLS users, and access to the Internet provides an unlimited resource of knowledge contained in libraries, databases, and other information resources around the world.

No one owns the Internet and therefore it cannot be legally controlled in its content or information. The NMCPLS Board of Trustees and the library staff are not responsible for the information that is accessed/obtained while using library equipment. In offering the Internet to the community, library staff cannot control access points, which often change unpredictably and rapidly. Therefore, library users access and use the Internet at their own risk. Users are hereby notified that they, not NMCPLS, are responsible for the access points they reach on the Internet.

The library strongly recommends that users of the Internet not reveal their personal address, telephone number, credit card number, bank account number, social security number, or any other financial or personal information. The library can assume no liability for the performance or quality of any products purchased over the Internet, and cannot guarantee the confidentiality of personal and credit card information transmitted over the Internet.

Failure to abide by the Internet Use policy may result in the loss of Internet and/or NMCPLS library privileges. Continued violation of the situations listed below will result in suspension of all library privileges:

- Violation of computer security system.
- Violation of another user's privacy.
- Use of the internet for unlawful, indecent, or malicious activities, including display of sexually explicit graphics
- Misrepresentation of the library or the identity of oneself.
- Use of abusive or objectionable language and the display or transmission of profane, abusive, or threatening language.
- Engaging in harassing behavior, such as sending or posting slanderous, libelous, obscene, or threatening messages, and other activities that could cause congestion and disruption of networks and systems.
- Violating any local, state, or federal statute.
- Use of chat rooms is NOT allowed.
- Downloading and/or installing software to the hard drive of any library computer.

[Anyone accessing pornography sites will be asked to leave the computer area and will not be allowed computer access for one week. Upon a second incident, a patron will be barred from computer access for six months. If a person is under 18 years of age, the parent/guardian will be notified of the access of pornography and the punishment involved. The parent/guardian will need to accompany their child after the six months ban to reinstate privileges.]

The Board of Trustees of NMCPLS reserves the right to:

- Implement a fee structure in accordance with use of the Internet and to change the fees as necessary. [There is a charge of twenty (\$.20) cents per page if the patron wishes to print his work.]
- Use a software program to filter the use of the Internet according to the mission, collection policies, and community/legal standards with regard to obscenity on any or all computers. (Federal Law requires all public libraries that receive funding from grants, USF, and other sources to filter the Internet by July 2002.)
- Require the use of acceptable identification for anyone using the Internet at the library. All persons residing in, or owning property in the townships we serve will be required to hold a current NMCPLS library card to access the library's computers. Patrons are responsible for fine balances over \$5.00 and will be required to pay \$1.00 towards their fine balance per each daily computer use until their fine is at or below \$5.00 effective August 1, 2008. The patron's barcode needs to be kept confidential. If a patron's barcode is compromised the patron will have to purchase a new library card. When the barcode has been compromised, the offending patron using the barcode will not be allowed computer access for one week. Upon a second incident, a patron will be barred from computer access for six months. If a person is under 18 years of age, the parent/guardian will be notified of the punishment involved. The parent/guardian will need to accompany their child after the six months ban to reinstate privileges. A courtesy card may be issued to those who live outside the library district. It allows the user computer access for one year (this does not allow material checkout). This card must be renewed in order to continue computer use after its one-year expiration. If a person is a one-time only visitor to the library, they may use the NMCPLS guest pass. This guest pass is valid for a one-time use only. If a patron returns to use the computers they will be asked to obtain a courtesy card.
- Limit the amount of time workstations may be used in order to make equipment available to other library users. Patrons will begin with a one-hour time limit. If no one is waiting to use the computer, the patron may begin increasing his or her time in fifteen (15) minute increments for a maximum of two (2) hours total. If the computers are full after your one-hour time limit, you must relinquish your

computer to the waiting patrons. Patrons that use only a portion of their original one (1) hour can return later that same day to finish their time.

- Modify this policy at any time.

As in the use of all other NMCPLSs materials, children's access to the Internet is the sole responsibility of the child's parent or guardian. Parents of children who are under 18 years old must monitor their children's use of the Internet just as they monitor the use of NMCPLS's video collection. Parents and children are encouraged to read/view and discuss the resources that NMCPLS has available regarding safe and appropriate use of the Internet by minors. No child under 18 will be allowed to use the Internet without a signed consent form on file. Children under the age of 18 will not be allowed to use the computers located in the Indiana Room unless accompanied by a parent or guardian.

Presently, it is not possible to use the same selection criteria, which are used for other Library materials. Therefore, NMCPLS assumes no responsibility for the accuracy, quality, or quantity of any information, or the site where that information is obtained. The library does prohibit accessing obscene material and intentionally leaving it for others to view.

The NMCPLS makes no guarantees, either expressed or implied, in respect to any equipment, programs, or other materials, their performance, or fitness for any particular purpose. Materials and equipment are provided for use "as is." The entire risk as to the quality and performance of computer equipment, programs, and documentation is with the user. In no event shall the library be liable for actual, incidental, or consequential damages in connection with or arising from the use of any equipment, programs, or other library materials.

Adopted 4/12/03  
Reviewed & Amended 08/31/2006  
Reviewed 06/11/2007  
Reviewed & Amended 05/12/2008



**By-laws**  
**North Madison County Public Library System**

Article 1 Membership

- Section 1 In accordance with the provisions of IC 36-12, the library board of the North Madison County Public Library System shall consist of seven (7) members chosen for their fitness for public library trusteeship.
- Section 2 Members are appointed by the following entities:  
County Commissioners- 2 appointments  
County Council- 2 appointments  
Elwood Community School Corp. - 2 appointments  
Frankton-Lapel School Corp. & Madison-Grant School Corp. - 1 joint appointment
- Section 3 Length of term is four (4) years. Members may serve four (4) consecutive terms. (See IC 36-12)
- Section 4 Each member shall have a certificate of appointment filed with the library and which shall be preserved as public record.
- Section 5 Each member shall serve without compensation except the Treasurer. The Treasurer will be paid a stipend of \$300.00 per year (amended 6-14-99).
- Section 6 Attendance is important at all meetings. A member may be removed from the board in accordance to IC 36-12.
- Section 7 Each member will attend one (1) training session per calendar year.

Article II Officers

- Section 1 Officers of the board shall be a President, Vice-president, Secretary, and Treasurer.
- Section 2 Officers slate will be presented in November, officers elected at the December meeting for a term of one (1) year beginning in January .Vacancies in office shall be filled at the next regular meeting of the board after the vacancy occurs.
- Section 3 The duties of the officers shall be such as by custom and law and the rules of this board usually devolve upon such officers in accordance with their titles.

Article III Meetings

- Section 1 Regular board meetings are usually held once each month.
- Section 2 Special meetings may be called by the President, or at the request of a board member, for the transaction of business as stated in the call. Notice stating the time and place of any special meeting and the purpose for which it is called shall be given each member of the board at least two days in advance of such meeting and to the local media 48 hours in advance, as according to law.
- Section 3 A quorum of four members is required for the transaction of business.
- Section 4 Order of business may be:  
Call to order  
Approval of minutes  
Approval of claims and checks  
Old business  
New business  
Director's report  
Public comment  
Adjourn
- Section 5 Robert's Rules of Order, latest revised edition, shall govern the parliamentary procedure of the board.

Article IV Committees

- Section 1 Committees may be appointed at the discretion of the President. They serve to investigate, study and report all matters on which the board can act more expeditiously as a whole. In most matters, the board's most effective operation is as a committee of the whole.

Article V Indemnification

- Section 1 The board will take care of legalities, if a board member is sued due to a library matter.

Article VI Amendments

Section 1 These by-laws may be amended at any regular meeting of the library board with a quorum present, by majority vote of the members present, providing the amendment was stated in the agenda for the meeting.

Adopted 09/09/1998

Revised 03/22/2000

Revised 04/08/2009

These by-laws have been approved by the following members of the North Madison County Public Library system:

Ronnie Hines

Michael Robertson

Dan Prieskoff

W E Danila



Agenda

June 10<sup>th</sup>, 2009

North Madison County Public Library System  
Board of Trustees

Ralph E. Hazelbaker Library

Regular Meeting  
5:00 P.M.

Call to Order  
Call for Quorum  
Minutes  
Claims Register & Checks  
Honoring Pamela Bohlander  
Old Business  
    1. Maintenance and Equipment Issues  
    2. Yearly review of Internet Policy and Computer Use Policy  
New Business  
    1. Welcome New Board Member  
    2. Time Line for 2009 Budget Approval  
    3. Initial Budget Review  
Director's Report  
Public Comment  
Adjournment

Agenda

June 10<sup>th</sup>, 2009

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Board of Trustees

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Director's Report  
Public Comment  
Adjournment

Please publish  
on Saturday or  
Monday and again  
on Wednesday.  
Thank you,  
Jamie Scott

Sending Confirm

Date : JUN-5-2009 FRI 16:25  
Name : RALPH E. HAZELBAKER LIBRARY  
Tel. : 765-536-9050

Phone : 17657543312  
Pages : 1  
Start Time : 06-05 16:24  
Elapsed Time : 00'20"  
Mode : ECM  
Result : Ok

Sending Confirm

Date : JUN-5-2009 FRI 15:52  
Name : RALPH E. HAZELBAKER LIBRARY  
Tel. : 765-536-9050

Phone : 5523358  
Pages : 1  
Start Time : 06-05 15:52  
Elapsed Time : 00'21"  
Mode : ECM  
Result : Ok

Sending Confirm

Date : JUN-5-2009 FRI 15:51  
Name : RALPH E. HAZELBAKER LIBRARY  
Tel. : 765-536-9050

Phone : 6404815  
Pages : 1  
Start Time : 06-05 15:50  
Elapsed Time : 00'25"  
Mode : ECM  
Result : Ok



NORTH MADISON COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES

Regular Meeting  
June 10, 2009  
5:00pm  
Ralph E. Hazelbaker Library

CALL TO ORDER

President Mike Robertson called a regular meeting of the North Madison County Public Library Board of Trustees to order on June 10, 2009 at 5:00pm in the meeting room of the Ralph E. Hazelbaker Library.

CALL FOR QUORUM

Members present were Mike Robertson, Leslie Rittenhouse, Bette Dalzell and Beverly Austin. Also in attendance were former board member Pam Bohlander, Director Jamie Scott and Administrative Assistant Diana Shepard.

MINUTES

Beverly Austin made a motion to approve the minutes from the May 13, 2009 regular board meeting with the following amendment: MINUTES: Kevin Sipe made a motion approving the minutes from the April 8, 2009 regular meeting. Wayne Davidson made a second and the motion carried. Bette Dalzell made a second to approve the amended minutes from the May 13, 2009 regular meeting and the motion carried.

CLAIMS REGISTER & CHECKS

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

HONORING PAMELA BOHLANDER

Pam Bohlander was honored for her sixteen continuous years of service as a member of the NMCPLS Board of Trustees. She was presented with a certificate of service and an appreciation gift. Her dedication and expertise will be greatly missed.

OLD BUSINESS

Maintenance and Equipment Issues

Bette Dalzell made a motion approving the quote from Omni Electric in the amount of \$3,005.75 to install a Raychem 208 volt ice melt for the guttering at Frankton and a quote from Myers Construction in the amount of \$1,095.00 to re-route the existing downspout at Frankton. Beverly Austin made a second and the motion carried.

Yearly Review of Internet Policy and Computer Use Policy

Beverly Austin made a motion approving the Internet Policy and Computer Use Policy as reviewed and amended. Leslie Rittenhouse made a second and the motion carried.

NEW BUSINESS

Welcome New Board Member

Leslie Rittenhouse was welcomed as a new member of the NMCPLS Board of Trustees.

Time Line for 2010 Budget Approval

The 2010 budget time line was distributed. It was explained publication dates have been moved up this year, the first publication for the 2010 budget must be in the newspaper by August 3, 2009. A special meeting could be held between June 11 and July 14 to further discuss the budget. Bette Dalzell made a motion to hold the July regular meeting on the third Wednesday, which would be July 15, 2009 at 5:00pm, in order to meet the August 3 deadline for publication. Leslie Rittenhouse made a second and the motion carried.

Initial Budget Review

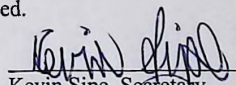
Expanded form 1 was distributed and explained. It includes a three percent cost of living increase plus Emily Davidson's termination entitlement. Professional services has an increase of \$5,000, telephone decreased by \$12,990. There is an increase in Summitville programming, waste disposal, dues, technology software and all non print appropriations. There is a decrease in Elwood Children's books and an increase in Elwood YA books and a decrease in the Elwood Indiana Room appropriation. An estimated circuit breaker credit sheet was distributed. The estimated circuit breaker impact on the library is as follows: \$53,795 in 2009, \$95,797 in 2010 and \$96,261 in 2011. The 2007 and 2008 revenue, expenditures and approved budget were explained. It was explained that the approved budget is more than the library's revenue; therefore all budget money cannot be spent and still maintain an operating fund balance.

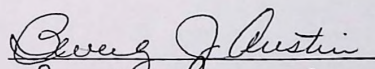
DIRECTOR'S REPORT

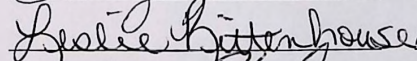
Mary Hendrick has received \$720 cash and four prizes in donations from local businesses for her summer reading program. On May 14 the director and former employee Nancy Sumner appeared in court for the case of Joe Metz. He received sixty days in jail and one year probation for the theft of library books. If he agrees to pay \$43 and shows good behavior, he will only need to serve thirty days. On June 3 the Director and Diana Shepard attended the budget workshop. Jerry Smith will be leaving the employ of the library on June 12, 2009. There is a posting for her replacement. Emily Davidson has turned in a letter of intent to retire in March, 2010. The library has received E rate approval for T1 lines in the amount of \$20,314.

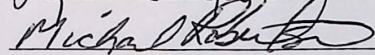
Public comment was sought. There was none.

With no objections the meeting was adjourned.

