

**NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES**

BUDGET HEARING
September 4, 2003
7:00 p.m.

AGENDA

CALL TO ORDER
CALL FOR QUORUM
PRESENTATION OF BUDGET ESTIMATES AND TAX LEVIES
FOR THE 2004 BUDGET by the Director:

The Net Assessed Valuation is \$ 410,300,000.00

The Library Operating Fund Budget estimate is \$ 873,230.00.
Maximum estimate funds to be raised are \$ 536,000.00 with a current tax levy of
\$ 505,165.00.

The Debt Service budget estimate is \$242,000.00. The maximum estimated
funds to be raised are \$227,773.00 with a current tax levy of \$ 297,928.00.

The Library Improvement Reserve Fund budget estimate is \$86,560.00. There
is no maximum estimated amount to be raised and no current tax levy.

The Rainy Day Fund estimate is \$30,000.00. There is no maximum estimated
amount to be raised nor any current tax levy.

The Total maximum estimated funds to be raised are \$ 763,773.00.

PUBLIC COMMENT

ADJOURN

Beverly Austin

From: "Beverly Austin" <baustin@elwood.lib.in.us>
To: "Wayne Davidson" <wdavidson@ameritech.net>; "Wayne Davidson" <wayne.davidson@med.va.gov>; "Pam Bohlander" <pbohlan@indy.net>; "Kevin Sipe" <ksipe@flcs.k12.in.us>; "Jerry Kaiser" <anedie@aol.com>; "Betty Caldwell" <beja1921@earthlink.net>; "Bette Dalzell" <bdalzell@ymcaofmadisoncounty.com>; "Bette Dalzell" <bettedalzell@aol.com>; "Jerry Kaiser" <kmajjkaiser@aol.com>
Sent: Tuesday, August 26, 2003 7:57 AM
Subject: Sept. 4 Budget Hearing

Attached you will find the agenda for the Thursday, Sept. 4, 2003 Library Budget Public Hearing. We must have at least four board members in attendance. It is very important to notify me if you will be unable to attend.

Thanks!

Bev

Beverly Austin, Director
NMCPPLS

**NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES
BUDGET HEARING**

Elwood Public Library Meeting Room

September 4, 2003

7:00 P.M.

2004 Budget Hearing

AGENDA

CALL TO ORDER

CALL FOR QUORUM

**PRESENTATION OF BUDGET ESTIMATES AND TAX LEVIES
FOR THE 2004 BUDGET**

PUBLIC COMMENT

ADJOURN

TRANSACTION REPORT

Aug-26-03 Tue 9:26 AM

Type	Sending	Receiver	TX/RX Time	Pages	Note
Date	Start				
Aug-26	9:25 AM	HERALD-BULLETIN	25s		OK

TRANSACTION REPORT

Aug-26-03 Tue 9:24 AM

Type	Sending	Receiver	TX/RX Time	Pages	Note
Date	Start				
Aug-26	9:23 AM	CALL-LEADER	24s		OK

*Please publish on
Saturday August 30
and again on
Wednesday September 3.
Thanks
Diana*

TRANSACTION REPORT

Sep-11-03 Thu 8:09 AM

Type	Sending				
Date	Start	Receiver	TX/RX Time	Pages	Note
Sep-11	8:08 AM	CALL-LEADER	27s	1	OK

AGENDA

September 15, 2003

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM BOARD OF TRUSTEES

Elwood Public Library

EXECUTIVE SESSION
6:30 P.M.

CALL TO ORDER
CALL FOR QUORUM
BUSINESS

A. Personnel IC5-14-1.5-6-(b)(6)

REGULAR MEETING
7:00 P.M.

CALL TO ORDER
CALL FOR QUORUM
MINUTES
CLAIMS REGISTER & CHECKS
OLD BUSINESS

1. Budget Adoption
2. Approve job description
3. Insurance

NEW BUSINESS

1. Donation of computers to Friends Of the Library

DIRECTOR'S REPORT

ADJOURNMENT

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*Please publish on
Friday or Saturday and
again on Monday Thank you
Diana*

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
EXECUTIVE SESSION
September 15, 2003
6:30pm

CALL TO ORDER

President Kevin Sipe called an executive session of the North Madison County Public Library Board of Trustees to order at 6:30pm on September 15, 2003 in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present with President Sipe were board members Betty Caldwell, Pam Bohlander, Don Hill and Jerry Kaiser. Absent were Betty Dalzell and Wayne Davidson. Also in attendance were Director Beverly Austin and Diana Shepard.

BUSINESS

The meeting was held for discussion of Personnel IC5-14-1.5-6-(b)(6). 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 at 7:00pm.

<u><i>Pam Bohlander</i></u>	<u><i>Betty Caldwell</i></u> Betty Caldwell, Secretary
<u><i>Don Hill</i></u>	<u><i>Kevin Sipe</i></u>
<u><i>Betty Dalzell</i></u>	<u><i>Jerry Kaiser</i></u>

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES
REGULAR MEETING
SEPTEMBER 15, 2003
7:00pm

CALL TO ORDER

President Kevin Sipe called a regular meeting of the North Madison County Public Library Board of Trustees to order at 7:00pm on September 15, 2003 in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present with President Sipe were board members Betty Caldwell, Pam Bohlander, Don Hill and Jerry Kaiser. Absent were Betty Dalzell and Wayne Davidson. Also in attendance were Director Beverly Austin and Diana Shepard.

OLD BUSINESS

Budget adoption

The following budget is presented for adoption by the North Madison County Public Library Board for 2004: Library Operating Fund Budget of \$873,230.00--Debt Service Budget of \$242,000.00—Library Improvement Reserve Fund is \$86,560.00. No amount is to be raised or is there to be a tax levy. The Rainy Day Fund is \$30,000.00. No maximum to be raised or is there any tax levy. A motion was made by Betty Caldwell to accept these budgets as presented. Jerry Kaiser seconded the motion and since there were no public comments or letters objecting to the proposed budgets the motion carried and the 2004 budget was adopted.

Approve job description

A motion was made by Don Hill to approve the Adult Services Manager job description as presented at the August board meeting. Pam Bohlander made a second and the motion carried.

Insurance

Director Austin explained the Terrorism Risk Insurance Act of 2002. It was explained how terrorism coverage would add an additional \$540 per year to the current Commercial Policy premium, taking the premium from \$8,830.00 per year to \$9,370.00 per year. A motion was made by Pam Bohlander to not include terrorism coverage with the current policy. Jerry Kaiser made a second and the motion carried. President Kevin Sipe signed the terrorism insurance premium disclosure and opportunity to reject form provided by Burnett-Dellinger.

The insulation has been removed from the Frankton annex and the library can expect a donation. The ceiling tile is still in the annex. No word has been received as to when the library can expect its semi-annual tax draw.

NEW BUSINESS

TRANSACTION REPORT

Sep-11-03 Thu 8:12 AM

Donation of computers to Friends of the Library

Don Hill made a motion to donate computers no longer in use at the library to the Friends of the Library. Betty Caldwell made a second and the motion carried.

The Indiana State Library is working in conjunction with IHITS to provide students an opportunity to access the Rose-Hulman Institute of Technology's Homework Hotline at their local library. The library must have a T-1 line and the cost would be \$90.00 a year. It was suggested that since students are able to call toll free for this service that maybe further investigation is needed before a decision is made.

DIRECTOR'S REPORT

Margaret Eddy has started to work twenty hours per week. She will be working through the Experience Works program. The library will be hosting an Open House in celebration of National Library Card Sign-up Month. It will be held on Tuesday, September 23 from 6-8 pm at the Elwood facility. There will be story telling and crafts for the children, tours of the library, demonstrations on greeting card making in the computer lab, drawings for book giveaways and punch and cookies for all. The Elwood Library will be hosting a rock gardening program on Monday September 23 given by Milt Otto. The staff will be having a Christmas tree decorating contest. Twelve three foot Christmas trees have been distributed to staff teams, which vary from four members to one member. A drawing was held and each team was assigned a Dewey number, which is to be the theme of their tree. Each team will be given \$5.00, donated by the Friends of the Library, to use to decorate their tree. The patrons will vote on the trees and three prizes will be awarded.

The storage building at Frankton needs to be painted. Don Hill volunteered to paint the building if the library would buy the paint. Mr. Green from Green's Construction called and they will be here on Wednesday, September 17 and Thursday, September 18 to repair the north entrance.

With no objections the meeting was adjourned.

<u><i>Paula Stender</i></u>	<u><i>Betty Caldwell</i></u> Betty Caldwell, Secretary
<u><i>Don Hill</i></u>	<u><i>Kevin D. Hill</i></u>
<u><i>Betty Caldwell</i></u>	<u><i>Janet Kause</i></u>

Type	Sending	Receiver	TX/RX Time	Pages	Note
Date	Start				
Sep-11	8:11 AM	HERALD-BULLETIN	29s	1	OK

PRESENTATION OF BUDGET AT 9/15/02 meeting:

TO BE READ BY THE SECRETARY:

"The following budget is presented for adoption by the North Madison County Public Library Board for 2004:

Library Operating Fund Budget of \$873,230.00

Debt Service budget of \$242,000.00

Library Improvement Reserve Fund is \$86,560.00 . No amount is to be raised or is there to be a tax levy.

The Rainy Day Fund is \$30,000.00. No maximum to be raised or is there any tax levy.

I MOVE WE ADOPT THIS 2004 BUDGET."

Register Of Claims

North Madison County Public Library System

Report Date: From 8/12/03 To 9/15/03

<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	501	ING AETNA	Annunity	Payroll Deductions	\$130.00	8/27/03	P/R ENDING 8/23/03
				Total this claim	<u>\$130.00</u>		
0	486	PAYROLL	OPERATING FUND	Salary of Assistants	\$13,332.98	8/13/03	PAYROLL
			OPERATING FUND	Wages of Janitor	\$810.40		
				Total this claim	<u>\$14,143.38</u>		
0	508	ING AETNA	Annunity	Payroll Deductions	\$130.00	9/10/03	P/R ENDING 9/6/03
				Total this claim	<u>\$130.00</u>		
0	507	EFTPS	OPERATING FUND	Empl.Share FICA&Medicare	\$1,088.01	9/10/03	P/R ENDING 9/6/03
			FICA	Payroll Deductions	\$881.77		
			Federal Taxes Withheld	Payroll Deductions	\$1,426.76		
			Medicare	Payroll Deductions	\$206.24		
				Total this claim	<u>\$3,602.78</u>		
0	506	PAYROLL	OPERATING FUND	Salary of Assistants	\$13,406.55	9/10/03	PAYROLL
			OPERATING FUND	Wages of Janitor	\$815.47		
				Total this claim	<u>\$14,222.02</u>		
0	498	PAYROLL	OPERATING FUND	Salary of Assistants	\$13,567.50	8/27/03	PAYROLL
			OPERATING FUND	Wages of Janitor	\$805.34		
				Total this claim	<u>\$14,372.84</u>		
0	499	EFTPS	OPERATING FUND	Empl.Share FICA&Medicare	\$1,099.53	8/27/03	P/R ENDING 8/23/03
			FICA	Payroll Deductions	\$891.12		
			Federal Taxes Withheld	Payroll Deductions	\$1,443.71		
			Medicare	Payroll Deductions	\$208.41		
				Total this claim	<u>\$3,642.77</u>		
21615	491	NANCY SUMNER	OPERATING FUND	Operating Supplies	\$9.99	8/13/03	PETTY CASH REIMBURSEMENT
			OPERATING FUND	Fuel, Oil and Lubricants	\$5.00		
			OPERATING FUND	Postage & UPS	\$4.30		
			OPERATING FUND	Elwood Adult Programing	\$18.27		
			OPERATING FUND	Elwood Children's Programing	\$10.32		
				Total this claim	<u>\$47.88</u>		
21616	493	INDIANA-AMERICAN WATER C	OPERATING FUND	Water	\$53.10	8/13/03	As per attached invoices.
				Total this claim	<u>\$53.10</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>
21617	492	SBC	OPERATING FUND	Telephone & Telegraph	\$117.02	8/13/03	As per attached invoices.
				Total this claim	\$117.02		
21618	494	AMERICAN ELECTRIC POWER	OPERATING FUND	Electricity	\$1,640.50	8/27/03	As per attached invoices.
			OPERATING FUND	Electricity	\$441.21		
				Total this claim	\$2,081.71		
21619	495	AT&T	OPERATING FUND	Telephone & Telegraph	\$36.11	8/27/03	As per attached invoices.
			OPERATING FUND	Telephone & Telegraph	\$38.45		
				Total this claim	\$74.56		
21620	502	CITY OF ELWOOD NON-REVE	OPERATING FUND	Emp Cont Group Ins	\$240.17	8/27/03	INSURANCE PAYMENT FOR AUGUST
			Insurance	Emp Cont Group Ins	\$205.88		
				Total this claim	\$446.05		
21621	500	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$970.26	8/27/03	PAYMENT FOR MONTH OF AUGUST
			County Taxes Withheld	Payroll Deductions	\$279.52		
				Total this claim	\$1,249.78		
21622	503	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$485.55	8/27/03	P/R ENDING 8/23/03
			OPERATING FUND	Other Professional Services	\$1,514.24		
				Total this claim	\$1,999.79		
21623	504	TOWN OF FRANKTON	OPERATING FUND	Electricity	\$142.20	8/27/03	FRANKTON BRANCH AND FRANKTON ANNEX
			OPERATING FUND	Water	\$8.85		
			OPERATING FUND	Waste Disposal Services	\$12.81		
				Total this claim	\$163.86		
21624	496	VECTREN ENERGY DELIVERY	OPERATING FUND	Gas	\$25.90	8/27/03	As per attached invoices.
			OPERATING FUND	Gas	\$12.00		
				Total this claim	\$37.90		
21625	497	VISA	OPERATING FUND	Elwood Children's Programing	\$46.80	8/27/03	As per attached invoices.
			Gift	Elwood Children's Programing	\$21.46		
			OPERATING FUND	Office Supplies	\$3.36		
			OPERATING FUND	Professional Services	\$375.25		
				Total this claim	\$446.87		
21626	505	POSTMASTER	OPERATING FUND	Postage & UPS	\$37.00	8/27/03	STAMPS
			OPERATING FUND	Postage & UPS	\$37.00		
				Total this claim	\$74.00		
21627	510	AT&T	OPERATING FUND	Telephone & Telegraph	\$62.78	9/10/03	As per attached invoices.
				Total this claim	\$62.78		

<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>
21628	511	CITY OF ELWOOD UTILITIES	OPERATING FUND	Water	\$183.64	9/10/03	As per attached invoices.
				Total this claim	\$183.64		
21629	512	INTELENET COMMISSION(ST	OPERATING FUND	Telephone & Telegraph	\$2,355.00	9/10/03	MONTHLY SERVICE - INSTALL TAIL CIRUIT AT BRANCHES
				Total this claim	\$2,355.00		
21630	509	MADISON COUNTY FEDERAL	Credit Union OPERATING FUND	Payroll Deductions Other Professional Services	\$485.55 \$1,514.24	9/10/03	P/R ENDING 9/6/03
				Total this claim	\$1,999.79		
21631	513	SBC	OPERATING FUND	Telephone & Telegraph	\$302.31	9/10/03	As per attached invoices.
				Total this claim	\$302.31		
21632	514	VECTREN ENERGY DELIVERY	OPERATING FUND	Gas	\$12.64	9/10/03	As per attached invoices.
				Total this claim	\$12.64		
21633	515	VERIZON	OPERATING FUND	Telephone & Telegraph	\$147.54	9/10/03	As per attached invoices.
				Total this claim	\$147.54		
21634	516	UNITED STATES POSTAL SER	OPERATING FUND	Postage & UPS	\$350.00	9/10/03	POSTAGE FOR METER
				Total this claim	\$350.00		
21635	518	AMBER BLOOD	OPERATING FUND	Traveling Expense	\$66.36	9/15/03	MILEAGE JUNE-AUGUST 2003
				Total this claim	\$66.36		
21636	519	ARAB TERMITE & PEST CONT	OPERATING FUND	Professional Services	\$47.00	9/15/03	As per attached invoices.
				Total this claim	\$47.00		
21637	520	AT&T	OPERATING FUND	Telephone & Telegraph	\$36.17	9/15/03	As per attached invoices.
				Total this claim	\$36.17		
21638	521	AUDIO VISUAL COMMUNICATI	OPERATING FUND	Professional Services	\$119.00	9/15/03	SERVICE CONTRACT FOR SEPTEMBER
				Total this claim	\$119.00		
21639	517	BAKER & TAYLOR	OPERATING FUND OPERATING FUND OPERATING FUND OPERATING FUND OPERATING FUND OPERATING FUND Gift	Elwood Adult Elwood Childrens Elwood YA Frankton Summitville Elwood AV Summitville	\$1,291.66 \$1,379.16 \$404.27 \$1,141.75 \$743.63 \$32.96 \$13.59	9/15/03	As per attached invoices.
				Total this claim	\$5,007.02		

<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>
21640	522	BARBARA SNIPES	OPERATING FUND	Traveling Expense	\$88.59	9/15/03	MILEAGE JULY-AUGUST 2003
				Total this claim	\$88.59		
21641	523	BINGHAM, FARRER & WILSON	OPERATING FUND	Legal Services	\$218.75	9/15/03	LEGAL FEES -SALE OF FRANKTON PROPERTY
				Total this claim	\$218.75		
21642	553	BUENA VISTA HOME ENTERT	OPERATING FUND	Other	\$10.00	9/15/03	REPLACEMENT OF DAMAGED "REIGN OF FIRE" DVD
				Total this claim	\$10.00		
21643	524	C & J MOWING SERVICE	OPERATING FUND	Professional Services	\$60.00	9/15/03	LAWN CARE-FRANKTON-8/6, 8/15, 9/3
				Total this claim	\$60.00		
21644	554	CAROLYN LAMBERTSON	OPERATING FUND	Operating Supplies	\$92.67	9/15/03	PETTY CASH REIMBURSEMENT
				Total this claim	\$92.67		
21645	525	CHAPMAN ELECTRIC SUPPLY	OPERATING FUND	Other Repair & mainten.supplies	\$67.01	9/15/03	LIGHT BULBS
				Total this claim	\$67.01		
21646	526	CINTAS CORPORATION	OPERATING FUND	Cleaning & Sanitation Supplies	\$40.36	9/15/03	As per attached invoices.
				Total this claim	\$40.36		
21647	527	CINTAS LOCATION # 365	OPERATING FUND	Cleaning & Sanitation Supplies	\$78.30	9/15/03	As per attached invoices.
				Total this claim	\$78.30		
21648	528	CNHI MEDIA	OPERATING FUND	Advertising & Public Notices	\$82.15	9/15/03	BUDGET PUBLICATION
				Total this claim	\$82.15		
21649	529	DARTEK COMPUTER SUPPLY	OPERATING FUND	Technology Equipment	\$234.78	9/15/03	COMPUTER HARDWARE
				Total this claim	\$234.78		
21650	530	DEMCO	OPERATING FUND	Book Processing	\$108.23	9/15/03	As per attached invoices.
				Total this claim	\$108.23		
21651	555	ELWOOD HERITAGE PRESER	OPERATING FUND	Elwood Indiana Room	\$16.00	9/15/03	HISTORICAL TRAIN STATION
				Total this claim	\$16.00		
21652	551	EXPANETS	OPERATING FUND	Telephone & Telegraph	\$137.64	9/15/03	SERVICE AGREEMENT
				Total this claim	\$137.64		
21653	531	FILIP, INC.	OPERATING FUND	Cleaning & Sanitation Supplies	\$149.62	9/15/03	As per attached invoices.
				Total this claim	\$149.62		
21654	557	GRUNAU COMPANY	OPERATING FUND	Professional Services	\$245.00	9/15/03	SPRINKLER INSPECTION
				Total this claim	\$245.00		

<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>
21655	532	HARPER'S CARPET CLEANIN	OPERATING FUND	Professional Services	\$270.48	9/15/03	CARPET CLEANING - SUMMITVILLE
				Total this claim	\$270.48		
21656	533	HORTON'S & SONS OF ELWO	OPERATING FUND	Other Repair & mainten.supplies	\$46.20	9/15/03	As per attached invoices.
			OPERATING FUND	Operating Supplies	\$1.56		
				Total this claim	\$47.76		
21657	534	INDIANA CHAMBER OF COMM	OPERATING FUND	Elwood Adult	\$21.50	9/15/03	HERE'S YOUR INDIANA
			OPERATING FUND	Frankton	\$21.50		GOVERNMENT
			OPERATING FUND	Summitville	\$21.50		
				Total this claim	\$64.50		
21658	544	INDIANA SECRETARY OF STA	OPERATING FUND	Dues	\$10.00	9/15/03	INDIANA BUSINESS ENTITY REPORT - LEASING CORP
				Total this claim	\$10.00		
21659	556	INDIANA-AMERICAN WATER C	OPERATING FUND	Water	\$52.80	9/15/03	As per attached invoices.
				Total this claim	\$52.80		
21660	535	KNOWLEDGE SHOPPE, THE	OPERATING FUND	Elwood Children's Programing	\$39.96	9/15/03	As per attached invoices.
				Total this claim	\$39.96		
21661	536	LIBRARY CORPORATION, THE	OPERATING FUND	Technology Equipment	\$2,382.00	9/15/03	COMPUTERS - BARCODES
			OPERATING FUND	Operating Supplies	\$44.00		
				Total this claim	\$2,426.00		
21662	537	LIBRARY STORE INC., THE	OPERATING FUND	Furniture & Equipment	\$113.32	9/15/03	TRANSLUCENT CASSETTE RECORDERS
				Total this claim	\$113.32		
21663	538	MADISON-GRANT HIGH SCHO	OPERATING FUND	Summitville	\$30.00	9/15/03	2004 YEARBOOK
				Total this claim	\$30.00		
21664	539	MARSH SUPERMARKET	Gift	Elwood Children's Programing	\$32.33	9/15/03	As per attached invoices.
				Total this claim	\$32.33		
21665	540	MIDWEST TAPE	OPERATING FUND	Frankton AV	\$138.94	9/15/03	As per attached invoices.
			OPERATING FUND	Elwood AV	\$1,418.23		
			OPERATING FUND	Summitville AV	\$222.88		
				Total this claim	\$1,780.05		
21666	541	MTM INCORPORATED	OPERATING FUND	Consulting Services	\$1,370.00	9/15/03	SERVICE CONTRACT READER
			OPERATING FUND	Equipment/Maint.	\$222.00		PRINTERS - REPAIR READER PRINTER
				Total this claim	\$1,592.00		

<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>
21667	542	OMNI INDUSTRIES	OPERATING FUND	Equipment/Maint.	\$270.49	9/15/03	REPAIR LAMINATOR
				Total this claim	\$270.49		
21668	543	PROQUEST INFORMATION AN	OPERATING FUND	Elwood Period. & News.	\$251.51	9/15/03	NEWSPAPERS TO MICROFILM
				Total this claim	\$251.51		
21669	545	QUILL CORPORATION	OPERATING FUND	Office Supplies	\$259.75	9/15/03	As per attached invoices.
			OPERATING FUND	Furniture & Equipment	\$422.84		
				Total this claim	\$682.59		
21670	546	RADIO SHACK	OPERATING FUND	Operating Supplies	\$15.97	9/15/03	As per attached invoices.
				Total this claim	\$15.97		
21671	547	RAMSAY BUSINESS PRODUC	OPERATING FUND	Office Supplies	\$20.22	9/15/03	As per attached invoices.
			OPERATING FUND	Office Supplies	\$27.17		
			OPERATING FUND	Office Supplies	\$41.42		
			OPERATING FUND	Equipment/Rental	\$76.38		
				Total this claim	\$165.19		
21672	552	SBC	OPERATING FUND	Telephone & Telegraph	\$126.79	9/15/03	As per attached invoices.
				Total this claim	\$126.79		
21673	548	STATE CHEMICAL MANUFACT	OPERATING FUND	Cleaning & Sanitation Supplies	\$142.42	9/15/03	As per attached invoices.
				Total this claim	\$142.42		
21674	549	UPSTART	OPERATING FUND	Office Supplies	\$57.08	9/15/03	As per attached invoices.
			OPERATING FUND	Elwood Children's Programing	\$53.01		
				Total this claim	\$110.09		
21675	550	USI, INC	OPERATING FUND	Office Supplies	\$425.14	9/15/03	LAMINATING FILM
				Total this claim	\$425.14		

Warrant
Number

Claim
Number

Name of Claimant

Fund

Account

Amount

Date

Explanation

Total Amount of Claims \$78,004.05

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

Monday, September 15, 2003






Fiscal Officer




ALLOWANCE OF VOUCHERS

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

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

Date this 15 day of September, 2003.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

Fact Sheet

Program Focus:

Rose-Hulman Institute of Technology's Homework Hotline is a free math and science tutoring service for Indiana middle and high school students. The program reinforces math and science concepts and helps students develop better problem-solving skills.

Age Groups Served:

Indiana students in grades 6-12

Hours of Operation:

7 p.m. - 10 p.m. (Eastern Standard Time), Sunday through Thursday, September through May. (The Hotline is closed during Rose-Hulman's holiday and quarter breaks.)

Telephone Number:

Toll free 1-877-ASK-ROSE (1-877-275-7673)

Web Site:

www.AskRose.org

Program Fees:

There are no program charges for the community service students and tutors that call to the hotline.

Who's on the Other End:

Tutors are college students from Rose-Hulman Institute of Technology. Tutors recommended by Rose-Hulman faculty are selected for their technical knowledge and ability to communicate clearly. Tutors have access to current math and science textbooks, computers and the internet.

Number of Tutors:

25 tutors are available to answer calls each night.

Participating Areas:

All Indiana students may call the Homework Hotline, however the program's success currently includes schools in Indiana Educational Regions 1, 2, 4, 5 and 6. In 2002-2004, the homework hotline contacts specific schools that to approximately 175,000 students in school attendance in the following Indiana counties:

Adams	Madison	Putnam
Bartholomew	Morgan	Spencer
Benton	Munster	Warrick
Bourbon	Noble	Wayne
Boone	Orange	Wells
Brown	Parke	White

Students from all Indiana counties eligible will be included by 10/1/05, at the school's request.

Program History:

The Homework Hotline started in 1991 to help students in Vigo County. It expanded to serve Clay and Blackford counties in 1995 and Marion County in 1999. Statewide expansion began in 2002 and will be completed in 2005.

Financial Sponsors:

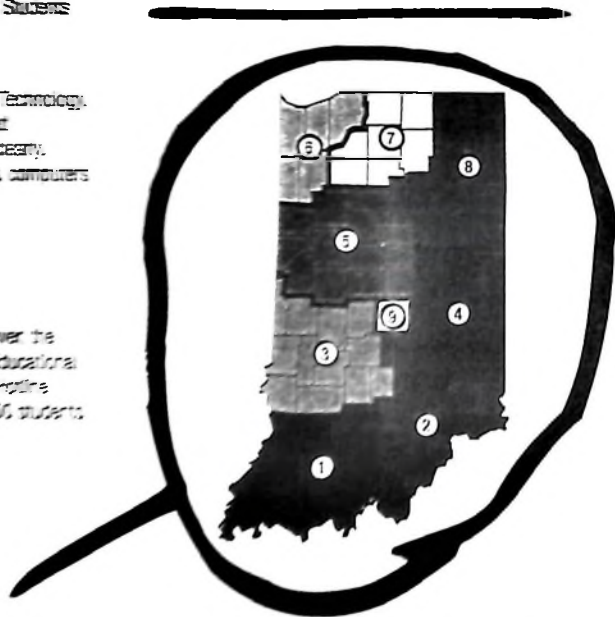
Rose-Hulman Institute of Technology, Lilly Endowment Inc. and 3M Corporation

Record-Breaking Educational Service:

Homework Hotline student tutors answered a record 22,654 calls during the 2002-2003 school year. Approximately 75% of the calls were for mathematics assistance.

Contact Person:

Susan L. Smith, Homework Hotline Director
Tel: (317) 877-8379 Fax: (317) 877-8175
slsmith@askrose.org



ROSE-HULMAN INSTITUTE OF TECHNOLOGY
TOLL FREE 1-877-ASK-ROSE
www.AskRose.org

MONTHLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

	AUG 2002	AUG 2003	AMOUNT OF CHANGE	% OF CHANGE	YTD
ELWOOD					
ADULT	3910	3038	-872	-22%	29094
JUVENILE	1843	1987	124	7%	20422
Y. A.	199	286	87	44%	2142
PERIOD.	523	593	70	13%	4584
AUDIO	336	285	-51	-15%	2268
VIDEO	3602	3949	347	10%	31776
TOTAL	10413	10118	-295	-3%	90266

FRANKTON					
ADULT	1118	1070	-48	-4%	8054
JUVENILE	981	822	-339	-35%	7219
Y. A.	89	42	-27	-30%	425
PERIOD.	191	232	41	21%	1839
AUDIO	26	30	4	15%	220
VIDEO	1565	1182	-407	-26%	11382
TOTAL	3960	3184	-776	-20%	25736

HAZELBAKER					
ADULT	731	570	-161	-22%	5111
JUVENILE	577	483	-94	-16%	4519
Y. A.	88	88	0	0%	880
PERIOD.	78	147	69	88%	1389
AUDIO	75	40	-35	-47%	520
VIDEO	414	387	-27	-7%	3111
TOTAL	1943	1808	-135	-7%	15060

SYSTEM					
ADULT	5788	5271	-517	-9%	42111
JUVENILE	3384	3291	-93	-3%	32119
Y. A.	338	322	-16	-5%	3211
PERIOD.	783	911	128	16%	7211
AUDIO	437	387	-50	-11%	3211
VIDEO	5611	5271	-340	-6%	42111
TOTAL	16313	15223	-1090	-7%	122111

	ELWOOD	FRANKTON	HAZELBAKER
TRAFFIC	12258	1207	870
REF.	46	11	4
ASSITS.	3088	22	23
COMP A.	889	21	28
J.	1472	N/A	200
PROG. A.	2 / 27	0	0
J.	23 / 488	0	0

TECH SERVICE PROCESSED 532 ITEMS AND WITHDREW 227 ITEMS

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES
BUDGET HEARING
September 4, 2003
7:00 p.m.

Annika Caldwell
Kevin Dipes
Don Hill

Jerry Kaiser

CALL TO ORDER

Vice President Don Hill called the budget hearing for the 2004 budget to order on September 4, 2003 at 7:00 p.m. in the Elwood Public Library Meeting Room.

CALL FOR QUORUM

Present were the following board members: Don Hill, Wayne Davidson, Bette Dazell, Betty Caldwell, Pam Bohlander, and Jerry Kaiser. Also present was Director Beverly Austin.

PRESENTATION OF BUDGET ESTIMATES AND TAX LEVIES FOR THE 2004 BUDGET YEAR:

The following was read by the director: The following budget estimates and tax levies were advertised in the Elwood Call-Leader and the Anderson Herald-Bulletin on August 18th and August 25th 2003 for the purpose of notifying taxpayers of North Madison County Public Library System that officers of said library would conduct a public hearing at the Elwood Public Library on the 2004 budget at 7:00 p.m. on September 4, 2003.

Following this meeting, any ten or more taxpayers may object to a budget, tax rate, or tax levy by filing an objecting petition with the proper officers of the library within seven days after this hearing. That date would be September 11, 2003. The objection petition must identify the provisions of the budget, tax rate, or tax levy that taxpayers object to. If a petition is filed, the library board shall adopt with its budget a finding concerning the objections filed and testimony presented. Following this hearing the Library Board will meet at the Elwood Public Library on September 15, 2003 at 7:00 p.m. to adopt the following budget.

The Net Assessed Valuation is \$410,300,000.00.

The Library Operating Fund Budget estimate is \$873,230.00. Maximum estimate funds to be raised are \$536,000.00 with a current tax levy of \$505,165.00.

The Debt Service budget estimates are \$242,000.00. The maximum estimated funds to be raised are \$227,772.00 with a current tax levy of \$297,928.00.

The Library Improvement Reserve Fund budget estimate is \$86,560. There is no maximum estimated amount to be raised and no current tax levy.

The Rainy Day Fund estimate is \$30,000.00. There is no maximum estimated amount to be neither raised nor any current tax levy.

The total maximum estimated funds to be raised are \$763,773.00.

Vice President Don Hill ask for public comment regarding the 2004 budget. There were no comments.

With no objections the meeting was then adjourned.

Betty Caldwell

Betty Caldwell, Secretary

October 13, 2003

**NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES
Elwood Public Library**

**REGULAR MEETING
7:00 P.M.**

- CALL TO ORDER**
- CALL FOR QUORUM**
- MINUTES**
- CLAIMS REGISTER & CHECKS**
- OLD BUSINESS**
- NEW BUSINESS**
 - 1. Review Job Descriptions
 - 2. Transfer of appropriations
 - 3. Appoint Nominating Committee
- DIRECTOR'S REPORT**
- ADJOURNMENT**

*NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
OCTOBER 13, 2003
7:00pm*

CALL TO ORDER

President Kevin Sipe called a regular meeting of the North Madison County Public Library Board of Trustees to order at 7:00pm on October 13, 2003 in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present with President Sipe were board members Don Hill, Betty Caldwell, Jerry Kaiser, Bette Dalzell and Pam Bohlander. Wayne Davidson was unable to attend. Also in attendance were Director Beverly Austin and Administrative Assistant Diana Shepard.

MINUTES

Minutes from the September 4, 2003 budget hearing and September 15, 2003 executive session and regular meeting were approved with a motion to accept the minutes made by Pam Bohlander and Betty Caldwell made a second.

CLAIMS REGISTER AND CHECKS

The members signed the claims register and Assistant Treasurer Pam Bohlander signed checks.

OLD BUSINESS

Quotes have been received from Edwards Electrical & Mechanical and Deem Electric for HVAC quarterly preventative maintenance. No decision has been, however the service we have been receiving from Edwards has been satisfactory. Edwards will be replacing the failing damper motor for the blower on the McQuay air handler. The necessary labor and material to replace the motor will be \$782.32. After installation the service tech will restart the unit and check for proper operation.

NEW BUSINESS

Job Descriptions

Revised Technical Services Manager and Technical Services Assistant job descriptions were explained. Following discussion a motion was made by Pam Bohlander to accept these new job descriptions; Jerry Kaiser made a second and the motion carried.

Transfer of Appropriations

Secretary Betty Caldwell read transfer of Appropriations. This transfer would appropriate \$850.00 from Consulting Services into Interest on Temporary Loans. This unexpected interest was a result of a temporary loan obtained through the Indiana Bond Bank due to property reassessment. A motion was made by Jerry Kaiser to accept the transfer of appropriations as read. A second was made by Don Hill and the motion carried.

Appoint nominating committee

Bette Dalzell will bring nominations for the 2004 slate of officers of the North Madison County Public Library Board of Trustees to the November meeting for election in December.

DIRECTOR'S REPORT

We would like to thank Don Hill for painting the storage building at Frankton. Jerry Kaiser's board term is not up until March 2006. Concerns of the number of unattended children visiting the library and disturbances that they cause were taken to Police Chief Carl Caldwell. A log will be kept of the times it is necessary to call the police. Mr. Ralph Hazelbaker would like to make a donation to the Summitville Library. The donation would be used to purchase shelving for their youth service area. Shelving is to be chosen and then Mr. Hazelbaker will make a donation to the board to purchase the shelving.

With no objections the meeting was adjourned.

<u><i>Paula S. Leland</i></u>	<u>Betty Caldwell, Secretary</u>
<u><i>Don Hill</i></u>	<u><i>Jerry Kaiser</i></u>
<u><i>Kevin Lipo</i></u>	<u>_____</u>

TRANSFER OF APPROPRIATIONS

October 13, 2003

Whereas, it has been determined that it is now necessary to create and appropriate into line item "Interest on Temporary Loan" money because of unexpected funds needed due to the reassessment of property and the delay of the semi-annual tax draw. The Temporary Loan was obtained through the Indiana Bond Bank.

Sec 1. 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 governing the same:

3.82 Interest on Temporary Loans	\$850.00
TOTAL for Operating Fund	\$850.00

Whereas, it has been shown that there are sufficient unobligated funds needed for the purposes for which appropriated, it is further ordained that the following existing appropriations be reduced in the following amounts.

3.11 Consulting Services	\$850.00
TOTAL for Operating Fund	\$850.00

<u><i>Paula S. Leland</i></u>	<u><i>Betty Caldwell</i></u>
<u><i>Kevin Lipo</i></u>	<u>Betty Caldwell, Secretary</u>
<u><i>Bette Dalzell</i></u>	<u><i>Don Hill</i></u>
<u>_____</u>	<u><i>Jerry Kaiser</i></u>

Register Of Claims

North Madison County Public Library System

Report Date: From 9/16/03 To 10/13/03

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	557	ING AETNA	Annuity	Payroll Deductions	\$130.00	9/24/03	P/R ENDING 9/20/03
				Total this claim	<u>\$130.00</u>		
0	500	PAYROLL	OPERATING FUND	Salary of Assistants	\$13,664.18	10/8/03	PAYROLL
			OPERATING FUND	Wages of Janitor	\$810.40		
				Total this claim	<u>\$14,474.58</u>		
0	554	PAYROLL	OPERATING FUND	Salary of Assistants	\$13,506.52	9/24/03	PAYROLL
			OPERATING FUND	Wages of Janitor	\$810.40		
				Total this claim	<u>\$14,316.92</u>		
0	565	EFTPS	OPERATING FUND	Empl.Share FICA&Medicare	\$1,095.28	9/24/03	P/R ENDING 9/20/03
			FICA	Payroll Deductions	\$887.66		
			Federal Taxes Withheld	Payroll Deductions	\$1,433.68		
			Medicare	Payroll Deductions	\$207.62		
				Total this claim	<u>\$3,624.24</u>		
0	601	EFTPS	OPERATING FUND	Empl.Share FICA&Medicare	\$1,107.34	10/8/03	P/R ENDING 10/4/03
			FICA	Payroll Deductions	\$897.44		
			Federal Taxes Withheld	Payroll Deductions	\$1,460.00		
			Medicare	Payroll Deductions	\$209.90		
				Total this claim	<u>\$3,674.68</u>		
0	602	ING AETNA	Annuity	Payroll Deductions	\$130.00	10/8/03	P/R ENDING 10/4/03
				Total this claim	<u>\$130.00</u>		
21676	558	AT&T	OPERATING FUND	Telephone & Telegraph	\$40.20	9/16/03	As per attached invoices.
				Total this claim	<u>\$40.20</u>		
21677	559	FILIP, INC.	OPERATING FUND	Cleaning & Sanitation Supplies	\$65.83	9/16/03	As per attached invoices.
				Total this claim	<u>\$65.83</u>		
21678	560	VECTREN ENERGY DELIVERY	OPERATING FUND	Gas	\$28.63	9/16/03	As per attached invoices.
				Total this claim	<u>\$28.63</u>		
21679	561	VIRGINIA VANDERSNICK	OPERATING FUND	Other	\$23.95	9/16/03	REFUND FOR LOST BOOK
				Total this claim	<u>\$23.95</u>		

Document Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
21680	562	BUNNETTE-DELLINGER INC.	OPERATING FUND	Insurance	\$8,830.00		9/16/03 CASAMBERVILLE FIREHOUSE INSURANCE POLICY
				Total this claim	<u>\$8,830.00</u>		
21681	563	ELWOOD CALL LEADER	OPERATING FUND	Advertising & Public Notices	\$78.73		9/16/03 BUDGET LEGAL NOTICE
				Total this claim	<u>\$78.73</u>		
21682	570	AMERICAN ELECTRIC POWER	OPERATING FUND	Electricity	\$1,705.58		9/24/03 As per attached invoices.
			OPERATING FUND	Electricity	\$469.74		
				Total this claim	<u>\$2,175.32</u>		
21683	568	CITY OF ELWOOD NON-REVE	OPERATING FUND	Emp Cont Group Ins	\$240.17		9/24/03 EMPLOYEE HEALTH INSURANCE
			Insurance	Emp Cont Group Ins	\$205.88		
				Total this claim	<u>\$446.05</u>		
21684	566	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$971.01		9/24/03 WITHHOLDING FOR SEPTEMBER
			County Taxes Withheld	Payroll Deductions	\$279.73		
				Total this claim	<u>\$1,250.74</u>		
21685	569	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$511.59		9/24/03 P/R ENDING 9/20/03
			OPERATING FUND	Other Professional Services	\$1,514.24		
				Total this claim	<u>\$2,025.83</u>		
21686	571	PILLSBURY CLASSIC COOKB	OPERATING FUND	Frankton Per. & Newsp.	\$19.95		9/24/03 RENEWAL-ONE YEAR SUBSCRIPTION
				Total this claim	<u>\$19.95</u>		
21687	572	TOWN OF FRANKTON	OPERATING FUND	Electricity	\$138.07		9/24/03 UTILITIES FRANKTON AND FRANKTON ANNEX
			OPERATING FUND	Water	\$8.85		
			OPERATING FUND	Waste Disposal Services	\$17.96		
				Total this claim	<u>\$164.88</u>		
21688	573	VECTREN ENERGY DELIVERY	OPERATING FUND	Gas	\$12.00		9/24/03 As per attached invoices.
				Total this claim	<u>\$12.00</u>		
21689	604	CITY OF ELWOOD UTILITIES	OPERATING FUND	Water	\$198.55		10/8/03 As per attached invoices.
				Total this claim	<u>\$198.55</u>		
21690	603	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$497.27		10/8/03 P/R ENDING 10/4/03
			OPERATING FUND	Other Professional Services	\$1,514.24		
				Total this claim	<u>\$2,011.51</u>		
21691	612	ARAB TERMITE & PEST CONT	OPERATING FUND	Professional Services	\$47.00		10/13/03 As per attached invoices.
				Total this claim	<u>\$47.00</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>
21692	606	AT&T	OPERATING FUND	Telephone & Telegraph	\$37.18	10/13/03	As per attached invoices.
			OPERATING FUND	Telephone & Telegraph	\$66.72		
				Total this claim	\$103.90		
21693	581	AUDIO VISUAL COMMUNICATI	OPERATING FUND	Professional Services	\$119.00	10/13/03	SERVICE CONTRACT FOR OCTOBER
				Total this claim	\$119.00		
21694	574	AUTOMATED MAILING EQUIP	OPERATING FUND	Consulting Services	\$125.00	10/13/03	ANNUAL MAINTENANCE AGREEMENT & SUPPLIES
			OPERATING FUND	Operating Supplies	\$136.00		
				Total this claim	\$261.00		
21695	618	BAKER & TAYLOR	OPERATING FUND	Elwood Adult	\$1,902.84	10/13/03	As per attached invoices.
			OPERATING FUND	Elwood Childrens	\$499.37		
			OPERATING FUND	Elwood YA	\$99.34		
			OPERATING FUND	Frankton	\$1,520.64		
			OPERATING FUND	Summitville	\$1,215.61		
			OPERATING FUND	Title Source	\$2,230.00		
				Total this claim	\$7,467.80		
21696	575	BARBARA SNIPES	OPERATING FUND	Traveling Expense	\$50.62	10/13/03	MILEAGE FOR SEPTEMBER
				Total this claim	\$50.62		
21697	576	BON PRINTING	OPERATING FUND	Stationary & Supplies	\$208.00	10/13/03	As per attached invoices.
				Total this claim	\$208.00		
21698	579	C & J MOWING SERVICE	OPERATING FUND	Professional Services	\$40.00	10/13/03	MOWING FRANKTON ANNEX
				Total this claim	\$40.00		
21699	577	CINTAS CORPORATION	OPERATING FUND	Cleaning & Sanitation Supplies	\$40.36	10/13/03	As per attached invoices.
				Total this claim	\$40.36		
21700	613	CINTAS LOCATION # 365	OPERATING FUND	Cleaning & Sanitation Supplies	\$39.15	10/13/03	As per attached invoices.
				Total this claim	\$39.15		
21701	578	DARTEK COMPUTER SUPPLY	OPERATING FUND	Technology Equipment	\$330.30	10/13/03	As per attached invoices.
				Total this claim	\$330.30		
21702	580	EDWARDS ELECTRICAL & ME	OPERATING FUND	Professional Services	\$387.00	10/13/03	QUARTERLY PREVENTIVE MAINTENANCE
			OPERATING FUND	Equipment/Maint.	\$456.75		
				Total this claim	\$843.75		
21703	582	ELWOOD COMMUNITY HIGH S	OPERATING FUND	Elwood Indiana Room	\$38.00	10/13/03	2002-2003 YEARBOOK
				Total this claim	\$38.00		

<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>
21704	614	EXPANETS	OPERATING FUND	Telephone & Telegraph	\$137.64	10/13/03	SERVICE AGREEMENT
				Total this claim	\$137.64		
21705	583	FILIP, INC.	OPERATING FUND	Cleaning & Sanitation Supplies	\$65.16	10/13/03	As per attached invoices.
				Total this claim	\$65.16		
21706	584	HORTON'S & SONS OF ELWO	OPERATING FUND	Bldg. Matl. And Supplies	\$50.38	10/13/03	As per attached invoices.
				Total this claim	\$50.38		
21707	585	INDIANA STATE LIBRARY	PLAC	Other	\$208.00	10/13/03	3RD QUARTER PLAC
				Total this claim	\$208.00		
21708	615	INDIANA-AMERICAN WATER C	OPERATING FUND	Water	\$44.61	10/13/03	As per attached invoices.
				Total this claim	\$44.61		
21709	586	INTEGRATED DATA SOLUTIO	OPERATING FUND	Techology Software	\$840.00	10/13/03	NORTON ANTIVIRUS RENEWAL (35 USER)
				Total this claim	\$840.00		
21710	587	INTELENET COMMISSION(ST	OPERATING FUND	Telephone & Telegraph	\$491.56	10/13/03	As per attached invoices.
				Total this claim	\$491.56		
21711	588	K MART	OPERATING FUND	Operating Supplies	\$214.28	10/13/03	As per attached invoices.
			OPERATING FUND	Elwood Children's Programing	\$77.66		
			Gift	Elwood Children's Programing	\$10.95		
				Total this claim	\$302.89		
21712	616	KNOWLEDGE SHOPPE, THE	OPERATING FUND	Operating Supplies	\$17.86	10/13/03	As per attached Invoices.
				Total this claim	\$17.86		
21713	589	LATCHELLE ALLEY	OPERATING FUND	Other	\$30.00	10/13/03	REFUND-MEETING ROOM SECURITY DEPOSIT
				Total this claim	\$30.00		
21714	590	LIBRARY CORPORATION, THE	OPERATING FUND	Automation	\$255.00	10/13/03	As per attached invoices.
				Total this claim	\$255.00		
21715	591	LIBRARY STORE INC., THE	OPERATING FUND	Book Processing	\$6.76	10/13/03	As per attached invoices.
			OPERATING FUND	Furniture & Equipment	\$30.07		
				Total this claim	\$36.83		
21716	593	MARSH SUPERMARKET	OPERATING FUND	Elwood Children's Programing	\$40.24	10/13/03	As per attached Invoices.
			Gift	Elwood Adult Programing	\$146.55		
			Gift	Elwood Children's Programing	\$21.00		
				Total this claim	\$207.79		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
21717	592	MATTHEW BENDER & CO., IN	OPERATING FUND	Elwood Adult	\$622.55	10/13/03	BURNS INDIANA LAW INDEX
Total this claim					\$622.55		
21718	594	MIDWEST TAPE	OPERATING FUND	Frankton AV	\$174.88	10/13/03	As per attached invoices.
			OPERATING FUND	Elwood AV	\$726.63		
			OPERATING FUND	Summitville AV	\$157.91		
Total this claim					\$1,059.42		
21719	607	NAPPANEE PUBLIC LIBRARY	OPERATING FUND	Consulting Services	\$900.00	10/13/03	20 CONTRACT HOURS-NICCL
Total this claim					\$900.00		
21720	617	POPULAR SUBSCRIPTION SE	OPERATING FUND	Elwood Period. & News.	\$3,047.32	10/13/03	SUBSCRIPTION FOR MAGAZINES
			OPERATING FUND	Frankton Per. & Newsp.	\$1,315.34		
			OPERATING FUND	Summitville Period. & Newsp.	\$739.29		
Total this claim					\$5,101.95		
21721	595	POSTMASTER - SUMMITVILL	OPERATING FUND	Equipment/Rental	\$68.00	10/13/03	P.O. BOX FEE
Total this claim					\$68.00		
21722	605	PUBLIC EMP. RETIREMENT F	PERF	Payroll Deductions	\$2,526.74	10/13/03	PERF PAYMENT FOR 3RD QUARTER
			OPERATING FUND	Emp Cont PERF	\$4,799.92		
Total this claim					\$7,326.66		
21723	608	QUILL CORPORATION	OPERATING FUND	Office Supplies	\$524.17	10/13/03	As per attached invoices.
Total this claim					\$524.17		
21724	597	RAMSAY BUSINESS PRODUC	OPERATING FUND	Office Supplies	\$8.60	10/13/03	As per attached invoices.
			OPERATING FUND	Office Supplies	\$17.13		
			OPERATING FUND	Office Supplies	\$43.07		
			OPERATING FUND	Office Supplies	\$47.95		
			OPERATING FUND	Equipment/Rental	\$76.38		
Total this claim					\$193.13		
21725	596	RUFUS JESSIE	OPERATING FUND	Waste Disposal Services	\$36.00	10/13/03	JULY, AUGUST, SEPTEMBER TRASH SERVICE-SUMMITVILLE
Total this claim					\$36.00		
21726	609	SPECIALTY STORE SERVICES	OPERATING FUND	Book Processing	\$212.70	10/13/03	As per attached invoices.
Total this claim					\$212.70		
21727	610	VECTREN ENERGY DELIVERY	OPERATING FUND	Gas	\$11.76	10/13/03	As per attached invoices.
Total this claim					\$11.76		
21728	611	VERIZON	OPERATING FUND	Telephone & Telegraph	\$147.54	10/13/03	As per attached invoices.
Total this claim					\$147.54		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
21729	588	VIRGIL G. GREEN AND SON, I	OPERATING FUND	Land Buildings Improvements	\$855.00	10/13/03	LABOR AND MATERIAL TO REPLACE TWO SECTIONS OF CONCRETE-ELWOOD
Total this claim					\$855.00		
21730	599	WISE CHOICE LAWN CARE	OPERATING FUND	Professional Services	\$225.00	10/13/03	LAWN CARE FOR AUGUST-SUMMITVILLE
Total this claim					\$225.00		
Total Amount of Claims					\$83,283.07		

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

Monday, October 13, 2003

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 13 day of October, 2003

Amelia Rollender Don Hill
Betty Caldwell D. R. Doolittle
Kevin Nijm Jim Kiser

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

**NMCPLS
Job Description**

Job Title: Technical Services Manager
Department: Technical Services
Reports To: Director
FLSA Status: Nonexempt
Prepared By: Director
Prepared Date: July 2003
Approved By: NMCPLS Board of Trustees
Approved Date: November 2003

SUMMARY

Performs electronic or physical cataloging of library materials in all formats by performing the following duties:

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

1. Classifies library materials using classification schemas, or verifies classification data received from classifier against corresponding materials.
2. Performs original, complex contributed, and copy cataloging, both physical and electronic, for library materials in all formats.
3. Takes automated integrated systems into consideration when cataloging.
4. Codes catalog data based on required formatting for input into bibliographic utility.
5. Creates name and subject authority records, determines proper forms of headings, and expands subject headings to meet changing needs of library users.
6. Enters or supervises entering of cataloged data into database, or files cards into assigned sections of catalog.
7. Maintains and controls online or card catalog, including updating.
8. Trains and supervises support staff in cataloging functions.
9. Selects AV materials for the Elwood facility. Manages AV acquisitions, including invoicing, for all three facilities.
10. Manages acquisitions (including standing orders but excluding periodicals), invoicing and distribution of materials.
11. Correlates circulation, acquisitions and patron statistics for the library system and state reports.
12. Maintains regular communication, both formal and informal, with all other personnel.
13. Participates in professional development activities.
14. As with all employees of the NMCPLS, excluding custodians, will have knowledge of circulation desk tasks. If needed, could provide assistance at the circulation desk.

SUPERVISORY RESPONSIBILITIES : Directly supervises one employee in the Technical Services. Carries out supervisory responsibilities in accordance with the organizations's policies and applicable laws. Responsibilities include interviewing, recommending candidates for hire, and training employees; planning, assigning, and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems.

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

EDUCATION and/or EXPERIENCE : Bachelor's degree (B.A.) from four-year college or university; or one to two years related experience and/or training, or equivalent combination of education and experience.

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

MATHEMATICAL SKILLS : Ability to work with mathematical concepts such as probability and statistical inference, and fundamentals of plane and solid geometry and trigonometry. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.

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

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

CERTIFICATES, LICENSES, REGISTRATIONS : Valid Indiana driver's license. Library certification desirable.

PHYSICAL DEMANDS The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is regularly required to use hands to finger, handle, or feel; reach with hands and arms; and talk or hear. The employee frequently is required to stand, walk, and sit. The employee is occasionally required to climb or balance; stoop, kneel, crouch, or crawl and taste or smell. The employee must regularly lift and/or move up to 25 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close, distance, color, and peripheral vision, depth perception, and ability to adjust focus. Work is primarily performed at the Elwood Public Library but may require visits to branches and other locations. The noise level in the work environment is usually quiet.

**NMCPLS
Job Description**

Job Title: Technical Services Assistant
Department: Technical Services
Reports To: Technical Services Manager
FLSA Status: Nonexempt
Prepared By: Director
Prepared Date: July 2003
Approved By: NMCPLS Board of Trustees
Approved Date: November 2003

SUMMARY : Performs electronic or physical cataloging of library materials in all formats by following the following duties.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

1. Classifies library materials using classification schemas, or verifies classification data received from classifier against corresponding materials.
2. Performs original, complex, contributed, and copy cataloging, both physical and electronic, for library materials in all formats.
3. Takes automated integrated systems into consideration when cataloging.
4. Codes marking data based on required formatting for input into bibliographic utility.
5. Creates name and subject authority records, determines proper forms of headings, and expands subject headings to meet changing needs of library users.
6. Enters or supervises entering of cataloged data into database, or files cards into assigned sections of shelving.
7. Maintains and controls online or card catalog, including updating.
8. Selects and provides routine maintenance for AV materials and equipment.
9. Maintains regular communication, both formal and informal, with all other personnel.
10. Participates in professional development activities.
11. Will have knowledge of circulation desk tasks. If needed, could provide patron assistance at the circulation desk.

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

EDUCATION and/or EXPERIENCE: One or two years related experience and/or training or equivalent combination of education and experience.

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

MATHEMATICAL SKILLS : Ability to work with mathematical concepts such as probability and statistical inference, and fundamentals of plane and solid geometry and trigonometry. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.

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

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

CERTIFICATES, LICENSES, REGISTRATIONS: Valid Indiana driver's license.

PHYSICAL DEMANDS The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is regularly required to use hands to finger, handle, or feel; reach with hands and arms; and talk or hear. The employee frequently is required to stand, walk, and sit. The employee is occasionally required to climb or balance; stoop, kneel, crouch, or crawl; and taste or smell. The employee must regularly lift and/or move up to 25 pounds and occasionally lift and/or move up to 100 pounds. Work is primarily performed at the Elwood Public library but may require visits to branches and other locations.

MONTHLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

	SEP	SEP	AMOUNT OF	% OF	YTD
	2002	2003	CHANGE	CHANGE	
ELWOOD					
ADULT	3896	3319	-577	-15%	32413
JUVENILE	2542	2729	187	7%	23151
Y. A.	244	258	14	6%	2400
PERIOD.	502	522	20	4%	5086
AUDIO	325	310	-15	-5%	2578
VIDEO	3446	3839	393	11%	35615
TOTAL	10955	10977	22	0%	101243

FRANKTON					
ADULT	930	1189	259	28%	9243
JUVENILE	836	766	-70	-8%	7985
Y. A.	38	35	-3	-8%	460
PERIOD.	200	294	94	47%	2133
AUDIO	24	39	15	63%	359
VIDEO	1340	988	-352	-26%	12370
TOTAL	3368	3311	-57	-2%	32550

HAZELBAKER					
ADULT	663	621	-42	-6%	6490
JUVENILE	462	505	43	9%	4681
Y. A.	45	57	12	27%	544
PERIOD.	65	210	145	223%	1399
AUDIO	24	26	2	8%	340
VIDEO	397	392	-5	-1%	3867
TOTAL	1656	1811	155	9%	17321

SYSTEM					
ADULT	5489	5129	-360	-7%	48146
JUVENILE	3840	4000	160	4%	35817
Y. A.	327	350	23	7%	3404
PERIOD.	767	1026	259	34%	8618
AUDIO	373	375	2	1%	3277
VIDEO	5183	5219	36	1%	51852
TOTAL	15979	16099	120	1%	151114

	ELWOOD	FRANKTON	HAZELBAK.
TRAFFIC	10338	2061	1530
REF.	51	58	24
ASSITS.	2694	611	423
COMP A.	859	387	328
J.	1068	N/A	203
PROG. A.	4 / 29	5 / 10	2 / 4
J.	25 / 464	0	0

TECH SERVICE PROCESSED 629 ITEMS AND WITHDREW 20 ITEMS

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FILE NO. =340
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NO. ABBR NO.
001 OK <04> HERALD BULLETIN 001/001 00:00:24

-ELWOOD PUBLIC LIBRARY -

***** -ELWOOD LIBRARY - ***** 765 552 0955- *****

AGENDA

November 10, 2003

**NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES**

ELWOOD PUBLIC LIBRARY MEETING ROOM

**REGULAR MEETING
7:00 P.M.**

- CALL TO ORDER
- CALL FOR QUORUM
- MINUTES
- CLAIMS REGISTER & CHECKS
- OLD BUSINESS
 - 1. 2004 Officer Nominations
 - 2. Estimate for outside lights
- NEW BUSINESS
 - 1. Reader-printer/scanner Proposal-Jamie Scott
 - 2. Holiday Calendar for 2004
 - 3. Computer policy-Indiana Room
- DIRECTOR'S REPORT
- ADJOURNMENT

AGENDA

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*Please published on Saturday and again on Monday.
Thank
Dina*

MODE = MEMORY TRANSMISSION START=NOV-07 08:07 END=NOV-07 08:08

FILE NO.=339

STN NO.	COMM.	ONE-TOUCH/ABBR NO.	STATION NAME/TEL NO.	PAGES	DURATION
001	OK	<03>	CALL LEADER	001/001	00:00:12

-ELWOOD PUBLIC LIBRARY -

***** -ELWOOD LIBRARY - ***** 765 552 0955- *****

**NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
November 10, 2003
7:00pm**

AGENDA

November 10, 2003

**NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES**

ELWOOD PUBLIC LIBRARY MEETING ROOM

**REGULAR MEETING
7:00 P.M.**

- CALL TO ORDER
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*Please publish on
Saturday and again
on Monday.*

*Thanks
Diana*

CALL TO ORDER

President Kevin Sipe called a regular meeting of the North Madison County Public Library Board of Trustees to order at 7:00pm on November 10, 2003 in the meeting room of the Elwood Public Library. No executive meeting was held.

CALL FOR QUORUM

Present were President Kevin Sipe, Don Hill, Pam Bohlander, Jerry Kaiser, Director Beverly Austin and Administrative Assistant Diana Shepard.

MINUTES

Minutes from the October 13, 2003 regular meeting were approved after a motion was made by Don Hill and seconded by Jerry Kaiser.

CLAIMS REGISTER AND CHECKS

The member signed the claims register and Assistant Treasurer Pam Bohlander signed checks.

OLD BUSINESS

2004 Officer Nominations

Nominations of Officers for 2004 were made. They include Kevin Sipe, President; Don Hill, Vice-President; Betty Caldwell, Secretary; Wayne Davidson, Treasurer; and Pam Bohlander, Assistant Treasurer. Election will be held at the December meeting and the new officers will begin their terms in January 2004.

Estimate for outside lights

Job estimate from Matrix Electric, Inc. was presented in the amount of \$4,872.00. It includes all labor and materials to repair in ground light fixtures around the Elwood building. This includes drying and sealing all conduit entries to fixtures to keep water from entering and sealing all electrical connections. After discussion a motion was made by Pam Bohlander to approve the job estimate as presented and Matrix Electric perform the necessary repairs. A second was made by Don Hill and the motion carried.

NEW BUSINESS

Reader-printer/Scanner Proposal-Jamie Scott

Information Technology Manager, Jamie Scott was present to propose to the Board the possibility of purchasing a microfilm scanner for use in entering local obituaries into the database for use over the inter-net. Persons from all over the county would then be able to access our database to look up needed obituaries. At the present time they are able to access the source date and then contact the library to receive a copy of the obituary. Quotes have been received and are as follows. From IRA: The Screen Scan quote is

\$7,792.00 and the Minolta MS6000 quote is \$10,263.00. From MTM: The Screen Scan quote is \$8,500.00 and the Minolta MS6000 quote is \$8,115.00. The Screen Scan fits onto our current Reader-Printer which would tie up one of our current machines while scanning is being done, whereas the MS6000 is a free standing unit and could be set up anywhere in the library. The unit will need a computer; one of the Indiana Room's computers could be used. Jamie recommended purchasing the MS6000 unit over the Screen Scan. The Pipecreek Genealogy Society has shown interest in helping scan the obituaries, also in helping pay for the microfilm/scanner. After discussion, it was decided to table any decision until a later date.

Holiday Calendar for 2004

The Board approved the 2004 holiday calendar as presented after a motion was made by Jerry Kaiser to approve the calendar and Pam Bohlander made a second.


Computer policy-Indiana Room

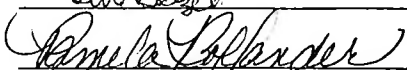
Pam Bohlander made a motion to add "Library Patrons under the age of 18 will not be allowed to use the computers located in the Indiana Room unless accompanied by a parent or guardian" to the current computer policy. Jerry Kaiser made a second and the motion carried.

DIRECTOR'S REPORT


Approval of the 2003 budget in the amount of \$831,313 has been received from the Department of Local Government Finance. The employees are having a Christmas tree decorating contest. There are twelve trees; each has been assigned a different Dewey decimal number to use as its theme. Patrons will vote on their favorite tree, a penny per vote. The proceeds will go to purchase hats and mittens for needy children at the Elwood, Frankton and Summitville schools. Each year the employees make donations of these items in lieu of a gift exchange. The trees will be at Elwood with pictures at each of the branches so their patrons can also participate. The employees are to use only \$5.00 to purchase supplies to decorate their tree. Elwood has been experiencing telephone problems. Expanets came and pulled one new line. The lines are full of clear water. The lines run through conduit under the cement. Letters have been sent to Deem and Edwards asking for quotes on quarterly and semi-annual maintenance of the HVAC equipment.

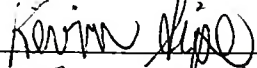
With no objections the meeting was adjourned at 8:00pm.

