

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

Board of Trustees Meeting
Monday, January 18, 1999
6:00pm

Executive Meeting

CALL TO ORDER
CALL FOR QUORUM
BUSINESS

1. Personnel (IC 20-14-3-4-(b))

ADJOURNMENT

**Regular Meeting
6:30pm**

CALL TO ORDER
CALL FOR QUORUM
MINUTES
CLAIMS REGISTER AND CHECKS
OLD BUSINESS
NEW BUSINESS

1. Calendar (Holidays and date for committee-of-the-whole for Review of job descriptions).
2. Technology Plan
3. Bills

Finance Committee Meeting

CALL TO ORDER
BUSINESS
ADJOURN

TRANSACTION REPORT

Jan-15-99 Fri 4:01 PM

Type	Sending	Receiver	TX/RX Time	Pages	Note
Date	Start				
Jan-15	4:00 PM	FRANKTON	30s	1	OK

TRANSACTION REPORT

Jan-15-99 Fri 3:59 PM

Type	Sending	Receiver	TX/RX Time	Pages	Note
Date	Start				
Jan-15	3:58 PM	HERALDBULLETIN	25s	1	OK

TRANSACTION REPORT

Jan-15-99 Fri 3:59 PM

Type	Sending	Receiver	TX/RX Time	Pages	Note
Date	Start				
Jan-15	3:57 PM	CALLLEADER	50s	1	OK

Sandy
Please publish tomorrow!

TRANSACTION REPORT

Jan-15-99 Fri 4:02 PM

Type	Sending				
Date	Start	Receiver	TX/RX Time	Pages	Note
Jan-15	4:01 PM	SUMMITVILLE	48a	1	OK

TRANSACTION REPORT

Jan-15-99 Fri 3:51 PM

Type	Receiving				
Date	Start	Sender	TX/RX Time	Pages	Note
Jan-15	3:50 PM		43a	1	OK

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

January 18, 1999
Executive Meeting
6:00pm

CALL TO ORDER

President Pam Bohlander called a meeting to order of the North Madison County Public Library System at 6:00pm on Monday, January 18, 1999.

CALL FOR QUORUM

Present with President Bohlander were: Jerry Kaiser, Kevin Sipe, Sharan Pace, David Hoffman. Absent were Brenda Carey and Linda Sizelove.

BUSINESS

Kathi asked board members if they have considered Jamie Brewer's wage raise. She suggested taking out the sentence in the Wage Scale that eliminates the page position from the annual cost-of-living increase and also add when the page passes their one year anniversary date, they receive the cost-of-living raise other employees received in Jan. Jerry Kaiser suggested a 5% raise at one year for a page.

Dave Hoffman asked if we could use the additional appropriations we may be asking for this year for a wage increase for employees. Kathi explained how the budget amounts in salaries are set for the beginning of the year and she feels the State Board of Tax Comm. would not approve a raise mid-year. We will be showing them in what category of the budget we are going to spend the money when we ask for it.

Jan Helpling reported the library was charged \$1,000.00 by Ernie Lineback to plow the snow in the parking lot. He charged \$125.00 hour for nine hours. Kathi telephoned him to ask him to lower the charge and he lowered it \$125. (From \$1,125). Jerry Kaiser talked to State Plating, who pays \$40.00 hour for clearing their lots and paid \$1400. For three clearings of much bigger areas. He feels we should have Jim Wilson write a letter to Mr. Lineback stating we think the charge is unfair. He also feels the public should know. Kathi and Jan will follow up with Attorney Wilson.

David R. Hoffman
David Hoffman, Secretary

Pam Bohlander
Sharan Pace

Kevin Sipe

Jerry Kaiser

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

January 18, 1999
Regular Meeting For Business
6:30pm

CALL TO ORDER

President Pam Bohlander called a meeting to order of the North Madison County Public Library System at 6:00pm on Monday, January 18, 1999.

CALL FOR QUORUM

Present with President Bohlander were: Jerry Kaiser, Kevin Sipe, Sharan Pace, David Hoffman. Absent were Brenda Carey and Linda Sizelove.

MINUTES were approved with a motion by Sharan Pace, seconded by David Hoffman and passed.

CLAIMS REGISTER was signed by board members and checks signed by Treasurer Jerry Kaiser. Jan Helpling asked board members to consider compensating the Treasurer each year. According to law, the treasurer may be compensated and since he is asked to come to the library more than any other board member (sometimes with short notice), she feels it would be fair.

OLD BUSINESS

National City Bank sent us a letter to exercise the option to rent the Frankton building for three more years. Kathi thinks there is an option about negotiating monthly rent and it has been three years since a change has been made. She feels it may be better to raise the rent a small amount frequently rather than a large amount after a long period. Members asked her to talk to Attorney Wilson about the option.

Kevin Sipe made a motion to take out the sentence in the Wage Scale that eliminates the page position from the annual cost-of-living increase and also add when the page passes their one year anniversary date, they receive the cost-of-living raise other employees received in Jan. Dave Hoffman seconded and it passed.

NEW BUSINESS

Kathi presented the 1999 Holiday Calendar. She told board members staff has asked the board to consider the Saturdays of the holiday week-ends in 1999 as holidays. Kathi answered some questions regarding patron traffic those days. She also explained staff feelings about having to take their Personal or Vacation Days for snow days and that they feel this is unfair if the library is closed through no fault of theirs.

Sharan Pace made a motion to add Memorial Day Saturday, May 29 to the holidays granted. Dave Hoffman seconded. Three votes were aye and one nay. Board members wish to make sure staff note any patron complaints regarding this closing.

President Bohlander asked board members to set a date to review job descriptions and also the Director's evaluation. She would like to have a date set each year to do this. Dates set were January 28 at 4:00pm to discuss job descriptions and February 3 at 4:00pm to talk to Kathi regarding her evaluation.

TECHNOLOGY PLAN

Kathi reported Jamie Scott is addressing basic technology needs, however, we still need technicians with more expertise to help with the equipment. Central Indiana Computer Consulting has been used in the past but continues to be unsatisfactory. Jamie has checked into consultants in the area, including their references. She and Kathi interviewed Dan Barnett, of Concentric Computer Service and they feel we will be able to work well with them. He has asked us to create priorities that need immediate attention and will get specific issues addressed.

Director's Report The handicapped sign has been broken and we have talked to Steve Sizelove for an estimate. It cannot be fixed until Spring. Kathi asked if members want to get an estimate from him also for the North door problem or ask Jerry Kaiser to fix. Members feel if Jerry can fix the threshold, it would be appreciated.

Kevin Sipe asked that we contact Linda Sizelove to see if she still would like to host the Board/Leasing Corporation party and he suggested the theme "March into the New Millenium".

Kathi said she will check into the Open Door Law to see if we need to publicize a committee meeting. Members think the more publicity the board has, the better it is for the library. They also feel since the Call-Leader reporter does not come to the meetings we are not obligated to give them any information, however, we don't want to create hostility either so that a judgement will need to be made when they ask for information.

David Hoffman made a motion to adjourn at 7:45pm, Jerry Kaiser seconded.

Sharon Pace

Jerry Kaiser

David R. Hoffman
David Hoffman, Secretary
Kevin Sipe

BOARD OF FINANCE MEETING
January 18, 1999
7:45pm

The annual Board of Finance Meeting was held January 18, 1999 at 7:45pm with President Pam Bohlander presiding. Also present were members Sharan Pace, David Hoffman, Jerry Kaiser and Kevin Sipe. Absent were Brenda Carey and Linda Sizelove.

A copy of the Investment Register was given each member and Jan Helpling explained when money is invested in CDs. She also explained that at the time of purchase each of four banks are asked what their particular CD rates are and a decision of which bank to use is determined by the highest rate of return. The banks are Star Financial Bank, Huntington Bank, Community Bank at Summitville and National City Bank at Frankton. Members discussed adding Union State Bank and First Farmer's Bank at Frankton. A motion was made by David Hoffman to accept these six banks as depositories. Motion was seconded by Sharan Pace and motion passed unanimously.

A discussion was held regarding the two newspapers we use for notice of meetings and advertisement of the budget. Although members feel the papers do not give us the attention we deserve, we do not want to cause animosity by not giving information.

Meeting was adjourned at 8:00pm with a motion from David Hoffman, seconded by Sharan Pace.

David R. Hoffman
David Hoffman, Secretary
Pamela Bohlander
Sharan Pace
Jerry Kaiser
Kevin Sipe

Director's Report
~~AGENDA MAILING~~ FOR

NMCPLS TRUSTEE MEETING • JANUARY 18, 1999

LONG-RANGE AND TECHNOLOGY PLANS

The reverse of this sheet shows the original from the Long-range Plan Committee. The top sheet of the white packet titled "Mission Statement and Long-range Plan" was Faxed to the State Library on December 30. (The remainder of the white packet is the "Technology Plan, 1999-2001.") Two changes were made to the Mission Statement/Long-range Plan before submission to the State Library:

- 1) Goals #9 & #10 were omitted as they are short-term goals, and may be addressed yet this year.
- 2) Number 5 was omitted because it is operational through efforts of Jamie Scott in addition to her clerical work for Adult Services. The new Technology Plan specifies that a full-time staff position dedicated to technology development will be funded in the 2000 budget to be prepared this summer. My recommendation for the coming budget process is to provide replacement for Jamie in Adult Services (either two part-time or one full-time clerk), and make Jamie's wages commensurate with a higher level of responsibility.

Although no feedback has been received from the State Library, I would suggest that the Board continue to address the Long-Range Plan. State Standards for Public Libraries have not changed since copies were provided about a year ago. Standard 4 reads: "The library shall have a written long-range plan of service for two (2) to five (5) years, including the following: (1) A statement of community needs, goals, and measurable objectives; (2) A method for periodic review and evaluation.

Copies of this revised Technology Plan (1999-2001) will be forwarded to the State Library for approval. Once approval has been received, we can proceed with the 1999 round of applications for Universal Services Funds (USF, also known as E-rate).

GENERAL INFORMATION

- Technician from Grunau Co. at Elwood December 17, to inspect the wet & dry fire extinguishing systems and accompanying alarms. Everything checked-out OK.
- A written report generated by the State Board of Accounts audit in 1998 is on file in Jan's office.
- Jamie Scott has performed considerable research into potential replacement of our technology support vendor. After Jamie's initial research, we interviewed Daniel Barnett of Concentric Computer Services, Anderson. For the time being, it was felt that CCS could best serve us on an "as needed" basis for equipment repair, although we may wish to contract for consulting services as we continue evaluating and implementing the Technology Plan. Meanwhile, we are bringing closure to our ties with Central Indiana Computer Consulting, Inc. of Elwood.
- Frankton and Summitville facilities both managed stay open all but one day, January 4, during bad weather. Elwood was closed January 4 for the weather, and January 5, due to furnace problems. HVAC system required replacement of two resistors and adjustments to dampers. The weather also caused complications with doors at the North entrance. Jerry Kaiser was able to remove the metal threshold so doors could operate freely regardless of freezing/thawing causing heaving of concrete. Sizelove Construction has been asked for an estimate to repair/replace handicapped parking space sign - although work cannot be done until spring. Estimate to repair threshold, too?

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

	JAN 1998	JAN 1999	AMOUNT OF CHANGE	PERCENT OF CHANGE	YTD
ELWOOD					
ADULT	3521	2822	-699	-19%	2822
JUV.	2814	1945	-869	-30%	1945
Y. A.	163	70	-93	-57%	70
PER.	418	427	+9	+2%	427
AUDIO	230	216	-14	-6%	216
VIDEO	2424	1910	-514	-21%	1910
TOTAL	9570	7390	-2180	-22%	7390
F'TON					
ADULT	1087	1071	-16	-1%	1071
JUV.	605	551	-54	-8%	551
Y.A.	0	23	+23	+100%	23
PER.	272	294	+22	+8%	294
AUDIO	10	19	+9	+90%	19
VIDEO	925	948	+23	+2%	948
TOTAL	2899	2906	+7	0%	2906
H'BAK					
ADULT	837	711	-126	-15%	711
JUV.	424	454	+30	+7%	454
Y. A.	0	25	+25	+100%	25
PER.	132	234	+102	+77%	234
AUDIO	26	10	-16	-61%	10
VIDEO	536	450	-86	-16%	450
TOTAL	1955	1884	-71	-3%	1884
SYSTEM					
ADULT	5445	4604	-841	-15%	4604
JUV.	3843	2950	-893	-24%	2950
Y. A.	163	118	-45	-27%	118
PER.	822	955	+133	+16%	955
AUDIO	266	245	-21	-7%	245
VIDEO	3885	3308	-577	-14%	3308
TOTAL	14424	12180	-2244	-15%	12180
ELWOOD	FRANKTON	HAZELBAKER			
TRAFFIC	6911	1623	668		
REF.	194	30	12		
ASST.	1779	109	30		
COMPUTER	J. 226 A. 200	103	68		
PROGRAM.	1 ADULT 19	0	1 ADULT 9		
	14 JUV. 212	0			

<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>
-----------------------	---------------------	-------------------------	-------------	----------------	---------------	-------------	--------------------

Total Amount of Claims \$47,125.43

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, January 05, 1999

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 _____, 19____.

<u><i>Jenna Houser</i></u>	<u><i>Amelia Ballinger</i></u>	_____
<u><i>Daniel R. Hoffmann</i></u>	<u><i>Kim M. Hise</i></u>	_____
<u><i>Sharon Pace</i></u>	_____	_____

SIGNATURES OF GOVERNING BOARD

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	Fund	Account	Amount	Date	Explanation
. 17874 ✓	71	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$34.82	1/20/99	
Total this claim					<u>\$34.82</u>		
. 17875	72	JAMIE B. SCOTT	Operating Fund	Traveling Expense	\$46.00	1/20/99	
Total this claim					<u>\$46.00</u>		
17876 17877	68	MADISON COUNTY SCHOOL E	Credit Union	Payroll Deductions	\$1,669.50	1/20/99	
Total this claim					<u>\$1,669.50</u>		
17877 17878 ✓	65	POSTMASTER	Operating Fund	Postage & UPS	\$26.50	1/20/99	
Total this claim					<u>\$26.50</u>		
17878 17879	73	PURCHASE POWER	Operating Fund	Postage & UPS	\$215.00	1/20/99	
Total this claim					<u>\$215.00</u>		
17879 No Check	64	STAR FINANCIAL BANK	Operating Fund	Periodicals & Newspapers	(\$114.94)	1/6/99	The following checks outstanding 2 year
							#14812 Oxmoor House \$47.82
							15035 Young Scholar 14.97
							15890 Junior Library Gd. 1.25
							15935 Cy Decosse, Inc. 20.90
							16609 Indy Net 30.00
Total this claim					<u>(\$114.94)</u>		

17880 }
17881 } VOID

Register Of Claims

North Madison County Public Library System

Report Date: From 1/1/99 To 1/31/99

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	1	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$926.42	1/6/99	P/R 1-6-99
			Federal Taxes Withheld	Payroll Deductions	\$1,332.55		
			FICA	Payroll Deductions	\$750.84		
			Medicare	Payroll Deductions	\$175.58		
				Total this claim	\$3,185.39		
0	5	22ND STREET HARDWARE				1/6/99	
				Total this claim			
0	6	PAYROLL	Operating Fund	Salary of Director	\$1,153.84	1/6/99	PAYROLL
			Operating Fund	Salary of Assistants	\$10,375.88		
			Operating Fund	Wages of Janitor	\$580.40		
				Total this claim	\$12,110.12		
0	66	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,001.62	1/20/99	P/R 1-20-99
			Federal Taxes Withheld	Payroll Deductions	\$1,495.46		
			FICA	Payroll Deductions	\$811.78		
			Medicare	Payroll Deductions	\$189.84		
				Total this claim	\$3,498.70		
0	22	CITY WATER & SEWAGE				1/6/99	
				Total this claim			
0	74	PAYROLL	Operating Fund	Salary of Director	\$1,165.38	1/20/99	PAYROLL
			Operating Fund	Salary of Assistants	\$11,209.43		
			Operating Fund	Wages of Janitor	\$718.22		
				Total this claim	\$13,093.03		
0	27	22ND STREET HARDWARE				1/6/99	
				Total this claim			
17813	4	CITY WATER & SEWAGE	Operating Fund	Water	\$135.66	1/6/99	
				Total this claim	\$135.66		
17814	2	INDIANA DEFERRED COMPEN	Annuity	Payroll Deductions	\$190.00	1/6/99	
				Total this claim	\$190.00		
17815	3	MADISON COUNTY SCHOOL E	Credit Union	Payroll Deductions	\$1,594.12	1/6/99	
				Total this claim	\$1,594.12		