  
Kevin Sipe, Secretary

  
Beverly J. Austin

  
Leslie Rittenhouse

  
Mike Robertson

# Register Of Claims

## North Madison County Public Library System

Report Date: From 5/14/2009 To 6/10/2009

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	280	PAYROLL	Operating Fund	Salary of Director	\$1,636.51	5/27/2009	PAYROLL
			Operating Fund	Salary of Assistants	\$16,990.47		
			Operating Fund	Salary of Assistants	\$432.96		
			Operating Fund	Wages of Janitor	\$1,418.00		
0	281	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,566.58	5/27/2009	P/R ENDING 5/23/09
			FICA	Payroll Deductions	\$1,269.63		
			Federal Taxes Withheld	Payroll Deductions	\$1,915.68		
			Medicare	Payroll Deductions	\$296.95		
0	325	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$155.00	6/10/2009	P/R ENDING 6/6/09
			<b>Total this claim</b>	\$155.00			
0	324	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,561.49	6/10/2009	P/R ENDING 6/6/09
			FICA	Payroll Deductions	\$1,265.52		
			Federal Taxes Withheld	Payroll Deductions	\$1,897.33		
			Medicare	Payroll Deductions	\$295.97		
0	323	PAYROLL	Operating Fund	Salary of Director	\$1,636.51	6/10/2009	PAYROLL
			Operating Fund	Salary of Assistants	\$16,923.99		
			Operating Fund	Salary of Assistants	\$432.96		
			Operating Fund	Wages of Janitor	\$1,418.00		
0	283	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$155.00	5/27/2009	P/R ENDING 5/23/09
			<b>Total this claim</b>	\$155.00			
25748	287	AT&T LONG DISTANCE	Operating Fund	Telephone & Telegraph	\$43.18	5/27/2009	SERVICE FOR ELWOOD & SUMMITVILLE
			Operating Fund	Telephone & Telegraph	\$9.06		
25749	286	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$227.26	5/27/2009	SERVICE FOR ELWOOD



<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>
25750	285	CONSUMERS LIFE INSURANC	Operating Fund Insurance	Emp Cont Group Ins Payroll Deductions	\$4,760.69 \$541.76	5/27/2009	HEALTH INSURANCE 6/1/09-7/1/09
<b>Total this claim</b>					<u>\$5,302.45</u>		
25751	288	FORT DEARBORN LIFE INSUR	Operating Fund	Emp Cont Group Ins	\$113.85	5/27/2009	LIFE INSURANCE 6/1/09-9/01/09
<b>Total this claim</b>					<u>\$113.85</u>		
25752	282	INDIANA DEPARTMENT OF RE	State Tax Withheld County Taxes Withheld	Payroll Deductions Payroll Deductions	\$1,478.49 \$494.67	5/27/2009	PAYROLL DEDUCTIONS FOR MAY
<b>Total this claim</b>					<u>\$1,973.16</u>		
25753	290	INDIANA MICHIGAN POWER C	Operating Fund Operating Fund	Electricity Electricity	\$1,602.39 \$448.13	5/27/2009	SERVICE FOR ELWOOD & SUMMITVILLE
<b>Total this claim</b>					<u>\$2,050.52</u>		
25754	291	INDIANA NEWSPAPERS, INC.	Operating Fund	Summitville Period. & Newsp.	\$198.10	5/27/2009	ONE YEARS SUBSCRIPTION - SUMMITVILLE
<b>Total this claim</b>					<u>\$198.10</u>		
25755	289	INDIANA-AMERICAN WATER C	Operating Fund Operating Fund	Water Waste Disposal Services	\$19.06 \$44.95	5/27/2009	SERVICE FOR SUMMITVILLE
<b>Total this claim</b>					<u>\$64.01</u>		
25756	284	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$783.09	5/27/2009	P/R ENDING 5/23/09
<b>Total this claim</b>					<u>\$783.09</u>		
25757	293	TOWN OF FRANKTON	Operating Fund Operating Fund Operating Fund	Electricity Water Waste Disposal Services	\$305.15 \$13.30 \$12.44	5/27/2009	As per attached invoices.
<b>Total this claim</b>					<u>\$330.89</u>		
25758	292	VECTREN ENERGY DELIVERY	Operating Fund Operating Fund	Gas Gas	\$289.83 \$37.23	5/27/2009	SERVICE FOR ELWOOD & FRANKTON
<b>Total this claim</b>					<u>\$327.06</u>		
25759	294	VISA	Operating Fund Operating Fund Operating Fund Gift	Operating Supplies Elwood Children's Programing Land Buildings Improvements Other	\$13.98 \$13.99 \$20.97 \$75.00	5/27/2009	As per attached invoices.
<b>Total this claim</b>					<u>\$123.94</u>		
25760	295	AT&T	Operating Fund	Telephone & Telegraph	\$298.03	6/10/2009	SERVICE FOR ELWOOD
<b>Total this claim</b>					<u>\$298.03</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>
25761	296	AUTOMATIC ENTRANCES INC.	Operating Fund	Bldg. & Structure/Maint.	\$406.50	6/10/2009	EXTERIOR DOOR REPAIRS - SUMMITVILLE
<b>Total this claim</b>					<u>\$406.50</u>		
25762	320	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$2,082.04	6/10/2009	As per attached invoices.
			Operating Fund	Elwood Childrens	\$1,028.11		
			Operating Fund	Elwood YA	\$180.80		
			Operating Fund	Frankton	\$1,150.10		
			Operating Fund	Summitville	\$884.44		
			Operating Fund	Title Source	\$295.00		
<b>Total this claim</b>					<u>\$5,620.59</u>		
25763	298	BAXTER PEST PROFESSIONA	Operating Fund	Professional Services	\$90.00	6/10/2009	QUARTERLY SERVICE - ELWOOD
			Operating Fund	Professional Services	\$90.00		
<b>Total this claim</b>					<u>\$180.00</u>		
25764	297	BINGHAM, FARRER & WILSON	Operating Fund	Legal Services	\$37.00	6/10/2009	LEGAL SERVICE
<b>Total this claim</b>					<u>\$37.00</u>		
25765	299	CENTRAL OFFICE PRODUCTS	Operating Fund	Office Supplies	\$48.99	6/10/2009	COPIER MAINTENANCE - ELWOOD - BIX C350 & ANNUAL COPIER MAINTENANCE - ELWOOD - D12010
			Operating Fund	Office Supplies	\$630.00		
<b>Total this claim</b>					<u>\$678.99</u>		
25766	321	CHESTER INFORMATION TEC	Operating Fund	Techology Software	\$273.00	6/10/2009	SYMANTEC ENDPOINT PROTECTION
<b>Total this claim</b>					<u>\$273.00</u>		
25767	300	CINTAS LOCATION	Operating Fund	Cleaning & Sanitation Supplies	\$62.89	6/10/2009	As per attached invoices.
<b>Total this claim</b>					<u>\$62.89</u>		
25768	301	DEMCO	Operating Fund	Operating Supplies	\$81.40	6/10/2009	BOOK REPAIR ITEMS
<b>Total this claim</b>					<u>\$81.40</u>		
25769	302	EDUCATION NETWORKS OF A	St Technology Fund Gr	Telephone & Telegraph	\$855.00	6/10/2009	INTERNET ACCESS SERVICE
<b>Total this claim</b>					<u>\$855.00</u>		
25770	327	ELWOOD CALL LEADER	Operating Fund	Advertising & Public Notices	\$30.70	6/10/2009	ADULT SERVICE AD
<b>Total this claim</b>					<u>\$30.70</u>		
25771	303	EMILY DAVIDSON	Operating Fund	Summitville Programming	\$5.98	6/10/2009	PETTY CASH REIMBURSEMENT
			Operating Fund	Postage & UPS	\$10.48		
<b>Total this claim</b>					<u>\$16.46</u>		
25772	318	FILIP, INC.	Operating Fund	Cleaning & Sanitation Supplies	\$47.28	6/10/2009	As per attached invoices.
<b>Total this claim</b>					<u>\$47.28</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>
25773	307	HORTON & SONS OF ELWOOD	Operating Fund	Operating Supplies	\$139.97	6/10/2009	As per attached invoices.
				<b>Total this claim</b>	\$139.97		
25774	304	IDLEWINE LAWNMOWER SAL	Operating Fund	Fuel, Oil and Lubricants	\$6.60	6/10/2009	OIL
				<b>Total this claim</b>	\$6.60		
25775	322	INFO USA MARKETING, INC.	Operating Fund	Elwood Adult	\$620.00	6/10/2009	INDIANA BUSINESS DIRECTORY
				<b>Total this claim</b>	\$620.00		
25776	306	KARDINAL INDUSTRIAL SUPP	Operating Fund	Professional Services	\$25.00	6/10/2009	HOT & CHILL LOOP SERVICE CALL
				<b>Total this claim</b>	\$25.00		
25777	305	LMC SERVICE SOLUTIONS	Operating Fund	Professional Services	\$424.50	6/10/2009	QUARTERLY SERVICE AGREEMENT - ELWOOD
				<b>Total this claim</b>	\$424.50		
25778	326	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$783.09	6/10/2009	P/R ENDING 6/6/09
				<b>Total this claim</b>	\$783.09		
25779	308	MARSH SUPERMARKET	Gift	Professional Meetings	\$32.96	6/10/2009	As per attached invoices.
			Operating Fund	Elwood Adult Programing	\$18.84		
			Operating Fund	Elwood Children's Programing	\$8.79		
				<b>Total this claim</b>	\$60.59		
25780	309	MARY HENDRICK	Operating Fund	Fuel, Oil and Lubricants	\$31.00	6/10/2009	PETTY CASH REIMBURSEMENT
			Operating Fund	Postage & UPS	\$6.49		
				<b>Total this claim</b>	\$37.49		
25781	316	MIDWEST TAPE	Operating Fund	Frankton AV	\$548.75	6/10/2009	As per attached invoices.
			Operating Fund	Elwood AV	\$505.76		
			Operating Fund	Summitville AV	\$279.86		
				<b>Total this claim</b>	\$1,334.37		
25782	317	ORIENTAL TRADING COMPAN	Operating Fund	Elwood Children's Programing	\$171.30	6/10/2009	SUPPLIES FOR ELWOOD
				<b>Total this claim</b>	\$171.30		
25783	319	PITNEY BOWES POSTAGE BY	Operating Fund	Postage & UPS	\$418.99	6/10/2009	POSTAGE FOR METER
				<b>Total this claim</b>	\$418.99		
25784	310	QUILL CORPORATION	Operating Fund	Office Supplies	\$501.66	6/10/2009	As per attached invoices.
				<b>Total this claim</b>	\$501.66		
25785	311	RAMSAY BUSINESS PRODUC	Operating Fund	Office Supplies	\$29.55	6/10/2009	As per attached invoices.
			Operating Fund	Office Supplies	\$10.00		
				<b>Total this claim</b>	\$39.55		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
25786	312	RDJ SPECIALTIES, INC.	Operating Fund	Frankton Programming	\$360.40	6/10/2009	As per attached invoices.
<b>Total this claim</b>					<b>\$360.40</b>		
25787	313	TOPS TRUE VALUE	Operating Fund	Operating Supplies	\$29.93	6/10/2009	As per attached invoices.
<b>Total this claim</b>					<b>\$29.93</b>		
25788	314	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$16.52	6/10/2009	SERVICE FOR SUMMITVILLE
<b>Total this claim</b>					<b>\$16.52</b>		
25789	315	VERIZON	Operating Fund	Telephone & Telegraph	\$249.04	6/10/2009	SERVICE FOR FRANKTON
<b>Total this claim</b>					<b>\$249.04</b>		
25790	328	WISE CHOICE LAWN CARE	Operating Fund	Professional Services	\$320.00	6/10/2009	SUMMITVILLE LAWN CARE APRIL & MAY
<b>Total this claim</b>					<b>\$320.00</b>		

**Total Amount of Claims \$76,941.96**

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.

Monday, June 08, 2009

\_\_\_\_\_  
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 5 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$76,941.96

Date this 10 day of June, 2009

*Beverly J. Nestin*
*Beth J. Hall*

*Michael R. Robertson*

*Kathleen Bittenhouse*

**SIGNATURES OF GOVERNING BOARD**

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/1998.





2697 S. 300 W. • Tipton, IN 46072  
Tel: 765-675-4443 • Fax: 765-675-3991

### Proposal

NAME/ADDRESS

DATE	PROPOSAL #
6/9/2009	1682

Elwood Library

#### CONDITIONS OF PROPOSAL

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 workers are fully covered by Workmen's Compensation Insurance.

DESCRIPTION OF WORK AND MATERIALS	QUANTITY	TOTAL
<p>This is a proposal to install the Raychem 208-volt ice melt for the guttering on each side of the entry way. We will install the ice-melt in the guttering of the facilities and tie the ice melt into a control box which will be controlled from the thermostat on the outside of the building in which we will also have to install. We will pull in 2-new 208 volt circuits for the facilities for the new proposed ice-melt systems. We can do this project on a time and material style of invoice not to exceed the estimated amount of the proposal. This is an itemized proposal for time and material needed to complete project.</p>		
Materials Ice Melt Cable, Hangers, Thermostat, Relay, Power and End Feeder Kits.	1	1,475.00T
Misc Conduit, Wire, and Supplies needed to complete project.	1	250.00T
1500 Labor needed to complete project to include pullin in new circuit along with installing the ice-melt cable. Labor rates based on \$43.00/hr for journcyman labor and \$35.00/hr for apprentice labor. We are figuring the project to take 2-days to complete.		1,280.00
Standard Sales Tax		-120.75
		\$3,125.75
		3005.75

Acceptance of Proposal - The above prices, specification and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as follows: As Job

**TOTAL**

Signature Progresser

Signature \_\_\_\_\_ Date of Acceptance \_\_\_\_\_

### Myers Construction Management, Inc.

June 10<sup>th</sup>, 2009

Ms. Jamie Scott  
North Madison County Public Library  
1600 Main Street  
Elwood, IN 46036

RE: Frankton Community Library - Downspout Pricing.

Dear Jamie,

This correspondence is to provide pricing to cut thru the existing wing wall at the north west corner of the building and install a 6" pvc pipe to be used as a sleeve to allow the downspout to be run thru this sleeve. We will saw cut the masonry veneer, install the pvc sleeve, caulk back in the pvc sleeve to create a watertight penetration. We will then re-route the existing downspout thru this sleeve to avoid the downspout from routing around the wing wall.

This work can be completed this fall, well in advance of any freezing weather. We will also coordinate our work with Omni Electric to ensure that we are both working toward the same goal and to get this work completed prior to winter.

Total Cost for Downspout Re-Routing.....\$ 1,095.00

Jamie, we are willing to do this work on a cost plus, not to exceed the \$1,095.00 amount. That way if the work goes extremely quickly, we would adjust down our billing for the work. I had to price this with the worst case scenario in mind, but would hope it would not cost that much.

If you have any questions or need any additional information, please feel free to give me a call.

Sincerely,  
  
Don Myers

## COMPUTER USE POLICY

You must read and agree to the terms below before  
Continuing to use this service.  
Use of this service is a privilege.  
Failure to comply with these terms will result in the  
Loss of that privilege.

Activating this timer constitutes agreement to the  
Library's Internet and computer use policy!!!!

Computer usage time is from 9:00 a.m. until 15 minutes before closing at  
Elwood Public Library, Frankton Community Library and Ralph E.  
Hazelbaker Library.