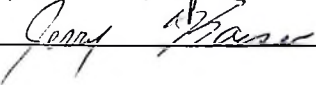


Betty Caldwell


Pamela Bohlander



Betty Caldwell, Secretary


Kevin Nijo


Jerry Kaiser

Register Of Claims

North Madison County Public Library System

Report Date: From **10/14/03** To **11/10/03**

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	632	PAYROLL	OPERATING FUND	Salary of Assistants	\$13,413.58	11/5/03	PAYROLL
			OPERATING FUND	Wages of Janitor	\$810.40		
				Total this claim	\$14,223.98		
0	619	PAYROLL	OPERATING FUND	Salary of Assistants	\$13,472.76	10/22/03	PAYROLL
			OPERATING FUND	Wages of Janitor	\$810.40		
				Total this claim	\$14,283.16		
0	620	EFTPS	OPERATING FUND	Empl.Share FICA&Medicare	\$1,092.69	10/22/03	P/R ENDING 10/18/03
			FICA	Payroll Deductions	\$885.56		
			Federal Taxes Withheld	Payroll Deductions	\$1,430.51		
			Medicare	Payroll Deductions	\$207.13		
				Total this claim	\$3,615.89		
0	622	ING AETNA	Annuity	Payroll Deductions	\$130.00	10/22/03	P/R ENDING 10/18/03
				Total this claim	\$130.00		
0	633	EFTPS	OPERATING FUND	Empl.Share FICA&Medicare	\$1,088.15	11/5/03	P/R ENDING 11/1/03
			FICA	Payroll Deductions	\$881.90		
			Federal Taxes Withheld	Payroll Deductions	\$1,429.44		
			Medicare	Payroll Deductions	\$206.25		
				Total this claim	\$3,605.74		
0	634	ING AETNA	Annuity	Payroll Deductions	\$130.00	11/5/03	P/R ENDING 11/1/03
				Total this claim	\$130.00		
21731	625	AMERICAN ELECTRIC POWER	OPERATING FUND	Electricity	\$1,335.98	10/22/03	As per attached invoices.
			OPERATING FUND	Electricity	\$373.78		
				Total this claim	\$1,709.76		
21732	626	AT&T	OPERATING FUND	Telephone & Telegraph	\$35.15	10/22/03	As per attached invoices.
				Total this claim	\$35.15		
21733	623	CITY OF ELWOOD NON-REVE	OPERATING FUND	Emp Cont Group Ins	\$309.40	10/22/03	PAYMENT FOR OCTOBER-EXTRA
			Insurance	Emp Cont Group Ins	\$214.91		FOR SEPTEMBER
				Total this claim	\$524.31		
21734	621	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$978.47	10/22/03	STATE TAXES FOR OCTOBER
			County Taxes Withheld	Payroll Deductions	\$281.91		
				Total this claim	\$1,260.38		

<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>
21735	624	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$485.55	10/22/03	P/R ENDING 10/18/03
			OPERATING FUND	Other Professional Services	\$1,514.24		
				Total this claim	\$1,999.79		
21736	627	TASTE OF HOME BOOKS	OPERATING FUND	Summitville	\$23.98	10/22/03	2004 TAST OF HOME ANNUAL RECIPES
				Total this claim	\$23.98		
21737	628	VECTREN ENERGY DELIVERY	OPERATING FUND	Gas	\$109.69	10/22/03	As per attached invoices.
				Total this claim	\$109.69		
21738	629	VISA	OPERATING FUND	Professional Meetings	\$398.00	10/22/03	As per attached invoices.
				Total this claim	\$398.00		
21739	630	UNITED STATES POSTAL SER	OPERATING FUND	Postage & UPS	\$500.00	10/22/03	POSTAGE
				Total this claim	\$500.00		
21740	636	AT&T	OPERATING FUND	Telephone & Telegraph	\$56.87	11/5/03	As per attached invoices.
				Total this claim	\$56.87		
21741	637	CITY OF ELWOOD UTILITIES	OPERATING FUND	Water	\$185.77	11/5/03	As per attached invoices.
				Total this claim	\$185.77		
21742	638	COURT SQUARE LEASING CO	OPERATING FUND	Equipment/Rental	\$179.16	11/5/03	POSTAGE METER RENTAL
				Total this claim	\$179.16		
21743	635	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$492.06	11/5/03	P/R ENDING 11/1/03
			OPERATING FUND	Other Professional Services	\$1,514.24		
				Total this claim	\$2,006.30		
21744	639	NANCY SUMNER	OPERATING FUND	Postage & UPS	\$19.94	11/5/03	PETTY CASH REIMBURSEMENT
			OPERATING FUND	Operating Supplies	\$5.09		
			OPERATING FUND	Professional Meetings	\$10.00		
			OPERATING FUND	Fuel, Oil and Lubricants	\$10.51		
				Total this claim	\$45.54		
21745	640	TOWN OF FRANKTON	OPERATING FUND	Electricity	\$156.66	11/5/03	UTILITIES FRANKTON BRANCH AND ANNEX
			OPERATING FUND	Water	\$8.85		
			OPERATING FUND	Waste Disposal Services	\$8.45		
				Total this claim	\$173.96		
21746	641	VECTREN ENERGY DELIVERY	OPERATING FUND	Gas	\$20.13	11/5/03	As per attached invoices.
			OPERATING FUND	Gas	\$35.93		
				Total this claim	\$56.06		

<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>
21747	643	AMBER BLOOD	OPERATING FUND	Traveling Expense	\$57.12	11/10/03	MILEAGE
				Total this claim	<u>\$57.12</u>		
21748	644	ARAB TERMITE & PEST CONT	OPERATING FUND	Professional Services	\$47.00	11/10/03	As per attached invoices.
				Total this claim	<u>\$47.00</u>		
21749	688	AT&T	OPERATING FUND	Telephone & Telegraph	\$43.91	11/10/03	As per attached invoices.
				Total this claim	<u>\$43.91</u>		
21750	642	AUDIO VISUAL COMMUNICATI	OPERATING FUND	Professional Services	\$119.00	11/10/03	SERVICE CONTRACT FOR NOVEMBER
				Total this claim	<u>\$119.00</u>		
21751	645	BAKER & TAYLOR	OPERATING FUND	Elwood Adult	\$2,088.05	11/10/03	As per attached invoices.
			OPERATING FUND	Elwood Childrens	\$1,065.53		
			OPERATING FUND	Elwood YA	\$353.73		
			OPERATING FUND	Frankton	\$2,300.77		
			OPERATING FUND	Summitville	\$1,241.09		
				Total this claim	<u>\$7,049.17</u>		
21752	646	BARBARA MCADAMS	OPERATING FUND	Operating Supplies	\$12.39	11/10/03	As per attached invoices
			OPERATING FUND	Postage & UPS	\$12.45		
			OPERATING FUND	Frankton Programing	\$26.42		
				Total this claim	<u>\$51.26</u>		
21753	647	BARBARA SNIPES	OPERATING FUND	Traveling Expense	\$63.28	11/10/03	MILEAGE FOR OCTOBER
				Total this claim	<u>\$63.28</u>		
21754	648	BEVERLY AUSTIN	OPERATING FUND	Traveling Expense	\$127.12	11/10/03	MILEAGE
				Total this claim	<u>\$127.12</u>		
21755	649	CENTRAL OFFICE PRODUCTS	OPERATING FUND	Furniture & Equipment	\$795.00	11/10/03	LASER FAX
				Total this claim	<u>\$795.00</u>		
21756	650	CINTAS CORPORATION	OPERATING FUND	Cleaning & Sanitation Supplies	\$40.36	11/10/03	As per attached invoices.
				Total this claim	<u>\$40.36</u>		
21757	651	CINTAS LOCATION # 365	OPERATING FUND	Cleaning & Sanitation Supplies	\$39.15	11/10/03	As per attached invoices.
				Total this claim	<u>\$39.15</u>		
21758	651	DEMCO	OPERATING FUND	Elwood Children's Programing	\$122.04	11/10/03	As per attached invoices.
				Total this claim	<u>\$122.04</u>		
21759	654	DIANA L. SHEPARD	OPERATING FUND	Travelling Exponso	\$90.72	11/10/03	MILEAGE
				Total this claim	<u>\$90.72</u>		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
21760	688	EDWARDS ELECTRICAL & ME	OPERATING FUND	Professional Services	\$937.20	11/10/03	HVAC SERVICE-REPLACED DAMPER MOTOR-FAULTY POWER SWITCH
					Total this claim		
					<u>\$937.20</u>		
21761	686	EXPLANETS	OPERATING FUND	Telephone & Telegraph	\$137.64	11/10/03	SERVICE MAINTENANCE AGREEMENT
					Total this claim		
					<u>\$137.64</u>		
21762	687	FLIP, INC.	OPERATING FUND	Cleaning & Sanitation Supplies	\$32.58	11/10/03	FLIP SERVICE INVOICES
			OPERATING FUND	Other Repair & mainten.supplies	\$36.50		
					Total this claim		
					<u>\$69.08</u>		
21763	689	FOX TV & APPLIANCE, INC.	OPERATING FUND	Other Repair & mainten.supplies	\$61.45	11/10/03	REPAIR PARTS FOR WRECKER
					Total this claim		
					<u>\$61.45</u>		
21764	683	SALE GROUP	OPERATING FUND	Summitville	\$113.01	11/10/03	As per invoice
					Total this claim		
					<u>\$113.01</u>		
21765	685	GAYLORD BROS.	OPERATING FUND	Furniture & Equipment	\$235.14	11/10/03	BOOK CART AND BOOK ENDS
					Total this claim		
					<u>\$235.14</u>		
21766	686	GENEALOGICALLY YOURS	OPERATING FUND	Elwood Indiana Room	\$187.64	11/10/03	As per invoice
					Total this claim		
					<u>\$187.64</u>		
21767	656	H.W.WILSON COMPANY	OPERATING FUND	Elwood Adult	\$669.00	11/10/03	READERS GUIDE-REFERENCE SHELF-SUBSCRIPTION
			OPERATING FUND	Frankton	\$367.00		
			OPERATING FUND	Summitville	\$367.00		
					Total this claim		
					<u>\$1,403.00</u>		
21768	657	HORTON'S & SONS OF ELWO	OPERATING FUND	Operating Supplies	\$15.76	11/10/03	As per attached invoices
			OPERATING FUND	Paint and painting supplies	\$15.94		
					Total this claim		
					<u>\$31.70</u>		
21769	658	INDIANA HISTORICAL SOCIET	OPERATING FUND	Elwood Period. & News.	\$35.00	11/10/03	ANNUAL MEMBERSHIP
					Total this claim		
					<u>\$35.00</u>		
21770	659	INDIANA NEWSPAPERS, INC.	OPERATING FUND	Elwood Period. & News.	\$197.60	11/10/03	ONE YEAR SUBSCRIPTION FOR ELWOOD
					Total this claim		
					<u>\$197.60</u>		
21771	685	INDIANA NEWSPAPERS, INC.	OPERATING FUND	Elwood Period. & News.	\$234.00	11/10/03	52 WEEKS SUBSCRIPTION FOR ELWOOD
					Total this claim		
					<u>\$234.00</u>		
21772	660	INTELENET COMMISSION(ST	OPERATING FUND	Telephone & Telegraph	\$370.17	11/10/03	As per attached invoices.
					Total this claim		
					<u>\$370.17</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
21773	679	JAMIE B. SCOTT	OPERATING FUND	Traveling Expense	\$392.00	11/10/03	MILEAGE 4/1/03-10/31/03
				Total this claim	<u>\$392.00</u>		
21774	662	K MART	OPERATING FUND	Operating Supplies	\$5.39	11/10/03	As per attached invoices.
			OPERATING FUND	Elwood Children's Programing	\$22.85		
				Total this claim	<u>\$28.24</u>		
21775	663	LIBRARY CORPORATION, THE	OPERATING FUND	Automation	\$159.00	11/10/03	BARCODE READER SUPPORT
				Total this claim	<u>\$159.00</u>		
21776	664	LIBRARY STORE INC., THE	OPERATING FUND	Book Processing	\$139.65	11/10/03	As per attached invoices.
			OPERATING FUND	Operating Supplies	\$84.77		
				Total this claim	<u>\$224.42</u>		
21777	665	MARSH SUPERMARKET	OPERATING FUND	Elwood Children's Programing	\$82.48	11/10/03	As per attached invoices.
			Gift	Elwood Children's Programing	\$2.79		
				Total this claim	<u>\$85.27</u>		
21778	666	MATRIX ELECTRIC, INC	OPERATING FUND	Professional Services	\$1,153.00	11/10/03	As per attached invoices.
			OPERATING FUND	Professional Services	\$742.00		
				Total this claim	<u>\$1,895.00</u>		
21779	682	MATTHEW BENDER & CO., IN	OPERATING FUND	Elwood Adult	\$70.70	11/10/03	As per attached invoices.
				Total this claim	<u>\$70.70</u>		
21780	667	MC KNIGHTS	OPERATING FUND	Other Repair & mainten.supplies	\$3.00	11/10/03	REPAIR SNOW BLOWER
			OPERATING FUND	Professional Services	\$25.00		
				Total this claim	<u>\$28.00</u>		
21781	680	MIDWEST TAPE	OPERATING FUND	Frankton AV	\$200.93	11/10/03	As per attached invoices.
			OPERATING FUND	Elwood AV	\$585.73		
			OPERATING FUND	Summitville AV	\$87.94		
				Total this claim	<u>\$874.60</u>		
21782	687	NANCY SUMNER	OPERATING FUND	Fuel, Oil and Lubricants	\$6.00	11/10/03	PETTY CASH REIMBURSEMENT
			OPERATING FUND	Professional Meetings	\$30.75		
				Total this claim	<u>\$36.75</u>		
21783	684	OCLC/FOREST PRESS	OPERATING FUND	Elwood Adult	\$375.00	11/10/03	As per attached invoices.
				Total this claim	<u>\$375.00</u>		
21784	668	ORIENTAL TRADING COMPAN	OPERATING FUND	Elwood Children's Programing	\$59.40	11/10/03	As per attached invoices.
				Total this claim	<u>\$59.40</u>		
21785	669	PUBLISHERS QUALITY LIB. SE	OPERATING FUND	Summitville	\$549.67	11/10/03	As per attached invoices.
				Total this claim	<u>\$549.67</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
21786	670	QUILL CORPORATION	OPERATING FUND	Office Supplies	\$574.98	11/10/03	As per attached invoices.
			OPERATING FUND	Operating Supplies	\$30.88		
				Total this claim	\$605.86		
21787	671	RALPH MALEY	OPERATING FUND	Traveling Expense	\$53.48	11/10/03	MILEAGE
				Total this claim	\$53.48		
21788	672	RAMSAY BUSINESS PRODUC	OPERATING FUND	Office Supplies	\$13.84	11/10/03	As per attached invoices.
			OPERATING FUND	Office Supplies	\$30.28		
			OPERATING FUND	Office Supplies	\$31.86		
			OPERATING FUND	Equipment/Rental	\$76.38		
				Total this claim	\$152.36		
21789	673	SENTIMENTAL PRODUCTIONS	OPERATING FUND	Elwood AV	\$58.30	11/10/03	As per attached invoices.
				Total this claim	\$58.30		
21790	674	STATE CHEMICAL MANUFACT	OPERATING FUND	Cleaning & Sanitation Supplies	\$128.95	11/10/03	As per attached invoices.
				Total this claim	\$128.95		
21791	675	TECHNOLOGY RESOURCE CE	OPERATING FUND	Techology Software	\$915.75	11/10/03	PHOTOSHOP - STUDIO MX 2004
				Total this claim	\$915.75		
21792	677	U.S. TOY CO./CONSTRUCTIVE	OPERATING FUND	Frankton Programing	\$46.70	11/10/03	As per attached invoices.
				Total this claim	\$46.70		
21793	676	UPSTART	OPERATING FUND	Elwood Children's Programing	\$78.02	11/10/03	As per attached invoices.
				Total this claim	\$78.02		
21794	678	VERIZON	OPERATING FUND	Telephone & Telegraph	\$147.45	11/10/03	As per attached invoices.
				Total this claim	\$147.45		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
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Total Amount of Claims \$64,877.21

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

Monday, November 10, 2003

Everly 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 10 day of November, 2003.

<u><i>Paul W. Alexander</i></u>	<u><i>Garry Kaiser</i></u>	_____
<u><i>Ken Hill</i></u>	_____	_____
<u><i>Kurtin J. Hill</i></u>	_____	_____

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

called 11/15/03

Matrix Electric, INC.

P.O. Box 8
Markleville, IN 46056
765-533-3256
765-533-3257 Fax

Estimate

DATE	ESTIMATE #
10/24/2003	24

NAME / ADDRESS
Elwood Public Library 1600 Main St. Elwood IN 46036

PROJECT

DESCRIPTION	QTY	RATE	TOTAL
Job Estimate on outside ground light replaced / repaired Our bid includes all labor and materials to repair all 10 inground light fixtures around building. This bid also includes drying and sealing all conduit entries to fixtures to keep water from entering fixture thru conduit openings. All electrical connections will be sealed at all fixture connections		4,872.00	4,872.00

Thank you for your business.

TOTAL

4,872.00

**Minolta Digital Microform Scanner
Price Proposal
October 31, 2003
Prepared for: Elwood Public Library**

**Indus Digital Opaque Card Scanner
Price Proposal
Oct. 31, 2003
Prepared for: Elwood Public Library**

Proposed MTM Solution:

- 1 **Minolta MS6000 Digital Scanner**
- > 12" x 12" Screen
- > **Bi-Mode Scan Operation**
- > **Automatic Exposure Control**
- 1 **PC Interface**
- > **Auto Frame Masking**
- > **Auto Centering/Auto Fit - up to 200% enlargement**
- 1 **Zoom Lense - (13X - 27X)**
- 1 **Prism - 360 degree image rotation**
- 1 **Universal Carrier 6M**
- 1 **Adaptec 2940AU SCSI Interface(For Your PC) > 385.**
- 1 **SCSI Interface Cable 10"**
- > **Self Diagnostic System & Energy Conservation Controls**
- > **Installation, Training, and 90 Day Warranty**

Equipment Investment **\$ 8,115.00**

1 **MSP6000 Workstation** **\$ 352.31**

1 **One Year Preventative Maintenance Agreement** **\$ 800.00**

****This Quotation Good for 30 Days from Date Above**
Taxes, if applicable, have not been included**

Proposed MTM Solution:

- 1 **Screen Scan PC version for Windows 2000** \$ 8,250.00
- > **Installation, Training, and 90 Day Warranty** \$ 250.00
- Equipment Investment** **\$ 8,500.00**
- > **First Year Annual Maintenance Agreement** **\$ 950.00**

Options:

****This Quotation Good for 30 Days from Date Above**
Taxes, if applicable, have not been included**

IRA

Screen Scan (to go on your Minolta 603Z)		Minolta MS6000
Yes	Current Model	Yes
Yes	Utilizes Existing Reader-Printer	No
Yes	Plain Bond Printing (Copier Engine)	No
Through PC	Plain Bond Printing (Laser Printer)	Optional or Through PC
Yes	PC Interface*	Yes
Yes	PC Required**	Yes
Yes	Utilizes Network or Stand-Alone R/P Print Engine	No
No	Utilizes Network or Stand-Alone Laser Printer	Yes
Standard	Grayscale Capabilities	Optional***
TIFF or JPEG	Image Format	TIFF
Zoom	Lens	Zoom
Yes	Image Rotation	Yes
Portrait	Print Orientation	Portrait
Yes	Automatic Loading of 35mm Film	Yes
Yes	Allows for resizing of film images for: printing	Yes
Yes	resizing of film images for display	Yes
Yes	resizing of film images for email	Yes
Yes	resizing of film images for web page	Yes
\$7,792.00	PRICE	\$10,263.00

\$200.00	Installation and Training	\$200.00
\$395.00	Workstation w/storage shelf & casters	\$395.00

*The included PC SCSI Interface Card Kit is required to be installed and configured with your PC. We also need a standard height PCI slot available in your PC.

**CPU Specifications: 400MHz, 128MB RAM
Operating Systems: WIN 98, NT 4.0, 2000, or XP Pro (we need to know which operating system you have)

***Optional Grayscale Memory Board is \$1,442.00

2004 HOLIDAY CLOSURES

JANUARY 1, 2004	NEW YEAR'S DAY
FEBRUARY 16, 2004	PRESIDENT'S DAY
MAY 31, 2004	MEMORIAL DAY
JULY 3, 2004	Sat. of July 4 th weekend
JULY 5, 2004	JULY 4 MAKE-UP
SEPTEMBER 4, 2004	Sat. of Labor Day weekend
SEPTEMBER 6, 2004	LABOR DAY
NOVEMBER 24, 2004	THANKSGIVING EVE NOON CLOSING
NOVEMBER 25, 2004	THANKSGIVING DAY
DECEMBER 24, 2004	CHRISTMAS EVE DAY
DECEMBER 25, 2004	CHRISTMAS DAY
DECEMBER 31, 2004	NEW YEAR'S EVE DAY
JANUARY 1, 2005	NEW YEAR'S DAY

(11 ½ DAYS NOT INCLUDING 2005 NEW YEAR'S DAY)

Computer policy-Indiana Room

Library Patrons 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.

11/03

2003 HOLIDAY CLOSURES

JANUARY 1, 2003	NEW YEAR'S DAY
FEBRUARY 17, 2003	PRESIDENT'S DAY
MAY 26, 2003	MEMORIAL DAY
JULY 4 & 5, 2003	INDEPENDENCE DAY
AUGUST 29, 2003 & SEPTEMBER 1, 2003	LABOR DAY (Sat.&Mon.)
SEPTEMBER 26, 2003 (Noon Closing)	THANKSGIVING EVE
SEPTEMBER 27, 2003	THANKSGIVING DAY
DECEMBER 24, 2003	CHRISTMAS EVE DAY
DECEMBER 25, 2003	CHRISTMAS DAY
DECEMBER 31, 2003 (Noon Closing)	NEW YEAR'S EVE
JANUARY 1, 2004	NEW YEAR'S DAY

(11 DAYS NOT INCLUDING JANUARY 1, 2004)

MONTHLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

	OCT	OCT	AMOUNT OF	% OF	YTD
	2002	2003	CHANGE	CHANGE	
ELWOOD					
ADULT	3986	3564	-422	-11%	35977
JUVENILE	3638	3429	-209	-6%	26580
Y. A.	251	360	109	43%	2760
PERIOD.	516	557	41	8%	5643
AUDIO	300	323	23	8%	2901
VIDEO	4084	4298	214	5%	39913
TOTAL	12775	12531	-244	-2%	113774

FRANKTON					
ADULT	1030	1256	226	22%	10499
JUVENILE	1086	1023	-63	-6%	9008
Y. A.	65	45	-20	-31%	505
PERIOD.	220	293	73	33%	2426
AUDIO	40	46	6	15%	405
VIDEO	1437	1276	-161	-11%	13646
TOTAL	3878	3939	61	2%	36489

HAZELBAKER					
ADULT	791	745	-46	-6%	7235
JUVENILE	567	598	31	5%	5279
Y. A.	60	69	9	15%	613
PERIOD.	81	154	73	90%	1553
AUDIO	37	53	16	43%	393
VIDEO	495	456	-39	-8%	4323
TOTAL	2031	2075	44	2%	19396

SYSTEM					
ADULT	5807	5565	-242	-4%	53711
JUVENILE	5291	5050	-241	-5%	40867
Y. A.	376	474	98	26%	3878
PERIOD.	817	1004	187	23%	9622
AUDIO	377	422	45	12%	3699
VIDEO	6016	6030	14	0%	57882
TOTAL	18684	18545	-139	-1%	169659

	ELWOOD	FRANKTON	HAZELBAK.
TRAFFIC	13145	2165	1764
REF.	49	43	24
ASSITS.	3284	682	335
COMP A.	1093	430	383
J.	1500	N/A	148
PROG. A.	5 / 21	5 / 13	3 / 28
J.	36 / 835	4 / 14	11 / 138

TECH SERVICE PROCESSED 694 ITEMS AND WITHDREW 58 ITEMS

Proposal for a Microfilm Scanner

Project – Historical Database

Currently the database has over 300 historical photos and an index to over 60,000 obituaries appearing in the Elwood newspaper. The project entails using volunteers and staff to find, print, scan and enter full-text obituaries into the database beginning with 1893 and moving forward.

Current Process to accomplish project

1. Find obituary on microfilm
2. Print obituary from microfilm
3. Scan obituary to a computer
4. Edit obituary
5. Enter into database

Preferred Process to accomplish project

1. Find obituary on microfilm
2. Scan obituary from microfilm reader directly to a computer
3. Edit obituary
4. Enter into database

Pros to Preferred Process

- Saves one entire step in the process
- Saves on printing cost (toner and paper)
- Saves on labor cost
- Future use of new equipment
 - Patrons will be able to save the microfilm image to a disk instead of printing it out.
 - Patrons will be able to e-mail the microfilm image to their home computer.

Cons to Preferred Process

- Cost of purchasing new equipment
- Training on how to use new equipment

3 Types of Microfilm scanners

- Minolta MS 6000 – Lowest quote \$8115.00
- ScreenScan – Lowest quote \$7,792.00
- Microfilm ScanPro 100 - \$2495.00

Preferred Microfilm scanner is the Minolta MS 6000

- Uses same lens and carrier as our current readers (Interchangeable).
- Built for lots of use.
- New reader with scanner inside not using our current reader.
- Will work with several software programs.

Beverly Austin

From: "Beverly Austin" <baustin@elwood.lib.in.us>
To: "Wayne Davidson" <wdavidson@ameritech.net>; "Wayne Davidson" <wayne.davidson@med.va.gov>; "Pam Bohlander" <pbohlan@indy.net>; "Kevin Sipe" <ksipe@flcs.k12.in.us>; "Jerry Kaiser" <anedle@aol.com>; "Betty Caldwell" <beja1921@earthlink.net>; "Bette Dalzell" <bdalzell@ymcaofmadisoncounty.com>; "Bette Dalzell" <bettedalzell@aol.com>; "Jerry Kaiser" <kmajjkaiser@aol.com>
Sent: Tuesday, November 18, 2003 12:52 PM
Subject: December meeting date change

Dear Board Members:

We are changing the December board meeting from Monday, December 8th to Monday, December 15th. The reason is because we need to know how much money to transfer to different funds by the end of the year. It needs to be voted on at the December meeting. Delaying the meeting will allow us more time to make these decisions. December is a long month when financial decisions must be made by December 8th. There would be 23 days left and that is a long time!

Hope this does not ruin everyone's schedule. I will send a reminder.

Thanks!

Bev
Beverly Austin

AGENDA

December 15, 2003

**NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES
Regular Meeting
7:00 p.m.
Elwood Public Library**

**CALL TO ORDER
CALL FOR QUORUM
MINUTES
CLAIMS REGISTER & CHECKS**

OLD BUSINESS

- 1. Election of 2004 officers
- 2. Accept gift from Mr. Hazelbaker
- 3. Scanner

NEW BUSINESS

- 1. Resolution of appropriations
- 2. Intraloan transfer
- 3. Encumber funds
- 4. Estimates for shelving at Hazelbaker Library
- 5. Estimates on Heating/Cooling Equipment
- 6. Wire repair

DIRECTOR'S REPORT

ADJOURNMENT

START=DEC-11 15:13 END=DEC-11 15:14
***** ELWOOD PUBLIC LIBRARY *****
***** ELWOOD LIBRARY *****

AGENDA

December 15, 2003

**NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES
Regular Meeting
7:00 p.m.
Elwood Public Library**

**CALL TO ORDER
CALL FOR QUORUM
MINUTES
CLAIMS REGISTER & CHECKS**

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NEW BUSINESS
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4. Estimates for shelving at Haz
5. Estimates on Heating/Coolin
6. Wire repair

DIRECTOR'S REPORT

ADJOURNMENT

*Please publish on
Saturday and again
on Monday
Thank you
Diana*

*Please publish on
Saturday and again
on Monday
Thank you
Diana*

START=DEC-11 15:16 END=DEC-11 15:17
***** ELWOOD PUBLIC LIBRARY *****
***** ELWOOD LIBRARY *****

AGENDA

December 15, 2003

**NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES
Regular Meeting
7:00 p.m.
Elwood Public Library**

**CALL TO ORDER
CALL FOR QUORUM
MINUTES
CLAIMS REGISTER & CHECKS**

OLD BUSINESS
1. Election of 2004 officers
2. Accept gift from Mr. Hazelbaker
3. Scanner

NEW BUSINESS
1. Resolution of appropriations
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4. Estimates for shelving at Hazelbaker Library
5. Estimates on Heating/Cooling Equipment
6. Wire repair

DIRECTOR'S REPORT

ADJOURNMENT

*Please publish on
Saturday and again
on Monday
Thank you
Diana*

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
December 15, 2003
7:00pm

CALL TO ORDER

President Kevin Sipe called a regular meeting of the North Madison County Public Library Board of Trustees to order at 7:00pm on December 15, 2003 in the meeting room of the Elwood Public Library. No executive meeting was held.

CALL FOR QUORUM

Present were President Kevin Sipe, Jerry Kaiser, Pam Bohlander, Betty Caldwell, Bette Dalzell, Wayne Davidson, Director Beverly Austin and Administrative Assistant Diana Shepard.

MINUTES

Minutes from the November 10, 2003 regular meeting were approved after a motion was made by Pam Bohlander and seconded by Bette Dalzell.

CLAIMS REGISTER AND CHECKS

The members signed the claims register and Treasurer Wayne Davidson signed checks.

OLD BUSINESS

Election of 2004 officers

Slate of officers for 2004 were read they included: Kevin Sipe, President; Don Hill, Vice-President; Betty Caldwell, Secretary; Wayne Davidson, Treasurer and Pam Bohlander, Assistant Treasurer. Secretary Betty Caldwell cast the ballot to accept the slate of officers as presented. Jerry Kaiser made a second; the slate of officers was accepted as presented.

Accept gift from Mr. Hazelbaker

The Hazelbaker Foundation has made a donation to the Summitville Library in the amount of \$7,500. This donation is to be used to purchase new shelving for the Children's area at that facility. It is to be receipted into the Summitville gift Fund at the Community Bank in Summitville. Pam Bohlander made a motion to accept this gift from the Hazelbaker Foundation to be used at Summitville for shelving. Betty Caldwell made a second and the motion carried.

Scanner

The Elwood Pipecreek Genealogy has made a donation in the amount of \$2,000 to be used to purchase a digital microform scanner to be used for on line obituary files. Pam Bohlander made a motion to accept this donation. Jerry Kaiser made a second and the motion carried.

The Historical Section of the Elwood Library has been left \$14,708.28 from the Delores Waltz Estate. This gift will also be used to purchase the digital microform scanner.

NEW BUSINESS

Resolution of appropriations

Secretary Betty Caldwell read the necessary end of the year transfer of appropriations. A total of \$15,675.00 was made in these transfers. Jerry Kaiser made a motion to accept the transfers as read. Bette Dalzell made a second and the motion carried.

Intralloan (Interfund) Transfer

Due the reassessment of property and delay of semi-annual tax draw it is necessary to transfer \$121,000.00 from the Operating Fund into the Debt Service Fund to make the Semi-annual lease rental payment. Also, money borrowed from the Indiana Bond Bank is due to be repaid by December 31, 2003. Jerry Kaiser made a motion to allow Interfund Transfer and also permission to repay the Indiana Bond Bank. Bette Dalzell made a second and the motion carried.

Encumber funds

A motion was made by Jerry Kaiser to encumber \$4,872.00 from the 2003 Operating Fund. This encumbrance will be used to repair outdoor in ground lighting at the Elwood facility. The repairs are to be made by Matrix Electric, Inc. Wayne Davidson made a second and the motion carried.

Estimates for shelving at Hazelbaker Library

Keith Baldwin has provided estimates for shelving in the Children's area of the Hazelbaker Library. One estimates includes ordering units from Demco and shipping charges, cut down existing units to fit and installation in the amount of \$7,254.01. A second estimate is for custom made units delivered and installed in the amount of \$7,450.00. Pam Bohlander made a motion for Keith Baldwin to do the necessary shelving work. Jerry Kaiser made a second and the motion carried. It was suggested that the estimates be confirmed with Mr. Baldwin and a time limit be given for the completion of the work.

Estimates on Heating/Cooling Equipment

Estimates have been received. Edwards Electrical and Mechanical; quarterly inspections \$398.00 per visit, semi-annual inspections \$611.00 per visit. Deem; quarterly inspection, \$455.00 per visit, semi-annual inspection, \$530.00 per visit. A motion was made by Jerry Kaiser to accept the estimate from Deem for quarterly inspections. Pam Bohlander made a second and the motion carried.

Wire repair


It was reported that wire maintenance caused by water in the line is not covered under our maintenance agreement with Expanets and the library will be required to pay for the repairs that have been made.

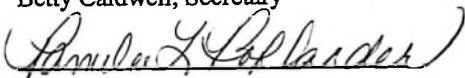
DIRECTOR'S REPORT

Lighter weight tables are being considered for the meeting room. The ones now in use could be donated to the Friends of the Library. Permission was given to change the

December 31, 2003 payroll date to December 30, 2003. Technical Service Department has been very busy during the months of October, November and December doing three times as many items as usual. Author Bart Bluthum will be at the Elwood facility on January 13 from 6:00pm until 8:00 pm for a book signing. There has been a John F. Kennedy display at Elwood. It has been given recognition by the American Library Association and the library will receive a free JFK DVD. Amber and Beverly will be doing a display entitled "We the People" to receive free books. There was a manager meeting held on December 9. The managers were ask to inform their employees that they look over the current personnel policy and propose any changes that they would like to see made. The change proposals will then be brought to the board for consideration. The annual finance meeting will be held in January. At that time any changes as to date or time of board meetings will need to be made. The staff Christmas tree decorating contest has gone very well, over \$300 has been raised. The school nurses were contacted and they would prefer sweats be bought with the proceeds. The winner will be announced on Friday at the staff Christmas dinner.

With no objections the meeting was adjourned.


Kevin Dipe
Don Hill

Betty Caldwell
Betty Caldwell, Secretary

Betty Caldwell

Register Of Claims

North Madison County Public Library System

Report Date: From 11/11/03 To 12/15/03

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	691	EFTPS	OPERATING FUND	Empl.Share FICA&Medicare	\$1,095.79	11/19/03	P/R ENDING 11/15/03
			FICA	Payroll Deductions	\$888.06		
			Federal Taxes Withheld	Payroll Deductions	\$1,488.42		
			Medicare	Payroll Deductions	\$207.73		
				Total this claim	\$3,680.00		
0	692	ING AETNA	Annuity	Payroll Deductions	\$130.00	11/19/03	P/R ENDING 11/8/03
				Total this claim	\$130.00		
0	754	STAR FINANCIAL BANK	OPERATING FUND	Official Records	\$8.98	12/15/03	DEPOSIT SLIPS
				Total this claim	\$8.98		
0	703	PAYROLL	OPERATING FUND	Salary of Assistants	\$13,515.07	12/3/03	PAYROLL
			OPERATING FUND	Wages of Janitor	\$850.92		
				Total this claim	\$14,365.99		
0	690	PAYROLL	OPERATING FUND	Salary of Assistants	\$13,513.16	11/19/03	PAYROLL
			OPERATING FUND	Wages of Janitor	\$810.40		
				Total this claim	\$14,323.56		
0	704	EFTPS	OPERATING FUND	Empl.Share FICA&Medicare	\$1,099.02	12/3/03	P/R ENDING 11/29/03
			FICA	Payroll Deductions	\$890.69		
			Federal Taxes Withheld	Payroll Deductions	\$1,448.55		
			Medicare	Payroll Deductions	\$208.33		
				Total this claim	\$3,646.59		
0	736	ING AETNA	Annuity	Payroll Deductions	\$130.00	12/3/03	P/R ENDING 11/29/03
				Total this claim	\$130.00		
2175E	596	AMERICAN ELECTRIC POWER	OPERATING FUND	Electricity	\$1,227.94	11/19/03	As per attached invoices.
			OPERATING FUND	Electricity	\$373.87		
				Total this claim	\$1,601.81		
2175E	597	AT&T	OPERATING FUND	Telephone & Telegraph	\$37.86	11/19/03	As per attached invoices.
				Total this claim	\$37.86		
2178T	751	BURNETTE - DELLINGER INC.	OPERATING FUND	Insurance	\$64.00	11/19/03	FRANKTON ANNEX
				Total this claim	\$64.00		

<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>
21798	694	CITY OF ELWOOD NON-REVE	OPERATING FUND	Emp Cont Group Ins	\$261.24	11/19/03	NOVEMBER INSURANCE PREMIUM
			Insurance	Emp Cont Group Ins	\$223.94		
				Total this claim	\$485.18		
21799	693	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$972.61	11/19/03	NOVEMBER PAYROLL DEDUCTION
			County Taxes Withheld	Payroll Deductions	\$280.17		
				Total this claim	\$1,252.78		
21800	699	INDIANA NEWSPAPERS, INC.	OPERATING FUND	Frankton Per. & Newsp.	\$130.00	11/19/03	52 WEEK SUBSCRIPTION - FRANKTON
				Total this claim	\$130.00		
21801	698	INDIANA-AMERICAN WATER C	OPERATING FUND	Water	\$44.61	11/19/03	As per attached invoices.
				Total this claim	\$44.61		
21802	695	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$479.71	11/19/03	P/R ENDING 11/15/03
			OPERATING FUND	Other Professional Services	\$1,514.24		
				Total this claim	\$1,993.95		
21803	702	ROBERT BACH	OPERATING FUND	Elwood Children's Programing	\$50.00	11/19/03	SANTA - DECEMBER 2, 2003
				Total this claim	\$50.00		
21804	700	VECTREN ENERGY DELIVERY	OPERATING FUND	Gas	\$142.28	11/19/03	As per attached invoices.
				Total this claim	\$142.28		
21805	707	ANDERSON COSTUME SHOP	Gift	Frankton Programing	\$115.00	12/3/03	COSTUMES FOR SANTA AND MRS. CLAUS
				Total this claim	\$115.00		
21806	708	CITY OF ELWOOD UTILITIES	OPERATING FUND	Water	\$158.08	12/3/03	As per attached invoices.
				Total this claim	\$158.08		
21807	709	ELWOOD CALL LEADER	OPERATING FUND	Summitville Period. & Newsp.	\$105.00	12/3/03	ONE YEAR SUBSCRIPTION - SUMMITVILLE
				Total this claim	\$105.00		
21808	706	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$498.57	12/3/03	P/R ENDING 11/29/03
			OPERATING FUND	Other Professional Services	\$1,514.24		
				Total this claim	\$2,012.81		
21809	710	MICHAEL BYRGE	Gift	Frankton Programing	\$50.00	12/3/03	SANTA & MRS. CLAUS - FRANKTON
				Total this claim	\$50.00		
21810	711	TOWN OF FRANKTON	OPERATING FUND	Electricity	\$85.20	12/3/03	UTILITIES FOR FRANKTON AND FRANKTON ANNEX
			OPERATING FUND	Water	\$9.33		
			OPERATING FUND	Waste Disposal Services	\$9.34		
				Total this claim	\$103.87		

Account Number	Account	Name of Vendor	Account	Account	Amount	Date	Explanation
21817	71	ELWOOD INDIANA ROOM	OPERATING FUND	Gas	\$16.89	12/15/03	As per attached invoice
			OPERATING FUND	Gas	\$73.87		
				Total this claim	\$90.76		
21818	71	ELWOOD	OPERATING FUND	Elwood Children's Programming	\$236.30	12/15/03	As per attached invoice
			OP	Elwood Children's Programming	\$73.08		
				Total this claim	\$309.38		
21819	71	ELWOOD	OPERATING FUND	Official Records	\$816.01	12/15/03	PAYROLL CHECKS, GENERAL RECEIPT BOOKS, PURCHASE ORDERS, 11-26
				Total this claim	\$816.01		
21820	71	ELWOOD	OPERATING FUND	Elwood Indiana Room	\$24.95	12/15/03	TEMPLES OF KNOWLEDGE- PREPAID
				Total this claim	\$24.95		
21821	71	ELWOOD	OPERATING FUND	Traveling Expense	\$18.48	12/15/03	MILEAGE
				Total this claim	\$18.48		
21822	71	ARAS TERMITE & PEST CONT	OPERATING FUND	Professional Services	\$47.00	12/15/03	As per attached invoices.
				Total this claim	\$47.00		
21823	71	AT&T	OPERATING FUND	Telephone & Telegraph	\$67.58	12/15/03	As per attached invoices.
			OPERATING FUND	Telephone & Telegraph	\$34.45		
				Total this claim	\$102.03		
21824	717	AUDIO VISUAL COMMUNICATI	OPERATING FUND	Professional Services	\$119.00	12/15/03	SERVICE CONTRACT-DECEMBER
				Total this claim	\$119.00		
21819	750	BAKER & TAYLOR	OPERATING FUND	Elwood Adult	\$2,675.99	12/15/03	As per attached invoices.
			OPERATING FUND	Elwood Childrens	\$1,561.73		
			OPERATING FUND	Elwood YA	\$572.73		
			OPERATING FUND	Frankton	\$1,967.49		
			OPERATING FUND	Summitville	\$1,120.01		
			OPERATING FUND	Elwood Indiana Room	\$20.85		
			OPERATING FUND	Other	\$105.93		
				Total this claim	\$8,024.73		
21820	718	BARBARA SNIPES	OPERATING FUND	Traveling Expense	\$50.62	12/15/03	MILEAGE FOR NOVEMBER
				Total this claim	\$50.62		
21821	719	BON PRINTING	OPERATING FUND	Operating Supplies	\$69.00	12/15/03	BOOKMARKS-FRANKTON
				Total this claim	\$69.00		

Account Number	Fund	Name of Vendor	Account	Amount	Date	Explanation
21822	721	ONTAS CLEANWATER	OPERATING FUND	Cleaning & Sanitation Supplies	\$40.36	12/15/03 As per attached invoices
				Total this claim	\$40.36	
21823	722	ONTAS LOCATION # 365	OPERATING FUND	Cleaning & Sanitation Supplies	\$39.15	12/15/03 As per attached invoices
				Total this claim	\$39.15	
21824	723	CAS PHARMACY	OPERATING FUND	Operating Supplies	\$19.98	12/15/03 PHOTO PAPER
				Total this claim	\$19.98	
21825	728	DEMCO	OPERATING FUND	Furniture & Equipment	\$35.47	12/15/03 As per attached invoices.
				Total this claim	\$35.47	
21826	725	DIAL ONE	OPERATING FUND	Professional Services	\$499.00	12/15/03 FURNACE REPAIR - SUMMITVILLE
				Total this claim	\$499.00	
21827	724	DIANA L. SHEPARD	OPERATING FUND	Traveling Expense	\$65.24	12/15/03 MILEAGE
				Total this claim	\$65.24	
21828	726	EDWARDS ELECTRICAL & ME	OPERATING FUND	Professional Services	\$480.01	12/15/03 HVAC REPAIR - ELWOOD
				Total this claim	\$480.01	
21829	727	ELWOOD CALL LEADER	OPERATING FUND	Advertising & Public Notices	\$32.50	12/15/03 AD FOR PART-TIME CLERK - ELWOOD
				Total this claim	\$32.50	
21830	761	EXPANETS	OPERATING FUND	Telephone & Telegraph	\$1,136.64	12/15/03 WIRE REPAIR-MONTHLY SERVICE AGREEMENT
				Total this claim	\$1,136.64	
21831	728	FILIP, INC.	OPERATING FUND	Cleaning & Sanitation Supplies	\$32.58	12/15/03 As per attached invoices.
				Total this claim	\$32.58	
21832	729	GAYLORD BROS.	OPERATING FUND	Book Processing	\$246.48	12/15/03 BOOK JACKETS
			Gift	Furniture & Equipment	\$151.45	
				Total this claim	\$397.93	
21833	730	HARRIS INFOSOURCE	OPERATING FUND	Elwood Adult	\$135.10	12/15/03 INDIANA MANUFACTURERS DIRECTORY
				Total this claim	\$135.10	
21834	731	IDLEWINE LAWNMOWER SAL	OPERATING FUND	Other Repair & mainten.supplies	\$18.37	12/15/03 WINTERIZING LAWN TRACTOR
			OPERATING FUND	Professional Services	\$116.28	
				Total this claim	\$134.65	
21835	732	INDIANA LIBRARY FEDERATIO	OPERATING FUND	Dues	\$823.58	12/15/03 2004 MEMBERSHIP DUES LIBRARY & TRUSTEES
				Total this claim	\$823.58	

<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>
21836	765	INDIANA-AMERICAN WATER C	OPERATING FUND	Water	\$44.00	12/15/03	As per attached invoices.
					Total this claim	\$44.00	
21837	733	INTELENET COMMISSION(ST	OPERATING FUND	Telephone & Telegraph	\$370.17	12/15/03	As per attached invoices.
					Total this claim	\$370.17	
21838	735	K MART	OPERATING FUND	Elwood Children's Programing	\$210.64	12/15/03	As per attached invoices.
			OPERATING FUND	Operating Supplies	\$20.97		
					Total this claim	\$231.61	
21839	734	KARDINAL SUPPLY, INC.	OPERATING FUND	Professional Services	\$25.00	12/15/03	HOT & CHILL LOOP SERVICE
					Total this claim	\$25.00	
21840	756	KNOWLEDGE SHOPPE, THE	OPERATING FUND	Elwood Children's Programing	\$95.62	12/15/03	As per attached invoices.
					Total this claim	\$95.62	
21841	736	LANDMARK AUDIOBOOKS	OPERATING FUND	Elwood AV	\$1,536.00	12/15/03	CDZ1
					Total this claim	\$1,536.00	
21842	737	LIBRARY CORPORATION, THE	OPERATING FUND	Book Processing	\$109.00	12/15/03	ITEM BARCODES
			OPERATING FUND	Book Processing	\$109.00		
			OPERATING FUND	Book Processing	\$179.00		
					Total this claim	\$397.00	
21843	738	LIBRARY STORE INC., THE	OPERATING FUND	Book Processing	\$128.15	12/15/03	BOOK PROCESSING SUPPLIES
					Total this claim	\$128.15	
21844	739	MANIFOLD REFUSE, INC.	OPERATING FUND	Waste Disposal Services	\$60.00	12/15/03	4TH QUARTER TRASH PICKUP-FRANKTON
					Total this claim	\$60.00	
21845	740	MARSH SUPERMARKET	OPERATING FUND	Elwood Children's Programing	\$70.85	12/15/03	As per attached invoices.
			Gift	Elwood Children's Programing	\$43.50		
					Total this claim	\$114.35	
21846	755	MIDWEST TAPE	OPERATING FUND	Frankton AV	\$570.75	12/15/03	As per attached invoices.
			OPERATING FUND	Elwood AV	\$1,497.30		
			OPERATING FUND	Summitville AV	\$99.94		
					Total this claim	\$2,167.99	
21847	741	POPULAR SUBSCRIPTION SE	OPERATING FUND	Elwood Perlod. & News.	\$39.00	12/15/03	2004 MAGAZINE SUBSCRIPTION
			OPERATING FUND	Frankton Por. & Newsp.	\$6.00		ADJUSTMENT
			OPERATING FUND	Summitville Perlod. & Newsp.	\$3.00		
					Total this claim	\$48.00	

<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>
21848	763	POSTMASTER	OPERATING FUND	Postage & UPS	\$37.00	12/15/03	POSTAGE STAMPS FRANKTON, SUMMITVILLE
			OPERATING FUND	Postage & UPS	\$37.00		
				Total this claim	<u>\$74.00</u>		
21849	742	PUBLISHERS QUALITY LIB. SE	OPERATING FUND	Summitville	\$535.25	12/15/03	As per attached invoices.
				Total this claim	<u>\$535.25</u>		
21850	743	QUILL CORPORATION	OPERATING FUND	Office Supplies	\$824.88	12/15/03	As per attached invoices.
				Total this claim	<u>\$824.88</u>		
21851	744	RAMSAY BUSINESS PRODUC	OPERATING FUND	Office Supplies	\$11.49	12/15/03	As per attached invoices.
			OPERATING FUND	Office Supplies	\$29.65		
			OPERATING FUND	Office Supplies	\$21.11		
			OPERATING FUND	Equipment/Rental	\$76.38		
				Total this claim	<u>\$138.63</u>		
21852	745	READSTREET BOOK FAIRS	Gift	Elwood Children's Programing	\$308.46	12/15/03	YOUTH SERVICE BOOK FAIR
				Total this claim	<u>\$308.46</u>		
21853	746	ROBERT BACH	Gift	Summitville Programing	\$80.00	12/15/03	SANTA-SUMMITVILLE
				Total this claim	<u>\$80.00</u>		
21854	747	SENTIMENTAL PRODUCTIONS	OPERATING FUND	Elwood AV	\$26.65	12/15/03	20TH CENTURY FLASHBACKS
				Total this claim	<u>\$26.65</u>		
21855	748	THOMAS T. BEELER, PUBLISH	OPERATING FUND	Elwood Adult	\$94.99	12/15/03	As per attached invoices.
				Total this claim	<u>\$94.99</u>		
21856	749	TIFFANY LAUGHLIN	OPERATING FUND	Other	\$15.95	12/15/03	REFUND FOR LOST BOOK-D.W.'S GUIDE TO PRESCHOOL
				Total this claim	<u>\$15.95</u>		
21857	762	UNITED STATES POSTAL SER	OPERATING FUND	Postage & UPS	\$500.00	12/15/03	POSTAGE METER FUNDING
				Total this claim	<u>\$500.00</u>		
21858	757	UPSTART	OPERATING FUND	Operating Supplies	\$77.63	12/15/03	As per attached invoices.
				Total this claim	<u>\$77.63</u>		
21859	750	USI, INC	OPERATING FUND	Operating Supplies	\$105.01	12/15/03	As per attached invoices.
				Total this claim	<u>\$105.01</u>		
21860	764	VECTREN ENERGY DELIVERY	OPERATING FUND	Gas	\$404.87	12/15/03	As per attached invoices.
				Total this claim	<u>\$404.87</u>		
21861	753	WAYNE DAVIDSON	OPERATING FUND	Salary of Board Treasurer	\$300.00	12/15/03	TREASURER 2003
				Total this claim	<u>\$300.00</u>		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
21862	752	WILLOW BEND BOOKS	OPERATING FUND	Elwood Indiana Room	\$14.80	12/15/03	INDIANA 1820 ENUMERATION OF MALES
Total this claim					<u>\$14.80</u>		
21863	751	WISE CHOICE LAWN CARE	OPERATING FUND	Professional Services	\$350.00	12/15/03	LAWN CARE SEPTEMBER-NOVEMBER - SUMMITVILLE
Total this claim					<u>\$350.00</u>		
Total Amount of Claims					\$67,043.68		

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 12, 2003






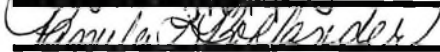


Fiscal Officer

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 1/1/98.

TRANSFER OF APPROPRIATIONS

December 15, 2003

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

Sec 1. 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 governing the same:

2.21	Cleaning & Sanitation Supplies	\$ 100.
2.31	Book Processing	250.
3.1	Professional Services	9,000.
3.13	Other Professional Services	400.
3.3	Title Source	25.
3.31	Advertising & Public Notices	300.
3.4	Insurance	2,000.
3.52	Electricity	1,000.
3.8	Dues	200.
4.1	Land Buildings Improvements	500.
4.4	Elwood Periodicals & Newspapers	100.
4.42	Summitville Periodicals & Newspapers	100.
4.51	Elwood AV	1,200.
4.54	Technology Software	500.
TOTAL for operating fund		\$15,675.

WHEREAS, It has been shown that certain existing appropriations now have unobligated 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:

2.12	Stationary & Supplies	\$ 250.
2.25	Paint and Painting Supplies	100.
3.11	Consulting Services	925.
3.12	Legal Services	3,000.
3.14	Engineering & Architects	5,000.
3.24	Professional Meetings	3,000.
3.72	Equipment/Rental	1,000.
4.2	Furniture & Equipment	500.
4.31	Elwood Adult Books	1,200.
4.34	Frankton Books	500.
4.41	Frankton Periodicals & Newspapers	200.
TOTAL for operating fund		\$15,675.

Adopted this 15th day of December 2003

NAY

AYE

Betty Caldwell
W. E. D.
Betty Caldwell
Scott M. King
Amelia K. Hollander
Joey Kauer

Changes to Appropriations

Date	Fund	Account	Amount	Reason
10/14/03	100 OPERATING FUND	3.11 Consulting Services	(\$850.00)	Transfer of App - Bd approval 10/13/03
10/14/03	100 OPERATING FUND	3.82 Interest on Temporary Loans	\$850.00	Transfer of App - Bd approval 10/13/03
12/19/03	100 OPERATING FUND	4.51 Elwood AV	\$1,200.00	Transfer of app - Bd approval 12/15/03 -
12/19/03	100 OPERATING FUND	2.21 Cleaning & Sanitation Supplies	\$100.00	Transfer of App - Bd approval 12/15/03 -
12/19/03	100 OPERATING FUND	2.31 Book Processing	\$250.00	Transfer of App - Bd approval 12/15/03 -
12/19/03	100 OPERATING FUND	3.1 Professional Services	\$9,000.00	Transfer of App - Bd approval 12/15/03 -
12/19/03	100 OPERATING FUND	3.13 Other Professional Services	\$400.00	Transfer of App - Bd approval 12/15/03 -
12/19/03	100 OPERATING FUND	3.3 Title Source	\$25.00	Transfer of App - Bd approval 12/15/03 -
12/19/03	100 OPERATING FUND	3.31 Advertising & Public Notices	\$300.00	Transfer of App - Bd approval 12/15/03 -
12/19/03	100 OPERATING FUND	3.4 Insurance	\$2,000.00	Transfer of app - Bd approval 12/15/03 -
12/19/03	100 OPERATING FUND	3.52 Electricity	\$1,000.00	Transfer of app - Bd approval 12/15/03 -
12/19/03	100 OPERATING FUND	3.8 Dues	\$200.00	Transfer of app - Bd approval 12/15/03 -
12/19/03	100 OPERATING FUND	4.1 Land Buildings Improvements	\$500.00	Transfer of app - Bd approval 12/15/03 -
12/19/03	100 OPERATING FUND	4.42 Summitville Period. & Newsp.	\$100.00	Transfer of app - Bd approval 12/15/03 -
12/19/03	100 OPERATING FUND	4.41 Frankton Per. & Newsp.	(\$200.00)	Transfer of app - Bd approval 12/15/03 -
12/19/03	100 OPERATING FUND	4.54 Technology Software	\$500.00	Transfer of app - Bd approval 12/15/03 -
12/19/03	100 OPERATING FUND	2.12 Stationary & Supplies	(\$250.00)	Transfer of app - Bd approval 12/15/03 -
12/19/03	100 OPERATING FUND	2.25 Paint and painting supplies	(\$100.00)	Transfer of app - Bd approval 12/15/03 -
12/19/03	100 OPERATING FUND	3.11 Consulting Services	(\$925.00)	Transfer of app - Bd approval 12/15/03 -
12/19/03	100 OPERATING FUND	3.12 Legal Services	(\$3,000.00)	Transfer of app - Bd approval 12/15/03 -
12/19/03	100 OPERATING FUND	3.14 Engineering & Architects	(\$5,000.00)	Transfer of app - Bd approval 12/15/03 -
12/19/03	100 OPERATING FUND	3.24 Professional Meetings	(\$3,000.00)	Transfer of app - Bd approval 12/15/03 -
12/19/03	100 OPERATING FUND	3.72 Equipment/Rental	(\$1,000.00)	Transfer of app - Bd approval 12/15/03 -
12/19/03	100 OPERATING FUND	4.2 Furniture & Equipment	(\$500.00)	Transfer of app - Bd approval 12/15/03 -
12/19/03	100 OPERATING FUND	4.31 Elwood Adult	(\$1,200.00)	Transfer of app - Bd approval 12/15/03 -
12/19/03	100 OPERATING FUND	4.34 Frankton	(\$500.00)	Transfer of app - Bd approval 12/15/03 -
12/19/03	100 OPERATING FUND	4.4 Elwood Period. & News.	\$100.00	Transfer of app - Bd approval 12/15/03 -

ATTEST:

Betty Caldwell
 Betty Caldwell, Secretary

Beverly Austin
 Beverly Austin, Director

Whereas the North Madison County Public Library, due to reassessment of property taxes causing a drop in tax share, has insufficient funds in their Debt Service Fund to make the necessary December 2003 Lease Rental payment.

Now therefore, Be it ordained by the Board of Trustees of the North Madison County Public Library that the following Interfund transfer be made, \$121,000.00 be transferred from the Operating Fund into the Debt Service Fund. This necessary Interfund transfer will be repaid to the Operating Fund at a date no later than June 1, 2004.

There is currently \$101,85.26 in the Debt Service Fund, which will be used to repay all outstanding warrants to the Indiana Bond Bank in the amount of \$99,130.00. Interest in the amount of \$811.55 will be paid from the Operating Fund.

Adopted this 15th day of December 2003.

NAY

AYE

Betty Caldwell
[Signature]
Bette Dalzell
[Signature]
Amela S. Hallander
Gary Hauser

ATTEST:

Betty Caldwell
Betty Caldwell, Secretary
Beverly J. Austin
Beverly J. Austin, Library Director

State Board of
Accounts
Dept Local Gov
Finance
sent 12/19/03

Whereas, It has been determined that it is necessary to encumber the following amount of money out of the 2003 Operating Fund Budget into the 2004 Budget, now, therefore:

Sec 1. Be it ordained by the North Madison County Board of Trustees, that for the expense of the repair and maintenance work of \$2,872.50, encumbered, subject to the laws governing the same.

Repair to outdoor in ground lighting
Matrix Electric, Inc. \$2,872.50
TOTAL for Operating Fund Encumbrances \$2,872.50

Adopted this 15th day of December, 2003

NAY

AYE

[Signature]
Betty Caldwell
Bette Dalzell
[Signature]
Amela S. Hallander
Gary Hauser

ATTEST:

Betty Caldwell
Betty Caldwell, Secretary
Beverly Austin
Beverly Austin, Director

Dept
Local Government
Finance
sent 12/19/03

Matrix Electric, INC.