<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>
17816	18	A.E. BOYCE CO., INC.	Operating Fund	Official Records	\$38.07	1/6/99	w-2 FORMS
					Total this claim		
					\$38.07		
17817	7	AMERICAN BUSINESS DIRECT	Operating Fund	Elwood Adult	\$300.00	1/6/99	
					Total this claim		
					\$300.00		
17818	8	AMERICAN STATES INSURAN	Operating Fund	Other Insurance	\$147.67	1/6/99	Additional Charge
					Total this claim		
					\$147.67		
17819	9	AMERITECH	Operating Fund	Telephone & Telegraph	\$230.35	1/6/99	
					Total this claim		
					\$230.35		
17820	52	ANDERSON NEWSPAPERS IN	Operating Fund	Advertising & Public Notices	\$39.57	1/6/99	
					Total this claim		
					\$39.57		
17821	10	AT&T	Operating Fund	Telephone & Telegraph	\$17.26	1/6/99	
					Total this claim		
					\$17.26		
17822	11	AUDIO VISUAL COMMUNICATI	Operating Fund	*Other Professional Services	\$119.00	1/6/99	
					Total this claim		
					\$119.00		
17823	13	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$658.93	1/6/99	
			Operating Fund	Elwood Childrens	\$12.91		
			Operating Fund	Frankton	\$41.59		
			Operating Fund	Summitville	\$151.04		
			Operating Fund	Other	\$10.80		
					Total this claim		
					\$875.27		
17824	15	BARBARA McADAMS	Operating Fund	Postage & UPS	\$50.27	1/6/99	
					Total this claim		
					\$50.27		
17825	16	BARBARA McADAMS	Operating Fund	Traveling Expense	\$15.50	1/6/99	
					Total this claim		
					\$15.50		
17826	17	BARBARA SNIPES	Operating Fund	Traveling Expense	\$49.20	1/6/99	
					Total this claim		
					\$49.20		
17827	14	BAUERS	Operating Fund	*Other Operating Supplies	\$3.53	1/6/99	
					Total this claim		
					\$3.53		
17828	21	CAIN CONSULTING GROUP	Operating Fund	Consulting Services	\$505.00	1/6/99	BOARD DEVELOPMENT PROGRAM
					Total this claim		
					\$505.00		
17829	19	CENTRAL IND.COMPUTER CO	Operating Fund	*Other Office Supplies	\$185.00	1/6/99	
					Total this claim		
					\$185.00		

<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>
✓ 17830	20	CHRONICLE TRIBUNE	Operating Fund	Periodicals & Newspapers	\$117.00	1/6/99	SUBSCRIP.SUMMITVILLE TO 1/21/00
				Total this claim	<u>\$117.00</u>		
✓ 17831	23	CONGRESSIONAL QUARTERL	Operating Fund	Periodicals & Newspapers	\$25.33	1/6/99	
				Total this claim	<u>\$25.33</u>		
✓ 17832	61	DIANA L. SHEPARD	Operating Fund	Postage & UPS	\$34.13	1/6/99	
			Operating Fund	Fuel, Oil and Lubricants	\$5.00		
				Total this claim	<u>\$39.13</u>		
✓ 17833	24	EDWARDS ELECTRICAL & ME	Operating Fund	Bldg. & Structure/Maint.	\$387.00	1/6/99	
			Operating Fund	Bldg. & Structure/Maint.	\$209.00		
				Total this claim	<u>\$596.00</u>		
✓ 17834	25	ELWOOD BUILDING SUPPLY	Operating Fund	*Other Operating Supplies	\$53.28	1/6/99	
				Total this claim	<u>\$53.28</u>		
✓ 17835	26	ELWOOD FIRE EQUIPMENT C	Operating Fund	*Other Professional Services	\$44.55	1/6/99	
				Total this claim	<u>\$44.55</u>		
✓ 17836	28	FAMILY BOOKSTORE	Operating Fund	Frankton	\$165.75	1/6/99	
				Total this claim	<u>\$165.75</u>		
✓ 17837	31	GALE RESEARCH	Operating Fund	Elwood Adult	\$881.18	1/6/99	As Per Attached Invoices
				Total this claim	<u>\$881.18</u>		
✓ 17838	30	GARETH STEVENS	Operating Fund	Summitville	\$854.02	1/6/99	
				Total this claim	<u>\$854.02</u>		
✓ 17839	32	GLENNA STEWART	Operating Fund	Traveling Expense	\$28.50	1/6/99	
				Total this claim	<u>\$28.50</u>		
✓ 17840	33	GRUNAU COMPANY	Operating Fund	*Other Professional Services	\$190.00	1/6/99	
				Total this claim	<u>\$190.00</u>		
✓ 17841	29	GTE	Operating Fund	Telephone & Telegraph	\$177.58	1/6/99	
				Total this claim	<u>\$177.58</u>		
✓ 17842	34	HORTON'S & SONS OF ELWO	Operating Fund	*Other Operating Supplies	\$15.85	1/6/99	
				Total this claim	<u>\$15.85</u>		
✓ 17843	35	INDIANA BUSINESS INFO. SER	Operating Fund	Elwood Adult	\$29.95	1/6/99	PURCHASE - GUIDE TO UNDERSTAN THE AMERICANS WITH DIS.ACT. & T FAM.&MED.LEAVE ACT
				Total this claim	<u>\$29.95</u>		
✓ 17844	36	INDIANA GAS COMPANY	Operating Fund	Gas	\$24.51	1/6/99	
			Operating Fund	Gas	\$110.92		
				Total this claim	<u>\$135.43</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>
. 17845	62	INDYNET	Operating Fund	Consulting Services	\$45.00	1/6/99	
				Total this claim	<u>\$45.00</u>		
- 17846	37	INGRAM DISTRIBUTION GROU	Operating Fund	Elwood AV	\$8.04	1/6/99	
				Total this claim	<u>\$8.04</u>		
. 17847	12	JERRY BAIR	Operating Fund	*Other Professional Services	\$60.00	1/6/99	Plow snow - parking lot Summitville
				Total this claim	<u>\$60.00</u>		
. 17848	38	K MART	Operating Fund	Cleaning & Sanitation Supplies	\$97.54	1/6/99	
				Total this claim	<u>\$97.54</u>		
. 17849	41	LERNER PUBLICATIONS COM	Operating Fund	Summitville	\$288.58	1/6/99	
			Operating Fund	Frankton	\$489.54		
				Total this claim	<u>\$778.12</u>		
. 17850	40	LEXIS LAW PUBLISHING	Operating Fund	Elwood Adult	\$124.97	1/6/99	
				Total this claim	<u>\$124.97</u>		
- 17851	42	LIBRARY STORE INC., THE	Operating Fund	Book Processing	\$193.70	1/6/99	
				Total this claim	<u>\$193.70</u>		
- 17852	39	LINDA KEMPER	Operating Fund	Traveling Expense	\$7.00	1/6/99	
				Total this claim	<u>\$7.00</u>		
- 17853	43	LUCENT TECHNOLOGIES	Operating Fund	Equipment	\$137.64	1/6/99	
				Total this claim	<u>\$137.64</u>		
- 17854	44	MANIFOLD REFUSE, INC.	Operating Fund	Waste Disposal Services	\$50.00	1/6/99	
				Total this claim	<u>\$50.00</u>		
. 17855	45	MIDWEST TAPE	Operating Fund	Frankton AV	\$277.20	1/6/99	
			Operating Fund	Elwood AV	\$29.95		
				Total this claim	<u>\$307.15</u>		
- 17856	46	OXMOOR HOUSE	Operating Fund	Frankton	\$43.63	1/6/99	
				Total this claim	<u>\$43.63</u>		
. 17857	47	PARSONS TECHNOLOGY	Operating Fund	Elwood Adult	\$169.70	1/6/99	
				Total this claim	<u>\$169.70</u>		
. 17858	48	PITNEY BOWES	Operating Fund	Equipment/Rental	\$139.00	1/6/99	
				Total this claim	<u>\$139.00</u>		
. 17859	49	QUILL CORPORATION	Operating Fund	*Other Office Supplies	\$399.80	1/6/99	
				Total this claim	<u>\$399.80</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>
✓ 17860	63	RAMSAY BUSINESS PRODUC	Operating Fund	*Other Professional Services	\$330.22	1/6/99	
			Operating Fund	*Other Office Supplies	\$86.69		
				Total this claim	<u>\$416.91</u>		
✓ 17861	50	ROBY'S INC	Operating Fund	Repair Parts/Maintenance	\$554.25	1/6/99	
				Total this claim	<u>\$554.25</u>		
✓ 17862	54	S & S ARTS AND CRAFTS	Operating Fund	*Other Operating Supplies	\$67.93	1/6/99	CRAFT MATERIAL
				Total this claim	<u>\$67.93</u>		
✓ 17863	55	SNUFFY CONCRETE WORK	Operating Fund	*Other Professional Services	\$1,000.00	1/6/99	SNOW REMOVAL 1/4 & 1/5/99
				Total this claim	<u>\$1,000.00</u>		
✓ 17864	51	SOMERSET PUBLISHERS, INC	Operating Fund	Elwood Adult	\$195.00	1/6/99	
				Total this claim	<u>\$195.00</u>		
✓ 17865	53	STAR PRESS,THE	Operating Fund	Periodicals & Newspapers	\$106.60	1/6/99	SUBSCRIPTION - ELWOOD LIBRARY
				Total this claim	<u>\$106.60</u>		
✓ 17866	56	TASTE OF HOME	Operating Fund	Frankton	\$22.45	1/6/99	
				Total this claim	<u>\$22.45</u>		
✓ 17867	57	TOWN OF FRANKTON	Operating Fund	Electricity	\$54.41	1/6/99	
			Operating Fund	Water	\$7.40		
			Operating Fund	Waste Disposal Services	\$8.24		
				Total this claim	<u>\$70.05</u>		
✓ 17868	59	UNITOG RENTAL SERVICES	Operating Fund	Cleaning & Sanitation Supplies	\$32.41	1/6/99	
				Total this claim	<u>\$32.41</u>		
✓ 17869	58	UPSTART	Operating Fund	*Other Office Supplies	\$33.64	1/6/99	
				Total this claim	<u>\$33.64</u>		
✓ 17870	60	WITTKAMPER AUCTIONS	Operating Fund	*Other Professional Services	\$50.00	1/6/99	
				Total this claim	<u>\$50.00</u>		
✓ 17871	69	AMERITECH	Operating Fund	Telephone & Telegraph	\$141.48	1/20/99	SUMM. Tele.
				Total this claim	<u>\$141.48</u>		
✓ 17872	70	CAROLYN LAMBERTSON	Operating Fund	*Other Operating Supplies	\$32.83	1/20/99	
			Operating Fund	Summitville	\$10.95		
				Total this claim	<u>\$43.78</u>		
✓ 17873	67	INDIANA DEFERRED COMPEN	Annuity	Payroll Deductions	\$190.00	1/20/99	
				Total this claim	<u>\$190.00</u>		

1999 Holiday Calendar

- New Years Day, January 1
Saturday, January 2
- President's Day, Monday, February 15
- Good Friday (close at noon), April 2
- Memorial Day, Monday, May 31
Saturday, May 29
- Independence Day, Monday, July 5
- Labor Day, Monday, September 6
- Thanksgiving Eve Day (close at noon)
Wednesday, November 24
- Thanksgiving Day, Thursday, November 25
- Christmas Eve Day, Friday, December 24
- Christmas Day, Saturday, December 25
- New Years Eve (close at 5 p.m.)
Friday, December 31
- New Years Day, Saturday, January 1, 2000

NMCPLS Wage Scale

Adopted by the Board of Trustees, May 14, 1997
Revised January 18, 1999

General Guidelines

- Both part-time and full-time employees are compensated in accordance with this wage scale.
- Part-time is considered 20 hours per week, not to exceed 40 hours per week.
- Effective May 14, 1997, new part-time hires receive no benefits.
- Full-time employment is considered 40 hours per week.
- Raises built-in to the Wage Scale are based on length of employment - every position receives the same increase according to years of service except Page/Temporary Part-time.
- Full-time and regular part-time employees also will receive cost-of-living raises at the beginning of a new year, regardless of length of services. Page/temporary part-time employees will receive the cost-of-living increase on their anniversary date.
- Dollar figures will be adjusted by the Cost-of-Living increase each January 1.
- Years of experience will transfer directly when employees are promoted to a higher position classification.

Director - Salaried/Exempt

Established annually by Board of Trustees

Administrative Assistant - Salaried/Exempt

Established annually by Board of Trustees

	1997	(+3%) 1998	(+1%) 1999	(+%) 2000	(+%) 2001
Manager (Branch/Department) - Hourly/Non-exempt: Range: \$7.86-9.94					
Start	7.55	7.78	7.86		
90 Day +.15	7.70	7.93	8.01		
1 Year +.15	7.85	8.09	8.17		
2 Year +.15	8.00	8.24	8.32		
3 Year +.55	8.55	8.81	8.90		
4 Year +.50	9.05	9.32	9.41		
5 Year +.50	9.55	9.84	9.94		
Clerk - Hourly/Non-exempt: Range \$6.77-8.85					
Start	6.50	6.70	6.77		
90 Day +.15	6.65	6.85	6.92		
1 Year +.15	6.80	7.00	7.07		
2 Year +.15	6.95	7.16	7.23		
3 Year +.55	7.50	7.73	7.81		
4 Year +.50	8.00	8.24	8.32		
5 Year +.50	8.50	8.76	8.85		
Custodian - Hourly/Non-exempt: Range \$6.50-8.58					
Start	6.25	6.44	6.50		
90 Day +.15	6.40	6.59	6.66		
1 Year +.15	6.55	6.75	6.82		
2 Year +.15	6.70	6.90	6.97		
3 Year +.55	7.25	7.47	7.54		
4 Year +.50	7.75	7.98	8.06		
5 Year +.50	8.25	8.50	8.58		
Page/Temporary Part-time - Hourly/Non-exempt: Minimum Wage					
				5.15	

**1998 STATISTICS FOR NORTH MADISON
COUNTY PUBLIC LIBRARY SYSTEM**

Elwood total items circulated : 95, 977. A 7% decrease from 1997.

Frankton total items circulated : 37, 459. A 4% increase from 1997.

Hazelbaker total items circulated : 22, 164. A 5% increase from 1997.

Patron Traffic : 95, 978 . A 1% increase in patron traffic from 1997in Elwood.

Patron Traffic : 5, 487 Frankton (Oct. on)

Patron Traffic : 3, 916 Hazelbaker (Sep. on)

Reference Questions :

Elwood : 2, 111

Frankton : 114 (stats. from Oct. on)

H'Bak : 382 (stats. from Sep. on)

Patron Assistance :

Elwood : 10, 633

Frankton : 505 (stats. from Oct. on)

H'Bak : 724 (stats. from Sep. on)

Computer Usage :

Elwood Adult : 1, 902

Elwood Juv. : 3, 115

Frankton : 437 (stats. from Aug. on)

H'Bak : 397 (stats. from Sep. on)

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

MONTHLY STATISTICS

	Dec 1997	Dec 1998	Amount of change	Percent of change	YTD
ELWOOD					
Adult	2690	2476	-214	-7%	37299
Juv.	2012	1945	-67	-3%	25963
Y.A.	96	82	-14	-14%	1461
Per.	290	260	-30	-10%	4285
Audio	235	173	-62	-26%	2233
Video	1707	1751	+44	+2%	22595
TOTAL	7030	6687	-343	-4%	95977
FRANKTON					
Adult	843	849	+6	0%	13251
Juv.	602	598	-4	0%	9735
Y.A.	0	36	+36	+100%	185
Per.	173	201	+28	+16%	5190
Audio	8	15	+7	+87%	211
Video	1037	808	-229	-22%	10887
TOTAL	2663	2507	-156	-5%	37459
HAZELBAKER					
Adult	558	585	+27	+4%	5510
Juv.	278	366	+88	+31%	5085
Y.A.	0	28	+28	+100%	152
Per.	95	112	+17	+17%	1487
Audio	13	17	+4	+30%	253
Video	463	361	-102	-22%	5557
TOTAL	1407	1469	+62	+4%	22154
SYSTEM					
Adult	4091	3910	-181	-4%	59170
Juv.	2892	2909	+17%	0%	42733
Y.A.	96	146	+50	+52%	1788
Per.	558	573	+15	+2%	9562
Audio	256	205	-51	-19%	3307
Video	3207	2920	-287	-9%	39040
TOTAL	11100	10663	-337	-3%	155800
	ELWOOD	FRANKTON	HAZELBAKER		
PAT. TRAF.	6542	1573	853		
REF	185	37	60		
PAT. ASSIS.	951	117	87		
COMP. USAGE	A. 214 J. 288	43	79		
PROGRAM.	19/ 236	2/22	288		

The Herald Bulletin

P.O. BOX 1090 ♦ 1133 JACKSON STREET ♦ ANDERSON, IN 46015 ♦ (317) 622-1212 ♦ FAX (317) 640-4820

REQUEST FOR NOTICE OF MEETINGS

Please send notices of all meetings covered by the Indiana Open Door Law to:

Name: Paula Bivens, Assistant City Editor

Organization: The Herald Bulletin

Address: P.O. Box 1090, Anderson, IN 46015

Phone: 765-640-4800 FAX: 765-640-4815

This request is intended to cover all boards, committees, sub-committees or other entities which are affiliated with your public agency and which are subject to the Indiana Open Door Law (IC 5-14-1.5-1 et. seq.).¹

Notices of meetings should indicate the date, time and place of the meeting and should be given at least 48 hours before the meeting. (Weekends and holidays do not count toward the 48-hour notice requirement.)

If an emergency meeting is called, news media that have requested notice of meetings must be given the same notice as members of the board or committee.

Notice of executive (closed) sessions must indicate the subject matter of the meeting with specific reference to the provision of the law which authorizes the closed meeting.

¹ Copies of a booklet discussing the Open Door Law are available from the Office of the Attorney General of Indiana, 219 State House, Indianapolis, IN 46204.