1. Exit from all programs when you are done. DO NOT TURN OFF THE COMPUTER! If you turn off or restart this computer for any reason, your privileges will be revoked for five days.
2. If you wish to save material, download your files to a preformatted disk or other removable storage device such as a USB drive. Disks may be purchased for \$1 from a library staff member. Virus-checking software will NOT protect your computer if you download programs. If you are concerned about the possibilities of computer viruses, you should install and use virus protection software on your own computer. The library is not responsible for damage to personal disks.
3. Add: When current inventory of headphones is depleted, headphones will no longer be provided by the library.
4. DO NOT modify this computer or software in any way. This includes downloading and installing programs or plug-ins on this computer. [Anyone modifying the computer or software in any way will be asked to leave the computer area and will not be allowed computer access for one week. If there is a second incident, a patron will be barred from computer access for six months. If a person is under 18 years of age, the parent/guardian will need to accompany their child after the six-month ban to reinstate privileges.]
5. All applicable laws regarding copyright must be obeyed.
6. Do not display text or graphics that may be legally defined by State and/or Federal law as obscenity or child pornography.



7. Users have the right of confidentiality and the right of privacy. However, security is technically difficult to achieve and the computer is located in a public area. Electronic transactions of information and viewing screens could become public. As a result, the library cannot guarantee privacy or confidentiality. Remember to exercise common courtesy. It is rude to look over another's shoulder to see what he or she is doing on the computer, and it is disturbing to another's concentration to stand around the computer while waiting your turn. Remember that people using the Internet after you may see which sites you have visited.
8. Be aware that the connection may fail or the computer may "freeze" while you are using it. Such occurrences are unfortunate, but do not entitle you to go beyond your allotted time if others are waiting. The computers in the Computer Lab will be unavailable when needed for training.
9. Use of the Internet access computers is on a first-come, first-served basis. Patrons will be given one (1) hour on the computers to start with. If no one else is waiting you may begin extending your time in fifteen (15) minute increments for a maximum time of two (2) hours. If patrons are waiting to use the computers after your one-hour time limit, you must relinquish your computer for those waiting. Patrons that use only a portion of their original one (1) hour can return later that same day to finish their time. No reservations for future days will be made and telephone reservations will not be taken. It is your responsibility to give up the computer after one hour. Any patron playing games on the Youth or Young Adult computers may switch games one time for a total of two games per day. The patron MAY NOT CHANGE computers. The Patron must choose games for the computer on which they are assigned. If all computers are full the patron can reserve a computer by adding their name to the reservation computer or by asking a staff member.
10. Users under the age of 18 must have an Internet Use Permission slip signed by a parent or legal guardian. We ask that parents and guardians read the North Madison County Public Library System Computer Use Policy before giving permission. Permission slips are available from the Youth and the Adult circulation desks and from circulation desks in the branch libraries. Library cards of young people with Internet Permission will be coded, and the permission will be recorded in the patron's file. All persons residing in, or owning property in the townships we serve will be required to hold a current

NMCPLS library card to access the computers. Patrons are responsible for fine balances over \$5.00 and will be required to pay \$1.00 towards their fine balance per each daily computer use until their fine is at or below \$5.00 effective August 1, 2008. A courtesy card may be issued to those who live outside the library district. It allows the user computer access for one year (this does not allow material checkout). This card can be renewed in order to continue computer use after its one-year expiration. If a person is a one-time only visitor to the library, they may use the NMCPLS guest pass. This guest pass is valid for a one-time use only. If a patron returns to use the computers, they will be asked to obtain a courtesy card.

11. E-Mail accounts that do not fall under the domain of World Wide Web are not available. You may not send E-mail from the library's account, nor receive e-mail at that account. The only way you can send e-mail or access your e-mail is if you have already set up an e-mail account with a web-based mail server, through a web site.
12. Printing is 20 cents per page. All printing is sent to a central printer at the Adult Circulation Desk. You must pick up your copies and pay at the Circulation Desk. If you need to print in color, please ask a staff member for assistance.
13. You may not always be able to access the sites on the Internet that you are trying to visit. There may be several reasons for this inconvenience. The Library's Internet connection may also be periodically and temporarily inoperable due to technical difficulties.
14. Misuse of the Internet access computers will result in loss of your Internet privileges. The use of the computer should not infringe upon the rights of others.

Adopted 4/12/03  
Reviewed & Amended 05/08/06  
Reviewed 06/11/2007  
Reviewed & Amended 05/12/2008

## Time Line for 2010 Budget

- June 10, 2009: Regular monthly meeting at the Elwood Public Library for Initial Budget Review.
- June 11-July 14 Schedule a board meeting to further discuss the budget.
- July ?? Diana and I will meet with the Department of Local Government Finance.
- \*July 15, 2009: Move regular monthly meeting to the third Wednesday at the Elwood Public Library. Approve 2010 Budget for publication. Quorum is Required.
- July 22, 2009: 1<sup>st</sup> publication of budget (No later than November 10, 2008)  
[IC 36-12-3-12, IC 5-3-1-2, IC6-1.1-17] 10 days after 1<sup>st</sup> publication a public hearing can be held. Deliver two copies of the budget to County Auditor for non binding review according to IC 6-1.1-17-3.5 if budget does not exceed AVGQ. Bring one copy back with date stamp.
- July 29, 2009: 2<sup>nd</sup> publication of budget (No later than November 18, 2008)  
Must be three days before public hearing. [IC 36-12-3-12, IC 5-3-1-2, IC6-1.1-17]
- August 12, 2009: 5:00 pm Public Hearing required for budget.  
5:15 pm Regular Board Meeting  
Quorum is required. (Must be completed at least 10 days before the library board meets to adopt the budget. [IC 6-1.1-17-5 (a)])
- Sept. 9, 2009: Regular monthly meeting at the Elwood Public Library  
Adopt 2010 Budget. Quorum is required.
- Sept. 10, 2009: Deliver budget to County Auditor. Library budget must be adopted by library board and submitted to County Auditor for submission to County Board of Tax Adjustment two days after library board adopts the budget. [IC 36-12-3-12]

Board signs Budget Forms 1 & 3 at the approval meeting and Forms 4 & 5 at the adoption meeting



Expanded Form 1, 2010 - Working Copy  
Follows format of prescribed "Form 1", but with greater detail

Operating Fund	2009	2010	+/-	% of 2010 Budget	Justification
<b>1. Personal Services</b>					
<b>Salaries and Wages</b>					
Librarian/Director	45,694	47,065	1,371	4.143%	3% increase
Hourly Employees	457,514	471,239	15,725	41.479%	3% increase
Administrative Assistant	34,094	35,117	1,023	3.091%	3% increase
Treasurer	300	300	-	0.026%	
Janitors	35,690	36,761	1,071	3.236%	3% increase
<b>Employee Benefits</b>					
Employer's FICA	45,000	47,000	2,000	4.137%	
Unemployment Comp.	1,750	1,750	-	0.154%	
PERF	38,000	38,000	-	3.345%	
Group Health Ins. Opt.	78,660	81,000	2,340	7.130%	3% increase
Sick Pay			-	0.000%	
<b>Other Personal Services</b>					
<b>Total Personal Services</b>	736,702	758,232	21,530	66.740%	
<b>2. Supplies</b>					
<b>Office Supplies</b>					
Official Record	1,000	1,000	-	0.088%	
Stationery/Printing	500	500	-	0.044%	
Other Office Supplies	10,000	10,000	-	0.880%	
<b>Operating Supplies</b>					
Cleaning/Sanitation	3,500	3,500	-	0.308%	
Fuel, Oil, Lubricants	150	150	-	0.013%	
Other Operating Supplies	8,500	8,500	-	0.748%	
<b>Repair &amp; Maintenance Supplies</b>					
Building Materials	250	250	-	0.022%	
Painting	250	250	-	0.022%	
Repair Parts	1,000	1,000	-	0.088%	
Other Maintenance	250	250	-	0.022%	
Book Processing	4,000	4,000	-	0.352%	
<b>Other Supplies</b>					
Automation	12,000	12,000	-	1.056%	
<b>Total Supplies</b>	41,400	41,400	-	3.644%	
<b>3. Other Services &amp; Charges</b>					
<b>Professional Services</b>					
Consulting Services	4,000	4,000	-	0.352%	
Engineer/Architect	100	100	-	0.009%	
Legal	2,000	2,000	-	0.176%	
Professional Services	25,000	35,000	10,000	3.081%	
Other Professional Services		3,000	-	0.000%	
<b>Communication &amp; Transportation</b>					
Telephone	39,250	26,260	(12,990)	2.311%	\$10260 instead of \$23250
Postage	3,700	3,700	-	0.326%	
Travel Expenses	3,000	3,000	-	0.264%	

Professional Meetings	1,000	1,000	-	0.088%
<b>Programming</b>			-	0.000%
Elwood Children's	3,500	3,500	-	0.308%
Elwood Adults	1,400	1,400	-	0.123%
Frankton	2,500	2,500	-	0.220%
Summitville	1,250	1,400	150	0.123%
Title Source (Baker & Taylor)	3,100	3,100	-	0.273%
<b>Printing &amp; Advertising</b>			-	0.000%
Advertise/Publication	600	600	-	0.053%
Printing			-	0.000%
<b>Insurance</b>			-	0.000%
Official Bonds	400	400	-	0.035%
Other Insurance	18,000	18,000	-	1.584%
<b>Utility Services</b>			-	0.000%
Gas (HVAC)	20,000	20,000	-	1.760%
Elwood			-	0.000%
Frankton			-	0.000%
Hazelbaker			-	0.000%
Electricity	32,000	32,000	-	2.817%
Elwood			-	0.000%
Frankton			-	0.000%
Hazelbaker			-	0.000%
Water	4,000	4,000	-	0.352%
Waste Disposal	1,000	1,500	500	0.132%
<b>Repairs &amp; Maintenance</b>			-	0.000%
Buildings & Structures	1,000	1,000	-	0.088%
Equipment	4,000	4,000	-	0.352%
Sprinkler System			-	0.000%
HVAC Maintenance			-	0.000%
<b>Rentals</b>			-	0.000%
Real Estate (Rental)			-	0.000%
Equipment (Rental)	3,500	3,500	-	0.308%
<b>Debt Service</b>			-	0.000%
Payment of Bonds			-	0.000%
Interest - Bonds			-	0.000%
<b>Other</b>			-	0.000%
Dues	1,500	2,500	1,000	0.220%
Interest on Loans	2,000	2,000	-	0.176%
Taxes/Assessments	500	500	-	0.044%
Transfer to LIRF	6,000	6,000	-	0.528%
<b>Total Other Services</b>	<b>184,300</b>	<b>182,960</b>	<b>(1,340)</b>	<b>16.104%</b>
<b>4. Capital Outlays</b>			-	0.000%
Land	500	500	-	0.044%
Buildings			-	0.000%
Improvements other than Buildings			-	0.000%
Furniture/Equipment	4,000	4,000	-	0.352%
Technology Equipment	16,000	16,000	-	1.408%

Technology Software	4,500	5,500	1,000	0.484%	Moved Indiana Room Budget to purchase Ancestry.com
<b>Books</b>			-	0.000%	
Elwood Adult	33,000	33,000	-	2.905%	
Elwood Children	14,200	13,000	(1,200)	1.144%	
Elwood YA	4,000	5,200	1,200	0.458%	YA Circulation Up
Elwood Indiana Room	1,000	-	(1,000)	0.000%	
Frankton Total Books	18,500	18,500	-	1.628%	
Hazelbaker Total Books	15,500	15,500	-	1.364%	
<b>Periodicals &amp; Newspapers</b>			-		
Elwood	4,500	4,500	-	0.396%	
Frankton	2,800	2,800	-	0.246%	
Hazelbaker	1,700	1,700	-	0.150%	
<b>Nonprint</b>			-		
Elwood	15,900	16,900	1,000	1.488%	
Adult	13,260			0.000%	
Children	2,640			0.000%	
Frankton	9,400	10,400	1,000	0.915%	
Hazelbaker	5,000	6,000	1,000	0.528%	
<b>Total Capital Outlays</b>	<b>150,500</b>	<b>153,500</b>	<b>3,000</b>	<b>13.511%</b>	
<b>Operating Fund</b>	<b>1,112,902</b>	<b>1,136,092</b>	<b>23,190</b>	<b>100.000%</b>	<b>2.08%</b>



**2007 Revenue**

Property Tax	\$ 568,609.00
Financial Institution Tax	\$ 2,046.00
County Option Income Tax	\$ 262,786.00
Commercial Vehicle tax	\$ 5,708.00
License Excise Tax	\$ 23,909.00
Fines & Fees	\$ 62,395.00

**Total 2007 Revenue \$ 925,453.00**

**2007 Expenditures \$ 903,630.00**

**2007 Approved Budget \$ 1,051,011.00**

**2008 Revenue**

Property Tax	\$ 614,561.00
Financial Institution Tax	\$ 2,208.00
County Option Income Tax	\$ 241,048.00
Commercial Vehicle Tax	\$ 5,982.00
License Excise Tax	\$ 62,671.00
Fines & Fees	\$ 38,875.00

**Total 2008 Revenue \$ 965,345.00**

**2008 Expenditures \$ 905,050.00**

**2008 Approved Budget \$ 1,090,512.00**

**2009 Approved Budget \$ 1,112,902.00**

Estimated Circuit Breaker Credits

Current Law

2009+: Eliminate Levies For State Fair & Forestry, School General Fund, Pre-School Special Ed, Pre-1977 Public Safety Pensions, Farm & Child, Children's Psych. Res., Trmt., Med Asst to Wards, Children with Spec. Health Care Needs, and HGI

2009+: Eliminate State Property Tax Replacement and Existing Homestead Credits; New Homestead Credit = \$140 M in 2009, \$80 M in 2010, \$0 in 2011

2009+: Standard Deduction = \$45,000 up to 60% of AV

2009+: Supplemental Deduction Based on Homestead AV Remaining After Standard Deduction: 35% of 1st \$600,000 Net AV Plus 25% of Net AV that Exceeds \$600,000

2009 Caps: Homesteads = 1.5%; (Apartments, Other Res, Ag Land, Mobile Home Land, and Long Term Care Facilities) = 2.5%; All Other Real and Pers Prop = 3.5%; Lake and St. Joseph Existing Debt Exclusion

2010 Caps: Homesteads = 1.0%; (Apartments, Other Res, Ag Land, Mobile Home Land, and Long Term Care Facilities) = 2.0%; All Other Real and Pers Prop = 3.0%; Lake and St. Joseph Existing Debt Exclusion

2009+: Assumes LVT Replacement Credits Only For Counties That Have Already Adopted For 2009

\* Estimated Budget Appropriations Only Include Funds With Property Tax Levies and are Allocated Between Counties Based on Levy For Cross-County Units.