P.O. Box 8
Markleville, IN 46056
765-533-3256
765-533-3257 Fax

Estimate

DATE	ESTIMATE #
10/24/2003	24

NAME / ADDRESS
Elwood Public Library 1600 Main St. Elwood IN 46036

			PROJECT
DESCRIPTION	QTY	RATE	TOTAL
Job Estimate on outside ground light replaced / repaired Our bid includes all labor and materials to repair all 10 inground light fixtures around building. This bid also includes drying and sealing all conduit entries to fixtures to keep water from entering fixture thru conduit openings. All electrical connections will be sealed at all fixture connections		4,872.00	4,872.00
Thank you for your business.			TOTAL \$4,872.00

Before Appropriation Available

Appropriation Report for 100 OPERATING FUND

North Madison County Public Library System

Report Date: From 12/1/03 To 12/31/03

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
1. Personal Services							
1.2 Salary of Assistants	\$379,120.00	\$0.00	\$379,120.00	\$26,949.63	\$335,370.00	\$43,750.00	88.5
1.13 Wages of Janitor	\$22,274.00	\$0.00	\$22,274.00	\$1,661.32	\$20,630.77	\$1,643.23	92.8
1.14 Employee Benefits	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$1,040.14	\$459.86	69.3
1.16 Empl Share FICA&Medicare	\$30,730.00	\$0.00	\$30,730.00	\$2,188.76	\$27,234.45	\$3,495.55	88.5
1.18 Emp Cont PERF	\$32,766.00	\$0.00	\$32,766.00	\$0.00	\$13,021.75	\$19,744.25	39.7
1.19 Emp Cont Group Ins	\$9,000.00	\$0.00	\$9,000.00	\$0.00	\$2,629.23	\$6,370.77	29.2
1.2 Salary of Board Treasurer	\$300.00	\$0.00	\$300.00	\$300.00	\$300.00	\$0.00	100.0
Subtotal	\$475,690.00		\$475,690.00	\$31,099.71	\$400,226.34	\$75,463.66	84.1
2. Supplies							
2.1 Office Supplies	\$10,000.00	\$0.00	\$10,000.00	\$887.13	\$7,301.94	\$2,698.06	73.0
2.12 Stationary & Supplies	\$750.00	\$0.00	\$750.00	\$0.00	\$208.00	\$542.00	27.7 ✓
2.2 Operating Supplies	\$6,200.00	\$0.00	\$6,200.00	\$292.59	\$4,723.53	\$1,476.47	76.2
2.21 Cleaning & Sanitation Supplies	\$2,500.00	\$0.00	\$2,500.00	\$259.81	\$2,546.42	(\$46.42)	101.9 ✓
2.23 Fuel, Oil and Lubricants	\$75.00	\$0.00	\$75.00	\$0.00	\$50.51	\$24.49	67.3
2.24 Bldg. Matl. And Supplies	\$500.00	\$0.00	\$500.00	\$0.00	\$50.38	\$449.62	10.1
2.25 Paint and painting supplies	\$500.00	\$0.00	\$500.00	\$0.00	\$15.94	\$484.06	3.2 ✓
2.26 Repair Parts/Maintenance	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$1,055.71	\$444.29	70.4
2.27 Other Repair & mainten.supplies	\$2,000.00	\$0.00	\$2,000.00	\$18.37	\$283.15	\$1,716.85	14.2
2.31 Book Processing	\$3,000.00	\$0.00	\$3,000.00	\$771.63	\$3,222.25	(\$222.25)	107.4 ✓

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
2.32 Automation	\$15,000.00	\$0.00	\$15,000.00	\$0.00	\$11,437.00	\$3,563.00	76.2
Subtotal	\$42,025.00		\$42,025.00	\$2,229.53	\$30,894.83	\$11,130.17	73.5
2. Supplies							
2.11 Official Records	\$1,650.00	\$0.00	\$1,650.00	\$624.89	\$928.76	\$721.24	56.3
Subtotal	\$1,650.00		\$1,650.00	\$624.89	\$928.76	\$721.24	56.3
3. Other Services and Charge							
3.1 Professional Services	\$18,000.00	\$0.00	\$18,000.00	\$1,636.29	\$21,473.78	(\$3,473.78)	119.3 ✓
3.11 Consulting Services	\$5,000.00	(\$850.00)	\$4,150.00	\$0.00	\$2,695.00	\$1,455.00	64.9 ✓
3.12 Legal Services	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$1,509.89	\$3,490.11	30.2 ✓
3.13 Other Professional Services	\$38,500.00	\$0.00	\$38,500.00	\$3,028.48	\$37,273.60	\$1,226.40	96.8 ✓
3.14 Engineering & Architects	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.0 ✓
3.21 Telephone & Telegraph	\$16,000.00	\$0.00	\$16,000.00	\$1,653.29	\$14,439.47	\$1,560.53	90.2
3.22 Postage & UPS	\$3,000.00	\$0.00	\$3,000.00	\$574.00	\$2,848.95	\$151.05	95.0
3.23 Traveling Expense	\$2,400.00	\$0.00	\$2,400.00	\$134.34	\$1,861.19	\$538.81	77.5
3.24 Professional Meetings	\$4,000.00	\$0.00	\$4,000.00	\$0.00	\$506.53	\$3,493.47	12.7 ✓
3.25 Elwood Children's Programing	\$2,500.00	\$0.00	\$2,500.00	\$612.41	\$2,494.31	\$5.69	99.8
3.27 Elwood Adult Programing	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$724.04	\$775.96	48.3
3.28 Franklin Programing	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$988.94	\$11.06	98.9
3.29 Summitville Programing	\$700.00	\$0.00	\$700.00	\$0.00	\$657.21	\$42.79	93.9
3.3 Title Service	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$2,525.00	(\$25.00)	101.0
3.31 Advertising & Public Notices	\$250.00	\$0.00	\$250.00	\$32.50	\$401.76	(\$151.76)	160.7
3.4 Insurance	\$11,000.00	\$0.00	\$11,000.00	\$0.00	\$12,641.00	(\$1,641.00)	114.9
3.41 Medical Service	\$400.00	\$0.00	\$400.00	\$0.00	\$200.00	\$200.00	50.0
3.51 Gas	\$12,000.00	\$0.00	\$12,000.00	\$814.30	\$8,740.51	\$3,259.49	58.2

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
3.52 Electricity	\$23,100.00	\$0.00	\$23,100.00	\$85.20	\$20,821.26	\$2,278.74	90.1 ✓
3.53 Water	\$2,900.00	\$0.00	\$2,900.00	\$211.41	\$2,502.66	\$397.34	86.3
3.54 Waste Disposal Services	\$600.00	\$0.00	\$600.00	\$69.34	\$458.01	\$141.99	76.3
3.61 Bldg. & Structure/Maint.	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
3.62 Equipment/Maint.	\$4,000.00	\$0.00	\$4,000.00	\$0.00	\$1,279.24	\$2,720.76	32.0
3.72 Equipment/Rental	\$3,000.00	\$0.00	\$3,000.00	\$76.38	\$1,465.72	\$1,534.28	48.9 ✓
3.8 Dues	\$850.00	\$0.00	\$850.00	\$823.58	\$1,043.58	(\$193.58)	122.8 ✓
3.81 Taxes	\$800.00	\$0.00	\$800.00	\$0.00	\$110.00	\$690.00	13.8
3.82 Interest on Temporary Loans	\$0.00	\$850.00	\$850.00	\$0.00	\$0.00	\$850.00	0.0
3.9 Transfer to LIRF	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$10,000.00	\$0.00	100.0
Subtotal	\$175,000.00	\$0.00	\$175,000.00	\$9,451.52	\$147,661.65	\$27,338.35	84.4
4. Capitol Outlays							
4.1 Land Buildings Improvements	\$500.00	\$0.00	\$500.00	\$0.00	\$855.00	(\$355.00)	171.0 ✓
4.2 Furniture & Equipment	\$5,500.00	\$0.00	\$5,500.00	\$35.47	\$1,963.70	\$3,536.30	35.7 ✓
4.21 Technology Equipment	\$15,000.00	\$0.00	\$15,000.00	\$0.00	\$14,719.54	\$280.46	98.1
4.31 Elwood Adult	\$31,500.00	\$0.00	\$31,500.00	\$2,906.08	\$20,023.06	\$11,476.94	63.6 ✓
4.32 Elwood Childrens	\$13,500.00	\$0.00	\$13,500.00	\$1,561.73	\$9,941.46	\$3,558.54	73.6
4.33 Elwood YA	\$3,000.00	\$0.00	\$3,000.00	\$572.73	\$2,289.62	\$710.38	76.3
4.34 Frankton	\$17,000.00	\$0.00	\$17,000.00	\$1,967.49	\$14,150.68	\$2,849.32	83.2 ✓
4.35 Summitville	\$13,500.00	\$0.00	\$13,500.00	\$1,655.26	\$11,982.46	\$1,517.54	88.8
4.36 Elwood Indiana Room	\$4,000.00	\$0.00	\$4,000.00	\$60.60	\$654.24	\$3,345.76	16.4
4.4 Elwood Period. & News.	\$4,600.00	\$0.00	\$4,600.00	\$39.00	\$4,652.86	(\$52.86)	101.1 ✓
4.41 Frankton Per. & Newsp.	\$2,450.00	\$0.00	\$2,450.00	\$6.00	\$1,727.69	\$722.31	70.5 ✓
4.42 Summitville Period. & Newsp.	\$1,400.00	\$0.00	\$1,400.00	\$108.00	\$1,338.29	\$61.71	95.6 ✓

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
4.51 Elwood AV	\$12,000.00	\$0.00	\$12,000.00	\$3,059.95	\$13,045.04	(\$1,045.04)	108.7 ✓
4.52 Frankton AV	\$7,000.00	\$0.00	\$7,000.00	\$570.75	\$6,191.93	\$808.07	88.5
4.53 Summitville AV	\$3,000.00	\$0.00	\$3,000.00	\$99.94	\$2,696.79	\$303.21	89.9
4.54 Techology Software	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$3,427.80	(\$427.80)	114.3 ✓
4.6 2002 Encumbrances	\$12,063.08	\$0.00	\$12,063.08	\$0.00	\$12,063.08	\$0.00	100.0
Subtotal	\$149,013.08		\$149,013.08	\$12,643.00	\$121,723.24	\$27,289.84	81.7
Grand Total	\$843,378.08	\$0.00	\$843,378.08	\$56,048.65	\$701,434.82	\$141,943.26	83.2

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

After appropriation change

Appropriation Report for 100 OPERATING FUND

North Madison County Public Library System

Report Date: From 12/1/03 To 12/31/03

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>1. Personal Services</i>							
1.12 Salary of Assistants	\$379,120.00	\$0.00	\$379,120.00	\$26,949.63	\$335,370.00	\$43,750.00	88.5
1.13 Wages of Janitor	\$22,274.00	\$0.00	\$22,274.00	\$1,661.32	\$20,630.77	\$1,643.23	92.6
1.14 Employee Benefits	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$1,040.14	\$459.86	69.3
1.16 Empl.Share FICA&Medicare	\$30,730.00	\$0.00	\$30,730.00	\$2,188.76	\$27,234.45	\$3,495.55	88.6
1.18 Emp Cont PERF	\$32,766.00	\$0.00	\$32,766.00	\$0.00	\$13,021.75	\$19,744.25	39.7
1.19 Emp Cont Group Ins	\$9,000.00	\$0.00	\$9,000.00	\$0.00	\$2,629.23	\$6,370.77	29.2
1.2 Salary of Board Treasurer	\$300.00	\$0.00	\$300.00	\$300.00	\$300.00	\$0.00	100.0
Subtotal	\$475,690.00		\$475,690.00	\$31,099.71	\$400,226.34	\$75,463.66	84.1
<i>2. Supplies</i>							
2.1 Office Supplies	\$10,000.00	\$0.00	\$10,000.00	\$887.13	\$7,301.94	\$2,698.06	73.0
2.12 Stationary & Supplies	\$750.00	(\$250.00)	\$500.00	\$0.00	\$208.00	\$292.00	41.6 ✓
2.2 Operating Supplies	\$6,200.00	\$0.00	\$6,200.00	\$292.59	\$4,723.53	\$1,476.47	76.2
2.21 Cleaning & Sanitation Supplies	\$2,500.00	\$100.00	\$2,600.00	\$259.81	\$2,546.42	\$53.58	97.9 ✓
2.23 Fuel, Oil and Lubricants	\$75.00	\$0.00	\$75.00	\$0.00	\$50.51	\$24.49	67.3
2.24 Bldg. Matl. And Supplies	\$500.00	\$0.00	\$500.00	\$0.00	\$50.38	\$449.62	10.1
2.25 Paint and painting supplies	\$500.00	(\$100.00)	\$400.00	\$0.00	\$15.94	\$384.06	4.0 ✓
2.26 Repair Parts/Maintenance	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$1,055.71	\$444.29	70.4
2.27 Other Repair & mainten.supplies	\$2,000.00	\$0.00	\$2,000.00	\$18.37	\$283.15	\$1,716.85	14.2
2.31 Book Processing	\$3,000.00	\$250.00	\$3,250.00	\$771.63	\$3,222.25	\$27.75	99.1 ✓

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
2.32 Automation	\$15,000.00	\$0.00	\$15,000.00	\$0.00	\$11,437.00	\$3,563.00	76.2
Subtotal	\$42,025.00	\$0.00	\$42,025.00	\$2,229.53	\$30,894.83	\$11,130.17	73.6
3. Supplies							
2.11 Official Records	\$1,650.00	\$0.00	\$1,650.00	\$624.89	\$928.76	\$721.24	56.3
Subtotal	\$1,650.00		\$1,650.00	\$624.89	\$928.76	\$721.24	56.3
3. Other Services and Charge							
3.1 Professional Services	\$18,000.00	\$9,000.00	\$27,000.00	\$1,636.29	\$21,473.72	\$5,526.28	78.8 ✓
3.11 Consulting Services	\$5,000.00	(\$1,775.00)	\$3,225.00	\$0.00	\$2,695.00	\$2,305.00	78.8 ✓
3.12 Legal Services	\$5,000.00	(\$3,000.00)	\$2,000.00	\$0.00	\$1,509.85	\$490.15	75.5 ✓
3.13 Other Professional Services	\$38,500.00	\$400.00	\$38,900.00	\$3,028.48	\$37,273.60	\$1,626.40	91.8 ✓
3.14 Engineering & Architects	\$5,000.00	(\$5,000.00)	\$0.00	\$0.00	\$0.00	\$0.00	0.0 ✓
3.21 Telephone & Telegraph	\$16,000.00	\$0.00	\$16,000.00	\$1,653.29	\$14,439.47	\$1,560.53	91.0
3.22 Postage & UPS	\$3,000.00	\$0.00	\$3,000.00	\$574.00	\$2,848.95	\$151.05	95.0
3.23 Traveling Expense	\$2,400.00	\$0.00	\$2,400.00	\$134.34	\$1,861.19	\$538.81	77.5
3.24 Professional Meetings	\$4,000.00	(\$3,000.00)	\$1,000.00	\$0.00	\$506.53	\$493.47	50.7 ✓
3.25 Erwood Children's Programing	\$2,500.00	\$0.00	\$2,500.00	\$612.41	\$2,494.31	\$5.69	98.5
3.27 Erwood Adult Programing	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$724.04	\$775.96	48.3
3.28 Franklin Programing	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$988.94	\$11.06	98.9
3.29 Summitville Programing	\$700.00	\$0.00	\$700.00	\$0.00	\$657.21	\$42.79	95.6
3.3 Title Source	\$2,500.00	\$25.00	\$2,525.00	\$0.00	\$2,525.00	\$0.00	100.0 ✓
3.31 Advertising & Public Notices	\$250.00	\$300.00	\$550.00	\$32.50	\$401.76	\$148.24	73.0 ✓
3.4 Insurance	\$11,000.00	\$2,000.00	\$13,000.00	\$0.00	\$12,641.00	\$359.00	97.2 ✓
3.41 Official Bonds	\$400.00	\$0.00	\$400.00	\$0.00	\$200.00	\$200.00	50.0
3.51 Gas	\$12,000.00	\$0.00	\$12,000.00	\$514.30	\$6,740.51	\$5,259.49	56.2

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
3.52 Electricity	\$23,100.00	\$1,000.00	\$24,100.00	\$85.20	\$20,821.26	\$3,278.74	86.4 ✓
3.53 Water	\$2,900.00	\$0.00	\$2,900.00	\$211.41	\$2,502.66	\$397.34	86.3
3.54 Waste Disposal Services	\$600.00	\$0.00	\$600.00	\$69.34	\$458.01	\$141.99	76.3
3.61 Bldg. & Structure/Maint.	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
3.62 Equipment/Maint.	\$4,000.00	\$0.00	\$4,000.00	\$0.00	\$1,279.24	\$2,720.76	32.0
3.72 Equipment/Rental	\$3,000.00	(\$1,000.00)	\$2,000.00	\$76.38	\$1,465.72	\$534.28	73.3 ✓
3.8 Dues	\$850.00	\$200.00	\$1,050.00	\$823.58	\$1,043.58	\$6.42	99.4 ✓
3.81 Taxes	\$800.00	\$0.00	\$800.00	\$0.00	\$110.00	\$690.00	13.8
3.82 Interest on Temporary Loans	\$0.00	\$850.00	\$850.00	\$0.00	\$0.00	\$850.00	0.0
3.9 Transfer to LIRF	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$10,000.00	\$0.00	100.0
Subtotal	\$175,000.00	\$0.00	\$175,000.00	\$9,451.52	\$147,661.65	\$27,338.35	84.4

4. Capitol Outlays

4.1 Land Buildings Improvements	\$500.00	\$500.00	\$1,000.00	\$0.00	\$855.00	\$145.00	85.5 ✓
4.2 Furniture & Equipment	\$5,500.00	(\$500.00)	\$5,000.00	\$35.47	\$1,963.70	\$3,036.30	39.3 ✓
4.21 Technology Equipment	\$15,000.00	\$0.00	\$15,000.00	\$0.00	\$14,719.54	\$280.46	98.1
4.31 Elwood Adult	\$31,500.00	(\$1,200.00)	\$30,300.00	\$2,906.08	\$20,023.06	\$10,276.94	66.1 ✓
4.32 Elwood Childrens	\$13,500.00	\$0.00	\$13,500.00	\$1,561.73	\$9,941.46	\$3,558.54	73.6
4.33 Elwood YA	\$3,000.00	\$0.00	\$3,000.00	\$572.73	\$2,289.62	\$710.38	76.3
4.34 Frankton	\$17,000.00	(\$500.00)	\$16,500.00	\$1,967.49	\$14,150.68	\$2,349.32	85.8 ✓
4.35 Summitville	\$13,500.00	\$0.00	\$13,500.00	\$1,655.26	\$11,982.46	\$1,517.54	88.8
4.36 Elwood Indiana Room	\$4,000.00	\$0.00	\$4,000.00	\$60.60	\$654.24	\$3,345.76	16.4
4.4 Elwood Period. & News.	\$4,600.00	\$100.00	\$4,700.00	\$39.00	\$4,652.86	\$47.14	99.0 ✓
4.41 Frankton Per. & Newsp.	\$2,450.00	(\$200.00)	\$2,250.00	\$6.00	\$1,727.69	\$522.31	76.8 ✓
4.42 Summitville Period. & Newsp.	\$1,400.00	\$100.00	\$1,500.00	\$108.00	\$1,338.29	\$161.71	89.2 ✓

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
4.51 Elwood AV	\$12,000.00	\$1,200.00	\$13,200.00	\$3,059.95	\$13,045.04	\$154.96	98.8 ✓
4.52 Frankton AV	\$7,000.00	\$0.00	\$7,000.00	\$570.75	\$6,191.93	\$808.07	88.5
4.53 Summitville AV	\$3,000.00	\$0.00	\$3,000.00	\$99.94	\$2,696.79	\$303.21	89.9
4.54 Techology Software	\$3,000.00	\$500.00	\$3,500.00	\$0.00	\$3,427.80	\$72.20	97.9 ✓
4.6 2002 Encumbrances	\$12,063.08	\$0.00	\$12,063.08	\$0.00	\$12,063.08	\$0.00	100.0
Subtotal	\$149,013.08	\$0.00	\$149,013.08	\$12,643.00	\$121,723.24	\$27,289.84	81.7
Grand Total	\$843,378.08	\$0.00	\$843,378.08	\$56,048.65	\$701,434.82	\$141,943.26	83.2

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

Financial Report
North Madison County Public Library System

Report Dates = 12/1/03 to 12/31/03

Fund	Start of year	Disbursements this month	Disbursements YTD	Receipts this month	Receipts YTD	Balance
1. Operating Fund						
100 OPERATING FUND	\$590,422.46	\$56,996.88	\$702,607.99	\$12.69	\$540,505.25	\$428,319.72
105 Operating Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$590,422.46	\$56,996.88	\$702,607.99	\$12.69	\$540,505.25	\$428,319.72
2. Main						
103 Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
107 PLAC	\$150.00	\$0.00	\$1,086.00	\$0.00	\$1,015.00	\$79.00
110 LIRF Investment	\$45,000.00	\$0.00	\$45,000.00	\$0.00	\$0.00	\$0.00
115 LIRF	\$10,340.28	\$0.00	\$30,220.00	\$0.00	\$56,439.98	\$36,560.26
117 Rainy Day Fund	\$30,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,000.00
118 Rainy Day Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
120 Gift	\$8,772.87	\$802.09	\$5,896.63	\$0.00	\$5,984.57	\$8,860.81
122 Gates Gift Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
130 Debt Service Fund	\$21,827.35	\$220,173.00	\$341,173.00	\$0.00	\$199,265.71	(\$120,079.94)
Subtotal	\$116,090.50	\$220,975.09	\$423,375.63	\$0.00	\$262,705.26	(\$44,579.87)
4. Withholding						
201 Federal Taxes Withheld	\$0.00	\$2,892.28	\$36,078.50	\$2,892.28	\$36,078.50	\$0.00
202 FICA	\$0.00	\$1,773.88	\$22,072.12	\$1,773.88	\$22,072.12	\$0.00
203 State Tax Withheld	\$0.00	\$0.00	\$11,130.78	\$973.49	\$12,104.27	\$973.49
204 County Taxes Withheld	\$0.00	\$0.00	\$3,206.24	\$280.45	\$3,486.69	\$280.45
205 PERF	\$0.00	\$0.00	\$6,556.04	\$723.44	\$8,730.65	\$2,174.61
206 Credit Union	\$0.00	\$990.63	\$12,101.75	\$990.63	\$12,101.75	\$0.00
207 Annuity	\$0.00	\$260.00	\$3,250.00	\$260.00	\$3,250.00	\$0.00
208 Insurance	\$0.00	\$0.00	\$2,394.71	\$223.94	\$2,618.65	\$223.94
209 Medicare	\$0.00	\$414.88	\$5,162.33	\$414.88	\$5,162.33	\$0.00
210 Other Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$0.00	\$6,331.67	\$101,952.47	\$8,532.99	\$105,604.96	\$3,652.49
Grand Total	\$706,512.96	\$284,303.64	\$1,227,936.09	\$8,545.68	\$908,815.47	\$387,392.34

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

Before Inter-fund transfer

Financial Report
North Madison County Public Library System

Report Dates = 12/1/03 to 12/31/03

Fund	Start of year	Disbursements this month	Disbursements YTD	Receipts this month	Receipts YTD	Balance
1. Operating Fund						
100 OPERATING FUND	\$590,422.46	\$177,996.88	\$823,607.99	\$12.69	\$540,505.25	\$307,319.72
105 Operating Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$590,422.46	\$177,996.88	\$823,607.99	\$12.69	\$540,505.25	\$307,319.72
2. Main						
103 Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
107 PLAC	\$150.00	\$0.00	\$1,086.00	\$0.00	\$1,015.00	\$79.00
110 LIRF Investment	\$45,000.00	\$0.00	\$45,000.00	\$0.00	\$0.00	\$0.00
115 LIRF	\$10,340.28	\$0.00	\$30,220.00	\$0.00	\$56,439.98	\$36,560.26
117 Rainy Day Fund	\$30,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,000.00
118 Rainy Day Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
120 Gift	\$8,772.87	\$802.09	\$5,896.63	\$0.00	\$5,984.57	\$8,860.81
122 Gates Gift Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
130 Debt Service Fund	\$21,827.35	\$220,173.00	\$341,173.00	\$121,000.00	\$320,265.71	\$920.06
Subtotal	\$116,090.50	\$220,975.09	\$423,375.63	\$121,000.00	\$383,705.26	\$76,420.13
4. Withholding						
201 Federal Taxes Withheld	\$0.00	\$2,892.28	\$36,078.50	\$2,892.28	\$36,078.50	\$0.00
202 FICA	\$0.00	\$1,773.88	\$22,072.12	\$1,773.88	\$22,072.12	\$0.00
203 State Tax Withheld	\$0.00	\$0.00	\$11,130.78	\$973.49	\$12,104.27	\$973.49
204 County Taxes Withheld	\$0.00	\$0.00	\$3,206.24	\$280.45	\$3,486.69	\$280.45
205 PERF	\$0.00	\$0.00	\$6,556.04	\$723.44	\$8,730.65	\$2,174.61
206 Credit Union	\$0.00	\$990.63	\$12,101.75	\$990.63	\$12,101.75	\$0.00
207 Annuity	\$0.00	\$260.00	\$3,250.00	\$260.00	\$3,250.00	\$0.00
208 Insurance	\$0.00	\$0.00	\$2,394.71	\$223.94	\$2,618.65	\$223.94
209 Medicare	\$0.00	\$414.88	\$5,162.33	\$414.88	\$5,162.33	\$0.00
210 Other Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$0.00	\$6,331.67	\$101,952.47	\$8,532.99	\$105,604.96	\$3,652.49
Grand Total	\$706,512.96	\$405,303.64	\$1,348,936.09	\$129,545.66	\$1,029,815.47	\$387,392.34

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

After Inter-fund transfer

ACCOUNTS PAYABLE VOUCHER

North Madison County Public Library System

PAYEE

NORTH MADISON COUNTY PUBLIC LIB
1600 MAIN STREET
ELWOOD, IN 46036

Voucher Number: 774

Warrant Number:

Bank Star Financial Bank

INTER-FUND TRANSFER-OUT OF OPERATING FUND INTO DEBT SERVICE FUND

Date	Invoice #	Description	Amount
			\$121,000.00

Total \$121,000.00

I certify that the attached invoice(s) is true and correct and that the materials or services itemized thereon for which charge is made were ordered and received except

Date: 12/18/03

LIBRARIAN

CHARGE THESE APPROPRIATIONS

Fund	Account	Amount
100 OPERATING FUND	5.1 Interfund Transfers	\$121,000.00

APPROVED IN THE AMOUNT OF \$121,000.00

LIBRARY BOARD

Receipt Number Date Bank

Name

Explanation

Fund	Account Number	Amount
130 Debt Service Fun	397 Transfer Funds	\$121,000.00
Total		\$121,000.00

Receipts

ACCOUNTS PAYABLE VOUCHER

North Madison County Public Library System

PAYEE

NORTH MADISON COUNTY PUBLIC LIB
 1600 MAIN STREET
 ELWOOD, IN 46036

Voucher Number: 774

Warrant Number: _____

Bank Star Financial Bank

INTER-FUND TRANSFER-OUT OF OPERATING FUND INTO DEBT SERVICE FUND

Date	Invoice #	Description	Amount
			\$121,000.00

Total \$121,000.00

I certify that the attached invoice(s) is true and correct and that the materials or services itemized thereon for which charge is made were ordered and received except

Date: 12/18/03

LIBRARIAN

CHARGE THESE APPROPRIATIONS

Fund	Account	Amount
100 OPERATING FUND	5.1 Interfund Transfers	\$121,000.00
APPROVED	IN THE AMOUNT OF	\$121,000.00

LIBRARY BOARD

ACCOUNTS PAYABLE VOUCHER
North Madison County Public Library System

PAYEE
 BANK OF NEW YORK
 BNY TRUST
 911 WASHINGTON STREET
 ST. LOUIS, MO 63101

Voucher Number: **773**
 Warrant Number: _____
 Bank: **Star Financial Bank**

INDIANA BOND BANK REPAYMENT - MIDYEAR ADVANCE FUNDING PROGRAM

Date	Invoice #	Description	Amount
2/18/03			\$99,999.35



2003 MIDYEAR PROGRAM
YEAR END INVOICE

Qualified Entity: North Madison County Public Library System

Please be advised that the following payments are due to be paid for the 2003 Midyear Advance Funding Program. The amounts noted below represent principal and interest payments (on a per fund basis) that are due on December 31, 2003.

Fund	Principal	Interest	Total Due
Debt Service	\$ 99,173.00	\$ 811.35	\$ 99,984.35

* Interest Rate Calculation = rate x 199 / 360

Total \$99,999.35

I certify that the attached invoice(s) is true and correct and that the materials or services itemized thereon for which charge is made were ordered and received except

Date: 12/18/03

Severly J. Austin
 LIBRARIAN

CHARGE THESE APPROPRIATIONS

Fund	Account	Amount
130 Debt Service Fund	6.1 Temporary Loans	\$99,173.00 E
100 OPERATING FUND	3.82 Interest on Temporary Loans	\$811.35 E
100 OPERATING FUND	3.1 Professional Services	\$15.00 E

APPROVED _____ IN THE AMOUNT OF **\$99,999.35**

LIBRARY BOARD

The payments should be made via wire transfer to The Bank of New York as follows:

The Bank of New York
 ABA No. 021000018
 GLA # 111-565
 Acct # 179505
 Re: Indiana Bond Bk General Acct
 North Madison County Public Library System

It is extremely important that the wire transfer be sent so that it is received by Bank of New York prior to 10 a.m. (EST), Wednesday, December 31, 2003.

If you should have any questions or need additional information, please do not hesitate to call Ron Mangus at (317) 233-0888 or (800) 535-6974 or Kerry McFarland at the Bank of New York at 314-613-8202.

Wire Transfer

Original Bank Recordkeeping Requirements FAX TO 219-479-2819
 REQUEST FOR TRANSFER OF FUNDS
 STAR Financial Bank

Bank - Fed Reference Number:

Date (Section 3)
 12-18-03

Customer Name (Originator) (Section 1)
 Elwood Public Library
 Street Address
 1600 MAIN ST

SSN or EIN
 35-1127995

Request Type: (Section 4)
 Person Letter Phone
 Fax

City, State, Zip Code
 Elwood IN 46036

Telephone
 (769) 552-5001

Payment Via:
 Check
 Cash CTR Completed
 Debit Memo - IM1 or ST11
 Completed at bank
 Other

Issued By: INDIANA

Number 8910-14-2087

DOMESTIC TRANSFER

INTERNATIONAL TRANSFER

Amount - U.S. Dollars

Transfer Amount (Section 2)
 \$ 99,984.35

Amount Foreign Currency

Commission

Fee
 \$ 15.00

Contract Number

Cable Fee
 \$

Total
 \$ 99,999.35

Rate

Total
 \$

Fed-Line Short Name

By Order Of:

Transfer to: (Bank, Name, City and State) (Section 5)
 THE BANK OF NEW YORK

Beneficiary Bank Information

Address of Bank:
 BNY TRUST 911 Washington St. St. Louis, MO 63101

Bank ABA
 021000018

Name of Beneficiary (Section 6)
 IE: INDIANA BOND BANK Gov. Acct.

Account Number of Beneficiary
 179505

Street Address of Beneficiary

City/State/Zip Code of Beneficiary

Special Instructions (Section 7)
 ATTN: Lemy McFarland
 GLA # 111-565

Originator's Account Number (Section 1A)
 119-0043-2

Account Title

Customer Authorized Signer-Transfer Subject to Conditions

Available Balance:

Prepared by/Customer signature verified by:
 M. Ida Moad CSR

Uncollected Authorization

Title

Region
 MARION

Branch
 EI: EAST
 entered by:

Extension Number
 4543 (JOY)
 Venned by:

FOR MONEY DESK DEPARTMENT USE:

Cash/Check Verification:

MemoPost:

Wire Program:

Wire Log:

Callback to:

1. Originator's name and address
 - a. Account no., if payment ordered from an account
2. The amount
3. The date
4. Payment instructions received with the payment order
5. Beneficiary's bank identification
6. If received with the payment order
 - a. Beneficiary's name and address
 - b. Beneficiary's account number
 - c. Any other specific identification of the beneficiary
7. List any additional information received from the customer.
 - a. Additional bank information
 - b. Invoice numbers, group numbers, ect.

MONTHLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

	NOV 2002	NOV AMOUNT OF 2003	% OF CHANGE	% OF CHANGE	YTD
ELWOOD					
ADULT	3734	3529	-205	-5%	39508
JUVENILE	3097	2971	-126	-4%	29551
Y. A.	203	266	63	31%	3026
PERIOD.	500	482	-18	-4%	6125
AUDIO	315	289	-26	-8%	3190
VIDEO	3922	4065	143	4%	43978
TOTAL	11771	11602	-169	-1%	125376
FRANKTON					
ADULT	854	1037	183	21%	11536
JUVENILE	977	816	-161	-16%	9824
Y. A.	47	57	10	21%	562
PERIOD.	207	207	0	0%	2633
AUDIO	36	29	-7	-19%	434
VIDEO	1362	1037	-325	-24%	14683
TOTAL	3483	3183	-300	-9%	39672
HAZELBAKER					
ADULT	661	580	-81	-12%	7815
JUVENILE	474	554	80	17%	5833
Y. A.	52	75	23	44%	688
PERIOD.	82	87	5	6%	1640
AUDIO	37	45	8	22%	438
VIDEO	415	438	23	6%	4761
TOTAL	1721	1779	58	3%	21175
SYSTEM					
ADULT	5249	5146	-103	-2%	58857
JUVENILE	4548	4341	-207	-5%	45208
Y. A.	302	398	96	32%	4276
PERIOD.	789	776	-13	-2%	10398
AUDIO	388	363	-25	-6%	4062
VIDEO	5699	5540	-159	-3%	63422
TOTAL	16975	16564	-411	-2%	186223

	ELWOOD	FRANKTON	HAZELBAK.
TRAFFIC	10140	1755	1332
REF.	42	34	15
ASSITS.	2534	567	268
COMP A.	884	347	314
J.	1016	N/A	123
PROG. A.	4 / 32	4 / 13	0
J.	27 / 452	2 / 8	11 / 119

TECH SERVICE PROCESSED 865 ITEMS AND WITHDREW 846 ITEMS

MONTHLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

	NOV 2002	NOV AMOUNT OF 2003	% OF CHANGE	% OF CHANGE	YTD
ELWOOD					
ADULT	3734	3529	-205	-5%	39508
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PERIOD.	82	87	5	6%	1640
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COMP A.	884	347	314
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PROG. A.	4 / 32	4 / 13	0
J.	27 / 452	2 / 8	11 / 119

TECH SERVICE PROCESSED 865 ITEMS AND WITHDREW 846 ITEMS

AGENDA

JANUARY 9, 2003

6:00 P.M.

**ELWOOD PUBLIC LIBRARY
MEETING ROOM**

EXECUTIVE SESSION

**CALL TO ORDER
CALL FOR QUORUM
BUSINESS**

Purchase/lease of Real Property IC5-14-1.5-6(b)(2)(d)

ADJOURNMENT

TRANSACTION REPORT

Jan 06 01 Mon 10:07 AM

TRANSACTION REPORT

Jan 06 01 Mon 10:07 AM

DATE	START	END	TX	BY	TIME	NAME	NOTE
Jan 06	2:25 AM		238			1	OK

DATE	START	END	TX	BY	TIME	NAME	NOTE
Jan 06	10:07 AM						

Please publish in
Tuesday January 7
and Thursday January 9
newspaper.

Thanks
Diana

Please publish in
Tuesday January 7
newspaper.

Thanks
Diana

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES
EXECUTIVE MEETING
January 9, 2003
6:00pm

CALL TO ORDER

President Kevin Sipe call an executive session of the North Madison County Public Library Board of Trustees to order at 6:00pm on January 9, 2003 in the meeting room of the Elwood Public Library.

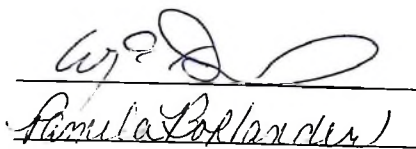
CALL FOR QUORUM

Present with President Sipe were members Jerry Kaiser, Pam Bohlander, Don Hill, Betty Caldwell and Wayne Davidson. Also in attendance were Director Beverly Austin and Administrative Assistant Diana Shepard.


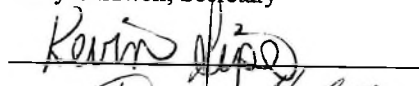
BUSINESS

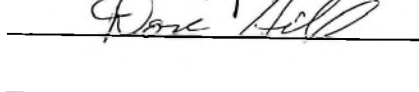
The meeting was held for discussion of Purchase/Lease of real property IC5-14-1.5-6(b)(2)(d). No other subject matter was discussed in the executive session other than the subject matter specified in the public notice.

Since there were no objections the meeting was adjourned at 6:40pm.



Pamela Bohlander


Betty Caldwell, Secretary




AGENDA

JANUARY 13, 2003

**NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES**

ELWOOD PUBLIC LIBRARY MEETING ROOM

EXECUTIVE SESSION

6:30 p.m.

**CALL TO ORDER
CALL FOR QUORUM
BUSINESS**

A. Purchase/lease of real property IC5-14-1.5-6(B)(2)(d)

ADJOURNMENT

REGULAR MEETING

7:00 P.M.

No executive session was held

**CALL TO ORDER
CALL FOR QUORUM
MINUTES
CLAIMS REGISTER & CHECKS
OLD BUSINESS**

1. Overdue process
2. Frankton building

NEW BUSINESS

1. Resolution to pay bills with prior approval

DIRECTOR'S REPORT

ADJOURNMENT

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES
REGULAR MEETING
January 13, 2003
7:00pm

CALL TO ORDER

President Kevin Sipe called a regular meeting of the North Madison County Public Library Board of Trustees to order at 7:00pm on January 13, 2003 in the meeting room of the Elwood Public Library. No executive meeting was held.

CALL FOR QUORUM

Present were President Kevin Sipe, Don Hill, Betty Caldwell, Wayne Davidson, Pam Bohlander, Director Beverly Austin and Diana Shepard

MINUTES

Minutes from the December 9, 2002 regular and executive meetings were approved after a motion was made by Pam Bohlander and seconded by Betty Caldwell. Minutes from the January 9, 2002 executive meeting were approved after a motion was made by Pam Bohlander and seconded by Wayne Davidson.

CLAIMS REGISTER AND CHECKS

The members signed the claims register and Treasurer Wayne Davidson signed checks.

OLD BUSINESS

Overdue process

At the present time there are three notices given, the first being the receipt that is given to each patron every time they check out a book or audio-visual materials, followed by two additional letters. Information has been received from Unique Management out of Evansville, a collection agency that only deals with libraries. They charge \$4.95 per patron for collection. More research needs to be collected to see if this would be cost effective. If it would be decided to use this collection agency, three advance notices would still be in effect before it is turned over to the collection agency. It was suggested that one of the notices could be in the form of a postcard rather than a letter to save on postage. Also, phone calls were suggested. During the amnesty period there was quite a lot of food collected. Summitville took their food to the Alexandria food pantry. Elwood took theirs to the Elwood food pantry and Frankton took theirs to the Frankton food pantry. During the amnesty period \$1,000 worth of fines were waived.

Frankton building

Mr. Surbaugh, representative of National City Bank, has approved a thirty-day extension as to whether the library is interested in selling its Frankton building. Any decision was tabled until additional information is received. Attorney Jim Wilson will meet with the board in executive session on Thursday, January 16 at 5:00pm to discuss procedures necessary to buy or sell property owned by government entities.

NEW BUSINESS

Resolution to pay bills with prior approval

A motion was made by Pam Bohlander to accept the resolution to pay bills with prior approval as presented in order that all bills can be paid by their due date. Wayne Davidson made a second and the motion carried.

Director's report

The old server will be used to put the obituaries on the Internet. The Library has received a grant from the Gates Foundation in the amount of \$1,700 for computer training. The training will take place at INCOLSA with the finances being handled by INCOLSA. We will be watching spending until June to see if we receive our June tax distribution. The outside faucet at Summitville needs fixed. Overall circulation was up thirteen percent in 2002. Jim Wilson will be meeting with the board on December 16 at 5:00. There needs to be at least four members present. It looks like Technical Service was very busy in 2002.

Since there were no objections the meeting was adjourned at 7:30pm.

Betty Caldwell
Betty Caldwell, Secretary

Kevin Sipe

Don Hill

Jerry Kaiser

Pam Bohlander

AGENDA

**BOARD OF FINANCE MEETING
January 13, 2003
(Held following regular January meeting)**

**CALL TO ORDER
CALL FOR QUORUM
BUSINESS**

1. **Elect President & Secretary of Board of Finance**
 - a. (according to IC5-13-7-6)
2. **Investment register distributed & reviewed**
3. **Motion for depositories (Star Financial Bank, Huntington Bank, Community Bank of Summitville, National city Bank of Frankton, Union State Bank of Frankton and First Farmer's Bank, Elwood)**
4. **Motion for newspapers as official notification (Elwood Call-Leader and the Anderson Herald)**
5. **Motion for regular meeting date and time (Second Monday of the month. Regular meeting at 7:00 p.m. If executive session, 6:30 p.m.)**

ADJOURNMENT

**NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF FINANCE MEETING
January 13, 2003**

CALL TO ORDER

President Kevin Sipe called the annual Board of Finance Meeting of the North Madison County Public Library to order on January 13, 2003 at 7:30pm.

CALL FOR QUORUM

Present were President Kevin Sipe, Wayne Davidson, Betty Caldwell, Don Hill and Pam Bohlander, Director Beverly Austin and Diana Shepard.

Elect Board of Finance Officers

A motion was made by Pam Bohlander to elect Kevin Sipe as President and Betty Caldwell as Secretary of the Board of Finance. Wayne Davidson made a second and the motion carried.

Investment register

The investment register was distributed and discussion was held whether to leave the LIRF investment in its current CD.

Motion for depositories

Pam Bohlander made a motion to retain the current depositories of Star Financial Bank, Huntington Bank, Community Bank of Summitville, National City Bank of Frankton, Union State Bank of Frankton and First Farmer's Bank of Elwood as the Library's depositories. Don Hill made a second and the motion carried.

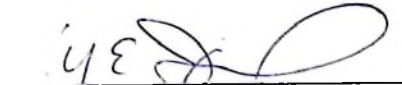
Motion for newspapers as official notification


Pam Bohlander made a motion to continue to use the Elwood Call Leader and the Herald Bulletin for official notification of meetings and advertisement of the budget. Betty Caldwell made a second and the motion carried.

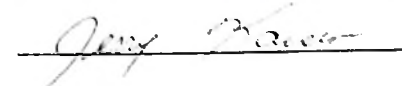
Motion for regular meeting date and time

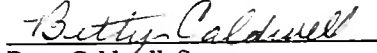
A motion was made by Don Hill that the Board of Trustees would continue to hold their monthly meetings the second Monday of the month at 7:00pm. Pam Bohlander made a second and the motion carried.

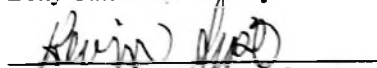
Since there were no objections the meeting was adjourned.

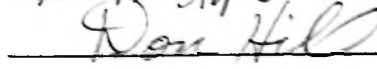








Betty Caldwell, Secretary




TRANSACTION REPORT

Jan-09-03 Thu 10:33 AM

Type	Sending	Receiver	TX/RX Time	Pages	Note
Jan-09	10:31 AM	CALL LEADER	29s	1	OK

TRANSACTION REPORT

Jan-09-03 Thu 10:30 AM

Type	Sending	Receiver	TX/RX Time	Pages	Note
Jan-09	10:29 AM	HEARLD BULLETIN	32s	1	OK

Please publish on
Friday and again on
Monday.

Thanks
Diana

Register Of Claims

North Madison County Public Library System

Report Date: From 12/10/02 To 12/31/02

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	814	PAYROLL	OPERATING FUND	Salary of Assistants	\$13,136.55	12/18/02	PAYROLL
			OPERATING FUND	Wages of Janitor	\$803.55		
			Total this claim		\$13,940.10		
0	815	EFTPS	OPERATING FUND	Empl.Share FICA&Medicare	\$1,066.39	12/18/02	P/R ENDING 12/14/02
			FICA	Payroll Deductions	\$864.27		
			Federal Taxes Withheld	Payroll Deductions	\$1,370.01		
			Medicare	Payroll Deductions	\$202.12		
Total this claim		\$3,502.79					
0	846	AETNA LIFE INSURANCE AND	Annunity	Payroll Deductions	\$130.00	12/31/02	P/R ENDING 12/28/02
Total this claim		\$130.00					
0	845	EFTPS	OPERATING FUND	Empl.Share FICA&Medicare	\$1,071.56	12/31/02	P/R ENDING 12/28/02
			FICA	Payroll Deductions	\$868.44		
			Federal Taxes Withheld	Payroll Deductions	\$1,373.03		
			Medicare	Payroll Deductions	\$203.12		
Total this claim		\$3,516.15					
0	844	PAYROLL	OPERATING FUND	Salary of Assistants	\$13,208.39	12/31/02	PAYROLL
			OPERATING FUND	Wages of Janitor	\$798.68		
			Total this claim		\$14,007.07		
0	816	AETNA LIFE INSURANCE AND	Annunity	Payroll Deductions	\$130.00	12/18/02	P/R ENDING 12/14/02
Total this claim		\$130.00					
21146	812	GAYLORD BROS.	OPERATING FUND	Operating Supplies	\$90.70	12/10/02	As per attached invoices.
Total this claim		\$90.70					
21147	813	NATIONAL CITY BANK, INDIAN	Debt Service Fund	Land Buildings Improvements	121,000.00	12/28/02	SEMIANNUAL LEASE PAYMENT DUE 12/31/02
				Total this claim			
21148	830	AMERICAN ELECTRIC POWER	OPERATING FUND	Electricity	\$365.24	12/18/02	As per attached invoices.
				Total this claim			
21149	819	AT&T	OPERATING FUND	Telephone & Telegraph	\$33.87	12/18/02	As per attached invoices.
			OPERATING FUND	Telephone & Telegraph	\$30.17		
			Total this claim		\$64.04		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
21150	817	CITY OF ELWOOD NON-REVE	OPERATING FUND	Emp Cont Group Ins	\$240.17	12/18/02	DECEMBER INSURANCE PAYMENT
				Insurance	\$205.88		
				Total this claim	\$446.05		
21151	820	FILIP, INC.	OPERATING FUND	Cleaning & Sanitation Supplies	\$84.23	12/18/02	As per attached invoices.
				Total this claim	\$84.23		
21152	821	GAYLORD BROS.	OPERATING FUND	Operating Supplies	\$20.17	12/18/02	As per attached invoices.
				Total this claim	\$20.17		
21153	822	HARRIS INFOSOURCE	OPERATING FUND	Elwood Adult	\$135.10	12/18/02	INDIANA MANUFACTURERS DIRECTORY
				Total this claim	\$135.10		
21154	823	INDIANA-AMERICAN WATER C	OPERATING FUND	Water	\$47.33	12/18/02	As per attached invoices.
				Total this claim	\$47.33		
21155	824	K MART	OPERATING FUND	Operating Supplies	\$60.27	12/18/02	As per attached invoices.
			OPERATING FUND	Elwood Children's Programing	\$73.37		
				Total this claim	\$133.64		
21156	818	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$880.69	12/18/02	P/R ENDING 12/14/02
			OPERATING FUND	Other Professional Services	\$1,456.00		
				Total this claim	\$2,336.69		
21157	825	ORIENTAL TRADING COMPAN	OPERATING FUND	Elwood Children's Programing	\$63.05	12/18/02	As per attached invoices.
				Total this claim	\$63.05		
21158	826	QUILL CORPORATION	OPERATING FUND	Office Supplies	\$332.94	12/18/02	As per attached invoices.
				Total this claim	\$332.94		
21159	827	USI, INC	OPERATING FUND	Furniture & Equipment	\$207.08	12/18/02	LAMINATOR-ELWOOD
				Total this claim	\$207.08		
21160	828	VECTREN ENERGY DELIVERY	OPERATING FUND	Gas	\$612.31	12/18/02	As per attached invoices.
				Total this claim	\$612.31		
21161	829	WEBER OFFICE EQUIPMENT	OPERATING FUND	Professional Services	\$135.00	12/18/02	SERVICE CALL FOR TYPEWRITERS
				Total this claim	\$135.00		
21162	837	22ND STREET HARDWARE	OPERATING FUND	Other Repair & mainten.supplies	\$194.18	12/31/02	As per attached invoices.
				Total this claim	\$194.18		
21163	831	AMERICAN ELECTRIC POWER	OPERATING FUND	Electricity	\$613.83	12/31/02	As per attached invoices.
			OPERATING FUND	Gas	\$590.68		
				Total this claim	\$1,204.51		

<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>
21164	843	CITY WATER & SEWAGE DEP	OPERATING FUND	Water	\$158.08	12/31/02	As per attached invoices.
					Total this claim		
					\$158.08		
21165	836	DEMCO	OPERATING FUND	Operating Supplies	\$136.38	12/31/02	As per attached invoices.
					OPERATING FUND	Operating Supplies	\$43.94
					Total this claim		
					\$180.32		
21166	849	DIANA L. SHEPARD	OPERATING FUND	Traveling Expense	\$43.12	12/31/02	MILEAGE FOR DECEMBER
					Total this claim		
					\$43.12		
21167	838	HORTON'S & SONS OF ELWO	OPERATING FUND	Operating Supplies	\$18.42	12/31/02	As per attached invoices.
					Total this claim		
					\$18.42		
21168	839	HPS OFFICE SYSTEMS	OPERATING FUND	Equipment/Maint.	\$858.00	12/31/02	ANNUAL COPIER MAINTENANCE AGREEMENT
					Total this claim		
					\$858.00		
21169	847	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$1,417.21	12/31/02	DECEMBER TAX PAYMENT
					County Taxes Withheld	Payroll Deductions	\$407.99
					Total this claim		
					\$1,825.20		
21170	848	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$899.66	12/31/02	P/R ENDING 12/28/02
					OPERATING FUND	Other Professional Services	\$1,456.00
					Total this claim		
					\$2,355.66		
21171	842	PITNEY BOWES	OPERATING FUND	Equipment/Rental	\$151.00	12/31/02	4TH QUARTER POSTAGE METER RENTAL
					Total this claim		
					\$151.00		
21172	850	PUBLIC EMP. RETIREMENT F	PERF	Payroll Deductions	\$1,810.04	12/31/02	4TH QUARTER 2002 CONTRIBUTIONS
					OPERATING FUND	Emp Cont PERF	\$4,826.64
					Total this claim		
					\$6,636.68		
21173	832	PURCHASE POWER	OPERATING FUND	Postage & UPS	\$500.00	12/31/02	As per attached invoices.
					OPERATING FUND	Operating Supplies	\$134.23
					OPERATING FUND	Operating Supplies	(\$1.00)
					Total this claim		
					\$633.23		
21174	840	QUILL CORPORATION	OPERATING FUND	Office Supplies	\$211.95	12/31/02	As per attached invoices.
					Total this claim		
					\$211.95		
21175	833	TOWN OF FRANKTON	OPERATING FUND	Gas	\$65.10	12/31/02	As per attached invoices.
					OPERATING FUND	Water	\$8.85
					OPERATING FUND	Waste Disposal Services	\$8.49
					Total this claim		
					\$82.44		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
21176	841	UPSTART	OPERATING FUND	Operating Supplies	\$52.71	12/31/02	As per attached invoices.
				Total this claim	\$52.71		
21177	834	VECTREN ENERGY DELIVERY	OPERATING FUND	Gas	\$110.56	12/31/02	As per attached invoices.
				Total this claim	\$110.56		
21178	835	VISA	OPERATING FUND	Elwood Children's Programing	\$51.51	12/31/02	As per attached invoices.
			OPERATING FUND	Operating Supplies	\$11.82		
				Total this claim	\$63.33		

Total Amount of Claims \$176,079.07

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, January 08, 2003



 Fiscal Officer

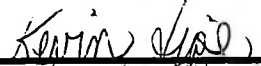
ALLOWANCE OF VOUCHERS


(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)

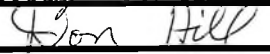
We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of

Date this 13th day of January, 2003.


 Betty Caldwell


 Kevin


 Pamela


 Don Hill

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.


 Director

Register Of Claims

North Madison County Public Library System

Report Date: From 1/1/03 To 1/13/03

<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>
21179	1	1ST CHOICE LOCKSMITH	OPERATING FUND	Operating Supplies	\$5.00	1/13/03	LOCK LUBRICANT
				Total this claim	\$5.00		
21180	2	ARAB TERMITE & PEST CONT	OPERATING FUND	Professional Services	\$46.00	1/13/03	As per attached invoices.
				Total this claim	\$46.00		
21181	3	ARLINGTON/ROE & CO.	OPERATING FUND	Insurance	\$1,475.00	1/13/03	DIRECTORS & OFFICERS LIABILITY INSURANCE
				Total this claim	\$1,475.00		
21182	27	AT&T	OPERATING FUND	Telephone & Telegraph	\$53.46	1/13/03	As per attached invoices.
				Total this claim	\$53.46		
21183	24	BAKER & TAYLOR	OPERATING FUND	Elwood Adult	\$1,152.02	1/13/03	As per attached invoices.
			OPERATING FUND	Elwood Childrens	\$44.37		
			OPERATING FUND	Frankton	\$671.02		
			OPERATING FUND	Summitville	\$856.63		
			OPERATING FUND	Other	\$16.80		
			Gift	Elwood Childrens	\$17.79		
				Total this claim	\$2,758.63		
21184	5	BARBARA MCADAMS	OPERATING FUND	Professional Services	\$50.00	1/13/03	PETTY CASH REIMBURSEMENT
				Total this claim	\$50.00		
21185	4	BARBARA SNIPES	OPERATING FUND	Traveling Expense	\$42.45	1/13/03	MILEAGE FOR DECEMBER
				Total this claim	\$42.45		
21186	6	BURNETTE - DELLINGER INC.	OPERATING FUND	Insurance	\$1,682.00	1/13/03	WORKMAN'S COMPENSTION
				Total this claim	\$1,682.00		
21187	28	CHRONICLE TRIBUNE	OPERATING FUND	Summitville Period. & Newsp.	\$143.00	1/13/03	ONE YEAR SUBSCRIPTION FOR SUMMITVILLE
				Total this claim	\$143.00		
21188	7	CINTAS CORPORATION	OPERATING FUND	Cleaning & Sanitation Supplies	\$37.85	1/13/03	As per attached invoices.
				Total this claim	\$37.85		
21189	8	EXPANETS	OPERATING FUND	Telephone & Telegraph	\$137.64	1/13/03	MONTHLY SERVICE AGREEMENT
				Total this claim	\$137.64		

<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>
21190	9	FOX TV & APPLIANCE, INC.	OPERATING FUND	Repair Parts/Maintenance	\$19.50	1/13/03	SWEEPER PARTS
				Total this claim	<u>\$19.50</u>		
21191	10	GALE GROUP	OPERATING FUND	Summitville	\$111.51	1/13/03	As per attached invoices.
				Total this claim	<u>\$111.51</u>		
21192	11	INDIANA HISTORICAL SOCIET	OPERATING FUND	Elwood Indiana Room	\$14.00	1/13/03	1820 FEDERAL CENSUS FOR INDIANA
				Total this claim	<u>\$14.00</u>		
21193	12	INDIANA STATE LIBRARY	PLAC	Other	\$150.00	1/13/03	4TH QUARTER 2002 PLAC
				Total this claim	<u>\$150.00</u>		
21194	13	INTELENET COMMISSION(ST	OPERATING FUND	Telephone & Telegraph	\$405.48	1/13/03	As per attached invoices.
				Total this claim	<u>\$405.48</u>		
21195	14	K MART	OPERATING FUND	Operating Supplies	\$15.96	1/13/03	As per attached invoices.
			OPERATING FUND	Elwood Children's Programing	\$18.91		
				Total this claim	<u>\$34.87</u>		
21196	15	LANDMARK AUDIOBOOKS	OPERATING FUND	Elwood AV	\$768.00	1/13/03	CD LEASE PROGRAM
				Total this claim	<u>\$768.00</u>		
21197	16	LIBRARY CORPORATION, THE	OPERATING FUND	2002 Encumbrances	\$8,806.00	1/13/03	FILE SERVER
				Total this claim	<u>\$8,806.00</u>		
21198	25	MARSH SUPERMARKET	OPERATING FUND	Elwood Children's Programing	\$32.84	1/13/03	As per attached invoices.
				Total this claim	<u>\$32.84</u>		
21199	17	MIDWEST TAPE	OPERATING FUND	Frankton AV	\$307.85	1/13/03	As per attached invoices.
			OPERATING FUND	Elwood AV	\$497.73		
			OPERATING FUND	Summitville AV	\$97.94		
				Total this claim	<u>\$903.52</u>		
21200	29	NANCY SUMNER	OPERATING FUND	Professional Meetings	\$7.78	1/13/03	PETTY CASH REIMBURSEMENT
			OPERATING FUND	Fuel, Oil and Lubricants	\$7.25		
			OPERATING FUND	Postage & UPS	\$32.63		
				Total this claim	<u>\$47.66</u>		
21201	18	POSTMASTER	OPERATING FUND	Postage & UPS	\$37.00	1/13/03	STAMPS FOR FRANKTON & SUMMITVILLE
			OPERATING FUND	Postage & UPS	\$37.00		
				Total this claim	<u>\$74.00</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>
21202	19	RAMSAY BUSINESS PRODUC	OPERATING FUND	Office Supplies	\$29.20	1/13/03	As per attached invoices.
			OPERATING FUND	Office Supplies	\$31.56		
			OPERATING FUND	Office Supplies	\$22.43		
			OPERATING FUND	Office Supplies	\$32.02		
			OPERATING FUND	Equipment/Rental	\$76.38		
				Total this claim	<u>\$191.59</u>		
21203	20	ROSEN PUBLISHING GROUP	OPERATING FUND	Elwood Childrens	\$804.65	1/13/03	As per attached invoices.
				Total this claim	<u>\$804.65</u>		
21204	21	SCOTT CONSTRUCTION	OPERATING FUND	Professional Services	\$180.00	1/13/03	SNOW REMOVAL
				Total this claim	<u>\$180.00</u>		
21205	26	STATE CHEMICAL MANUFACT	OPERATING FUND	Operating Supplies	\$429.53	1/13/03	ICE MELT
				Total this claim	<u>\$429.53</u>		
21206	22	USI, INC	OPERATING FUND	2002 Encumbrances	\$207.08	1/13/03	LAMINATOR
				Total this claim	<u>\$207.08</u>		
21207	23	VECTREN ENERGY DELIVERY	OPERATING FUND	Gas	\$159.83	1/13/03	As per attached invoices.
				Total this claim	<u>\$159.83</u>		

Warrant
Number

Claim
Number Name of Claimant

Fund

Account

Amount

Date

Explanation

Total Amount of Claims \$19,771.09

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 10, 2003



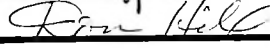
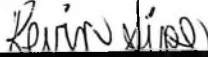
Fiscal Officer

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)

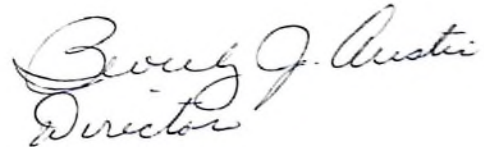
We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of

Date this 13th day of January, 2003.



SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.



RESOLUTION TO PAY BILLS WITH PRIOR APPROVAL

Whereas, the North Madison County Public Library must pay it's bills on time and the North Madison County Public Library board requests that all bills be paid by their due date, the North Madison County Public Library board approves the following types of distributions be made before the monthly regular scheduled library board meeting as allowed by Indiana Code 20-14-3-14(b).

- (1) Dues, subscriptions, and publications.
- (2) License or permit fees.
- (3) Insurance premiums.
- (4) Utility payments or connection charges.
- (5) Maintenance and service agreements.
- (6) Legal retainer fees.
- (7) Conference fees.
- (8) Expenses related to the educational or professional development of an individual employed by the library board, including:
- (9) (A) inservice training;
(B) attending seminars or other special courses of instruction.
- (10) Leases or rental agreements.
- (11) Bond or coupon payments.
- (12) Payroll costs.
- (13) State, federal, or county taxes.
- (14) Expenses that must be paid because of emergency circumstances.
- (15) Credit card expenses.
- (16) Other expenses described in another library board resolution.

The North Madison County Public Library board requests that each payment of expenses, lawfully incurred for library purposes must be supported by a fully itemized invoice or other documentation. The library director must certify to the library board before payment that each claim for payment is true and correct. This certification must be on a form prescribed by the state board of accounts. The library board shall review and allow the claim at the library board's first regular or special meeting following the payment of a claim under this section.

Adopted this 15th day of January 2003.

NAY

AYE

Wayne D. Dink

Betty Caldwell

Kevin M. Vign

Tom Hill

Anita S. Anderson

INTEREST EARNED 2002

STAR FINANCIAL BANK	\$2,965.02
COMMUNITY BANK	61.92
FIRST FARMERS BANK	253.81

ATTEST:

Betty Caldwell

 Betty Caldwell, Secretary

 Secretary, Board, Director

REGISTER OF INVESTMENTS

(USE A SEPARATE SHEET(S) FOR EACH INVESTMENT FORM. LIST EACH SECURITY INDIVIDUALLY.)

DATE OF PURCHASE	NATURE OF INVESTMENT	SERIAL NO.	REGISTRATION RECORD		ACQUISITION DATE	RATE OF INTEREST	MATURITY VALUE	AMOUNT PAID			DATE ACQ. OR RECEIVED	AMOUNT RECEIVED		INTEREST		RECEIVED
			ISSUED BY	NO.				PRINCIPAL	ACCUMULATED INTEREST	TOTAL PAID		PRINCIPAL	INTEREST	TOTAL RECEIVED	EARNED	
5-20-00	Corporate		First	37712	7/2-00	6.50	250000	250000	0/1/01	250000	9338	259338				259338
7-01	"		Star Financial Bank	08652513	8/9-01	6.43	340000	340000		340000	126779	352679				352679
1-28-02	"		National City Bank	6237861876		5.15	450000	450000		450000						

Issued by: Printed on Demand from the Bureau of Economic Analysis
 Form of Investment: Form of Investment: Certificate Bond Note Other
 Registered by: Registered by: Individual Partnership Trust Other
 Date of: Date of: 1/1/00 1/1/01 1/1/02 Other

Government securities and other items listed on this form are not insured by the FDIC. Investments in these securities are subject to risk.

Date	Hour	Receiver	TX/RX	Pages	Notes
Jan 14	1:43 PM	CALL LEADER	75		

AGENDA**JANUARY 16, 2003****5:00 P.M.****ELWOOD PUBLIC LIBRARY
MEETING ROOM****EXECUTIVE SESSION****CALL TO ORDER****CALL FOR QUORUM****BUSINESS****Purchase/lease of Real Property IC5-14-1.5-6(b)(2)(d)****ADJOURNMENT**

*Please publish in
Wednesday's paper
January 15, 2003
Thanks
Diana*

TRANSACTION REPORT

Jan-13-93 Mon 1:45 PM

Time	Sending	Receiver	TX/RX Time	Pages	Notes
Jan-13	1:44 PM	HEARLD BULLETIN	26u	1	OK

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
EXECUTIVE SESSION
January 16, 2003
5:00pm

CALL TO ORDER

President Kevin Sipe called a special executive session of the North Madison County Public Library Board of Trustees to order at 5:00pm on January 16, 2003 in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present with President Sipe were Don Hill, Wayne Davidson, Jerry Kaiser, Pam Bohlander, Director Beverly Austin, Diana Shepard and Library Attorney Jim Wilson.

BUSINESS

The meeting was held for discussion of Purchase/Lease of real property IC5-14-1.5-6(b)(2)(d). No other subject matter was discussed in the executive session other than the subject matter specified in the public notice.

Since there were no objections the meeting was adjourned at 6:00pm.

Kevin Sipe
Pam Bohlander
Jerry Kaiser

Betty Caldwell
Betty Caldwell, Secretary
Kevin Sipe
Don Hill

AGENDA
North Madison County Public Library System
Board of Trustees

PUBLIC MEETING
JANUARY 23, 2003
5:00 P.M.

ELWOOD PUBLIC LIBRARY
MEETING ROOM

CALL TO ORDER

CALL FOR QUORUM

BUSINESS

Purchase/lease of Real Property IC5-14-1.5-6(b)(2)(d)

ADJOURNMENT

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES
SPECIAL PUBLIC MEETING
January 23, 2003
5:00pm

CALL TO ORDER

President Kevin Sipe called a special public meeting of the North Madison County Public Library Board of Trustees to order at 5:00pm on January 23, 2003 in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present were President Kevin Sipe, Don Hill, Jerry Kaiser, Pam Bohlander, Wayne Davidson, Director Beverly Austin, Administrative Assistant Diana Shepard and Attorney Jim Wilson.

BUSINESS

Purchase/lease of Real Property IC5-14-1.5-6(b)(2)(d)

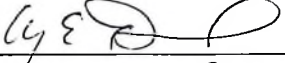
A resolution was made by Jerry Kaiser to purchase property to include Lots 31, 32, 33, 34, 35, 36 continuation of commercial addition to the Town of Frankton, Madison County of Indiana. Pam Bohlander made a second and the motion carried. A second appraisal has been received from Chris Jones Appraisals in the amount of \$65,000 for the property that is currently owned by the Frankton Lion's Club. The first appraisal was in the amount of \$75,000. Attorney Wilson advised that any amount that the Library offers couldn't exceed \$70,000. A motion was made by Pam Bohlander that the building committee enter into discussion with the Frankton Lion's Club to purchase the following property: Lots 31, 32, 33, 34, 35, 36 continuation of commercial addition to the Town of Frankton, Madison County of Indiana. The committee shall present their findings to the Board as a Whole before any decision can be made. Don Hill made a second and the motion carried.


Discussion was held on the sale of the Library's Frankton property. Jim Wilson advised the board that to sell property owned by Government entities there is a certain procedure that must be followed. Two notices need to be published in the newspaper with a ten-day period between the notices. The notice should state that the Library will be accepting bids for the sale of the property and give the period of time that bids will be accepted. You can list the terms of the sale, if you advertise the selling price of the property in the notice, that is the minimum amount the Library can accept. You cannot accept less than 90% of the appraisal, which would be \$68,400. A Public Hearing is to be held following the bid procedure, at which time the bid can be accepted. A motion was made by Pam Bohlander directing Attorney Wilson to run the first notice of sale on February 11, 2003 the second notice on February 18, 2003 and to hold the Public Hearing on February 25, 2003. Wayne Davidson made a second and the motion carried.

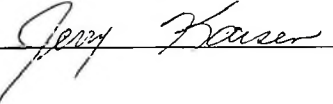
A motion was made by Wayne Davidson not to renew the CD that is currently in the LIRF Fund Investment account. A second was made by Don Hill and the motion carried.

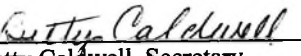
It was decided to hold the regular February Board Meeting on February 10, 2003 instead of February 6, 2003 as originally stated.

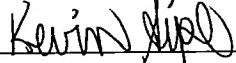
Since there were no objections the meeting was adjourned.

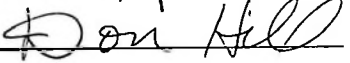








Betty Caldwell, Secretary




By: FRANKTON

IN ACCORDANCE WITH YOUR REQUEST, I HAVE PERSONALLY INSPECTED THE FOLLOWING PROPERTY, FROM THE EXTERIOR.

PROPERTY: LOTS 31-32-33-34-35-36 CONTINUATION OF COMMERCIAL ADDITION TO THE TOWN OF FRANKTON, MADISON COUNTY OF INDIANA.

THE PURPOSE OF THE SUMMARY APPRAISAL IS TO ESTIMATE THE MARKET VALUE OF THE PROPERTY.

AN INSPECTION OF THE PROPERTY AND A STUDY OF PERTINENT FACTORS, INCLUDING TRENDS AND AN ANALYSIS OF NEIGHBORHOOD DATA, LED THE APPRAISER TO THE CONCLUSION THAT THE MARKET VALUE, AS OF JANUARY 20, 2003 IS:

\$65,000.00

THE OPINION OF VALUE EXPRESSED IN THIS REPORT IS CONTINGENT UPON THE LIMITING CONDITIONS ATTACHED TO THIS REPORT.

THIS IS ONLY THE COVER PAGE, A FULL APPRAISAL WILL BE DELIVERED VIA U.S. MAIL.

IT HAS BEEN A PLEASURE TO ASSIST YOU, IF I MAY BE OF FURTHER SERVICE TO YOU IN THE FUTURE, PLEASE LET ME KNOW.