National City

National City Bank of Indiana
One National City Center
Indianapolis, IN 46255

December 22, 1998

North Madison County
Public Library System
124 North 16th Street
Elwood, IN. 46036

Attn: President

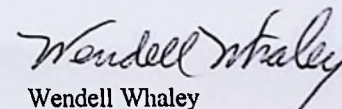
Dear President:

This letter is our notice to you that we intend to exercise our option to renew our lease on the property at 113 East Siglar Street, Frankton, Indiana.

According to paragraph number one (1), National City may renew the lease for an additional thirty-six (36) months.

Therefore, the lease will now expire on March 31, 2002.

Yours truly,


Wendell Whaley
Assistant Vice President
Properties Administration

WW/pjp

Financial Report
North Madison County Public Library System

Report Dates = **12/1/98 to 12/31/98**

<i>Fund</i>	<i>Start of year</i>	<i>Disbursements this month</i>	<i>Disbursements YTD</i>	<i>Receipts this month</i>	<i>Receipts YTD</i>	<i>Balance</i>
1. Operating Fund						
100 Operating Fund	\$233,194.57	\$41,241.08	\$609,583.54	\$229,034.10	\$721,890.94	\$255,501.97
105 Operating Fund Investment	\$0.00	\$0.00	\$80,000.00	\$0.00	\$80,000.00	\$0.00
Subtotal	\$233,194.57	\$41,241.08	\$779,583.54	\$229,034.10	\$801,890.94	\$255,501.97
2. Main						
103 Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
107 PLAC	\$239.00	\$0.00	\$518.00	\$22.00	\$389.00	\$110.00
110 LIRF Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$40,000.00	\$40,000.00
115 LIRF	\$15,363.05	\$0.00	\$40,000.00	\$0.00	\$45,966.87	\$21,329.92
120 Gift	\$11,698.71	\$214.60	\$6,924.64	\$121.10	\$6,390.21	\$11,164.22
130 Construction Fund	\$13,706.60	\$121,000.00	\$242,000.00	\$112,998.66	\$241,519.93	\$13,225.53
Subtotal	\$41,007.36	\$121,214.60	\$289,442.64	\$113,141.76	\$334,266.01	\$85,830.73
4. Withholding						
201 Federal Taxes Withheld	\$0.00	\$2,700.85	\$34,810.77	\$2,700.85	\$34,810.77	\$0.00
202 FICA	(\$0.03)	\$1,520.04	\$19,637.32	\$1,520.04	\$19,637.32	(\$0.03)
203 State Tax Withheld	\$0.00	\$807.54	\$10,404.16	\$807.54	\$10,404.16	\$0.00
204 County Taxes Withheld	\$0.00	\$182.65	\$2,341.74	\$182.65	\$2,341.74	\$0.00
205 PERF	\$0.00	\$1,725.45	\$7,389.18	\$570.87	\$7,439.00	\$49.82
206 Credit Union	\$0.00	\$3,174.56	\$41,045.28	\$3,174.56	\$41,045.28	\$0.00
207 Annuity	\$0.00	\$380.00	\$4,565.00	\$380.00	\$4,565.00	\$0.00
208 Insurance	\$0.00	\$614.10	\$5,704.74	\$614.10	\$5,704.74	\$0.00
209 Medicare	\$0.00	\$355.53	\$4,592.74	\$355.53	\$4,592.74	\$0.00
210 Other Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	(\$0.03)	\$11,460.72	\$130,490.93	\$10,306.14	\$130,540.75	\$49.79
Grand Total	\$274,201.90	\$173,916.40	\$1,199,517.11	\$352,482.00	\$1,266,697.70	\$341,382.49

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

**North Madison County
Public Library System**

**Mission Statement
and Long-range Plan**

"The mission of the North Madison County Public Library System is to provide prompt, courteous, and efficient library services to the public. In keeping with this mission, this library shall be the provider of a wide range of material in various forms to give each branch the ability to serve the needs of its patrons. It shall be the mission of this system to be a good steward to its tax-paying citizens by keeping current the collections held within each facility in order to lend strong cultural and educational basis for all. In keeping with these statements the library system shall further strive to be a cornerstone of each community it serves and will do so by looking forward into the new millennium by keeping abreast of the ever changing communications media."

(Adopted by NMCPLS Trustees, December 14, 1998)

Goals:

- To increase the number of card holders in the library system.
- To increase the number of books and reference materials in the collection.
- To collaborate with school libraries in the NMCPLS service area to promote better reference sources for students.
- To develop and support the scholarly use of computers for all ages.
- To conduct long-term strategic planning to combat illiteracy.
- To implement plans for both a foundation board and a guild.
- To better utilize our volunteer system.
- To expand the Frankton Library.

NMCPLS Technology Plan • 1999-2001

The North Madison County Public Library System (NMCPLS) is comprised of three facilities, each located in a separate community. The Elwood Public library serves as the cornerstone facility and provides support to each of two branches – Frankton Community Library, and the Ralph E. Hazelbaker Library in Summitville.

NMCPLS faces some peculiar challenges. The three facilities are separated by as much as 18 miles. The system serves residents in five townships which include three school systems. One of the three school systems (Madison-Grant) crosses county and library service boundaries. And, although Elwood & Summitville are covered by Ameritech telephone service, Frankton is covered by GTE.

NMCPLS has made rapid strides in information technology (IT) development over the past three years. Much of the development has been stimulated by new (or newly renovated) facilities at the Elwood and Summitville locations. Although the conditions of the Frankton Community Library also have improved over the past few years, IT development there is restricted by serious space confinements. (NMCPLS Board of Trustees continues to monitor the availability of alternative facilities in that community.)

First generation automation – CD-ROM driven system – was established with the opening of the totally new Elwood facility in 1997. Installation was completed at the branches in early 1998. Completion of an upgrade to an integrated system in all facilities is slated for mid-1999. Further details of IT development planned for the years 1999-2001 follow.

I. Goals

A. Year 1 (1999)

1. Designate & fund a full-time staff position dedicated to technology development.
2. Upgrade computerized catalog & circulation to meet/exceed current automation standards established by the Indiana Library & Historical Board.
3. Identify and eliminate potential millennium bugs.
4. Increase number of Internet connections for public access.
5. Develop disaster recovery plans for equipment which provides and/or supports information technology (IT).

B. Year 2 (2000)

1. Prioritize maintenance and replacement for IT equipment for budgeting purposes.
2. Develop local area networks within each of the three system facilities.
3. Develop relationships with public school system media specialists and information systems personnel to facilitate shared resources.
4. Establish a presence on the world wide web.

C. Year 3 (2001)

1. Develop a wide-area network between the branches and the main library.
2. Evaluate emerging technology for possible integration within the library system.
3. Review the long-range plan, including the technology plan and prepare a revision.

II. Training

A. Year 1 (1999)

1. Requires the addition of one full-time employee, development of a position description, appropriate orientation and training.
2. All staff will be trained in the use of upgraded automated public access catalog and automated circulation system.
3. Staff persons dedicated to technology development will be responsible for identifying/eliminating potential Y2K problems.
4. Staff will receive on-going, introductory level training in access and use of Internet resources. Any training which cannot be attained in-house will be obtained through INCOLSA, ILF, the State Library, or other qualified sources.
5. All staff will be trained in-house to perform simple, routine maintenance procedures (e.g., scandisk, defragmenting, cleaning hardware exterior) and disaster recovery techniques.

B. Year 2 (2000)

1. No training necessary.
2. All staff will receive in-house training on LAN features.
3. No training necessary.
4. All staff will receive intermediate to advanced level training in the access and use of Internet resources. In addition, at least one full-time staff member of each department will be trained in the development of web pages. Any training which cannot be attained in-house will be obtained through INCOLSA, ILF, the State Library, or other qualified sources.

C. Year 3 (2001)

1. All staff will receive in-house training on WAN features.
2. Designated staff will receive some initial training in specific emerging technologies to make recommendations regarding potential incorporation by the library system. Any training which cannot be attained in-house will be obtained through INCOLSA, ILF, the State Library, or other qualified sources.
3. No training necessary.

III. Assessment of Current Inventory and Needs

All facilities are served by Bibliofile CD Rom-driven automated catalog and circulation system. The server is located at Elwood, along with three cataloging computers. All IT equipment & services will be reviewed in the quarterly evaluations. (See Sec. V)

Elwood Facility

- Staff access PC's: 5 IBM compatible running Windows '95.
- Public access PC's: 9 IBM compatible PC's; varied software for all ages.
- One dial-up Internet connection for public access.
- Three public access computerized catalog stations, and three computerized circulation stations.
- There are three dedicated telephone lines serving this facility – one serving the Partner II telephone system for voice communication; one for the single Internet dial-up connection; and a third shared by two modems and one FAX machine, although only one device may be used at any given time.
- This building also has jacks for cable TV reception in the meeting room and two smaller programming areas.

Frankton Facility: The Frankton facility now has as many automated circulation & catalog stations, and public access computers as can be accommodated. A LAN will allow shared peripherals, a WAN "real-time" connectivity to the other two facilities.

- Staff & public access PC's: 4 IBM compatible PC's running Windows '95; varied software for all ages .
- One dial-up Internet connection for public access.
- One public access computerized catalog stations, and one computerized circulation stations.
- There are three dedicated telephone lines serving this facility – one serving the single telephone for voice communication , one for a single FAX machine, one for the single Internet dial-up connection.

Summitville Facility: The Summitville facility will similarly benefit from the proposed LAN & WAN. An expansion of the facility completed in 1997 can accommodate a number of additional PC workstations.

- Staff & public access PC's: 3 IBM compatible running Windows 95, one IBM compatible runs Windows 3.11, and one Macintosh machine running Mac.System 7.5. All include varied software for all ages.
- One dial-up Internet connection for public access.
- One public access computerized catalog stations, and one computerized circulation stations.
- There are three dedicated telephone lines serving this facility – one serving the single telephone for voice communication , one for a single FAX machine, one for the single Internet dial-up connection.

A. Year 1 (1999)

Necessary hardware & software for automation upgrade has been delineated by the vendor, The Library Corporation. Because the same vendor provided hardware & software for the current system, company representatives have worked with NMCPLS staff to determine what equipment must be replaced and what can continue to be used with the upgrade. However, internal cabling probably will be necessary at the Frankton facility. If so, any necessary cabling for a LAN will be done at the same time. Internet connections are anticipated to continue as dial-up access to the current Internet Service Provider.

B. Year 2 (2000)

Cabling, hubs, network cards, etc., must be acquired in order to develop a local area network within each of the three system facilities.

C. Year 3 (2001)

In order to develop a wide-area network between the branches and the main library. Server(s), routers, cabling, etc., will need to be purchased. A change in connectivity/bandwidth may be necessary for WAN support.

IV. Budget

In general, the library will actively seek additional/alternative funding to support IT development. The library will apply for the Indiana Technology Grant for Public Libraries, Universal Service Fund Discounts, and other grants as appropriate. Donors will be encouraged to designate gifts for IT development.

A. Year 1 (1999)

Goal 1. Wages for staff position dedicated to technology development will be written into Operating Budget for the year 2000 (prepared in 1999).

- **Training:** Expenses for any required training will be accommodated by the Operating Budget.
- **Equipment:** None needed.

Goal 2.

- **Training:** Training is included in automation upgrade expense.
- **Equipment:** Upgrade of automated cataloging & circulation will be funded through LIRF in 1999 Operating Budget.

Goal 3.

- **Training:** Any necessary training expense will be covered by the Operating Budget line-item for Professional Meetings.
- **Equipment:** Moneys will be requested through the Indiana Technology Grants for Public Libraries to address Y2K problems.

Goal 4.

- **Training:** Any necessary training expense will be covered by the Operating Budget line-item for Professional Meetings.
- **Equipment:** Moneys will be requested through the Indiana Technology Grants for Public Libraries to increase the number of Internet connections for public access.

Goal 5.

- **Training:** No cost other than staff time.
- **Equipment:** None.

B. Year 2 (2000)**Goal 1.** No cost other than staff time.

- **Training:** None.
- **Equipment:** None.

Goal 2.

- **Training:** No cost other than staff time.
- **Equipment:** The library will actively seek additional funding to develop and sustain local area networks in the three facilities. Sources may include grants (including the Indiana Technology Grant for Public Libraries), Universal Services Fund discounts, gift moneys, etc. However, NMCPLS is prepared to underwrite the entire expense of LANs through operating budget if necessary.

Goal 3.

- **Training:** No cost other than staff time.
- **Equipment:** None.

Goal 4.

- **Training:** Alternative funding and/or Operating Budget moneys will be used to support any training which cannot be attained in-house.
- **Equipment:** No additional equipment should be required.

C. Year 3 (2001)**Goal 1.**

- **Training:** Staff time only.
- **Equipment:** The library will actively seek additional funding to develop and sustain a wide area network between the three facilities. Sources may include grants (including the Indiana Technology Grant for Public Libraries), Universal Services Fund discounts, gift moneys, etc. However, NMCPLS is prepared to underwrite the expense of a WAN through the Operating Budget if required.

Goal 2.

- **Training:** Alternative funding and/or Operating Budget moneys will be used to support any training which cannot be attained in-house. As needed, other training would be obtained through INCOLSA, ILF, the State Library, or other qualified sources.
- **Equipment:** Funding would need to be identified for potential purchases so appropriate expenditures could be budgeted for 2002 (prepared 2001).

Goal 3. No costs other than staff time.

- **Training:** No training necessary.
- **Equipment:** None

V. Evaluation

The previous technology plan (1998) was the first formal, written plan for IT development within the NMCPLS. That plan was evaluated in advance of preparing the current document. The following checklist shows status of objectives for the first two years of the 1998 Technology Plan. Although one objective for 1998 was deferred to 1999; three objectives for 1999 were achieved a year earlier than anticipated. All other objectives were folded into this plan.

Objective	For	Achieved?
Provide public PC workstations in all facilities with a variety of software applications for users of all ages.	1998	Yes
Complete system-wide automation of cataloging & circulation.	1998	Yes – upgrade anticipated in 1999.
Initiate staff training through sessions offered by INCOLSA, ILF, the State Library, and other qualified sources.	1998	Yes
Provide staff access to the Internet for reference and professional development.	1998	One connection in each facility for staff & public.
Develop criteria for evaluation of software purchases.	1998	Dept. Mgrs. given autonomy to purchase.
Explore possibilities for free Internet access for the public.	1998	One connection in each facility for staff & public, charge for printing only.
Allocate funding for a full-time Technology Manager.	1998	Deferred to 2000
Meet or exceed current library automation standards established by the Indiana Library & Historical Board.	1999	Remains a goal for 1999.
Adopt an acceptable use policy for public Internet access.	1999	Yes, in 1998.
Provide free Internet access for the public under policies and procedures established by the NMCPLS Board of Trustees.	1999	Yes, in 1998.
Provide the public educational opportunities in the use of information technology.	1999	Yes, informally.

Goals which had been general and long-term in the previous plan, now have been addressed specifically for each year covered. Under the 1999-2001 plan, evaluation will be conducted quarterly. The Director will report to the Board of Trustees at their regularly scheduled meetings in months of March, June, September and December. Reports will present progress of established goals in a narrative format.

One anticipated responsibility of the staff member dedicated to technology development, will be to identify appropriate data for collection and develop methodology for doing so. This should promote increasingly definitive evaluation. And, in turn, will aid the planning process for years 2001 and beyond.

Appropriation Report for 100 Operating Fund

North Madison County Public Library System

Report Date: From 12/1/98 To 12/31/98

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>1. Personal Services</i>							
1.11 Salary of Director	\$30,000.00	\$0.00	\$30,000.00	\$2,307.68	\$29,999.84	\$0.16	100.0
1.12 Salary of Assistants	\$260,874.00	\$12,600.00	\$273,474.00	\$21,027.73	\$273,444.65	\$29.35	100.0
1.13 Wages of Janitor	\$21,794.00	(\$8,500.00)	\$13,294.00	\$1,181.25	\$13,281.45	\$12.55	99.9
1.14 *Employee Benefits	\$1,500.00	(\$560.00)	\$940.00	\$0.00	\$909.90	\$30.10	96.6
1.15 Payroll Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
1.16 Empl.Share FICA&Medicare	\$23,690.00	\$400.00	\$24,090.00	\$1,875.57	\$24,230.06	(\$140.06)	100.6
1.18 Emp Cont: PERF	\$27,870.00	(\$5,200.00)	\$22,670.00	\$4,973.75	\$21,610.87	\$1,059.13	99.9
1.19 Emp Cont Group Ins	\$8,000.00	(\$2,150.00)	\$5,850.00	\$716.49	\$5,832.98	\$17.02	99.7
1.2 Other	\$0.00	\$89.70	\$89.70	\$0.00	\$89.70	\$0.00	100.0
Subtotal	\$373,728.00	(\$3,320.30)	\$370,407.70	\$32,082.47	\$369,399.45	\$1,008.25	99.7
<i>2. Supplies</i>							
2.1 Off.Supp/void	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
2.12 Stationary & Supplies	\$750.00	\$0.00	\$750.00	\$30.00	\$742.39	\$7.61	99.0
2.13 *Other Office Supplies	\$8,000.00	\$70.00	\$8,070.00	\$685.61	\$8,064.06	\$5.94	99.9
2.2 Oper.Supp/void	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
2.21 Cleaning & Sanitation Supplies	\$2,200.00	(\$1,050.00)	\$1,150.00	\$134.36	\$1,117.22	\$32.78	97.1
2.22 *Other Operating Supplies	\$4,500.00	\$1,980.00	\$6,480.00	\$378.85	\$6,467.19	\$12.81	99.9
2.23 Fuel, Oil and Lubricants	\$50.00	\$0.00	\$50.00	\$0.00	\$37.71	\$12.29	75.4
2.24 Bldg. Matl. And Supplies	\$500.00	(\$500.00)	\$0.00	\$0.00	\$0.00	\$0.00	#Num!