County	Unit Name	Current Law Estimated Credits			Estimated School Levy Replacement Grant		Estimated Net Credit		Net Credit as % of Est. Levy			as % of Est. Budget*			
		2009	2010	2011	2009	2010	2009	2010	2009	2010	2011	2009	2010	2011	
		HEA 1001 (2008)													
Madison	Adams Township	130	736	863	0	0	130	736	863	0.1%	0.5%	0.6%	0.0%	0.2%	0.2%
Madison	Anderson Township	53,174	98,293	105,713	0	0	53,174	98,293	105,713	13.2%	23.4%	24.3%	7.7%	14.3%	15.4%
Madison	Boone Township	0	4	13	0	0	0	4	13	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Madison	Duck Creek Township	138	767	821	0	0	138	767	821	0.4%	2.2%	2.2%	0.2%	0.9%	0.9%
Madison	Fall Creek Township	79	2,888	2,803	0	0	79	2,888	2,803	0.0%	0.9%	0.9%	0.0%	0.4%	0.4%
Madison	Green Township	139	736	827	0	0	139	736	827	0.2%	0.8%	0.9%	0.1%	0.3%	0.3%
Madison	Jackson Township	0	81	45	0	0	0	81	45	0.0%	0.3%	0.1%	0.0%	0.2%	0.1%
Madison	Lafayette Township	3,162	7,917	7,766	0	0	3,162	7,917	7,766	3.0%	7.4%	7.0%	1.7%	4.3%	4.3%
Madison	Monroe Township	1,717	3,749	4,382	0	0	1,717	3,749	4,382	1.0%	2.0%	2.3%	0.3%	0.6%	0.7%
Madison	Pipe Creek Township	15,210	29,066	29,828	0	0	15,210	29,066	29,828	6.8%	12.5%	12.4%	3.3%	6.3%	6.3%
Madison	Richland Township	250	2,277	2,735	0	0	250	2,277	2,735	0.1%	1.2%	1.4%	0.1%	0.6%	0.6%
Madison	Stony Creek Township	358	3,609	3,681	0	0	358	3,609	3,681	0.4%	4.3%	4.2%	0.2%	1.8%	1.7%
Madison	Union Township	341	12,463	13,586	0	0	341	12,463	13,586	0.1%	3.9%	4.2%	0.1%	2.0%	2.1%
Madison	Van Buren Township	335	1,308	1,365	0	0	335	1,308	1,365	0.3%	1.3%	1.3%	0.1%	0.5%	0.5%
Madison	Anderson Civil City	2,951,098	5,417,099	5,798,861	0	0	2,951,098	5,417,099	5,798,861	12.6%	22.2%	23.0%	6.2%	11.2%	11.8%
Madison	Elwood Civil City	600,196	905,519	938,304	0	0	600,196	905,519	938,304	16.9%	24.7%	24.8%	8.1%	12.0%	12.1%
Madison	Alexandria Civil City	177,748	373,414	408,996	0	0	177,748	373,414	408,996	8.3%	16.8%	17.7%	3.9%	8.0%	8.5%
Madison	Chesterfield Civil Town	35,295	68,689	72,773	0	0	35,295	68,689	72,773	7.5%	14.1%	14.4%	4.5%	8.7%	9.2%
Madison	Country Club Heights Civil Town	97	1,079	1,744	0	0	97	1,079	1,744	0.4%	4.1%	6.4%	0.2%	2.7%	4.4%
Madison	Edgewood Civil Town	3,191	10,717	12,594	0	0	3,191	10,717	12,594	3.0%	8.6%	8.4%	1.2%	3.3%	3.3%
Madison	Franklin Civil Town	4,195	12,355	12,594	0	0	4,195	12,355	12,594	4.0%	8.7%	8.5%	1.2%	4.1%	3.8%
Madison	Ingalls Civil Town	5,379	20,093	20,550	0	0	5,379	20,093	20,550	2.4%	8.7%	8.5%	2.0%	5.0%	5.4%
Madison	Lapel Civil Town	8,887	22,013	23,962	0	0	8,887	22,013	23,962	3.8%	9.0%	9.6%	2.0%	5.0%	5.4%
Madison	Markleville Civil Town	0	1,169	1,185	0	0	0	1,169	1,185	0.0%	1.9%	1.9%	0.0%	0.5%	0.5%
Madison	Orestes Civil Town	0	32	113	0	0	0	32	113	0.0%	0.0%	0.1%	0.0%	0.0%	0.0%
Madison	Pendleton Civil Town	21,958	91,133	97,267	0	0	21,958	91,133	97,267	1.5%	5.9%	6.2%	0.6%	2.3%	2.3%
Madison	River Forest Civil Town	0	375	647	0	0	0	375	647	0.0%	0.0%	0.1%	0.0%	0.4%	7.6%
Madison	Woodlawn Heights Civil Town	3,068	11,861	12,327	0	0	3,068	11,861	12,327	1.7%	6.2%	6.2%	0.9%	3.4%	3.3%
Madison	Madison-Grant United School Corporation	112	922	1,241	0	0	112	922	1,241	1.5%	11.6%	15.1%	0.9%	7.2%	9.5%
Madison	Frankton-Lapel Community School Corporat	2,622	9,973	10,063	0	0	2,622	9,973	10,063	0.3%	0.9%	0.9%	0.2%	0.7%	0.6%
Madison	South Madison Community School Corporat	61,016	268,923	259,499	0	193,325	61,016	75,598	259,499	1.0%	1.2%	4.2%	1.0%	1.1%	3.8%
Madison	Alexandria Community School Corporation	54,222	228,755	235,048	0	164,449	54,222	64,306	235,048	0.6%	0.7%	2.4%	0.5%	0.5%	2.0%
Madison	Anderson Community School Corporation	67,074	137,740	147,558	67,074	39,019	0	39,721	147,558	0.0%	2.1%	7.7%	0.6%	2.2%	4.5%
Madison	Anderson Community School Corporation	2,600,387	4,746,663	4,971,685	2,600,387	3,412,314	0	1,334,349	4,971,685	0.0%	5.5%	20.3%	0.0%	3.7%	12.5%
Madison	Alexandria-Monroe Public Library	575,876	881,191	890,126	575,876	633,477	0	247,714	890,126	0.0%	5.7%	20.4%	0.0%	4.2%	13.6%
Madison	Anderson-Anderson, Stony Creek Union To	15,749	33,197	36,394	0	0	15,749	33,197	36,394	3.7%	7.4%	7.9%	3.1%	6.3%	6.8%
Madison	Pendleton Community Public Library	390,875	745,033	799,360	0	0	390,875	745,033	799,360	11.0%	20.1%	20.8%	7.4%	13.7%	14.3%
Madison	North Madison County Library System	4,840	19,980	20,708	0	0	4,840	19,980	20,708	0.6%	2.4%	2.5%	0.4%	1.5%	1.4%
Madison	Independence Fire	53,795	95,737	96,261	0	0	53,795	95,737	96,261	6.3%	10.8%	10.6%	3.9%	6.6%	6.3%
Madison	East Central Indiana Solid Waste	256	2,433	3,272	0	0	256	2,433	3,272	1.5%	11.6%	15.1%	0.8%	6.3%	8.1%
Madison	City Of Anderson Redevelopment Commission	16,841	32,588	35,010	0	0	16,841	32,588	35,010	6.8%	12.4%	12.8%	1.9%	8.8%	4.0%
Madison	Pendleton Town Redevelopment Commission	0	0	0	0	0	0	0	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Madison	TIF_48003_Anderson City - Anderson Towns	891	3,148	3,246	0	0	891	3,148	3,246	2.0%	6.9%	7.2%	0.0%	0.0%	0.0%
Madison	TIF_480039_Anderson-Fall Creek	396,647	884,775	900,813	0	0	396,647	884,775	900,813	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Madison	TIF_48013_Pendleton Town	0	0	0	0	0	0	0	0	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Madison	Marion County	213	63,918	64,335	0	0	213	63,918	64,335	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Marion	Center Township	1,425,372	7,044,690	6,943,510	0	0	1,425,372	7,044,690	6,943,510	1.0%	4.9%	4.8%	0.5%	2.4%	2.2%
Marion	Center Township	57,059	236,934	222,947	0	0	57,059	236,934	222,947	2.0%	8.4%	7.9%	0.4%	1.6%	1.5%



**MONTHLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM**

	MAY 2008	MAY 2009	Amount of Change	% OF Change	YTD 2008	YTD 2009	Amount of Change	YTD % OF Change
<b>ELWOOD</b>								
ADULT	2,757	<b>2,987</b>	230	8%	14,170	<b>14,573</b>	403	3%
JUVENILE	1,458	<b>1,296</b>	-162	-11%	9,090	<b>7,730</b>	-1,360	-15%
Y. A.	168	<b>256</b>	88	52%	884	<b>1,228</b>	344	39%
PERIOD.	614	<b>559</b>	-55	-9%	2,684	<b>2,879</b>	195	7%
AUDIO	142	<b>111</b>	-31	-22%	921	<b>713</b>	-208	-23%
VIDEO	3,644	<b>3,817</b>	173	5%	19,770	<b>22,728</b>	2,958	15%
<b>TOTAL</b>	<b>8,783</b>	<b>9,026</b>	<b>243</b>	<b>3%</b>	<b>47,519</b>	<b>49,851</b>	<b>2,332</b>	<b>5%</b>

<b>FRANKTON</b>								
ADULT	1,085	<b>969</b>	-116	-11%	5,615	<b>5,662</b>	47	1%
JUVENILE	659	<b>480</b>	-179	-27%	3,519	<b>3,157</b>	-362	-10%
Y. A.	170	<b>132</b>	-38	-22%	686	<b>727</b>	41	6%
PERIOD.	358	<b>259</b>	-99	-28%	1,711	<b>1,357</b>	-354	-21%
AUDIO	36	<b>51</b>	15	42%	205	<b>254</b>	49	24%
VIDEO	1,634	<b>1,246</b>	-388	-24%	8,147	<b>7,483</b>	-664	-8%
<b>TOTAL</b>	<b>3,942</b>	<b>3,137</b>	<b>-805</b>	<b>-20%</b>	<b>19,883</b>	<b>18,640</b>	<b>-1,243</b>	<b>-6%</b>

<b>HAZELBAKER</b>								
ADULT	708	<b>653</b>	-55	-8%	3,294	<b>4,004</b>	710	22%
JUVENILE	523	<b>222</b>	-301	-58%	1,810	<b>1,586</b>	-224	-12%
Y. A.	66	<b>56</b>	-10	-15%	235	<b>281</b>	46	20%
PERIOD.	178	<b>105</b>	-73	-41%	626	<b>690</b>	64	10%
AUDIO	42	<b>34</b>	-8	-19%	102	<b>139</b>	37	36%
VIDEO	746	<b>766</b>	20	3%	3,830	<b>4,202</b>	372	10%
<b>TOTAL</b>	<b>2,263</b>	<b>1,836</b>	<b>-427</b>	<b>-19%</b>	<b>9,897</b>	<b>10,902</b>	<b>1,005</b>	<b>10%</b>

<b>SYSTEM</b>								
ADULT	4,550	<b>4,609</b>	59	1%	23,079	<b>24,239</b>	1,160	5%
JUVENILE	2,640	<b>1,998</b>	-642	-24%	14,419	<b>12,473</b>	-1,946	-13%
Y. A.	404	<b>444</b>	40	10%	1,805	<b>2,236</b>	431	24%
PERIOD.	1,150	<b>923</b>	-227	-20%	5,021	<b>4,926</b>	-95	-2%
AUDIO	220	<b>196</b>	-24	-11%	1,228	<b>1,106</b>	-122	-10%
VIDEO	6,024	<b>5,829</b>	-195	-3%	31,747	<b>34,413</b>	2,666	8%
<b>TOTAL</b>	<b>14,988</b>	<b>13,999</b>	<b>-989</b>	<b>-7%</b>	<b>77,299</b>	<b>79,393</b>	<b>2,094</b>	<b>3%</b>

	ELWOOD	FRANKTON	HAZELBAKER
TRAFFIC	9,808	2,003	1,452
REF.	138	20	16
ASSIST.	1,297	277	236
COMP./WIRE	2,311 / 29	711 / 7	623 / na
PROG. A.	3 / 17	2 / 8	3 / 66
J.	8 / 73	6 / 126	0 / 0

**TECH SERVICES PROCESSED 1,650 ITEMS.**

Agenda

July 22, 2009

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting  
5:00 P.M.

Call to Order  
Call for Quorum  
Minutes

Claims Register & Checks

Old Business

1. Internet Policy and Computer Use Policy
2. Maintenance and Equipment Issues
3. September Board Meeting
4. Time Line for 2010 Budget Approval

New Business

1. Approve 2010 Budget for Publication
2. Working Budgets for 2009 and 2010
3. Volunteers for Budget Committee
4. Elwood's Lawnmower
5. Wireless Internet Policy
6. Children's and Young People's Division Annual Conference
7. Landscaping at Frankton
8. Ralph E. Hazelbaker Donation

Director's Report  
Public Comment  
Adjournment

MODE = MEMORY TRANSMISSION

START-JUL-17 13:32 END-JUL-17 13:33

FILE NO.=810

STN NO.	COMM.	ONE-TOUCH/ ABBR NO.	STATION NAME/TEL NO.	PAGES	DURATION
001	OK	<04>	HERALD BULLETIN	001/001	00:00:31

-ELWOOD LIBRARY -

\*\*\*\*\* -17655520955 - \*\*\*\*\* 17655525001- \*\*\*\*\*

Agenda

July 22, 2009

North Madison County Public Library System  
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Public Comment  
Adjournment

*Please publish on  
Saturday or Monday  
and again on  
Wednesday.  
Thank you*

*Thank you*



MODE = MEMORY TRANSMISSION START=JUL-17 13:31 END=JUL-17 13:32

FILE NO.-809

STN NO.	COMM.	ONE-TOUCH/ ABBR NO.	STATION NAME/TEL NO.	PAGES	DURATION
001	OK	<03>	CALL LEADER	001/001	00:00:21

-ELWOOD LIBRARY -

\*\*\*\*\* -17655520955 - \*\*\*\*\* 17655525001- \*\*\*\*\*

Agenda

July 22, 2009

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting  
5:00 P.M.

Call to Order  
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Minutes  
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1. Internet Policy and Computer Use Policy
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Director's Report  
Public Comment  
Adjournment

*Please publish on  
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Thank you*

MODE = MEMORY TRANSMISSION START=JUL-17 13:10 END=JUL-17 13:11

FILE NO.-808

STN NO.	COMM.	ONE-TOUCH/ ABBR NO.	STATION NAME/TEL NO.	PAGES	DURATION
001	OK	<02>	SUMMITVILLE	001/001	00:00:24

-ELWOOD LIBRARY -

\*\*\*\*\* -17655520955 - \*\*\*\*\* 17655525001- \*\*\*\*\*

Agenda

July 22, 2009

North Madison County Public Library System  
Board of Trustees

Elwood Public Library

Regular Meeting  
5:00 P.M.