RESPECTFULLY SUBMITTED,

CHRIS JONES APPRAISALS

CHRIS JONES

Form DCVR -- "TOTAL for Windows" appraisal software by s is modis, inc. -- 1-800-ALUA03E

MONTHLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

	DEC 2001	DEC 2002	AMOUNT OF CHANGE	% OF CHANGE	YTD
ELWOOD					
ADULT	2719	3105	386	14%	45033
JUVENILE	2124	2396	272	13%	29469
Y. A.	176	158	-18	-10%	2533
PERIOD.	456	408	-48	-11%	6139
AUDIO	154	255	101	66%	3222
VIDEO	3119	3554	435	14%	41865
TOTAL	8748	9876	1128	13%	128261
FRANKTON					
ADULT	626	769	143	23%	11413
JUVENILE	526	786	260	49%	10517
Y. A.	17	46	29	171%	587
PERIOD.	181	211	30	17%	2678
AUDIO	24	33	9	38%	343
VIDEO	988	1364	376	38%	15267
TOTAL	2362	3209	847	36%	40805
HAZELBAKER					
ADULT	543	601	58	11%	8800
JUVENILE	452	429	-23	-5%	6628
Y. A.	47	35	-12	-26%	540
PERIOD.	65	94	29	45%	1198
AUDIO	32	27	-5	-16%	558
VIDEO	401	318	-83	-21%	5215
TOTAL	1540	1504	-36	-2%	22939
SYSTEM					
ADULT	3888	4475	587	15%	65246
JUVENILE	3102	3611	509	16%	46614
Y. A.	240	239	-1	0%	3660
PERIOD.	702	713	11	2%	10015
AUDIO	210	315	105	50%	4123
VIDEO	4508	5236	728	16%	62347
TOTAL	12650	14589	1939	15%	192005

	ELWOOD	FRANKTON	HAZELBAK.
TRAFFIC	8134	2020	830
REF.	49	47	9
ASSITS.	1717	357	161
COMP A.	569	210	165
J.	692	N/A	103
PROG. A.	6 / 251	0	0
J.	29 / 290	1 / 61	3 / 27

Tech Services processed 276 items and withdrew 72 items

YEARLY STATISTICS OF THE NORTH MADISON COUNTY LIBRARY SYSTEM

	AMOUNT OF % OF			
	2001	2002	CHANGE	CHANGE
ELWOOD				
ADULT	41388	45033	3645	9%
JUVENILE	26467	29469	3002	11%
Y. A.	2110	2533	423	20%
PERIOD.	6250	6139	-111	-2%
AUDIO	2751	3222	471	17%
VIDEO	33325	41865	8540	26%
TOTAL	112291	128261	15970	14%

FRANKTON				
ADULT	12288	11413	-875	-7%
JUVENILE	8699	10517	1818	21%
Y. A.	480	587	107	22%
PERIOD.	3241	2678	-563	-17%
AUDIO	468	343	-125	-27%
VIDEO	10983	15267	4284	39%
TOTAL	36159	40805	4646	13%

HAZELBAKER				
ADULT	8498	8800	302	4%
JUVENILE	5926	6628	702	12%
Y. A.	477	540	63	13%
PERIOD.	1371	1198	-173	-13%
AUDIO	650	558	-92	-14%
VIDEO	4602	5215	613	13%
TOTAL	21524	22939	1415	7%

SYSTEM				
ADULT	62174	65246	3072	5%
JUVENILE	41092	46614	5522	13%
Y. A.	3067	3660	593	19%
PERIOD.	10862	10015	-847	-8%
AUDIO	3869	4123	254	7%
VIDEO	48910	62347	13437	27%
TOTAL	169974	192005	22031	13%

	ELWOOD	FRANKTON	HAZELBAK.
TRAFFIC	114380	27942	12648
REF.	531	420	301
ASSITS.	31579	6715	4329
COMP A.	7972	4019	2535
J.	12990	N/A	2015
PROG. A.	56 / 950	31 / 212	36 / 177
J.	317 / 4680	25 / 472	45 / 424

Tech Services processed 7009 Items and withdrew 4588 items

Financial Report
North Madison County Public Library System

Report Dates = 12/1/02 to 12/31/02

<i>Fund</i>	<i>Start of year</i>	<i>Disbursements this month</i>	<i>Disbursements YTD</i>	<i>Receipts this month</i>	<i>Receipts YTD</i>	<i>Balance</i>
1. Operating Fund						
100 OPERATING FUND	\$450,144.87	\$70,935.41	\$788,028.02	\$295,125.06	\$928,305.61	\$590,422.46
105 Operating Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$450,144.87	\$70,935.41	\$788,028.02	\$295,125.06	\$928,305.61	\$590,422.46
2. Main						
103 Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
107 PLAC	\$150.00	\$0.00	\$925.00	\$50.00	\$925.00	\$150.00
110 LIRF Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$45,000.00	\$45,000.00
115 LIRF	\$45,340.28	\$0.00	\$45,000.00	\$0.00	\$10,000.00	\$10,340.28
117 Rainy Day Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$30,000.00	\$30,000.00
118 Rainy Day Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
120 Gift	\$10,134.02	\$409.16	\$5,301.64	\$200.00	\$3,940.49	\$8,772.87
122 Gates Gift Fund	\$1,155.61	\$0.00	\$1,155.61	\$0.00	\$0.00	\$0.00
130 Debt Service Fund	\$14,828.23	\$121,000.00	\$242,000.00	\$115,947.51	\$248,999.12	\$21,827.35
Subtotal	\$71,608.14	\$121,409.16	\$294,382.25	\$116,197.51	\$338,864.61	\$116,090.50
4. Withholding						
201 Federal Taxes Withheld	\$0.00	\$4,098.74	\$39,677.16	\$4,098.74	\$39,677.16	\$0.00
202 FICA	\$0.00	\$2,596.64	\$24,115.68	\$2,596.64	\$24,115.68	\$0.00
203 State Tax Withheld	\$0.00	\$1,417.21	\$13,329.22	\$1,417.21	\$13,329.22	\$0.00
204 County Taxes Withheld	\$0.00	\$407.99	\$3,784.93	\$407.99	\$3,784.93	\$0.00
205 PERF	\$0.00	\$1,810.04	\$7,598.46	\$754.02	\$7,598.46	\$0.00
206 Credit Union	\$0.00	\$2,663.39	\$28,730.56	\$2,663.39	\$28,730.56	\$0.00
207 Annuity	\$0.00	\$390.00	\$4,310.00	\$390.00	\$4,310.00	\$0.00
208 Insurance	\$0.00	\$205.88	\$4,942.92	\$205.88	\$4,942.92	\$0.00
209 Medicare	\$0.00	\$607.29	\$5,640.16	\$607.29	\$5,640.16	\$0.00
210 Other Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$0.00	\$14,197.18	\$132,129.09	\$13,141.16	\$132,129.09	\$0.00
Grand Total	\$521,753.01	\$206,541.75	\$1,214,539.36	\$424,463.73	\$1,399,299.31	\$706,512.96

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

Appropriation Report for 100 OPERATING FUND

North Madison County Public Library System

Report Date: From 12/1/02 To 12/31/02

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>1. Personal Services</i>							
1.12 Salary of Assistants	\$364,201.00	\$8,000.00	\$372,201.00	\$39,451.54	\$367,943.37	\$4,257.63	98.9
1.13 Wages of Janitor	\$20,269.00	\$1,000.00	\$21,269.00	\$2,430.13	\$21,022.55	\$246.45	98.8
1.14 Employee Benefits	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$972.17	\$527.83	64.8
1.16 Empl.Share FICA&Medicare	\$29,412.00	\$1,000.00	\$30,412.00	\$3,203.93	\$29,755.84	\$656.16	97.8
1.18 Emp Cont PERF	\$32,766.00	(\$7,000.00)	\$25,766.00	\$4,826.64	\$20,262.06	\$5,503.94	78.6
1.19 Emp Cont Group Ins	\$9,000.00	(\$3,000.00)	\$6,000.00	\$240.17	\$4,920.82	\$1,079.18	82.0
1.2 Salary of Board Treasurer	\$300.00	\$0.00	\$300.00	\$300.00	\$300.00	\$0.00	100.0
Subtotal	\$457,448.00	\$0.00	\$457,448.00	\$50,452.41	\$445,176.81	\$12,271.19	97.3
<i>2. Supplies</i>							
2.1 Office Supplies	\$10,000.00	(\$2,000.00)	\$8,000.00	\$864.36	\$7,564.36	\$435.64	94.6
2.12 Stationary & Supplies	\$750.00	(\$100.00)	\$650.00	\$0.00	\$203.75	\$446.25	31.3
2.2 Operating Supplies	\$6,200.00	\$1,500.00	\$7,700.00	\$616.68	\$7,060.02	\$639.98	91.7
2.21 Cleaning & Sanitation Supplies	\$2,500.00	\$500.00	\$3,000.00	\$358.48	\$2,579.18	\$420.82	86.0
2.23 Fuel, Oil and Lubricants	\$75.00	\$0.00	\$75.00	\$0.00	\$26.32	\$48.68	35.1
2.24 Bldg. Matl. And Supplies	\$500.00	\$0.00	\$500.00	\$0.00	\$9.32	\$490.68	1.9
2.25 Paint and painting supplies	\$500.00	(\$500.00)	\$0.00	\$0.00	\$0.00	\$0.00	0.0
2.26 Repair Parts/Maintenance	\$1,500.00	\$0.00	\$1,500.00	\$65.85	\$1,453.31	\$46.69	96.9
2.27 Other Repair & mainten.supplies	\$2,000.00	\$0.00	\$2,000.00	\$453.68	\$1,622.07	\$377.93	81.1
2.31 Book Processing	\$3,000.00	\$300.00	\$3,300.00	\$65.75	\$3,261.25	\$38.75	98.8

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
2.32 Automation	\$15,000.00	\$0.00	\$15,000.00	\$0.00	\$11,986.00	\$3,014.00	79.9
Subtotal	\$42,025.00	(\$300.00)	\$41,725.00	\$2,424.80	\$35,765.58	\$5,959.42	85.7
<i>2. Supplies</i>							
2.11 Official Records	\$1,650.00	(\$300.00)	\$1,350.00	\$24.42	\$598.73	\$751.27	44.4
Subtotal	\$1,650.00	(\$300.00)	\$1,350.00	\$24.42	\$598.73	\$751.27	44.4
<i>3. Other Services and Charge</i>							
3.1 Professional Services	\$18,000.00	\$4,000.00	\$22,000.00	\$1,429.52	\$19,985.36	\$2,034.64	90.8
3.11 Consulting Services	\$5,000.00	(\$4,000.00)	\$1,000.00	\$0.00	\$400.00	\$600.00	40.0
3.12 Legal Services	\$5,000.00	(\$4,000.00)	\$1,000.00	\$0.00	\$58.33	\$941.67	5.8
3.13 Other Professional Services	\$36,400.00	\$2,500.00	\$38,900.00	\$4,368.00	\$38,696.00	\$204.00	99.5
3.14 Engineering & Architects	\$5,000.00	(\$5,000.00)	\$0.00	\$0.00	\$0.00	\$0.00	0.0
3.21 Telephone & Telegraph	\$10,000.00	\$159.50	\$10,159.50	\$255.44	\$8,846.38	\$1,313.12	87.1
3.22 Postage & UPS	\$2,700.00	\$0.00	\$2,700.00	\$500.00	\$2,631.77	\$68.23	97.5
3.23 Traveling Expense	\$2,400.00	\$0.00	\$2,400.00	\$297.16	\$2,291.15	\$108.85	95.5
3.24 Professional Meetings	\$4,000.00	(\$2,000.00)	\$2,000.00	\$0.00	\$1,101.88	\$898.12	55.1
3.26 Elwood Children's Programing	\$2,000.00	\$0.00	\$2,000.00	\$271.64	\$1,998.39	\$1.61	99.9
3.27 Elwood Adult Programing	\$1,500.00	(\$1,000.00)	\$500.00	\$0.00	\$445.39	\$54.61	89.1
3.28 Frankton Programing	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$989.16	\$10.84	98.9
3.29 Summitville Programing	\$700.00	\$0.00	\$700.00	\$0.00	\$697.18	\$2.82	99.6
3.3 Title Source	\$2,500.00	\$50.00	\$2,550.00	\$0.00	\$2,525.00	\$25.00	99.0
3.31 Advertising & Public Notices	\$250.00	\$200.00	\$450.00	\$0.00	\$372.35	\$77.65	82.7
3.4 Insurance	\$11,000.00	\$1,330.00	\$12,330.00	\$0.00	\$12,249.00	\$81.00	99.3
3.41 Official Bonds	\$350.00	\$100.00	\$450.00	\$0.00	\$433.00	\$17.00	96.2
3.51 Gas	\$12,000.00	(\$3,000.00)	\$9,000.00	\$1,466.82	\$5,476.39	\$3,523.61	60.8

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
3.52 Electricity	\$23,100.00	(\$1,500.00)	\$21,600.00	\$1,069.85	\$21,600.00	\$0.00	100.0
3.53 Water	\$2,900.00	\$0.00	\$2,900.00	\$379.06	\$2,703.67	\$196.33	93.2
3.54 Waste Disposal Services	\$600.00	\$300.00	\$900.00	\$17.98	\$493.25	\$406.75	54.8
3.61 Bldg. & Structure/Maint.	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$438.00	\$562.00	43.8
3.62 Equipment/Maint.	\$4,000.00	(\$500.00)	\$3,500.00	\$951.00	\$3,024.64	\$475.36	86.4
3.7 Rentals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
3.72 Equipment/Rental	\$3,000.00	(\$1,000.00)	\$2,000.00	\$320.38	\$1,555.07	\$444.93	77.8
3.8 Dues	\$850.00	\$800.00	\$1,650.00	\$739.84	\$1,599.68	\$50.32	97.0
3.81 Taxes	\$800.00	(\$600.00)	\$200.00	\$0.00	\$114.50	\$85.50	57.3
3.9 Transfer to LIRF	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$10,000.00	\$0.00	100.0
Subtotal	\$166,050.00	(\$13,160.50)	\$152,889.50	\$12,066.69	\$140,705.54	\$12,183.96	92.0

4. Capitol Outlays

4.1 Land Buildings Improvements	\$500.00	\$650.00	\$1,150.00	\$0.00	\$1,120.00	\$30.00	97.4
4.2 Furniture & Equipment	\$5,500.00	(\$1,000.00)	\$4,500.00	\$207.08	\$3,211.07	\$1,288.93	71.4
4.21 Technology Equipment	\$14,000.00	\$7,200.00	\$21,200.00	\$0.00	\$11,900.16	\$9,299.84	56.1
4.31 Elwood Adult	\$33,500.00	(\$2,000.00)	\$31,500.00	\$1,845.06	\$30,725.83	\$774.17	97.5
4.32 Elwood Childrens	\$12,500.00	(\$500.00)	\$12,000.00	\$220.00	\$11,497.62	\$502.38	95.8
4.33 Elwood YA	\$2,000.00	\$0.00	\$2,000.00	\$33.45	\$1,870.81	\$129.19	93.5
4.34 Frankton	\$18,500.00	\$0.00	\$18,500.00	\$738.29	\$18,231.30	\$268.70	98.5
4.35 Summitville	\$12,500.00	\$400.00	\$12,900.00	\$623.22	\$12,898.60	\$1.40	100.0
4.36 Elwood Indiana Room	\$4,000.00	(\$1,000.00)	\$3,000.00	\$340.70	\$2,886.07	\$113.93	96.2
4.4 Elwood Period. & News.	\$4,600.00	\$14.00	\$4,614.00	\$92.53	\$4,114.74	\$499.26	89.2
4.41 Frankton Per. & Newsp.	\$2,450.00	\$0.00	\$2,450.00	\$2.00	\$1,726.73	\$723.27	70.5
4.42 Summitville Period. & Newsp.	\$1,300.00	\$100.00	\$1,400.00	\$105.00	\$1,367.01	\$32.99	97.6

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
4.51 Elwood AV	\$10,500.00	\$100.00	\$10,600.00	\$540.23	\$10,571.35	\$28.65	99.7
4.52 Frankton AV	\$5,480.00	\$0.00	\$5,480.00	\$959.00	\$5,198.74	\$281.26	94.9
4.53 Summitville AV	\$2,800.00	\$100.00	\$2,900.00	\$109.92	\$2,846.11	\$53.89	98.1
4.54 Technology Software	\$2,500.00	\$10,000.00	\$12,500.00	\$0.00	\$9,281.30	\$3,218.70	74.3
4.6 2001 Encumbrances	\$5,735.06	\$0.00	\$5,735.06	\$0.00	\$5,735.06	\$0.00	100.0
Subtotal	\$138,365.06	\$14,064.00	\$152,429.06	\$5,816.48	\$135,182.50	\$17,246.56	88.7
Grand Total	\$805,538.06	\$303.50	\$805,841.56	\$70,784.80	\$757,429.16	\$48,412.40	94.0

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

Receipt Listing

North Madison County Public Library System

Report Date From 12/1/02 To 12/31/02

Receipt #	Date	Name	Explanation	Rank	Total
56	12/02	SMALL		1	\$4,400.77
56	12/02	STATE FINANCIAL BANK	NOVEMBER INTEREST	1	\$181.14
57	12/02	COMMUNITY BANK	NOVEMBER INTEREST	3	\$4.46
58	12/02	FIRST FARMERS BANK & T	NOVEMBER INTEREST	4	\$18.07
59	12/15/02	PAYROLL		1	\$4,403.53
620	12/2/02	DARLENE JEFFRIES	FINES & FEES - RECEIPT # 4307	1	\$30.48
621	12/2/02	DARLENE JEFFRIES	FINES & FEES - RECEIPT # 4308	1	\$87.35
622	12/2/02	EMILY DAVIDSON	FINES & FEES - RECEIPT # 4309	1	\$13.80
623	12/2/02	NATIONAL CITY BANK	FRANKTON RENT - RECEIPT # 4310	1	\$500.00
624	12/3/02	EMILY DAVIDSON	FINES & FEES - RECEIPT # 4311	1	\$134.28
625	12/3/02	BARBARA McADAMS	FINES & FEES - RECEIPT # 4312	1	\$22.65
626	12/3/02	CAROLYN LAMBERTSON	FINES & FEES - RECEIPT # 4313	1	\$19.65
627	12/5/02	AMBER BLOOD	FINES & FEES - RECEIPT # 4314	1	\$48.76
628	12/5/02	EMILY DAVIDSON	FINES & FEES - RECEIPT # 4315	1	\$83.50
629	12/5/02	EMILY DAVIDSON	FINES & FEES - RECEIPT # 4316	1	\$76.09
630	12/5/02	NANCY SUMNER	FINES & FEES - RECEIPT # 4317	1	\$61.89
631	12/6/02	CAROLYN LAMBERTSON	FINES & FEES - RECEIPT # 4318	1	\$65.30
632	12/9/02	NANCY SUMNER	FINES & FEES - RECEIPT # 4319	1	\$98.80
633	12/9/02	EMILY DAVIDSON	FINES & FEES - RECEIPT # 4320	1	\$54.90
634	12/9/02	LAWRENCE FIHE	DONATION IN MEMORY OF JOSEPH AND MARGARET FIHE - RECEIPT # 4321	1	\$100.00
635	12/9/02	KATHLEEN WITTKAMPER	DONATION - RECEIPT # 4322	1	\$50.00
636	12/10/02	EMILY DAVIDSON	FINES & FEES - RECEIPT # 4323	1	\$48.10
637	12/11/02	EMILY DAVIDSON	FINES & FEES - RECEIPT # 4324	1	\$128.40
638	12/11/02	BARBARA McADAMS	FINES & FEES - RECEIPT # 4325	1	\$84.20
639	12/11/02	EMILY DAVIDSON	SALE OF BOOKS - RECEIPT # 4326	1	\$28.50
640	12/12/02	EMILY DAVIDSON	FINES & FEES - RECEIPT # 4328	1	\$61.80
641	12/13/02	NANCY SUMNER	FINES & FEES - RECEIPT # 4328	1	\$80.05
642	12/13/02	CAROLYN LAMBERTSON	FINES & FEES - RECEIPT # 4329	1	\$102.40
643	12/16/02	KATIE BURRIS	FINES & FEES - RECEIPT # 4330	1	\$35.10
644	12/16/02	AMBER BLOOD	FINES & FEES - RECEIPT # 4331	1	\$63.89
645	12/16/02	EMILY DAVIDSON	FINES & FEES - RECEIPT # 4332	1	\$69.20
646	12/16/02	BEVERLY AUSTIN	BOOK DISCUSSION BOOKS - RECEIPT # 4333	1	\$17.50
647	12/16/02	EMILY DAVIDSON	FINES & FEES - RECEIPT # 4334	1	\$13.00

Receipt #	Date	Name	Explanation	Rank	Total
648	12/17/02	EMILY DAVIDSON	FINES & FEES - RECEIPT # 4337	1	\$95.91
649	12/17/02	BARBARA McADAMS	FINES & FEES - RECEIPT # 4338	1	\$82.75
650	12/17/02	FRANKTON CITYMAN SIST	DONATION TO FRANKTON - RECEIPT # 4339	1	\$50.00
651	12/18/02	EMILY DAVIDSON	FINES & FEES - RECEIPT # 4339	1	\$26.75
652	12/19/02	EMILY DAVIDSON	FINES & FEES - RECEIPT # 4339	1	\$36.00
653	12/19/02	AMBER BLOOD	FINES & FEES - RECEIPT # 4340	1	\$25.05
654	12/20/02	NANCY SUMNER	FINES & FEES - RECEIPT # 4341	1	\$96.40
655	12/20/02	CAROLYN LAMBERTSON	FINES & FEES - RECEIPT # 4342	1	\$22.10
656	12/26/02	NANCY SUMNER	FINES & FEES - RECEIPT # 4343	1	\$83.54
657	12/26/02	DARLENE JEFFRIES	FINES & FEES - RECEIPT # 4344	1	\$15.46
658	12/26/02	DARLENE JEFFRIES	SALE OF BOOKS - RECEIPT # 4345	1	\$11.82
659	12/27/02	NANCY SUMNER	FINES & FEES - RECEIPT # 4346	1	\$85.20
660	12/31/02	PAYROLL		1	\$4,328.86
661	12/30/02	KATIE BURRIS	FINES & FEES - RECEIPT # 4347	1	\$58.00
662	12/30/02	NATIONAL CITY BANK	FRANKTON RENT - RECEIPT # 4348	1	\$500.00
663	12/30/02	EMILY DAVIDSON	FINES & FEES - RECEIPT # 4349	1	\$23.85
664	12/30/02	AMBER BLOOD	FINES & FEES - RECEIPT # 4350	1	\$31.86
665	12/30/02	TREASURER MADISON CO	COUNTY OPTION TAX (DECEMBER DISTRIBUTION)	1	\$25,185.86
666	12/30/02	TREASURER MADISON CO	COMMERCIAL VEHICLE EXCISE TAX (DECEMBER DISTRIBUTION)	1	\$3,025.00
667	12/30/02	TREASURER MADISON CO	FINANCIAL INSTITUTION TAX (DECEMBER DISTRIBUTION)	1	\$1,383.00
668	12/30/02	TREASURER MADISON CO	GENERAL PROPERTY TAX (DECEMBER DISTRIBUTION)	1	\$376,992.00
669	12/31/02	BARBARA McADAMS	FINES & FEES - RECEIPT # 4354	1	\$134.24
670	12/31/02	EMILY DAVIDSON	FINES & FEES - RECEIPT # 4356	1	\$55.50

Total All Receipts

\$424,453.73

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

Voucher List

North Madison County Public Library System

Report Date: From 12/1/02 To 12/31/02

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
0	764	PAYROLL	12/4/02	PAYROLL	\$13,934.50
0	765	EFTPS	12/4/02	P/R ENDING 11/30/02	\$3,487.68
0	766	AETNA LIFE INSURANCE AND	12/4/02	P/R ENDING 11/30/02	\$130.00
21103	767	MADISON COUNTY FEDERAL	12/4/02	P/R ENDING 11/30/02	\$2,339.04
21101	768	CITY WATER & SEWAGE DEP	12/4/02	As per attached invoices.	\$155.95
21102	769	ELWOOD CALL LEADER	12/4/02	52 WEEK SUBSCRIPTION-SUMMITVILLE	\$105.00
21104	770	TOWN OF FRANKTON	12/4/02	As per attached invoices.	\$109.12
21105	771	VISA	12/4/02	As per attached invoices.	\$44.89
21106	772	ROBERT BACH	12/4/02	SANTA AT SUMMITVILLE-12/14/02	\$60.00
21108	773	ANDERSON COSTUME SHOP	12/9/02	SANTA SUIT & MRS SANTA SUIT-FRANKTON	\$110.00
21109	774	ARAB TERMITE & PEST CONT	12/9/02	As per attached invoices.	\$46.00
21111	775	AUDIO VISUAL COMMUNICATI	12/9/02	SERVICE CONTRACT FOR DECEMBER	\$119.00
21113	776	BARBARA SNIPES	12/9/02	MILEAGE FOR NOVEMBER	\$50.62
21114	777	BEVERLY AUSTIN	12/9/02	MILEAGE FOR 10/1/02-12/3/02	\$112.00
21115	778	CINTAS CORPORATION	12/9/02	As per attached invoices.	\$76.47
21107	779	A.E. BOYCE CO., INC.	12/9/02	W-2 FORMS 100R FORMS	\$24.42
21116	780	DIANA L. SHEPARD	12/9/02	MILEAGE	\$65.24
21117	781	ECONOMY PLUMBING SUPPL	12/9/02	METAL COVERS FOR AUTOMATIC FLUSHERS	\$259.50
21118	782	EDWARDS ELECTRICAL & ME	12/9/02	INSPECTION AND REPAIRS TO FURNACE	\$770.04
21119	783	ELWOOD PIPECREEK GENE	12/9/02	ST JOSEPH CATHOLIC CEMETARY BOOK	\$15.00
21121	784	FILIP, INC.	12/9/02	As per attached invoices.	\$52.97
21122	785	FRANKTON HIGH SCHOOL (St	12/9/02	YEARBOOKS	\$170.00
21123	786	HIGGINSON BOOK COMPANY	12/9/02	As per attached invoices.	\$340.70
21124	787	HORTON'S & SONS OF ELWO	12/9/02	As per attached invoices.	\$65.85
21125	788	IDLEWINE LAWNMOWER SAL	12/9/02	LAWN TRACTOR READY FOR WINTER	\$109.48
21126	789	INDIANA HISTORICAL SOCIET	12/9/02	ANNUAL MEMBERSHIP DUES	\$35.00
21128	790	INTELENET COMMISSION(ST	12/9/02	As per attached invoices.	\$6.18
21129	791	JAMIE B. SCOTT	12/9/02	MILEAGE FOR NOVEMBER	\$26.18
21130	792	K MART	12/9/02	As per attached invoices.	\$148.83
21132	793	LIBRARY VIDEO COMPANY	12/9/02	As per attached invoices.	\$30.45
21131	794	LEXIS NEXIS MATTHEW BEND	12/9/02	As per attached invoices.	\$138.45
21133	795	MARSH SUPERMARKET	12/9/02	As per attached invoices.	\$25.47
21135	796	MICHAEL BYRGE	12/9/02	SANTA FOR FRANKTON	\$50.00
21136	797	MIDWEST TAPE	12/9/02	As per attached invoices.	\$1,562.23
21139	798	QUILL CORPORATION	12/9/02	As per attached invoices.	\$248.78
21140	799	RAMSAY BUSINESS PRODUC	12/9/02	As per attached invoices.	\$240.07
21142	800	STAR FINANCIAL BANK	12/9/02	LOCK BOX RENTAL	\$25.00
21143	801	STATE CHEMICAL MANUFACT	12/9/02	As per attached invoices.	\$144.81
21141	802	SPECIALTY STORE SERVICES	12/9/02	As per attached invoices.	\$65.75
21145	803	WAYNE DAVIDSON	12/9/02	TREASURER LIBRARY BOARD-BOARD APPROVAL	\$300.00
21144	804	VECTREN ENERGY DELIVERY	12/9/02	As per attached invoices.	\$88.17
21110	805	AT&T	12/9/02	As per attached invoices.	\$47.58
21120	806	EXPANETS	12/9/02	As per attached invoices.	\$137.64
21134	807	MARVIN SAUBERT	12/9/02	NOVEMBER LAWN CARE-SUMMITVILLE	\$250.00
21138	808	POSTMASTER - SUMMITVILL	12/9/02	ANNUAL POSTAL BOX FEE-SUMMITVILLE-BOX # 486	\$68.00
21137	809	POPULAR SUBSCRIPTION SE	12/9/02	As per attached invoices.	\$59.53
21112	810	BAKER & TAYLOR	12/9/02	As per attached invoices.	\$3,271.27
21127	811	INDIANA LIBRARY FEDERATIO	12/9/02	2003 DUES FOR LIBRARY & TRUSTEES	\$739.84
21146	812	GAYLORD BROS.	12/10/02	As per attached invoices.	\$90.70

Printed on Tuesday, December 31, 2002

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Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
21147	813	NATIONAL CITY BANK, INDIAN	12/22/02	SEMIANNUAL LEASE PAYMENT DUE 12/31/02	\$121,000.00
0	814	PAYROLL	12/18/02	PAYROLL	\$13,940.10
0	815	EFTPS	12/18/02	P/R ENDING 12/14/02	\$3,502.79
0	816	AETNA LIFE INSURANCE AND	12/18/02	P/R ENDING 12/14/02	\$130.00
21150	817	CITY OF ELWOOD NON-REVE	12/18/02	DECEMBER INSURANCE PAYMENT	\$448.05
21156	818	MADISON COUNTY FEDERAL	12/18/02	P/R ENDING 12/14/02	\$2,339.89
21149	819	AT&T	12/18/02	As per attached invoices.	\$84.04
21151	820	FILIP, INC.	12/18/02	As per attached invoices.	\$84.23
21152	821	GAYLORD BROS.	12/18/02	As per attached invoices.	\$20.17
21153	822	HARRIS INFOSOURCE	12/18/02	INDIANA MANUFACTURERS DIRECTORY	\$135.10
21154	823	INDIANA-AMERICAN WATER C	12/18/02	As per attached invoices.	\$47.33
21155	824	K MART	12/18/02	As per attached invoices.	\$133.64
21157	825	ORIENTAL TRADING COMPAN	12/18/02	As per attached invoices.	\$83.05
21158	826	QUILL CORPORATION	12/18/02	As per attached invoices.	\$332.94
21159	827	USI, INC	12/18/02	LAMINATOR-ELWOOD	\$207.08
21160	828	VECTREN ENERGY DELIVERY	12/18/02	As per attached invoices.	\$612.31
21161	829	WEBER OFFICE EQUIPMENT	12/18/02	SERVICE CALL FOR TYPEWRITERS	\$135.00
21148	830	AMERICAN ELECTRIC POWER	12/18/02	As per attached invoices.	\$365.24
21163	831	AMERICAN ELECTRIC POWER	12/31/02	As per attached invoices.	\$1,204.51
21173	832	PURCHASE POWER	12/31/02	As per attached invoices.	\$633.23
21175	833	TOWN OF FRANKTON	12/31/02	As per attached invoices.	\$82.44
21177	834	VECTREN ENERGY DELIVERY	12/31/02	As per attached invoices.	\$110.56
21178	835	VISA	12/31/02	As per attached invoices.	\$63.33
21165	836	DEMCO	12/31/02	As per attached invoices.	\$180.32
21162	837	22ND STREET HARDWARE	12/31/02	As per attached invoices.	\$194.18
21167	838	HORTON'S & SONS OF ELWO	12/31/02	As per attached invoices.	\$18.42
21168	839	HPS OFFICE SYSTEMS	12/31/02	ANNUAL COPIER MAINTENANCE AGREEMENT	\$858.00
21174	840	QUILL CORPORATION	12/31/02	As per attached invoices.	\$211.95
21176	841	UPSTART	12/31/02	As per attached invoices.	\$52.71
21171	842	PITNEY BOWES	12/31/02	4TH QUARTER POSTAGE METER RENTAL	\$151.00
21164	843	CITY WATER & SEWAGE DEP	12/31/02	As per attached invoices.	\$158.08
0	844	PAYROLL	12/31/02	PAYROLL	\$14,007.07
0	845	EFTPS	12/31/02	P/R ENDING 12/28/02	\$3,516.15
0	846	AETNA LIFE INSURANCE AND	12/31/02	P/R ENDING 12/28/02	\$130.00
21169	847	INDIANA DEPARTMENT OF RE	12/31/02	DECEMBER TAX PAYMENT	\$1,825.20
21170	848	MADISON COUNTY FEDERAL	12/31/02	P/R ENDING 12/28/02	\$2,355.66
21166	849	DIANA L. SHEPARD	12/31/02	MILEAGE FOR DECEMBER	\$43.12
21172	850	PUBLIC EMP. RETIREMENT F	12/31/02	4TH QUARTER 2002 CONTRIBUTIONS	\$6,636.68

Printed on Tuesday, December 31, 2002

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Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
Total Amount of Claims					\$206,541.75

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

Tuesday, December 31, 2002

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 1/1/98.

Bank Balances

North Madison County Public Library System

Report as of: 12/31/02

<i>Bank</i>		
1	Star Financial Bank	\$675,721.46
2	Huntington Bank	\$0.00
3	Community Bank/Summitville	\$11,890.19
4	First Farmers Bank & Trust	\$18,901.31
Total all banks =		\$706,512.96

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

AGENDA

February 10, 2003

**NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES**

**Elwood Public Library
Executive Session
6:30 P.M.**

**CALL TO ORDER
CALL FOR QUORUM
BUSINESS**

- 1. Purchase/lease of Real Property IC5-14-1.5-6(b)(2)(D)**

ADJOURNMENT

**Regular Meeting
7:00 P.M.**

**CALL TO ORDER
CALL FOR QUORUM
MINUTES
CLAIMS REGISTER & CHECKS
OLD BUSINESS**

- 1. Frankton**

NEW BUSINESS

- 1. Notice of Additional Insurance availability**
- 2. Approval to pay administrative fees for Leasing Corp**

**DIRECTOR'S REPORT
ADJOURNMENT**

**NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
EXECUTIVE SESSION
February 10, 2003**

CALL TO ORDER

President Kevin Sipe called an executive session of the North Madison County Public Library Board of Trustees to order at 6:30pm on February 10, 2003 in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present with President Sipe were Don Hill, Betty Caldwell, Jerry Kaiser, Wayne Davidson, Pam Bohlander, Director Beverly Austin and Administrative Assistant Diana Shepard.

BUSINESS

The meeting was held for discussion of Purchase/Lease of real property IC5-14-1.5-6(b)(2)(d). No other subject matter was discussed in the executive session other than the subject matter specified in the public notice.

Since there were no objections the meeting was adjourned at 7:00pm.

<u>Amber Bohlander</u>	<u>Betty Caldwell</u> Betty Caldwell, Secretary
<u>Don Hill</u>	<u>Kevin Sipe</u>
<u>Bruce Debell</u>	<u>Jerry Kaiser</u>
	<u>Wayne Davidson</u>

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MEETING
February 10, 2003
7:00pm

CALL TO ORDER

President Kevin Sipe call a regular meeting of the North Madison County Public Library Board of Trustees to order at 7:00pm on February 10, 2003 in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present were President Kevin Sipe, Don Hill, Betty Caldwell, Jerry Kaiser, Wayne Davidson, Pam Bohlander, Director Beverly Austin and Administrative Assistant Diana Shepard.

MINUTES

Pam Bohlander made a motion to accept the minutes from the Regular meeting and Board of Finance meeting held January 13, 2003, the executive session held January 16, 2003 and public meeting held on January 23, 2003. Jerry Kaiser made a second and the motion carried.

CLAIMS REGISTER AND CHECKS

The members signed the claims register and Treasurer Wayne Davidson signed checks.

OLD BUSINESS

Frankton

Jerry Kaiser made a motion to purchase Lots 31, 32, 33, 34, 35 and 36 in the Continuation of Commercial Addition to the Town of Frankton, Madison County, Indiana from the Frankton Lion's Club as specified in the real estate purchase agreement draft. Pam Bohlander made a second and the motion carried. It was noted to check to see if this property is in a flood plain.

The director is to obtain estimates to adequately use the north entrance of the Elwood facility. At the present time, during times of freezing, the doors will not open properly.

NEW BUSINESS

Notice of additional insurance availability

Information has been received from Indiana Insurance, the Library's current carrier, that on November 26, 2002, President Bush signed the Terrorism Risk Insurance Act into law. The new law requires that insurance companies provide a formal disclosure notice describing how the federal "Terrorism Insurance Program" works. This coverage is included in the Library's current policy at no additional charge. Upon renewal there could be an additional charge. The director was asked to call Burnette-Dellinger for further information.

APPROVAL TO PAY ADMINISTRATIVE FEES FOR LEASING CORPORATION

A motion was made by Pam Bohlander that gave permission to National City Bank to pay administrative fees for the Leasing Corporation in the amount of \$1,396.58 out of the Operation & Reserve Fund and the Sinking Fund. Jerry Kaiser made a second and the motion carried.

DIRECTOR'S REPORT

Tentative 2003 budget information based on non-reassessment assessed values has been received from the Department of Local Government Finance. Upon receipt of final assessed values final budget information will be sent. As part of this information the Operating Fund net tax rate has been reduced from 0.128 to 0.1231 and the Debt Service net tax rate has been reduced from 0.078 to 0.0726. Since it is very likely that the June Property Tax draw will be late because of reassessment, avenues are being investigated in order to borrow money to make the June Lease payment. We could borrow money from the Indiana Bond Bank or get an advanced tax draw. The Library will not be receiving a settlement from the Brugger estate. A calendar of meetings was distributed. Tuesday, February 25: Public hearing at Elwood 5:00pm open bids for sale of Frankton property. Monday, March 10: Board will meet at Frankton 6:30 for public meeting with executive session following the public meeting. Monday April 14: Board meeting at Elwood with the executive session at 6:30 and the regular meeting at 7:00pm. Monday, May 12: the board will meet at Summitville with the executive session at 6:30 and the public meeting at 7:00pm. The January stats look good. Overall circulation was up thirteen percent in 2002 over 2001. A little over \$800 was collected from the letters that were sent out to patrons with overdue materials. A middle school student has been dismissed from the library and no longer has library privileges for six months. Life Stream Services will be using the Elwood facility on February 12, 2003 at 1:30pm to inform the community of the help they provide to senior citizens. They will also be donating books to the library.

Since there were no objections the meeting was adjourned at 7:40pm.

Betty Caldwell
Betty Caldwell, Secretary

Amelia Bohlander
Don Hill
Betty DeBell

Jerry Kaiser
Wayne Davidson

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
PUBLIC HEARING
February 25, 2003
5:00pm

CALL TO ORDER

A Public Hearing to receive input on the sale of Lots numbered 37, 38 and 39 in continuation of Commercial Addition to the Town of Frankton, was called to order on February 25, 2003 at 5:00pm in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present were Wayne Davidson, Betty Caldwell, Bette Dalzell, Jerry Kaiser, Don Hill, Kevin Sipe and Pam Bohlander. Also in attendance were Director Beverly Austin and Diana Shepard.

PRESENTATION OF LEGAL NOTICE

The terms of sale as specified in the legal notice were presented. The offering price for the property commonly known as 111-113 East Sigler Street, Frankton, Indiana 46044 shall not be less than (\$76,500.00) plus all appraisal fees, title insurance, recording fees and advertising costs payable in cash or certified funds at the time of purchase. Bids will be accepted for a period of fourteen (14) days beginning February 10, 2003 through February 25, 2003, with the public hearing to be held on February 25, 2003 at 5:00pm.

PUBLIC INPUT

Mr. Bill Surbaugh was in attendance on behalf of National City Bank. He presented a bid on behalf of National City Bank and discussion was held with both parties stating their terms of sale. National City wishes three parking spaces assigned for their employees in the library parking lot, the library pay for Mr. Surbaugh's fees and they do not feel they should be responsible for all of the closing fees. The library wishes to net (\$76,500.00) to have twelve months free rent, the Bank pay Mr. Surbaugh's fees of \$2,500 and a rent be specified after the twelve month free rent period. The library will be responsible for the library appraisal fee, title insurance and advertising fees. Mr. Surbaugh will be talking with the Bank representatives and then send an amended contract.

With no objections, the public hearing was adjourned.

Betty Caldwell
Betty Caldwell, Secretary

Pam Bohlander Jerry Kaiser
Don Hill Bette Dalzell
Betty Caldwell _____

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
Special Executive Session
February 25, 2003
5:30pm

CALL TO ORDER

President Kevin Sipe called an executive session of the North Madison County Public Library Board of Trustees to order at 5:30pm on February 25, 2003 in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present with President Sipe were members Wayne Davidson, Betty Caldwell, Bette Dalzell, Jerry Kaiser, Don Hill and Pam Bohlander. Also in attendance were Director Beverly Austin and Diana Shepard.

BUSINESS

The meeting was held for discussion of Purchase/Lease of real property IC5-14-1.5-6(b)(2)(d). No other subject matter was discussed in the executive session other than the subject matter specified in the public notice.

Betty Caldwell
Betty Caldwell, Secretary

Pam Bohlander Jerry Kaiser
Don Hill Bette Dalzell
Betty Caldwell _____

TRANSACTION REPORT

Feb-06-03 Thu 8:11 AM

Type	Sending	Receiver	TX/RX Time	Pages	Note
Feb-06	8:10 AM	HEARLD BULLETIN	33s	1	OK

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*Please publish on Friday
2/7/03 and again on Monday
2/10/03*

*Thank you
Diana*

TRANSACTION REPORT

Feb-06-03 Thu 8:10 AM

Type	Sending	Receiver	TX/RX Time	Pages	Note
Feb-06	8:09 AM	CALL LEADER	30s	1	OK

Register Of Claims

North Madison County Public Library System

Report Date: From 1/14/03 To 2/10/03

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	32	ING AETNA	Annuity	Payroll Deductions	\$130.00	1/15/03	P/R ENDING 1/11/03
Total this claim					\$130.00		
0	30	PAYROLL	OPERATING FUND	Salary of Assistants	\$13,530.97	1/15/03	PAYROLL
			OPERATING FUND	Wages of Janitor	\$873.21		
Total this claim					\$14,404.18		
0	31	EFTPS	OPERATING FUND	Empl.Share FICA&Medicare	\$1,101.93	1/15/03	P/R ENDING 1/11/03
			FICA	Payroll Deductions	\$893.04		
			Federal Taxes Withheld	Payroll Deductions	\$1,436.37		
			Medicare	Payroll Deductions	\$208.89		
Total this claim					\$3,640.23		
0	55	STAR FINANCIAL BANK	LIRF Investment	Interbank Transfers	\$45,000.00	1/29/03	CASHED IN CD #6037861876
Total this claim					\$45,000.00		
0	43	ING AETNA	Annuity	Payroll Deductions	\$130.00	1/29/03	P/R ENDING 1/25/03
Total this claim					\$130.00		
0	41	PAYROLL	OPERATING FUND	Salary of Assistants	\$13,671.25	1/29/03	PAYROLL
			OPERATING FUND	Wages of Janitor	\$820.53		
Total this claim					\$14,491.78		
0	42	EFTPS	OPERATING FUND	Empl.Share FICA&Medicare	\$1,108.61	1/29/03	P/R ENDING 1/25/03
			FICA	Payroll Deductions	\$898.49		
			Federal Taxes Withheld	Payroll Deductions	\$1,445.87		
			Medicare	Payroll Deductions	\$210.12		
Total this claim					\$3,663.09		
21208	36	AT&T	OPERATING FUND	Telephone & Telegraph	\$37.94	1/15/03	As per attached invoices.
Total this claim					\$37.94		
21209	35	GAYLORD BROS.	OPERATING FUND	Operating Supplies	\$15.46	1/15/03	As per attached invoices.
			OPERATING FUND	Book Processing	\$442.79		
Total this claim					\$458.25		
21210	37	INDIANA-AMERICAN WATER C	OPERATING FUND	Water	\$55.00	1/15/03	As per attached invoices.
Total this claim					\$55.00		

<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>
21211	38	LIBRARY STORE INC., THE	OPERATING FUND	Book Processing	\$446.40	1/15/03	As per attached invoices.
				Total this claim	<u>\$446.40</u>		
21212	33	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$474.21	1/15/03	P/R ENDING 1/11/03
			OPERATING FUND	Other Professional Services	\$1,456.00		
				Total this claim	<u>\$1,930.21</u>		
21213	39	MINOLTA BUSINESS SYSTEM	OPERATING FUND	Professional Services	\$110.00	1/15/03	SERVICE READER PRINTER 1/6/03
				Total this claim	<u>\$110.00</u>		
21214	34	QUILL CORPORATION	OPERATING FUND	Office Supplies	\$48.90	1/15/03	As per attached invoices.
				Total this claim	<u>\$48.90</u>		
21215	40	VECTREN ENERGY DELIVERY	OPERATING FUND	Gas	\$864.99	1/15/03	As per attached invoices.
				Total this claim	<u>\$864.99</u>		
21216	47	AMERICAN ELECTRIC POWER	OPERATING FUND	Electricity	\$1,220.43	1/29/03	As per attached invoices.
			OPERATING FUND	Electricity	\$367.32		
				Total this claim	<u>\$1,587.75</u>		
21217	48	AT&T	OPERATING FUND	Telephone & Telegraph	\$33.72	1/29/03	As per attached invoices.
				Total this claim	<u>\$33.72</u>		
21218	45	CITY OF ELWOOD NON-REVE	OPERATING FUND	Emp Cont Group Ins	\$240.17	1/29/03	JANUARY INSURANCE
			Insurance	Emp Cont Group Ins	\$205.88		
				Total this claim	<u>\$446.05</u>		
21219	49	CITY WATER & SEWAGE DEP	OPERATING FUND	Water	\$158.08	1/29/03	As per attached invoices.
				Total this claim	<u>\$158.08</u>		
21220	50	CNHI MEDIA	OPERATING FUND	Elwood Period. & News.	\$170.00	1/29/03	12 MONTH SUBSCRIPTION FOR ELWOOD
				Total this claim	<u>\$170.00</u>		
21221	44	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$977.88	1/29/03	TAX PAYMENT FOR JANUARY
			County Taxes Withheld	Payroll Deductions	\$281.72		
				Total this claim	<u>\$1,259.60</u>		
21222	46	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$479.94	1/29/03	P/R ENDING 1/25/03
			OPERATING FUND	Other Professional Services	\$1,456.00		
				Total this claim	<u>\$1,935.94</u>		
21223	51	STAR PRESS,THE	OPERATING FUND	Elwood Period. & News.	\$169.00	1/29/03	52 WEEK SUBSCRIPTION FOR ELWOOD
				Total this claim	<u>\$169.00</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>
21224	52	TOWN OF FRANKTON	OPERATING FUND	Electricity	\$71.37	1/29/03	As per attached invoices.
			OPERATING FUND	Water	\$8.85		
			OPERATING FUND	Waste Disposal Services	\$9.24		
				Total this claim	\$89.46		
21225	53	VECTREN ENERGY DELIVERY	OPERATING FUND	Gas	\$118.82	1/29/03	As per attached invoices.
				Total this claim	\$118.82		
21226	54	VISA	Gift	Operating Supplies	\$59.94	1/29/03	As per attached invoices.
				Total this claim	\$59.94		
21227	56	ARAB TERMITE & PEST CONT	OPERATING FUND	Professional Services	\$46.00	2/10/03	As per attached invoices.
				Total this claim	\$46.00		
21228	95	AT&T	OPERATING FUND	Telephone & Telegraph	\$54.09	2/10/03	As per attached invoices.
				Total this claim	\$54.09		
21229	57	AUDIO VISUAL COMMUNICATI	OPERATING FUND	Professional Services	\$238.00	2/10/03	SERVICE CONTRACT FOR JANUARY & FEBRUARY
				Total this claim	\$238.00		
21230	99	BAKER & TAYLOR	OPERATING FUND	Elwood Adult	\$358.66	2/10/03	As per attached invoices.
			OPERATING FUND	Elwood Childrens	\$294.80		
			OPERATING FUND	Elwood YA	\$128.34		
			OPERATING FUND	Frankton	\$1,015.47		
			OPERATING FUND	Summitville	\$728.89		
			Gift	Elwood Childrens	\$8.88		
				Total this claim	\$2,535.04		
21231	58	BARBARA MCADAMS	OPERATING FUND	Professional Services	\$40.00	2/10/03	PETTY CASH REIMBURSEMENT
			OPERATING FUND	Postage & UPS	\$10.64		
				Total this claim	\$50.64		
21232	59	BARBARA SNIPES	OPERATING FUND	Traveling Expense	\$58.80	2/10/03	MILEAGE FOR JANUARY
				Total this claim	\$58.80		
21233	97	BERNAN ASSOCIATES	OPERATING FUND	Elwood Adult	\$45.00	2/10/03	2003 NATIONAL ZIP CODE DIRECTORY
				Total this claim	\$45.00		
21234	60	BINGHAM, FARRER & WILSON	OPERATING FUND	Legal Services	\$87.50	2/10/03	LEGAL SERVICE AT EXECUTIVE SESSION
				Total this claim	\$87.50		
21235	61	BON PRINTING	OPERATING FUND	Book Processing	\$82.00	2/10/03	ORDER SLIPS
				Total this claim	\$82.00		

<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>
21236	98	CHRIS JONES APPRAISALS	OPERATING FUND	Consulting Services	\$300.00	2/10/03	APPRAISAL OF FRANKTON PROPERTY LOT 31,32,33,34,35,36
				Total this claim	<u>\$300.00</u>		
21237	62	CINTAS CORPORATION	OPERATING FUND	Cleaning & Sanitation Supplies	\$38.62	2/10/03	As per attached invoices.
			OPERATING FUND	Cleaning & Sanitation Supplies	\$37.85		
				Total this claim	<u>\$76.47</u>		
21238	63	DELL MARKETING L.P./DELL U	OPERATING FUND	Technology Equipment	\$510.00	2/10/03	36G HARD DRIVE
				Total this claim	<u>\$510.00</u>		
21239	64	EDWARDS ELECTRICAL & ME	OPERATING FUND	Professional Services	\$706.56	2/10/03	REPLACE MOTOR ON HVAC
				Total this claim	<u>\$706.56</u>		
21240	66	ELWOOD CHAMBER OF COM	OPERATING FUND	Dues	\$60.00	2/10/03	MEMBERSHIP DUES
				Total this claim	<u>\$60.00</u>		
21241	67	ELWOOD FIRE EQUIPMENT C	OPERATING FUND	Professional Services	\$49.50	2/10/03	SERVICE FIRE EXTINGUISHERS
			OPERATING FUND	Professional Services	\$25.00		
			OPERATING FUND	Professional Services	\$20.00		
				Total this claim	<u>\$94.50</u>		
21242	65	ELWOOD PUBLISHING CO.	OPERATING FUND	Elwood Period. & News.	\$86.40	2/10/03	ONE YEAR SUBSCRIPTION FOR ELWOOD
				Total this claim	<u>\$86.40</u>		
21243	68	ENCYCLOPAEDIA BRITANNIC	OPERATING FUND	Elwood Childrens	\$504.00	2/10/03	2002 COMPTONS ENCYCLOPEDIA
				Total this claim	<u>\$504.00</u>		
21244	69	EXPANETS	OPERATING FUND	Telephone & Telegraph	\$137.64	2/10/03	SERVICE AGREEMENT
				Total this claim	<u>\$137.64</u>		
21245	70	FAIRMOUNT PRO HARDWARE	OPERATING FUND	Professional Services	\$65.00	2/10/03	PLUMBING REPAIR AT SUMMITVILLE
			OPERATING FUND	Repair Parts/Maintenance	\$40.71		
				Total this claim	<u>\$105.71</u>		
21246	71	FILIP, INC.	OPERATING FUND	Cleaning & Sanitation Supplies	\$26.08	2/10/03	As per attached invoices.
				Total this claim	<u>\$26.08</u>		
21247	72	GAYLORD BROS.	OPERATING FUND	Book Processing	\$93.90	2/10/03	BOOK JACKETS
				Total this claim	<u>\$93.90</u>		
21248	73	GRUNAU COMPANY	OPERATING FUND	Professional Services	\$245.00	2/10/03	QUARTERLY FIRE SPRINKER INSPECTION
				Total this claim	<u>\$245.00</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>
21249	74	HORTON'S & SONS OF ELWO	OPERATING FUND	Repair Parts/Maintenance	\$67.09	2/10/03	As per attached invoices.
			OPERATING FUND	Operating Supplies	\$20.69		
				Total this claim	\$87.78		
21250	75	INDIANA LIBRARIES' UNEMPL	OPERATING FUND	Employee Benefits	\$1,040.14	2/10/03	2003 UNEMPLOYMENT COMPENSATION POOL
				Total this claim	\$1,040.14		
21251	76	INTEGRATED DATA SOLUTIO	OPERATING FUND	Techology Software	\$1,320.00	2/10/03	SOFTWARE FOR HISTORICAL DATABASE
				Total this claim	\$1,320.00		
21252	77	INTELENET COMMISSION(ST	OPERATING FUND	Telephone & Telegraph	\$175.62	2/10/03	As per attached invoices.
				Total this claim	\$175.62		
21253	78	K MART	OPERATING FUND	Operating Supplies	\$73.26	2/10/03	As per attached invoices.
			OPERATING FUND	Elwood Children's Programing	\$22.66		
				Total this claim	\$95.92		
21254	81	LIBRARY STORE INC., THE	OPERATING FUND	Operating Supplies	\$30.70	2/10/03	As per attached invoices.
				Total this claim	\$30.70		
21255	79	MANIFOLD REFUSE, INC.	OPERATING FUND	Waste Disposal Services	\$60.00	2/10/03	FIRST QUARTER TRASH PICK-UP - FRANKTON
				Total this claim	\$60.00		
21256	80	MARSH SUPERMARKET	OPERATING FUND	Elwood Children's Programing	\$8.95	2/10/03	As per attached invoices.
				Total this claim	\$8.95		
21257	94	MARVIN SAUBERT	OPERATING FUND	Professional Services	\$480.00	2/10/03	SNOW REMOVAL AT SUMMITVILLE
				Total this claim	\$480.00		
21258	82	MIDWEST TAPE	OPERATING FUND	Frankton AV	\$385.84	2/10/03	As per attached invoices.
			OPERATING FUND	Elwood AV	\$690.69		
			OPERATING FUND	Summitville AV	\$292.85		
				Total this claim	\$1,369.38		
21259	83	ORIENTAL TRADING COMPAN	Gift	Elwood Children's Programing	\$19.90	2/10/03	As per attached invoices.
			OPERATING FUND	Elwood Children's Programing	\$146.62		
				Total this claim	\$166.52		
21260	84	OXFORD UNIVERSITY PRESS	OPERATING FUND	Elwood Indiana Room	\$249.00	2/10/03	DICTIONARY OF AMERICAN FAMILY NAMES
				Total this claim	\$249.00		
21261	85	QUILL CORPORATION	OPERATING FUND	Office Supplies	\$459.24	2/10/03	As per attached invoices.
				Total this claim	\$459.24		

<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>
21262	86	RAMSAY BUSINESS PRODUC	OPERATING FUND	Office Supplies	\$25.32	2/10/03	As per attached invoices.
			OPERATING FUND	Office Supplies	\$21.62		
			OPERATING FUND	Equipment/Rental	\$76.38		
			OPERATING FUND	Office Supplies	\$26.69		
				Total this claim	\$150.01		
21263	87	SBC	OPERATING FUND	Telephone & Telegraph	\$81.99	2/10/03	As per attached invoices.
				Total this claim	\$81.99		
21264	88	SCHOLASTIC LIBRARY PUBLI	OPERATING FUND	Frankton	\$313.55	2/10/03	As per attached invoices.
			OPERATING FUND	Summitville	\$313.55		
				Total this claim	\$627.10		
21265	89	SENTIMENTAL PRODUCTIONS	OPERATING FUND	Elwood AV	\$54.90	2/10/03	As per attached invoices.
				Total this claim	\$54.90		
21266	90	SPECIALTY STORE SERVICES	OPERATING FUND	Book Processing	\$69.88	2/10/03	As per attached invoices.
				Total this claim	\$69.88		
21267	91	TEACHER'S VIDEO COMPANY	OPERATING FUND	Elwood AV	\$67.08	2/10/03	As per attached invoices.
				Total this claim	\$67.08		
21268	92	VECTREN ENERGY DELIVERY	OPERATING FUND	Gas	\$259.79	2/10/03	As per attached invoices.
				Total this claim	\$259.79		
21269	93	WAITING FOR ME	OPERATING FUND	Summitville	\$19.50	2/10/03	As per attached invoices.
				Total this claim	\$19.50		

Warrant Claim
Number Number

Name of Claimant

Fund

Account

Amount


Date

Explanation

Total Amount of Claims \$104,456.16

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 07, 2003

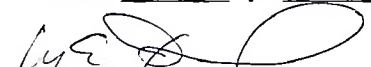
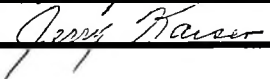

Beverly Austin
Fiscal Officer

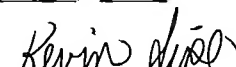

ALLOWANCE OF VOUCHERS

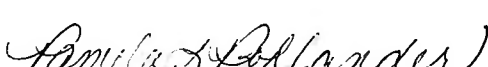
(IC 5-11-10-2 permits the governing body to sign the Accounts Payable Voucher Register in lieu of signing each claim the governing body is allowing)

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____


Betty Caldwell

Jerry Kaiser


Kevin Hill

Don Hill


Pamela Pollander

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

DRAFT

REAL ESTATE PURCHASE AGREEMENT

The undersigned, FRANKTON LIONS CLUB, of Madison County, Indiana, ("Seller") hereby agrees to sell to NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM, by and through its Board of Trustees, of Madison County, Indiana, ("Purchaser") the following described real estate located in Madison County, Indiana, (the "Real Estate"):

Lots numbered 31, 32, 33, 34, 35 and 36 in the Continuation of Commercial Addition to the Town of Frankton, Madison County, Indiana

- I. **PURCHASE PRICE**-Purchaser shall pay the sum of Thirty Thousand Dollars (\$30,000.00) upon the following terms and/or conditions (the "Purchase Price").
- II. **PAYMENT**-The Purchase Price shall be paid by check drawn upon the Purchaser's public account at the time of closing and upon delivery of a Warranty Deed.
- III. **EARNEST MONEY DEPOSIT**-There shall be no earnest money paid to Seller as the Seller is incurring no expenses connected with the sale.
- IV. **CONDITION OF PROPERTY**-Purchaser acknowledges Seller has made no warranties or guarantees (express or implied) as to the condition of Real Estate or its fitness for any purpose. The property is sold AS IS.
- V. **TAXES AND ASSESSMENTS**-The taxes, if any, shall be prorated to the date of closing.
- VI. **TITLE**-The Real Estate shall be conveyed to Purchaser by Warranty Deed, subject to all covenants, easements, restrictions and rights-of-way appearing of record, and subject to the provisions of applicable zoning laws, free and clear of all other liens and encumbrances, except as herein provided. Prior to closing, Purchaser shall be furnished, at Purchaser's expense, a Commitment for Title Insurance extended to a date later than the date of this agreement, by an Abstract Company satisfactory to Purchaser.
- VII. **CLOSING DATE**-This transaction shall be closed at such date as may be agreeable to the parties (the "Closing Date").
- VIII. **OTHER TERMS AND CONDITIONS**.
 - A. Survey. A survey shall be ordered promptly upon acceptance of this Agreement and shall be furnished at Purchaser's expense within fifteen (15) days after acceptance. It shall be prepared by a licensed Indiana Surveyor selected or approved by Purchaser, shall comply with minimum standard detail requirements for Indiana land title surveys,

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including optional requirements, shall reflect whether the property is located in a designated flood zone area and shall be certified to the Purchaser.

B. Title and Survey Approval. If Purchaser has an objection to items disclosed in the Title Commitment or in the Survey, the Purchaser shall make written objections to the Seller within ten (10) days after receipt of both the Title Commitment and the Survey. Upon the expiration of such period, any item not objected to by Purchaser or subsequently approved by Purchaser in writing shall be deemed a permitted exception. If Purchaser makes objections, the Seller shall have thirty (30) days from the date the objections are made to cure the same, and the closing date shall be extended, if necessary. Seller agrees to utilize its best efforts and reasonable diligence to cure any objections, but only to the extent necessary to convey marketable title. If the objections are not satisfied within the time period, the Purchaser may either terminate this Agreement or waive the unsatisfied objections and close the transaction.

C. Environmental Assessment. A Phase I Environmental Site Assessment on the property shall be ordered promptly upon acceptance of this Agreement at the Purchaser's expense from a reputable, qualified Engineer acceptable to the Purchaser. The Phase I shall be conducted in accordance with ASTM Standards unless otherwise agreed and may also include at the Purchaser's option the following matters: (1) an investigation for the presence of asbestos, radon, lead, or polychlorinated biphenyls (PCB's) on the property; and (2) an investigation to determine if the property is located in any regulated or protected area under the jurisdiction of the U.S. Army Core of Engineers, the U.S. Environmental Protection Agency, the Indiana Department of Environmental Management, the Indiana Department of Natural Resources, the U.S. Fish and Wildlife Service or any other Federal, State or Local Agency.

If Purchaser does not make written objection to a problem revealed in the report within ten (10) days of the receipt of the written report, the property shall be deemed to be acceptable. If Purchaser determines that the environmental condition is unsatisfactory, the Seller shall have a reasonable period of time, not to exceed thirty (30) days, to remediate the condition to Purchaser's satisfaction and the closing date shall be extended, if necessary. If the Seller fails or refuses to remediate, the Purchaser may either terminate this Agreement or waive its objection and close the transaction.

D. Attorney Fees. Any party who is the prevailing party against any other party in any legal or equitable proceeding relating to this Agreement shall be entitled to recover Court costs and reasonable Attorney Fees from the nonprevailing party.

IX. INSURANCE AND RISK OF LOSS-Seller shall maintain replacement costs or actual cash value "all risk" insurance on the property through the closing date. The Seller's insurance shall be canceled as of the closing date and the Purchaser shall provide its own insurance thereafter. Risk of loss by damage or destruction to the property prior to closing shall be borne by the Seller.

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In the event any damage or destruction is not fully repaired prior to closing, the Purchaser may, at its option, either terminate this Agreement or elect to close the transaction, in which event Seller's right to all insurance proceeds not yet applied to repair of the damage or destruction shall be assigned in writing by Seller to Purchaser at closing.

X. **POSSESSION**-Seller shall deliver possession of the Real Estate to Purchaser on the Closing Date.

IN WITNESS WHEREOF, the parties have herunto set their hands and seals to this Contract for Sale of Real Estate, this ____ day of _____, 2003.

SELLER:

FRANKTON LIONS CLUB

BY: _____
ITS: _____

BY: _____
ITS: _____

BY: _____
ITS: _____

PURCHASER:

NORTH MADISON COUNTY PUBLIC
LIBRARY SYSTEM

BY: _____
ITS: _____

DRAFT

STATE OF INDIANA)
)SS:
COUNTY OF MADISON)

Before me, a notary Public in and for said County and State, personally appeared the FRANKTON LIONS CLUB of Madison County, Indiana, BY: _____, its: _____; BY: _____, its: _____; and BY: _____, its: _____, acknowledged the execution of the foregoing document for and on behalf of said Library, and who, have been duly sworn, stated that the representations therein contained are true.

Witness my hand and Notarial Seal this _____ day of _____, 2003.

My commission expires:

_____, Notary Public
Residing in Madison County, Indiana

STATE OF INDIANA)
)SS:
COUNTY OF MADISON)

Before me the undersigned, a Notary Public for Madison County, Indiana, personally appeared NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM. BY: _____, its: _____, of legal age, and acknowledged the execution of the foregoing instrument this _____ day of _____, 2003.