<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>
2.25 Paint and painting supplies	\$100.00	(\$100.00)	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
2.26 Repair Parts/Maintenance	\$500.00	\$250.00	\$750.00	\$15.00	\$748.91	\$1.09	99.9
2.27 Other Repair & mainten.supplies	\$0.00	\$900.00	\$900.00	\$90.00	\$896.49	\$3.51	99.6
2.3 Other Supplies	\$0.00	\$450.00	\$450.00	\$14.85	\$439.63	\$10.37	97.7
2.31 Book Processing	\$2,500.00	\$50.00	\$2,550.00	\$0.00	\$2,510.13	\$39.87	98.4
2.32 Automation	\$20,000.00	\$8,700.00	\$28,700.00	\$0.00	\$28,683.00	\$17.00	99.9
2.41 Processing Supplies	\$0.00	\$2,000.00	\$2,000.00	\$0.00	\$1,970.33	\$29.67	98.5
Subtotal	\$39,100.00	\$12,750.00	\$51,850.00	\$1,348.67	\$51,677.06	\$172.94	99.7

2. Supplies

2.11 Official Records	\$1,500.00	(\$500.00)	\$1,000.00	\$0.00	\$961.68	\$38.32	96.2
Subtotal	\$1,500.00	(\$500.00)	\$1,000.00	\$0.00	\$961.68	\$38.32	96.2

3. Other Services and Charge

3.1 Prof.Serv./void	\$0.00	(\$15.00)	(\$15.00)	\$0.00	(\$15.00)	\$0.00	100.0
3.11 Consulting Services	\$1,000.00	(\$950.00)	\$50.00	\$0.00	\$24.00	\$26.00	48.0
3.12 Legal Services	\$5,000.00	(\$4,400.00)	\$600.00	\$0.00	\$578.50	\$21.50	96.4
3.13 *Other Professional Services	\$10,000.00	\$2,820.00	\$12,820.00	\$381.96	\$12,815.54	\$4.46	100.0
3.2 Communication & Transportation	\$0.00	\$30.00	\$30.00	\$0.00	\$30.00	\$0.00	100.0
3.21 Telephone & Telegraph	\$6,000.00	\$1,940.00	\$7,940.00	\$715.82	\$7,939.98	\$0.02	100.0
3.22 Postage & UPS	\$1,800.00	\$0.00	\$1,800.00	\$4.45	\$1,780.51	\$19.49	98.9
3.23 Traveling Expense	\$1,000.00	\$1,010.00	\$2,010.00	\$147.00	\$2,003.20	\$6.80	99.7
3.24 Professional Meetings	\$1,000.00	\$1,200.00	\$2,200.00	\$12.00	\$2,199.40	\$0.60	100.0
3.26 Programing	\$2,000.00	(\$400.00)	\$1,600.00	\$60.36	\$1,589.00	\$11.00	99.3
3.3 Printing & Advertising	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.31 Advertising & Public Notices	\$250.00	\$50.00	\$300.00	\$0.00	\$292.81	\$7.19	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>
3.4 Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.41 Official Bonds	\$300.00	\$0.00	\$300.00	\$0.00	\$300.00	\$0.00	100.0
3.42 Other Insurance	\$9,000.00	(\$2,290.00)	\$6,710.00	\$147.00	\$6,707.00	\$3.00	100.0
3.51 Gas	\$9,500.00	(\$4,400.00)	\$5,100.00	\$56.67	\$5,070.99	\$29.01	99.4
3.52 Electricity	\$20,000.00	\$1,000.00	\$21,000.00	\$1,555.18	\$21,271.13	(\$271.13)	101.3
3.53 Water	\$2,000.00	\$215.00	\$2,215.00	\$204.70	\$2,212.13	\$2.87	99.9
3.54 Waste Disposal Services	\$250.00	\$100.00	\$350.00	\$8.66	\$297.33	\$52.67	85.0
3.6 Repairs & Maint/void	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.61 Bldg. & Structure/Maint.	\$4,000.00	\$5,300.00	\$9,300.00	\$0.00	\$9,298.56	\$1.44	100.0
3.62 Equipment	\$1,500.00	(\$800.00)	\$700.00	\$7.00	\$673.22	\$26.78	96.2
3.7 Rentals	\$0.00	\$0.00	\$0.00	\$0.00	\$1,375.00	(\$1,375.00)	#Div0!
3.72 Equipment/Rental	\$2,000.00	(\$1,050.00)	\$950.00	\$245.09	\$934.35	\$15.65	98.4
3.8 Dues	\$100.00	\$600.00	\$700.00	\$0.00	\$653.22	\$46.78	93.3
3.81 Taxes	\$2,800.00	\$150.00	\$2,950.00	\$0.00	\$2,932.81	\$17.19	99.4
3.9 Transfer to LIRF	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$10,000.00	\$0.00	100.0
Subtotal	\$89,500.00	\$110.00	\$89,610.00	\$3,545.89	\$90,963.68	(\$1,353.68)	101.5

4. Capitol Outlays

4.1 Land Buildings Improvements	\$25,000.00	(\$13,000.00)	\$12,000.00	\$0.00	\$12,000.00	\$0.00	100.0
4.2 Furniture & Equipment	\$2,500.00	\$4,000.00	\$6,500.00	\$0.00	\$6,392.45	\$107.55	98.3
4.31 Elwood Adult	\$25,000.00	\$470.50	\$25,470.50	\$1,605.22	\$25,463.49	\$7.01	100.0
4.32 Elwood Childrens	\$9,000.00	\$920.00	\$9,920.00	\$308.15	\$9,918.44	\$1.56	100.0
4.33 Elwood YA	\$2,000.00	(\$235.00)	\$1,765.00	\$25.00	\$1,761.26	\$3.74	99.8
4.34 Frankton	\$12,000.00	\$570.00	\$12,570.00	\$0.00	\$12,564.90	\$5.10	100.0
4.35 Summitville	\$12,000.00	(\$544.70)	\$11,455.30	\$813.62	\$11,453.12	\$2.18	100.0

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
4.4 Periodicals & Newspapers	\$7,000.00	(\$460.00)	\$6,540.00	\$263.56	\$6,461.70	\$78.30	98.8
4.51 Elwood AV	\$5,200.00	\$627.34	\$5,827.34	\$924.56	\$5,632.90	\$194.44	95.7
4.52 Frankton AV	\$2,000.00	(\$6.30)	\$1,993.70	\$133.70	\$1,985.27	\$8.43	99.6
4.53 Summitville AV	\$2,000.00	\$292.03	\$2,292.03	\$93.04	\$2,285.89	\$6.14	99.7
Subtotal	\$103,700.00	(\$7,366.13)	\$96,333.87	\$4,166.85	\$95,919.42	\$414.45	99.6
Grand Total	\$607,528.00	\$1,673.57	\$609,201.57	\$41,143.88	\$608,921.29	\$280.28	100.0

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

Register Of Claims

North Madison County Public Library System

Report Date: From 12/1/98 To 12/31/98

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	1382	MIDWEST LIBRARY SALES	Operating Fund	Frankton AV	(\$97.65)	12/23/98	VOID CHECK #17648 VENDOR SHOULD HAVE BEEN MIDW/EXCHANGE
			Operating Fund	Elwood AV	(\$727.10)		
				Total this claim	(\$824.75)		
0	1391	PUBLIC EMP.RETIREMENT FU				12/30/98	
				Total this claim			
0	1390	PUBLIC EMP.RETIREMENT FU				12/30/98	
				Total this claim			
0	1389	PUBLIC EMP.RETIREMENT FU				12/30/98	
				Total this claim			
0	1388	voided voucher				12/30/98	
				Total this claim			

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	1387	voided voucher	PERF	Payroll Deductions	\$0.00	12/30/98	To correct account - Voucher no.1181
			Operating Fund	Emp Cont PERF	\$0.00		
			PERF	Payroll Deductions	\$0.00		
			Operating Fund	Emp Cont PERF	\$0.00		
			Operating Fund	Emp Cont PERF	\$0.00		
			PERF	Payroll Deductions	\$0.00		
			PERF	Payroll Deductions	\$0.00		
			Operating Fund	Emp Cont PERF	\$0.00		
			Operating Fund	Emp Cont PERF	\$0.00		
			PERF	Payroll Deductions	\$0.00		
			PERF	Payroll Deductions	\$0.00		
			Operating Fund	Emp Cont PERF	\$0.00		
			Operating Fund	Emp Cont PERF	\$0.00		
			PERF	Payroll Deductions	\$0.00		
			PERF	Payroll Deductions	\$0.00		
			Operating Fund	Emp Cont PERF	\$0.00		
			Operating Fund	Emp Cont PERF	\$0.00		
			PERF	Payroll Deductions	\$0.00		
			PERF	Payroll Deductions	\$0.00		
			Operating Fund	Emp Cont PERF	\$0.00		
				Total this claim	\$0.00		
0	1372	PAYROLL	Operating Fund	Salary of Director	\$1,153.84	12/23/98	PAYROLL
			Operating Fund	Salary of Assistants	\$10,562.69		
			Operating Fund	Wages of Janitor	\$602.86		
				Total this claim	\$12,319.39		
0	1385	APAB TERMITE & PEST CONT	Operating Fund	Cleaning & Sanitation Supplies	(\$20.00)	12/30/98	VOID CHECK - WRONG PAYMENT
			Operating Fund	*Other Operating Supplies	(\$7.00)		
				Total this claim	(\$27.00)		
0	1387	APAB TERMITE & PEST CONT		Total this claim		12/14/98	

<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	1353	PAYROLL	Operating Fund	Salary of Director	\$1,153.84	12/14/98	PAYROLL
			Operating Fund	Salary of Assistants	\$10,465.04		
			Operating Fund	Wages of Janitor	\$578.39		
				Total this claim	<u>\$12,197.27</u>		
0	1312	BAKER & TAYLOR				12/14/98	
				Total this claim			
0	1373	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$942.45	12/23/98	p/r 12-23-98
			FICA	Payroll Deductions	\$763.80		
			Federal Taxes Withheld	Payroll Deductions	\$1,358.86		
			Medicare	Payroll Deductions	\$178.65		
				Total this claim	<u>\$3,243.76</u>		
0	1392	PUBLIC EMP.RETIREMENT FU	Operating Fund	Emp Cont PERF	(\$5,785.00)	12/30/98	To correct account on voucher#1181
			PERF	Payroll Deductions	(\$1,983.43)		
			PERF	Payroll Deductions	\$15.05		
			Operating Fund	Emp Cont PERF	\$49.97		
			Operating Fund	Emp Cont PERF	\$5,785.00		
			PERF	Payroll Deductions	\$1,983.43		
			PERF	Payroll Deductions	\$0.00		
			Operating Fund	Emp Cont PERF	(\$65.02)		
				Total this claim	<u>\$0.00</u>		
17749	1317	CITY WATER & SEWAGE DEP	Operating Fund	Water	\$160.34	12/9/98	
				Total this claim	<u>\$160.34</u>		
17750	1355	INDIANA DEFERRED COMPEN	Annuity	Payroll Deductions	\$190.00	12/9/98	
				Total this claim	<u>\$190.00</u>		
17751	1356	MADISON COUNTY SCHOOL E	Credit Union	Payroll Deductions	\$1,584.85	12/9/98	
				Total this claim	<u>\$1,584.85</u>		
17752	1314	AMERICAN STATES INSURAN	Operating Fund	Other Insurance	\$147.00	12/14/98	
				Total this claim	<u>\$147.00</u>		
17753	1339	AMERITECH	Operating Fund	Telephone & Telegraph	\$227.06	12/14/98	
			Operating Fund	Telephone & Telegraph	\$148.25		
				Total this claim	<u>\$375.31</u>		
17754	1313	ARAB TERMITE & PEST CONT	Operating Fund	Cleaning & Sanitation Supplies	\$20.00	12/14/98	
			Operating Fund	*Other Operating Supplies	\$7.00		
				Total this claim	<u>\$27.00</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>
17755	1358	AT&T	Operating Fund	Telephone & Telegraph	\$24.40	12/14/98	
				Total this claim	\$24.40		
17756	1340	AUDIO VISUAL COMMUNICATI	Operating Fund	*Other Professional Services	\$109.00	12/14/98	
				Total this claim	\$109.00		
17757	1316	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$953.16	12/14/98	
			Operating Fund	Elwood Childrens	\$108.20		
			Operating Fund	Elwood YA	\$25.00		
			Operating Fund	Summitville	\$750.00		
			Operating Fund	Summitville AV	\$93.04		
			Operating Fund	Other	\$97.20		
			Gift	Elwood Adult	\$26.96		
			Operating Fund	Elwood AV	\$56.31		
				Total this claim	\$2,109.87		
17758	1315	BARBARA SNIPES	Operating Fund	Traveling Expense	\$40.00	12/14/98	
			Operating Fund	Programing	\$6.45		
				Total this claim	\$46.45		
17759	1369	BRODERBUND SOFTWARE	Operating Fund	Elwood Adult	\$100.00	12/14/98	
				Total this claim	\$100.00		
17760	1368	DIANA L. SHEPARD	Operating Fund	*Other Operating Supplies	\$29.86	12/14/98	
			Operating Fund	Postage & UPS	\$4.45		
				Total this claim	\$34.31		
17761	1318	DICK'S LOCKSMITHING	Operating Fund	*Other Professional Services	\$20.00	12/14/98	
				Total this claim	\$20.00		
17762	1354	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$933.12	12/9/98	P/R 12-9-98
			FICA	Payroll Deductions	\$756.24		
			Federal Taxes Withheld	Payroll Deductions	\$1,341.99		
			Medicare	Payroll Deductions	\$176.88		
				Total this claim	\$3,208.23		
17763	1364	VOIDED VOUCHER	Operating Fund	Periodicals & Newspapers	\$85.00	12/14/98	
			Operating Fund	Periodicals & Newspapers	\$75.60		
				Total this claim	\$160.60		
17764	1343	VOIDED VOUCHER				12/14/98	
				Total this claim			
17765	1319	EVANSVILLE MUSEUM OF AR	Operating Fund	Elwood Adult	\$14.50	12/14/98	
				Total this claim	\$14.50		