Call to Order  
Call for Quorum  
Minutes  
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Public Comment  
Adjournment

MODE = MEMORY TRANSMISSION

START=JUL-17 13:10

END=JUL-17 13:10

FILE NO.=807

STN NO.	COMM.	ONE-TOUCH/ ABBR NO.	STATION NAME/TEL NO.	PAGES	DURATION
001	OK	<01>	FRANKTON	001/001	00:00:25

-ELWOOD LIBRARY -

\*\*\*\*\* -17655520955 - \*\*\*\*\* 17655525001- \*\*\*\*\*

## Agenda

July 22, 2009

North Madison County Public Library System  
Board of Trustees

### Elwood Public Library

Regular Meeting  
5:00 P.M.

Call to Order  
Call for Quorum  
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Public Comment  
Adjournment



NORTH MADISON COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES

Regular Meeting

July 22, 2009

5:00 pm

Elwood Public Library

**CALL TO ORDER**

President Mike Robertson called a regular meeting of the North Madison County Public Library Board of Trustees to order on July 22, 2009 at 5:00 pm in the meeting room of the Elwood Public Library.

**CALL FOR QUORUM**

Members present were Mike Robertson, Wayne Davidson, Beverly Austin, Bette Dalzell, Dan Prieshoff and Leslie Rittenhouse. Also in attendance was Director Jamie Scott.

**MINUTES**

Beverly Austin made a motion to approve the minutes from the June 10, 2009 regular board meeting. Leslie Rittenhouse made a second and the motion carried.

**CLAIMS REGISTER & CHECKS**

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

**PRO TEM SECRETARY**

President Mike Robertson appointed Bette Dalzell to the position of pro tem secretary for this meeting only in the absence of Secretary Kevin Sipe.

**OLD BUSINESS**

Internet Policy and Computer Use Policy

Printing charges in the Internet Policy and Computer Use Policy were updated to reflect a cost of 10 cents per black and white copy and 40 cents per color copy. Wayne Davidson made a motion to accept the changes to the Internet Policy and Computer Use Policy. Beverly Austin made a second the motion carried.

Maintenance and Equipment Issues

An e-mail was received from Don Myers of Myers Construction that his company and Omni Electric would be performing the work on the guttering at the Frankton Community Library sometime in late August or September.

September Board Meeting

Leslie Rittenhouse made a motion to move the location of the regular September 9<sup>th</sup>, 2009 board meeting from the Frankton Community Library to the Elwood Public Library. Beverly Austin made a second the motion carried.

Time Line for 2010 Budget Approval

Two dates are to be noted that a quorum is required. They are August 12<sup>th</sup>, 2009 at 5:00 pm for the public hearing and September 9<sup>th</sup>, 2009 at 5:00 pm to adopt the 2010 budget. Both meetings will be held at the Elwood Public Library.

**NEW BUSINESS**

Approve 2010 Budget for Publication

A revised expanded Form 1 with 2009 and purposed 2010 figures was presented with an increase to Transfer to LIRF from \$6000 to \$15,000. The total on this form did not match the total on the legal budget forms. It was discovered later that the difference was \$2,010 which was the column heading for the year 2010. The year 2010 was accidentally added into the total. The correct total for the 2010 Operating Fund is \$1, 145, 092. It was questioned if the 3% increase to \$81,000 in the health insurance line item would be enough to cover health insurance costs for next year. It was explained that current health insurance cost increased 7% from last year. After this increase, the current monthly cost is \$6305.66 with the current yearly cost at \$75,667.

The 2010 budget was presented: Library Operating Fund for \$1, 145, 092, maximum estimated funds to be raised are \$677,000 with an estimated tax rate of \$0.13; the current tax levy is \$641, 517 with a current tax rate of \$0.11. Debt Service Budget Fund for \$242,000, maximum estimated funds to be raised are \$230,000 with an estimated tax rate of \$0.04; the current tax levy is \$213, 839 with a current tax rate of \$0.04. Rainy Day Fund for \$15,000, with no maximum estimated funds to be raised or current tax levy. Beverly Austin made a motion to approve the 2010 budget for publishing as presented. Bette Dalzell made a second and the motion carried.

Working Budgets for 2009 and 2010

A working budget for 2009 of \$946,470 was presented. It was discussed that the estimated total revenue for 2009 is \$911,550, but the publicized and approved 2009 budget is \$1,112,902. Due to the large discrepancy between the estimated 2009 revenue and the approved 2009 budget, a working budget that is closer to the estimated revenue will be presented at each monthly board meeting. A hiring freeze has been instituted to help curve expenditures. Currently there is an open part-time (20 hour) clerk position in Elwood Adult Services Department and a 20 hour page position in Elwood Youth Services Department that is not being replaced. Katie Burris was assisting 20 hours a week in Technical and Information Technology Services. Due to the decrease in staff, this is no longer possible. To cover Elwood Adult and Youth Services desks on Saturdays, the Adult Services, Youth Services and Information Technology managers and the Director are rotating working Saturdays every other week. By not replacing these positions and if projected revenue is around \$910,000, the 2009 working budget should be able to support current number of staff.

Volunteers for Budget Committee

Beverly Austin, Wayne Davidson and Mike Robertson volunteered to be on a budget committee with the Administrative Assistant and Director. The budget committee will begin meeting to discuss budget cuts over the next three years.

Elwood's Lawnmower

It was decided to table purchasing a new lawnmower until further information about mowing the lawn and parking lot and sidewalk snow removal costs could be ascertained.

### Wireless Internet Policy

Beverly Austin made a motion to accept the Wireless Internet Policy. Wayne Davidson made a second and the motion carried.

### Children's and Young People's Division Annual Conference

Rebecca Johnson and Mary Hendrick would like to attend the Children's and Young People's Division Annual Conference which is on August 30<sup>th</sup> and 31<sup>st</sup> which is a Sunday and Monday. It was discussed to have both of them decrease the number of hours worked during that week to compensate for the number of hours worked on Sunday.

### Landscaping at Frankton

FLAG (Frankton Library Assistance Group) would like to improve the landscaping around the sign at the Frankton Community Library. A letter from Dorcia Stottlemeyer, member of the Master Gardeners of Madison County describing some ideas for the area around the sign was read. Bette Dalzell made a motion to have the Master Gardeners move forward with the landscaping project. Leslie Rittenhouse made a second and the motion carried. It was also mentioned to have a memorial for Mr. Lloyd Young, former President of FLAG, incorporated into the project. It was Mr. Lloyd Young who first developed the plan to improve the landscaping around the sign.

### Ralph E. Hazelbaker Donation

On June 27<sup>th</sup>, 2009, Mr. Ralph E. Hazelbaker donated \$10,000 to the Ralph E. Hazelbaker Library. The monies are to be used to replace eight computers that are over 4 years old, repair the adult shelves and purchase a paper roll holder, storage shelves for the supply room and writing pad/easel. If there are funds left over, lightweight tables will be purchased replacing the heavy tables in the meeting room. The heavy tables will be stored in the shed.

### DIRECTOR'S REPORT

Two computers in the lab at the Elwood Public Library had one of the RAM memory sticks stolen from them. Instead of purchasing locks for the computers, zip ties were used to secure all computers at Elwood. On July 14<sup>th</sup>, 2009 an Unemployment Appeals Hearing was held. The outcome of the hearing is to be determined within 21 days and the decision can be appealed. Matt Helm resigned from his position as page at the Elwood Public Library on July 25<sup>th</sup>, 2009. The state funds that support the non e-rate portion of our T-1 lines were reduced during the Special Session of the General Assembly. It is not known how this will impact our distribution of these state funds. The Public Library Standards are being reviewed and changed by a committee of Indiana State Library officials and public library directors. The new standards are set to take effect January 1<sup>st</sup>, 2011. Diana and I will be attending the Small and Medium Sized Libraries (SAMS) 2009 Conference on August 6<sup>th</sup>. The Welcome to Elwood article about the library was entitled Save Money @ the Elwood Public Library. The article listed several items along with their cost that are available free at the library. Umbaugh and Associates has been commissioned by the Madison County Commissioners to perform a study on the impact of the circuit breaker on the local units of government. Wireless Internet access was installed today at Summitville. All three facilities now have Wireless Internet access available to the public.



See attached Director's Report for more information.

Public comment was sought. There was none.

With no objection the meeting was adjourned at 6:40 pm.

Beverly J. Austin  
Leslie Battenhouse  
Michael Roberts

Bette Dalzell, Pro Tem Secretary

[Signature]  
[Signature]  
[Signature]

## Register Of Claims

### North Madison County Public Library System

Report Date: From 6/11/2009 To 7/22/2009

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	344	PAYROLL	Operating Fund	Salary of Director	\$1,636.51	7/8/2009	PAYROLL
			Operating Fund	Salary of Assistants	\$16,377.05		
			Operating Fund	Salary of Assistants	\$447.72		
			Operating Fund	Wages of Janitor	\$1,375.30		
0	329	PAYROLL	Operating Fund	Salary of Director	\$1,636.51	6/24/2009	PAYROLL
			Operating Fund	Salary of Assistants	\$16,829.72		
			Operating Fund	Salary of Assistants	\$393.60		
			Operating Fund	Wages of Janitor	\$1,418.00		
0	345	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,517.54	7/8/2009	P/R ENDING 7/4/09
			FICA	Payroll Deductions	\$1,229.90		
			Federal Taxes Withheld	Payroll Deductions	\$1,949.04		
			Medicare	Payroll Deductions	\$287.64		
0	403	PAYROLL	Operating Fund	Salary of Director	\$1,636.51	7/22/2009	PAYROLL
			Operating Fund	Salary of Assistants	\$16,464.02		
			Operating Fund	Salary of Assistants	\$403.44		
			Operating Fund	Wages of Janitor	\$1,418.00		
0	404	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,524.07	7/22/2009	P/R ENDING 7/18/09
			FICA	Payroll Deductions	\$1,235.18		
			Federal Taxes Withheld	Payroll Deductions	\$1,961.33		
			Medicare	Payroll Deductions	\$288.89		
0	406	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$155.00	7/22/2009	P/R ENDING 7/18/09
			<b>Total this claim</b>	<u>\$155.00</u>			
0	330	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,551.28	6/24/2009	P/R ENDING 6/20/09
			FICA	Payroll Deductions	\$1,257.24		
			Federal Taxes Withheld	Payroll Deductions	\$1,881.94		
			Medicare	Payroll Deductions	\$294.04		



<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	346	GREAT-WEST RETIREMENT S	Annunity	Payroll Deductions	\$155.00	7/6/2009	P/R ENDING 7/4/09
				<b>Total this claim</b>	\$155.00		
0	331	GREAT-WEST RETIREMENT S	Annunity	Payroll Deductions	\$155.00	6/24/2009	P/R ENDING 6/20/09
				<b>Total this claim</b>	\$155.00		
25791	334	CONSUMERS LIFE INSURANC	Operating Fund Insurance	Emp Cont Group Ins Payroll Deductions	\$5,935.27 \$541.76	6/24/2009	HEALTH INSURANCE 7/1/09-8/1/09
				<b>Total this claim</b>	\$6,477.03		
25792	333	INDIANA DEPARTMENT OF RE	State Tax Withheld County Taxes Withheld	Payroll Deductions Payroll Deductions	\$1,476.44 \$493.93	6/24/2009	PAYROLL DEDUCTIONS FOR JUNE
				<b>Total this claim</b>	\$1,970.37		
25793	335	INDIANA MICHIGAN POWER C	Operating Fund Operating Fund	Electricity Electricity	\$1,920.48 \$482.19	6/24/2009	SERVICE FOR ELWOOD & SUMMITVILLE
				<b>Total this claim</b>	\$2,402.67		
25794	336	INDIANA-AMERICAN WATER C	Operating Fund Operating Fund	Water Waste Disposal Services	\$53.71 \$10.00	6/24/2009	SERVICE FOR SUMMITVILLE
				<b>Total this claim</b>	\$63.71		
25795	337	KMART	Operating Fund	Frankton Programing	\$53.29	6/24/2009	As per attached invoices.
				<b>Total this claim</b>	\$53.29		
25796	332	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$783.09	6/24/2009	P/R ENDING 6/20/09
				<b>Total this claim</b>	\$783.09		
25797	338	PITNEY BOWES	Operating Fund	Equipment/Rental	\$129.00	6/24/2009	LEASE POSTAL METER - ELWOOD
				<b>Total this claim</b>	\$129.00		
25798	342	PUBLIC EMP. RETIREMENT F	PERF Operating Fund	Payroll Deductions Emp Cont PERF	\$4,761.15 \$8,197.54	6/24/2009	2ND QUARTER 2009 PERF CONTRIBUTIONS
				<b>Total this claim</b>	\$12,958.69		
25799	339	TOWN OF FRANKTON	Operating Fund Operating Fund Operating Fund	Electricity Water Waste Disposal Services	\$462.98 \$13.30 \$12.32	6/24/2009	SERVICE FOR FRANKTON
				<b>Total this claim</b>	\$488.60		
25800	340	VECTREN ENERGY DELIVERY	Operating Fund Operating Fund	Gas Gas	\$96.51 \$24.77	6/24/2009	SERVICE FOR ELWOOD & FRANKTON
				<b>Total this claim</b>	\$121.28		