MY COMMISSION EXPIRES

_____, Notary Public
Resident of Madison County, IN

This instrument prepared by:

JAMES W. WILSON/#1286-48
BINGHAM, FARRER & WILSON, P.C.
Attorneys at Law
P.O. Box 494
Elwood, Indiana 46036-0494
Telephone: (765) 552-9878
Facsimile: (765) 552-5496
library/library.lionsclub/ib

INFORMATION FROM 2002 STATE LIBRARY REPORT

1. Total # of resident registered borrowers	7,746
2. Total # of non-resident registered borrowers	6
3. # of PLAC borrowers	33
4. # of reciprocal borrowers	72

PROGRAMS	#	ATTENDANCE #*S
1) Children (0-14)	354	5,249
2) YA (15-17)	33	327
3) Adult	111	748
4) General (all ages)	<u>12</u>	<u>591</u>
	510	6,915

Library Service per typical week in fall:

1) Total Visits	2,980
2) Total Reference	24

Circulation:

1) Total circulation of all materials	192,000
2) Circulation of children (0-14)	50,274

Selected Holdings:

1) Books	78,902
2) Videos	4,839
3) A-V Cassettes & audio CD's	1,168
4) Electronic Formats (Softwear)	398
5) Current Periodicals & newspapers	204

Estimated # of patrons on computers in typical week 568

MONTHLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

	JAN 2002	JAN AMOUNT OF 2003	% OF CHANGE	% OF CHANGE	YTD
ELWOOD					
ADULT	3639	3855	216	6%	3855
JUVENILE	2681	2984	303	11%	2984
Y. A.	191	175	-16	-8%	175
PERIOD.	556	475	-81	-15%	475
AUDIO	226	321	95	42%	321
VIDEO	3643	4497	854	23%	4497
TOTAL	10936	12307	1371	13%	12307

FRANKTON					
ADULT	929	856	-73	-8%	856
JUVENILE	624	843	219	35%	843
Y. A.	44	61	17	39%	61
PERIOD.	236	191	-45	-19%	191
AUDIO	27	43	16	59%	43
VIDEO	1229	1688	459	37%	1688
TOTAL	3089	3682	593	19%	3682

HAZELBAKER					
ADULT	780	820	40	5%	820
JUVENILE	520	393	-127	-24%	393
Y. A.	39	61	22	56%	61
PERIOD.	148	70	-78	-53%	70
AUDIO	39	36	-3	-8%	36
VIDEO	554	431	-123	-22%	431
TOTAL	2080	1811	-269	-13%	1811

SYSTEM					
ADULT	5348	5531	183	3%	5531
JUVENILE	3825	4220	395	10%	4220
Y. A.	274	297	23	8%	297
PERIOD.	940	736	-204	-22%	736
AUDIO	292	400	108	37%	400
VIDEO	5426	6616	1190	22%	6616
TOTAL	16105	17800	1695	11%	17800

	ELWOOD	FRANKTON	HAZELBAK.
TRAFFIC	10649	2358	1094
REF.	56	45	18
ASSITS.	2404	424	200
COMP A.	688	220	185
J.	930	N/A	118
PROG. A.	3 / 76	0	0
J.	38 / 372	0	0

TECH SERVICE PROCESSED 397 ITEMS AND WITHDREW 20 ITEMS

National City.

National City Bank of Indiana
101 West Washington Street
Indianapolis, IN 46255
(317) 267-3759
Fax (317) 267-7858
E-Mail: richard.turley@nationalcity.com

Richard W. Turley
Assistant Vice President

Indiana Insurance Company
62 Maple Avenue
Keene, NH 03431

1858



**NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM LEASING CORPORATION
FIRST MORTGAGE BONDS
SERIES 1995**

**NORTH MADISON COUNTY PUBLIC
LIBRARY SYSTEMS
1600 MAIN STREET
ELWOOD IN 46036**

**2002 ACTIVITY SUMMARY
ISSUE #0775**

OUTSTANDING BALANCE@ 1/1/2002:	\$ 1,920,000.00
RETIRED BONDS:	\$ 135,000.00
OUTSTANDING BALANCE @ 12/31/2002:	\$ 1,785,000.00
INTEREST PAID DURING 2002:	\$ 96,000.00

WC 9547389 BURNETTE-DELLINGER INS AGCY
01/01/2003 (765)552-7323
PEERLESS INSURANCE COMPANY

RE: Indiana Insurance Company Important Notice – The Terrorism Risk Insurance Act of 2002 and Its Effect On Your Policy

Dear Policyholder:

On November 26, 2002, President Bush signed the Terrorism Risk Insurance Act into law. Indiana Insurance Company, along with all the Liberty Regional Agency Markets' companies, has been a strong supporter of this new law, because we believe our customers have a right to expect that resources will be available to help them rebuild and take care of employees in the event of any future terrorist attack on our homeland. Under the law, the federal government, as only it can, has stepped forward to bear a portion of the cost of terrorism and war along with America's businesses and insurers.

The new law requires that we provide you with a formal disclosure notice describing how the federal "Terrorism Insurance Program" works, what we must do to make coverage for foreign-based terrorism available to you under your policy, and what the price of that coverage will be. That very important disclosure notice is attached. It contains critical details on exactly how this new process works and its impact on you.

By regulation and the application of law, the disclosure notice is the controlling document with regard to all matters covered by the Terrorism Risk Insurance Act, and must be read carefully and completely as a part of this letter. If you have multiple policies that are affected by the law, you will receive multiple disclosure notices.

That said, let me make a good faith effort to explain, in plain English, how the Act works and what you need to do.

The Act sets up a three-year, public and private sector loss-sharing mechanism for insured commercial losses resulting from future acts of foreign-based terrorism directed at U.S. targets. This mechanism gives insurers the financial protection necessary to offer terrorism risk insurance coverage to commercial policyholders. In fact, the Act requires us to do so.

RICHARD W. TURLEY
ASSISTANT VICE PRESIDENT
CORPORATE TRUST DEPARTMENT




Whether or not the insurance policy listed on this letter contains a terrorism exclusion, Indiana Insurance Company is offering you coverage for acts of foreign terrorism covered by the federal program at NO PREMIUM CHARGE for the remainder of the policy term as explained more fully in the enclosed disclosure notice. However, this may change for new or renewal policies so please be cautious to read all disclosures that we provide you.

Many aspects of this new Act and its impact on you can be quite complex. Federal and state regulators continue to interpret and clarify application of its provisions. So do not hesitate to call your Independent Insurance Agent with any questions you may have.

To access a summary of the Act, its full text and a set of frequently asked questions, please go to www.libertyram.com.

Sincerely,



Richard T. Bell
President & CEO
Indiana Insurance Company

**NOTICE OF TERRORISM INSURANCE COVERAGE AND PREMIUM
DISCLOSURE**

THIS NOTICE CONTAINS IMPORTANT INFORMATION ABOUT THE TERRORISM RISK INSURANCE ACT OF 2002. PLEASE READ IT CAREFULLY.

THE TERRORISM RISK INSURANCE ACT OF 2002

On November 26, 2002, President Bush signed into law the Terrorism Risk Insurance Act of 2002. The Act establishes a temporary program to spread the risk of catastrophic losses from certain acts of terrorism between insurers and the federal government. The stated purpose of the Act is "to protect consumers by addressing market disruptions and ensure the continued widespread availability and affordability of property and casualty insurance for terrorism risk."

The Act requires insurers to pay losses from certain acts of terrorism up to an amount equal to a percentage of their direct earned premium. This amount is called the "insurer deductible." If an individual insurer's losses exceed this amount, the federal "Terrorism Insurance Program" will reimburse the insurer for 90% of losses paid in excess of the insurer deductible. An insurer that has met its insurer deductible is not liable for any portion of losses in excess of \$100 billion per year. Similarly, the federal government is not liable for any losses covered by the Act that exceed this amount.

MANDATORY OFFER OF TERRORISM COVERAGE

Terrorism exclusions have generally been approved by states for use on certain lines of business. These exclusions, among other things, exclude coverage for losses resulting from an "act of terrorism," as defined in the Act.

The Act requires insurers to offer coverage for losses resulting from an "act of terrorism" that would otherwise be excluded, and to specify the premium for this coverage.

The Act also requires insurers to disclose the premium for providing coverage for losses that result from an "act of terrorism" where exclusions are not permitted by state law.

If the policy indicated in the attached cover letter contains a terrorism exclusion, you now have the option of obtaining terrorism insurance coverage for losses resulting from "acts of terrorism" where they would otherwise be excluded. **EFFECTIVE NOVEMBER 26, 2002 AND FOR THE**

DURATION OF YOUR POLICY PERIOD, WE WILL PROVIDE YOU WITH THE COVERAGE AT NO PREMIUM CHARGE AND YOU NEED NOT TAKE ANY FURTHER ACTION. This coverage is subject to the terms, definitions, exclusions, and conditions of your policy. The premium charge for this coverage is subject to change on future policies/renewals.

MANDATORY PREMIUM DISCLOSURE STATEMENT

The federal Act requires us to disclose to you the premium charge for providing coverage for losses that result from an “act of terrorism,” as defined below. UNLESS YOU ARE A NEW YORK WORKERS COMPENSATION POLICYHOLDER, THERE IS NO PREMIUM CHARGE FOR THE POLICY INDICATED ON THE ATTACHED COVER LETTER FOR PROVIDING COVERAGE FOR LOSSES COVERED UNDER THE ACT.

New York Workers Compensation policies effective 10/01/02 and later include an average charge of \$.034 per \$100 of total policy payroll for providing coverage for terrorism losses covered under the Act. For classes of business with an exposure base other than payroll, a charge of 2.5% of manual premium is attributable to providing coverage for losses covered under the Act.

This coverage is subject to all of the terms, definitions, exclusions, and conditions your policy. The premium charge for this coverage is subject to change on future policies/renewals.

An “act of terrorism” means:

[A]ny act that is certified by the Secretary [of the Treasury], in concurrence with the Secretary of State, and the Attorney General of the United States

(i) to be an act of terrorism;

(ii) to be a violent act or an act that is dangerous to –

(I) human life;

(II) property; or

(III) infrastructure;

(iii) to have resulted in damage within the United States, or outside of the United States in the case of –

TRANSACTION REPORT

Feb-20-03 Thu 3:43 PM

(I) an air carrier (as defined in section 40102 of title 49, United States Code) or United States flag vessel (or a vessel based principally in the United States, on which United States income tax is paid and whose insurance coverage is subject to regulation in the United States); or

(II) the premises of a United States mission; and

(iv) to have been committed by an individual or individuals acting on behalf of any foreign person or foreign interest, as part of an effort to coerce the civilian population of the United States or to influence the policy or affect the conduct of the United States Government by coercion.

IMPORTANT. Please note that even though we are providing you with coverage for losses covered under the Act, and except for workers compensation insurance, losses caused by war will still be excluded from coverage under your policy. If the policy indicated in the attached cover letter contains a terrorism exclusion, losses from terrorist acts that the Secretary of the Treasury fails to certify as falling within the federal Terrorism Insurance Program will continue to be excluded from coverage to the same extent that they have been under the policy and as permitted by law. Please read your policy carefully.

THE SUMMARY OF THE ACT AND THE COVERAGE UNDER YOUR POLICY CONTAINED IN THIS NOTICE IS NECESSARILY GENERAL IN NATURE. YOUR POLICY CONTAINS SPECIFIC TERMS, DEFINITIONS, EXCLUSIONS AND CONDITIONS. IN CASE OF ANY CONFLICT, YOUR POLICY LANGUAGE WILL CONTROL THE RESOLUTION OF ALL COVERAGE QUESTIONS. PLEASE READ YOUR POLICY CAREFULLY.

If you have any questions regarding this notice, please contact your agent.

Type	Sending		Receiver	TX/RX Time	Pages	Note
Date	Start					
Feb-20	3:42 PM		FRANKTON LIBRARY	31s	1	OK

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

*Thank you
Diana*

TRANSACTION REPORT

Feb-20-03 Thu 3:44 PM

Type	Sending				
Date	Start	Receiver	TX/RX Time	Pages	Note
Feb-20	3:43 PM	CALL LEADER	27s	1	OK

TRANSACTION REPORT

Feb-20-03 Thu 3:45 PM

Type	Sending				
Date	Start	Receiver	TX/RX Time	Pages	Note
Feb-20	3:44 PM	HEARLD BULLETIN	29s	1	OK

AGENDA

February 25, 2003

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM BOARD OF TRUSTEES

Elwood Public Library
Executive Session
5:30 P.M.

CALL TO ORDER CALL FOR QUORUM BUSINESS

1. Purchase/lease of Real Property IC5-14-1.5-6(b)(2)(D)

ADJOURNMENT

At 275 pounds, Frankton's Skyler won by a luster 5-1 by Indianapolis Manual's Zach Moore. Moore wound up fourth. Lawrence North captured five of the 14 regional titles. Cathedral had two winners, Lawrence Central two, Indianapolis North Central three and Pendleton Heights two.

Pendleton Heights champions were 140-pound Wayne Bond and 215-pound Dallas Woods.

Among the regional runners-up were Anderson Highland's Brady Eppert (112), Hamilton Heights' Mark Green (125) and Ben Hoover (135), Pendleton Heights' Mitchell Todd (160) and Joel Stubblefield (275) and Tri-Central's Cameron Morrow (189).

The third-place finishers included Tipton's Jason Higbee (103) and Brandon Landrum (215), Tri-Central's Jarrin Franklin (160) and Anderson Highland's Zach Webb (171).

Young wrestlers battle at Lafayette

Elwood had nine young wrestlers compete Sunday in the Greater Lafayette Folkstyle Open.

Earning second-place honors were Cody Lecount (Bantam 45), Tyler Hurd (Cadet 130) and David Payne (Cadet 171). Placing third was Darrin Jones (Schoolboy 95), and fourth was Rickie Payne (Schoolboy 140).

Robert Small (Cadet 160) placed fifth, while getting sixth were Tyler Caldwell (Schoolboy 105) and Patrick Cruz (Schoolboy 110).

Also wrestling was Victor Cruz (Schoolboy 110).

Beach led the winners with 19 points. Starcher scored 12 for the second straight game, Rider 5, Jesse 4, Jones 4, Nate Baker 4, Welborn 2 and Matt Tyner 2.

Elwood will play at Wabash tonight. The game has been moved to O.J. Neighbors Elementary School, which is on North Wabash Street.

Elwood fans can follow State Road 13 through town, and when it splits to the right, fans should go straight on Wabash Street to the elementary school.

EMS 6th-grade girls earn 3-overtime win

Elwood's sixth-grade girls basketball team improved to 3-0 Saturday with a hard-earned, three-overtime victory against Mississinewa, 43-39.

Mississinewa led 6-4 after one quarter, but Elwood was ahead 15-14 at halftime. Ole Miss regained the lead after three periods, 22-19, and it was tied 28-28 after regulation.

It was tied 32-32 after one overtime, then 36-36 after two extra sessions. Elwood outscored Ole Miss 7-3 in the final overtime.

Jessica Williams led all scorers with 21 points. Chelsea Harvill added 8, Paige Hanlin 6, Kirsten Hibst 4, Krystal Rush 2 and Audra Perry 2.

For Ole Miss, Kayla Welsh scored 10.

Elwood will visit Mississinewa next Saturday.

B TEAM FALLS: Elwood's B Team was shut out in three of four quarters and lost to Mississinewa 52-4.

With 2 points apiece for Elwood were Logan Etchison and Marissa Ault.

Tipton vs. Crawfordsville, 7:30
 Class 2A Oak Hill Sectional
 Madison-Grant vs. Mississinewa, 6:00
 Oak Hill vs. Muncie, 7:30
 Class A Tri-Central Sectional
 Lapel vs. Rossville, 6:00
 Tri-Central vs. Covenant Chr., 7:30

— Wednesday —

GIRLS 7TH-8TH GRADE BASKETBALL

Frankton at Hamilton Heights, 5:30

BOYS HIGH SCHOOL BASKETBALL

Pendleton Heights at Elwood, 6:00

Tipton at Alexandria, 6:00

JUNIOR HIGH WRESTLING

Frankton at Eastern Hancock, 6:00

— Thursday —

FRESHMAN BASKETBALL

Eastbrook at Elwood, 6:00

BOYS HIGH SCHOOL SWIMMING

Elwood at Oak Hill, 6:00

MIDDLE SCHOOL SWIMMING

Anderson South at Elwood, 6:00

GIRLS 7TH-8TH GRADE BASKETBALL

Elwood at Hartford City, 6:00

Frankton at Tri-Central, 6:00

BOYS HIGH SCHOOL BASKETBALL

Frankton at Anderson Highland, 6:00

Blackford at Madison-Grant, 6:00

— Friday —

GIRLS HIGH SCHOOL BASKETBALL

Class 3A Alexandria Sectional

Tuesday's Winners, 6:00

Alexandria vs. Delta, 7:30

Class 3A Tipton Sectional

Tuesday's Winners, 6:00

Hamilton Heights vs. Zionsville, 7:30

Class 2A Oak Hill Sectional

Tuesday's Winners, 6:00

Frankton vs. Eastbrook, 7:30

— Saturday —

BOYS 6TH-GRADE BASKETBALL

Mississinewa at Elwood, 9 a.m.

GIRLS 6TH-GRADE BASKETBALL

Elwood at Mississinewa, 9 a.m.

GIRLS 7TH-8TH GRADE BASKETBALL

Elwood, Frankton at Tipton Tmy, 9 a.m.

BOYS HIGH SCHOOL BASKETBALL

Delta at Elwood, 1 p.m.

Madison-Grant at Southwood, 1 p.m.

Mt. Vernon at Frankton, 1 p.m.

GIRLS HIGH SCHOOL BASKETBALL

Class 3A Alexandria Sectional

Chambership Game, 7:30

Class 3A Tipton Sectional

Championship Game, 7:30

Class 2A Oak Hill Sectional

Championship Game, 7:30

to take the shot," Knight said. "I said, 'It was just me and you, and you cheated and passed.'"

Thomas said the decision to pass was easy.

"Torin had a better shot than I did, so I just dropped it off to him," he said.

Knight couldn't believe Francis, who was being covered by Donatas Zavackas, was so wide open.

"I don't know what was going on behind me, but you don't think a guy would get that open

✓Elwood

continued from page six

Eastbrook shot just 5-for-20 in the third quarter, but Elwood was just as cold: 4-for-16 and missed all seven 3-point attempts. Eastbrook was 1-for-7 from 3-point range that period, until Turner's back-to-back swishes in the final 40 seconds.

Elwood will play host to Pendleton Heights on Wednesday, then will entertain Delta on Saturday afternoon for the final home games of the season.

The Panthers will visit Wabash on Friday, Feb. 21, and Westfield on Friday, Feb. 28.

JVS BEATEN: Eastbrook's junior varsity blanked Elwood 7-0 in the first quarter and went on to a 42-33 victory.

Eastbrook led 15-13 at halftime and 25-22 after three quarters.

A.J. Hoppenrath led Elwood with 10 points. Ryan Landrum scored 9, Jared Posey 7, Logan Church 3, Will Jesse 2 and Adam Starcher 2.

Georgetown and Providence. But the Panthers, who had a win away from taking over No. 1 last week until losing to Syracuse, have lost two of three.

"We gave one away. It's as simple as that," Knight said.

The No. 10 Irish (19-4, 7-2), who lost to Seton Hall on Wednesday, are a half-game ahead of the Panthers in the Big East West Division.

LEGAL NOTICE

NOTICE OF SALE AND PUBLIC HEARING
 RE: Lots numbered 37, 38 and 39 in a continuation of Commercial Addition to the Town of Frankton.

YOU ARE HEREBY notified that the Board of Trustees of the North Madison County Public Library System has voted to sell the above-captioned real estate (the "Real Estate") pursuant to the provisions of I.C. 56-1-11-3(b).

The offering price for the property commonly known as: 111-113 East Siger Street, Frankton, Indiana, 46044, shall not be less than Seventy-Six Thousand Five Hundred Dollars (\$76,500.00), plus all appraisal fees, title insurance, recording fees, and advertising costs, payable in cash or certified funds at the time of purchase.

The Real Estate may not be sold to a person who is ineligible pursuant to I.C. 36-1-11-16; and (2) an offer to purchase the property submitted by a trust (as defined by I.C. 30-4-1-(a)) must identify each:
 (A) Beneficiary of the Trust; and
 (B) Senator empowered to revoke or modify the Trust.

The Board of Trustees of the North Madison County Public Library System, acting as disposing agent, will accept bids pursuant to the above statute for a period of fourteen (14) days beginning February 10, 2003, and continuing through February 25, 2003.

There will be a public hearing on the 25th day of February, 2003, at 5:00 o'clock, p.m., at the Elwood Public Library located at 1600 Main Street, Elwood, Indiana, for the Board to receive public input on the sale of said real estate.

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
 BY: BEVERLY J. AUSTIN, Director
 JAMES W. WILSON/91286-48
 BINGHAM, FARRER & WILSON, P.C.
 Attorneys at Law
 1601 South Anderson Street
 P.O. Box 494
 Elwood, IN 46036
 Telephone: (765) 552-9878
 PUBLISH: February 10, 18, 2003
 E173

K. Conover

LEGAL NOTICE

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NORTH MADISON COUNTY PUBLIC
LIBRARY SYSTEM

BY: BEVERLY J. AUSTIN, Director

JAMES W. WILSON #1286-48

BINGHAM, FARRER & WILSON, P.C.

Attorneys at Law

1601 South Anderson Street

P.O. Box 494

Elwood, IN 46036

Telephone: (765) 552-9878

PUBLISH: February 10, 18, 2003

E173

Elwood Call Leader
2/10/03



AGENDA

March 13, 2003

NORTH MADISON COUNTY PUBLIC LIBRARY SYTEM
BOARD OF TRUSTEES

Frankton Community Library

Public Hearing

6:30 P.M.

Notice to Taxpayers of Additional Appropriations

Regular Meeting

Immediately following Public Hearing

CALL TO ORDER

CALL FOR QUORUM

MINUTES

CLAIMS REGISTER & CHECKS

OLD BUSINESS

1. Frankton Lion's Club property.
2. National City Bank
3. Burnette-Dellinger Insurance
4. Contractor estimates for North entrance repair

NEW BUSINESS

DIRECTOR'S REPORT

ADJOURNMENT

Executive Session

If needed

Following regular monthly meeting

CALL TO ORDER

CALL FOR QUORUM

BUSINESS

1. Purchase/lease of Real Property IC5-14-1.5-6(b)(2)(d)
2. Personnel IC5-14-1.5-6(b)(6)

ADJOURNMENT

Type	Sending	Receiver	TZ/BK	Time	Pages	Note
Mar-07	1:00 PM	CALL LEADER	302		1	OK

*Please publish on
Monday 3/10/03 and
again on Thursday 3/13/03*

*Thank you
Diana*

TRANSACTION REPORT

Mar-07-03 Fri 1:02 PM

Type	Sending					
Date	Start	Receiver		TX/RX Time	Pages	Note
Mar-07	1:01 PM	HEARLD BULLETIN		33s	1	OK

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES
PUBLIC HEARING
March 13, 2003
6:30pm

Notice to Taxpayers of Additional Appropriations

CALL TO ORDER

President Kevin Sipe called a Public Hearing of the North Madison County Public Library Board of Trustees to order at 6:30pm on March 13, 2003 at the Frankton Community Library.

CALL FOR QUORUM

Present along with President Sipe were board members Bette Dalzell, Don Hill, Betty Caldwell, Pam Bohlander, Jerry Kaiser and Wayne Davidson. Also in attendance were Director Beverly Austin, Administrative Assistant Diana Shepard, Lions Club members Lloyd Young and Roger Burnett.

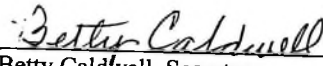
BUSINESS

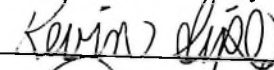
President Kevin Sipe read additional appropriation resolution/ordinance. The resolution asks for permission to appropriate additional funds from the LIRF Fund to use to purchase property in Frankton currently owned by Frankton Lions Club, described as Lots 31, 32, 33, 34, 35 and 36 in the Continuation of Commercial Addition to the Town of Frankton, Madison County, Indiana. The resolution asks for \$30,000 for capital outlay and \$1,000 for other services and charges. President Sipe asks for public comment, there was none.

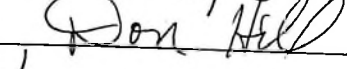
A motion was made to purchase the aforementioned property from the Frankton Lions Club and to pay all required fees. Don Hill made a second and the motion carried. The additional appropriation resolution/ordinance was signed. The forms will be forwarded to the Department of Local Government Finance for final approval.

Third Vice-President Roger Burnett and Lloyd Young, representatives of the Frankton Lions were present; The Real Estate Purchase Agreement was signed by the Frankton Lions members and President Kevin Sipe.

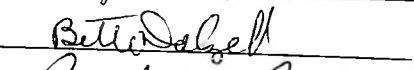
Since there were no objections the meeting was adjourned.

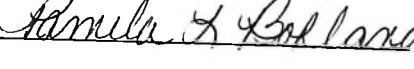

Betty Caldwell, Secretary











NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES
REGULAR MEETING
March 13, 2003

CALL TO ORDER

President Kevin Sipe called a Regular meeting of the North Madison County Public Library Board of Trustees to order on March 13, 2003 immediately following the Public Hearing at the Frankton Community Library.

CALL FOR QUORUM

Present along with President Sipe were board members Bette Dalzell, Don Hill, Betty Caldwell, Pam Bohlander, Jerry Kaiser and Wayne Davidson. Also in attendance were Director Beverly Austin, Administrative Assistant Diana Shepard and staff members Barbara McAdams and Ralph Maley.

MINUTES

A motion was made by Pam Bohlander to accept the minutes from the executive session held on February 10, 2003; the regular meeting held on February 10, 2003; the public hearing held on February 25, 2003; and the special executive session held on February 25, 2003. Betty Caldwell made a second and the motion carried.

CLAIMS REGISTER & CHECKS

The members signed the claims register and Treasurer Wayne Davidson signed checks.

OLD BUSINESS

Barbara McAdams, Manager, gave a Frankton update. Landscape barrels are falling apart and need to be replaced, carpet cleaning seems to be doing better this time. For National Library Week there are plans being made to hold a book sale, the Pre-school will be visiting and plans to hold gardening classes.

Frankton Lions Club property

The Library's offer of (\$30,000) to purchase Lots 31, 32, 33, 34, 35 and 36 in the Continuation of Commercial Addition to the Town of Frankton, Madison County, Indiana currently owned by Frankton Lions Club has been accepted and was voted on during the Public Hearing held at 6:30pm on this date. The agreement states the buyer will pay for survey and Phase 1 environmental Site Assessment. Lions Club members and Board President Kevin Sipe signed the real estate agreement and the agreement was notarized.

National City Bank

The purchase agreement states "the seller agrees to assign three parking spaces to National City Bank for their employees on the property at the Southwest corner of Sigler & Church Street at no expense for the duration of National City Bank and the library's operations in the building just east of current branch bank". It was agreed that no specific parking spaces should be assigned to National City Bank employees and if this is

agreeable with the bank the Purchase Agreement could be signed, the change would be struck and the original purchase agreement be initialed by both parties. Don Hill made a motion to sell the building located at 111-113 East Sigler Street, Frankton, Indiana to National City Bank with the aforementioned amendments. Jerry Kaiser made a second and the motion carried. President Kevin Sipe signed the Purchase Agreement.

An article in the Indianapolis Newspaper states that Madison County is one of the counties that need to repay funds to the state. This could affect the amount that libraries will receive for their semi-annual tax draw. Madison County needs to repay \$1.4 million. Diana Shepard will be attending a workshop on March 26, 2003 sponsored by Umbaugh & Associates. INCOLSA and Indiana State Library entitled "Coping with revenue flow during reassessment". It deals with coping with late tax draws and borrowing money when we do not get tax draws in a timely manner. Application to the Indiana Bond Bank is being pursued to borrow money when the tax draw is delayed. Sending the application does not put the library under any obligation to borrow.

BURNETTE-DELLINGER INSURANCE

Terrorism insurance is available; as soon as more information is received the insurance agency will contact the library with more information. Liability insurance is needed on the Frankton Lions building at the time of closing. Insurance will also need to be changed at the time of closing for the current Frankton facility.

CONTRACTOR ESTIMATES FOR NORTH ENTRANCE REPAIR

The repairs are needed at the north entrance of the Elwood facility. When the ground freezes the expansion under the threshold causes the doors to be hard and sometimes impossible to open. Three companies were contacted in regards to repair of the north entrance. The contractors contacted were as follows: Steve Sizelove, Danny Jones and Virgil Green. Two responded. Danny Jones did not feel qualified for this type work. Virgil Green gave an estimate in the amount of \$855, he states he has ample liability and property damage insurance and will do all clean up. His estimate includes cutting out two sections of concrete, drilling and placing rods into the footing and pouring replacement concrete. Discussion was held, there was concern that using this procedure could cause the concrete to crack. The concern was the rods would hold the concrete in place and when the ground would freeze the expansion could cause cracking. It was decided that Jerry Kaiser would meet with Mr. Green to determine if this is the best way to remedy the problem and he would bring his findings back to the board for further discussion.

NEW BUSINESS

Pam Bohlander made a motion giving Elwood Youth Services permission to hold a book fair through Read Street Book Fairs. Betty Caldwell made a second and the motion carried.

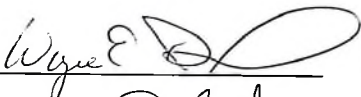
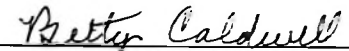
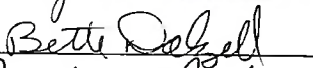
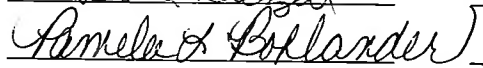
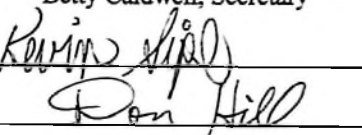
New job descriptions for the custodian and custodial aide were presented. Director Austin defined the changes. The job descriptions will be discussed at a later date.

Ralph Maley, Custodian asks if he could speak. He told of the procedures during snow removal.

DIRECTOR'S REPORT

Author, Phillip Gulley will be at the Elwood Public Library on Tuesday, April 15 at 7:00pm to discuss his books and for a book signing. Friends of the Library will pay \$1,000 and the library will pay \$250 for his services. National Library Week is April 6 through 12. The February Madison Community Foundation meeting and the Elwood Chamber meeting were attended. The Director will be on vacation March 24 through March 28.

Pam Bohlander made a motion to adjourn at 8:00pm; Don Hill made a second and the motion carried. No executive session was held.

	
	Betty Caldwell, Secretary
	

Register Of Claims

North Madison County Public Library System

Report Date: From 2/11/03 To 3/13/03

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	158	EFTPS	OPERATING FUND	Empl.Share FICA&Medicare	\$1,084.19	3/12/03	P/R ENDING 3/8/03
			FICA	Payroll Deductions	\$878.68		
			Federal Taxes Withheld	Payroll Deductions	\$1,419.78		
			Medicare	Payroll Deductions	\$205.51		
				Total this claim	<u>\$3,588.16</u>		
0	117	EFTPS	OPERATING FUND	Empl.Share FICA&Medicare	\$1,085.85	2/26/03	P/R ENDING 2/22/03
			FICA	Payroll Deductions	\$880.04		
			Federal Taxes Withheld	Payroll Deductions	\$1,424.08		
			Medicare	Payroll Deductions	\$205.81		
				Total this claim	<u>\$3,595.78</u>		
0	119	ING AETNA	Annuity	Payroll Deductions	\$130.00	2/26/03	P/R ENDING 2/22/03
				Total this claim	<u>\$130.00</u>		
0	157	PAYROLL	OPERATING FUND	Salary of Assistants	\$13,361.80	3/12/03	PAYROLL
			OPERATING FUND	Wages of Janitor	\$810.40		
				Total this claim	<u>\$14,172.20</u>		
0	115	PAYROLL	OPERATING FUND	Salary of Assistants	\$13,143.68	2/26/03	PAYROLL
			OPERATING FUND	Wages of Janitor	\$1,050.48		
				Total this claim	<u>\$14,194.16</u>		
0	159	ING AETNA	Annuity	Payroll Deductions	\$130.00	3/12/03	P/R ENDING 3/8/03
				Total this claim	<u>\$130.00</u>		
0	102	ING AETNA	Annuity	Payroll Deductions	\$130.00	2/12/03	P/R ENDING 2/8/03
				Total this claim	<u>\$130.00</u>		
0	101	EFTPS	OPERATING FUND	Empl.Share FICA&Medicare	\$1,090.69	2/12/03	P/R ENDING 2/8/03
			FICA	Payroll Deductions	\$883.96		
			Federal Taxes Withheld	Payroll Deductions	\$1,427.67		
			Medicare	Payroll Deductions	\$206.73		
				Total this claim	<u>\$3,609.05</u>		
0	100	PAYROLL	OPERATING FUND	Salary of Assistants	\$13,428.73	2/12/03	PAYROLL
			OPERATING FUND	Wages of Janitor	\$828.63		
				Total this claim	<u>\$14,257.36</u>		

Document Number	Invoice Number	Name of Contractor	Fund	Account	Amount	Date	Explanation
21270	104	A.F. SERVICE CO., INC.	OPERATING FUND	Official Records	\$55.69	2/12/03	REPRODUCTION OF RECORDS
				Total this claim	<u>\$55.69</u>		
21271	105	DEMCO	OPERATING FUND	Operating Supplies	\$68.63	2/12/03	FOR THE MONTH OF FEBRUARY
				Total this claim	<u>\$68.63</u>		
21272	106	SLIP INC.	OPERATING FUND	Cleaning & Sanitation Supplies	\$125.18	2/12/03	FOR THE MONTH OF FEBRUARY
				Total this claim	<u>\$125.18</u>		
21273	103	MADISON COUNTY FEDERAL	Credit Union OPERATING FUND	Payroll Deductions Other Professional Services	\$474.21 \$1,456.00	2/12/03	P/R ENDING 2/28/03
				Total this claim	<u>\$1,930.21</u>		
21274	107	USI, INC.	OPERATING FUND	Operating Supplies	\$249.72	2/12/03	LAMINATING POUCHES
				Total this claim	<u>\$249.72</u>		
21275	108	AMERICAN ELECTRIC POWER	OPERATING FUND OPERATING FUND	Electricity Electricity	\$1,226.79 \$385.33	2/26/03	As per attached invoices.
				Total this claim	<u>\$1,612.12</u>		
21276	109	AT&T	OPERATING FUND OPERATING FUND	Telephone & Telegraph Telephone & Telegraph	\$36.91 \$39.32	2/26/03	As per attached invoices.
				Total this claim	<u>\$76.23</u>		
21277	120	CITY OF ELWOOD NON-REVE	OPERATING FUND	Emp Cont Group Ins Insurance	\$240.17 \$205.88	2/26/03	INSURANCE PAYMENT FOR FEBRUARY
				Total this claim	<u>\$446.05</u>		
21278	116	DOLORES MALEY	OPERATING FUND	Professional Services	\$52.00	2/26/03	HELPED SHAMPOO CARPETS 2/26/03
				Total this claim	<u>\$52.00</u>		
21279	110	ELWOOD CALL LEADER	OPERATING FUND	Advertising & Public Notices	\$28.00	2/26/03	AD FOR PART-TIME CLERK YS ELWOOD
				Total this claim	<u>\$28.00</u>		
21280	111	HILL-DONNELLY CORPORATI	OPERATING FUND	Elwood Adult	\$159.00	2/26/03	HILL-DONNELLY CROSS REFERENCE DIRECTORY
				Total this claim	<u>\$159.00</u>		
21281	118	INDIANA DEPARTMENT OF RE	State Tax Withheld County Taxes Withheld	Payroll Deductions Payroll Deductions	\$962.80 \$277.32	2/26/03	TAX PAYMENT FOR FEBRUARY
				Total this claim	<u>\$1,240.12</u>		
21282	112	INDIANA-AMERICAN WATER C	OPERATING FUND	Water	\$44.02	2/26/03	SUMMITVILLE-WATER
				Total this claim	<u>\$44.02</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>
21283	121	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$441.73	2/26/03	P/R ENDING 2/22/03
			OPERATING FUND	Other Professional Services	\$1,456.00		
				Total this claim	\$1,897.73		
21284	113	SPECIALTY STORE SERVICES	OPERATING FUND	Book Processing	\$238.68	2/26/03	As per attached invoices.
				Total this claim	\$238.68		
21285	114	VECTREN ENERGY DELIVERY	OPERATING FUND	Gas	\$1,149.60	2/26/03	As per attached invoices.
			OPERATING FUND	Gas	\$162.29		
				Total this claim	\$1,311.89		
21286	160	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$481.22	3/12/03	P/R ENDING 3/8/03
			OPERATING FUND	Other Professional Services	\$1,456.00		
				Total this claim	\$1,937.22		
21287	122	ARAB TERMITE & PEST CONT	OPERATING FUND	Professional Services	\$47.00	3/13/03	As per attached invoices.
				Total this claim	\$47.00		
21288	123	AT&T	OPERATING FUND	Telephone & Telegraph	\$57.42	3/13/03	As per attached invoices.
			OPERATING FUND	Telephone & Telegraph	\$33.60		
				Total this claim	\$91.02		
21289	124	AUDIO VISUAL COMMUNICATI	OPERATING FUND	Professional Services	\$119.00	3/13/03	SERVICE CONTRACT FOR MARCH
				Total this claim	\$119.00		
21290	154	BAKER & TAYLOR	OPERATING FUND	Elwood Adult	\$1,551.50	3/13/03	As per attached invoices.
			OPERATING FUND	Elwood Childrens	\$853.51		
			OPERATING FUND	Elwood YA	\$14.97		
			OPERATING FUND	Frankton	\$860.78		
			OPERATING FUND	Summitville	\$251.58		
			OPERATING FUND	Other	\$112.70		
			Gift	Elwood Adult	\$90.00		
				Total this claim	\$3,735.04		
21291	125	BARBARA MCADAMS	OPERATING FUND	Professional Services	\$50.00	3/13/03	PETTY CASH REIMBURSEMENT
				Total this claim	\$50.00		
21292	126	BARBARA SNIPES	OPERATING FUND	Traveling Expense	\$50.62	3/13/03	MILEAGE FOR FEBRUARY
				Total this claim	\$50.62		
21293	168	BURNETTE - DELLINGER INC.	OPERATING FUND	Official Bonds	\$200.00	3/13/03	BOND RENEWAL-WAYNE DAVIDSON, PAM BOHLANDER
				Total this claim	\$200.00		

<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>
21294	127	BURNETTE - DELLINGER INC.	OPERATING FUND	Insurance	\$319.00	3/13/03	WORKMANSCOMP-RATE CHANGE PER STATE OF IN- WORKMANSCOMP AUDIT
			OPERATING FUND	Insurance	\$163.00		
				Total this claim	\$482.00		
21295	128	CHAPMAN ELECTRIC SUPPLY	OPERATING FUND	Operating Supplies	\$43.90	3/13/03	
				Total this claim	\$43.90		
21296	156	CHRONICLE TRIBUNE	OPERATING FUND	Elwood Period. & News.	\$143.00	3/13/03	52 WEEK SUBSCRIPTION FOR ELWOOD
				Total this claim	\$143.00		
21297	129	CINTAS CORPORATION	OPERATING FUND	Cleaning & Sanitation Supplies	\$38.62	3/13/03	As per attached invoices.
			OPERATING FUND	Cleaning & Sanitation Supplies	\$37.85		
				Total this claim	\$76.47		
21298	130	CITY OF ELWOOD UTILITIES	OPERATING FUND	Water	\$158.08	3/13/03	As per attached invoices.
				Total this claim	\$158.08		
21299	163	CNHI MEDIA	OPERATING FUND	Advertising & Public Notices	\$14.22	3/13/03	ADDITIONAL APPROPRIATION NOTICE TO TAXPAYERS
				Total this claim	\$14.22		
21300	131	COOK ELECTRIC, INC.	OPERATING FUND	Professional Services	\$200.00	3/13/03	As per attached invoices.
			OPERATING FUND	Operating Supplies	\$103.70		
				Total this claim	\$303.70		
21301	132	EDWARDS ELECTRICAL & ME	OPERATING FUND	Professional Services	\$387.00	3/13/03	INSPECTION & REPAIRS ON HVAC
			OPERATING FUND	Professional Services	\$113.25		
				Total this claim	\$500.25		
21302	133	ELWOOD CALL LEADER	OPERATING FUND	Advertising & Public Notices	\$15.78	3/13/03	LEGAL NOTICE-ADDITIONAL APPROPRIATION
				Total this claim	\$15.78		
21303	134	FOX TV & APPLIANCE, INC.	OPERATING FUND	Repair Parts/Maintenance	\$37.95	3/13/03	SWEeper PARTS
				Total this claim	\$37.95		
21304	135	GALE GROUP	OPERATING FUND	Summitville	\$113.01	3/13/03	STANDING ORDER-SUMMITVILLE
			OPERATING FUND	Elwood Adult	\$137.34		
				Total this claim	\$250.35		
21305	136	HORTON'S & SONS OF ELWO	OPERATING FUND	Operating Supplies	\$152.88	3/13/03	As per attached invoices.
				Total this claim	\$152.88		
21306	137	INCOLSA	OPERATING FUND	Dues	\$150.00	3/13/03	2003 MEMBERSHIP FEE
				Total this claim	\$150.00		

<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>
21307	166	INDIANA-AMERICAN WATER C	OPERATING FUND	Water	\$44.02	3/13/03	As per attached invoices.
					Total this claim		
					\$44.02		
21308	138	INTEGRATED DATA SOLUTIO	OPERATING FUND	Automation	\$385.00	3/13/03	ANNUAL MAINTENANCE ON
			OPERATING FUND	2002 Encumbrances	\$3,050.00		FIREWALLWEBSSENSE 3 YEAR RENEWAL
					Total this claim		
					\$3,435.00		
21309	139	INTELENET COMMISSION(ST	OPERATING FUND	Telephone & Telegraph	\$255.48	3/13/03	T-1 LINE FEES
					Total this claim		
					\$255.48		
21310	167	INTERNATIONAL ENTERTAIN	Gift	Elwood Adult Programing	\$1,000.00	3/13/03	AUTHOR PHILLIP GULLEY-NAT'L
			OPERATING FUND	Elwood Adult Programing	\$250.00		LIBRARY WEEK
					Total this claim		
					\$1,250.00		
21311	140	K MART	OPERATING FUND	Operating Supplies	\$115.13	3/13/03	As per attached invoices.
			OPERATING FUND	Elwood Children's Programing	\$39.52		
					Total this claim		
					\$154.65		
21312	141	LANDMARK AUDIOBOOKS	OPERATING FUND	Frankton AV	\$2,221.00	3/13/03	FRANKTON AUDIO LEASE
					Total this claim		
					\$2,221.00		
21313	142	LIBRARY CORPORATION, THE	OPERATING FUND	Automation	\$621.00	3/13/03	SUPPORT FOR AUTOMATION EQUIPMENT
					Total this claim		
					\$621.00		
21314	165	MARSH SUPERMARKET	Gift	Elwood Children's Programing	\$20.54	3/13/03	As per attached invoices.
					Total this claim		
					\$20.54		
21315	143	MIDWEST TAPE	OPERATING FUND	Frankton AV	\$421.82	3/13/03	As per attached invoices.
			OPERATING FUND	Elwood AV	\$917.56		
			OPERATING FUND	Summitville AV	\$461.72		
					Total this claim		
					\$1,801.10		
21316	161	MINOLTA BUSINESS SYSTEM	OPERATING FUND	Professional Services	\$110.00	3/13/03	REPAIR READER PRINTER
					Total this claim		
					\$110.00		
21317	144	PEERLESS ELECTRIC SUPPL	OPERATING FUND	Operating Supplies	\$39.44	3/13/03	As per attached invoices.
					Total this claim		
					\$39.44		
21318	145	PROQUEST INFORMATION AN	OPERATING FUND	Elwood Period. & News.	\$280.03	3/13/03	NEWSPAPERS TO MICROFILM
					Total this claim		
					\$280.03		
21319	146	QUILL CORPORATION	OPERATING FUND	Office Supplies	\$296.91	3/13/03	As per attached invoices.
					Total this claim		
					\$296.91		

<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>
21320	153	RAMSAY BUSINESS PRODUC	OPERATING FUND	Office Supplies	\$20.16	3/13/03	As per attached invoices.
			OPERATING FUND	Office Supplies	\$27.56		
			OPERATING FUND	Office Supplies	\$25.36		
			OPERATING FUND	Equipment/Rental	\$76.38		
			OPERATING FUND	Furniture & Equipment	\$200.96		
			OPERATING FUND	Furniture & Equipment	(\$5.96)		
				Total this claim	\$344.46		
21321	155	RUFUS JESSIE	OPERATING FUND	Waste Disposal Services	\$36.00	3/13/03	TRASH SERVICE-JANUARY, FEBRUARY, MARCH-SUMMITVILLE
				Total this claim	\$36.00		
21322	162	SBC	OPERATING FUND	Telephone & Telegraph	\$308.86	3/13/03	As per attached invoices.
				Total this claim	\$308.86		
21323	147	SCOTT CONSTRUCTION	OPERATING FUND	Professional Services	\$180.00	3/13/03	SNOW REMOVAL
				Total this claim	\$180.00		
21324	148	SPECIALTY STORE SERVICES	OPERATING FUND	Operating Supplies	\$124.94	3/13/03	As per attached invoices.
				Total this claim	\$124.94		
21325	149	STATE CHEMICAL MANUFACT	OPERATING FUND	Cleaning & Sanitation Supplies	\$161.06	3/13/03	As per attached invoices.
				Total this claim	\$161.06		
21326	164	TOM GASTON	OPERATING FUND	Elwood Children's Programing	\$250.00	3/13/03	MAGIC SHOW FOR NAT'L LIBRARY WEEK-ELWOOD YOUTH SERVICE
				Total this claim	\$250.00		
21327	150	TOWN OF FRANKTON	OPERATING FUND	Electricity	\$85.79	3/13/03	As per attached invoices.
			OPERATING FUND	Water	\$8.85		
			OPERATING FUND	Waste Disposal Services	\$8.78		
				Total this claim	\$103.42		
21328	151	UPSTART	OPERATING FUND	Operating Supplies	\$104.23	3/13/03	As per attached invoices.
				Total this claim	\$104.23		
21329	152	VECTREN ENERGY DELIVERY	OPERATING FUND	Gas	\$242.81	3/13/03	As per attached invoices.
				Total this claim	\$242.81		

Warrant Claim

Number

Number Name of Claimant

Fund

Account

Amount

Date

Explanation

Total Amount of Claims \$84,285.41

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.

Thursday, March 13, 2003

[Signature]

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____.

Amber Belbender
Don Hill
Betty Caldwell

Bette Durbell
Kayla Vingo
Gary Brown

[Signature]

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

ADDITIONAL APPROPRIATION RESOLUTION/ORDINANCE

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

Sec. 1. Be it ordained (resolved) by the Board of Trustees of the North Madison County Public Library System, Madison County, Indiana, 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 governing the same:

	AMOUNT REQUESTED	AMOUNT APPROPRIATED
Fund name: Library Improvement Reserve Fund		
Capital Outlay	\$30,000	\$30,000
Other Services and Charges	1,000	1,000
Total for Library Improvement Reserve Fund	\$31,000	\$31,000

Adopted this 13th day of March 2003.

NAY

AYE

Amela Bollander
Don Hill
Betty Caldwell
Bette Doyzell
Kevin King
Jenny Krainovich
Wayne E. Davidson

ATTEST:

Betty Caldwell
 Betty Caldwell, Treasurer

CERTIFIED COPY OF ADDITIONAL APPROPRIATION

COUNTY NAME: Madison

UNIT NAME: North Madison County Public Library System

Date of Publication March 3, 2003 Newspaper Herald Bulletin

Date of Publication March 3, 2003 Newspaper Elwood Call Leader

Date of Public Hearing: March 13, 2003

Date of Resolution/Ordinance March 13, 2003

STB USE ONLY
 COUNTY NO: _____
 UNIT NO: _____
 DATE FILED: _____
 ORDER NUMBER: _____

Complete for each fund from which additional appropriations are made. Use separate column for each fund. Lines referred to below are on a 16-line computer statement from STB budget hearing.

FUND NUMBER:	115			
FUND NAME:	LIRF			
APPROPRIATION REQUEST:	\$31,000			
AMOUNT BY REDUCTION:				
AMOUNT BY SURPLUS:	\$31,000			
1. Property Tax Levy (Line 16)				
2. Levy Excess applied (Line 15)				
3. PTRC from Cagit (Line 13)				
4. Misc. Revenue Estimate (Line 8B) (If higher than 8B, revised Form 2 must be attached)				
5. January 1 Cash Balance including investments.	\$55,340			
6. Total Funds Available (1+2+3+4+5)	\$55,340			
7. Original Budget				
8. Encumbered Appropriations				
9. Total Beginning Appropriations (7+8)				
10. Surplus Funds (6-9)	\$55,340			
11. Amount appropriated since January 1 st less any reductions in appropriations				
12. Surplus Funds Remaining (10-11)	\$55,340			

I, Wayne E. Davidson fiscal officer of No Madison Co Public do hereby certify

Name Taxing Unit
 that the above information is true and correct. Dated this 13th day of March, 2003

Wayne E. Davidson Signature Board of Trustees Treasurer Title
 1600 Main Street Unit Address (765) 552-5001 Telephone No.
 Elwood, IN 46036 City/State/Zip

AMOUNT APPROPRIATED	AMOUNT BY REDUCTION	STB APPROVED	STB DENIED
---------------------	---------------------	--------------	------------

FUND: LIRF

DEPARTMENT: Frankton Branch

100000 PERSONAL SERVICES
 200000 SUPPLIES
 300000 OTHER SERVICES AND CHARGES
 400000 CAPITAL OUTLAY
 9999 TOTAL

	1,000		
	30,000		
	31,000		

DEPARTMENT: _____

FUND: _____

100000 PERSONAL SERVICES
 200000 SUPPLIES
 300000 OTHER SERVICES AND CHARGES
 400000 CAPITAL OUTLAY
 9999 TOTAL

DEPARTMENT: _____

FUND: _____

100000 PERSONAL SERVICES
 200000 SUPPLIES
 300000 OTHER SERVICES AND CHARGES
 400000 CAPITAL OUTLAY
 9999 TOTAL

FUND TOTAL:
 (If departmentalized)

I, Wayne E. Davidson fiscal officer of No Madison Co Public, do hereby certify that amounts appropriated on March 13, 2003
 (Name) (Taxing Unit) Library (Date)

are to be apportioned to the above stated major classes.

Wayne E. Davidson Signature/Title

Attach additional copies as needed

NOTICE TO TAXPAYERS OF ADDITIONAL APPROPRIATIONS

Notice is hereby given the taxpayers of North Madison County Public Library System, Madison County, Indiana that the proper legal officer of North Madison County Public Library System will meet at the Frankton Community Library, 116 E. Sigler Street, Frankton, Indiana at 6:30pm, on the 13th day of March 2003, will consider the following additional appropriations in excess of the budget for the current year.

Fund Name:

Library Improvement Reserve Fund	Amount
Capital Outlays	\$30,000
Other Services and Charges	1,000
TOTAL for Library Improvement Reserve Fund	\$31,000

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

Dated: February 27, 2003

Kevin M. Sipe, President of the Library Board
Betty Caldwell, Secretary of the Library Board
Wayne E. Davidson, Treasurer of the Library Board

REAL ESTATE PURCHASE AGREEMENT

The undersigned, FRANKTON LIONS CLUB, of Madison County, Indiana, ("Seller") hereby agrees to sell to NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM, by and through its Board of Trustees, of Madison County, Indiana, ("Purchaser") the following described real estate located in Madison County, Indiana, (the "Real Estate"):

Lots numbered 31, 32, 33, 34, 35 and 36 in the Continuation of Commercial Addition to the Town of Frankton, Madison County, Indiana

- I. **PURCHASE PRICE**-Purchaser shall pay the sum of Thirty Thousand Dollars (\$30,000.00) upon the following terms and/or conditions (the "Purchase Price").
- II. **PAYMENT**-The Purchase Price shall be paid by check drawn upon the Purchaser's public account at the time of closing and upon delivery of a Warranty Deed.
- III. **EARNEST MONEY DEPOSIT**-There shall be no earnest money paid to Seller as the Seller is incurring no expenses connected with the sale.
- IV. **CONDITION OF PROPERTY**-Purchaser acknowledges Seller has made no warranties or guarantees (express or implied) as to the condition of Real Estate or its fitness for any purpose. The property is sold AS IS.
- V. **TAXES AND ASSESSMENTS**-The taxes, if any, shall be prorated to the date of closing.
- VI. **TITLE**-The Real Estate shall be conveyed to Purchaser by Warranty Deed, subject to all covenants, easements, restrictions and rights-of-way appearing of record, and subject to the provisions of applicable zoning laws, free and clear of all other liens and encumbrances, except as herein provided. Prior to closing, Purchaser shall be furnished, at Purchaser's expense, a Commitment for Title Insurance extended to a date later than the date of this agreement, by an Abstract Company satisfactory to Purchaser.
- VII. **CLOSING DATE**-This transaction shall be closed at such date as may be agreeable to the parties (the "Closing Date").
- VIII. **OTHER TERMS AND CONDITIONS**-
 - A. **Survey**. A survey shall be ordered promptly upon acceptance of this Agreement and shall be furnished at Purchaser's expense within fifteen (15) days after acceptance. It shall be prepared by a licensed Indiana Surveyor selected or approved by Purchaser, shall comply with minimum standard detail requirements for Indiana land title surveys,

including optional requirements, shall reflect whether the property is located in a designated flood zone area and shall be certified to the Purchaser.

- B. **Title and Survey Approval**. If Purchaser has an objection to items disclosed in the Title Commitment or in the Survey, the Purchaser shall make written objections to the Seller within ten (10) days after receipt of both the Title Commitment and the Survey. Upon the expiration of such period, any item not objected to by Purchaser or subsequently approved by Purchaser in writing shall be deemed a permitted exception. If Purchaser makes objections, the Seller shall have thirty (30) days from the date the objections are made to cure the same, and the closing date shall be extended, if necessary. Seller agrees to utilize its best efforts and reasonable diligence to cure any objections, but only to the extent necessary to convey marketable title. If the objections are not satisfied within the time period, the Purchaser may either terminate this Agreement or waive the unsatisfied objections and close the transaction.
- C. **Environmental Assessment**. A Phase 1 Environmental Site Assessment on the property shall be ordered promptly upon acceptance of this Agreement at the Purchaser's expense from a reputable, qualified Engineer acceptable to the Purchaser. The Phase 1 shall be conducted in accordance with ASTM Standards unless otherwise agreed and may also include at the Purchaser's option the following matters: (1) an investigation for the presence of asbestos, radon, lead, or polychlorinated biphenyls (PCB's) on the property; and (2) an investigation to determine if the property is located in any regulated or protected area under the jurisdiction of the U.S. Army Core of Engineers, the U.S. Environmental Protection Agency, the Indiana Department of Environmental Management, the Indiana Department of Natural Resources, the U.S. Fish and Wildlife Service or any other Federal, State or Local Agency.

If Purchaser does not make written objection to a problem revealed in the report within ten (10) days of the receipt of the written report, the property shall be deemed to be acceptable. If Purchaser determines that the environmental condition is unsatisfactory, the Seller shall have a reasonable period of time, not to exceed thirty (30) days, to remediate the condition to Purchaser's satisfaction and the closing date shall be extended, if necessary. If the Seller fails or refuses to remediate, the Purchaser may either terminate this Agreement or waive its objection and close the transaction.
- D. **Attorney Fees**. Any party who is the prevailing party against any other party in any legal or equitable proceeding relating to this Agreement shall be entitled to recover Court costs and reasonable Attorney Fees from the nonprevailing party.
- IX. **INSURANCE AND RISK OF LOSS**-Seller shall maintain replacement costs or actual cash value "all risk" insurance on the property through the closing date. The Seller's insurance shall be canceled as of the closing date and the Purchaser shall provide its own insurance thereafter. Risk of loss by damage or destruction to the property prior to closing shall be borne by the Seller.

If there is any change of condition as fully required prior to closing, the Purchaser may, at its option, either terminate this Agreement or elect to close the transaction, in which event Seller's right to all insurance proceeds shall be applied to repair of the damage or destruction shall be required in writing by Seller to Purchaser at closing.

1. **PURCHASER** shall deliver possession of the Real Estate to Purchaser on the Closing Date.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals to this Contract for Sale of Real Estate, this 17th day of February, 2003.

SELLER:

FRANKTON LIONS CLUB

BY: [Signature]
ITS: President

BY: [Signature]
ITS: 3rd Vice President

BY: [Signature]
ITS: Treasurer

PURCHASER:

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

BY: [Signature]
ITS: President

STATE OF INDIANA)
COUNTY OF MADISON)

Before me, a Notary Public in and for said County and State, personally appeared the FRANKTON LIONS CLUB of Madison County, Indiana, 201 West 2nd Street, its: President, [Signature], BY: [Signature], its: 3rd Vice President and BY: Lloyd Young, its: Treasurer, who acknowledged the execution of the foregoing document for and on behalf of said Library, and who have been duly sworn, and that the representations therein contained are true.

Witness my hand and Notarial Seal this 19 day of February, 2003.

My commission expires: Sept. 11, 2006

[Signature]
USA Notary Public
Residing in Madison County, Indiana

STATE OF INDIANA)
COUNTY OF MADISON)


Before me the undersigned, a Notary Public for Madison County, Indiana, personally appeared NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM BY: [Signature], its: President, of legal age, and acknowledged the execution of the foregoing instrument this 13 day of March, 2003.

MY COMMISSION EXPIRES March 8, 2010

[Signature]
Diana L. Shepard
Notary Public
Resident of Madison County, IN

This instrument prepared by:

JAMES W. WILSON/#1286-48
BINGHAM, FARRER & WILSON, P.C.
Attorneys at Law
P.O. Box 494
Elwood, Indiana 46036-0494
Telephone: (765) 552-9878
Facsimile: (765) 552-5496
library/library.lionsclub/sb

A decorative border consisting of a black and white checkerboard pattern, forming a rectangular frame around the central text. Two solid black circles are located on the left side of the page, one above and one below the checkered border.

Surbaugh & Son, Inc.

Insurance - Real Estate
714 East 8th Street
Anderson IN 46012 4021

Phone (765) 644-2803 Fax (765) 644-6675
www.surbaughandson.com

Attn: William Surbaugh

Listing Broker (Co.) Surbaugh & Son, Inc (SURB01) By William L. Surbaugh (10615)
office code individual code

Selling Broker (Co.) Surbaugh & Son, Inc (SURB01) By William L. Surbaugh (10615)
office code individual code

PURCHASE AGREEMENT COMMERCIAL-INDUSTRIAL REAL ESTATE

1 A. PARTIES: North Madison County Public Library (NMCPL) ("Seller")
2
3 agrees to sell and convey to National City Bank (NCB) ("Buyer")

4 and Buyer agrees to buy from Seller the following property for the consideration and subject to the following:
5 B. PROPERTY: The property is commonly known as
6 111-113 East Sigler Street, Frankton, IN 46044
7 in Pipe Creek Township, Madison County, Frankton, Indiana, 46044
8 including all buildings and permanent improvements and fixtures attached; all privileges, easements and appurtenances
9 pertaining thereto including any right, title and interest of Seller in and to adjacent streets, alleys, rights-of-way, leases, rents,
10 security deposits, licenses and permits with respect to the property, trade name, and warranties or guarantees relating to the
11 property being sold, and any personal property specified herein; all of the above referred to as the "Property," the legal
12 description of which is (attached as Exhibit "A") (described as follows): lots numbered 37, 38 and 39 as a
13 continuation of Commercial Addition to the Town of Frankton

14 ; subject to exact determination by survey pursuant to Paragraph 1
15 The following items of personal property are INCLUDED in the sale: All National City Bank's property to
16 remain with the building.

17 All other personal property and the following additional items are EXCLUDED from the sale: Items that are
18 current library equipment and furnishings

19 C. PRICE: The purchase price shall be Seventy-Six Thousand Five Hundred Dollars
20 (\$76,500.00), payable (in cash at closing) (in accordance with the terms and conditions in this Agreement).

21 D. EARNEST MONEY: Buyer submits \$ 2,500.00 as Earnest Money to be held by Surbaugh & Son, Inc.
22 as Escrow Agent, upon execution of this Agreement by
23 both parties. The Earnest Money shall be applied to the purchase price at closing unless returned to Buyer, released to Seller,
24 or otherwise disbursed in accordance with this Agreement. The Escrow Agent is not a party to this Agreement and does not
25 assume or have any liability for performance or non-performance of any party. Before the Escrow Agent has any obligation to
26 disburse the Earnest Money in the event of dispute, Escrow Agent has the right to require from all parties a written release of
27 liability of the Escrow Agent, termination of the Agreement and authorization or court order to disburse the Earnest Money.

28 E. ADDITIONAL PROVISIONS: The seller agrees to assign 3 parking spaces to NCB for their employees
29 on the property at the SW corner of Sigler & Church St. at no expense for the duration of NCB
30 and the library's operations in the building just east of the current branch bank. The seller
31 may retain possession of 111 E. Sigler in Frankton for 12 mos after closing without payment of
32 any rent, thereafter the rent will be \$500.00 per month. The library will continue to pay their
33 own utilities and maintenance. The seller may remove the shed on the rear of the property.

34 Included in this Agreement are the following addenda: (Place an "X" on the appropriate line or lines)
35 _____ Financing Addendum _____ Feasibility Study Addendum
36 _____ Leased Property Addendum _____ Exchange Addendum
37 _____ Zoning/Governmental Approval Addendum _____ Representations & Warranties of Seller Addendum
38 _____ Alternative Dispute Resolution Addendum _____ Lead-Based Paint Disclosure Addendum

39 F. CLOSING: The closing of the sale shall take place at (the Title Company) (_____)
40 _____) on or before June 30, 2003, or within _____ days after
41 _____, whichever is later, (the "Closing Date") or this
42 Agreement shall terminate unless the Closing Date is changed in writing by Seller and Buyer, or otherwise extended pursuant
43 to this Agreement.

44 G. POSSESSION: The possession of the Property shall be delivered to Buyer, subject to the rights of tenants in possession, if
45 any, in its present condition, ordinary wear and tear excepted, at _____.
46 Seller shall maintain the Property, including fixtures, equipment and any included personal property until possession is
47 delivered to Buyer.

48 E1.1 Subject to approval of CSRC (Capital Review Committee) within 45 days of acceptance.
E2. The buyer agrees to pay Surbaugh & Son, Inc. a Real Estate Commission of \$2500.00.

111-113 Sigler St., Frankton, IN (office use only)
Page 1 of 5

49 H. REAL ESTATE TAXES: (Check paragraph 1, 2, or 3 below)

- 50 1. **Installment Basis:** Buyer will assume and pay all taxes on the Property beginning with the tax installment due and
51 payable on _____, _____, and all taxes due thereafter. Seller shall pay all taxes for the Property
52 due and payable before the Closing Date, and any subsequent tax installment(s) not assumed by Buyer.
- 53 2. **Prior Year (Cash Basis) Proration:** The taxes assessed for the year prior to closing, due and payable during the year of
54 closing, shall be prorated between Seller and Buyer on a calendar year basis as of the day immediately prior to the
55 Closing Date. Buyer shall be responsible for all taxes assessed for the current year due and payable in the year following
56 closing.
- 57 3. **Current Year (Lien Basis) Proration:** The taxes assessed for the current year, due and payable in the year following
58 closing, shall be prorated between Seller and Buyer on a calendar year basis as of the day immediately prior to the
59 Closing Date. All taxes assessed for any prior calendar year and remaining unpaid shall also be paid by Seller.