<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>
17766	1350	FOREST PRESS	Operating Fund	Elwood Adult	\$80.00	12/14/98	
				Total this claim	<u>\$80.00</u>		
17767	1351	GALE RESEARCH	Operating Fund	Elwood Adult	\$288.18	12/14/98	
				Total this claim	<u>\$288.18</u>		
17768	1320	GLENNA STEWART	Operating Fund	Traveling Expense	\$38.00	12/14/98	
				Total this claim	<u>\$38.00</u>		
17769	1359	GTE	Operating Fund	Telephone & Telegraph	\$178.47	12/14/98	
				Total this claim	<u>\$178.47</u>		
17770	1321	HARRIS INFOSOURCE	Operating Fund	Elwood Adult	\$104.90	12/14/98	
				Total this claim	<u>\$104.90</u>		
17771	1342	HEINEMANN LIBRARY	Operating Fund	Elwood Childrens	\$199.95	12/14/98	
				Total this claim	<u>\$199.95</u>		
17772	1323	HORTON'S & SONS OF ELWO	Operating Fund	Other Repair & mainten.supplies	\$90.00	12/14/98	
			Operating Fund	Repair Parts/Maintenance	\$15.00		
			Operating Fund	Other Supplies	\$14.85		
				Total this claim	<u>\$119.85</u>		
17773	1322	HP PRODUCTS	Operating Fund	Cleaning & Sanitation Supplies	\$67.37	12/14/98	
				Total this claim	<u>\$67.37</u>		
17774	1362	IDLEWINE LAWNMOWER SAL	Operating Fund	*Other Professional Services	\$30.56	12/14/98	As Per Attached Invoices
				Total this claim	<u>\$30.56</u>		
17775	1345	INCOLSA	Operating Fund	Stationary & Supplies	\$30.00	12/14/98	
				Total this claim	<u>\$30.00</u>		
17776	1326	INDIANA GAS COMPANY	Operating Fund	Gas	\$56.67	12/14/98	
				Total this claim	<u>\$56.67</u>		
17777	1365	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$36.96	12/14/98	
				Total this claim	<u>\$36.96</u>		
17778	1344	INDIANAPOLIS NEWSPAPERS	Operating Fund	Periodicals & Newspapers	\$102.96	12/14/98	
				Total this claim	<u>\$102.96</u>		
17779	1324	INDYNET	Operating Fund	*Other Professional Services	\$15.00	12/14/98	
			Operating Fund	*Other Professional Services	\$30.00		
			Operating Fund	*Other Professional Services	\$15.00		
				Total this claim	<u>\$60.00</u>		
17780	1325	INSPIRATIONAL BOOK DISTR.	Operating Fund	Elwood Adult	\$9.49	12/14/98	
				Total this claim	<u>\$9.49</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>
17781	1363	JIM'S MASTER LOCKSMITH	Operating Fund	*Other Professional Services	\$42.40	12/14/98	
				Total this claim	<u>\$42.40</u>		
17782	1329	K MART	Operating Fund	Cleaning & Sanitation Supplies	\$66.99	12/14/98	
			Gift	Summitville	\$187.64		
			Operating Fund	Elwood AV	\$76.90		
				Total this claim	<u>\$331.53</u>		
17783	1331	LEXIS LAW PUBLISHING	Operating Fund	Elwood Adult	\$54.99	12/14/98	
				Total this claim	<u>\$54.99</u>		
17784	1330	LIBRARY CORPORATION, THE	Operating Fund	*Other Office Supplies	\$68.00	12/14/98	
				Total this claim	<u>\$68.00</u>		
17785	1360	LUCENT TECHNOLOGIES	Operating Fund	Telephone & Telegraph	\$137.64	12/14/98	
				Total this claim	<u>\$137.64</u>		
17786	1346	MARVIN SAUBERT	Operating Fund	*Other Professional Services	\$120.00	12/14/98	
				Total this claim	<u>\$120.00</u>		
17787	1332	MIDWEST TAPE	Operating Fund	Elwood AV	\$390.05	12/14/98	
				Total this claim	<u>\$390.05</u>		
17788	1347	PEERLESS ELECTRIC SUPPL	Operating Fund	*Other Operating Supplies	\$279.64	12/14/98	
				Total this claim	<u>\$279.64</u>		
17789	1333	PITNEY BOWES	Operating Fund	*Other Office Supplies	\$49.95	12/14/98	
				Total this claim	<u>\$49.95</u>		
17790	1334	POPULAR SUBSCRIPTION SE	Operating Fund	Programing	\$21.50	12/14/98	
				Total this claim	<u>\$21.50</u>		
17791	1336	PRODUCT DEVELOP.CORP.	Operating Fund	Programing	\$32.41	12/14/98	
				Total this claim	<u>\$32.41</u>		
17792	1335	QUILL CORPORATION	Operating Fund	*Other Office Supplies	\$290.18	12/14/98	
				Total this claim	<u>\$290.18</u>		
17793	1361	RAMSAY BUSINESS PRODUC	Operating Fund	*Other Office Supplies	\$277.48	12/14/98	
				Total this claim	<u>\$277.48</u>		
17794	1341	SHARON FOUTS	Operating Fund	Traveling Expense	\$69.00	12/14/98	
				Total this claim	<u>\$69.00</u>		
17795	1352	SIMON & SCHUSTER	Operating Fund	Summitville	\$63.62	12/14/98	
				Total this claim	<u>\$63.62</u>		
17796	1366	SPECIALTY STORE SERVICES	Operating Fund	*Other Operating Supplies	\$69.35	12/14/98	
				Total this claim	<u>\$69.35</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>
17797	1337	STATE CHEMICAL MANUFACT	Operating Fund	Equipment/Rental	\$180.27	12/14/98	
				Total this claim	<u>\$180.27</u>		
17798	1348	TOWN OF FRANKTON	Operating Fund	Electricity	\$64.71	12/14/98	
			Operating Fund	Water	\$7.40		
			Operating Fund	Waste Disposal Services	\$8.66		
				Total this claim	<u>\$80.77</u>		
17799	1338	UNITOG RENTAL SERVICES	Operating Fund	Equipment/Rental	\$64.82	12/14/98	
				Total this claim	<u>\$64.82</u>		
17802	1380	AMERICAN ELECTRIC POWER	Operating Fund	Electricity	\$1,148.37	12/23/98	
			Operating Fund	Electricity	\$12.54		
			Operating Fund	Electricity	\$329.56		
				Total this claim	<u>\$1,490.47</u>		
17803	1377	CITY OF ELWOOD NON-REVE	Operating Fund	Emp Cont Group Ins	\$716.49	12/23/98	
			Insurance	Emp Cont Group Ins	\$614.10		
				Total this claim	<u>\$1,330.59</u>		
17804	1381	DICK'S LOCKSMITHING	Operating Fund	Equipment	\$7.00	12/23/98	
				Total this claim	<u>\$7.00</u>		
17805	1376	INDIANA DEFERRED COMPEN	Annuity	Payroll Deductions	\$190.00	12/23/98	
				Total this claim	<u>\$190.00</u>		
17806	1374	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$807.54	12/23/98	
			County Taxes Withheld	Payroll Deductions	\$182.65		
				Total this claim	<u>\$990.19</u>		
17807	1378	MADISON COUNTY SCHOOL E	Credit Union	Payroll Deductions	\$1,589.71	12/23/98	
				Total this claim	<u>\$1,589.71</u>		
17808	1379	NEW CASTLE-HENRY COUTY	Operating Fund	Professional Meetings	\$12.00	12/23/98	
				Total this claim	<u>\$12.00</u>		
17809	1375	voided voucher	Operating Fund	Emp Cont PERF	\$4,988.80	12/23/98	
			PERF	Payroll Deductions	\$1,710.40		
				Total this claim	<u>\$6,699.20</u>		
17810	1384	MIDWEST TAPE	Operating Fund	Frankton AV	\$133.70	12/23/98	REPLACEMENT FOR PAYMENT MAD
			Operating Fund	Elwood AV	\$401.30		LIBRARY SALES - CK. REC'D. 12-22-98
				Total this claim	<u>\$535.00</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>
17811	1383	MIDWEST TAPE	Operating Fund	Frankton AV	\$97.65	12/23/98	REPLACEMENT CHECK FOR CK.#176 MIDWEST LIBRARY SALES IN ERRO
			Operating Fund	Elwood AV	\$727.10		
				Total this claim	\$824.75		
17812	1386	NATIONAL CITY BANK, INDIAN	Construction Fund	Land Buildings Improvements	121,000.00	12/30/98	Semiannual Lease Prnt. Due 12-31-98
				Total this claim	\$121,000.00		

Total Amount of Claims \$173,916.40

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, January 07, 1999

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 _____, 19 _____.

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: 12/31/98

<u>Bank</u>	
1 Star Financial Bank	\$312,363.46
2 Huntington Bank	\$17,778.98
3 Community Bank/Summitville	\$11,240.05
Total all banks =	\$341,382.49

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

Receipt Summaries for 100 Operating Fund

North Madison County Public Library System

Report Dates = 12/1/98 to 12/31/98

<u>Account</u>	<u>This Month</u>	<u>YTD</u>
310 Tax Distribution		\$2,532.00
311 Property Tax	\$225,316.01	\$445,736.20
312 County Option Income Tax		\$111,335.07
313 Financial Institution Tax	\$967.41	\$1,934.82
314 License Excise Tax		\$35,980.32
341 Fines	\$512.50	\$8,154.76
342 Replacement Cards	\$7.00	\$146.00
344 Lost, Damaged, Sale of Books	\$37.95	\$946.57
345 Other	\$119.99	\$334.29
346 Lamination	\$21.25	\$293.00
347 Reader/Printer Copies	\$17.80	\$216.25
348 Inter-Library Loan	\$5.89	\$176.19
349 Photocopy Fees	\$508.30	\$7,887.80
350 Fax Fees	\$251.10	\$2,778.60
351 PLAC		\$98.00
352 Non-Resident Cards		\$300.00
360 Miscellaneous Revenue	\$20.00	\$103.39
361 Interest on Investment	\$213.90	\$5,016.45
363 Rents	\$500.00	\$5,520.00
364 Donations & Memorials		\$45.65
396 Refunds	\$535.00	\$1,697.90
397 Transfer Funds		\$90,000.00
399 Other		\$657.68
	<u>\$229,034.10</u>	<u>\$721,890.94</u>

Approved by the State Board Of Accounts for North Madison County Public Library System on 1/1/99.

Receipt Summaries for 120 Gift

North Madison County Public Library System

Report Dates = 12/1/98 to 12/31/98

<i>Account</i>	<i>This Month</i>	<i>YTD</i>
345 Other		\$70.20
360 Miscellaneous Revenue		\$103.00
364 Donations & Memorials	\$121.10	\$6,178.21
399 Other		\$38.80
	<hr/>	<hr/>
	\$121.10	\$6,390.21

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

Receipt Summaries for 107 PLAC

North Madison County Public Library System

Report Dates = 12/1/98 to 12/31/98

<i>Account</i>	<i>This Month</i>	<i>YTD</i>
351 PLAC	\$22.00	\$389.00
	<hr/>	<hr/>
	\$22.00	\$389.00

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

Receipt Summaries for 130 Construction Fund

North Madison County Public Library System

Report Dates = 12/1/98 to 12/31/98

<i>Account</i>	<i>This Month</i>	<i>YTD</i>
311 Property Tax	\$112,515.57	\$222,586.32
313 Financial Institution Tax	\$483.09	\$966.18
314 License Excise Tax		\$17,967.43
	<u>\$112,998.66</u>	<u>\$241,519.93</u>

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

BOARD OF FINANCE MEETING

January 18, 1999

7:45pm

The annual Board of Finance Meeting was held January 18, 1999 at 7:45pm with President Pam Bohlander presiding. Also present were members Sharan Pace, David Hoffman, Jerry Kaiser and Kevin Sipe. Absent were Brenda Carey and Linda Sizelove.

A copy of the Investment Register was given each member and Jan Helping explained when money is invested in CDs. She also explained that at the time of purchase each of four banks are asked what their particular CD rates are and a decision of which bank to use is determined by the highest rate of return. The banks are Star Financial Bank, Huntington Bank, Community Bank at Summitville and National City Bank at Frankton. Members discussed adding Union State Bank and First Farmer's Bank at Frankton. A motion was made by David Hoffman to accept these six banks as depositories. Motion was seconded by Sharan Pace and motion passed unanimously.

A discussion was held regarding the two newspapers we use for notice of meetings and advertisement of the budget. Although members feel the papers do not give us the attention we deserve, we do not want to cause animosity by not giving information.

Meeting was adjourned at 8:00pm with a motion from David Hoffman, seconded by Sharan Pace.

David Hoffman, Secretary

BANK DEPOSITORIES

Star Financial Bank
125 So. Anderson Street
Elwood, Indiana 46036

Checking Account.....Used also for CDs

Huntington Bank
101 South Anderson St.
Elwood, Indiana 46036

Checking Account.....Used also for CDs

Community Bank Summitville
P.O. Box 1990
Noblesville, IN

Checking Account.....Used also for CDs

National City Bank
113 Sigler St.
Frankton, IN

Used for CD purchases

When our bank balances are large enough to allow an investment the above four banks are called to compare CD rates. A decision is made to invest in a CD from the bank showing the highest rate. (See sheet -CD Rates)

REGISTER OF INVESTMENTS

Name of Unit No. Madison Cty. P.L. Sys.

LIRE Fund

(USE SEPARATE SHEET(S) FOR EACH INVESTMENT FUND (LIST EACH SECURITY INDIVIDUALLY))

	Date of Purchase	Nature of Investment	Serial No.	SAFEKEEPING RECEIPT		Maturity Date	Rate of Interest	Maturity Value	AMOUNT PAID			Date Sold or Redeemed	AMOUNT RECEIVED			INTEREST				
				Issued By	No.				Principal	Accrued Interest	Total Paid		Principal	Interest	Total Received	EARNED		RECEIVED		
																Date	Amount	Date	Amount	
1998	01	20	CD	287-6604-9	Star Fin.	4-19-98	5.5	40000	00	40000	00		536	44	536	44				
	04	19	CD	"	Renewed	7-18-98	4.25	40000	00	40000	00		428	99						
	07	13	CD	"	"	10-16-98	4.0	40000	00	40000	00		423	28						
1999	01	14	CD	"	"	04-14-99	4.15	41788	52											

Interest Earned for Each Investment on Hand at December 31. -Calculated By: Multiply Rate of Interest X(Times) Principal X(Times) Number of Days from Date of Purchase to December 31 Divided By: 300 (Days) (Investments purchased and then either sold or redeemed in the same calendar year don't need a calculation because interest earned equals interest received)

REGISTER OF INVESTMENTS

Name of Unit NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

OPERATING INVESTMENT Fund

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

	Date of Purchase	Nature of Investment	Serial No.	SAFEKEEPING RECEIPT		Maturity Date	Rate of Interest	Maturity Value	AMOUNT PAID			Date Sold or Redeemed	AMOUNT RECEIVED			INTEREST RECEIVED							
				Issued By	No.				Principal	Accrued Interest	Total Paid		Principal	Interest	Total Received	Date	Amount	Date	Amount				
(1994)	07 15	CD	(seecopy)	Star Financial		9-13-94	4.05	100665.75	100000	00	100000	00	9-1-94	100000	00	66575	100665	75					
(1995)	07 12	CD		Nat'l.City		9-12-95	5.6		150000	00	150000	00	9-12-95	150000	00	128750	151287	50					
(1995)	10 13	CD		Nat'l.City					30000	00	30000	00	1-12-96	30000	00	33455	30334	55					
(1996)	01 12	CD	6027509627	Nat.City		3-12-96	5.41		100000	00	100000	00	3-19-96	100000	00	90250	100902	50					
		CD		Nat.City		3-14-96			100000	00	100000	00	3-19	100000	00								
	03 19	CD		Huntington		5-18-96	4.65		50000	00	50000	00	5-24-96	50000	00	38750	50387	50					
	07 26	CD	086-9951-9	Star Fin.		10-24-96	5.2		50000	00	50000	00	10/24/96	50000	00	641	10	50641	10				
(1997)	05 01	CD	07402416761	Huntington		5-31-97	4.95		30000	00	30000	00	6/13/97	30000	00	30354	30303	54					
	08 19	CD	287-4725-0	Star Fin.		11-17	4.9		80000	00	80000	00	1/17	80000	00	966.58	80966	58					
(1998)	01 20	CD	287-6603-3	Star Fin.		4-19	5.5		80000	00	80000	00	4/19	80000	00	1072.88							
	04 19	CD	"	"		7-18	5.5		80000	00	80000	00	7/18	80000	00	399	81						

CD RATES

Date	Inquiry Amount	Length of time	Star F. Elwood 5091	Hunting- ton 5061	Nat.City Frankton 7547312	Commun.Ba Summitvil 5362251
2-1-93	\$100,000.00	30 days	2.95%	-0-	3.00%	2.75%
4-12-93	\$50,000.00	30 days	2.75%	2.80%	2.75%	2.75%
7-6-93	\$150,000.00	30 days	2.85%	2.95%	2.60%	2.70%
7-12-94	\$100,000.00	60 days	4.05	3.95	3.9	3.25
7-10-95	\$150,000.00	60 DAYS	5.30%	5.25%	5.60%	4.90%
10-13-95	\$30,000.00	90 DAYS	4.25%	4.00%	4.45%	UNDER MIN
01-12-96	\$100,000.00	60 days	5.00%	4.85%	5.41%	4.61%
03-15-96	\$50,000.00	60 DAYS	4.15%	4.65%	3.65%	NO 30 OR
7-24-96	\$50,000.00	90 DAYS	5.2%	5.1%	4.13%	4.34%
04-01-97	\$30,000.00	60 DAYS				NO 60 DAY CD OFFER
08-19-97	\$80,000.00	90 DAYS	4.90%	3.97	4.84	4.25
01-20-98	\$80,000.00	90 days	5.50%	5.21%	5.00%	4.75%

CD RATES

Date	Inquiry Amount	Length of time	Star F. Elwood 5091	Hunting- ton 5061	Nat.City Frankton 7547312	Commun.Ba Summitvil 5362251
2-1-93	\$100,000.00	30 days	2.95%	-0-	3.00%	2.75%
4-12-93	\$50,000.00	30 days	2.75%	2.80%	2.75%	2.75%
7-6-93	\$150,000.00	30 days	2.85%	2.95%	2.60%	2.70%
7-12-94	\$100,000.00	60 days	4.05	3.95	3.9	3.25
7-10-95	\$150,000.00	60 DAYS	5.30%	5.25%	5.60%	4.90%
10-13-95	\$30,000.00	90 DAYS	4.25%	4.00%	4.45%	UNDER MIN
01-12-96	\$100,000.00	60 days	5.00%	4.85%	5.41%	4.61%
03-15-96	\$50,000.00	60 DAYS	4.15%	4.65%	3.65%	NO 30 OR
7-24-96	\$50,000.00	90 DAYS	5.2%	5.1%	4.13%	4.34%
04-01-97	\$30,000.00	60 DAYS				NO 60 DAY CD OFFER
08-19-97	\$80,000.00	90 DAYS	4.90%	3.97	4.84	4.25
01-20-98	\$80,000.00	90 days	5.50%	5.21%	5.00%	4.75%