<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>
25801	341	VISA	Operating Fund Gift	Bldg. & Structure/Maint. Elwood Children's Programing	\$174.15 \$126.93	6/24/2009	As per attached invoices.
<b>Total this claim</b>					<u>\$301.08</u>		
25802	343	REGIONS BANK	Debt Service Fund	Land Buildings Improvements	121,000.00	6/29/2009	SEMI ANNUAL LEASE RENTAL PAYMENT
<b>Total this claim</b>					<u>\$121,000.00</u>		
25803	348	AT&T	Operating Fund	Telephone & Telegraph	\$298.03	7/8/2009	SERVICE FOR ELWOOD
<b>Total this claim</b>					<u>\$298.03</u>		
25804	349	AT&T LONG DISTANCE	Operating Fund Operating Fund	Telephone & Telegraph Telephone & Telegraph	\$55.74 \$11.59	7/8/2009	SERVICE FOR ELWOOD & SUMMITVILLE
<b>Total this claim</b>					<u>\$67.33</u>		
25805	350	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$221.30	7/8/2009	SERVICE FOR ELWOOD
<b>Total this claim</b>					<u>\$221.30</u>		
25806	347	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$350.00	7/8/2009	P/R ENDING 7/4/09
<b>Total this claim</b>					<u>\$350.00</u>		
25807	351	OUSLEY'S HARVEST GARDEN	Gift	Other	\$58.85	7/8/2009	MEMORIAL - LLOYD YOUNG
<b>Total this claim</b>					<u>\$58.85</u>		
25808	352	RUSTY AMMERMAN	Gift Operating Fund Operating Fund	Elwood Children's Programing Frankton Programing Summitville Programing	\$160.00 \$160.00 \$160.00	7/8/2009	DIMENSION OF ILLUSION SUMMER READING PROGRAM - JULY 18, 2009
<b>Total this claim</b>					<u>\$480.00</u>		
25809	353	VECTREN ENERGY DELIVERY	Operating Fund Operating Fund	Gas Gas	\$13.74 \$0.00	7/8/2009	SERVICE FOR SUMMITVILLE
<b>Total this claim</b>					<u>\$13.74</u>		
25810	354	VERIZON	Operating Fund	Telephone & Telegraph	\$247.90	7/8/2009	SERVICE FOR FRANKTON
<b>Total this claim</b>					<u>\$247.90</u>		
25811	355	RITA ROSE	Operating Fund	Elwood Adult Programing	\$50.00	7/8/2009	ELWOOD ADULT PROGRAM - JULY 21, 2009
<b>Total this claim</b>					<u>\$50.00</u>		
25812	356	AUDIO VISUAL COMMUNICATI	Operating Fund	Professional Services	\$357.00	7/22/2009	SERVICE CONTRACT JULY-SEPT - ACCOUNTING SOFTWARE & SUPPORT
<b>Total this claim</b>					<u>\$357.00</u>		
25813	395	AVAYA COMMUNICATION	Operating Fund	Telephone & Telegraph	\$265.02	7/22/2009	QUARTERLY BILLING
<b>Total this claim</b>					<u>\$265.02</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>
25814	357	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$1,980.00	7/22/2009	As per attached invoices.
			Operating Fund	Elwood Childrens	\$1,144.85		
			Operating Fund	Elwood YA	\$222.11		
			Operating Fund	Frankton	\$547.20		
			Operating Fund	Summitville	\$1,320.52		
			Operating Fund	Frankton Programing	\$15.51		
				<b>Total this claim</b>	<b>\$5,230.19</b>		
25815	358	BANC OF AMERICA LEASING	Operating Fund	Equipment/Rental	\$366.00	7/22/2009	LEASE KONICA MINOLTA COPIER C350 5/1/09-7/31/09
				<b>Total this claim</b>	<b>\$366.00</b>		
25816	398	BARBARA MCADAMS	Operating Fund	Postage & UPS	\$22.92	7/22/2009	PETTY CASH REIMBURSEMENT
			Operating Fund	Operating Supplies	\$2.00		
			Operating Fund	Frankton Programing	\$26.89		
				<b>Total this claim</b>	<b>\$51.81</b>		
25817	359	BARBARA SNIPES	Operating Fund	Traveling Expense	\$130.72	7/22/2009	MILEAGE
				<b>Total this claim</b>	<b>\$130.72</b>		
25818	366	BOOK PAGE	Gift	Elwood Adult Programing	\$216.00	7/22/2009	ONE YEAR SUBSCRIPTION
			Gift	Frankton Programing	\$216.00		
				<b>Total this claim</b>	<b>\$432.00</b>		
25819	360	BOYCE FORMS/SYSTEMS	Operating Fund	Official Records	\$249.53	7/22/2009	PURCHASE ORDERS
				<b>Total this claim</b>	<b>\$249.53</b>		
25820	409	C. TYLOR HENDRICK	Operating Fund	Professional Services	\$104.80	7/22/2009	WEEK 7/13/09-7/18/09
				<b>Total this claim</b>	<b>\$104.80</b>		
25821	361	CHAPMAN ELECTRIC SUPPLY	Operating Fund	Operating Supplies	\$138.37	7/22/2009	As per attached invoices.
				<b>Total this claim</b>	<b>\$138.37</b>		
25822	362	CHESTER INFORMATION TEC	Operating Fund	Professional Services	\$166.25	7/22/2009	SYSTEMS ENGINEER
				<b>Total this claim</b>	<b>\$166.25</b>		
25823	363	CINTAS CORPORATION	Operating Fund	Cleaning & Sanitation Supplies	\$71.35	7/22/2009	As per attached invoices.
				<b>Total this claim</b>	<b>\$71.35</b>		
25824	407	CONSUMERS LIFE INSURANC	Operating Fund	Emp Cont Group Ins	\$5,725.40	7/22/2009	HEALTH INSURANCE 8/1/09-9/1/09
			Insurance	Payroll Deductions	\$580.16		
				<b>Total this claim</b>	<b>\$6,305.56</b>		
25825	401	DIANA L. SHEPARD	Operating Fund	Traveling Expense	\$152.80	7/22/2009	MILEAGE
				<b>Total this claim</b>	<b>\$152.80</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>
25826	364	EDUCATION NETWORKS OF A	St Technology Fund Gr	Telephone & Telegraph	\$855.00	7/22/2009	INTERNET ACCESS SERVICE
				<b>Total this claim</b>	<b>\$855.00</b>		
25827	365	ELWOOD CALL LEADER	Operating Fund	Advertising & Public Notices	\$135.00	7/22/2009	WELCOME TO FRANKTON AD
				<b>Total this claim</b>	<b>\$135.00</b>		
25828	367	ELWOOD FIRE EQUIPMENT C	Operating Fund	Professional Services	\$250.00	7/22/2009	QUARTERLY SPRINKLER INSPECTION
				<b>Total this claim</b>	<b>\$250.00</b>		
25829	412	EMILY DAVIDSON	Operating Fund	Postage & UPS	\$23.12	7/22/2009	PETTY CASH REIMBURSEMENT
			Operating Fund	Summitville Programing	\$12.50		
				<b>Total this claim</b>	<b>\$35.62</b>		
25830	368	FILIP, INC.	Operating Fund	Cleaning & Sanitation Supplies	\$62.27	7/22/2009	As per attached invoices.
				<b>Total this claim</b>	<b>\$62.27</b>		
25831	369	HARPER'S LAWN CARE	Operating Fund	Professional Services	\$235.00	7/22/2009	LAWN CARE - FRANKTON
				<b>Total this claim</b>	<b>\$235.00</b>		
25832	370	HIGHSMITH CO.,INC.	Operating Fund	Furniture & Equipment	\$43.46	7/22/2009	EASEL - SUMMITVILLE
				<b>Total this claim</b>	<b>\$43.46</b>		
25833	371	HORTON & SONS OF ELWOO	Operating Fund	Operating Supplies	\$127.45	7/22/2009	As per attached invoices.
				<b>Total this claim</b>	<b>\$127.45</b>		
25834	405	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$1,447.41	7/22/2009	PAYROLL DEDUCTIONS FOR JULY
			County Taxes Withheld	Payroll Deductions	\$483.19		
				<b>Total this claim</b>	<b>\$1,930.60</b>		
25835	399	INDIANA LIBRARY FEDERATI	Operating Fund	Professional Meetings	\$70.00	7/22/2009	2009 SAMS CONFERENCE - JAMIE & DIANA
				<b>Total this claim</b>	<b>\$70.00</b>		
25836	411	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$523.86	7/22/2009	SERVICE FOR ELWOOD & SUMMITVILLE
			Operating Fund	Electricity	\$14.04		
				<b>Total this claim</b>	<b>\$537.90</b>		
25837	393	INDIANA STATE LIBRARY	Operating Fund	Other	\$300.00	7/22/2009	2ND QUARTER 2009 PLAC SALES
				<b>Total this claim</b>	<b>\$300.00</b>		
25838	400	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$17.96	7/22/2009	SERVICE FOR SUMMITVILLE
			Operating Fund	Waste Disposal Services	\$45.05		
				<b>Total this claim</b>	<b>\$63.01</b>		
25839	372	JAYANNE RUMPLE	Operating Fund	Traveling Expense	\$48.80	7/22/2009	MILEAGE - WORKSHOP
				<b>Total this claim</b>	<b>\$48.80</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>
25840	373	LANDMARK AUDIOBOOKS	Operating Fund	Frankton AV	\$200.00	7/22/2009	CHILDRENS SUMMER LEASE - FRANKTON
					<b>Total this claim</b>		
					\$200.00		
25841	374	LARRY BATTSON	Operating Fund	Elwood Adult Programing	\$300.00	7/22/2009	ELWOOD ADULT PROGRAM 8/5/09
					<b>Total this claim</b>		
					\$300.00		
25842	375	LIBRARY CORPORATION, THE	Operating Fund	Automation	\$2,063.00	7/22/2009	As per attached invoices.
					<b>Total this claim</b>		
					\$2,063.00		
25843	376	LMC SERVICE SOLUTIONS	Operating Fund	Professional Services	\$2,466.60	7/22/2009	HVAC REPAIRS -ELWOOD
					<b>Total this claim</b>		
					\$2,466.60		
25844	408	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$350.00	7/22/2009	P/R ENDING 7/18/09
					<b>Total this claim</b>		
					\$350.00		
25845	397	MANIFOLD REFUSE, INC.	Operating Fund	Waste Disposal Services	\$137.02	7/22/2009	TRASH SERVICE - FRANKTON
					<b>Total this claim</b>		
					\$137.02		
25846	377	MARSH SUPERMARKET	Operating Fund	Elwood Adult Programing	\$8.09	7/22/2009	As per attached invoices.
			Operating Fund	Operating Supplies	\$11.86		
			Operating Fund	Frankton Programing	\$40.53		
					<b>Total this claim</b>		
					\$60.48		
25847	378	MARY HENDRICK	Operating Fund	Traveling Expense	\$30.80	7/22/2009	MILEAGE
					<b>Total this claim</b>		
					\$30.80		
25848	379	MARY KIPLINGER	Operating Fund	Traveling Expense	\$5.60	7/22/2009	MILEAGE
					<b>Total this claim</b>		
					\$5.60		
25849	380	McCORMACK PRINTING IMPR	Operating Fund	Operating Supplies	\$262.00	7/22/2009	ADULT & CHILDREN'S REGISTRATION CARDS
					<b>Total this claim</b>		
					\$262.00		
25850	390	MIDWEST TAPE	Operating Fund	Frankton AV	\$455.79	7/22/2009	As per attached invoices.
			Operating Fund	Elwood AV	\$1,079.50		
			Operating Fund	Summitville AV	\$311.85		
					<b>Total this claim</b>		
					\$1,847.14		
25851	386	MTM INCORPORATED	Operating Fund	Professional Services	\$2,456.00	7/22/2009	MAINTENANCE ON READER PRINTERS
					<b>Total this claim</b>		
					\$2,456.00		
25852	381	N'STITCHES	Operating Fund	Frankton Programing	\$66.00	7/22/2009	TOTES & HATS
					<b>Total this claim</b>		
					\$66.00		

<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>
25853	382	ORIENTAL TRADING COMPAN	Gift	Elwood Children's Programming	\$72.17	7/22/2009	As per attached invoices.
				<b>Total this claim</b>	\$72.17		
25854	392	POSTMASTER	Operating Fund	Postage & UPS	\$88.00	7/22/2009	STAMPS - FRANKTON
			Operating Fund	Postage & UPS	\$0.00		
				<b>Total this claim</b>	\$88.00		
25855	383	QUILL CORPORATION	Operating Fund	Office Supplies	\$360.61	7/22/2009	As per attached invoices.
				<b>Total this claim</b>	\$360.61		
25856	402	RADIO SHACK	Operating Fund	Operating Supplies	\$9.99	7/22/2009	As per attached invoices.
				<b>Total this claim</b>	\$9.99		
25857	384	RAMSAY BUSINESS PRODUC	Operating Fund	Office Supplies	\$29.66	7/22/2009	As per attached invoices.
			Operating Fund	Office Supplies	\$13.08		
				<b>Total this claim</b>	\$42.74		
25858	396	RDJ SPECIALTIES, INC.	Gift	Frankton Programming	\$97.17	7/22/2009	As per attached invoices.
				<b>Total this claim</b>	\$97.17		
25859	385	SARAH McELFRESH	Operating Fund	Traveling Expense	\$56.00	7/22/2009	MILEAGE
				<b>Total this claim</b>	\$56.00		
25860	410	SPECIALTY STORE SERVICES	Operating Fund	Book Processing	\$489.45	7/22/2009	As per attached invoices.
				<b>Total this claim</b>	\$489.45		
25861	389	SUMMITVILLE SCHOOL	Operating Fund	Summitville	\$26.00	7/22/2009	2007 & 2008 YEARBOOKS
				<b>Total this claim</b>	\$26.00		
25862	387	THOMAS BOUREGY & COMPA	Operating Fund	Elwood Adult	\$83.70	7/22/2009	As per attached invoices.
				<b>Total this claim</b>	\$83.70		
25863	388	TOPS TRUE VALUE	Operating Fund	Operating Supplies	\$80.97	7/22/2009	As per attached invoices.
				<b>Total this claim</b>	\$80.97		
25864	394	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$75.53	7/22/2009	SERVICE FOR ELWOOD
				<b>Total this claim</b>	\$75.53		
25865	413	VISA	Gift	Elwood Children's Programming	\$172.46	7/22/2009	As per attached invoices.
			Operating Fund	Frankton Programming	\$683.43		
			Operating Fund	Summitville Programming	\$195.68		
			Operating Fund	Operating Supplies	\$231.85		
				<b>Total this claim</b>	\$1,283.42		
25866	391	WISE CHOICE LAWN CARE	Operating Fund	Professional Services	\$275.00	7/22/2009	LAWN CARE - SUMMITVILLE
				<b>Total this claim</b>	\$275.00		



Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
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**Total Amount of Claims \$256,016.33**

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 20, 2009

\_\_\_\_\_  
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 22 day of July, 2009.

Beverly J. Rustin  
Tyler Dill  
Harold W. Hattenhaise

Bette D. Hall  
Michael Robertson

**SIGNATURES OF GOVERNING BOARD**

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/1998.

# **PUBLIC ACCESS COMPUTER POLICY OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM**

Access to electronic information via the World Wide Web is complementary to the mission of the North Madison County Public Library System (hereafter identified as NMCPLS). Electronic information can satisfy the research and informational needs of NMCPLS users, and access to the Internet provides an unlimited resource of knowledge contained in libraries, databases, and other information resources around the world.

No one owns the Internet and therefore it cannot be legally controlled in its content or information. The NMCPLS Board of Trustees and the library staff are not responsible for the information that is accessed/obtained while using library equipment. In offering the Internet to the community, library staff cannot control access points, which often change unpredictably and rapidly. Therefore, library users access and use the Internet at their own risk. Users are hereby notified that they, not NMCPLS, are responsible for the access points they reach on the Internet.