60 For Purposes of 1, 2, and 3 above:

- 61 (A) If the tax rate or assessment for taxes assessed or payable in the year of closing has not been determined as of the
62 Closing Date, the assessment or rate shall be assumed to be the same as the most recent assessment or rate.
- 63 (B) Taxes which are Seller's responsibility and not yet due as of the Closing Date shall be credited against the purchase
64 price or cash portion thereof payable by Buyer at closing, and Seller shall have no further liability for such taxes.
- 65 (C) All taxes due and payable on or prior to the Closing Date shall be paid at or before closing and charged at closing to
66 the responsible party.

67 (NOTE: The succeeding year's tax bill for recently constructed buildings or following reassessment periods may
68 greatly exceed the last tax bill available to the closing agent.)

- 69 I. **INSURANCE AND RISK OF LOSS:** Seller shall maintain replacement cost (if available) or actual cash value "all risk"
70 insurance on the Property through the Closing Date. Seller's insurance shall be canceled as of the Closing Date and Buyer
71 shall provide its own insurance thereafter. Risk of loss by damage or destruction to the Property prior to the closing shall be
72 borne by Seller. In the event any damage or destruction is not fully repaired prior to closing, Buyer, at its option, may either
73 terminate this Agreement or elect to close the transaction, in which event Seller's right to all insurance proceeds not yet
74 applied to repair of the damage or destruction shall be assigned in writing by Seller to Buyer at closing.

- 75 J. **CONDITIONS TO CLOSING:** Buyer's obligations under this Agreement are conditioned upon satisfaction of each of the
76 following items which are for the Buyer's benefit and may be waived by Buyer at Buyer's sole discretion.

- 77 1. **Title Commitment:** A commitment for title insurance (the "Commitment") issued by a reputable title insurance company
78 selected or approved by Buyer (the "Title Company") showing marketable title in Seller's name shall be ordered by
79 (Seller) (Buyer) promptly upon acceptance of this Agreement and shall be delivered to Buyer within 15 days
80 after May 15, 2003. At Buyer's request, legible copies of all recorded instruments
81 affecting the Property or recited as exceptions in the Commitment shall also be delivered.
- 82 2. **Survey:** A survey shall be ordered promptly upon acceptance of this Agreement and shall be furnished at (Seller's)
83 (Buyer's) expense within 15 days after May 15, 2003. It shall be prepared by a
84 licensed Indiana surveyor selected or approved by Buyer, shall comply with Minimum Standard Detail Requirements for
85 Indiana Land Title Surveys, including optional requirements, shall reflect whether the Property is located in a designated
86 flood zone area and shall be certified to Buyer, the Title Company and Buyer's lender.
- 87 3. **Title and Survey Approval:** If Buyer has an objection to items disclosed in the Commitment or the survey, Buyer shall
88 make written objections to Seller within 10 days after receipt of both the Commitment and survey. Upon the
89 expiration of such period, any item not objected to by Buyer or subsequently approved by Buyer in writing shall be
90 deemed a permitted exception ("Permitted Exception"). If Buyer makes objections, Seller shall have thirty (30) days from
91 the date the objections are made to cure the same, and the Closing Date shall be extended, if necessary. Seller agrees
92 to utilize its best efforts and reasonable diligence to cure any objections, but only to the extent necessary to convey
93 marketable title. If the objections are not satisfied within the time period, Buyer may either terminate this Agreement and
94 receive a refund of the Earnest Money or waive the unsatisfied objections and close the transaction.
- 95 4. **Inspections:** (Check paragraph (A) and/or (B) or paragraph (C) below) Unless Buyer waives inspections under
96 paragraph (C), Buyer shall have determined that the Property has no unacceptable, adverse environmental or physical
97 condition as provided below.
- 98 (A) **Environmental Assessment:** A Phase I environmental site assessment ("Phase I") on the Property shall be ordered
99 promptly upon acceptance of this Agreement at (Seller's) (Buyer's) expense from a reputable, qualified engineer,
100 acceptable to Buyer. The Phase I shall be conducted in accordance with ASTM standards unless otherwise agreed
101 and may also include at Buyer's option the following matters:
102 (1) an investigation for the presence of asbestos, radon, lead or polychlorinated biphenyls (PCBs) on the Property;
103 and/or
104 (2) an investigation to determine if the Property is located in any regulated or protected area under the jurisdiction of
105 the U.S. Army Corps of Engineers, the U.S. Environmental Protection Agency, the Indiana Department of
106 Environmental Management, the Indiana Department of Natural Resources, the U.S. Fish and Wildlife Service or
107 any other federal, state or local agency.
- 108 If Buyer does not make a written objection to any problem(s) revealed in the report within 15 days of
109 May 15, 2003, the Property shall be deemed to be acceptable. If Buyer determines that the

111-113 Sigler St., Frankton, IN _____ (office use only)

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environmental condition is unsatisfactory, Seller shall have a reasonable period of time, not to exceed 30 days, to remediate the condition to Buyer's satisfaction and the Closing Date shall be extended, if necessary. If Seller fails or refuses to remediate, Buyer may either terminate this Agreement and receive a refund of the Earnest Money or waive its objection and close the transaction.

- (B) **Physical Inspections:** Promptly upon acceptance of this Agreement, all physical inspections shall be ordered at (Seller's) (Buyer's) expense. Inspections shall be made by qualified inspectors or contractors, selected or approved by Buyer, with written reports delivered to Seller and Buyer. Inspections may include but are not limited to the following: heating, cooling, electrical, plumbing, roof, walls, ceilings, floors, foundation, basement, crawl space, water, storm and waste sewer, well/septic, geotechnical, other: _____ . If Buyer, in its reasonable discretion, believes that an inspection report reveals a major defect in or with the Property, Buyer shall report such defect in writing to Seller within 30 days of May 15, 2003 . If Buyer does not make a written objection to any problem(s) revealed in the report(s) within such time period, the Property shall be deemed acceptable to Buyer. Seller shall have a reasonable period of time, not to exceed 30 days, to repair any such major defect to Buyer's reasonable satisfaction and the Closing Date shall be extended, if necessary. If Seller fails or refuses to repair, Buyer may either terminate this Agreement and receive a refund of the Earnest Money or waive its objection and close the transaction.
- (C) **Waiver of Inspections:** BUYER HAS BEEN MADE AWARE THAT INDEPENDENT INSPECTIONS DISCLOSING THE CONDITION OF THE PROPERTY ARE AVAILABLE, AND BUYER HAS BEEN AFFORDED THE OPPORTUNITY TO REQUIRE SUCH INSPECTIONS AS A CONDITION OF THIS AGREEMENT. HOWEVER, BUYER WAIVES THE RIGHT TO OBTAIN INSPECTIONS AND RELIES UPON THE CONDITION OF THE PROPERTY BASED UPON BUYER'S OWN EXAMINATION AND RELEASES SELLER AND LISTING AND SELLING BROKER(S) FROM ANY AND ALL LIABILITY RELATING TO ANY PROBLEM, DEFECT OR DEFICIENCY AFFECTING THE PROPERTY, WHICH RELEASE SHALL SURVIVE THE CLOSING.

Buyer and its agents shall have the right to enter upon the Property upon reasonable advance notice and make all inspections provided for herein. Buyer shall restore any damage to the Property resulting from the entry of Buyer or its agents and shall indemnify, defend and hold harmless Seller as to any injury to persons or damage to their property resulting from the negligence of Buyer or its agents in conducting their activities on the Property.

- K. PRORATIONS AND SPECIAL ASSESSMENTS:** Interest on any debt assumed or taken subject to, any rents, all other income and ordinary operating expenses of the Property, including but not limited to, public utility charges, shall be prorated as of the day prior to the Closing Date. Any special assessments applicable to the Property for municipal improvements made to benefit the Property prior to the date of acceptance of this Agreement shall be paid by Seller at or before closing. At closing, Buyer will assume and agree to pay all special assessments for municipal improvements which are completed after acceptance of this Agreement.

L. SALES EXPENSES: All sales expenses are to be paid in cash prior to or at the closing.

1. Seller's Expenses: Seller shall pay all costs of releasing existing loans and recording the releases, one-half (1/2) of any closing fee, preparation of Deed and Vendor's Affidavit, Indiana Gross Income Tax, and other expenses stipulated to be paid by Seller under other provisions of this Agreement.
2. Buyer's Expenses: Buyer shall pay all expenses incident to any new or assumed loan, one-half (1/2) of any closing fee, and expenses stipulated to be paid by Buyer under other provisions of this Agreement.

- M. DEFAULT:** If Buyer breaches this Agreement, Seller may seek any remedy provided by law or equity, or terminate this Agreement and receive the Earnest Money as liquidated damages. If Seller breaches this Agreement, Buyer may terminate this Agreement and receive a refund of the Earnest Money, or Buyer may seek specific performance or any other remedy provided by law or equity. In the event of Seller default, Seller shall immediately be obligated to pay all brokerage commissions that would have been paid had this transaction closed. In the event of Buyer default, commissions may also be due and payable pursuant to the terms of the applicable brokerage agreements.

N. DUTIES OF BUYER AND SELLER AT CLOSING:

1. At the closing, Seller shall deliver to Buyer, at Seller's sole cost and expense, the following:

- (A) A duly executed and acknowledged Warranty Deed conveying marketable title in fee simple to all of the Property, free and clear of any and all liens, encumbrances, conditions, easements, assessments, reservations and restrictions, except Permitted Exception(s);
- (B) As Seller's Policy of Title Insurance (the "Title Policy") issued by the Title Company in the amount of the purchase price, less as of closing, including Buyer's fee simple title to the Property to be marketable subject only to the Permitted Exception(s), and deleting the standard printed exceptions contained in the usual form of the Title Policy;
- (C) An executed Vendor's Affidavit in form acceptable to the Title Company;
- (D) A Bill of Sale, duly executed by Seller, containing warranties of title, conveying title, free and clear of all liens, to any personal property specified in Paragraph B;
- (E) An assignment, duly executed by Seller, of lease, of leasehold, prepaid rents, security deposits, and trade name, and to the extent applicable, easements and permits, warranties or guarantees, and to the extent agreed to be assumed by Buyer, all service contracts, management or other contracts relating to the ownership or operation of the Property. Such assignment shall include an indemnity from Seller in favor of Buyer with respect to all claims and obligations arising under such leases and contracts prior to the Closing Date. If Buyer does not agree to assume any such contract, then Seller shall deliver evidence of termination of such contract at closing and shall indemnify Buyer as to all claims and obligations thereunder;

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- 171 (F) A current rent roll duly certified by Seller and any security or tenant deposits, if applicable;
172 (G) Evidence of its capacity and authority for the closing of this transaction;
173 (H) Certification establishing that no federal income tax is required to be withheld under the Foreign Investment and Real
174 Property Tax Act, or consent to withhold tax from the proceeds of sale as required, unless it is established that the
175 transaction is exempt;
176 (I) All other executed documents necessary to close this transaction.
- 177 **2. At the closing, Buyer shall perform, at Buyer's sole cost and expense, the following:**
178 (A) Pay the cash portion of the purchase price in the form of a cashier's check or other immediately available funds;
179 (B) Execute any note(s) and mortgage(s) and cause the funds to be made available to the closing agent for disbursement;
180 (C) Provide evidence of its capacity and authority for the closing of this transaction;
181 (D) Provide to Buyer's lender any title policy as required by the holder(s) of the mortgage(s);
182 (E) An assumption agreement by Buyer (which may be included in Seller's assignment pursuant to Paragraph N.1(E) above)
183 with respect to leases assigned to Buyer and contracts, if any, which Buyer has agreed to assume. Such assumption
184 agreement shall include an indemnity from Buyer in favor of Seller as to claims and obligations arising under such leases
185 and contracts assumed by Buyer from and after the Closing Date;
186 (F) Execute all other documents necessary to close this transaction.
- 187 **O. CONDEMNATION:** Seller shall promptly notify Buyer in writing of the commencement of any condemnation proceedings
188 against any portion of the Property. If such condemnation proceedings are commenced, Buyer, at its option, may (1) terminate
189 this Agreement by written notice to Seller within 15 days after Buyer is advised of the commencement of the
190 condemnation proceedings, or (2) appear and defend in any condemnation proceedings, and any award shall, at Buyer's
191 election, (a) become the property of Seller and reduce the purchase price by the same amount or (b) shall become the
192 property of Buyer and the purchase price shall not be reduced.
- 193 **P. RESPONSIBLE PROPERTY TRANSFER LAW:**
194 1. Seller is not required to provide Buyer with a Disclosure Statement pursuant to I.C. Section 13-25-3-1 et seq., Indiana's
195 Responsible Property Transfer Law ("IRPTL"), because, to the best of Seller's knowledge, the Property is exempt from the
196 provisions of the law or (a) the Property does not contain any hazardous chemical or material; (b) the Property does not
197 contain any underground storage tanks which are or have been utilized to hold petroleum or other regulated substances;
198 and (c) the Property is not listed on the Comprehensive Environmental Response, Compensation and Liability Information
199 System.
200 2. If Seller learns that the Property comes within the terms of IRPTL after execution of this Agreement, then Seller shall
201 provide to Buyer the required disclosure document and comply with all other parts of this law.
- 202 **Q. MISCELLANEOUS:**
203 1. Any notice required or permitted to be delivered shall be deemed received when personally delivered or when confirmed
204 as received by facsimile, express courier or United States mail (postage prepaid, certified and return receipt requested)
205 addressed to Seller or Buyer or their designee at the address set forth below the signature of each party.
206 2. This Agreement shall be construed in accordance with the laws of the State of Indiana.
207 3. Time is of the essence. Time periods specified in this Agreement and any addenda are calendar days and shall expire at
208 midnight of the date stated unless the parties agree otherwise in writing.
209 4. This Agreement is binding upon and for the benefit of the parties' respective heirs, administrators, executors, legal
210 representatives, successors, and assigns. No assignment of this Agreement shall release a party from liability for its
211 obligations hereunder.
212 5. If any provision contained in this Agreement is held invalid, illegal, or unenforceable in any respect, the invalidity, illegality,
213 or unenforceability shall not affect any other provision.
214 6. This Agreement constitutes the entire agreement of the parties and cannot be changed except by their written consent.
215 7. By signing below, the parties to this transaction acknowledge receipt of a copy of this Agreement and give their
216 permission to a Multiple Listing Service or other advertising media, if any, to publish information regarding this transaction.
217 8. Broker(s) may refer Buyer or Seller to other professionals, service providers or product vendors, including lenders, loan
218 brokers, title insurers, escrow companies, inspectors, surveyors, engineers, consultants, environmental inspectors and
219 contractors. Broker(s) has no responsibility for the performance of any service provider and/or inspector. Buyer and
220 Seller are free to select providers/inspectors other than those referred or recommended to them by Broker(s).
221 9. Buyer discloses to Seller that Buyer is licensed and holds License # CO81087201. Seller discloses to
222 Buyer that Seller is licensed and holds License # n/a.
223 10. Where the word "Broker" appears, it shall mean "Licensee" as provided in I.C. 25-34.1-10-6.8.
224 11. Any party who is the prevailing party against any other party in any legal or equitable proceeding relating to this
225 Agreement shall be entitled to recover court costs and reasonable attorney fees from the non-prevailing party.
226 12. The parties agree that this Agreement may be transmitted between them by facsimile machine. The parties intend that
227 faxed signatures constitute original signatures and are binding on the parties. The original document shall be promptly
228 executed and/or delivered, if requested. This Agreement may be executed simultaneously or in two or more counterparts,
229 each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.
230 13. Each person executing this Agreement on behalf of a party represents and warrants that he or she has been authorized
231 by all necessary action to execute and deliver this Agreement on behalf of such party.

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R. CONSULT YOUR ADVISORS: Buyer and Seller acknowledge they have been advised that, prior to signing this document, they should seek the advice of an attorney for the legal or tax consequences of this document and the transaction to which it relates. In any real estate transaction, it is recommended that you consult with a professional, such as a civil engineer, environmental engineer, or other person, with experience in evaluating the condition of the property, including the possible presence of asbestos, hazardous and/or toxic materials and underground storage tanks.

S. CONFIRMATION OF AGENCY RELATIONSHIPS: Buyer and Seller acknowledge that each has received agency office policy disclosures, had agency explained and now confirm their agency relationships. Buyer and Seller further acknowledge that they understand and accept agency relationships involved in this transaction.

T. TERMINATION OF OFFER: Unless accepted by Seller and delivered to Buyer by 10:00 (A.M.) (P.M.) (Noon), the 7th day of March, 2003, this Purchase Agreement shall be null and void and all parties shall be released of any and all liability or obligations.

Edward L. West 2/27/03
BUYER'S SIGNATURE DATE

BUYER'S SIGNATURE DATE

National City Bank Edward L. West
PRINTED

PRINTED

BUYER'S SOCIAL SECURITY #/FEDERAL ID #

BUYER'S SOCIAL SECURITY #/FEDERAL ID #

(AREA CODE) TELEPHONE NUMBER/FAX NUMBER

(AREA CODE) TELEPHONE NUMBER/FAX NUMBER

BUYER'S ADDRESS FOR NOTICE PURPOSES

ACCEPTANCE OF PURCHASE AGREEMENT

Seller accepts the offer made by Buyer as set forth above, without change or condition at (A.M.) (P.M.) (Noon) on the 13 day of March, 2003.

Kevin M. West
SELLER'S SIGNATURE

SELLER'S SIGNATURE

North Madison County
PRINTED

Public Library
PRINTED

(AREA CODE) TELEPHONE NUMBER/FAX NUMBER

(AREA CODE) TELEPHONE NUMBER/FAX NUMBER

SELLER'S SOCIAL SECURITY #/FEDERAL ID #

SELLER'S SOCIAL SECURITY #/FEDERAL ID #

SELLER'S ADDRESS FOR NOTICE PURPOSES



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This is a legally binding contract, seek legal advice if not understood. Form # F05. Copyright IAR 1999



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Virgil G. Green & Sons, Inc.

CONTRACTORS AND BUILDERS

P.O. Box 13

Phone 552-3990

Elwood, Indiana 46036

February 18, 2003

Elwood Public Library
1600 Main Street
Elwood, IN 46036

Attn: Mrs. Beverly Austin

Dear Bev:

We propose to furnish all materials, labor, mechanics, tools, equipment and services necessary to replace two (2) sections of concrete walk at the north entrance to your building, located at the above address, according to the following outline:

1. Saw, remove and dispose of the existing slabs.
2. Grade and compact the sub-grade and drill & pin the replacement slab with 1/2" diameter reinforcing rods placed at 16" centers at all sides.
3. Pour and finish the new concrete using 4000 P.S.I. concrete with fiber reinforcing.

ALL FOR THE SUM OF: \$855.00

At the conclusion of the work a final clean up will be made leaving the premises broom clean

We do carry high limits of Property Damage and Public Liability insurance and Workers Compensation insurance to protect all parties involved.

Thank you,

Raymond L. Green
Raymond L. Green

Quarter - no cracks -

sent 3/14/03 to notify Mr. Kaiser would be in touch

Welcome
PHILIP GULLEY



to the
Elwood Public Library
Tuesday,
April 15, 7:00 p.m.

Mr. Gulley is the author of the Home to Harmony series, Front Porch Tales, For Everything a Season and to be released in April, Signs and Wonders. In celebration of National Library Week, Mr. Gulley will be at the Elwood Public Library to discuss his books and have a book signing afterward. A few copies will be available for purchase also. Mark your calendars and plan to attend.



FRANKTON LIBRARY

CURRENT LIRF BALANCE	APPROX. \$55,000.00
CURRENT RAINY DAY BALANCE	<u>30,000.00</u>
	\$ 85,000.00
COST OF FRANKTON PROPERTY	- <u>30,000.00</u>
	55,000.00

POSSIBLE SALE OF FRANKTON BUILDING	\$76,500.00
	+ <u>55,000.00</u>
	135,500.00

Average commercial cost per square foot to build: \$75.00
 Approx. building size needed 3,000 sq. ft. = \$225,000.00 to build plus shelving, furnishings, etc.

Questions:

- 1) Should we sell our current Frankton building?
Or
- 2) Should we enter into a long-term lease with the bank and allow them to put an ATM in while we build our LIRF and possibly the Rainy Day Fund to the point we could build in 3-5 years?
We could then lease the library side or try to sell the building.

MONTHLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

	MARCH 2002	MARCH 2003	AMOUNT OF CHANGE	% OF CHANGE	YTD
ELWOOD					
ADULT	3812	3638	-174	-5%	11343
JUVENILE	2263	2714	451	20%	8404
Y. A.	174	227	53	30%	582
PERIOD.	490	570	80	16%	1586
AUDIO	200	295	95	48%	904
VIDEO	3390	4385	995	29%	12682
TOTAL	10329	11829	1500	15%	35501
FRANKTON					
ADULT	905	940	35	4%	2639
JUVENILE	859	1168	309	36%	2761
Y. A.	40	41	1	3%	135
PERIOD.	235	242	7	3%	634
AUDIO	32	53	21	66%	136
VIDEO	1150	1614	464	40%	4923
TOTAL	3221	4058	837	26%	11228
HAZELBAKER					
ADULT	829	776	-53	-6%	2187
JUVENILE	585	541	-44	-8%	1222
Y. A.	40	37	-3	-8%	135
PERIOD.	116	136	20	17%	322
AUDIO	37	46	9	24%	120
VIDEO	509	520	11	2%	1404
TOTAL	2116	2056	-60	-3%	5390
SYSTEM					
ADULT	5546	5354	-192	-3%	16169
JUVENILE	3707	4423	716	19%	12387
Y. A.	254	305	51	20%	852
PERIOD.	841	948	107	13%	2542
AUDIO	269	394	125	46%	1160
VIDEO	5049	6519	1470	29%	19009
TOTAL	15666	17943	2277	15%	52119

	ELWOOD	FRANKTON	HAZELBAK
TRAFFIC	11444	2465	1650
REF.	62	50	33
ASSITS.	2499	263	393
COMP A.	708	345	300
J.	964	N/A	160
PROG. A.	7 / 40	2 / 5	5 / 28
J.	48 / 609	0	8 / 98

TECH SERVICE PROCESSED 555 ITEMS AND WITHDREW 271 ITEMS

AGENDA

April 14, 2003

**NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES
Elwood Public Library**

**EXECUTIVE MEETING
6:30 P.M.**

**CALL TO ORDER
CALL FOR QUORUM
BUSINESS**

**A. Purchase/lease of Real Property IC5-14-1.5-6(b)(2)(d)
AJOURNMENT**

**REGULAR MEETING
7:00 P.M.**

**CALL TO ORDER
CALL FOR QUORUM
MINUTES
CLAIMS REGISTER & CHECKS
OLD BUSINESS**

- 1. Job description**
- 2. Frankton insurance**
- 3. Real estate information**
- 4. North library door entrance**

NEW BUSINESS

- 1. Homeland Security Procedure**
- 2. Policy updates**
- 3. Bond Bank Resolution**

**DIRECTOR'S REPORT
ADJOURNMENT**

**NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES
EXECUTIVE MEETING
April 14, 2003
6:30 p.m.**

CALL TO ORDER

President Kevin Sipe called an executive session of the North Madison County Public Library System Board of Trustees to order at 6:30 p.m. on April 14, 2003 in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present with President Sipe were the following members: Pam Bohlander, Betty Caldwell, Bette Dalzell, Wayne Davidson and Don Hill. Also present were Beverly Austin, Director. Board trustee Jerry Kaiser was absent.

BUSINESS

The meeting was held for discussion of Purchase/Lease of real property IC5-14-1.5-6(b)(2)(d). No other subject was discussed.

The meeting was adjourned at 6:50 p.m.

Betty Caldwell
Betty Caldwell, Secretary

Pam Bohlander

Kevin Sipe

Don Hill

Jerry Kaiser

**NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES
REGULAR MEETING
April 14, 2003**

CALL TO ORDER

President Kevin Sipe called the regular meeting of the North Madison County Public Library System Board of Trustees to order on Monday, April 14, 2003 at 7:00 p.m.

CALL FOR QUORUM

Present with the president were board members Pam Bohlander, Betty Caldwell, Bette Dalzell, Wayne Davidson, and Don Hill. Member Jerry Kaiser was absent. Also present was Director Beverly Austin.

MINUTES

A motion was made by Betty Caldwell to accept the minutes from the Public Hearing on March 13, 2003 and the regular meeting on March 13, 2003. Wayne Davidson seconded it and the motion carried.

CLAIMS REGISTER & CHECKS

The members signed the claims register. Treasurer Wayne Davidson signed the checks.

OLD BUSINESS

Job description

Discussion was held on the revised job descriptions for the custodian and custodial aide positions. The discussion included concerns about snow removal and lawn mowing. It was agreed that contracting both these jobs to outside contractors should be investigated. A discussion was held regarding purchasing a new snow blower and selling the lawn mower. Further time is needed for the final decisions concerning these items in relation to the job descriptions for the custodian and custodial aide. A motion to table the job description until further information was available was made by Wayne Davidson and seconded by Betty Caldwell. The motion carried.

Insurance

Burnette-Dellinger Insurance was contacted about insurance coverage on property to be purchased and changing the library's owner insurance to renter's coverage when selling to National City Bank. The insurance agency

also covers the property to be purchased by the NMCPLS. The agency will be notified as to the date NMCPLS will finalize purchase of the Frankton Lion's Club property and the date NMCPLS will close on sale of library building in Frankton. At that time Burnette-Dellinger Insurance will handle insurance transfers.

Real estate

The Department of Local Government Finance did not process the request for additional appropriations made on March 13, 2003 by the NMCPLS Board of Trustees. It was denied because the Madison County 2003 budget order has not yet been certified. Contact was made with the Budget Division concerning options. Since it is not illegal for the NMCPLS Board to vote to proceed with the closing of property purchase, the Board voted to pay the Frankton Lion's Club \$30,000.00 for their property. Don Hill made the motion that was seconded by Pam Bohlander.

North door-Elwood

Jerry Kaiser contacted Green Construction and discussed the repair of the cement in the entry to the Elwood Public Library. Mr. Kaiser was satisfied with the procedure that will be used to repair the entry. The board passed a motion to approve the Green Construction Company to repair the entry provided they will keep the same bid and do not do repair work until August because of budget constraints. The motion was made by Pam Bohlander and seconded by Betty Caldwell.

NEW BUSINESS

Homeland security procedure

An email from Faye Terry of the Indiana State Library was read and the board was informed that plans would be designed to be included in the personnel policy and the library policy to cover security procedures. Also the board was given a copy of the Business Continuity Plan to read over for approval at the May meeting. This plan is for the computer programs that include payroll, personnel records, and library holdings and cataloging information.

Policy updates

Board members were given copies of the following policies: Materials Selection Policy, Materials Circulation Policy, and Service Fees. These policies have been updated and revised. The board was asked to read so approval could be given at the May meeting.

TRANSACTION REPORT

Apr-10-03 Thu 10:49 AM

Type	Sending	Receiver	TX/RX Time	Pages	Note
Apr-10	10:48 AM	CALL LEADER	34s	1	OK

Please publish in Friday or Saturday's paper and again on Monday

Bond Bank Resolution

The application has been sent to the Bond Bank. A resolution will be presented at the May meeting.

Wayne Davidson reported that his work schedule would be changing that could cause his absence at a few meetings. He will be available to sign checks.

DIRECTOR'S REPORT

Meeting schedules for the months of June, July, August, and September were given to the board. Dates are based on the required state dates for budget procedures.

The director announced that Philip Gulley would be at the library on Tuesday, April 15. She invited the board to attend. She also thanked Betty Caldwell for assisting by placing posters out in public areas and obtaining volunteers to greet and help sell Mr. Gulley's books after the lecture.

ADJOURNMENT

With no objection, the president adjourned the meeting.

Betty Caldwell

Betty Caldwell, Secretary

Samuel G. Gollander Kevin [Signature]

Don Hill _____

Jerry Kaiser _____

TRANSACTION REPORT

Apr-10-03 Thu 10:52 AM

Type	Sending	Receiver	TX/RX Time	Pages	Note
Apr-10	10:51 AM	HEARLD BULLETIN	39s	1	OK

Register Of Claims

North Madison County Public Library System

Report Date: From 3/14/03 To 4/14/03

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	229	MARSH SUPERMARKET	OPERATING FUND	Operating Supplies	(\$130.35)	4/14/03	TO REVERSE VOUCHER #212
			OPERATING FUND	Elwood Children's Programing	(\$37.96)		
				Total this claim	(\$168.31)		
0	170	EFTPS	OPERATING FUND	Empl.Share FICA&Medicare	\$1,074.87	3/26/03	P/R ENDING 3/22/03
			FICA	Payroll Deductions	\$871.13		
			Federal Taxes Withheld	Payroll Deductions	\$1,440.87		
			Medicare	Payroll Deductions	\$203.74		
				Total this claim	\$3,590.61		
0	169	PAYROLL	OPERATING FUND	Salary of Assistants	\$13,237.90	3/26/03	PAYROLL
			OPERATING FUND	Wages of Janitor	\$812.43		
				Total this claim	\$14,050.33		
0	189	ING AETNA	Annuity	Payroll Deductions	\$130.00	4/9/03	P/R ENDING 4/5/03
				Total this claim	\$130.00		
0	187	PAYROLL	OPERATING FUND	Salary of Assistants	\$13,036.94	4/9/03	PAYROLL
			OPERATING FUND	Wages of Janitor	\$810.40		
				Total this claim	\$13,847.34		
0	188	EFTPS	OPERATING FUND	Empl.Share FICA&Medicare	\$1,059.35	4/9/03	P/R ENDING 4/5/03
			FICA	Payroll Deductions	\$858.55		
			Federal Taxes Withheld	Payroll Deductions	\$1,441.79		
			Medicare	Payroll Deductions	\$200.80		
				Total this claim	\$3,560.49		
0	212	MARSH SUPERMARKET	OPERATING FUND	Operating Supplies	\$130.35	4/14/03	As per attached invoices.
			OPERATING FUND	Elwood Children's Programing	\$37.96		
				Total this claim	\$168.31		
21330	175	ALEXANDRIA TIMES-TRIBUNE	OPERATING FUND	Summitville Period. & Newsp.	\$22.00	3/26/03	ONE YEAR SUBSCRIPTION FOR SUMMITVILLE
				Total this claim	\$22.00		
21331	176	AMERICAN ELECTRIC POWER	OPERATING FUND	Electricity	\$1,112.23	3/26/03	As per attached invoices.
			OPERATING FUND	Electricity	\$354.29		
				Total this claim	\$1,466.52		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
21332	177	AT&T	OPERATING FUND	Telephone & Telegraph	\$36.77	3/26/03	As per attached invoices.
					Total this claim		
					\$36.77		
21333	174	CITY OF ELWOOD NON-REVE	OPERATING FUND	Emp Cont Group Ins	\$240.17	3/26/03	
			Insurance	Emp Cont Group Ins	\$205.88		
					Total this claim		
					\$446.05		
21334	178	EXPANETS	OPERATING FUND	Telephone & Telegraph	\$137.64	3/26/03	As per attached invoices.
					Total this claim		
					\$137.64		
21335	171	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$957.62	3/26/03	PAYMENT FOR MARCH
			County Taxes Withheld	Payroll Deductions	\$275.76		
					Total this claim		
					\$1,233.38		
21336	172	ING AETNA	Annuity	Payroll Deductions	\$130.00	3/26/03	P/R ENDING 3/22/03
					Total this claim		
					\$130.00		
21337	179	LIBRARY CORPORATION, THE	OPERATING FUND	Automation	\$342.00	3/26/03	As per attached invoices.
					Total this claim		
					\$342.00		
21338	173	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$498.53	3/26/03	P/R ENDING 3/22/03
			OPERATING FUND	Other Professional Services	\$1,456.00		
					Total this claim		
					\$1,954.53		
21339	180	PURCHASE POWER	OPERATING FUND	Postage & UPS	\$519.00	3/26/03	POSTAGE
					Total this claim		
					\$519.00		
21340	184	READSTREET BOOK FAIRS	Gift	Elwood Children's Programing	\$499.07	3/26/03	BOOK FAIR BOOKS
			Gift	Elwood Childrens	\$29.85		
					Total this claim		
					\$528.92		
21341	181	TOWN OF FRANKTON	OPERATING FUND	Electricity	\$66.74	3/26/03	As per attached invoices.
			OPERATING FUND	Water	\$9.33		
			OPERATING FUND	Waste Disposal Services	\$9.71		
					Total this claim		
					\$85.78		
21342	182	VECTREN ENERGY DELIVERY	OPERATING FUND	Gas	\$1,104.30	3/26/03	As per attached invoices.
			OPERATING FUND	Gas	\$128.95		
					Total this claim		
					\$1,233.25		
21343	183	VISA	OPERATING FUND	Professional Services	\$31.44	3/26/03	As per attached invoices.
			OPERATING FUND	Elwood Children's Programing	\$39.39		
			Gift	Elwood Children's Programing	\$20.48		
			OPERATING FUND	Elwood Children's Programing	\$18.74		
					Total this claim		
					\$110.05		

<i>Account 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>
21344	181	AT&T	OPERATING FUND	Telephono & Tolograph	\$49.21		
			OPERATING FUND	Telephono & Tolograph	\$39.85		
				Total this claim	<u>\$89.06</u>		4/9/03 As per attached invoices.
21345	182	CITY OF ELWOOD UTILITIES	OPERATING FUND	Water	\$158.08		
				Total this claim	<u>\$158.08</u>		4/9/03 As per attached invoices.
21346	185	DARLENE JEFFRIES	PERF	Payroll Deductions	\$59.99		
				Total this claim	<u>\$59.99</u>		4/9/03 REFUND FOR PERFING LONGER PARTICIPATING-SHOULD NOT HAVE BEEN DEDUCTED
21347	190	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$486.00		
			OPERATING FUND	Other Professional Services	\$1,456.00		
				Total this claim	<u>\$1,942.00</u>		4/9/03 P/R ENDING 4/5/03
21348	193	PBCC	OPERATING FUND	Equipment/Rental	\$151.00		
				Total this claim	<u>\$151.00</u>		4/9/03 QUARTERLY POSTAGE METER RENTAL
21349	186	PUBLIC EMP. RETIREMENT F	PERF	Payroll Deductions	\$1,829.31		
			OPERATING FUND	Emp Cont PERF	\$4,101.96		
				Total this claim	<u>\$5,931.27</u>		4/9/03 FIRST QUARTER 2003
21350	195	SUE NEILING	Gift	Elwood Adult Programing	\$42.00		
				Total this claim	<u>\$42.00</u>		4/9/03 COOKIES-AUTHOR PHILLIP GULLEY PROGRAM
21351	194	VERIZON	OPERATING FUND	Telephone & Telegraph	\$32.82		
				Total this claim	<u>\$32.82</u>		4/9/03 As per attached invoices.
21352	196	ARAB TERMITE & PEST CONT	OPERATING FUND	Professional Services	\$47.00		
				Total this claim	<u>\$47.00</u>		4/14/03 As per attached invoices.
21353	226	AT&T	OPERATING FUND	Telephone & Telegraph	\$36.76		
				Total this claim	<u>\$36.76</u>		4/14/03 As per attached invoices.
21354	197	AUDIO VISUAL COMMUNICATI	OPERATING FUND	Professional Services	\$119.00		
				Total this claim	<u>\$119.00</u>		4/14/03 SERVICE AGREEMENT FOR APRIL

<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>
21355	198	BAKER & TAYLOR	OPERATING FUND	Elwood Adult	\$944.15	4/14/03	As per attached invoices.
			OPERATING FUND	Elwood Childrens	\$890.85		
			OPERATING FUND	Elwood YA	\$214.58		
			OPERATING FUND	Frankton	\$1,346.59		
			OPERATING FUND	Summitville	\$1,236.33		
			Gift	Elwood Adult	\$726.71		
				Total this claim	\$5,359.21		
21356	199	BARBARA SNIPES	OPERATING FUND	Traveling Expense	\$50.62	4/14/03	MILEAGE FOR MARCH
				Total this claim	\$50.62		
21357	200	BINGHAM, FARRER & WILSON	OPERATING FUND	Legal Services	\$325.31	4/14/03	As per attached invoices.
				Total this claim	\$325.31		
21358	201	BURNETTE - DELLINGER INC.	OPERATING FUND	Insurance	\$108.00	4/14/03	BLANKET BOND RENEWAL
				Total this claim	\$108.00		
21359	202	CATERING BY DESIGN	OPERATING FUND	Elwood Adult	\$34.95	4/14/03	As per attached invoices.
				Total this claim	\$34.95		
21360	203	CINTAS CORPORATION	OPERATING FUND	Cleaning & Sanitation Supplies	\$38.62	4/14/03	As per attached invoices.
			OPERATING FUND	Cleaning & Sanitation Supplies	\$37.85		
				Total this claim	\$76.47		
21361	204	DIANA L. SHEPARD	OPERATING FUND	Traveling Expense	\$65.91	4/14/03	MILEAGE
				Total this claim	\$65.91		
21362	227	EXPANETS	OPERATING FUND	Telephone & Telegraph	\$137.64	4/14/03	As per attached invoices.
				Total this claim	\$137.64		
21363	205	FILIP, INC.	OPERATING FUND	Cleaning & Sanitation Supplies	\$32.58	4/14/03	As per attached invoices.
				Total this claim	\$32.58		
21364	206	GRUNAU COMPANY	OPERATING FUND	Professional Services	\$285.00	4/14/03	QUARTERLY SPRINKLER INSPECTION
				Total this claim	\$285.00		
21365	207	HORTON'S & SONS OF ELWO	OPERATING FUND	Repair Parts/Maintenance	\$29.02	4/14/03	As per attached invoices.
				Total this claim	\$29.02		
21366	208	INDIANA STATE LIBRARY	PLAC	Other	\$494.00	4/14/03	1ST QUARTER 2003 PLAC
				Total this claim	\$494.00		
21367	209	INDIANA-AMERICAN WATER C	OPERATING FUND	Water	\$44.04	4/14/03	As per attached invoices.
				Total this claim	\$44.04		

<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>
21368	210	INTELENET COMMISSION(ST	OPERATING FUND	Telephone & Telegraph	\$255.48	4/14/03	As per attached invoices.
				Total this claim	\$255.48		
21369	211	JEDIDIAH BAKER	OPERATING FUND	Traveling Expense	\$1.40	4/14/03	MILEAGE
				Total this claim	\$1.40		
21370	230	K MART	OPERATING FUND	Operating Supplies	\$130.35	4/14/03	As per attached invoices.
			OPERATING FUND	Elwood Children's Programing	\$37.96		
			Gift	Elwood Adult Programing	\$13.60		
				Total this claim	\$181.91		
21371	213	LANDMARK AUDIOBOOKS	OPERATING FUND	Elwood AV	\$1,375.00	4/14/03	ANNUAL LEASE OF AUDIOBOOKS
				Total this claim	\$1,375.00		
21372	214	LIBRARY CORPORATION, THE	OPERATING FUND	Automation	\$196.00	4/14/03	As per attached invoices.
			OPERATING FUND	Book Processing	\$184.00		
				Total this claim	\$380.00		
21373	215	MANIFOLD REFUSE, INC.	OPERATING FUND	Waste Disposal Services	\$60.00	4/14/03	2ND QUARTER TRASH SERVICE-FRANKTON
				Total this claim	\$60.00		
21374	216	MARSH SUPERMARKET	Gift	Elwood Children's Programing	\$34.61	4/14/03	As per attached invoices.
				Total this claim	\$34.61		
21375	217	MARVIN SAUBERT	OPERATING FUND	Professional Services	\$340.00	4/14/03	SNOW REMOVAL FEBRUARY, MARCH-SUMMITVILLE
				Total this claim	\$340.00		
21376	218	MATTHEW BENDER & CO., IN	OPERATING FUND	Elwood Adult	\$33.10	4/14/03	As per attached invoices.
				Total this claim	\$33.10		
21377	225	MIDWEST TAPE	OPERATING FUND	Frankton AV	\$539.70	4/14/03	As per attached invoices.
			OPERATING FUND	Elwood AV	\$495.72		
			OPERATING FUND	Summitville AV	\$283.83		
				Total this claim	\$1,319.25		
21378	228	NANCY SUMNER	OPERATING FUND	Office Supplies	\$4.95	4/14/03	PETTY CASH REIMBURSEMENT
			OPERATING FUND	Postage & UPS	\$21.67		
			OPERATING FUND	Gas	\$7.00		
			OPERATING FUND	Elwood Children's Programing	\$7.59		
				Total this claim	\$41.21		
21379	219	QUILL CORPORATION	OPERATING FUND	Office Supplies	\$562.93	4/14/03	As per attached invoices.
				Total this claim	\$562.93		

<i>Varrant 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>
21380	220	RAMSAY BUSINESS PRODUC	OPERATING FUND	Equipment/Rental	\$76.38	4/14/03	As per attached invoices.
			OPERATING FUND	Office Supplies	\$22.39		
			OPERATING FUND	Office Supplies	\$11.45		
			OPERATING FUND	Office Supplies	\$20.03		
				Total this claim	\$130.25		
21381	221	SBC	OPERATING FUND	Telephone & Telegraph	\$301.51	4/14/03	As per attached invoices.
				Total this claim	\$301.51		
21382	222	SCHOLASTIC LIBRARY PUBLI	OPERATING FUND	Elwood Adult	\$1,005.94	4/14/03	As per attached invoices.
				Total this claim	\$1,005.94		
21383	223	SPECIALTY STORE SERVICES	OPERATING FUND	Operating Supplies	\$42.14	4/14/03	As per attached invoices.
				Total this claim	\$42.14		
21384	224	VECTREN ENERGY DELIVERY	OPERATING FUND	Gas	\$148.11	4/14/03	As per attached invoices.
				Total this claim	\$148.11		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
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Total Amount of Claims \$65,289.23

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

Monday, April 14, 2003


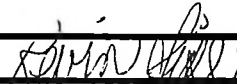
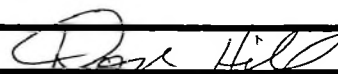
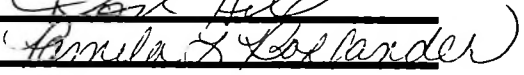

 Fiscal Officer

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 April, 2003.

		
<u>Betty Caldwell</u>	<u>Betty Caldwell</u>	<u>Don Hill</u>
		
	<u>Pamela S. Lobender</u>	

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

MONTHLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

	APRIL 2002	APRIL 2003	AMOUNT OF CHANGE	% OF CHANGE	YTD
ELWOOD					
ADULT	3717	3551	-166	-4%	14894
JUVENILE	2324	2615	291	13%	11019
Y. A.	186	244	58	31%	826
PERIOD.	511	535	24	5%	2121
AUDIO	235	262	27	11%	1166
VIDEO	3019	3645	626	21%	16327
TOTAL	9992	10852	860	9%	46353

FRANKTON					
ADULT	1014	972	-42	-4%	3611
JUVENILE	767	850	83	11%	3611
Y. A.	64	47	-17	-27%	182
PERIOD.	208	193	-15	-7%	827
AUDIO	15	50	35	233%	186
VIDEO	1024	1264	240	23%	6187
TOTAL	3092	3376	284	9%	14604

HAZELBAKER					
ADULT	745	732	-13	-2%	2919
JUVENILE	529	617	88	17%	1839
Y. A.	35	50	15	43%	185
PERIOD.	112	182	70	63%	504
AUDIO	43	43	0	0%	163
VIDEO	392	399	7	2%	1803
TOTAL	1856	2023	167	9%	7413

SYSTEM					
ADULT	5476	5255	-221	-4%	21424
JUVENILE	3620	4082	462	13%	16469
Y. A.	285	341	56	20%	1193
PERIOD.	831	910	79	10%	3452
AUDIO	293	355	62	21%	1515
VIDEO	4435	5308	873	20%	24317
TOTAL	14940	16251	1311	9%	68370

	ELWOOD	FRANKTON	HAZELBAK.
TRAFFIC	11253	2158	1526
REF.	74	44	27
ASSITS.	2535	574	460
COMP A.	710	285	294
J.	943	N/A	196
PROG. A.	8 / 118	1 / 4	6 / 24
J.	31 / 402	5 / 93	4 / 24

Tech Service processed 603 items and withdrew 228 items

Virgil G. Green & Sons, Inc.
CONTRACTORS AND BUILDERS

P.O. Box 13

Phone 552-3990

Elwood, Indiana 46036

February 18, 2003

Elwood Public Library
1600 Main Street
Elwood, IN 46036

Attn: Mrs. Beverly Austin

Dear Bev:

We propose to furnish all materials, labor, mechanics, tools, equipment and services necessary to replace two (2) sections of concrete walk at the north entrance to your building, located at the above address, according to the following outline:


1. Saw, remove and dispose of the existing slabs.
2. Grade and compact the sub-grade and drill & pin the replacement slab with 1/2" diameter reinforcing rods placed at 16" centers at all sides.
3. Pour and finish the new concrete using 4000 P.S.I. concrete with fiber reinforcing.

ALL FOR THE SUM OF: \$855.00

At the conclusion of the work a final clean up will be made leaving the premises broom clean

We do carry high limits of Property Damage and Public Liability insurance and Workers Compensation insurance to protect all parties involved.

Thank you,


Raymond L. Green

Guarantee - no cracks -

*Called 3/14/03 to notify Mr. Kasper would
be in touch*

VIRGIL GREEN & SONS, INC.
P.O. BOX 13
ELWOOD, IN 46036

*Elwood Public Library
1600 Main St.
Elwood, IN 46036*

Attn: Mrs. Beverly Austin

552-3990

1600 Main Street
Elwood, Indiana 46036

Called February 11, 2003

Contacts for repair of North Door (sill-concrete)

Concrete work: Danny Jones 552-2656 *suggested timing
close*

Contractors-General:

Virgil Green & Sons 552-3990

Sizelove, Stephen 552-9711

*Sidewalk swells -
foundation ends @ door - walk begins
sill is bridge between the two*

*cut cement out?
dismantle door?*

**STEEL DOORS & FRAMES
HARDWARE**

**Builders Specialties & Hardware
Indianapolis, IN
316-236-0410**

ACCESS DOORS

**Marshall Building Specialties
Indianapolis, IN
317-635-3888**

**ALUMINUM STORE FRONTS
ALUMINUM WINDOWS
GLAZING**

**Hoosier Glass Co., Inc
Indianapolis, IN
317-897-1818**

*cement passes by
cut cement
out -*

Green

Size love

*Sidewalk K wells
Bridge is plate
between sidewalk
+ bldg foundation*

AGENDA

May 12, 2003

**NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES**

HAZELBAKER COMMUNITY LIBRARY

6:45 P.M.

EXECUTIVE SESSION

CALL TO ORDER

CALL FOR QUORUM

BUSINESS

- A. Purchase/lease of Real Property IC5-14-1.5-6.1(b)(2)(D)
- B. Personnel IC5-14-1.5-6.1(b)(9)

REGULAR MEETING

7:00 P.M.

CALL TO ORDER

CALL FOR QUORUM

MINUTES

CLAIMS REGISTER & CHECKS

Summitville report-Carolyn Lambertson, Manager

OLD BUSINESS

- 1. Real Estate
- 2. Snow blower/Mower -Mr. Kaiser
- 3. Frankton mowing bids
- 4. Policies

NEW BUSINESS

- 1. Bond Bank resolution

DIRECTOR'S REPORT

ADJOURNMENT

**NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES
EXECUTIVE MEETING
May 12, 2003
6:45 p.m.
HAZELBAKER LIBRARY**

CALL TO ORDER

President Kevin Sipe called an executive session of the North Madison County Public Library System Board of Trustees to order at 6:45 p.m. on May 12, 2003 in the meeting room of the Hazelbaker Library.

CALL FOR QUORUM

Present with President Sipe were the following members: Pam Bohlander, Betty Caldwell, Jerry Kaiser and Don Hill. Also present were Beverly Austin, Director. Board trustees Bette Dalzell and Wayne Davidson were absent.

BUSINESS

The meeting was held for discussion of Purchase/Lease of real property IC5-14-1.5-6 (b)(2)(D). An update on the National City plan to purchase the Frankton building was held. No other subject was discussed.

The meeting was adjourned at 7:00 p.m.

Betty Caldwell
Betty Caldwell, Secretary

Pam Bohlander Don Hill
Jerry Kaiser Bette Dalzell

**NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES
REGULAR MEETING
May 12, 2003**

CALL TO ORDER

President Kevin Sipe called the regular meeting of the North Madison County Public Library System Board of Trustees to order on Monday, May 12, 2003 at 7:00 p.m. at the Hazelbaker Library.

CALL FOR QUORUM

Present with the president were board members Pam Bohlander, Betty Caldwell, Jerry Kaiser, and Don Hill. Members Bette Dalzell and Wayne Davidson were absent. Also present was Director Beverly Austin and Hazelbaker Library manager, Carolyn Lambertson.

MINUTES

A motion was made by Pam Bohlander to accept the minutes from the April 14, 2003 executive session and regular meeting. Don Hill seconded the motion. The motion carried.

CLAIMS REGISTER & CHECKS

The members signed the claims register. Assistant Treasurer Pam Bohlander signed the checks.

SUMMITVILLE UPDATE

Carolyn Lambertson, manager of Hazelbaker Library updated the board on programming and the condition of the building.

OLD BUSINESS

Real Estate: The Lion's Club closing is scheduled on Friday, May 16, 2003. A question on taxes owed must be answered before the closing takes place. The library attorney is checking into the concern. The director will keep the board informed of the progress.

Small Business: Mr. Kaiser investigated the cost of a new hand guided walk behind blower. A 24" wide, 11 HP blower sells for approximately \$1550.00 to \$1900.00. After discussion, it was decided to

keep the tractor with the blade for use to remove snow on the sidewalks surrounding the Elwood library.

Frankton mowing bids: One bid from C & J Mowing was given. Jeff Neese submitted a bid of \$30.00 for the first mowing. Thereafter the cost per mow for the Frankton property would be \$25.00. This bid includes one free mow at the end of the mowing season and one free mowing at the beginning of the next mowing season. The board voted to accept the bid with a motion from Pam Bohlander, seconded by Jerry Kaiser.

North door-Elwood: At the April meeting the board voted to accept the bid from Green Construction for the repair of the North entrance of the Elwood Library. The board agreed to allow Green Construction to begin this project at any time weather permits.

Policy updates: Jerry Kaiser made a motion to accept changes to the following policies and job descriptions: Materials Selection Policy, Materials Circulation Policy, Business Continuity Plan, and the Custodian and Custodian Aide job description. Betty Caldwell seconded the motion. After final discussion, the motion was passed.

NEW BUSINESS

Bond Bank Resolution: The Bond Bank Resolution was read (copy attached) and a motion was made by Pam Bohlander and seconded by Don Hill to accept the resolution. The board passed the resolution unanimously. All signatures were obtained on the document for return to the Bingham-McHale law firm. This resolution allows the North Madison County Public Library System to borrow funds for the Debt Service Fund.

DIRECTOR'S REPORT

Announced Adult Summer Reading Program is planned. The theme will be coordinated with the Children's Safari reading program. The Adult theme is "Wild Over Books."

The director announced that Philip Gulley's visit was a success. There was a brief discussion concerning the carpet at the Frankton Library. It was decided to wait two or three months and decide whether to replace the carpet or have it cleaned again.

ADJOURNMENT

With no objection, the president adjourned the meeting.

Betty Caldwell

Betty Caldwell, Secretary

Amula S. Hollander Kevin Viper

Jerry Kaiser Don Hill

Bette Dabell _____

Register Of Claims

North Madison County Public Library System

Report Date: From 4/15/03 To 5/12/03

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	243	PAYROLL	OPERATING FUND	Salary of Assistants	\$13,121.68	5/7/03	PAYROLL
			OPERATING FUND	Wages of Janitor	\$810.40		
				Total this claim	\$13,932.08		
0	231	PAYROLL	OPERATING FUND	Salary of Assistants	\$13,104.76	4/23/03	PAYROLL
			OPERATING FUND	Wages of Janitor	\$810.40		
				Total this claim	\$13,915.16		
0	285	USI, INC	OPERATING FUND	Operating Supplies	\$168.25	5/12/03	As per attached invoices.
				Total this claim	\$168.25		
0	245	ING AETNA	Annuity	Payroll Deductions	\$130.00	5/7/03	P/R ENDING 5/3/03
				Total this claim	\$130.00		
0	244	EFTPS	OPERATING FUND	Empl.Share FICA&Medicare	\$1,065.84	5/7/03	P/R ENDING 5/3/03
			FICA	Payroll Deductions	\$863.80		
			Federal Taxes Withheld	Payroll Deductions	\$1,454.91		
			Medicare	Payroll Deductions	\$202.04		
				Total this claim	\$3,586.59		
1056 - Community Bank	282	WYATT ELECTRIC, INC.	Gift	Land Buildings Improvements	\$1,257.00	5/12/03	INSTALL LIGHT POLES AT SUMMITVILLE
				Total this claim	\$1,257.00		
0	284	UPSTART	OPERATING FUND	Operating Supplies	(\$168.25)	5/12/03	REVERSE VOUCHER # 280-CHECK #21430-SHOULD HAVE BEEN USI
				Total this claim	(\$168.25)		
0	232	EFTPS	OPERATING FUND	Empl.Share FICA&Medicare	\$1,064.54	4/23/03	P/R ENDING 4/19/03
			FICA	Payroll Deductions	\$862.74		
			Federal Taxes Withheld	Payroll Deductions	\$1,447.07		
			Medicare	Payroll Deductions	\$201.80		
				Total this claim	\$3,576.15		
0	233	ING AETNA	Annuity	Payroll Deductions	\$130.00	4/23/03	P/R ENDING 4/19/03
				Total this claim	\$130.00		
21385	237	AMERICAN ELECTRIC POWER	OPERATING FUND	Electricity	\$360.08	4/23/03	As per attached invoices.
			OPERATING FUND	Electricity	\$1,302.14		
				Total this claim	\$1,662.22		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
21386	235	CITY OF ELWOOD NON-REVE	OPERATING FUND	Emp Cont Group Ins	\$240.17	4/23/03	INSURANCE PREMIUM
				Insurance	\$205.88		
					\$446.05		
				Total this claim			
21387	238	CNHI MEDIA	OPERATING FUND	Summitville Period. & Newsp.	\$170.00	4/23/03	ONE YEAR SUBSCRIPTION-SUMMITVILLE
					\$170.00		
				Total this claim			
21388	239	DOLORES MALEY	OPERATING FUND	Professional Services	\$32.00	4/23/03	HELPED SHAMPOO CARPETS 4/12/03
					\$32.00		
				Total this claim			
21389	234	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$946.78	4/23/03	APRIL PAYMENT
			County Taxes Withheld	Payroll Deductions	\$272.61		
					\$1,219.39		
				Total this claim			
21390	240	JAMIE B. SCOTT	OPERATING FUND	Traveling Expense	\$76.16	4/23/03	MILEAGE 1ST QUARTER
					\$76.16		
				Total this claim			
21391	236	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$479.94	4/23/03	P/R ENDING 4/19/03
			OPERATING FUND	Other Professional Services	\$1,456.00		
					\$1,935.94		
				Total this claim			
21392	241	VECTREN ENERGY DELIVERY	OPERATING FUND	Gas	\$599.28	4/23/03	As per attached invoices.
					\$599.28		
				Total this claim			
21393	242	VECTREN ENERGY DELIVERY	OPERATING FUND	Gas	\$58.30	4/23/03	As per attached invoices.
					\$58.30		
				Total this claim			
21394	0	AT&T	OPERATING FUND	Telephone & Telegraph	\$57.75	5/7/03	As per attached invoices.
					\$57.75		
				Total this claim			
21395	248	BARBARA MCADAMS	OPERATING FUND	Operating Supplies	\$8.99	5/7/03	PETTY CASH REIMBURSEMENT
			OPERATING FUND	Professional Services	\$10.00		
			OPERATING FUND	Frankton Programing	\$32.30		
					\$51.29		
				Total this claim			
21396	249	CITY OF ELWOOD UTILITIES	OPERATING FUND	Water	\$149.56	5/7/03	As per attached invoices.
					\$149.56		
				Total this claim			
21397	246	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$486.00	5/7/03	P/R ENDING 5/3/03
			OPERATING FUND	Other Professional Services	\$1,456.00		
					\$1,942.00		
				Total this claim			

<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>
21398	250	POSTMASTER	OPERATING FUND	Postage & UPS	\$37.00	5/7/03	STAMPS FOR FRANKTON-SUMMITVILLE
			OPERATING FUND	Postage & UPS	\$37.00		
				Total this claim	<u>\$74.00</u>		
21399	251	PSI IOTA XI SORORITY	OPERATING FUND	Other Repair & mainten.supplies	\$36.00	5/7/03	FLOWERS FOR FRANKTON
				Total this claim	<u>\$36.00</u>		
21400	252	SBC	OPERATING FUND	Telephone & Telegraph	\$308.48	5/7/03	As per attached invoices.
				Total this claim	<u>\$308.48</u>		
21401	253	TOWN OF FRANKTON	OPERATING FUND	Electricity	\$70.36	5/7/03	As per attached invoices.
			OPERATING FUND	Water	\$8.85		
			OPERATING FUND	Waste Disposal Services	\$7.37		
				Total this claim	<u>\$86.58</u>		
21402	254	VECTREN ENERGY DELIVERY	OPERATING FUND	Gas	\$99.11	5/7/03	As per attached invoices.
				Total this claim	<u>\$99.11</u>		
21403	255	VERIZON	OPERATING FUND	Telephone & Telegraph	\$88.51	5/7/03	As per attached invoices.
				Total this claim	<u>\$88.51</u>		
21404	256	ARAB TERMITE & PEST CONT	OPERATING FUND	Professional Services	\$47.00	5/12/03	As per attached invoices.
				Total this claim	<u>\$47.00</u>		
21405	257	AUDIO VISUAL COMMUNICATI	OPERATING FUND	Professional Services	\$119.00	5/12/03	SERVICE CONTRACT FOR MAY
				Total this claim	<u>\$119.00</u>		
21406	281	BAKER & TAYLOR	OPERATING FUND	Elwood Adult	\$741.64	5/12/03	As per attached invoices.
			OPERATING FUND	Elwood Childrens	\$597.91		
			OPERATING FUND	Elwood YA	\$116.26		
			OPERATING FUND	Frankton	\$566.45		
			OPERATING FUND	Summitville	\$679.43		
				Total this claim	<u>\$2,701.69</u>		
21407	258	BARBARA SNIPES	OPERATING FUND	Traveling Expense	\$63.28	5/12/03	MILEAGE FOR APRIL
				Total this claim	<u>\$63.28</u>		
21408	223	BINGHAM McHALE LLP	OPERATING FUND	Legal Services	\$750.00	5/12/03	LEGAL SERVICES-INDIANA BOND BANK
				Total this claim	<u>\$750.00</u>		
21409	259	BINGHAM, FARRER & WILSON	OPERATING FUND	Legal Services	\$35.00	5/12/03	As per attached invoices.
				Total this claim	<u>\$35.00</u>		
21410	260	BRACKEMYRE PUBLISHING	OPERATING FUND	Elwood Adult	\$89.00	5/12/03	2003 INDIANA MEDIA DIRECTORY
				Total this claim	<u>\$89.00</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>
21411	261	CNHI MEDIA	OPERATING FUND	Frankton Per. & Newsp.	\$170.00	5/12/03	ONE YEAR SUBSCRIPTION FOR FRANKTON
				Total this claim	<u>\$170.00</u>		
21412	262	COOK ELECTRIC, INC.	OPERATING FUND	Professional Services	\$236.25	5/12/03	LIGHTING REPAIR
				Total this claim	<u>\$236.25</u>		
21413	263	DANNIE AUSTIN	OPERATING FUND	Professional Services	\$125.00	5/12/03	PAINT SIGNS FOR BRANCH LIBRARIES
			OPERATING FUND	Professional Services	\$125.00		
				Total this claim	<u>\$250.00</u>		
21414	264	ELWOOD CALL LEADER	OPERATING FUND	Advertising & Public Notices	\$23.50	5/12/03	AD FOR STUDENT PAGE
				Total this claim	<u>\$23.50</u>		
21415	265	FILIP, INC.	OPERATING FUND	Cleaning & Sanitation Supplies	\$32.58	5/12/03	As per attached invoices.
				Total this claim	<u>\$32.58</u>		
21416	266	GALE GROUP	OPERATING FUND	Summitville	\$113.01	5/12/03	As per attached invoices.
				Total this claim	<u>\$113.01</u>		
21417	267	HORTON'S & SONS OF ELWO	OPERATING FUND	Operating Supplies	\$47.59	5/12/03	
				Total this claim	<u>\$47.59</u>		
21418	268	INTELENET COMMISSION(ST	OPERATING FUND	Telephone & Telegraph	\$493.56	5/12/03	As per attached invoices.
				Total this claim	<u>\$493.56</u>		
21419	270	K MART	OPERATING FUND	Operating Supplies	\$69.64	5/12/03	
			OPERATING FUND	Elwood Children's Programing	\$22.81		
				Total this claim	<u>\$92.45</u>		
21420	269	K-MART	Gift	Frankton Programing	\$96.69	5/12/03	As per attached invoices.
				Total this claim	<u>\$96.69</u>		
21421	271	LIBRARY CORPORATION, THE	OPERATING FUND	Automation	\$7,581.00	5/12/03	As per attached invoices.
			OPERATING FUND	Automation	\$1,898.00		
				Total this claim	<u>\$9,479.00</u>		
21422	272	LIBRARY STORE INC., THE	OPERATING FUND	Book Processing	\$117.00	5/12/03	As per attached invoices.
				Total this claim	<u>\$117.00</u>		
21423	273	MARSH SUPERMARKET	OPERATING FUND	Elwood Children's Programing	\$14.22	5/12/03	As per attached invoices.
				Total this claim	<u>\$14.22</u>		
21424	274	MARVIN SAUBERT	OPERATING FUND	Professional Services	\$230.00	5/12/03	LAWN CARE-SUMMITVILLE
				Total this claim	<u>\$230.00</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>
21425	275	MATTHEW BENDER & CO., IN	OPERATING FUND	Elwood Adult	\$75.80	5/12/03	As per attached invoices.
				Total this claim	<u>\$75.80</u>		
21426	276	MIDWEST TAPE	OPERATING FUND	Frankton AV	\$301.19	5/12/03	As per attached invoices.
			OPERATING FUND	Elwood AV	\$599.73		
			OPERATING FUND	Summitville AV	\$294.83		
				Total this claim	<u>\$1,195.75</u>		
21427	277	QUILL CORPORATION	OPERATING FUND	Office Supplies	\$72.63	5/12/03	As per attached invoices.
				Total this claim	<u>\$72.63</u>		
21428	278	RAMSAY BUSINESS PRODUC	OPERATING FUND	Office Supplies	\$92.60	5/12/03	As per attached invoices.
			OPERATING FUND	Office Supplies	\$14.61		
			OPERATING FUND	Office Supplies	\$32.78		
			OPERATING FUND	Office Supplies	\$40.90		
			OPERATING FUND	Equipment/Rental	\$76.38		
				Total this claim	<u>\$257.27</u>		
21429	279	UPSTART	OPERATING FUND	Operating Supplies	\$54.00	5/12/03	As per attached invoices.
				Total this claim	<u>\$54.00</u>		
21430	280	UPSTART	OPERATING FUND	Operating Supplies	\$168.25	5/12/03	As per attached invoices.
				Total this claim	<u>\$168.25</u>		

Warrant Number Claim Number

Name of Claimant

Fund

Account

Amount

Date

Explanation

Total Amount of Claims \$62,644.12

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, May 09, 2003

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)

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Date this 12 day of May, 2003

Annika S. Lohlander
Donald J. Hill
Jerry Hauser

Karina M. Nino
Betty Caldwell

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

**NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES
REGULAR MEETING
May 12, 2003**

CALL TO ORDER

President Kevin Sipe called the regular meeting of the North Madison County Public Library System Board of Trustees to order on Monday, May 12, 2003 at 7:00 p.m. at the Hazelbaker Library.