INVOICES PAID - NO. MADISON COUNTY PUB. LIB. LEASING CORP.
BOND ANTICIPATION NOTE/PROJECT BOND

Company Name	Invoice Date	Date Approved	Amount
BOND ANTICIPATION NOTE AMOUNT			\$200,000.00
Alt & Wittig	5-23-95	6-15-95	\$1,585.00
Inter-Design	6-09-95	6-15-95	\$5,120.66
Inter-Design	7-10-95	7-11-95	\$5,842.78
Weibe Eng.	7-10-95		\$4,470.00
Inter-Design	8-04-95	8-15-95	\$7,610.37
Inter-Design	9-06-95	9-12-95	\$93,699.04
WNCPLS	9-12-95	9-12-95	\$30,137.25
Alco/Warbaugh	9-28-95	10-10-95	\$6,316.62
Inter-Design	10-10-95	11-01-95	\$9,800.00
Inter-Design	10-10-95	11-01-95	\$1,391.25
Inter-Design	10-10-95	11-01-95	\$1,642.00
Alco/Warbaugh	10-26-95	11-01-95	\$1,070.51
Alco/Warbaugh	10-11-95	11-01-95	\$670.74
IBJ Corp.	11-02-95	11-14-95	\$116.37
Inter-Design	11-6-95	11-14-95	\$4,496.53
Cities Securities Bond		11-16-95	\$2,119,000.00
Amount to pay off Bond Anticipation Note ?			
Bingham, Farrer, Wilson Attorneys		12-12-95	\$15,247.00
Madison County Abstract		12-12-95	\$3,800.00
Miller, Brock, Kramer		12-12-95	\$13,700.52
Secretary of State		12-12-95	\$15.00
Doc. Miller, Demadio, Ryan		12-12-95	\$16,549.96
Nat'l. City Bank-Trustee Fee		12-12-95	\$1,000.00
InterDesign Group		12-12-95	\$4,001.80
Salembridge Bank Note Co.		12-12-95	\$1,431.30
Bingham, Farrer, Wilson Attorney (filing fee)		12-12-95	\$100.00
InterDesign Group		3-13-96	\$4,004.88
InterDesign Group		2-13-96	\$4,018.17
Burnette-Dellinger Ins.		2-13-96	\$3,802.00
Richard Ward Assoc.		2-13-96	\$550.00
InterDesign Group		3-12-96	\$4,289.04
M. D. Rowe Construction		3-12-96	\$104,503.50
M. D. Rowe Construction		3-12-96	\$32,377.50
Inter-Design		5-13-96	\$8,697.37
M. D. Rowe Construction		5-20-96	\$151,263.00
City Water Co.		5-28-96	\$3,386.48
M. D. Rowe Construction		6-11-96	\$182,849.49
M. D. Rowe Construction		07-08-96	\$185,259.87
Inter-Design Group		07-08-96	\$8,093.90
M. D. Rowe Construction		08-08-96	\$135,574.83
M. D. Rowe/Escrow Account		08-08-96	
M. D. Rowe /Escrow Account		08-08-96	
InterDesign		08-08-96	\$3,167.90
InterDesign		08-08-96	\$4,926.00
InterDesign		08-08-96	\$3,000.00
InterDesign		08-08-96	\$2,227.90
M. D. Rowe Construction		09-15-96	\$281,673.81
M. D. Rowe/Escrow Account		09-15-96	
Burnette-Dellinger Ins.		10-17-96	\$1,015.00

M. D. Rowe Construction	10-17-96	\$252,040.50
M. D. Rowe/Escrow Account	10-17-96	
Inter-Design	10-17-96	\$7,074.00
Inter-Design	10-17-96	\$1,860.00
Inter-Design	10-17-96	\$394.25
Inter-Design	10-17-96	\$5,853.63
M. D. Rowe Construction	11-17-96	\$280,663.25
M. D. Rowe/Retainage Correction	11-17-96	
M. D. Rowe Construction	12-09-96	\$340,489.55
Inter-Design	12-09-96	\$4,873.49
Lucent Technologies	12-09-96	\$14,976.90
Light Source	12-09-96	\$790.00
Green Acres	12-09-96	\$425.00
Inter-Design	01-09-97	\$3,218.43
Library Movers of America	01-09-97	\$7,251.51
M. D. Rowe/ Construction	01-20-97	
M. D. Rowe/ Construction	01-20-97	\$75,487.70
National City Bank	02-12-97	\$1,350.00
Static-Pro, Inc.	03-12-97	\$950.00
Gaylord Bros/ Security Sys.Supplies	03-12-97	\$360.00
Gaylord Bros/ Security Sys. Supplies	03-12-97	\$1,155.00
Hoosier Filing & Storage	03-12-97	\$3,896.10
Lucent Technologies	03-12-97	\$11,426.49
Sub-total, Disbursements		\$2,201,062.02
Inter-Design Group, Inc.	04-10-97	\$10,159.35
Harper Window Treatments	05-14-97	\$1,178.00
M. D. Rowe/Construction	06-11-97	\$10,520.00
M. D. Rowe/Construction	06-11-97	\$2,780.00
M. D. Rowe/Escrow(Retainage)	06-11-97	\$35,404.88
M. D. Rowe/Escrow(Retainage)	07-16-97	\$6,712.52
Inter-Design Group, Inc.	08-14-97	\$4,000.00
ASI Sign Co.	08-14-97	\$566.28
NCB-Administrative Fee	10-00-97	\$1,350.00
Hadraz, Inc. - Bicycle Rack	11-17-97	\$504.69
Demco, Inc. - Book Repair Set	11-17-97	\$103.54
Amer.Time & Signal Co. - Clock	11-17-97	\$661.59
Huntco Supply Co. - Urns	11-17-97	\$363.00
Demco, Inc. - Book Trucks	11-17-97	683.85
Sub-total - disbursements		\$2,276,049.72
Ramsay Business Prod.-Copier	1-1-98	\$2,225.00
AVC Corp. - Jan's Computer	1-1-98	\$5,753.00
NCB of Indiana - Ad.fees	1-1-98	\$1,350.00
ATD American - Literature Racks	1-1-98	\$352.02
Simplex Time Recorder - Cover	1-1-98	\$436.77
Library Corporation - Scanner	4-1-98	\$2,946.00
SizeLove Construction - Outdoor Sign	4-1-98	\$9,850.00
ATD - American - Magazine Stand	1-1-98	\$355.69
M. D. Rowe Construction - Final	6-11-98	\$26,000.00
Simplex Time Recorder - Final Tests	6-11-98	\$182.32
SizeLove Construction - Patio	9-17-98	\$6,069.85
SizeLove Constr. - Pole Lights	9-17-98	\$417.90
SizeLove Constr. - Clock Inst.	12-16-98	\$414.35
Library Corporation - Automation part	12-16-98	\$23,566.94
Sub-total - disbursements		\$2,349,481.81

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

Board of Trustees
Executive Session
February 3, 1999
4:00pm

CALL TO ORDER

President Pam Bohlander called an executive meeting to order at 4:00PM in the Elwood Public Library.

CALL FOR QUORUM

Present with President Bohlander were: Linda Sizelove, Sharan Pace, David Hoffman and Kevin Sipe. Absent were: Brenda Carey and Jerry Kaiser.

BUSINESS

1. Personnel (IC 5-14-1.5-6-(b) 6
 - a. Evaluation of Director Kathi Wittkamper

David C. Hoffman
David Hoffman, Secretary

Jerry Kaiser _____
Pamela Bohlander _____
Sharan Pace _____

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

Board of Trustees Meeting
Monday, February 8, 1999
6:00pm

Executive Meeting

CALL TO ORDER
CALL FOR QUORUM
BUSINESS

1. Personnel (IC 20-14-3-4-(b))

ADJOURNMENT

Regular Meeting
7:00pm

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

1. Frankton Tenant
2. Snow Removal
3. Bridge Project
4. Non-resident Student Borrowers
5. Officer Election/Treasurer pay

NEW BUSINESS

1. Bill - Administrative Fee
2. Vacation Time
3. ILF Membership
4. Multi-media formats for circulation

DIRECTOR'S REPORT - Cabinetry at Frankton
ADJOURN

No quorum - could not hold meeting.

TRANSACTION REPORT

Feb-05-99 Fri 9:15 AM

Type	Sending		Receiving		
Date	Start	Receiver	TX/RX Time	Pages	Note
Feb-05	9:13 AM	FRANKTON	1m16s	1	OK

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

Board of Trustees Meeting
Monday, February 8, 1999
6:00pm

Executive Meeting

CALL TO ORDER
CALL FOR QUORUM
BUSINESS

1. Personnel (IC 20-14-3-4-5)

ADJOURNMENT

Regular Meeting
7:00pm

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

1. Frankton Tenant
2. Snow Removal
3. Bridge Project
4. Non-resident Student Borrowers
5. Officer Election Treasurer pay

NEW BUSINESS

1. Bill - Administrative Fee
2. Vacation Time
3. ILF Membership
4. Multi-media forms for circulation

DIRECTOR'S REPORT - Cabinetry at Frankton
ADJOURN

TRANSACTION REPORT

Feb-05-99 Fri 9:08 AM

Type	Sending		Receiving		
Date	Start	Receiver	TX/RX Time	Pages	Note
Feb-05	9:07 AM	HERALDS BULLETIN	22s	1	OK

PostNet Fax Note	7871	Date	1/28/99
To	Robert Hall	From	Frankton
Co. Dept.		Co.	
Phone #		Fax #	

PostNet Fax Note	7871	Date	1/28/99
To	SANDY BURTON	From	JAN Help
Co. Dept.		Co.	
Phone #		Fax #	

Please public

TRANSACTION REPORT

Feb-05-99 Fri 9:04 AM

Type	Sending				
Date	Start	Receiver	TX/RX Time	Pages	Note
Feb-05	9:03 AM	SUMMITVILLE	49s	1	OK

TRANSACTION REPORT

Feb-05-99 Fri 9:06 AM

Type	Sending				
Date	Start	Receiver	TX/RX Time	Pages	Note
Feb-05	9:05 AM	CALLLEADER	0s	0	Cancel

TRANSACTION REPORT

Feb-05-99 Fri 9:11 AM

Type	Sending				
Date	Start	Receiver	TX/RX Time	Pages	Note
Feb-05	9:09 AM	CALLLEADER	52s	1	OK

To: Sandy Burton

From: Jan Helping

Please publish notice of a meeting of the North Madison County Public Library System to be held Wednesday, February 17, 1999 at the Elwood Public Library.

4:30pm – Executive Session

5:00pm Public Meeting

Thanks.

TRANSACTION REPORT

Feb-12-99 Fri 3:56 PM

Type	Sending	Receiver	TX/RX Time	Pages	Note
Date	Start				
Feb-12	3:55 PM	CALLLEADER	49c	1	OK

TRANSACTION REPORT

Feb-12-99 Fri 3:50 PM

Type	Sending	Receiver	TX/RX Time	Pages	Note
Date	Start				
Feb-12	3:49 PM	HERALD	23s	1	OK

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
Board of Trustees Meeting
February 17, 1999
4:30pm

Executive Meeting

CALL TO ORDER
CALL FOR QUORUM
BUSINESS

1. Personnel (IC 20-14-3-4-(b))

ADJOURNMENT

**Regular Meeting
5:00pm**

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

1. Frankton Tenant ✓
2. Snow Removal
3. Bridge Project
4. Non-resident Student Borrowers
5. Officer Election/Treasurer pay

NEW BUSINESS

1. Bill – Administrative Fee
2. Vacation Time
3. ILF Membership
4. Multi-media formats for circulation

DIRECTOR'S REPORT – Cabinetry at Frankton
ADJOURN

To: Anderson Herald-Bulletin

From: Jan Helpling, Elwood Public Library
552-5001

Please publish notice of a meeting of the North Madison County
Public Library System to be held Wednesday, February 17, 1999 at the
Elwood Public Library.

4:30pm – Executive Session

5:00pm Public Meeting

Thanks.

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
Executive Meeting
February 17, 1999
4:30pm

CALL TO ORDER

President Pam Bohlander called an executive meeting to order at 4:30pm in the Elwood Public Library, February 17, 1999.

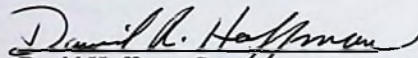
CALL FOR QUORUM

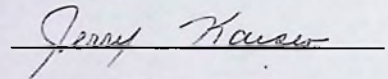
Present with President Bohlander were: Brenda Carey, Sharon Pace, David Hoffman, Jerry Kaiser, Director Kathi Wittkamper and Administrative Assistant Jan Helping.

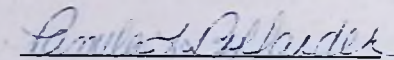
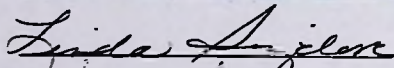
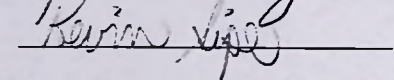
BUSINESS

1. PERSONNEL (IC20-14-3-4-(b))
Diana Shepard, Technical Services Manager, spoke to board members on behalf of the full-time library staff to ask for an adjustment in vacation time.

The meeting was adjourned at 4:45pm.


David Hoffman, Secretary



NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
February 17, 1999
4:30pm

CALL TO ORDER

President Pam Bohlander called a meeting of the North Madison County Public Library Board of Trustees to order at 4:30pm on Wednesday February 17, 1999 in the Elwood Public Library.

CALL FOR QUORUM

Present with President Bohlander were: Sharon Pace, Jerry Kaiser, David Hoffman, Kevin Sipe and Brenda Carey. Linda Sizelove was absent.

MINUTES of the previous meetings were accepted with a motion by David Hoffman. Sharon Pace seconded and it passed.

CLAIMS REGISTER was signed by board members and checks signed by Treasurer Jerry Kaiser.

OLD BUSINESS

Frankton Tenant – Director Wittkamper checked with Attorney Wilson regarding the option to renew the lease of the National City Bank for the other side of the Frankton Library building. He said they have a six year option and we could re-negotiate in 2002.

Snow removal – Kathi advised Attorney Wilson that the service provider came into the Elwood Library to speak to her on the morning of February 8 to tell her his intent was to pursue. Mr. Wilson advised Kathi to take no further action.

Bridge Project – On February 15, Director Wittkamper and Jerry Kaiser attended a meeting of the Madison County Community Foundation and the Lilly Foundation, where it was announced there is \$1,000,000 to be given in grants of not less than \$50,000. Kathi feels a combination of Operating Fund and Gift moneys could be used in conjunction with a Lilly grant to fulfill our financial commitment to Bridge. Jerry Kaiser thinks we should ask for the entire amount needed for the project and believes the Madison County Foundation would be attracted to our request because of its scope. Kathi also believes it would be attractive because it will be a private individual, a State University and a public library involved in the project. Kathi asked the State Tax Commission if we could be involved with a donation to be held in a trust. They said if we have in writing the goods and services we are to receive, payment can be made to IU. The applications for grants need to be turned in by April 16 so that the county can make their recommendation in May. Board members felt they would like Mr. Hazelbaker and

Ms. Byl from IU talk to them again possibly by conference call. Board members want to ask questions about how they see the project developing over the next few years.

Non-resident Student Borrowers – David Hoffman made a motion that we allow non-resident students to purchase a library card for \$5.00 if they meet all other requirements for juvenile or student card, including signature (in person) by the custodial parent/guardian. Furthermore, they must then present their NMCPLS card and either a driver's license, picture ID from Bureau of Motor Vehicles, school ID, Social Security card, etc. when using it. Also, the fee for any lost borrower's card will now be \$5.00. Motion was seconded by Sharon Pace and passed.

Officer Election – Treasurer Pay – Brenda Carey made a motion to pay the board treasurer the maximum amount allowed by the law for the position. Also, board elections will now be in December to allow officers to begin their term the first of the year. This year's officers will extend their time until December of 1999. Motion was seconded by Jerry Kaiser. Motion was amended to allow the treasurer to decide whether he/she would receive the pay monthly or yearly.

NEW BUSINESS

David Hoffman made a motion to allow a bill for \$1350.00 to National City Bank for an administrative fee. The money will be taken out of the Operation & Reserve Fund of the bond. Sharan Pace seconded.

Brenda Carey made a motion to make a one-time adjustment of paid vacation time for all full-time employees to make the transition to 40-hour work-week. Sharan Pace seconded and it passed.

David Hoffman made a motion to continue a full membership for all NMCPLS trustees in the Indiana Library Federation at a cost of \$516.41. Jerry Kaiser seconded.

Multi-media Formats for circulation – Pam Bohlander suggested the library build in the upgrade but not put out for circulation until later – when there has been time for much more detailed discussion.

Board members discussed the cabinetry in Frankton and the estimate from Baldwin Construction. The estimate includes moving the current video shelving to the back wall and replacing it with new 24" cabinets for storage. The current metal magazine rack would be replaced with similar style made of wood. Also a stand for the Public Access Catalog computer would be built to look like the one at the Hazelbaker Library. Total cost is estimated at \$1,818.00. Board members felt if the Director feels it needs done and it is within the budget, they will leave it up to her.

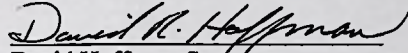
Kathi reported more vandalism in our parking lot. Board members agreed she should speak to the police department about the problem.

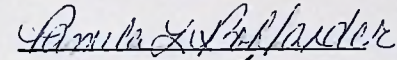
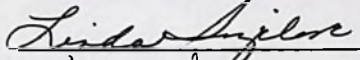
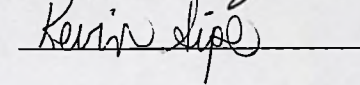
The NMCPLS 1999-2001 Technology Plan has been accepted by the Indiana State Library for technology grants.

A letter was received February 8, announcing receipt of a grant in the amount of \$13,500 for Y2K upgrades of computer equipment. All LSTA grants are reimbursement grants. Library operating appropriation or other library accounts are used to pay the vendor, then payment is requested from LSTA funds.

Kathi received a resignation from full-time clerk, Kathy Harris – Elwood, today. She would like to hire two part-time clerks in her place. Board members will leave the replacement up to the director.

Meeting was adjourned at 6:30pm with a motion from Sharan Pace, seconded by Jerry Kaiser.