The library strongly recommends that users of the Internet not reveal their personal address, telephone number, credit card number, bank account number, social security number or any other financial or personal information. The library can assume no liability for the performance or quality of any products purchased over the Internet, and cannot guarantee the confidentiality of personal and credit card information transmitted over the Internet.

Failure to abide by the Internet Use policy may result in the loss of Internet and/or NMCPLS library privileges. Continued violation of the situations listed below will result in suspension of all library privileges:

- Violation of computer security system.
- Violation of another user's privacy.
- Use of the internet for unlawful, indecent, or malicious activities, including display of sexually explicit graphics
- Misrepresentation of the library or the identity of oneself.
- Use of abusive or objectionable language and the display or transmission of profane, abusive, or threatening language.
- Engaging in harassing behavior, such as sending or posting slanderous, libelous, obscene, or threatening messages, and other activities that could cause congestion and disruption of networks and systems.
- Violating any local, state, or federal statute.
- Use of chat rooms is NOT allowed.
- Downloading and/or installing software to the hard drive of any library computer.



[Anyone accessing pornography sites will be asked to leave the computer area and will not be allowed computer access for one week. Upon a second incident, a patron will be barred from computer access for six months. If a person is under 18 years of age, the parent/guardian will be notified of the access of pornography and the punishment involved. The parent/guardian will need to accompany their child after the six months ban to reinstate privileges.]

The Board of Trustees of NMCPLS reserves the right to:

- Implement a fee structure in accordance with use of the Internet and to change the fees as necessary. [There is a charge of ten (\$.10) cents per Remove: page add: black and white copy and forty (\$.40) cents per color copy if the patron wishes to print his work.]
- Use a software program to filter the use of the Internet according to the mission, collection policies, and community/legal standards with regard to obscenity on any or all computers. (Federal Law requires all public libraries that receive funding from grants, USF, and other sources to filter the Internet by July 2002.)
- Require the use of acceptable identification for anyone using the Internet at the library. All persons residing in, or owning property in the townships we serve will be required to hold a current NMCPLS library card to access the library's computers. Patrons are responsible for fine balances over \$5.00 and will be required to pay \$1.00 towards their fine balance per each daily computer use until their fine is at or below \$5.00 effective August 1, 2008. The patron's barcode needs to be kept confidential. If a patron's barcode is compromised the patron will have to purchase a new library card. When the barcode has been compromised, the offending patron using the barcode will not be allowed computer access for one week. Upon a second incident, a patron will be barred from computer access for six months. If a person is under 18 years of age, the parent/guardian will be notified of the punishment involved. The parent/guardian will need to accompany their child after the six months ban to reinstate privileges. A courtesy card may be issued to those who live outside the library district. It allows the user computer access for one year (this does not allow material checkout). This card must be renewed in order to continue computer use after its one-year expiration. If a person is a one-time only visitor to the library, they may use the NMCPLS guest pass. This guest pass is valid for a one-time use only. If a patron returns to use the computers they will be asked to obtain a courtesy card.
- Limit the amount of time workstations may be used in order to make equipment available to other library users. Patrons will begin with a one-hour time limit. If no one is waiting to use the computer, the patron may begin increasing his or her time in fifteen (15) minute increments for a maximum of two (2) hours total. If the computers are full after your one-hour time limit, you must relinquish your

computer to the waiting patrons. Patrons that use only a portion of their original one (1) hour can return later that same day to finish their time.

- Modify this policy at any time.

As in the use of all other NMCPLS materials, children's access to the Internet is the sole responsibility of the child's parent or guardian. Parents of children who are under 18 years old must monitor their children's use of the Internet just as they monitor the use of NMCPLS's video collection. Parents and children are encouraged to read/view and discuss the resources that NMCPLS has available regarding safe and appropriate use of the Internet by minors. No child under 18 will be allowed to use the Internet without a signed consent form on file. Children under the age of 18 will not be allowed to use the computers located in the Indiana Room unless accompanied by a parent or guardian.

Presently, it is not possible to use the same selection criteria, which are used for other Library materials. Therefore, NMCPLS assumes no responsibility for the accuracy, quality, or quantity of any information, or the site where that information is obtained. The library does prohibit accessing obscene material and intentionally leaving it for others to view.

The NMCPLS makes no guarantees, either expressed or implied, in respect to any equipment, programs, or other materials, their performance, or fitness for any particular purpose. Materials and equipment are provided for use "as is." The entire risk as to the quality and performance of computer equipment, programs, and documentation is with the user. In no event shall the library be liable for actual, incidental, or consequential damages in connection with or arising from the use of any equipment, programs, or other library materials.

Adopted 4/12/03  
Reviewed & Amended 08/31/2006  
Reviewed 06/11/2007  
Reviewed & Amended 05/12/2008  
Reviewed 06/10/2009

## COMPUTER USE POLICY

You must read and agree to the terms below before  
Continuing to use this service.  
Use of this service is a privilege.  
Failure to comply with these terms will result in the  
Loss of that privilege.

Activating this timer constitutes agreement to the  
Library's Internet and computer use policy!!!!

Computer usage time is from 9:00 a.m. until 15 minutes before closing at  
Elwood Public Library, Frankton Community Library and Ralph E.  
Hazelbaker Library.

1. Exit from all programs when you are done. **DO NOT TURN OFF THE COMPUTER!** If you turn off or restart this computer for any reason, your privileges will be revoked for five days.
2. If you wish to save material, download your files to a preformatted disk or other removable storage device such as a USB drive. Disks may be purchased for \$1 from a library staff member. Virus-checking software will NOT protect your computer if you download programs. If you are concerned about the possibilities of computer viruses, you should install and use virus protection software on your own computer. The library is not responsible for damage to personal disks.
3. When current inventory of headphones is depleted, headphones will no longer be provided by the library.
4. **DO NOT modify this computer or software in any way.** This includes downloading and installing programs or plug-ins on this computer. [Anyone modifying the computer or software in any way will be asked to leave the computer area and will not be allowed computer access for one week. If there is a second incident, a patron will be barred from computer access for six months. If a person is under 18 years of age, the parent/guardian will need to accompany their child after the six-month ban to reinstate privileges.]
5. All applicable laws regarding copyright must be obeyed.
6. Do not display text or graphics that may be legally defined by State and/or Federal law as obscenity or child pornography.



7. Users have the right of confidentiality and the right of privacy. However, security is technically difficult to achieve and the computer is located in a public area. Electronic transactions of information and viewing screens could become public. As a result, **the library cannot guarantee privacy or confidentiality.** Remember to exercise common courtesy. It is rude to look over another's shoulder to see what he or she is doing on the computer, and it is disturbing to another's concentration to stand around the computer while waiting your turn. Remember that people using the Internet after you may see which sites you have visited.
8. Be aware that the connection may fail or the computer may "freeze" while you are using it. Such occurrences are unfortunate, but do not entitle you to go beyond your allotted time if others are waiting. The computers in the Computer Lab will be unavailable when needed for training.
9. Use of the Internet access computers is on a first-come, first-served basis. Patrons will be given one (1) hour on the computers to start with. If no one else is waiting you may begin extending your time in fifteen (15) minute increments for a maximum time of two (2) hours. If patrons are waiting to use the computers after your one-hour time limit, you must relinquish your computer for those waiting. Patrons that use only a portion of their original one (1) hour can return later that same day to finish their time. No reservations for future days will be made and telephone reservations will not be taken. **It is your responsibility to give up the computer after one hour.** Any patron playing games on the Youth or Young Adult computers may switch games one time for a total of two games per day. The patron **MAY NOT CHANGE** computers. The Patron must choose games for the computer on which they are assigned. If all computers are full the patron can reserve a computer by adding their name to the reservation computer or by asking a staff member.
10. Users under the age of 18 must have an Internet Use Permission slip signed by a parent or legal guardian. We ask that parents and guardians read the North Madison County Public Library System Computer Use Policy before giving permission. Permission slips are available from the Youth and the Adult circulation desks and from circulation desks in the branch libraries. Library cards of young people with Internet Permission will be coded, and the permission will be recorded in the patron's file. All persons residing in, or owning property in the townships we serve will be required to hold a current

NMCPLS library card to access the computers. Patrons are responsible for fine balances over \$5.00 and will be required to pay \$1.00 towards their fine balance per each daily computer use until their fine is at or below \$5.00 effective August 1, 2008. A courtesy card may be issued to those who live outside the library district. It allows the user computer access for one year (this does not allow material checkout). This card can be renewed in order to continue computer use after its one-year expiration. If a person is a one-time only visitor to the library, they may use the NMCPLS guest pass. This guest pass is valid for a one-time use only. If a patron returns to use the computers, they will be asked to obtain a courtesy card.

11. E-Mail accounts that do not fall under the domain of World Wide Web are not available. You may not send E-mail from the library's account, nor receive e-mail at that account. The only way you can send e-mail or access your e-mail is if you have already set up an e-mail account with a web-based mail server, through a web site.
12. **Printing is 10 cents per Remove: page Add: black and white copy and 40 cents per color copy.** All printing is sent to a central printer at the Adult Circulation Desk. You must pick up your copies and pay at the Circulation Desk. If you need to print in color, please ask a staff member for assistance.
13. You may not always be able to access the sites on the Internet that you are trying to visit. There may be several reasons for this inconvenience. The Library's Internet connection may also be periodically and temporarily inoperable due to technical difficulties.
14. Misuse of the Internet access computers will result in loss of your Internet privileges. The use of the computer should not infringe upon the rights of others.

Adopted 4/12/03  
Reviewed & Amended 05/08/06  
Reviewed 06/11/2007  
Reviewed & Amended 05/12/2008  
Reviewed & Amended 06/10/2009



Expanded Form 1, 2010 - Working Copy

Follows format of prescribed "Form 1", but with greater detail

Operating Fund	2009	2010	+/-	% of 2010 Budget	Justificati
<b>1. Personal Services</b>					
<b>Salaries and Wages</b>					
Librarian/Director	45,694	47,065	1,371	4.103%	3% increase
Hourly Employees	457,514	476,239	18,725	41.517%	3% increase
Administrative Assistant	34,094	35,117	1,023	3.061%	3% increase
Treasurer	300	300	-	0.026%	
Janitors	35,690	36,761	1,071	3.205%	3% increase
<b>Employee Benefits</b>					
Employer's FICA	45,000	47,000	2,000	4.097%	
Unemployment Comp.	1,750	1,750	-	0.153%	
PERF	38,000	38,000	-	3.313%	
Group Health Ins. Opt.	78,660	81,000	2,340	7.061%	3% increase
Sick Pay			-	0.000%	
<b>Other Personal Services</b>					
<b>Total Personal Services</b>	736,702	763,232	26,530	66.536%	
<b>2. Supplies</b>					
<b>Office Supplies</b>					
Official Record	1,000	1,000	-	0.087%	
Stationery/Printing	500	500	-	0.044%	
Other Office Supplies	10,000	10,000	-	0.872%	
<b>Operating Supplies</b>					
Cleaning/Sanitation	3,500	3,500	-	0.305%	
Fuel, Oil, Lubricants	150	150	-	0.013%	
Other Operating Supplies	8,500	8,500	-	0.741%	
<b>Repair &amp; Maintenance Supplies</b>					
Building Materials	250	250	-	0.022%	
Painting	250	250	-	0.022%	
Repair Parts	1,000	1,000	-	0.087%	
Other Maintenance	250	250	-	0.022%	
Book Processing	4,000	4,000	-	0.349%	
<b>Other Supplies</b>					
Automation	12,000	12,000	-	1.046%	
<b>Total Supplies</b>	41,400	41,400	-	3.609%	
<b>3. Other Services &amp; Charges</b>					
<b>Professional Services</b>					
Consulting Services	4,000	4,000	-	0.349%	
Engineer/Architect	100	100	-	0.009%	
Legal	2,000	2,000	-	0.174%	
Professional Services	25,000	30,000	5,000	2.615%	
Other Professional Services			-	0.000%	
<b>Communication &amp; Transportation</b>					
Telephone	39,250	26,260	(12,990)	2.289%	\$10260 instead of \$23250
Postage	3,700	3,700	-	0.323%	
Travel Expenses	3,000	3,000	-	0.262%	

Operating Fund	2009	2010	+/-	% of 2010 Budget	Justification
Professional Meetings	1,000	1,000	-	0.087%	
<b>Programming</b>					
Elwood Children's	3,500	3,500	-	0.305%	
Elwood Adults	1,400	1,400	-	0.122%	
Frankton	2,500	2,500	-	0.218%	
Summitville	1,250	1,400	150	0.122%	
Title Source (Baker & Taylor)	3,100	3,100	-	0.270%	
<b>Printing &amp; Advertising</b>					
Advertise/Publication	600	600	-	0.052%	
Printing			-	0.000%	
<b>Insurance</b>					
Official Bonds	400	400	-	0.035%	
Other Insurance	18,000	18,000	-	1.569%	
<b>Utility Services</b>					
Gas (HVAC)	20,000	20,000	-	1.744%	
Elwood			-	0.000%	
Frankton			-	0.000%	
Hazelbaker			-	0.000%	
Electricity	32,000	32,000	-	2.790%	
Elwood			-	0.000%	
Frankton			-	0.000%	
Hazelbaker			-	0.000%	
Water	4,000	4,000	-	0.349%	
Waste Disposal	1,000	1,500	500	0.131%	
<b>Repairs &amp; Maintenance</b>					
Buildings & Structures	1,000	1,000	-	0.087%	
Equipment	4,000	4,000	-	0.349%	
Sprinkler System			-	0.000%	
HVAC Maintenance			-	0.000%	
<b>Rentals</b>					
Real Estate (Rental)			-	0.000%	
Equipment (Rental)	3,500	3,500	-	0.305%	
<b>Debt Service</b>					
Payment of Bonds			-	0.000%	
Interest - Bonds			-	0.000%	
<b>Other</b>					
Dues	1,500	2,500	1,000	0.218%	
Interest on Loans	2,000	2,000	-	0.174%	
Taxes/Assessments	500	500	-	0.044%	
Transfer to LIRF	6,000	15,000	9,000	1.308%	
<b>Total Other Services</b>	184,300	186,960	2,660	16.298%	
<b>4. Capital Outlays</b>					
Land	500	500	-	0.044%	
Buildings			-	0.000%	
Improvements other than Buildings			-	0.000%	
Furniture/Equipment	4,000	4,000	-	0.349%	
Technology Equipment	16,000	16,000	-	1.395%	