CALL FOR QUORUM

Present with the president were board members Pam Bohlander, Betty Caldwell, Jerry Kaiser, and Don Hill. Members Bette Dalzell and Wayne Davidson were absent. Also present was Director Beverly Austin and Hazelbaker Library manager, Carolyn Lambertson.

MINUTES

A motion was made by Pam Bohlander to accept the minutes from the April 14, 2003 executive session and regular meeting. Don Hill seconded the motion. The motion carried.

CLAIMS REGISTER & CHECKS

The members signed the claims register. Assistant Treasurer Pam Bohlander signed the checks.

SUMMITVILLE UPDATE

Carolyn Lambertson, manager of Hazelbaker Library updated the board on programming and the condition of the building.

OLD BUSINESS

Real Estate: The Lion's Club closing is scheduled on Friday, May 16, 2003. A question on taxes owed must be answered before the closing takes place. The library attorney is checking into the concern. The director will keep the board informed of the progress.

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keep the tractor with the blade for use to remove snow on the sidewalks surrounding the Elwood library.

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Policy updates: Jerry Kaiser made a motion to accept changes to the following policies and job descriptions: Materials Selection Policy, Materials Circulation Policy, Business Continuity Plan, and the Custodian and Custodian Aide job description. Betty Caldwell seconded the motion. After final discussion, the motion was passed.

NEW BUSINESS

Bond Bank Resolution: The Bond Bank Resolution was read (copy attached) and a motion was made by Pam Bohlander and seconded by Don Hill to accept the resolution. The board passed the resolution unanimously. All signatures were obtained on the document for return to the Bingham-McHale law firm. This resolution allows the North Madison County Public Library System to borrow funds for the Debt Service Fund.

DIRECTOR'S REPORT

Announced Adult Summer Reading Program is planned. The theme will be coordinated with the Children's Safari reading program. The Adult theme is "Wild Over Books."

The director announced that Philip Gulley's visit was a success. There was a brief discussion concerning the carpet at the Frankton Library. It was decided to wait two or three months and decide whether to replace the carpet or have it cleaned again.

ADJOURNMENT

With no objection, the president adjourned the meeting.

Betty Caldwell, Secretary

DATE: May 23, 2003

CLOSING STATEMENT

SELLER: Frankton Lions Club Incorporated
EIN: 35-1792616

PURCHASER: North Madison County Public Library System

REAL ESTATE DESCRIPTION:

Lots Numbered 31, 32, 33, 34 35, and 36 in the Continuation of Commercial Addition to the Town of Frankton, Madison County, Indiana.

Commonly known as: 111-113 East Sigler Street, Frankton, Indiana 46044.

GROSS SELLING PRICE:	\$ 30,000.00
LESS EARNEST MONEY	\$ 0.00
BALANCE DUE AT CLOSING:	\$ 30,000.00

SELLER'S EXPENSES AT CLOSING:

A. Annual Miller Ditch Maintenance 2003 (not affected by exemption filing)	\$ 65.00
TOTAL EXPENSES	\$ 65.00

SETTLER'S NET PROCEEDS: \$ 29,935.00

PURCHASER'S EXPENSES AT CLOSING:

A. Purchase Price	\$ 30,000.00
B. Title Insurance	\$ 220.00
PURCHASER'S TOTAL EXPENSES AT CLOSING:	\$ 30,220.00

SELLER:

FRANKTON LIONS CLUB INCORPORATED

BY: Dan Frazier
DAN FRAZIER, President

BY: Virgil Reynolds
VIRGIL REYNOLDS, Secretary

PURCHASER:

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

BY: Beverly Austin
BEVERLY AUSTIN, Director

JAMES W. WILSON/#1286-48
BINGHAM, FARRER & WILSON, P.C.
P. O. Box 494
Elwood, IN 46036
Telephone: (765) 552-9878
library\frankton.nmcpls\sb

RESOLUTION

A RESOLUTION authorizing the North Madison County Public Library, to make temporary loans to meet current running expenses for the use of the Debt Service Fund of the Issuer, in anticipation of and in excess of current taxes levied in the year 2002, and collectible in the year 2003 (including property tax replacement revenues), authorizing the issuance of temporary loan tax anticipation warrants to evidence such loans and the sale of such warrants to the Indiana Bond Bank; and appropriating and pledging the taxes to be received in such funds to the punctual payment of such warrants including the interest thereon.

WHEREAS, the Library Board of Trustees (the "Fiscal Body") of the North Madison County Public Library (the "Issuer") has determined that there will be an insufficient amount of money in the Debt Service Fund of the Issuer (the "Funds") to meet the current running expenses of the Issuer payable from such Funds during the fiscal year ending on the last day of December 2003, and prior to the respective June 2003 (that is, the first) and December 2003 (that is, the second and final) settlements and distribution of taxes levied for such Funds (including property tax replacement revenues); and

WHEREAS, the Fiscal Body now finds that an emergency exists for the borrowing of money to pay current running expenses and that temporary loans for the Funds for such purposes should be made and that temporary loan tax anticipation warrants evidencing such loans should be issued and sold, subject to the terms and conditions set forth herein and in accordance with the provisions of Indiana law; and

WHEREAS, the Fiscal Body has determined to participate in a mid-year warrant assistance program (the "Program") established by the Indiana Bond Bank (the "Bond Bank") for 2003 whereby the Bond Bank will purchase the temporary loan tax anticipation warrants and/or temporary interim warrants of the Issuer; and

WHEREAS, the levy (including property tax replacement revenues) proposed for collection for the Funds in 2003 is estimated to produce in the aggregate, with respect to such Funds, an amount equal to or in excess of the principal of and interest on the temporary loans for such Funds; and

WHEREAS, a necessity exists for the making of temporary loans evidenced by temporary loan tax anticipation warrants for the Funds in anticipation of the receipt of current revenues for such Funds levied for the year 2002 and in the course of collection in 2003 (including property tax replacement revenues) and the Fiscal Body desires to authorize the making of temporary loans to procure the amounts necessary, in combination with other available amounts, to meet such current running expenses for such Funds and to pay necessary costs incurred in connection with the issuance and sale of temporary loan tax anticipation warrants to evidence such temporary loans; and

WHEREAS, unless otherwise disclosed in writing to the Bond Bank, the Issuer has not previously issued temporary loan tax anticipation warrants payable from 2003 tax revenue with

respect to the Funds, and in such case, the warrants purchased under the Program shall be subordinate to any such previously issued warrants, etc.

WHEREAS, the Fiscal Body hereby authorizes, and directs, the Issuer to, with respect to the temporary loan tax anticipation warrants and/or interim warrants, with respect to the Funds, and the sale of such warrants to the Bond Bank pursuant to the provisions of Indiana Code 5-1.5, subject to and dependent upon the terms and conditions hereinafter set forth.

NOW, THEREFORE, BE IT RESOLVED BY THE LIBRARY BOARD OF TRUSTEES OF THE NORTH MADISON COUNTY PUBLIC LIBRARY AS FOLLOWS:

Section 1. It is hereby found and declared that an emergency exists for the borrowing of money and therefore the Issuer is hereby authorized to make temporary loans to meet current running expenses for the use and benefit of each of the Funds of the Issuer in anticipation of estimated current tax revenues levied for the year 2002 and in the course of collection for such Funds in 2003 (including property tax replacement revenues), which loans shall be evidenced by temporary loan tax anticipation warrants of the Issuer (the "Warrants") issued pursuant to the provisions of Indiana Code 20-14-3-8 as in effect on the date of their respective issuance. A separate Warrant or Warrants shall be issued for each Fund and each maturity date and all Warrants shall be dated as of the date of delivery thereof to the Bond Bank. Subject to the provisions of Indiana Code 20-14-3-8 as in effect on the date of their respective issuance, the Issuer is authorized to issue Warrants maturing and payable on or before December 31, 2003 in aggregate amounts not to exceed the following for the respective identified funds:

Debt Service Fund: \$297,938.

The Warrants shall bear interest prior to maturity at a rate or rates per annum not to exceed a maximum of 6.5%. The exact rate or rates are to be determined under the terms of a warrant purchase agreement between the Bond Bank and the Issuer to be entered into prior to the sale of the Warrants to the Bond Bank (the "Warrant Purchase Agreement"), in accordance with the provisions of Indiana Code 5-1.5. Interest shall be calculated on the basis of a 360-day year comprised of twelve 30-day months.

Notwithstanding any provision in this Resolution (or in the form of Warrant Purchase Agreement available to the Issuer as of the date of the adoption of this Resolution and incorporated by reference into this Resolution), conforming changes may be made by the Issuer's officers to the form of any Warrant and the Warrant Purchase Agreement prior to the issuance of Warrants to provide the due date of the Warrants, which may be June 30, 2003, December 31, 2003, or a date fixed by reference to the Issuer's receipt of its settlement of the funds in anticipation of which any Warrant is issued, or any combination thereof.

The Issuer is authorized to make payments of principal and interest on the Warrants by paying the amount due from funds that are available for immediate transfer or investment on or before 12:00 noon (Indianapolis time) on the due date to the corporate trust entity selected or

determined by the Bond Bank to serve as the "trustee" under a Note Indenture (the "Trustee") through which notes are issued by the Bond Bank and the Warrants are purchased and pledged by the Bond Bank thereunder as designated by the Bond Bank. In the event that the principal of and interest on the Warrants are not paid in full on the Due Date (as defined in the Warrant Purchase Agreement and in each warrant), the total amount due and owing on such due date (equal to the unpaid principal and accrued interest thereon to such due date) shall thereafter bear interest at the per annum rate equal to the Reinvestment Rate (as defined in the Warrant Purchase Agreement) until paid. In addition, the Issuer shall be responsible for payment to the Bond Bank of its allocable portion of all fees and expenses attributable to a request for payment under the Credit Facility Agreement (as defined in the Warrant Purchase Agreement) resulting from a failure by the Issuer to pay in full the principal of and interest on the Warrants on their due date.

Section 2. With respect to each Fund and each maturity, the officers of the Issuer are authorized to deliver a principal amount of the Warrants up to or less than the maximum amount established for any such Fund and maturity date in Section 1 hereof in order to comply with all applicable laws and any requirements of the Bond Bank. The Warrants will be delivered on or before June 30, 2003, or otherwise as appropriate and in accordance with the terms of the Warrant Purchase Agreement.

In the event that the Issuer anticipates incurring cash flow deficits prior to the issuance and sale of the Warrants to the Bond Bank, the Issuer is hereby authorized to issue and sell temporary interim warrants to the Bond Bank. The issuance and sale of the temporary interim warrants shall be on substantially the same terms as the issuance and sale of the Warrants to the Bond Bank, all as set forth in the Warrant Purchase Agreement. In the event that temporary interim warrants are issued, all or a portion of the proceeds of the Warrants may be used to repay the temporary interim warrants. Provisions of this Resolution relating to the issuance of Warrants shall also relate to the issuance of temporary interim warrants to the extent applicable. The Warrants may be issued in one or more series on one or more dates.

Section 3. The principal of and interest on the Warrants shall be payable from tax revenues to be received in the respective Fund upon which such Warrant is issued. There is hereby appropriated and pledged to the payment of the Warrants issued with respect to each Fund, including interest and all necessary costs incurred in connection with the issuance and sale of the Warrants, a sufficient amount of the taxes, levied for 2002, and payable in 2003 (including property tax replacement revenues), for such Fund and in anticipation of which the Warrants are issued, for the punctual payment of the principal of and interest on the Warrants evidencing such temporary loans, together with such issuance costs, if any, subject to the application of the tax revenues to be received in the respective Fund to any long term lease or debt obligations due contemporaneously with such Warrants; provided that the appropriation of moneys to the repayment of Warrants shall not cause the Issuer to violate the provisions of Indiana law or any contract, grant or other agreement to which the Issuer is a party; provided further that as a condition to participation in the Program, the Issuer has represented, that upon issuance of the Warrants, it will have no warrants other than the Warrants remain outstanding, and the Warrants shall not in any respect to be subject to the prior payment of any warrants now outstanding. The

Issuer consents to the assignment by the Bond Bank to the Trustee under the Indenture of all the Bond Bank's right, title and interest granted by the Issuer to the Bond Bank under the Warrant Purchase Agreement. The Issuer covenants and agrees that it shall, if it fails to make any payment required herein when due, promptly undertake all actions, including the issuance of warrants issued to refund the unpaid Warrants that: (i) are necessary to cure such nonpayment, (ii) are legally available to cure such nonpayment, and (iii) do not, in the opinion of bond counsel, cause any of the Warrants to be considered debt of the Issuer within the meaning of Article 13, Section 1 of the Indiana Constitution or laws of the State of Indiana.

Section 4. The Warrants issued hereunder with respect to the Fund shall be executed in the name of the Issuer by the manual or facsimile signature of the President of the Library Board of Trustees, and attested by the Secretary of the Library Board of Trustees, , or such other officers of the Issuer as may be permitted by law, provided at least one of such signatures is manually affixed. All Warrants shall be payable in lawful money of the United States of America at the principal corporate trust office of the Trustee.

Section 5. The Warrants with respect to each Fund shall be issued in substantially the following form (with all blanks, changes, additions and deletions, including the appropriate amounts, dates and other information to be properly completed prior to the execution and delivery thereof, as conclusively evidenced by the signatures of the officers of the Issuer affixed thereon):

[Form of Warrant]

UNITED STATES OF AMERICA

STATE OF INDIANA

COUNTY OF MADISON

NORTH MADISON COUNTY PUBLIC LIBRARY
TEMPORARY LOAN TAX ANTICIPATION WARRANT, SERIES 2003 ___

Warrant Fund: _____ Fund
Dated Date: _____, 2003
Due Date: _____, 2003
Principal Sum: \$ _____
Interest Rate: ___ percent per annum

FOR VALUE RECEIVED, on or before the Due Date set forth above (the "Due Date"), the North Madison County Public Library (the "Borrower"), shall pay to the Indiana Bond Bank (the "Bond Bank") the Principal Sum set forth above pursuant to a certain Warrant Purchase Agreement between the Bond Bank and the Borrower, dated as of April 15, 2003 (the

"Agreement"). [This Warrant is issued in anticipation of the First Semi-Annual Settlement (as defined in the Agreement).]

In addition, the Borrower on the Due Date hereof shall pay to the Bond Bank interest at the per annum Interest Rate set forth above pursuant to the Agreement, with such interest to be computed on the basis of a 360-day year comprised of twelve 30-day months. In the event that the principal of and interest on this Warrant are not paid in full to the Bond Bank at the principal corporate trust office of the Trustee (as defined in the Agreement) in immediately available funds on or before 12:00 noon (Indianapolis time) on the Due Date, the total amount due and owing on the Due Date (the unpaid principal and accrued interest to the Due Date) shall thereafter bear interest at the per annum rate equal to the Reinvestment Rate (as defined in the Agreement) until paid. In addition, the Borrower shall pay to the Bond Bank its allocable portion of all fees and expenses attributable to a request for payment under the Credit Facility Agreement (as defined in the Agreement) resulting from a failure by the Borrower to pay in full the principal of and interest on this Warrant on the Due Date.

All payments of principal and interest to be made by the Borrower to the Bond Bank shall be made by paying the amount due in funds that are available for immediate transfer or investment on or before 12:00 noon (Indianapolis time) on the payment date to the Trustee in St. Louis, Missouri (or to such other place of payment as may be specified in notice given by the Trustee or Bond Bank). The Borrower reserves the right to prepay this Warrant at any time prior to the Due Date upon giving the Trustee at least four Business Days prior notice.

This Warrant evidences a temporary loan to provide funds to meet current expenses of the Warrant Fund set forth above (the "Fund") and has been authorized by a resolution passed and adopted by the Library Board of Trustees of the North Madison County Public Library, in accordance with Indiana Code 20-14-3-8 and all other acts amendatory thereof or supplemental thereto.

This Warrant is issued in anticipation of the tax levy which has been made for the Fund in the year 2002, which tax levy is now in the course of collection (including property tax replacement revenues). There has been irrevocably appropriated and pledged to the payment in full of the principal of and interest on this Warrant a sufficient amount of the revenues to be derived from the Fund tax levy (including property tax replacement revenues), subject to the application of the tax revenues to be received in the Fund to any long term lease or debt obligations due contemporaneously with such Warrants; provided that the appropriation of moneys to the repayment of Warrants shall not cause the Borrower to violate the provisions of Indiana law or any contract, grant or other agreement to which the Borrower is a party; provided further that as a condition to participation in the Program, the Borrower has represented, that upon issuance of the Warrants, it will have no warrants other than this Warrant remain outstanding, and this Warrant shall not in any respect to be subject to the prior payment of any other warrants outstanding as of the Dated Date. The principal amount of all Warrants maturing on the Due Date and payable from the Fund does not exceed forty percent (40%) of the 2003

annual budget levy for the Fund (including property tax replacement revenues) as certified by the Indiana Department of Local Government Finance.

It is further hereby certified, recited, and declared that all acts, conditions, and things required by law precedent to the issuance and execution of this Warrant have been properly done, have happened, and have been performed in the manner required by the constitution and statutes of the State of Indiana relating thereto; that the Fund tax levy (including property tax replacement revenues) from which (together with other amounts in the Fund) this Warrant is payable is a valid and legal levy; and that the Borrower will reserve a sufficient amount of the proceeds of the Fund tax levy (including property tax replacement revenues) currently in the course of collection for the timely payment of the principal of and interest on this Warrant in accordance with its terms.

IN WITNESS WHEREOF, the North Madison County Public Library, has caused this Warrant to be executed in its corporate name by the President of the Library Board of Trustees, and attested by the Secretary of the Library Board of Trustees, all as of the above Dated Date.

NORTH MADISON COUNTY PUBLIC LIBRARY

By: Kevin L. [Signature]
President, Library Board of Trustees

ATTEST:

Betty Caldwell
Secretary, Library Board of Trustees

[End of Form of Warrant]

Section 6. The fiscal officer of the Issuer (the "Fiscal Officer") is hereby authorized and directed to have the Warrants prepared, and each of the executive officers of the Issuer, or such other officers as may be permitted by law, are hereby authorized and directed to execute the Warrants in the manner and substantially the form provided in this Resolution, as conclusively evidenced by their execution thereof.

Section 7. The Fiscal Officer, on behalf of the Issuer, is authorized to sell to the Bond Bank the Warrants. The Warrant Purchase Agreement shall set forth the definitive terms and conditions for such sale. Warrants sold to the Bond Bank shall be accompanied by all documentation required by the Bond Bank pursuant to the provisions of Indiana Code 5-1.5 and the Warrant Purchase Agreement, including without limitation, an approving opinion of

Singham McHale LLP, specially designated bond counsel for the Warrants on the engagement terms set forth in such firm's letter to the Issuer; certification and guarantee of signatures (or if permitted by the Bond Bank, such other evidence of the authenticity of signatures); and certification as to no litigation pending as of the date of delivery of the Warrants to the Bond Bank challenging the validity or issuance of the Warrants. The entry by the Issuer into the Warrant Purchase Agreement and the execution of the Warrant Purchase Agreement, on behalf of the Issuer by any of the executive officers of the Issuer, or such other officers as may be permitted by law, in accordance with this Resolution, are hereby authorized and approved.

Section 8. The proper officers of the Issuer are hereby authorized to deliver the Warrants to the Bond Bank, upon receipt from the Bond Bank of the payment or otherwise as appropriate and in accordance with the terms of the Warrant Purchase Agreement.

Section 9. Each of the executive officers of the Issuer (including, without limitation, any Authorized Official as defined in the Warrant Purchase Agreement), or such other officers as may be permitted by law are hereby authorized and directed to make such filings and requests, deliver such certifications, execute and deliver such documents and instruments, and otherwise take such actions as are necessary or appropriate to carry out the terms and conditions of this Resolution and the actions authorized hereby and thereby.

Section 10. The Issuer hereby covenants that the Issuer and its officers shall not take any action or fail to take any action with respect to the proceeds of any of the Warrants or any investment earnings thereon which would result in constituting any of the Warrants as "arbitrage bonds" under the Internal Revenue Code of 1986, as amended, and any and all final or proposed regulations or rulings applicable thereto, or which would otherwise cause the interest on any of the Warrants to cease to be excludable from gross income for purposes of federal income taxation; and the Fiscal Officer and all other appropriate officers are hereby authorized and directed to take any and all actions and to make and deliver any and all reports, filings, and certifications as may be necessary or appropriate to evidence, establish, or ensure such continuing exclusion of the interest on the Warrants.

Section 11. This Resolution shall be in full force and effect from and after the time it has been adopted by the Fiscal Body.

Section 12. All resolutions and ordinances in conflict herewith are, to extent of such conflict, hereby repealed.

[Remainder of Page Left Intentionally Blank]

ADOPTED AND APPROVED BY the Library Board of Trustees of the North Madison
County Public Library, this 12 day of May, 2013.

Kevin Shipps
Presiding Officer
Library Board of Trustees

ATTEST:

Betty Caldwell
Secretary, Library Board of Trustees

MATERIALS CIRCULATION POLICY

(March, 2003)

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) During the interim of preparation for a new card, a patron may check out one item prior to receiving their regular **BORROWER'S CARD**.
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 6th grade) are limited to a maximum of 6 items as an aggregate. "Students" (minors 6th 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, only 3 of which may be videocassette tapes. (See "VIDEO TAPES")

3. Teacher borrowing materials for their classroom use their personal **BORROWERS CARD** and are restricted to the privileges afforded by that card.
4. Any patron with any overdue materials or outstanding fines/fees totaling \$5.00 or more may borrow no additional materials. No reference materials, including materials from the Indiana Room, will be loaned to any patron.
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.
7. There is a \$5.00 charge for replacement of a lost **BORROWER'S CARD**.

8. 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 TAPES (Music cassettes & Books-on-tape)

1. All books and tapes may be loaned for two weeks. Books and tapes not on reserve may be renewed twice, either in person or by telephone. 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. Reserved materials are loaned for a two-week period only. There are no renewals.
3. Patrons may reserve a book or audiotape by telephone, and will be notified by telephone when that book/tape 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 moved to the end of 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.
5. Overdue books/tapes are fined at 10 cents per day per book/tape. Fines may not accrue beyond the price of the book/tape.

6. If a book/tape is reported lost or damaged, the patron is responsible for the replacement or repair cost of the book/tape and any overdue fine accumulated on the lost book/tape by the time it is reported lost.
7. Upon payment for a lost book/materials 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 or by telephone.
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.

DVD'S/VIDEO TAPES

1. Only patrons age 18 and over, with a valid adult BORROWER'S CARD, may check out DVD's & videos. A maximum of three may be checked out at any one time or as an aggregate.
2. Video items may be loaned for a single two-day period. They may be renewed for two additional days in person or by telephone. DVD's & Videotapes cannot be reserved.
3. DVD's & Videos must be returned to the same system facility from which they were borrowed.
4. Overdue DVD's & videotapes are charged at a rate of \$2.00 per tape 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. Weekly, the Library will mail a reminder 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. This notice will list each overdue item separately, and constitutes the **SECOND NOTICE**.
4. Within ten days after the **SECOND NOTICE**, a **THIRD NOTICE** is sent.
5. 90 days after the **DUE DATE**, the Library will mail a notice to the patron. This notice will list each overdue item and the amount due to the Library.

6. 180 days after the DUE DATE, the library will mail a notice to the patron. This notice will list items as lot and patron will be charged replacement cost. If the patron still does not return overdue materials and resolve the debt, the matter will be reported to the credit bureau.
7. Teachers are responsible for all fines, fees, lost materials, etc., regardless of the purpose for which materials were borrowed on their BORROWER CARD. Teachers are to be sent overdue notices according to the policy outlined above.
8. 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.
9. 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.
10. Replacement costs are the price of the item.

FINE SUMMARY

Format	Reserve	Loan	Renewable	Overdue Fine
Book	Yes	2 wks	2 wks, twice	.10/day
Book-on-tape	Yes	2 wks	2 wks, twice	.10/day
Music cassette	Yes	2 wks	2 wks, twice	.10/day
Magazine	Yes	3 days	3 days, once	.10/day
Video tape / DVD	No	2 days	1 day, once	\$2/day

MATERIALS SELECTION POLICY

(March, 2003)

A. Purpose of policy

The Board of Trustees of the North Madison County Public Library System sets forth policies for the overall operation and service of the Library. Recognizing the pluralistic nature of the local community, the Board provides this Selection Policy to guide the librarians in their selection responsibilities, and to inform the public of the principles upon which selection of library materials is made.

B. Responsibility for Selection

Within the frame work of the materials selection policy, the Board of Trustees delegates to the Director the ultimate responsibility of selecting library materials. The Director may in turn delegate selection responsibility to the academically prepared and professionally trained staff. The general public and staff members may also recommend materials for consideration.

C. Principles of Selection

1. Books and other materials selected shall be chosen for values of interest, information and recreation to the people of the community.
2. The Library shall be selective because of the volume published in many fields and aim for areas which reflect community needs and demands and are consonant with its objectives as a public library. It acquires materials which:
 - a. interpret, document and illuminate the past
 - b. represent various contemporary points of view reflecting current conditions, trends and controversies, international, national and local
 - c. foster a knowledge of self and an understanding of others.
 - d. Provide aesthetic appreciation and stimulate the imagination
 - e. Advance the individual's capacity for understanding the world in which he lives
 - f. Contribute to the enjoyment of life
 - g. Supplement the reference, research and recreational needs of borrowers of all ages
3. Some criteria of particular importance in selecting materials are:
 - a. authority
 - b. the authors literary standing
 - c. documentation used
 - d. accuracy
 - e. subject content
 - f. comparative scarcity of published material
 - g. social relevance of the theme
 - h. readability
 - i. literary merit

- j. effectiveness of presentation
 - k. current demand
 - l. importance of subject matter to the collection
 - m. possible future research value
 - n. local interest in the author or subject
 - o. physical format, limitation of use
 - p. specialized format (handicapped, e.g.)
 - q. cost
 - r. availability in other libraries
 - s. inclusion of title in bibliographies and reviews.
4. Judgment for selection made on the material as a whole, and not on some passage, page, scene or other part alone.
 5. In fields which the local library cannot develop extensively, the aim is to acquire basic materials by which readers may gain basic information and prepare for use of the larger or specialized collections of other libraries.
 6. A new acquisition shall be measure against other materials available to determine which selection seems wisest in view of the Library's needs, space and available funds. Consideration is given to materials which may be of interest to a few patrons as well as those of interest to many.
 7. The Library does not attempt to acquire textbooks and other curriculum related materials or professionally and technically oriented resources except as such materials also serve the general public.
 8. The Library acknowledges a particular interest in local and state history and the works of local authors. The library will however, apply the same standards of selection to the works of the local authors as it does to other library materials.
 9. Through its Branch Libraries the North Madison County Public Library System makes library materials accessible to people in all sections of the library's service area. These collections cannot duplicate the Main Elwood Library's collections completely. Within the budget and space these ancillary collections provide for local interests and needs by a balance in the selection of educational, recreational, vocational, and home interest materials.
 10. The North Madison County Public Library system recognizes its responsibility to young adults. The use of books is seen as an assist in their development toward adulthood, by awakening new reading interests, by furthering a taste for good literature, by providing an opportunity to explore new ideas, by contributing to their personal and intellectual growth.
 11. Selection of juvenile materials is based on the criteria listed in section 3. Diversified backgrounds, tastes, interest and abilities are acknowledged. The use of such material by children is the responsibility of their parents or legal guardians.
 - a. help children widen their interest and extend their horizons
 - b. stimulate and help satisfy their curiosity

- c. aid them in increasing their knowledge and understanding of their immediate and larger world with its varied peoples and cultures
 - d. help each child realize his own identity as a person of worth
 - e. help children discover reading is fun.
12. The Board of Trustees delegates to the Director the ultimate responsibility of withdrawing materials. Regularly the Library re-evaluates its collection and withdraws materials because they are out-dated, badly worn, rarely used by the public or inconsistent with selection criteria. Withdrawn materials may be made available for public sale.
 13. The library welcomes gifts, but accepts them with the understanding that it has the right to handle or dispose of them in the best interest of the institution. Such material may be added to the collection provided that it meets the Library's standard of section.
 14. The Library's Board of Trustees believes that anyone is free to reject for him/herself library materials of which he/she does not approve; however, he/she does not have the right to restrict the freedom of others to use these materials. No book or other library materials shall be excluded because of the race, sex, nationality or the political, religious or social views of the author.
 15. The Library administration provides procedures for public comment on library materials. (see attached PATRON'S COMMENT ON LIBRARY MATERIALS).

BOOK COMPLAINT PROCEDURES

1. Patron complains about a book (or other materials).
2. Employee explains that books are selected according to criteria specified in the Book Selection Policy.
3. If patron persists, employee should at this point refer the matter to the Department head.
4. The Department head should explain to patron that it is our policy to allow individuals to accept or reject materials for themselves but not to impose their judgment upon others.
If the objection is that children will have access to inappropriate material, explain that the responsibility for screening what children read is the parents', not the library's.
5. If patron still persists, offer him a copy of our Materials Selection Policy and a patron's Comment form and explain that this needs to be completed in order to proceed further with the matter. Explain that this aids the librarian in understanding the specifics of the complaint and in reviewing the material in question.
6. The Department Head will, upon receiving a comment form, decide whether or not to proceed further with the complaint. For example, if the form is only partially completed, or hastily done, etc., the Department Head may simply file it away until and unless the patron complains further. If it is a thoughtful, complete

- comment, the Department Head should review the work in question to be sure it does comply with our selection criteria.
7. The Department Head will advise the Director of the action taken, whether filed away or followed up.
 8. If the patron follows up on the action taken and disagrees with it, he should then be referred to the Director.

SERVICE FEES
(3/2003)

Photocopies:	\$0.10 per copy
Fax: to send:	\$1.00 for the first page/\$0.20 for each additional page
To receive:	\$0.20 for each page
Computer copies:	\$0.20 per page when printing from computers
Computer scanning:	\$5.00 per page for a colored photo. Only one copy will be scanned and printed. Additional copies should be made where a color copy machine is available. If only scanning to a disc, there is no charge. (A disc is available for \$1.00)
	<ul style="list-style-type: none">• Any size black and white photo scanned to paper is \$.20 each page. (Black and white photos use only shades of black-no other color. Any photo with any tone is \$5.00 including sepia.)
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"

MONTHLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

	MAY	MAY	AMOUNT OF	% OF	YTD
	2002	2003	CHANGE	CHANGE	
ELWOOD					
ADULT	3758	3523	-235	-6%	18417
JUVENILE	1779	1874	95	5%	12893
Y. A.	221	256	35	16%	826
PERIOD.	473	659	186	39%	2780
AUDIO	202	266	64	32%	1432
VIDEO	2946	3410	464	16%	19737
TOTAL	9379	9988	609	6%	56341
FRANKTON					
ADULT	867	978	111	13%	4589
JUVENILE	622	753	131	21%	4364
Y. A.	22	39	17	77%	221
PERIOD.	283	234	-49	-17%	1061
AUDIO	24	32	8	33%	218
VIDEO	1028	1258	230	22%	7445
TOTAL	2846	3294	448	16%	17898
HAZELBAKER					
ADULT	691	721	30	4%	3640
JUVENILE	517	456	-61	-12%	2295
Y. A.	39	45	6	15%	230
PERIOD.	75	163	88	117%	667
AUDIO	46	21	-25	-54%	184
VIDEO	368	403	35	10%	2206
TOTAL	1736	1809	73	4%	9222
SYSTEM					
ADULT	5316	5222	-94	-2%	26646
JUVENILE	2918	3083	165	6%	19552
Y. A.	282	340	58	21%	1533
PERIOD.	831	1056	225	27%	4508
AUDIO	272	319	47	17%	1834
VIDEO	4342	5071	729	17%	29388
TOTAL	13961	15091	1130	8%	83461

	ELWOOD	FRANKTON	HAZELBAK.
TRAFFIC	10233	1927	1441
REF.	64	47	25
ASSITS.	2434	405	396
COMP A.	741	275	296
J.	989	N/A	159
PROG. A.	6 / 41	1 / 4	0
J.	22 / 394	1 / 17	2 / 81

TECH SERVICE PROCESSED 465 ITEMS AND WITHDREW 290 ITEMS

LIBRARY ACCESS POLICY

November 2001

Libraries are part of this nation's educational system, and provide an opportunity for community members to enhance their cultural and intellectual development in a variety of media formats beyond what they could get through formal educational programs. The public library has a special responsibility to the community to supplement the cultural, informational and recreational needs of individuals and groups in its community. In this sense, the public library is unique for no other community agency provides that service to citizens.

The North Madison County Public Library System shall endeavor to provide the means through which all eligible persons may have free access to any library materials that it owns, within the parameters of current library policy.

WHO MAY USE THE LIBRARY

Because the public library is accessible to so many of a community's individuals, patrons are placed in one of the following categories:

Regular Borrowers

Any resident and/or property owner within the confines of the North Madison County Public Library System's legally defined district may obtain a BORROWER'S CARD if they can provide adequate proof of address. At the present time, the library district consists of the following five Madison County townships: Boone, Van Buren, Pipe Creek, Duck Creek and Lafayette;

Reciprocal Borrowers

The North Madison County Public Library System will provide reciprocal library service to any Madison County resident who pays library tax or lives in a library taxing district for the Alexandria-Monroe Public Library or the Pendleton Public Library. Individuals applying for reciprocal privileges must have a currently valid BORROWER'S CARD from their home library and be able to provide valid proof of address.

PLAC Card Borrowers

The North Madison County Public Library System will issue a one year reciprocal BORROWER'S CARD to any individual living

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

outside of Madison County with which NMCPLS has reciprocal borrowing upon presentation of a PLAC Card from their home library or purchase of a PLAC card from a NMCPLS Library and providing adequate proof of address.

Special Patrons

The library reserves the right to provide full or partial library service any other individual. Such individuals may include long-term, non-resident visitors and non-resident researchers.

Non-resident, Non-reciprocal Patrons

Individuals who reside in areas where no library service exists may purchase an individual BORROWER'S CARD from the North Madison County Public Library System for an annual charge of \$50.

The library reserves the right to deny full or partial service to any individual who can not provide proof of address, has an outstanding fine/fee balance, or who fails to comply with the general and specific rules of the North Madison County Public Library System as outlined in the Materials Circulation Policy.

APPLICATION PROCEDURES

Adult Card

Patrons applying for library borrowing privileges must complete and sign a library APPLICATION CARD, and have two forms of identification as proof of address. A valid driver's license and current utility billing statement will normally be accepted.

Juvenile Card

The Children's Room will register all patrons in fifth grade and below and issue them a BORROWER'S CARD. Parents will be required to sign the completed APPLICATION CARD in the presence of the librarian and provide the library with adequate proof of address. By his/her signature on the child's APPLICATION CARD, a parent also agrees to be financially responsible for any library and attorney debts incurred by that child.

Young Adult Card

Sixth grade to age 17 patrons, while still considered juvenile

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

LIBRARY ACCESS POLICY

Page 4

patrons, will be registered as students, and issued a white BORROWER'S CARD. Parents must sign the completed APPLICATION CARD in the presence of the librarian and provide the library with adequate proof of address. By his/her signature on the child's APPLICATION CARD, a parent agrees to be financially responsible for any library and attorney debts incurred by that child.

PLAC Card

All library users previously utilizing the Reciprocal Borrowing program must now have a Public Library Access Card (PLAC Card) to qualify for borrowing privileges. (Unless the library user holds a card in good-standing from the Alexandria-Monroe or Pendleton Public Library). These cards are good for one year only, and must be presented to our library in order to qualify for a reciprocal BORROWER'S CARD. The holder of a PLAC Card must complete a library APPLICATION CARD and provide proof of address as outlined above, and have their home library good-standing status verified, before a reciprocal BORROWER'S CARD, good for the term of the PLAC Card, will be issued. The North Madison County Public Library System will not require that juvenile and young adult patrons have a PLAC Card; parents may check out materials for children under the age of 18 using their own adult BORROWER'S CARD.

Madison County Residents

Three public libraries in Madison County have reached a local agreement in terms of reciprocal service for our patrons. Patrons residing in Fall Creek, Green or Monroe Townships, will be able to use the North Madison County Public Library System in a manner similar to the old reciprocal borrowing program. The patron must complete an APPLICATION CARD, and have two forms of identification as proof of address. A valid driver's license and current utility billing statement will normally be accepted. Qualified patrons will receive a BORROWER'S CARD which will normally be valid for a period of 720 days from date of issue. Residents of Jackson, Richland and Adams Townships do not pay library taxes and are not eligible for reciprocal borrowing.

All library users from the Anderson Public Library System and outside of Madison County must obtain a PLAC Card in order to qualify for reciprocal privileges. Information about the PLAC Card may be obtained from any public library.

Purchased Card

Individuals residing in areas not having library service may opt to purchase a family BORROWER'S CARD from the library for a total annual fee of \$50.00. Cards may be purchased in annual increments. Purchased BORROWER'S CARDS are prominently marked as purchased cards and an expiration date is noted.

Special Card

The library reserves the right to issue a BORROWER'S CARD to any other individual that it deems worthy of the privilege. These special cards will only be valid for use within the library system, and will require that the patron make a \$10.00 deposit. At the expiration of the BORROWER'S CARD, or when the patron voluntarily surrenders the card, the deposit will be fully refundable provided no outstanding fines and/or fees exist. If such fines and/or fees do exist, the \$10.00 deposit will be used to offset the accumulated charges. Individuals to whom such a card may be issued could include long-term non-resident visitors and non-resident researchers utilizing our services.

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

HOURS OF OPERATION

Elmwood

Monday	9:00 a.m. to 5:00 p.m.
Friday	9:00 a.m. to 5:00 p.m.
Saturday	9:00 a.m. to 4:00 p.m.

Frankton

Monday through Thursday	9:00 a.m. to 7:00 p.m.
Friday	9:00 a.m. to 5:00 p.m.
Saturday	9:00 a.m. to 1:00 p.m.

For reasons of public health and safety, the library reserves the right to ask persons to leave who are not attired from their own point of view in their mid-thigh and wearing shoes. Appropriate clothing may include trousers/shorts/skirts and shirts/blouses that are not see-through in nature, and closed sandals with sturdy soles. Final judgment of what is or is not appropriate shall rest with the library director.

CLASSROOM COLLECTIONS

The library always seeks to further cooperation between the schools and itself, and school teachers are encouraged to use the resources of the public library by utilizing such services as classroom collections, bringing students to the library for instruction and by using library materials to complete assignments.

Teachers may borrow items from the collection for classroom use for periods of up to 6 weeks. They may use their individual BORROWER'S CARD to make such loans and should contact the local North Madison County Public Library System librarian to make appropriate arrangements. If the teacher does not have a BORROWER'S CARD or is not entitled to reciprocal privileges, they are encouraged to work through their school's media librarian to obtain materials from the public library.

HANDICAPPED ACCESSIBILITY

The Library will make every effort to remove any barriers that tend to deny access to its facilities and services. While the Board of Trustees and the library staff are continually monitoring the library and its services to remove unnecessary barriers, customers are encouraged to notify the Library when they encounter barriers that hinder their use and enjoyment of the facilities and services so that we may work towards removing them.

If you have questions or concerns regarding handicapped access to our facilities, the Board of Trustees has designated the library director as the ADA Contact Person.

**North Madison County Public Library System
Job Description**

Job Title: Custodian
Department: Any
Reports to: Director
FLSA Status: Nonexempt
Prepared by: Director
Prepared date: February, 2003
Approved by: NMCPHS Board of Trustees
Approved Date: May, 2003

SUMMARY: Keeps library facilities clean, orderly and in good repair inside and out. Monitors climate control equipment. **ESSENTIAL DUTIES AND RESPONSIBILITIES** include the follow. (Other duties may be assigned.)

1. Cleans rooms, lobbies, lounges, rest rooms, corridors, stairways, and other work areas. Replenishes restroom & cleaning supplies; replaces light bulbs.
2. Sweeps/vacuums, mops, scrubs, waxes & polishes all floors.
3. Empties trash and garbage containers. Transports trash and waste to disposal area.
4. Cleans & polishes lighting fixtures, counter tops & other surfaces; woodwork, trimwork & stair treads.
5. Sets up tables and chairs as needed.
6. Washes interior & exterior windows, door panels, and sills.
7. Monitors painting, performing minor and routine maintenance activities.
8. Monitors management concerning need for major repairs or additions to lighting, heating, and ventilating equipment.
9. Cleans snow and debris from sidewalks and entryways. Clears pathways in parking lot between rows. Snow removal for the parking lot will be by outside contractor.
10. Cleans debris from grounds. Mows lawn, trims shrubbery, and cultivates flowers.
11. Cares for cleaning & grounds keeping equipment.
12. Serves as liaison with outside custodial supply vendors.

SUPERVISORY RESPONSIBILITIES: Custodian aide

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

EDUCATION and/or EXPERIENCE: High school diploma or general education degree (GED); or one to three months related experience and/or training; or equivalent combination of education and experience.

LANGUAGE SKILLS: Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of organization.

MATHEMATICAL SKILLS: Ability to add and subtract two digit numbers and to multiply and divide with 10's and 100's. Ability to perform these operations using units of America money and weight measurement, volume, and distance.

REASONING ABILITY: Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

OTHER SKILLS AND ABILITIES: Ability to get along well with others, take direction, organize work, and multi-task.

CERTIFICATES, LICENSES, REGISTRATIONS: Valid Indiana driver's license.

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, or feel and reach with hands and arms. The employee frequently is required to stand, walk, and talk or hear. The employee is occasionally required to sit, climb or balance, stoop, kneel, crouch, or crawl and taste or smell. The employee must regularly lift and/or move up to 25 pounds and frequently lift and/or move more than 10 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently exposed to moving mechanical parts, fumes or airborne particles and to loud sounds and noise. The employee is occasionally exposed to high pressure areas and risk of electrical shock. The noise level in the work environment is usually moderate.

North Madison County Public Library System
Job Description

Job Title: Custodian Aide
Department: Any
Reports to : Custodian and Director
FLSA Status: Nonexempt
Prepared by: Director
Prepared date: February 2003
Approved by: NMCPLS Board of Trustees
Approved Date: May, 2003

SUMMARY: Helps in keeping library facilities clean, orderly and in good repair inside and out. **ESSENTIAL DUTIES AND RESPONSIBILITIES** include helping the Custodian in the following duties as assigned. (Other duties may be assigned.)

1. Cleans rooms, lobbies, lounges, rest rooms, corridors, stairways, and other work areas. Replenishes restroom & cleaning supplies; replaces light bulbs.
2. Sweeps/vacuums, mops/scrubs, waxes & polishes floors.
3. Empties trash and garbage containers. Transports trash and waste to disposal area.
4. Cleans & polishes lighting fixtures; counter tops & other surfaces; woodwork, metalwork & other trim.
5. Sets up tables and chairs as needed.
6. Washes interior & exterior windows, door panels, and sills.
7. Cleans snow and debris from sidewalks and entryways. Clears pathway in parking lot between rows. (Snow removal for the parking lot will be by outside contractor.)
8. Clears debris from grounds. Mows lawn, trims shrubbery, and cultivates flowers.
9. Cares for cleaning & grounds keeping equipment.

SUPERVISORY RESPONSIBILITIES: None

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

EDUCATION and/or EXPERIENCE: High school diploma or general education degree (GED); or one to three months related experience and/or training; or equivalent combination of education and experience.

LANGUAGE SKILLS: Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of organization.

MATHEMATICAL SKILLS: Ability to add and subtract two digit numbers and to multiply and divide with 10's and 100's. Ability to perform these operations using units of American money and weight measurement, volume, and distance.

REASONING ABILITY: Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

OTHER SKILLS AND ABILITIES: Ability to get along well with others, take direction, organize work, and multi-task.

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

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, or feel and reach with hands and arms. The employee frequently is required to stand, walk, and talk or hear. The employee is occasionally required to sit; climb or balance; stoop, kneel, crouch, or crawl; and taste or smell. The employee must regularly lift and/or move up to 25 pounds and frequently lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently exposed to moving mechanical parts, fumes or airborne particles, toxic or caustic chemicals, and outside weather conditions. The employee is occasionally exposed to high, precarious places and risk of electrical shock. The noise level in the work environment is usually moderate.

Business Continuity Plan Regarding Disasters affecting the computer

- I. Declaring a Disaster
- II. Disaster Recovery Team and Contact List
- III. Recovery Responsibilities
- IV. Backup Processing
- V. Operation of the Office During the Interim Period
- VI. Training, Testing and Maintaining the Plan
- VII. Current Hardware Software Support

I. Declaring a Disaster

Partial Disaster – A disastrous event has occurred which rendered the computer inoperable for up to a week, but access to the office is not affected.

Complete Disaster – A disastrous event has occurred which has affected the office to the extent that the office will be inaccessible for an extended period of time or the computer must be replaced.

A partial disaster may be declared by any member of management.

A complete disaster may be declared by any member of management.

Accounting System – If a complete disaster is declared, a replacement computer will be placed at the Elwood City Building. Information processing would occur there until the office is restored.

To obtain emergency funding for a replacement computer, contact the Administrative Assistant and the Treasurer who will contact Brent Enderle, Audio Visual Communication in Indianapolis. The computer can be replaced by Audio Visual Communications in approximately two weeks time.

Circulation and Cataloging – If a complete disaster is declared for the Elwood Public Library, a replacement server will be placed at the Elwood City Building. Information processing would occur there until the library is restored.

To obtain emergency funding for a replacement server, contact the Administrative Assistant and the Treasurer. The Information Technology Manager will contact Valencia Godlove, The Library Corporation in Inwood, WV. The Library Corporation can replace the server in approximately two weeks time.

II. Disaster Recovery Team and Contact List

Once a disaster has been declared, the following contacts must be made immediately:

Disaster Recovery Team:

Director –	Beverly Austin	552-6647
Administrative Assistant –	Diana Shepard	754-7671
Information Technology Manager -	Jamie Scott	536-2095

Vendor Contacts:

Audio Visual Communication -	Brent Enderle	1-800-466-3539
The Library Corporation	Valencia Godlove	1-800-325-7759

III. Recovery Responsibilities

<u>Person</u>	<u>Responsibilities</u>		
Director	Declare Disaster Contact Board President	Kevin Sipe	754-8868
Admin. Assistant	Contact Board Members Don Hill Wayne Davidson Betty Caldwell Pamela Bohlander Jerry Kaiser Bette Dalzell	552-6403 536-4034 552-7128 552-7160 552-7291 754-7464	

Retrieve latest back up for the accounting system.
Contact vendor for hardware and software.
Restore from backups when new computer arrives.
Work with software vendors to restore software.
Arrange for emergency funding for new computers.

IT Manager

Retrieve latest back up for cataloging and circulation.
Contact vendor for hardware and software.
Work with vendor to get branches up and running.
Restore from backups when new server arrives.
Work with software vendors to restore software.

IV. Backup Processing

For the Accounting System: Each night the data is automatically backed up on one of two tapes. Each day the tape is exchanged for the other. At the end of the month, the Administrative Assistant takes the tape home and another is used in its place. At year end, the Administrative Assistant takes the tape to the bank safety deposit box at Star Financial Bank.

For Cataloging and Circulation: Each night the data is automatically backed up on one of six tapes. Each day the tape is exchanged for the next day's tape. Those six tapes are stored in a fireproof safe located in Tech Services. On every second Monday of each month, an extra backup is run and that tape is taken to the bank safety deposit box at Star Financial Bank.

V. Operation of the Office During the Interim Period

Here is a list of critical applications ranked in the order they are to be brought up on a replacement computer.

Accounting System, payroll, other applications on Administrative Assistant's computer
Cataloging and Circulation System
Director's Computer
Website and Historical Database

For the Accounting System: The accounting software is the only critical application residing on the computer. There are no critical forms. Data entry of that system will be suspended until the computer is repaired or replaced. The input documents would be stored in the office during a partial disaster. In the case of a complete disaster, input documents would be stored at the Administrative Assistant's home or the bank safety deposit box. No special procedures are needed to receipt money since receipts would continue to be written by hand. The other applications would be brought up at the same time the accounting system is restored. Data entry to the other non-critical systems would be postponed until the accounting system is up-to date.

In the event the applications cannot be restored in sufficient time to continue business operations, critical financial functions will continue as follows:

Front desk will continue to record by hand and give to the Administrative Assistant who will record transactions by hand or on temporary computer listing. Checks will be typewritten and entered into the accounting program when restored. Critical forms needed for business operations are Daily Records for Fines and Fees, checks, purchase orders and ledger forms. A supply of these forms can be purchased at A. E. Boyce and will be ordered by the Administrative Assistant. In the event they are needed,

For Cataloging and Circulation: For a partial disaster circulation can be continued if a computer is available by using WordPad or Server Down Circ. If a computer is not

available, the staff can record transactions by hand. Cataloging will be suspended until the new server has arrived for a partial and complete disaster. For a complete disaster, circulation at the unaffected branches can continue using WordPad or Server Down Circ. Circulation at the affected branch will be suspended until access to the building has been reestablished.

VI. Training, Testing, and Maintaining the Plan

Each member of the disaster recovery team will have a copy of this document at their home. Also a copy will be stored in the bank safety deposit box. Training will consist of review of the this business continuity plan followed by a meeting discussing the plan.

The plan is to be tested in stages beginning on 5-1-2003 as follows:

- A. A restore will be done with the latest backup from the Administrative Assistant. The latest data backup will be added to the restored information.
- B. The contacts and phone numbers in the plan will be reviewed for correctness.
- C. The Administrative Assistant will review the procedures to temporarily maintain the records on a manual basis.
- D. The Information Technology Manager will review the procedures to temporarily maintain cataloging and circulation.

Every six months, the director will review the plan and test again to determine if it is up-to-date. Any additions or corrections will cause a new plan to be distributed to each member of the team.

AGENDA

June 9, 2003

**NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES**

ELWOOD PUBLIC LIBRARY MEETING ROOM

EXECUTIVE SESSION

6:45 p.m.

**CALL TO ORDER
CALL FOR QUORUM
BUSINESS**

**A. IC5-14-1.5-6.1(b)(9) Personnel
Director's evaluation**

ADJOURNMENT

REGULAR MEETING

7:00 P.M.

**CALL TO ORDER
CALL FOR QUORUM
MINUTES
CLAIMS REGISTER & CHECKS
OLD BUSINESS**

1. Frankton property

NEW BUSINESS

1. Director's evaluation

DIRECTOR'S REPORT

ADJOURNMENT

*
* TRANSACTION REPORT
*
* FOR: ELWOOD PUB. LIBRARY JUN-05-2003 11:00
* 765 552 0955
*
* SEND
*
* DATE START RECEIVER PAGES TIME NOTE
* JUN-05 11:02 AM 96404815 1 38" OK
*

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*Please publish on Friday
or Saturday and again on*

*Monday
552-5001*

*Thank you
Deana*

TRANSACTION REPORT

JUN-05-2003 10:59 AM

FOR: ELWOOD PUB. LIBRARY 765 552 0955

SEND

DATE	START	RECEIVER	PAGES	TIME	NOTE
JUN-05	10:58 AM	95523358	1	39"	OK

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
 BOARD OF TRUSTEES
 EXECUTIVE SESSION
 June 9, 2003

CALL TO ORDER

President Kevin Sipe called an executive session of the North Madison County Public Library Board of Trustees to order at 6:45pm on June 9, 2003 in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present with President Sipe were Jerry Kaiser, Don Hill, Bette Dalzell, Betty Caldwell and Pam Bohlander. Wayne Davidson was not in attendance.

BUSINESS

The meeting was held for discussion of Personnel IC5-14-1.5-6.1(b)(9). Re: Director's evaluation. No other subject matter was discussed in the executive session other than the subject matter specified in the public notice.

Since there were no objections the meeting was adjourned at 7:00pm.

Wayne Davidson

Pamela Bohlander

Betty Dalzell

Betty Caldwell
 Betty Caldwell, Secretary
Kevin Sipe

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES
REGULAR MEETING
June 9, 2003
7:00pm

CALL TO ORDER

President Kevin Sipe called a regular meeting of the North Madison County Public Library Board of Trustees to order at 7:00pm on June 9, 2003 in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present were President Kevin Sipe, Don Hill, Jerry Kaiser, Bette Dalzell, Betty Caldwell, Pam Bohlander, Director Beverly Austin and Administrative Assistant Diana Shepard.

MINUTES

Pam Bohlander made a motion to accept the minutes from the regular and executive meetings held on May 12, 2003. Betty Caldwell made a second and the motion carried.

CLAIMS REGISTER AND CHECKS

The members signed the claims register and Assistant Treasurer Pam Bohlander signed the checks.

OLD BUSINESS

Frankton property

The purchase of the Frankton property has been finalized. The NMCPLS now owns the property formerly owned by the Frankton Lions Club. Members of the Lions Club will be removing their items from the garage. Discussion was held concerning disposal of the insulation that was left in the building. It was decided that this could be taken care of at a later date. There are two areas on the building needing repair to keep animals out. One area is around the air conditioner and the other is around the soffit. The shrubbery also needs trimmed. Kevin said he would see that these items are taken care of. No word concerning the purchase of our current building has been received from National City Bank. An environmental study revealed that there was once a service station located on the current site. This may be causing problems concerning the purchase. The carpet at Frankton is once again getting bad and needs to be cleaned. It was suggested that perhaps this could be taken care of over the July 4th holiday weekend since the library would be closed for three days.


NEW BUSINESS


Director's report

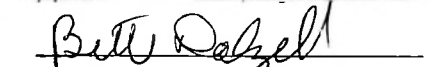
The July meeting will be held at the Elwood Public Library with the executive session at 6:00, an open budget meeting at 6:30 and the regular meeting at 7:00pm. We are very pleased with the exterior painting of the Elwood facility that has been completed by Bill Lawrence Company. No word has been received as to when the work will be done on the north entrance of the Elwood facility. Virgil Green has been contracted to perform this


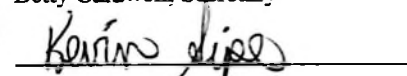
work. There has been a leak at the Summitville facility. After discussion it was decided to wait to see if it happens again before anyone is contracted for repairs. The day it happened there were very strong winds and there was a lot of rain. Word has been received from the Indiana World Bank; the interest on the loan will be at 1.48%. The transfer of funds will come from the World Bank on June 12, 2003. The cash flow seems to be going pretty well, however we still do not know when we will be receiving our property tax draw. The Director and Administrative Assistant attended the budget workshop on May 29; no additional information was given as to when to expect property tax draws. The State has sent money to the counties; therefore advance tax draw funds are available. Forrest Glen Apartments, a new apartment complex for people over 55 with a low to moderate income, has been in touch with the library for assistance with setting up a library and providing help with programming. Withdrawn books could be provided for their library. The Elwood Adult Summer reading Program got underway today with this year's theme being "Wild About Reading". T-shirts and tote bags will be sold. There is a display of prizes in the adult area. Programs will be held in conjunction with the summer reading program with the first to be held on June 23 entitled "Container Planting". Elwood's Youth Service Department is very busy with programming; many activities are planned and are being very well attended. Their summer reading program will begin on July 1 with the theme "Go on a Safe-Read". Summer reading activities are also being planned at Frankton.

With no objections, the meeting was adjourned.








Betty Caldwell, Secretary


Register Of Claims

North Madison County Public Library System

Report Date: From 5/13/03 To 6/9/03

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	300	PAYROLL	OPERATING FUND	Salary of Assistants	\$13,644.28	6/4/03	PAYROLL
			OPERATING FUND	Wages of Janitor	\$810.40		
				Total this claim	<u>\$14,454.68</u>		
0	286	PAYROLL	OPERATING FUND	Salary of Assistants	\$13,291.76	5/21/03	PAYROLL
			OPERATING FUND	Wages of Janitor	\$810.40		
				Total this claim	<u>\$14,102.16</u>		
0	301	EFTPS	OPERATING FUND	Empl.Share FICA&Medicare	\$1,105.79	6/4/03	P/R ENDING 5/31/03
			FICA	Payroll Deductions	\$896.19		
			Federal Taxes Withheld	Payroll Deductions	\$1,497.23		
			Medicare	Payroll Deductions	\$209.60		
				Total this claim	<u>\$3,708.81</u>		
0	288	ING AETNA	Annuity	Payroll Deductions	\$130.00	5/21/03	P/R ENDING 5/17/03
				Total this claim	<u>\$130.00</u>		
0	287	EFTPS	OPERATING FUND	Empl.Share FICA&Medicare	\$1,078.82	5/21/03	P/R ENDING 5/17/03
			FICA	Payroll Deductions	\$874.34		
			Federal Taxes Withheld	Payroll Deductions	\$1,452.23		
			Medicare	Payroll Deductions	\$204.48		
				Total this claim	<u>\$3,609.87</u>		
0	302	ING AETNA	Annuity	Payroll Deductions	\$130.00	6/4/03	P/R ENDING 5/31/03
				Total this claim	<u>\$130.00</u>		
21432	292	AMERICAN ELECTRIC POWER	OPERATING FUND	Electricity	\$1,475.24	5/21/03	
			OPERATING FUND	Electricity	\$382.00		
				Total this claim	<u>\$1,857.24</u>		
21433	293	AT&T	OPERATING FUND	Telephone & Telegraph	\$46.33	5/21/03	As per attached invoices.
			OPERATING FUND	Telephone & Telegraph	\$36.38		
				Total this claim	<u>\$82.71</u>		
21434	294	CINTAS CORPORATION	OPERATING FUND	Cleaning & Sanitation Supplies	\$38.62	5/21/03	As per attached invoices.
				Total this claim	<u>\$38.62</u>		
21435	290	CITY OF ELWOOD NON-REVE	OPERATING FUND	Emp Cont Group Ins	\$240.17	5/21/03	INSURANCE PAYMENT FOR MAY
			Insurance	Emp Cont Group Ins	\$205.88		
				Total this claim	<u>\$446.05</u>		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
21436	285	EXPANETS	OPERATING FUND	Telephone & Telegraph	\$137.84	5/21/03	As per attached invoices.
				Total this claim	<u>\$137.84</u>		
21437	289	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$955.14	5/21/03	PAYROLL DEDUCTIONS FOR MAY
			County Taxes Withheld	Payroll Deductions	\$275.06		
				Total this claim	<u>\$1,230.20</u>		
21438	296	INDIANA-AMERICAN WATER C	OPERATING FUND	Water	\$45.79	5/21/03	As per attached invoices.
				Total this claim	<u>\$45.79</u>		
21439	291	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$479.94	5/21/03	P/R ENDING 5/17/03
			OPERATING FUND	Other Professional Services	\$1,456.00		
				Total this claim	<u>\$1,935.94</u>		
21440	297	VECTREN ENERGY DELIVERY	OPERATING FUND	Gas	\$443.35	5/21/03	As per attached invoices.
				Total this claim	<u>\$443.35</u>		
21441	298	VISA	OPERATING FUND	Technology Equipment	\$69.28	5/21/03	As per attached invoices.
			OPERATING FUND	Techology Software	\$290.60		
				Total this claim	<u>\$359.88</u>		
21442	299	FRANKTON LIONS CLUB	LIRF	Land Buildings Improvements	\$30,000.00	5/23/03	PURCHASE FRANKTON LIONS BUILDING-LOTS 31,32,33,34,35,36—111-113 EAST SIGLER-FRANKTON
				Total this claim	<u>\$30,000.00</u>		
21443	304	CITY OF ELWOOD UTILITIES	OPERATING FUND	Water	\$162.34	6/4/03	As per attached invoices.
				Total this claim	<u>\$162.34</u>		
21444	305	LTD COMMODITIES	OPERATING FUND	Elwood Adult Programing	\$21.67	6/4/03	SUMMER ADULT READING PROGRAM
				Total this claim	<u>\$21.67</u>		
21445	303	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$491.97	6/4/03	P/R ENDING 5/31/03
			OPERATING FUND	Other Professional Services	\$1,456.00		
				Total this claim	<u>\$1,947.97</u>		
21446	306	NANCY SUMNER	OPERATING FUND	Fuel, Oil and Lubricants	\$8.75	6/4/03	PETTY CASH REIMBURSEMENT
			OPERATING FUND	Postage & UPS	\$5.43		
			OPERATING FUND	Elwood Children's Programing	\$4.99		
			OPERATING FUND	Elwood Adult Programing	\$25.20		
				Total this claim	<u>\$44.37</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>
21447	307	TOWN OF FRANKTON	OPERATING FUND	Electricity	\$76.02	6/4/03	As per attached invoices.
			OPERATING FUND	Water	\$9.33		
			OPERATING FUND	Waste Disposal Services	\$9.15		
				Total this claim	<u>\$94.50</u>		
21448	308	VECTREN ENERGY DELIVERY	OPERATING FUND	Gas	\$41.49	6/4/03	As per attached invoices.
			OPERATING FUND	Gas	\$21.94		
				Total this claim	<u>\$63.43</u>		
21449	318	A.E. BOYCE CO., INC.	OPERATING FUND	Official Records	\$248.18	6/9/03	ACCOUNTS PAYABLE CHECKS- LIBRARY BUDGET KIT
				Total this claim	<u>\$248.18</u>		
21450	309	ACADEMIC SUPERSTORE	OPERATING FUND	Technology Software	\$61.45	6/9/03	NORTON GHOST 2003-SOFTWARE
				Total this claim	<u>\$61.45</u>		
21451	310	AMBER BLOOD	OPERATING FUND	Traveling Expense	\$44.80	6/9/03	MILEAGE
				Total this claim	<u>\$44.80</u>		
21452	311	ARAB TERMITE & PEST CONT	OPERATING FUND	Professional Services	\$47.00	6/9/03	As per attached invoices.
				Total this claim	<u>\$47.00</u>		
21453	347	AT&T	OPERATING FUND	Telephone & Telegraph	\$59.70	6/9/03	As per attached invoices.
				Total this claim	<u>\$59.70</u>		
21454	312	AUDIO VISUAL COMMUNICATI	OPERATING FUND	Professional Services	\$119.00	6/9/03	SERVICE CONTRACT FOR JUNE
				Total this claim	<u>\$119.00</u>		
21455	313	BAKER & TAYLOR	OPERATING FUND	Elwood Adult	\$953.73	6/9/03	As per attached invoices.
			OPERATING FUND	Elwood Childrens	\$494.59		
			OPERATING FUND	Elwood YA	\$105.96		
			OPERATING FUND	Frankton	\$372.56		
			OPERATING FUND	Summitville	\$535.77		
			OPERATING FUND	Title Source	\$295.00		
			Gift	Summitville	\$310.18		
				Total this claim	<u>\$3,067.79</u>		
21456	314	BARBARA SNIPES	OPERATING FUND	Traveling Expense	\$50.62	6/9/03	MILEAGE FOR MAY
				Total this claim	<u>\$50.62</u>		
21457	315	BEVERLY AUSTIN	OPERATING FUND	Traveling Expense	\$175.84	6/9/03	MILEAGE
				Total this claim	<u>\$175.84</u>		
21458	316	BILL LAWRENCE COMPANY, I	OPERATING FUND	Professional Services	\$3,700.00	6/9/03	EXTERIOR PAINTING-ELWOOD
				Total this claim	<u>\$3,700.00</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>
21459	317	BINGHAM, FARRER & WILSON	OPERATING FUND	Legal Services	\$93.33	6/9/03	LEGAL SERVICES
				Total this claim	\$93.33		
21460	319	C & J MOWING SERVICE	OPERATING FUND	Professional Services	\$20.00	6/9/03	MOWING SERVICE-FRANKTON
				Total this claim	\$20.00		
21461	320	CENTRAL INDIANA HARDWAR	OPERATING FUND	Repair Parts/Maintenance	\$200.00	6/9/03	REPAIR HANDICAPPED DOOR
			OPERATING FUND	Professional Services	\$362.50		OPENERS
				Total this claim	\$562.50		
21462	321	CINTAS CORPORATION	OPERATING FUND	Cleaning & Sanitation Supplies	\$38.62	6/9/03	As per attached invoices.
				Total this claim	\$38.62		
21463	322	CINTAS LOCATION # 365	OPERATING FUND	Cleaning & Sanitation Supplies	\$33.05	6/9/03	
				Total this claim	\$33.05		
21464	323	DEMCO	OPERATING FUND	Elwood Adult Programing	\$82.60	6/9/03	As per attached invoices.
			OPERATING FUND	Frankton Programing	\$82.83		
				Total this claim	\$165.43		
21465	348	FILIP, INC.	OPERATING FUND	Cleaning & Sanitation Supplies	\$18.45	6/9/03	As per attached invoices.
				Total this claim	\$18.45		
21466	324	HORTON'S & SONS OF ELWO	OPERATING FUND	Operating Supplies	\$7.78	6/9/03	As per attached invoices.
				Total this claim	\$7.78		
21467	349	HP PRODUCTS	OPERATING FUND	Cleaning & Sanitation Supplies	\$112.19	6/9/03	As per attached invoices.
				Total this claim	\$112.19		
21468	325	INFO USA MARKETING, INC.	OPERATING FUND	Elwood Adult	\$545.00	6/9/03	INDIANA BUSINESS DIRECTORY
				Total this claim	\$545.00		
21469	326	INTELENET COMMISSION(ST	OPERATING FUND	Telephone & Telegraph	\$493.56	6/9/03	INTERNET CONNECTIONS
				Total this claim	\$493.56		
21470	330	K MART	OPERATING FUND	Operating Supplies	\$51.27	6/9/03	As per attached invoices.
				Total this claim	\$51.27		
21471	331	K-MART	OPERATING FUND	Frankton Programing	\$48.24	6/9/03	As per attached invoices.
				Total this claim	\$48.24		
21472	327	KARDINAL SUPPLY, INC.	OPERATING FUND	Professional Services	\$25.00	6/9/03	WATER SUPPLY CHECK
				Total this claim	\$25.00		
21473	328	KINGS TITLE & ABSTRACT	LIRF	Professional Services	\$220.00	6/9/03	TITLE INSURANCE FOR PURCHASE
				Total this claim	\$220.00		OF FRANKTON LIONS PROPERTY

<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>
21474	329	KIPP BROTHERS, INC.	OPERATING FUND	Summitville Programing	\$59.10	6/9/03	As per attached invoices.
				Total this claim	<u>\$59.10</u>		
21475	332	LTD COMMODITIES	OPERATING FUND	Elwood Adult Programing	\$16.45	6/9/03	As per attached invoices.
				Total this claim	<u>\$16.45</u>		
21476	333	MADISON COUNTY TREASUR	OPERATING FUND	Taxes	\$40.00	6/9/03	PROPERTY TAXES-DITCH
			OPERATING FUND	Taxes	\$40.00		ASSESSMENT
			OPERATING FUND	Taxes	\$30.00		
				Total this claim	<u>\$110.00</u>		
21477	334	MARSH SUPERMARKET	Gift	Elwood Children's Programing	\$3.99	6/9/03	As per attached invoices.
				Total this claim	<u>\$3.99</u>		
21478	335	MIDWEST TAPE	OPERATING FUND	Frankton AV	\$104.22	6/9/03	As per attached invoices.
			OPERATING FUND	Elwood AV	\$658.67		
			OPERATING FUND	Summitville AV	\$71.96		
				Total this claim	<u>\$834.85</u>		
21479	336	NAPPANEE PUBLIC LIBRARY	OPERATING FUND	Professional Services	\$1,800.00	6/9/03	40 CONTRACT HOURS WITH NICCL
				Total this claim	<u>\$1,800.00</u>		
21480	337	ORIENTAL TRADING COMPAN	OPERATING FUND	Elwood Children's Programing	\$47.08	6/9/03	As per attached invoices.
			OPERATING FUND	Summitville Programing	\$77.25		
				Total this claim	<u>\$124.33</u>		
21481	338	QUILL CORPORATION	OPERATING FUND	Office Supplies	\$626.32	6/9/03	As per attached invoices.
				Total this claim	<u>\$626.32</u>		
21482	339	RAM GRAPHICS, INC.	Gift	Elwood Adult Programing	\$130.75	6/9/03	T-SHIRTS & TOTES FOR SUMMER
			OPERATING FUND	Elwood Adult Programing	\$252.50		READING PROGRAM
				Total this claim	<u>\$383.25</u>		
21483	340	RAMSAY BUSINESS PRODUC	OPERATING FUND	Office Supplies	\$128.40	6/9/03	As per attached invoices.
			OPERATING FUND	Office Supplies	\$18.61		
			OPERATING FUND	Office Supplies	\$24.53		
			OPERATING FUND	Office Supplies	\$34.62		
			OPERATING FUND	Equipment/Rental	\$76.38		
				Total this claim	<u>\$282.54</u>		
21484	341	RANDY PLUE	OPERATING FUND	Other	\$24.99	6/9/03	REFUND-DAMAGED DVD-LATER
				Total this claim	<u>\$24.99</u>		FOUND NOT DAMAGED
21485	342	SBC	OPERATING FUND	Telephone & Telegraph	\$301.08	6/9/03	As per attached invoices.
				Total this claim	<u>\$301.08</u>		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
21486	343	SCHOLASTIC LIBRARY PUBLI	OPERATING FUND	Elwood Adult	\$318.32	6/9/03	As per attached invoices.
					Total this claim		
					\$318.32		
21487	344	STATE CHEMICAL MANUFACT	OPERATING FUND	Operating Supplies	\$308.20	6/9/03	As per attached invoices.
					Total this claim		
					\$308.20		
21488	345	UPSTART	OPERATING FUND	Elwood Children's Programing	\$54.96	6/9/03	As per attached invoices.
					Total this claim		
			OPERATING FUND	Elwood Adult Programing	\$17.75		
					Total this claim		
					\$72.71		
21489	346	VERIZON	OPERATING FUND	Telephone & Telegraph	\$88.51	6/9/03	As per attached invoices.
					Total this claim		
					\$88.51		

Total Amount of Claims \$90,410.66

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.