David Hoffman, Secretary

Baldwin's Construction Company

601 South Main Street
Summitville, Indiana 46070
(765) 536-4860



Name Frankton Library - Estimate

Date 1-27-99

Address _____

City/State/Zip _____

Phone _____

Amount Remitted

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
	New Magazine rack out of wood. built like existing metal one. Material + Labor + Installed		\$775.00
	New 24" cabinet with 2 lazy susans and upper unit on top with doors to take the place of video tape unit. Material + Labor + Installed		\$50.00
	Move video tape unit to back wall as is included		

Thank You

TOTAL

January 29, 1999

Dear Board Members:

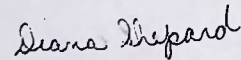
Due to the forty hour work week we are asking the Board to consider allotting us enough hours to use our paid benefits.

Under the thirty-five hour work week we were granted 70 hours or 105 hours vacation time according to years of service worked. Under the new forty hour work week we will need 80 hours or 120 hours vacation time according to years of service worked. In the case of employees who have accumulated one to nine years of service they will be short ten hours. In the case of employees who have accumulated ten or more years of service they will be short fifteen hours.

For example an employee who would normally receive ten days vacation will only have enough hours to take eight days and six hours. An employee who would normally receive fifteen days will only have enough hours to take thirteen days and one hour.

Please consider adjusting our paid benefits, including personal time, to reflect the eight hour day. Thank you for your time and consideration in this matter.

Sincerely,



Diana Shepard

TRANSACTION REPORT

Feb-19-99 Feb 11:22 AM

Type	Sending	Receiver	TX/RX Time	Pages	Note
Date	Start				
Feb-19	11:19 AM	SUMMITVILLE	2m13s	3	OK

TRANSACTION REPORT

Feb-19-99 Feb 11:20 AM

Type	Sending	Receiver	TX/RX Time	Pages	Note
Date	Start				
Feb-19	11:18 AM	FRANKTON	1m43s	3	OK

DIRECTOR'S REPORT FOR
NMCPLS TRUSTEE MEETING • FEBRUARY 17, 1999

OLD BUSINESS

1. Frankton Tenant: Per Attorney Jim Wison, the current tenant has a straight option to renew their lease on the same terms (\$500/month) for a maximum of six years. Lease is scheduled to be re-negotiated in 2002.
2. Snow Removal: A copy of the letter sent to the service provider is included in Board folders. The business owner came into the Elwood Library to speak to the Director on the morning of February 8. Attorney Jim Wilson was advised as to the nature of the conversation (individual's intent to pursue) and advised the Director to take no further action.
3. Bridge Project: I will do my best to answer any questions you may have. Madison County Community Foundation and the Lilly Foundation recently announced a grant opportunity which could fund at least part of NMCPLS financial support of the Bridge Project. Because Bridge would run three years, I believe a combination of Operating Fund and Gift Fund (solicited) moneys could be used in conjunction with a Lilly grant to fulfill our financial commitment to Bridge. My recommendation would be to commit to the Bridge Project pending a Lilly grant award of \$50,000 or more.
4. Non-resident Student Borrowers: Each student should meet all other requirements and restrictions for juvenile or student card, including signature (in person) by the custodial parent/guardian. I recommend a second piece of ID should be required to corroborate the non-resident student borrower's card when presented for use. That is, to discourage students from loaning their card to another, the borrower must present both their NMCPLS borrower's card and either a driver's license, picture ID from Bureau of Motor Vehicles, school ID, Social Security Card, etc. Recommend fee be set at \$5. Further recommend that the fee to replace any lost borrower's card be raised from \$1 to \$5.
5. Officer Election/Treasurer Pay: Recommend that if payment is made to Treasurer, that election of Board officers take place in December (rather than May) in order for payment to be budgeted and confined to fiscal year.

NEW BUSINESS

1. Bill Administrative Fee: Recommend payment. Because the administrative fee is ~~an annual~~ necessary and requires approval by the Lending Corporation, their meeting to do so will incidentally fulfill the requirement for them to meet once a year (now that the construction fund has been retired).
2. Vacation Time: Recommend a one-time adjustment of paid benefit time accrued to eligible employees to make transition to 40 hour work week.
3. ILP Membership: Recommend continuing full membership for all NMCPLS Trustees in the Indiana Library Federation at a cost of \$516.41. [A copy of the 1999 annual conference

schedule has been included in your folders, and I encourage all Board members attend the trustee sessions. Please let Jan or I know of your interest and we can take care of pre-registration.]

4. **Multi-media Formats:** The upgrade of our automated system requires establishing parameters for all materials. In the past, we have not included designations for such items as CD's, DVD's, computer software, etc. Just because such classifications are established in the system does not require us to use them – it simply gives us the capability. However, if the parameters are not added at the time of the upgrade, we would incur additional charges to add them later. Furthermore, before such multimedia could be collected (particularly for circulation), collection & circulation policies would need to be adopted and moneys budgeted to incorporate the additional expense.

FRANKTON CABINETRY

Frankton Branch Manager Barb McAdams has asked for additional custom cabinetry to accommodate the increase in AV materials and periodicals. An estimate has been obtained from Keith Baldwin, who constructed the current shelving and built-in storage. The estimate includes moving the current video shelving to the back (south) wall, and replacing it with new 24" cabinets for storage. The current metal magazine rack would be replaced with similar style made of wood. Also, a stand for the Public Access Catalog computer would be built to look like the one at the Hazelbaker Library. Total cost is estimated at \$1,818. Total 1999 budget line item for furnishings & equipment is \$2,500.

SUMMITVILLE INTERIOR REPAIRS

An estimate of \$190 dollars has been submitted by Marvin Saubert for performing minor interior repairs at the Ralph E. Hazelbaker Library. Setting of the new addition has resulted in some cosmetic blemishes that will require spackling/caulking and painting. Recommend approval.

LOCAL VANDALISM

We continue to experience vandalism at the Elwood facility – particularly around the exterior of the building – turning over waste containers and strewing trash about, bending over signs (stop sign at exit the most recent example), etc. I would like to request local police make regular/routine patrols of (at least) the parking area, particularly when the building is closed; but I am open to any other suggestions.

TECHNOLOGY

The NIMCPLS 1999-2001 Technology Plan has been accepted by the Indiana State Library for ~~technology grants~~, and is certified for 1999 applications to the Universal Services Funds (USF or "e-rate" discount). That application has been submitted; however, little information regarding 1999 distributions is available because 1998 has yet to be completed. Please keep in mind that distribution is not in the form of an out-right grant. Rather, payment is made directly to a specific vendor ~~distributing a percentage of a qualifying expense~~. For example, if basic telephone service is \$1,000; USF may pay Ameritech 40% (\$400) and the qualifying organization would pay Ameritech \$600.

In addition, a letter was received February 8, announcing receipt of a grant in the amount of \$13,500 for Y2K upgrades of computer equipment. The State Library is responsible for administering

the funding made possible by the Library Services and Technology Act (LSTA). All LSTA grants are reimbursement grants. Library operating appropriation or other library accounts (LIRF, LC PF, etc.) are used to pay the vendor, then payment is requested from LSTA funds.

A more detailed budget for our project must now be prepared for submission along with completion of other contractual forms. A copy of the letter, contractual forms, budget and instructions from the State Library will be forwarded to you along with minutes from tonight's meeting. Action items will be placed on the agenda for the next regular Board meeting.

This latest grant brings total value obtained through the State Library during my tenure to \$34,605. Typically, grants are awarded the calendar year following the year of application. Break down of all LSTA/LSCA/State Grants as reported by Faye Terry, Library Development Office, follows.

LSTA/LSCA/STATE GRANTS	1988 LSCA Demonstration Project for Library Service	State 1996 Round 1 - 3 Basic Computer Workstations	LSTA Round 2, Part 1, Dial Up Line 1997	LSTA Round 2, Part 2, Computers 1997	State 1997 Round 2, Part 2, Cost of Computers	LSTA 1999 Year 2000 Upgrades
North madison Co. Public Library	\$ 70,000	\$ 10,500	\$ 1,000	\$ 5	\$ 9,605	\$ 13,500

STAFF

A resignation has been submitted by full-time clerk Kathy Harris. Her last day is scheduled for March 3. My recommendation is to replace her with two part-time employees. Not only would this save money, but it would give us additional flexibility in scheduling for Adult Services.

PLANNING FOR RESULTS

The Public Library Association has revised the publication *Planning for Results: A Public Library Transformation Process*. In addition to the updated manual, workshops will be offered at two locations: May 6, 1999, at Tipton County Public Library; and May 7, 1999, at Abe Martin Lodge, Brown County.

Presenters will be Sandra Nelson, an experienced trainer who chaired the committee that developed *Planning for Results*, and Rhea Ruabin, one of the six official trainers on the PLA Planning for Results Training Team. LSTA funding will underwrite these programs that are sponsored by the Indiana State Library. I'll keep you updated as further details are made available.

CALENDAR

February 18: District 8 Planning Committee, at Taylor University, Upland, IN.

February 24: Planned sick time for health care.

March 8: Regular Board Meeting.

March 13: Book Discussion Group -- *Parallel Lives* available at the Adult Services desk.

NATIONAL CITY BANK OF INDIANA
 CORPORATE TRUST DEPT
 131 W WASHINGTON STR
 INDIANAPOLIS IN 46255

TO

NORTH MADISON COUNTY PUBLIC LIBRARY
 SYSTEM LEASING CORPORATION
 124 NORTH 16TH ST
 ELWOOD IN 46036-1598

ACCOUNT

NORTH MADISON COUNTY PUBLIC LIBRARY
 LEASING CORP FIRST MORTGAGE BDS SRS 1995

FOR SERVICE / EXPENSE AS TRUSTEE OR AGENT FOR THE PERIOD OF
 THROUGH 01/04/1999

DATE

NOTE
 PLEASE RETURN COPY 2 WITH YOUR
 PAYMENT TO INSURE PROPER CREDIT
 MAKE CHECKS PAYABLE TO:
 NATIONAL CITY BANK OF INDIANA
 IF PAYMENT IS TO BE MADE DIRECTLY FROM THE
 ACCOUNT, PLEASE SIGN COPY 2 AND RETURN.

ACCOUNT NUMBER
 0775 38-M017-034

Kathi:

I spoke to Ann Forey, NCB. She explained the bill for the administrative fee can now come from the Operation & Reserve Fund. It will be handled the same way - with the ok from the board & leasing corp. with an affidavit (Poor Leasing people thought they were done - I feel bad.) Anyway, I'll call Fran Hoffman and set up a meeting next week & you will need to add it to the agenda for the 2-8 meeting.

We received the data sheets today also. (FYI)

DATE	CATEGORY	NUMBER	RATE	BILLED AMOUNT
01/04/1999	ACTIVE SECURITYHOLDERS	8	3.0000	\$24.00
	ADMINISTRATIVE			\$1,000.00
	TOTAL FEES			\$1,024.00
	MINIMUM FEE APPLIED			\$1,350.00
				\$1,350.00
AMOUNT DUE				

***IF TOTAL FEES ARE LESS THAN OUR MINIMUM,
 A MINIMUM FEE HAS BEEN CHARGED.
 PLEASE PAY AMOUNT DUE***

TRUST DEPARTMENT

Register Of Claims

North Madison County Public Library System

Report Date: From 2/1/99 To 2/28/99

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	80	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,019.98	2/8/99	p/r 2-3-99
			FICA	Payroll Deductions	\$826.67		
			Federal Taxes Withheld	Payroll Deductions	\$1,618.95		
			Medicare	Payroll Deductions	\$193.31		
				Total this claim	\$3,658.91		
0	138	PAYROLL	Operating Fund	Salary of Director	\$1,165.38	2/17/99	PAYROLL
			Operating Fund	Salary of Assistants	\$11,460.76		
			Operating Fund	Wages of Janitor	\$616.00		
				Total this claim	\$13,242.14		
0	134	INCOLSA				2/8/99	
				Total this claim			
0	79	PAYROLL	Operating Fund	Salary of Director	\$1,165.38	2/3/99	PAYROLL
			Operating Fund	Salary of Assistants	\$11,552.00		
			Operating Fund	Wages of Janitor	\$616.00		
				Total this claim	\$13,333.38		
0	97	VOIDED VOUCHER				2/8/99	PETTY CASH REIMBURSEMENT
				Total this claim			
0	127	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,013.01	2/8/99	p/r 2-17-99
			FICA	Payroll Deductions	\$821.01		
			Federal Taxes Withheld	Payroll Deductions	\$1,623.12		
			Medicare	Payroll Deductions	\$192.00		
				Total this claim	\$3,649.14		
0	125	NATIONAL CITY BANK				2/8/99	CD Purchase - Transfer into Invest.Acct
				Total this claim			
17884	82	MADISON COUNTY SCHOOL E	Credit Union	Payroll Deductions	\$1,603.95	2/3/99	
				Total this claim	\$1,603.95		
17888	91	A.E. BOYCE CO., INC.	Operating Fund	Official Records	\$252.99	2/8/99	
			Operating Fund	Official Records	\$1.33		
				Total this claim	\$254.32		

<i>Claim 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>
17888	81	INDIANA DEFERRED COMPEN	Annuity	Payroll Deductions	\$190.00	2/3/99	
				Total this claim	\$190.00		
17888-9	83	AMERICAN ELECTRIC POWER	Operating Fund	Electricity	\$13.13	2/8/99	
			Operating Fund	Electricity	\$488.67		
				Total this claim	\$501.80		
17888-90	84	AMERICAN STATES INSURAN	Operating Fund	Insurance	\$1,210.67	2/8/99	Workmen's Comp Ins. Effective 11/1/99
				Total this claim	\$1,210.67		
17888-91	85	AMERITECH	Operating Fund	Telephone & Telegraph	\$238.30	2/8/99	
				Total this claim	\$238.30		
17888-92	86	AUDIO VISUAL COMMUNICATI	Operating Fund	*Other Professional Services	\$119.00	2/8/99	
				Total this claim	\$119.00		
17888-93	92	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$1,006.51	2/8/99	
			Operating Fund	Elwood YA	\$162.82		
			Operating Fund	Frankton	\$2,177.72		
			Operating Fund	Summitville	\$524.96		
			Operating Fund	Elwood Adult	\$65.34		
			Gift	Elwood Adult	\$22.40		
			Operating Fund	Other	\$36.00		
				Total this claim	\$3,995.75		
17888-94	89	BALL STATE UNIVERSITY	Operating Fund	Book Processing	\$16.95	2/8/99	Replacement Cost of lost book
				Total this claim	\$16.95		
17888-95	100	BARBARA MCADAMS	Operating Fund	Postage & UPS	\$24.23	2/8/99	PETTY CASH REIMBURSEMENT
			Operating Fund	*Other Operating Supplies	\$7.16		
			Operating Fund	*Other Professional Services	\$20.00		
				Total this claim	\$51.39		
17893-96	87	BARBARA SNIPES	Operating Fund	Traveling Expense	\$41.90	2/8/99	
				Total this claim	\$41.90		
17894-97	88	BAUERS	Operating Fund	Other Supplies	\$13.41	2/8/99	
				Total this claim	\$13.41		
17896-98	90	BLACKBIRCH MARKETING, IN	Gift	Summitville	\$27.10	2/8/99	
			Operating Fund	Frankton	\$27.10		
				Total this claim	\$54.20		
17896-99	93	CITY WATER & SEWAGE	Operating Fund	Water	\$197.25	2/8/99	
				Total this claim	\$197.25		

<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>
. 17897900	94	CVS PHARMACY	Operating Fund	*Other Operating Supplies	\$35.26	2/8/99	
				Total this claim	\$35.26		
. 17898901	95	DIANA L. SHEPARD	Operating Fund	*Other Operating Supplies	\$5.47	2/8/99	Petty Cash Reimbursement
			Operating Fund	Postage & UPS	\$16.28		
			Operating Fund	Professional Meetings	\$11.38		
				Total this claim	\$33.13		
. 17898902	96	DIANA L. SHEPARD	Operating Fund	Traveling Expense	\$14.50	2/8/99	Mileage
				Total this claim	\$14.50		
. 1790003	98	EDWARDS ELECTRICAL & ME	Operating Fund	Bldg. & Structure/Maint.	\$410.63	2/8/99	SERVICE ON HEATING UNIT
			Operating Fund	Repair Parts/Maintenance	\$26.20		
				Total this claim	\$436.83		
. 1790104	99	ELWOOD FIRE EQUIPMENT C	Operating Fund	*Other Professional Services	\$20.00	2/8/99	
				Total this claim	\$20.00		
. 1790205	101	FILIP, INC.	Operating Fund	Other Repair & mainten.supplies	\$13.75	2/8/99	
				Total this claim	\$13.75		
. 1790306	103	GARETH STEVENS	Operating Fund	Summitville	\$13.02	2/8/99	
			Operating Fund	Frankton	\$216.26		
				Total this claim	\$229.28		
. 1790407	104	GLENNA STEWART	Operating Fund	Traveling Expense	\$28.50	2/8/99	
				Total this claim	\$28.50		
. 1790608	102	GTE	Operating Fund	Telephone & Telegraph	\$175.55	2/8/99	
				Total this claim	\$175.55		
. 1790809	105	HORTON'S & SONS OF ELWO	Operating Fund	*Other Operating Supplies	\$42.64	2/8/99	
				Total this claim	\$42.64		
. 1795710	106	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$830.93	2/8/99	TAXES WITHHELD MONTH OF JAN.
			County Taxes Withheld	Payroll Deductions	\$186.88		
				Total this claim	\$1,017.81		
. 1790911	107	INDIANA GAS COMPANY	Operating Fund	Gas	\$152.59	2/8/99	
			Operating Fund	Gas	\$164.86		
				Total this claim	\$317.45		
. 1790912	116	INDIANA STATE LIBRARY	PLAC	Other	\$110.00	2/8/99	
			Operating Fund	Other	\$44.00		
				Total this claim	\$154.00		