Operating Fund	2009	2010	+/-	% of 2010 Budget	Justification
					Moved Indiana Room Budget to purchase Ancestry.com
Technology Software	4,500	5,500	1,000	0.479%	
Books			-	0.000%	
Elwood Adult	33,000	33,000	-	2.877%	
Elwood Children	14,200	13,000	(1,200)	1.133%	
Elwood YA	4,000	5,200	1,200	0.453%	YA Circulation Up
Elwood Indiana Room	1,000	-	(1,000)	0.000%	
Frankton Total Books	18,500	18,500	-	1.613%	
Hazelbaker Total Books	15,500	15,500	-	1.351%	
<b>Periodicals &amp; Newspapers</b>			-		
Elwood	4,500	4,500	-	0.392%	
Frankton	2,800	2,800	-	0.244%	
Hazelbaker	1,700	1,700	-	0.148%	
<b>Nonprint</b>			-		
Elwood	15,900	16,900	1,000	1.473%	
Adult	13,260			0.000%	
Children	2,640			0.000%	
Frankton	9,400	10,400	1,000	0.907%	
Hazelbaker	5,000	6,000	1,000	0.523%	
<b>Total Capital Outlays</b>	150,500	155,510	5,010	13.557%	
<b>Operating Fund</b>	1,112,902	1,147,102	34,200	100.000%	3.07%

Operating Fund	2008	2009 (Published)	2009 (Working)	Disbursements to June	% Used
<b>1. Personal Services</b>					
<b>Salaries and Wages</b>					
Librarian/Director	44,363	45,694	42,550	21,274.63	50%
Salary of Assistants	477,289	491,608	435,500	222,954.27	51%
Wages of Janitor	34,650	35,690	35,690	18,123.00	50.8%
<b>Employee Benefits</b>					
Employee Benefits - Unemployment Comp.	1,750	1,750	1,750	1,080.89	62%
Employer's FICA & Medicare	43,000	45,000	42,000	20,070.13	48%
Emp. Cont. PERF	34,000	38,000	34,000	14,905.35	44%
Emp. Cont. Group Ins.	78,660	78,660	64,000	29,949.73	47%
Salary of Board Treasurer	300	300	300	-	0%
<b>Total Personal Services</b>	714,012	736,702	655,790	328,358.00	50%
<b>2. Supplies</b>					
Office Supplies	10,000	10,000	7,000	4,091.20	58%
Stationary & Supplies	500	500	100	-	0%
Operating Supplies	8,500	8,500	7,000	3,171.50	45%
Cleaning & Sanitation Supplies	3,500	3,500	3,500	1,133.72	32%
Fuel, Oil, and Lubricants	150	150	150	45.60	30%
Bldg. Matl. And Supplies	500	250	100	-	0%
Paint and Painting Supplies	500	250	100	-	0%
Repair Parts/Maintenance	1,000	1,000	1,000	-	0%
Other Repair & Maintenance Supplies	500	250	100	-	0%
Book Processing	4,000	4,000	4,000	1,216.95	30%
Automation	15,000	12,000	12,000	9,835.00	82%
Official Record	1,000	1,000	1,000	13.35	1%
<b>Total Supplies</b>	45,150	41,400	36,050	19,507.32	54%
<b>3. Other Services &amp; Charges</b>					
Professional Services	23,000	25,000	25,000	8,868.93	35%
Consulting Services	4,000	4,000	1,000	-	0%
Legal Services	2,000	2,000	2,000	792.42	40%
Engineering & Architects	100	100	50	-	0%
Telephone & Telegraph	31,750	39,250	8,000	3,865.80	48%
Postage & UPS	3,700	3,700	3,000	1,371.77	46%
Traveling Expense	3,000	3,000	3,000	640.60	21%
Professional Meetings	1,000	1,000	1,000	200.00	20%
Elwood Children's Programming	3,500	3,500	3,500	1,218.91	35%
Elwood Adult Programming	1,400	1,400	1,400	770.41	55%
Frankton Programming	2,500	2,500	2,500	1,354.56	54%
Summitville Programming	1,250	1,250	1,250	525.03	42%
Title Source (Baker & Taylor)	3,100	3,100	3,100	295.00	10%
Advertising & Public Notices	600	600	400	293.75	73%
Insurance	18,000	18,000	15,000	2,860.00	19%
Official Bonds	400	400	400	200.00	50%

Operating Fund	2008	2009 (Published)	2009 (Working)	Disbursements to June	% Used
Gas (HVAC)	20,000	20,000	10,000	6,922.12	69%
Electricity	32,000	32,000	30,000	13,660.90	46%
Water	4,000	4,000	4,000	1,696.79	42%
Waste Disposal Services	1,000	1,000	800	305.09	38%
Bldg. & Structure/Maint.	1,000	1,000	1,000	580.65	58%
Equipment/Maint.	4,000	4,000	2,000	329.75	16%
Equipment/Rental	3,000	3,500	3,000	990.00	33%
Dues	1,200	1,500	1,500	455.10	30%
Taxes	800	500	500	-	0%
Interest on Temporary Loans	10,000	2,000	100	-	0%
Transfer to LIRF	-	6,000	6,000	-	0%
<b>Total Other Services</b>	<b>178,308</b>	<b>184,300</b>	<b>129,500</b>	<b>48,197.58</b>	<b>37%</b>
<b>4. Capital Outlays</b>					
Land Buildings Improvements	500	500	50	20.97	42%
Furniture & Equipment	7,000	4,000	1,000	508.88	51%
Technology Equipment	16,000	16,000	13,440	443.05	3%
Elwood Adult	33,000	33,000	27,720	13,221.29	48%
Elwood Childrens	14,200	14,200	11,928	6,016.29	50%
Elwood YA	4,000	4,000	3,360	1,640.51	49%
Frankton	18,500	18,500	15,540	7,999.70	51%
Summitville	15,500	15,500	13,020	6081.64	47%
Elwood Indiana Room	1,000	1,000	840	-	0%
Elwood Period. & News.	5,300	4,500	4,500	282.95	6%
Frankton Per. & Newsp.	3,250	2,800	2,800	298.95	11%
Summitville Period. & Newsp.	2,000	1,700	1,700	526.45	31%
Elwood AV	15,900	15,900	13,356	7,956.25	60%
Frankton AV	9,400	9,400	7,896	5,852.44	74%
Hazelbaker AV	5,000	5,000	4,200	2,108.99	50%
Technology Software	4,500	4,500	3,780	985.59	26%
<b>Total Capital Outlays</b>	<b>155,050</b>	<b>150,500</b>	<b>125,130</b>	<b>53,943.95</b>	<b>43%</b>
<b>Operating Fund</b>	<b>1,092,520</b>	<b>1,112,902</b>	<b>946,470</b>	<b>450,006.85</b>	<b>48%</b>

	Estimated Circuit Breaker Losses	2009 Estimated Revenue
2008 Revenue	965,345	911,550



Idlewine Lawnmower Sales

Tractor 18HP 38" mower (Simplicity)	\$ 2,149.00
42" Snowthrower and hitch	\$ 998.00
20X8 chains	\$ 116.00
Total	\$ 3,263.00
Less Bid assistance	\$ 325.00
Less Trade IN	\$ 100.00
	<b>\$ 2,838.00</b>

Loren's Service Center

Snapper LT200	\$ 2,099.00
42" Single Stage Snowthrower	\$ 998.00
Rear weight carrier	\$ 86.00
2 suitcase weights	\$ 104.00
tire chains	\$ 116.00
Total	\$ 3,403.00
Less Bid assistance	\$ 325.00
	<b>\$ 3,078.00</b>

Reynolds Farm Equipment, Inc.

John Deere	\$ 2,999.00
44" Snow Blower	\$ 1,499.00
Tire Chains	\$ -
Quik-Tatch Weight, 42 lb.	\$ 90.00
Total	\$ 4,588.00
Discount	\$ 488.00
	<b>\$ 4,100.00</b>

**NMCPLS Wireless Internet Policy**

The North Madison County Public Library System (hereafter identified as NMCPLS) offers FREE wireless access for library patrons to use with their own personal notebooks, laptops and other mobile devices. These access points are unsecured, accessible only during library operating hours and filtered to comply with the Children's Internet Protection Act (CIPA). A patron's use of this service is governed by this wireless policy as well as the NMCPLS's Public Access Computer Policy. By choosing to use this free wireless service you agree to abide by both policies.

Library staff can provide general information or handouts for connecting your device to the wireless network, but cannot troubleshoot problems related to your wireless device or assist in making changes to your device's network settings and/or hardware configuration. The Library cannot guarantee that your device will work with the Library's wireless access points.

All wireless access users should have up-to-date protection on their laptop computers or wireless devices. The library will not be responsible for any information (i.e. credit card) that is compromised, or for any damage caused to your hardware or software due to electric surges, security issues or consequences caused by the aforementioned.

Printing access is not available via the wireless connection. If you need to print, please save your work to a flash drive or email files to yourself, then login to a wired library workstation and send jobs to the public printer.

Wireless users requiring sound must provide their own headphones so as to not disturb others.

Each facility of the NMCPLS has limited access to electrical outlets. Wireless patrons may have access to these outlets for use in charging device batteries, so long as cords aren't presenting a potential hazard. NMCPLS staff has the authority to ask patrons to relocate or remove cords if they observe a potential hazard.

Use of the NMCPLS's wireless network is entirely at the risk of the user. The library disclaims all liability for loss of confidential information or damages resulting from that loss as well as liability for the physical hardware used in these facilities.

Adopted by the NMCPLS Board of Trustees



Director's Report  
July 22, 2009

- On July 14<sup>th</sup> an Unemployment Insurance Appeals Hearing was held via conference phone call with former employee Nancy Sumner, Administrative Law Judge Michael Kasrich and me. The outcome of this hearing is to be determined within 21 days or by August 4<sup>th</sup>, 2009. The decision can be appealed.
- Matt Helm, the Elwood Youth Services Page, is enrolled at Manchester College and his last day working for the library will be July 25<sup>th</sup>.
- During the special session of the General Assembly, the appropriation for Library Internet Connection funds was reduced from 1.2 million to 1 million dollars. From this fund in December of last year, we received \$10, 260. These funds pay the non e-rate portion of all T-1 lines. The result of the decrease and how it will affect this year's disbursement has not yet been determined by the Indiana State Library.
- The Public Library Standards are being reviewed and changed by a committee of Indiana State Library officials and public library directors. The revised standards will be presented at a public hearing to the Indiana Library and Historical Board later this summer. The new standards are set to take effect January 1<sup>st</sup>, 2011. Currently there are changes to # of open hours, # of programs, and # of computers connected to the Internet. There are also changes to what constituents as an evening and weekend day.
- Diana and I will be attending the Small and Medium Sized Libraries (SAMS) 2009 Conference on August 6<sup>th</sup>. The topics of interest our strategic planning for fund raising, understanding tax caps, and changes in public library standards.
- The Welcome to Elwood article about the library was a little different this year. With the title Save Money @ the Elwood Public Library, the article gave a list of items that are available free at the library along with their cost if purchased elsewhere. Along with encouraging words to visit the library, the ad also listed activities the library offers for children.
- Umbaugh and Associates has been commissioned by the Madison County Commissioners to perform a study on the impact of the circuit breaker over the next three years for Madison County local units of government. The commissioners should have the report from Umbaugh within the next 6 weeks. A meeting will be held with all units of Madison County government to explain the report and possible avenues to take to lessen the impact.
- Sarah and Pete from Chester, Inc. are working today to set up wireless Internet access at Summitville. This project is possible due to the LSTA grant received.

MONTHLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

	JUN 2008	JUN 2009	Amount of Change	% OF Change	YTD 2008	YTD 2009	Amount of Change	YTD % OF Change
<b>ELWOOD</b>								
ADULT	3,068	3,438	370	12%	17,238	18,011	773	4%
JUVENILE	1,961	2,008	47	2%	11,051	9,738	-1,313	-12%
Y. A.	257	412	155	60%	1,141	1,640	499	44%
PERIOD.	573	605	32	6%	3,257	3,484	227	7%
AUDIO	150	154	4	3%	1,071	867	-204	-19%
VIDEO	4,015	4,619	604	15%	23,785	27,347	3,562	15%
<b>TOTAL</b>	<b>10,024</b>	<b>11,236</b>	<b>1212</b>	<b>12%</b>	<b>57,543</b>	<b>61,087</b>	<b>3,544</b>	<b>6%</b>

<b>FRANKTON</b>								
ADULT	1,215	1,417	202	17%	6,830	7,079	249	4%
JUVENILE	757	861	104	14%	4,276	4,018	-258	-6%
Y. A.	217	255	38	18%	903	982	79	9%
PERIOD.	318	356	38	12%	2,029	1,713	-316	-16%
AUDIO	45	55	10	22%	250	309	59	24%
VIDEO	1,932	1,970	38	2%	10,079	9,453	-626	-6%
<b>TOTAL</b>	<b>4,484</b>	<b>4,914</b>	<b>430</b>	<b>10%</b>	<b>24,367</b>	<b>23,554</b>	<b>-813</b>	<b>-3%</b>

<b>HAZELBAKER</b>								
ADULT	805	920	115	14%	4,099	4,924	825	20%
JUVENILE	708	495	-213	-30%	2,518	2,081	-437	-17%
Y. A.	90	91	1	1%	325	372	47	14%
PERIOD.	133	157	24	18%	759	847	88	12%
AUDIO	14	34	20	143%	116	173	57	49%
VIDEO	708	1,022	314	44%	4,538	5,224	686	15%
<b>TOTAL</b>	<b>2,458</b>	<b>2,719</b>	<b>261</b>	<b>11%</b>	<b>12,355</b>	<b>13,621</b>	<b>1,266</b>	<b>10%</b>

<b>SYSTEM</b>								
ADULT	5,088	5,775	687	14%	28,167	30,014	1,847	7%
JUVENILE	3,426	3,364	-62	-2%	17,845	15,837	-2,008	-11%
Y. A.	564	758	194	34%	2,369	2,994	625	26%
PERIOD.	1,024	1,118	94	9%	6,045	6,044	-1	0%
AUDIO	209	243	34	16%	1,437	1,349	-88	-6%
VIDEO	6,655	7,611	956	14%	38,402	42,024	3,622	9%
<b>TOTAL</b>	<b>16,966</b>	<b>18,869</b>	<b>1903</b>	<b>11%</b>	<b>94,265</b>	<b>98,262</b>	<b>3,997</b>	<b>4%</b>

	ELWOOD	FRANKTON	HAZELBAKER
TRAFFIC	11,000	2,758	2,033
REF.	163	25	2
ASSIST.	1,374	297	228
COMP./WIRE	2,896 / 37	1,322 / 9	851 / na
PROG. A.	1 / 24	2 / 76	3 / 52
J.	6 / 70	8 / 129	0 / 0

TECH SERVICES PROCESSED 1,220 ITEMS.