Monday, June 09, 2003

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><i>Amelia Colson</i></u>	<u><i>Don Hill</i></u>	_____
<u><i>Betty Caldwell</i></u>	<u><i>Cheryl Kaiser</i></u>	_____
<u><i>Kevin King</i></u>	<u><i>Beth Dabzell</i></u>	_____

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

MONTHLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

	JUNE	JUNE	AMOUNT OF	% OF	YTD
	2002	2003	CHANGE	CHANGE	
ELWOOD					
ADULT	3847	3588	-259	-7%	22005
JUVENILE	2201	2589	388	18%	15482
Y. A.	267	361	94	35%	1443
PERIOD.	554	630	76	14%	3410
AUDIO	253	271	18	7%	1703
VIDEO	3214	3950	736	23%	23687
TOTAL	10336	11389	1053	10%	67730
FRANKTON					
ADULT	1109	1125	16	1%	5714
JUVENILE	953	943	-10	-1%	5307
Y. A.	45	67	22	49%	288
PERIOD.	191	274	83	43%	1335
AUDIO	32	31	-1	-3%	249
VIDEO	1128	1393	265	23%	8838
TOTAL	3458	3833	375	11%	21731
HAZELBAKER					
ADULT	682	773	91	13%	4413
JUVENILE	699	485	-214	-31%	2780
Y. A.	44	67	23	52%	297
PERIOD.	137	176	39	28%	843
AUDIO	67	17	-50	-75%	201
VIDEO	426	452	26	6%	2658
TOTAL	2055	1970	-85	-4%	11192
SYSTEM					
ADULT	5638	5486	-152	-3%	32132
JUVENILE	3853	4017	164	4%	23569
Y. A.	356	495	139	39%	2028
PERIOD.	882	1080	198	22%	5588
AUDIO	352	319	-33	-9%	2153
VIDEO	4768	5795	1027	22%	35183
TOTAL	15849	17192	1343	8%	100653

	ELWOOD	FRANKTON	HAZELBAK.
TRAFFIC	11260	2247	1514
REF.	47	31	15
ASSITS.	3192	574	364
COMP A.	861	325	341
J.	1531	N/A	191
PROG. A.	3 / 32	1 / 53	0
J.	23 / 271	0	1 / 9

Tech Service processed 334 items and withdrew 21 items

AGENDA

July 14, 2003

**NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES**

**Elwood Public Library
6:00 P.M.**

**Executive Session
Followed by Public Budget Workshop**

**CALL TO ORDER
CALL FOR QUORUM
BUSINESS**

- 1. Purchase/lease of Real Property IC5-14-1.5-6(b)(2)(D)**
- 2. Personnel IC5-14-1.5-6-(b)(6)**

ADJOURNMENT

**Public budget workshop
6:30 P.M.**

**Regular Meeting
7:00 P.M.**

**CALL TO ORDER
CALL FOR QUORUM
MINUTES
CLAIMS REGISTER & CHECKS
OLD BUSINESS**

- 1. Sale of old Lion's Club building contents**
- 2. Frankton property**

**NEW BUSINESS
DIRECTOR'S REPORT
ADJOURNMENT**

Next meeting approve budget for publication (8/11/03)

AGENDA

July 14, 2003

**NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES**

**Elwood Public Library
6:00 P.M.**

**Executive Session
Followed by Public Budget Workshop**

**CALL TO ORDER
CALL FOR QUORUM
BUSINESS**

- 1. Purchase/lease of Real Property IC5-14-1.5-6(b)(2)(D)**
- 2. Personnel IC5-14-1.5-6-(b)(6)**

ADJOURNMENT

**Public budget workshop
6:30 P.M.**

**Regular Meeting
7:00 P.M.**

**CALL TO ORDER
CALL FOR QUORUM
MINUTES
CLAIMS REGISTER & CHECKS
OLD BUSINESS**

- 1. Sale of old Lion's Club building contents**
- 2. Frankton property**

**NEW BUSINESS
DIRECTOR'S REPORT
ADJOURNMENT**

Next meeting approve budget for publication (8/11/03)

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES
EXECUTIVE SESSION
JULY 14, 2003
6:00pm

CALL TO ORDER

President Kevin Sipe called an executive session of the North Madison County Public Library Board of Trustees to order at 6:00pm on July 14, 2003 in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present with President Sipe were Betty Caldwell, Wayne Davidson, Bette Dalzell, Pam Bohlander, Director Beverly Austin and Administrative Assistant Diana Shepard. Absent were Don Hill and Jerry Kaiser.

BUSINESS

The meeting was held for discussion of Purchase/Lease of real property IC5-14-1.5-6(b)(2)(d) and Personnel IC5-14-1.5-6(b)(6). 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 at 6:30pm.

Betty Caldwell
Betty Caldwell, Secretary

Pam Bohlander
Pam Bohlander

Bette Dalzell
Bette Dalzell

Kevin Sipe
Kevin Sipe

Don Hill
Don Hill

TRANSACTION REPORT

Jul-10-03 Thu 1:52 PM

Type	Sending	Receiver	TX/RX Time	Pages	Note
Date	Start				
Jul-10	1:51 PM	HERALD-BULLETIN	29s	1	OK

TRANSACTION REPORT

Jul-10-03 Thu 1:50 PM

Type	Sending	Receiver	TX/RX Time	Pages	Note
Date	Start				
Jul-10	1:50 PM	CALL-LEADER	28s	1	OK

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NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES
PUBLIC BUDGET WORKSHOP
JULY 14, 2003
6:30PM

CALL TO ORDER

President Kevin Sipe called a Public Budget Workshop to order at 6:30pm on July 14, 2003 in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present with President Sipe were Betty Caldwell, Wayne Davidson, Bette Dalzell, Pam Bohlander, Director Beverly Austin and Administrative Assistant Diana Shepard.

BUSINESS

A proposed working copy of Form 1 for the 2004 Operating Fund budget was presented to all in attendance. The amount used for each line item was explained, discussion was held and questions asked concerning this form.

With no objections the meeting was adjourned at 7:00pm.

Betty Caldwell
Betty Caldwell

Kevin Sipe
Donald Hill

Pam Bohlander
Bette Dalzell

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES
REGULAR MEETING
JULY 14, 2003
7:00pm

CALL TO ORDER

President Kevin Sipe called a regular meeting of the North Madison County Public Library Board of Trustees to order at 7:00pm on July 14, 2003 in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present with President Sipe were Betty Caldwell, Wayne Davidson, Bette Dalzell, Pam Bohlander, Director Beverly Austin and Administrative Assistant Diana Shepard. Absent were Don Hill and Jerry Kaiser.

MINUTES

The June 9, 2003 minutes from the executive session and the regular meeting were approved after a motion was made by Pam Bohlander and seconded by Betty Caldwell.

CLAIMS REGISTER AND CHECKS

The members signed the claims register and Treasurer Wayne Davidson signed the checks.

OLD BUSINESS

Sale of old Lion's Club building contents

Discussion was held concerning the contents that were left by the Lions Club after the purchase of their building by NMCPLS. It was decided that an inventory should be taken and discussion would be held at a later date.

Frankton property

An amendment to the purchase agreement has been received from National City Bank. It calls for a Phase 2 assessment to be completed. They will respond to the Phase 2 assessment within 15 days of receipt.

NEW BUSINESS

Director's report

The carpet has been cleaned at Frankton. Paint is peeling on the metal edging over the widows at Elwood. This was not part of the bid that was received from Bill Lawrence Painting, only the soffit and porches. After discussion it was decided to wait until a later date to have this painting done. During the heavy rains the roof leaked at Summitville ruining their fax machine and causing damage to the ceiling. Craig Roofing was called and gave an estimate of \$1,600 to rebuild the valley or they could chalk the valley for \$193. Diana Shepard gave permission to have them re-caulk the valley, and the work has been completed. After the last heavy rain the insulation was removed in the attic because it had become saturated with water. At some point in time it will need to be replaced.

There is a leak in the meeting room at Elwood. Roby Plumbing will be called to check into this. Mr. Sipe has trimmed the shrubs at the Frankton annex. The entrance has not been repaired at Elwood. It may be best to wait until after school starts, as there will not be as much traffic coming into the library after the students are back to school.

With no objections the meeting was adjourned at 7:30pm.

Annex Siplund

Bette Dalzell

Betty Caldwell
Betty Caldwell, Secretary

Kevin Sipe

Donald Hill

Register Of Claims
North Madison County Public Library System

Report Date: From **6/10/03** To **7/14/03**

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	365	EFTPS	OPERATING FUND	Empl.Share FICA&Medicare	\$1,087.23	7/2/03	P/R ENDING 6/28/03
			FICA	Payroll Deductions	\$881.14		
			Federal Taxes Withheld	Payroll Deductions	\$1,415.92		
			Medicare	Payroll Deductions	\$206.09		
				Total this claim	<u>\$3,590.38</u>		
0	350	PAYROLL	OPERATING FUND	Salary of Assistants	\$13,598.88	6/18/03	PAYROLL
			OPERATING FUND	Wages of Janitor	\$810.40		
				Total this claim	<u>\$14,409.28</u>		
0	366	ING AETNA	Annuity	Payroll Deductions	\$130.00	7/2/03	P/R ENDING 6/28/03
				Total this claim	<u>\$130.00</u>		
0	364	PAYROLL	OPERATING FUND	Salary of Assistants	\$13,401.52	7/2/03	PAYROLL
			OPERATING FUND	Wages of Janitor	\$810.40		
				Total this claim	<u>\$14,211.92</u>		
0	363	NORTH MADISON COUNTY PU	OPERATING FUND	Transfer to LIRF	\$10,000.00	6/23/03	TRANSFER TO LIRF OUT OF BUDGETED 2003 APPROPRIATION
				Total this claim	<u>\$10,000.00</u>		
0	353	ING AETNA	Annuity	Payroll Deductions	\$130.00	6/18/03	P/R ENDING 6/14/03
				Total this claim	<u>\$130.00</u>		
0	351	EFTPS	OPERATING FUND	Empl.Share FICA&Medicare	\$1,102.32	6/18/03	P/R ENDING 6/14/03
			FICA	Payroll Deductions	\$893.37		
			Federal Taxes Withheld	Payroll Deductions	\$1,497.09		
			Medicare	Payroll Deductions	\$208.95		
				Total this claim	<u>\$3,701.73</u>		
21490	356	AT&T	OPERATING FUND	Telephone & Telegraph	\$35.08	6/18/03	As per attached invoices.
			OPERATING FUND	Telephone & Telegraph	\$36.17		
				Total this claim	<u>\$71.25</u>		
21491	354	CITY OF ELWOOD NON-REVE	OPERATING FUND	Emp Cont Group Ins	\$240.17	6/18/03	JUNE PAYMENT
			Insurance	Emp Cont Group Ins	\$205.88		
				Total this claim	<u>\$446.05</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>
21492	357	ELWOOD CALL LEADER	OPERATING FUND	Frankton Per. & Newsp.	\$86.40	6/18/03	1 YEAR SUBSCRIPTION - 2/1/03-2/1/04
				Total this claim	<u>\$86.40</u>		
21493	358	EXANETS	OPERATING FUND	Telephone & Telegraph	\$137.64	6/18/03	As per attached invoices.
				Total this claim	<u>\$137.64</u>		
21494	352	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$982.03	6/18/03	PAYMENT FOR JUNE
			County Taxes Withheld	Payroll Deductions	\$282.97		
				Total this claim	<u>\$1,265.00</u>		
21495	359	INDIANA-AMERICAN WATER C	OPERATING FUND	Water	\$46.47	6/18/03	As per attached invoices.
				Total this claim	<u>\$46.47</u>		
21496	355	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$474.21	6/18/03	P/R ENDING 6/14/03
			OPERATING FUND	Other Professional Services	\$1,456.00		
				Total this claim	<u>\$1,930.21</u>		
21497	362	NATIONAL CITY BANK, INDIAN	Debt Service Fund	Land Buildings Improvements	121,000.00	6/18/03	SEMIANNUAL LEASE PAYMENT
				Total this claim	<u>\$121,000.00</u>		
21498	360	SBC	OPERATING FUND	Telephone & Telegraph	\$95.74	6/18/03	As per attached invoices.
				Total this claim	<u>\$95.74</u>		
21499	361	VECTREN ENERGY DELIVERY	OPERATING FUND	Gas	\$123.83	6/18/03	As per attached invoices.
				Total this claim	<u>\$123.83</u>		
21500	368	AMERICAN ELECTRIC POWER	OPERATING FUND	Electricity	\$1,495.09	7/2/03	As per attached invoices.
			OPERATING FUND	Electricity	\$367.16		
				Total this claim	<u>\$1,862.25</u>		
21501	369	CITY OF ELWOOD UTILITIES	OPERATING FUND	Water	\$155.95	7/2/03	As per attached invoices.
				Total this claim	<u>\$155.95</u>		
21502	367	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$459.51	7/2/03	P/R ENDING 6/28/03
			OPERATING FUND	Other Professional Services	\$1,456.00		
				Total this claim	<u>\$1,915.51</u>		
21503	370	MARVIN SAUBERT	OPERATING FUND	Professional Services	\$295.12	7/2/03	LAWN CARE - SUMMITVILLE
				Total this claim	<u>\$295.12</u>		
21504	371	TOWN OF FRANKTON	OPERATING FUND	Electricity	\$83.54	7/2/03	As per attached invoices.
			OPERATING FUND	Water	\$8.85		
			OPERATING FUND	Waste Disposal Services	\$9.16		
				Total this claim	<u>\$101.55</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>
21505	372	VECTREN ENERGY DELIVERY	OPERATING FUND	Gas	\$12.00	7/2/03	As per attached invoices.
				Total this claim	\$12.00		
21506	373	VISA	Gift OPERATING FUND	Elwood Children's Programing Elwood Children's Programing	\$36.03 \$66.06	7/2/03	As per attached invoices.
				Total this claim	\$102.09		
21507	374	ZOOMOBILE - INDIANAPOLIS	OPERATING FUND	Elwood Children's Programing	\$250.00	7/2/03	ZOO ENCOUNTERS
				Total this claim	\$250.00		
21508	376	ARAB TERMITE & PEST CONT	OPERATING FUND	Professional Services	\$47.00	7/14/03	As per attached invoices.
				Total this claim	\$47.00		
21509	377	AT&T	OPERATING FUND	Telephone & Telegraph	\$73.97	7/14/03	As per attached invoices.
				Total this claim	\$73.97		
21510	378	AUDIO VISUAL COMMUNICATI	OPERATING FUND	Professional Services	\$119.00	7/14/03	SERVICE CONTRACT FOR JULY
				Total this claim	\$119.00		
21511	375	BAKER & TAYLOR	OPERATING FUND OPERATING FUND OPERATING FUND OPERATING FUND OPERATING FUND Gift OPERATING FUND OPERATING FUND	Elwood Adult Elwood Childrens Elwood YA Frankton Summitville Frankton Programing Summitville Summitville AV Elwood AV	\$1,038.95 \$403.99 \$195.04 \$1,102.00 \$377.41 \$139.83 \$170.50 \$123.57 \$24.75	7/14/03	As per attached invoices.
				Total this claim	\$3,576.04		
21512	379	BARBARA SNIPES	OPERATING FUND	Traveling Expense	\$50.62	7/14/03	MILEAGE FOR JUNE
				Total this claim	\$50.62		
21513	380	C & J MOWING SERVICE	OPERATING FUND	Professional Services	\$65.00	7/14/03	LAWN CARE-FRANKTON-6/9/03- 6/19/03-7/3/03
				Total this claim	\$65.00		
21514	409	C.R. RYAN DEMLER	OPERATING FUND	Summitville Programing	\$225.00	7/14/03	MAGICIAN FOR SUMMERE READING PROGRAM-SUMMITVILLE
				Total this claim	\$225.00		
21515	381	CHAPMAN ELECTRIC SUPPLY	OPERATING FUND	Operating Supplies	\$26.95	7/14/03	As per attached invoices.
				Total this claim	\$26.95		
21516	382	CINTAS CORPORATION	OPERATING FUND	Cleaning & Sanitation Supplies	\$80.72	7/14/03	As per attached invoices.
				Total this claim	\$80.72		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
21517	386	CINTAS LOCATION # 365	OPERATING FUND	Cleaning & Sanitation Supplies	\$35.45	7/14/03	As per attached invoices.
				Total this claim	\$35.45		
21518	418	CRAIG ROOFING COMPANY	OPERATING FUND	Professional Services	\$193.00	7/14/03	REPAIR ROOF AT SUMMITVILLE- RAIN DAMAGE
				Total this claim	\$193.00		
21519	383	DARLENE JEFFRIES	OPERATING FUND	Traveling Expense	\$6.44	7/14/03	MILEAGE
				Total this claim	\$6.44		
21520	384	EDWARDS ELECTRICAL & ME	OPERATING FUND	Professional Services	\$593.00	7/14/03	HVAC MAINTENANCE AND REPAIR-
			OPERATING FUND	Repair Parts/Maintenance	\$661.44		NEW COMPRESSOR CONTACTORS
				Total this claim	\$1,254.44		
21521	419	EXPANETS	OPERATING FUND	Telephone & Telegraph	\$137.64	7/14/03	As per attached invoices.
				Total this claim	\$137.64		
21522	385	FILIP, INC.	OPERATING FUND	Cleaning & Sanitation Supplies	\$32.58	7/14/03	As per attached invoices.
				Total this claim	\$32.58		
21523	389	FRANKTON HERITAGE DAYS	OPERATING FUND	Frankton Programing	\$50.00	7/14/03	SUMMER READING CLUB PROGRAM-BUILDING RENTAL
				Total this claim	\$50.00		
21524	387	GAYLORD BROS.	OPERATING FUND	Operating Supplies	\$718.77	7/14/03	ID CARDS AND ACCESSORIES
				Total this claim	\$718.77		
21525	388	HARPER'S CARPET CLEANIN	OPERATING FUND	Professional Services	\$80.00	7/14/03	CLEAN CARPET AT FRANKTON
				Total this claim	\$80.00		
21526	390	HEWLETT-PACKARD	OPERATING FUND	Technology Equipment	\$149.00	7/14/03	DESKJET PRINTER
				Total this claim	\$149.00		
21527	391	HORTON'S & SONS OF ELWO	OPERATING FUND	Other Repair & mainten.supplies	\$14.58	7/14/03	As per attached invoices.
				Total this claim	\$14.58		
21528	392	INDIANA STATE LIBRARY	PLAC	Other	\$234.00	7/14/03	2ND QUARTER 2003 PLAC
				Total this claim	\$234.00		
21529	417	INDIANA-AMERICAN WATER C	OPERATING FUND	Water	\$48.55	7/14/03	As per attached invoices.
				Total this claim	\$48.55		
21530	393	INTELENET COMMISSION(ST	OPERATING FUND	Telephone & Telegraph	\$431.64	7/14/03	As per attached invoices.
				Total this claim	\$431.64		

<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>
21531	416	K MART	OPERATING FUND	Operating Supplies	\$159.90	7/14/03	As per attached invoices.
			OPERATING FUND	Elwood Children's Programing	\$6.85		
			OPERATING FUND	Frankton Programing	\$110.54		
				Total this claim	<u>\$277.29</u>		
21532	394	K-MART	OPERATING FUND	Frankton Programing	\$61.95	7/14/03	As per attached invoices.
				Total this claim	<u>\$61.95</u>		
21533	395	LIBRARY STORE INC., THE	OPERATING FUND	Operating Supplies	\$50.87	7/14/03	As per attached invoices.
				Total this claim	<u>\$50.87</u>		
21534	396	MANIFOLD REFUSE, INC.	OPERATING FUND	Waste Disposal Services	\$60.00	7/14/03	3RD QUARTER TRASH SERVICE-FRANKTON
				Total this claim	<u>\$60.00</u>		
21535	397	MARSH SUPERMARKET	OPERATING FUND	Elwood Children's Programing	\$3.91	7/14/03	As per attached invoices.
			Gift	Elwood Children's Programing	\$17.50		
				Total this claim	<u>\$21.41</u>		
21536	398	MARVIN SAUBERT	OPERATING FUND	Professional Services	\$450.00	7/14/03	LAWN SERVICE FOR JUNE-SUMMITVILLE
				Total this claim	<u>\$450.00</u>		
21537	399	MIDWEST TAPE	OPERATING FUND	Frankton AV	\$178.18	7/14/03	As per attached invoices.
			OPERATING FUND	Elwood AV	\$636.62		
			OPERATING FUND	Summitville AV	\$106.95		
				Total this claim	<u>\$921.75</u>		
21538	400	MINOLTA BUSINESS SYSTEM	OPERATING FUND	Professional Services	\$240.00	7/14/03	READER PRINTER REPAIR
				Total this claim	<u>\$240.00</u>		
21539	401	ORIENTAL TRADING COMPAN	OPERATING FUND	Elwood Children's Programing	\$28.73	7/14/03	As per attached invoices.
			OPERATING FUND	Elwood Adult Programing	\$20.85		
				Total this claim	<u>\$49.58</u>		
21540	402	PBCC	OPERATING FUND	Equipment/Rental	\$151.00	7/14/03	POSTAGE METER RENTAL
				Total this claim	<u>\$151.00</u>		
21541	403	POSITIVE PROMOTIONS, INC.	OPERATING FUND	Summitville Programing	\$220.86	7/14/03	As per attached invoices.
				Total this claim	<u>\$220.86</u>		
21542	404	PRAISEWORTHY PRESS	OPERATING FUND	Summitville Programing	\$75.00	7/14/03	SUMMER READING PROGRAM BINGO CARDS
				Total this claim	<u>\$75.00</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>
21543	405	PUBLIC EMP. RETIREMENT F	PERF	Payroll Deductions	\$1,647.99	7/14/03	2ND QUARTER 2003 PERF CONTRIBUTION
			OPERATING FUND	Emp Cont PERF	\$4,119.87		
			PERF	Payroll Deductions	\$492.01		
				Total this claim	<u>\$6,259.87</u>		
21544	406	QUILL CORPORATION	OPERATING FUND	Office Supplies	\$601.07	7/14/03	As per attached invoices.
				Total this claim	<u>\$601.07</u>		
21545	407	RAMSAY BUSINESS PRODUC	OPERATING FUND	Office Supplies	\$13.07	7/14/03	As per attached invoices.
			OPERATING FUND	Office Supplies	\$31.40		
			OPERATING FUND	Office Supplies	\$34.72		
			OPERATING FUND	Equipment/Rental	\$76.38		
				Total this claim	<u>\$155.57</u>		
21546	408	RUFUS JESSIE	OPERATING FUND	Waste Disposal Services	\$36.00	7/14/03	2ND QUARTER TRASH SERVICE-SUMMITVILLE
				Total this claim	<u>\$36.00</u>		
21547	410	SBC	OPERATING FUND	Telephone & Telegraph	\$301.06	7/14/03	As per attached invoices.
				Total this claim	<u>\$301.06</u>		
21548	411	SCHOLASTIC LIBRARY PUBLI	OPERATING FUND	Elwood Childrens	\$146.63	7/14/03	As per attached invoices.
				Total this claim	<u>\$146.63</u>		
21549	412	UPSTART	OPERATING FUND	Frankton Programing	\$64.46	7/14/03	As per attached invoices.
				Total this claim	<u>\$64.46</u>		
21550	413	VECTREN ENERGY DELIVERY	OPERATING FUND	Gas	\$11.85	7/14/03	As per attached invoices.
				Total this claim	<u>\$11.85</u>		
21551	414	VERIZON	OPERATING FUND	Telephone & Telegraph	\$88.51	7/14/03	As per attached invoices.
				Total this claim	<u>\$88.51</u>		
21552	415	WEBER OFFICE EQUIPMENT	OPERATING FUND	Equipment/Maint.	\$330.00	7/14/03	COPIER REPAIR
				Total this claim	<u>\$330.00</u>		

Warrant
Number

Claim
Number

Name of Claimant

Fund

Account

Amount

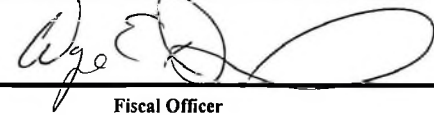
Date

Explanation

Total Amount of Claims \$194,295.49

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 14, 2003



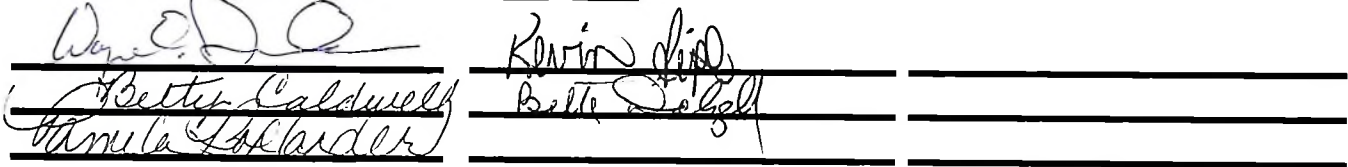
Fiscal Officer

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 1/1/98.

AMENDMENT TO PURCHASE AGREEMENT

1 Date: 6/20/03

2 This Amendment is attached to and made a part of Purchase Agreement dated Feb. 27, 2003

3 on property known as 111-113 E. Sigler Street

4 Frankton, Indiana

5 Zip 46044 (the "Property").

6 It is mutually agreed to amend Purchase Agreement as follows: (check appropriate paragraph letter)

7 A. The time for making application(s) for financing necessary to complete the transaction, or approval of mortgage assumption extended to _____

8 B. The time for obtaining favorable commitment(s) for financing necessary to complete the transaction, or approval of mortgage assumption, is extended to _____

9 C. The time for closing the transaction is extended to 8/15/03

10 D. The time that Seller may retain possession of the Property is changed to _____

11 _____

12 E. The time for making any responses to inspections is extended to _____

13 F. The time for delivering homeowner association/condominium documents is extended to _____

14 _____

15 G. Other changes in the Purchase Agreement: The completed Phase 1 report requires that a Phase 2 assessment be completed. This Phase 2 has been ordered. purchaser will respond to the Phase 2 within 15 days of receipt.

16 _____

17 _____

18 _____

19 _____

20 _____

21 _____

22 _____

23 _____

24 _____

25 _____

26 _____

27 _____

28 _____

29 All other terms and conditions of the Purchase Agreement remain unchanged.

30 This Amendment may be executed simultaneously or in two or more counterparts, each of which shall be deemed an original, but a total of which together shall constitute one and the same instrument. The parties agree that this Amendment may be transmitted between them by facsimile machine. The parties intend that faxed signatures constitute original signatures and are binding on the parties. The original document shall be promptly delivered, if requested.

31 By signature below, the parties acknowledge receipt of a signed copy of this Amendment.

15 <u>Michael J. Austin</u>	<u>6/20/03</u>	BUYER'S SIGNATURE	DATE
16 BUYER'S SIGNATURE		BUYER'S SIGNATURE	DATE
17		PRINTED	
18 <u>Beverly J. Austin</u>	<u>7/1/03</u>	SELLER'S SIGNATURE	DATE
19 SELLER'S SIGNATURE		SELLER'S SIGNATURE	DATE
20 <u>Beverly J. Austin</u>		PRINTED	
21 PRINTED		PRINTED	



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Surbaugh & Son, Inc.

714 E. 8th Street
Anderson, IN 46012
765-644-2803
Fax: 765-644-6675
angie@surbaughandson.com

Date: 6/27/03

To: Beverly Austin

Company:

Fax: 552-0955

Total pages including cover: 2

From: Bill/Angie

Comments: Please sign and return.

Your Hometown Realtor since 1910

AGENDA

August 11, 2003

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM BOARD OF TRUSTEES

ELWOOD PUBLIC LIBRARY MEETING ROOM NO EXECUTIVE SESSION 7:00 P.M.

CALL TO ORDER

CALL FOR QUORUM

MINUTES

CLAIMS REGISTER & CHECKS

OLD BUSINESS

1. Frankton Building

NEW BUSINESS

1. Approve 2004 Budget for publication

2. INCOLSA Board representative appointment

3. Rainy Day Fund Resolution

DIRECTOR'S REPORT

ADJOURNMENT

Budget Public Hearing on Thursday 9/4/03 at 7:00 p.m.
(Quorum required)
Regular September meeting on Monday 9/15/03
(Quorum required for 2004 Budget Adoption)

NORTH MADISON COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES REGULAR MEETING August 11, 2003 7:00pm

CALL TO ORDER

President Kevin Sipe called a regular meeting of the North Madison County Public Library Board of Trustees to order at 7:00pm on August 11, 2003 in the meeting room of the Elwood Public Library. No executive meeting was held.

CALL FOR QUORUM

Present were President Sipe, Betty Caldwell, Don Hill, Bette Dalzell, Pam Bohlander, Director Beverly Austin and Diana Shepard. Unable to attend were Jerry Kaiser and Wayne Davidson.

MINUTES

All minutes from the July 14, 2003 meeting were approved after a motion to approve the minutes was made by Pam Bohlander and Betty Caldwell made a second.

CLAIMS REGISTER AND CHECKS

The members signed the claims register and Assistant Treasurer Pam Bohlander signed checks.

OLD BUSINESS

Frankton Building

A resolution to authorize execution of the deed to sell property to National City Bank currently owned by NMCPLS located at 111-113 Sigler Street, Frankton, Indiana was read by Secretary Betty Caldwell. A motion was made by Pam Bohlander to accept the resolution as read; Bette Dalzell seconded the motion and the motion carried. President Kevin Sipe and Secretary Betty Caldwell signed the deed and it was notarized by Diana Shepard. The closing will be on Friday, August 15, at 2:00 at Kings Title & Abstract, 223 W. 9th Street, Anderson, IN. President Sipe and Secretary Caldwell will need to be in attendance at the closing.

A recommendation was made to the Board to consider giving the employees a 4% raise for the 2004 fiscal year. Bette Dalzell made a motion that the employees of the North Madison County Public Library System be given a 4% raise beginning January 1, 2004. Don Hill made a second and the motion carried.

NEW BUSINESS

All current job descriptions have been reviewed. Only one job description has any changes. The revised job description for the Adult Services Manager was distributed for review and will be discussed at the next meeting.

INCOLSA Board representative appointment

Don Hill made a motion to renew the appointment of Director Beverly Austin as INCOLSA board representative of the North Madison County Public Library, with a three-year renewal term, effective through June 30, 2006. Pam Bohlander made a second and the motion carried. President Kevin Sipe signed the renewal certificate.

Rainy Day Fund resolution

Secretary Betty Caldwell read Rainy Day Fund resolution that stipulates what type of expenditures might be paid out of the Rainy Day Fund. A motion to accept the resolution as read was made by Pam Bohlander. Bette Dalzell made a second and the motion carried.

Approve 2004 Budget for publication

The budget estimates are as follows: Operating Fund budget estimate \$873,230 with maximum estimated funds to be raised of \$536,000 and a current tax levy of \$505,165. Debt Service Fund budget estimate \$242,000 with maximum estimated funds to be raised of \$227,773 and a current tax levy of \$297,928. Library Improvement Reserve Fund budget estimate of \$86,560 and Rainy Day Fund budget estimate of \$30,000. This would make the total maximum estimated funds to be raised for the 2004 budget \$763,773. The 2004 budget will published on Monday, August 18, 2003 and again on Monday, August 25, 2003. The budget will be published in the Elwood Call Leader and the Anderson Herald Bulletin. Pam Bolander made a motion to approve the 2004 budget for publication. Betty Caldwell made a second and the motion carried.

DIRECTOR' REPORT

We met with Shelly Gemmill of the Department of Local Government Finance. She gave as much assistance with the 2004 budget as possible since figures for the 2003 budget have not been approved. A call has been placed to Ray Green. We are still on the list to have the north entrance of the Elwood facility repaired. Keith Baldwin has been to Summitville and thinks he can take care of the leak. Roby Plumbing has fixed the leak in the meeting room of the Elwood Library. Kevin has taken care of the wasp nest at Frankton, also weeds and poison ivy at the Frankton annex. Harper's Carpet Cleaning will be cleaning the carpet at Summitville. Starting August 25, 2003 Lindsay Arndt, student of Ball State University, will be working as part of her studies at the library. She will spend most of her time at the Elwood facility but will also be working at Frankton and Summitville. She will donate her time for a total of 90 hours. Permission has been given for Mohler Design to tour the Elwood facility on Saturday, August 16 at 12:30. About twenty people will be taking the tour.

Just a reminder to all board members that a quorum is required at the Pubic Hearing to be held on Thursday, September 4, 2003 at 7:00pm. Also a quorum is required at the meeting to be held on Monday, September 15, 2003 at 7:00 to adopt the 2004 budget.

With no objections the meeting was adjourned.

Betty Caldwell
Betty Caldwell, Secretary

Pam Bohlander
Kevin Sipe
Don Hill

George Kaiser

TRANSACTION REPORT

Aug-07-03 Thu 9:04 AM

Type	Sending					
Date	Start	Receiver	TX	RX	Time	Pages
Aug-07	9:03 AM	HERALD-BULLETIN..			28s	1
						OK

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

TRANSACTION REPORT

Aug-07-03 Thu 9:03 AM

Type	Sending					
Date	Start	Receiver	TX/RX	Time	Pages	Notes
Aug-07	9:02 AM	CALL-LEADER			26s	1
						OK

Register Of Claims

North Madison County Public Library System

Report Date: From 7/15/03 To 8/11/03

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	436	PAYROLL	OPERATING FUND	Salary of Assistants	\$13,339.48	7/30/03	PAYROLL
			OPERATING FUND	Wages of Janitor	\$807.36		
			Total this claim		\$14,146.84		
0	420	PAYROLL	OPERATING FUND	Salary of Assistants	\$13,629.51	7/16/03	PAYROLL
			OPERATING FUND	Wages of Janitor	\$810.40		
			Total this claim		\$14,439.91		
0	438	ING AETNA	Annuity	Payroll Deductions	\$130.00	7/30/03	P/R ENDING 7/26/03
		Total this claim		\$130.00			
0	437	EFTPS	OPERATING FUND	Empl.Share FICA&Medicare	\$1,082.22	7/30/03	P/R ENDING 7/26/03
			FICA	Payroll Deductions	\$877.10		
			Federal Taxes Withheld	Payroll Deductions	\$1,410.82		
			Medicare	Payroll Deductions	\$205.12		
			Total this claim		\$3,575.26		
0	422	ING AETNA	Annuity	Payroll Deductions	\$130.00	7/16/03	P/R ENDING 7/12/03
		Total this claim		\$130.00			
0	421	EFTPS	OPERATING FUND	Empl.Share FICA&Medicare	\$1,104.65	7/16/03	P/R ENDING 7/12/03
			FICA	Payroll Deductions	\$895.26		
			Federal Taxes Withheld	Payroll Deductions	\$1,445.44		
			Medicare	Payroll Deductions	\$209.39		
			Total this claim		\$3,654.74		
21553	426	AT&T	OPERATING FUND	Telephone & Telegraph	\$54.20	7/16/03	As per attached invoices.
		Total this claim		\$54.20			
21554	424	GRUNAU COMPANY	OPERATING FUND	Professional Services	\$285.00	7/16/03	QUARTERLY SPRINKLER INSPECTION
		Total this claim		\$285.00			
21555	427	LIBRARY STORE INC., THE	OPERATING FUND	Operalling Supplies	\$21.40	7/16/03	As per attached invoices.
		Total this claim		\$21.40			
21556	423	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$495.33	7/16/03	P/R ENDING 7/12/03
			OPERATING FUND	Other Professional Services	\$1,456.00		
			Total this claim		\$1,951.33		

<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>
21557	428	MARVIN SAUBERT	OPERATING FUND	Professional Services	\$100.00	7/16/03	LAWN CARE-SUMMITVILLE
				Total this claim	\$100.00		
21558	429	MINOLTA BUSINESS SYSTEM	OPERATING FUND	Office Supplies	\$51.46	7/16/03	TONER-READER PRINTER
				Total this claim	\$51.46		
21559	435	NANCY SUMNER	OPERATING FUND	Elwood Children's Programing	\$2.47	7/16/03	PETTY CASH REIMBURSEMENT
			OPERATING FUND	Postage & UPS	\$9.89		
			OPERATING FUND	Operating Supplies	\$4.99		
			OPERATING FUND	Fuel, Oil and Lubricants	\$13.00		
				Total this claim	\$30.35		
21560	425	POSTMASTER	OPERATING FUND	Postage & UPS	\$74.00	7/16/03	STAMPS/FRANKTON-SUMMITVILLE
			OPERATING FUND	Postage & UPS	\$74.00		
				Total this claim	\$148.00		
21561	430	QUILL CORPORATION	OPERATING FUND	Office Supplies	\$29.99	7/16/03	FAX MACHINE & SUPPLIES
			OPERATING FUND	Furniture & Equipment	\$135.86		
				Total this claim	\$165.85		
21562	431	SBC	OPERATING FUND	Telephone & Telegraph	\$117.05	7/16/03	As per attached invoices.
				Total this claim	\$117.05		
21563	432	SPECIALTY STORE SERVICES	OPERATING FUND	Book Processing	\$66.00	7/16/03	As per attached invoices.
				Total this claim	\$66.00		
21564	433	STATE CHEMICAL MANUFACT	OPERATING FUND	Cleaning & Sanitation Supplies	\$240.96	7/16/03	As per attached invoices.
				Total this claim	\$240.96		
21565	434	VECTREN ENERGY DELIVERY	OPERATING FUND	Gas	\$33.78	7/16/03	As per attached invoices.
				Total this claim	\$33.78		
21566	442	AMERICAN ELECTRIC POWER	OPERATING FUND	Electricity	\$1,663.20	7/30/03	As per attached invoices.
			OPERATING FUND	Electricity	\$459.19		
				Total this claim	\$2,122.39		
21567	443	AT&T	OPERATING FUND	Telephone & Telegraph	\$37.55	7/30/03	As per attached invoices.
				Total this claim	\$37.55		
21568	440	CITY OF ELWOOD NON-REVE	OPERATING FUND	Emp Cont Group Ins	\$137.23	7/30/03	JULY INSURANCE
			Insurance	Emp Cont Group Ins	\$308.82		
				Total this claim	\$446.05		
21569	444	CITY OF ELWOOD UTILITIES	OPERATING FUND	Water	\$168.73	7/30/03	As per attached invoices.
				Total this claim	\$168.73		

<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>
21570	451	HERITAGE BOOKS, INC	OPERATING FUND	Elwood Indiana Room	\$89.00	7/30/03	PRE-PAY FOR BOOK ORDER
				Total this claim	\$89.00		
21571	445	INCOLSA	OPERATING FUND	Professional Meetings	\$60.00	7/30/03	HOT TOPICS INTECHNOLOGY WORKSHOP-9/4/03--JAMIE SCOTT
				Total this claim	\$60.00		
21572	439	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$1,456.18	7/30/03	STATE WITHOLDING FOR JULY
			County Taxes Withheld	Payroll Deductions	\$419.47		
				Total this claim	\$1,875.65		
21573	446	LTD COMMODITIES	OPERATING FUND	Elwood Adult Programing	\$18.75	7/30/03	As per attached invoices.
				Total this claim	\$18.75		
21574	441	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$485.55	7/30/03	P/R ENDING 7/26/03-BEV AUSTIN
			OPERATING FUND	Other Professional Services	\$1,747.20		PAY INCLUDING RETRO ACTIVE TILL JUNE
				Total this claim	\$2,232.75		
21575	447	PURCHASE POWER	OPERATING FUND	Postage & UPS	\$419.00	7/30/03	As per attached invoices.
				Total this claim	\$419.00		
21576	448	TOWN OF FRANKTON	OPERATING FUND	Electricity	\$106.22	7/30/03	As per attached invoices.
			OPERATING FUND	Water	\$8.85		
			OPERATING FUND	Waste Disposal Services	\$8.04		
				Total this claim	\$123.11		
21577	449	VECTREN ENERGY DELIVERY	OPERATING FUND	Gas	\$12.00	7/30/03	As per attached invoices.
				Total this claim	\$12.00		
21578	450	VISA	OPERATING FUND	Elwood Children's Programing	\$89.95	7/30/03	As per attached invoices.
				Total this claim	\$89.95		
21579	452	EXPANETS	OPERATING FUND	Telephone & Telegraph	\$137.64	7/30/03	As per attached invoices.
				Total this claim	\$137.64		
21580	454	ARAB TERMITE & PEST CONT	OPERATING FUND	Professional Services	\$47.00	8/11/03	As per attached invoices.
				Total this claim	\$47.00		
21581	455	AT&T	OPERATING FUND	Telephone & Telegraph	\$62.88	8/11/03	As per attached invoices.
				Total this claim	\$62.88		
21582	468	AUDIO VISUAL COMMUNICATI	OPERATING FUND	Professional Services	\$119.00	8/11/03	SERVICE CONTRACT FOR AUGUST
				Total this claim	\$119.00		

<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>
21588	453	BAKER & TAYLOR	OPERATING FUND	Elwood Adult	\$833.82	8/11/03	As per attached invoices.
			OPERATING FUND	Elwood Childrens	\$400.37		
			OPERATING FUND	Elwood YA	\$84.40		
			OPERATING FUND	Frankton	\$583.11		
			OPERATING FUND	Summitville	\$572.08		
			OPERATING FUND	Elwood Children's Programing	\$18.70		
			OPERATING FUND	Frankton Programing	\$50.77		
			OPERATING FUND	Frankton AV	\$9.90		
			Gift	Summitville	\$12.79		
			OPERATING FUND	Summitville AV	\$57.66		
				Total this claim	<u>\$2,621.40</u>		
21584	456	C & J MOWING SERVICE	OPERATING FUND	Professional Services	\$40.00	8/11/03	MOWING - FRANKTON
				Total this claim	<u>\$40.00</u>		
21585	457	CAROLYN LAMBERTSON	OPERATING FUND	Operating Supplies	\$42.97	8/11/03	PETTY CASH REIMBURSEMENT
				Total this claim	<u>\$42.97</u>		
21586	458	CENTER POINT LARGE PRINT	OPERATING FUND	Elwood Adult	\$57.96	8/11/03	As per attached invoices.
				Total this claim	<u>\$57.96</u>		
21587	459	CENTURION TECHNOLOGIES,	OPERATING FUND	Technology Equipment	\$700.18	8/11/03	23 CENTURION GUARD PCB BOARD ASSEMBLY
				Total this claim	<u>\$700.18</u>		
21588	462	CINTAS CORPORATION	OPERATING FUND	Cleaning & Sanitation Supplies	\$40.36	8/11/03	As per attached invoices.
				Total this claim	<u>\$40.36</u>		
21589	463	CINTAS LOCATION # 365	OPERATING FUND	Cleaning & Sanitation Supplies	\$36.45	8/11/03	As per attached invoices.
				Total this claim	<u>\$36.45</u>		
21590	460	DANNIE AUSTIN	OPERATING FUND	Professional Services	\$250.00	8/11/03	FRANKTON SIGN - PAINTED
				Total this claim	<u>\$250.00</u>		
21591	461	DELL MARKETING L.P./DELL U	OPERATING FUND	Technology Equipment	\$10,344.00	8/11/03	EIGHT 4600 SERIES PENTIUM PROCESSOR
				Total this claim	<u>\$10,344.00</u>		
21592	464	DEMCO	OPERATING FUND	Book Processing	\$46.68	8/11/03	As per attached invoices.
				Total this claim	<u>\$46.68</u>		
21593	465	ELWOOD CALL LEADER	OPERATING FUND	Advertising & Public Notices	\$126.88	8/11/03	WELCOME TO FRANKTON
				Total this claim	<u>\$126.88</u>		
21594	466	FILIP, INC.	OPERATING FUND	Cleaning & Sanitation Supplies	\$72.18	8/11/03	As per attached invoices.
				Total this claim	<u>\$72.18</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
21595	467	GALE GROUP	OPERATING FUND	Summitville	\$113.01	8/11/03	As per attached invoices.
				Total this claim	\$113.01		
21596	469	GAYLORD BROS.	OPERATING FUND	Book Processing	\$195.95	8/11/03	As per attached invoices.
			OPERATING FUND	Operating Supplies	\$41.60		
				Total this claim	\$237.55		
21597	470	INDIANA NEWSPAPERS, INC.	OPERATING FUND	Summitville Period. & Newsp.	\$156.00	8/11/03	ONE YEAR SUBSCRIPTION INDIANAPOLIS STAR-SUMMITVILLE
				Total this claim	\$156.00		
21598	471	INTELENET COMMISSION(ST	OPERATING FUND	Telephone & Telegraph	\$352.38	8/11/03	As per attached invoices.
				Total this claim	\$352.38		
21599	472	K MART	OPERATING FUND	Operating Supplies	\$96.96	8/11/03	As per attached invoices.
				Total this claim	\$96.96		
21600	473	MARSH SUPERMARKET	Gift	Elwood Children's Programing	\$31.08	8/11/03	As per attached invoices.
				Total this claim	\$31.08		
21601	474	MIDWEST TAPE	OPERATING FUND	Frankton AV	\$636.73	8/11/03	As per attached invoices.
			OPERATING FUND	Elwood AV	\$376.79		
			OPERATING FUND	Summitville AV	\$336.81		
				Total this claim	\$1,350.33		
21602	475	POSITIVE PROMOTIONS, INC.	OPERATING FUND	Frankton Programing	\$81.30	8/11/03	As per attached invoices.
				Total this claim	\$81.30		
21603	476	QUILL CORPORATION	OPERATING FUND	Office Supplies	\$452.49	8/11/03	As per attached invoices.
			OPERATING FUND	Frankton Programing	\$193.60		
			Gift	Frankton Programing	\$163.20		
				Total this claim	\$809.29		
21604	477	RAMSAY BUSINESS PRODUC	OPERATING FUND	Office Supplies	\$10.00	8/11/03	As per attached invoices.
			OPERATING FUND	Office Supplies	\$30.34		
			OPERATING FUND	Office Supplies	\$35.53		
			OPERATING FUND	Office Supplies	\$224.00		
			OPERATING FUND	Equipment/Rental	\$76.38		
				Total this claim	\$376.25		
21605	478	ROBY'S INC	OPERATING FUND	Professional Services	\$426.94	8/11/03	REPAIR LEAK-ELWOOD MEETING ROOM
				Total this claim	\$426.94		
21606	479	SBC	OPERATING FUND	Telephone & Telegraph	\$303.67	8/11/03	As per attached invoices.
				Total this claim	\$303.67		

<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>
21607	480	SHERRI A. SEARCY	OPERATING FUND	Other	\$6.50	8/11/03	REFUND FOR LOST BOOK-FOUND
				Total this claim	\$6.50		
21608	481	SPECIALTY STORE SERVICES	OPERATING FUND	Operating Supplies	\$14.44	8/11/03	As per attached invoices.
				Total this claim	\$14.44		
21609	482	USI, INC	OPERATING FUND	Operating Supplies	\$84.10	8/11/03	As per attached invoices.
				Total this claim	\$84.10		
21610	483	VECTREN ENERGY DELIVERY	OPERATING FUND	Gas	\$11.83	8/11/03	As per attached invoices.
				Total this claim	\$11.83		
21611	484	VERIZON	OPERATING FUND	Telephone & Telegraph	\$147.67	8/11/03	As per attached invoices.
				Total this claim	\$147.67		
21612	485	WISE CHOICE LAWN CARE	OPERATING FUND	Professional Services	\$150.00	8/11/03	LAWN CARE SUMMITVILLE
				Total this claim	\$150.00		

Warrant Number Claim Number

Name of Claimant

Fund

Account

Amount

Date

Explanation

Total Amount of Claims \$66,531.94

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, August 08, 2003

Fiscal Officer

ALLOWANCE OF VOUCHERS

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

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 7 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$66,531.94

Date this 11 day of August, 2003

Handwritten signatures of governing board members: Annula, Betty Caldwell, Donald Hill, Betty Daboll, and another signature.

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/98.

RESOLUTION

WHEREAS, the North Madison County Public Library System is selling property located at 111-113 Sigler Street, Frankton IN

NOW THEREFORE BE IT RESOLVED that the President of the North Madison County Public Library System, Kevin Sipe, and the Secretary, Betty Caldwell, of same be authorized to execute the deed conveying the stated real estate to National City Bank.

APPROVED by the North Madison County Public Library System, Madison County, Indiana THIS 11th DAY OF AUGUST 2003.

Kevin Sipe, President

Donald Hill, Vice President

Betty Caldwell, Secretary

_____, Treasurer

Bette Dabell, Member

Amelia Lohlander, Member

_____, Member



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

July 17, 2003

TO: North Madison County 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

Beverly Austin has been duly appointed

(Name/Title of Representative) Director to the Indiana Cooperative Library Services Authority,
representing the North Madison County Public Library System Library,

for a three-year term, effective through June 30, 2006. Expired term of Beverly Austin.

NOTE: For organizations where the INCOLSA representative must be appointed by the board, the board meeting was held on August 11, 2003.

Signed: Kevin Sipe
Title: President NMCPLS, Board of Trustees
Date: 8-11-03

RESOLUTION

WHEREAS, the North Madison County Public Library System has established a RAINY DAY FUND

NOW THEREFORE BE IT RESOLVED that the RAINY DAY FUND will be designated for use as improvement or additions to existing structures, the purchase and construction of buildings or structures, the purchase of equipment, and all repairs or replacements of buildings or equipment.

APPROVED by the North Madison County Public Library System, Madison County, Indiana THIS 11th DAY OF AUGUST 2003.

Kevin Dipe, President

Ronald Hill, Vice President

Betty Caldwell, Secretary

_____, Treasurer

Bette Dalsell, Member

Samela Gellander, Member

_____, Member

NMCPLS
Job Description

*Changed order of
duties & responsibilities
& added last 2 numbers
to #1*

Job Title: Manager, Adult Services
Department: Adult Services
Reports To: Director
FLSA Status: Nonexempt
Prepared By: Director
Prepared Date: August 2003
Approved By: Board of Trustees
Approved Date: September 2003

Diana

SUMMARY

Manages operations of the circulation area by performing the following:

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

Original

Revised

- 1
- 3
- 5
- 6
- 4
- 2
- 7
- 8
- 9
- 10
- 11

1. Plans, organizes, supervises, and coordinates work of subordinates in delivering library services. This includes oversees circulation desk operations, duties and monitoring cash. Also includes supervising of the opening and closing of the building.
2. Plans and coordinates activities related to collections including selection, processing, weeding, basic cleaning/repairing, and shelving.
3. Oversees registration of patrons, charging and discharging of materials (including interlibrary loans), organization of incoming materials, and distribution of materials to appropriate areas.
4. Supervises collection and accounting of departmental fines and fees.
5. Plans and coordinates activities related to services for adult and special needs patrons.
6. Directly assists patrons in locating information, selecting materials, using equipment.
7. Furnishes information on activities, facilities and rules through displays and written materials.
8. Maintains an attractive and inviting atmosphere in the department; requests supplies and equipment.
9. Coordinates volunteer services.
10. Maintains regular communication, both formal and informal, with all other personnel.
11. Participates in professional development activities.

SUPERVISORY RESPONSIBILITIES : Directly supervises employees in Adult Services. Carries out supervisory responsibilities in accordance with the organization's policies and applicable

laws. Responsibilities include: interviewing, recommending candidates for hire, and training employees; planning, assigning, and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems.

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

EDUCATION and/or EXPERIENCE : Associate's degree (AA) or equivalent from two-year college or technical school; or six months to one year related experience and/or training, or equivalent combination of education and experience. Library certification desirable.

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

MATHEMATICAL SKILLS : Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, percent; and to draw and interpret bar graphs.

REASONING ABILITY : To perform this job successfully, an individual must be able to define problems, collect data, establish facts, and draw valid conclusions; plan and organize work.

CERTIFICATES, LICENSES, REGISTRATIONS : Valid Indiana drivers' license. Library certification desirable.

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

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

1013 Church St. P. O. Box 486
Summitville, In. 46070

FAX (765) 536-9050

Carolyn Lambertson
Harper's Carpet Cleaning 536-2335
1015 Madison St.
Frankton, IN 46044
754-3182

Ralph E. HAZELBAKER ESTIMATE
 WORK ORDER
 Date: 8-1-03
 Work Schedule:
 Time: 3:00
 Summittville, IN
 PHONE:

Area	Serv. Req.	Size	Sq. Ft.	Price	Total
CARPETS		27x45	1028		
		9x16	144		
		16x22	352		
		10x34	340		
		13x27	351		
FURNITURE	Article	Description	Service		
			5x31	155	
			3x17	51	
			6x22	120	

Payment Received

Date	Amount

Representative

CASH CHECK
 OTHER Please list

3381
 Sub Total
 TOTAL
 Special Cand. 1215
 AMT. DUE 187

-25
 1.5 270.48

Linda
 646 6670-

Bew called them on 8/7 to O.R.

Ralph E. Hazelbaker Library

To: Beverly Fax: 552-0955
 From: Carolyn Date: 8-7-03
 Re: Carpet Cleaning Pages: 2
 CC:
 Urgent For Review Please Comment Please Reply Please Recycle



This came to our library.

North Madison County Public Library System

Frankton, In

Summitville, In

Elwood, In

KINGS TITLE & ABSTRACT COMPANY
ESCROW ACCOUNT

PH. 765-643-3019
 223 W. 9TH STREET
 ANDERSON, INDIANA 46016

STAR FINANCIAL BANK
 71-167749

91133

File 2003-50CM - 91133

DATE AMOUNT

August 15, 2003

Seventy Six Thousand One Hundred Forty and 00/100 Dollars

\$76,140.00

PAY
 TO THE
 ORDER
 OF

North Madison County Public Library System

Indiana

Michelle Johns

⑈091133⑈ ⑈074901672⑈ ⑈11031321⑈

RUB OR BREATHE ON THE PINK LOCK & KEY ICONS—COLOR WILL CHANGE ON AN AUTHENTIC CHECK—IF COLOR DOES NOT CHANGE DO NOT ACCEPT

KINGS TITLE & ABSTRACT COMPANY-ESCROW-ANDERSON-STAR FINANCIAL BANK

91133

Seller: North Madison County Public Library System

Buyer: National City Bank of Indiana

111-113 East Sigler, Frankton, IN 46036

603 Seller \$76140.00

MONTHLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

	JULY 2002	JULY AMOUNT OF 2003	% OF CHANGE	% OF CHANGE	YTD
ELWOOD					
ADULT	4367	4051	-316	-7%	26056
JUVENILE	2253	2973	720	32%	18455
Y. A.	292	413	121	41%	1856
PERIOD.	593	561	-32	-5%	3971
AUDIO	355	280	-75	-21%	1983
VIDEO	4048	4140	92	2%	27827
TOTAL	11908	12418	510	4%	80148
FRANKTON					
ADULT	1082	1270	188	17%	6984
JUVENILE	1225	1290	65	5%	6597
Y. A.	63	95	32	51%	383
PERIOD.	269	272	3	1%	1607
AUDIO	19	41	22	116%	290
VIDEO	1464	1356	-108	-7%	10194
TOTAL	4122	4324	202	5%	26055
HAZELBAKER					
ADULT	850	777	-73	-9%	5190
JUVENILE	721	903	182	25%	3683
Y. A.	56	94	38	68%	391
PERIOD.	105	199	94	90%	1042
AUDIO	71	70	-1	-1%	271
VIDEO	411	470	59	14%	3128
TOTAL	2214	2513	299	14%	13705
SYSTEM					
ADULT	6299	6098	-201	-3%	38230
JUVENILE	4199	5166	967	23%	28735
Y. A.	411	602	191	46%	2630
PERIOD.	967	1032	65	7%	6620
AUDIO	445	391	-54	-12%	2544
VIDEO	5923	5966	43	1%	41149
TOTAL	18244	19255	1011	6%	119908

	ELWOOD	FRANKTON	HAZELBAK.
TRAFFIC	13360	2676	1818
REF.	51	33	25
ASSITS.	3877	624	449
COMP A.	990	330	389
J.	1930	N/A	217
PROG. A.	3 / 17	0	0
J.	43 / 626	4 / 140	6 / 97

Tech Service processed 667 items and withdrew 107 items

NMCPLS Board of Trustees
August 11, 2003

The NMCPLS Board met last night at the Elwood Public Library. One of the most important actions they took was to approve the budgets for publication for the NMCPLS for 2004. They approved an operating budget of \$873,230.00, which included an increase in salary of 4% for all employees beginning January 1, 2004.

The Board approved the 4% salary increase without hesitation. The Board is supporting the staff even with the "tight" situation throughout Madison County and the state. I believe this vote shows confidence in our employees.

On Friday, August 15 the Frankton building housing the Frankton Community Library will become the property of National City Bank. We will remain in our current location until the property we purchased is renovated or a new building is erected.

The Public Hearing on our budgets will be held at the Elwood Public Library on Thursday, September 4 at 7:00 p.m. This allows any taxpayer an opportunity to respond to the published budgets. The budgets will be published in the Elwood Call-Leader and the Anderson Herald-Bulletin on Monday, August 18 and Monday, August 25. The Board will approve the budgets on Monday, September 15, 2003 at the regular September Board meeting at the Elwood Public Library.

I have reviewed all the job descriptions and had only a few changes to make on one description—Manager, Adult Services. I added responsibilities that were part of the position but for some reason were not included. The Board will vote on the changes at the September meeting.

I hope all book and a-v budgets are being spent! Managers will receive copies of the 2004 allowed expenditures in November. Any problems??? Please contact me if you have questions or problems.