Warrant Claim

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
1794813	108	INGRAM DISTRIBUTION GROU	Operating Fund	Summitville	\$419.93	2/8/99	Books - Summitville]
					Total this claim		
					\$419.93		
17941 VOID 17914	109	KMART STORE (ANDERSON)	Operating Fund	Summitville AV	\$165.72	2/8/99	
17943		KMART/ELWOOD	Gift	Summitville AV	\$187.64		
					Operating Fund	*Other Operating Supplies	\$38.06
					Total this claim		
					\$389.42		
1794215	110	LIBRARY CORPORATION, THE	Operating Fund	Book Processing	\$185.00	2/8/99	
					Total this claim		
					\$185.00		
1794316	111	LUCENT TECHNOLOGIES	Operating Fund	Equipment/Rental	\$137.64	2/8/99	
					Total this claim		
					\$137.64		
1794417	112	MARVIN SAUBERT	Operating Fund	*Other Professional Services	\$200.00	2/8/99	
					Total this claim		
					\$200.00		
1794518	113	MIDWEST TAPE	Operating Fund	Frankton AV	\$139.80	2/8/99	
					Operating Fund	Eiwood AV	\$427.74
					Total this claim		
					\$567.54		
1794619	115	PITNEY BOWES	Operating Fund	Equipment/Rental	\$151.00	2/8/99	
					Total this claim		
					\$151.00		
1794720	114	QUILL CORPORATION	Operating Fund	*Other Office Supplies	\$513.79	2/8/99	As Per Attached Invoices
					Total this claim		
					\$513.79		
1794821	117	RAMSAY BUSINESS PRODUC	Operating Fund	*Other Professional Services	\$71.37	2/8/99	
					Operating Fund	*Other Office Supplies	\$15.95
					Total this claim		
					\$87.32		
1794922	118	RUFUS JESSIE	Operating Fund	Waste Disposal Services	\$60.00	2/8/99	
					Total this claim		
					\$60.00		
1792023	119	STATE CHEMICAL MANUFACT	Operating Fund	Other Repair & mainten.supplies	\$351.25	2/8/99	As Per Attached Invoices
					Total this claim		
					\$351.25		
1792424	121	TASTE OF HOME	Operating Fund	Frankton	\$22.45	2/8/99	
					Total this claim		
					\$22.45		
1792225	120	UNITOG RENTAL SERVICES	Operating Fund	Cleaning & Sanitation Supplies	\$33.92	2/8/99	
					Total this claim		
					\$33.92		
1792326	122	W.S. DARLEY & CO.	Operating Fund	Furniture & Equipment	\$106.45	2/8/99	
					Total this claim		
					\$106.45		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
17924	123	WORLD ALMANAC EDUCATIO	Operating Fund	Frankton	\$1,024.22	2/8/99	
				Total this claim	\$1,024.22		
17928	124	NATIONAL CITY BANK	Operating Fund	Purchase Of Investments	100,000.00	2/8/99	CD PURCHASE
				Total this claim	\$100,000.00		
17929	131	AMERITECH	Operating Fund	Telephone & Telegraph	\$151.28	2/8/99	
				Total this claim	\$151.28		
17930	132	AT&T	Operating Fund	Telephone & Telegraph	\$28.04	2/8/99	
				Telephone & Telegraph	\$11.91		
				Total this claim	\$39.95		
17931	130	CITY OF	Operating Fund	Emp Cont Group Ins	\$718.49	2/8/99	Health Ins. Prem. For:
				Emp Cont Group Ins	\$614.10		Sharon Fouts Glenna Stewart Jamie Scott
				Total this claim	\$1,330.59		
17932	129	INDIANA DE	Operating Fund	Payroll Deductions	\$190.00	2/8/99	
				Total this claim	\$190.00		
17933	128	INDIANA DEP.	State Tax Withheld	Payroll Deductions	\$888.93	2/8/99	
			County Taxes Withheld	Payroll Deductions	\$197.47		
				Total this claim	\$1,086.40		
17934	136	INDIANA GAS COMPANY	Operating Fund	Gas	\$213.75	2/8/99	
				Total this claim	\$213.75		
17935	135	INDIANA LIBRARIES' UNEMPL	Operating Fund	*Employee Benefits	\$953.62	2/8/99	
				Total this claim	\$953.62		
17936	133	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$31.87	2/8/99	
				Total this claim	\$31.87		
17937	137	RALPH MALEY	Operating Fund	Traveling Expense	\$25.00	2/8/99	
				Total this claim	\$25.00		
17938	126	UNITOG RENTAL SERVICES	Operating Fund	Cleaning & Sanitation Supplies	\$64.82	2/8/99	As Per Attached Invoices
				Total this claim	\$64.82		
17940	139	MADISON COUNTY SCHOOL E	Credit Union	Payroll Deductions	\$1,603.95	2/8/99	p./r 2-17-99
				Total this claim	\$1,603.95		
17941	140	LORETTA DODD	Operating Fund	Traveling Expense	\$16.50	2/8/99	
				Total this claim	\$16.50		

You signed #17928 on this week earlier. JA

Warrant Claim

Number Number Name of Claimant Fund Account Amount Date Explanation

Total Amount of Claims \$154,848.82

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, February 03, 1999

Fiscal Officer

ALLOWANCE OF VOUCHERS

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

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 6 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$154,848.82

Date this day of ,19

Handwritten signatures: Jerry Kaiser, Sharan Pace, Pamela Carey, Daniel D. Hoffman, Pamela L. Warder

SIGNATURES OF GOVERNING BOARD

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

Handwritten signature: Kathleen C. ...

Financial Report
North Madison County Public Library System

Report Dates = 1/1/99 to 1/31/99

Fund	Start of year	Disbursements this month	Disbursements YTD	Receipts this month	Receipts YTD	Balance
1. Operating Fund						
100 Operating Fund	\$233,194.57	\$39,440.65	\$39,440.65	\$12,872.64	\$12,872.64	\$206,826.58
105 Operating Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$233,194.57	\$39,440.65	\$39,440.65	\$12,872.64	\$12,872.64	\$206,826.58
2. Main						
103 Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
107 PLAC	\$239.00	\$0.00	\$0.00	\$46.00	\$46.00	\$285.00
110 LIRF Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
115 LIRF	\$15,363.05	\$0.00	\$0.00	\$0.00	\$0.00	\$15,363.05
120 Gift	\$11,698.71	\$0.00	\$0.00	\$362.50	\$362.50	\$12,061.21
130 Construction Fund	\$13,706.60	\$0.00	\$0.00	\$0.00	\$0.00	\$13,706.60
Subtotal	\$41,007.36	\$0.00	\$0.00	\$408.50	\$408.50	\$41,415.86
4. Withholding						
201 Federal Taxes Withheld	\$0.00	\$2,828.01	\$2,828.01	\$2,828.01	\$2,828.01	\$0.00
202 FICA	(\$0.03)	\$1,562.62	\$1,562.62	\$1,562.62	\$1,562.62	(\$0.03)
203 State Tax Withheld	\$0.00	\$0.00	\$0.00	\$830.93	\$830.93	\$830.93
204 County Taxes Withheld	\$0.00	\$0.00	\$0.00	\$186.88	\$186.88	\$186.88
205 PERF	\$0.00	\$0.00	\$0.00	\$604.54	\$604.54	\$604.54
206 Credit Union	\$0.00	\$3,263.62	\$3,263.62	\$3,263.62	\$3,263.62	\$0.00
207 Annuity	\$0.00	\$380.00	\$380.00	\$380.00	\$380.00	\$0.00
208 Insurance	\$0.00	\$614.10	\$614.10	\$614.10	\$614.10	\$0.00
209 Medicare	\$0.00	\$365.42	\$365.42	\$365.42	\$365.42	\$0.00
210 Other Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	(\$0.03)	\$9,013.77	\$9,013.77	\$10,636.12	\$10,636.12	\$1,622.32
Grand Total	\$274,201.90	\$48,454.42	\$48,454.42	\$23,917.26	\$23,917.26	\$249,664.74

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 1/1/99 To 1/31/99

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
1. Personal Services							
1.11 Salary of Director	\$30,300.00	\$0.00	\$30,300.00	\$2,319.22	\$2,319.22	\$27,980.78	7.7
1.12 Salary of Assistants	\$300,725.00	\$0.00	\$300,725.00	\$21,585.31	\$21,585.31	\$279,139.69	7.2
1.13 Wages of Janitor	\$16,286.00	\$0.00	\$16,286.00	\$1,298.62	\$1,298.62	\$14,987.38	8.0
1.14 *Employee Benefits	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.0
1.16 Empl.Share FICA&Medicare	\$26,569.00	\$0.00	\$26,569.00	\$1,928.04	\$1,928.04	\$24,640.96	7.3
1.18 Emp Cont PERF	\$27,785.00	\$0.00	\$27,785.00	\$0.00	\$0.00	\$27,785.00	0.0
1.19 Emp Cont Group Ins	\$8,000.00	\$0.00	\$8,000.00	\$716.49	\$716.49	\$7,283.51	9.0
Subtotal	\$411,165.00		\$411,165.00	\$27,847.68	\$27,847.68	\$383,317.32	6.8
2. Supplies							
2.12 Stationary & Supplies	\$750.00	\$0.00	\$750.00	\$0.00	\$0.00	\$750.00	0.0
2.13 *Other Office Supplies	\$8,000.00	\$0.00	\$8,000.00	\$705.13	\$705.13	\$7,294.87	8.8
2.21 Cleaning & Sanitation Supplies	\$2,000.00	\$0.00	\$2,000.00	\$129.95	\$129.95	\$1,870.05	6.5
2.22 *Other Operating Supplies	\$5,500.00	\$0.00	\$5,500.00	\$173.42	\$173.42	\$5,326.58	3.2
2.23 Fuel, Oil and Lubricants	\$50.00	\$0.00	\$50.00	\$5.00	\$5.00	\$45.00	10.0
2.24 Bldg. Matl. And Supplies	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
2.25 Paint and painting supplies	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	0.0
2.26 Repair Parts/Maintenance	\$600.00	\$0.00	\$600.00	\$554.25	\$554.25	\$45.75	92.4
2.27 Other Repair & mainten.supplies	\$400.00	\$0.00	\$400.00	\$0.00	\$0.00	\$400.00	0.0
2.31 Book Processing	\$3,500.00	\$0.00	\$3,500.00	\$193.70	\$193.70	\$3,306.30	5.5

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
2.32 Automation	\$20,000.00	\$0.00	\$20,000.00	\$0.00	\$0.00	\$20,000.00	0.0
Subtotal	\$41,400.00		\$41,400.00	\$1,761.45	\$1,761.45	\$39,638.55	4.3
2. Supplies							
2.11 Official Records	\$1,500.00	\$0.00	\$1,500.00	\$38.07	\$38.07	\$1,461.93	2.5
Subtotal	\$1,500.00		\$1,500.00	\$38.07	\$38.07	\$1,461.93	2.5
3. Other Services and Charge							
3.11 Consulting Services	\$1,000.00	\$0.00	\$1,000.00	\$550.00	\$550.00	\$450.00	55.0
3.12 Legal Services	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.0
3.13 *Other Professional Services	\$12,000.00	\$0.00	\$12,000.00	\$793.77	\$793.77	\$11,206.23	6.6
3.21 Telephone & Telegraph	\$10,000.00	\$0.00	\$10,000.00	\$549.41	\$549.41	\$9,450.59	5.5
3.22 Postage & UPS	\$2,000.00	\$0.00	\$2,000.00	\$352.40	\$352.40	\$1,647.60	17.6
3.23 Traveling Expense	\$2,000.00	\$0.00	\$2,000.00	\$146.20	\$146.20	\$1,853.80	7.3
3.24 Professional Meetings	\$2,000.00	\$0.00	\$2,000.00	\$48.00	\$48.00	\$1,952.00	2.4
3.26 Programing	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
3.31 Advertising & Public Notices	\$250.00	\$0.00	\$250.00	\$39.57	\$39.57	\$210.43	15.8
3.41 Official Bonds	\$350.00	\$0.00	\$350.00	\$0.00	\$0.00	\$350.00	0.0
3.51 Gas	\$9,500.00	\$0.00	\$9,500.00	\$135.43	\$135.43	\$9,364.57	1.4
3.52 Electricity	\$20,000.00	\$0.00	\$20,000.00	\$1,169.74	\$1,169.74	\$18,830.26	5.8
3.53 Water	\$2,000.00	\$0.00	\$2,000.00	\$177.88	\$177.88	\$1,822.12	8.9
3.54 Waste Disposal Services	\$250.00	\$0.00	\$250.00	\$58.24	\$58.24	\$191.76	23.3
3.61 Bldg. & Structure/Maint.	\$1,000.00	\$0.00	\$1,000.00	\$596.00	\$596.00	\$404.00	59.6
3.62 Equipment	\$4,500.00	\$0.00	\$4,500.00	\$137.64	\$137.64	\$4,362.36	3.1
3.72 Equipment/Rental	\$3,000.00	\$0.00	\$3,000.00	\$139.00	\$139.00	\$2,861.00	4.6
3.8 Dues	\$700.00	\$0.00	\$700.00	\$0.00	\$0.00	\$700.00	0.0

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
3.81 Taxes	\$2,800.00	\$0.00	\$2,800.00	\$0.00	\$0.00	\$2,800.00	0.0
3.9 Transfer to LIRF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
Subtotal	\$79,350.00		\$79,350.00	\$4,893.28	\$4,893.28	\$74,456.72	6.2
4. Capitol Outlays							
4.1 Land Buildings Improvements	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
4.2 Furniture & Equipment	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.0
4.31 Elwood Adult	\$28,000.00	\$0.00	\$28,000.00	\$2,359.73	\$2,359.73	\$25,640.27	8.4
4.32 Elwood Childrens	\$10,000.00	\$0.00	\$10,000.00	\$12.91	\$12.91	\$9,987.09	0.1
4.33 Elwood YA	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.0
4.34 Frankton	\$23,000.00	\$0.00	\$23,000.00	\$762.96	\$762.96	\$22,237.04	3.3
4.35 Summitville	\$11,740.00	\$0.00	\$11,740.00	\$1,304.59	\$1,304.59	\$10,435.41	11.1
4.35 Elwood Indiana Room	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.0
4.4 Periodicals & Newspapers	\$10,000.00	\$0.00	\$10,000.00	\$133.99	\$133.99	\$9,866.01	1.3
4.51 Elwood AV	\$8,380.00	\$0.00	\$8,380.00	\$37.99	\$37.99	\$8,342.01	0.5
4.52 Frankton AV	\$4,480.00	\$0.00	\$4,480.00	\$277.20	\$277.20	\$4,202.80	6.2
4.53 Summitville AV	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.0
Subtotal	\$105,100.00		\$105,100.00	\$4,889.37	\$4,889.37	\$100,210.63	4.7
Grand Total	\$638,515.00	\$0.00	\$638,515.00	\$39,429.85	\$39,429.85	\$599,085.15	6.2

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

Register Of Claims

North Madison County Public Library System

Report Dates From 1/1/99 To 1/31/99

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	53	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,001.62	1/20/99	PIR 1-29-99
			FICA	Payroll Deducclions	\$811.78		
			Federal Taxes Withheld	Payroll Deducclions	\$1,495.46		
			Medicare	Payroll Deducclions	\$189.84		
				Total this claim	<u>\$3,498.70</u>		
0	75	SNUFFY CONCRETE WORK	Operating Fund	*Other Professional Services	(\$1,000.00)	1/20/99	To void check#517553
				Total this claim	<u>(\$1,000.00)</u>		
0	74	PAYROLL	Operating Fund	Salary of Director	\$1,165.38	1/20/99	PAYROLL
			Operating Fund	Salary of Assistants	\$11,209.43		
			Operating Fund	Wages of Janitor	\$718.22		
				Total this claim	<u>\$13,093.03</u>		
0	5	22ND STREET HARDWARE				1/6/99	
				Total this claim			
0	6	PAYROLL	Operating Fund	Salary of Director	\$1,153.84	1/6/99	PAYROLL
			Operating Fund	Salary of Assistants	\$10,375.88		
			Operating Fund	Wages of Janitor	\$580.40		
				Total this claim	<u>\$12,110.12</u>		
0	22	CITY WATER & SEWAGE				1/6/99	
				Total this claim			
0	27	22ND STREET HARDWARE				1/6/99	
				Total this claim			
0	1	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$926.42	1/6/99	PIR 1-6-99
			FICA	Payroll Deducclions	\$750.84		
			Federal Taxes Withheld	Payroll Deducclions	\$1,332.55		
			Medicare	Payroll Deducclions	\$175.58		
				Total this claim	<u>\$3,185.39</u>		
17813	4	CITY WATER & SEWAGE	Operating Fund	Water	\$135.66	1/6/99	
				Total this claim	<u>\$135.66</u>		
17814	2	INDIANA DEFERRED COMPEN	Annuity	Payroll Deducclions	\$190.00	1/6/99	
				Total this claim	<u>\$190.00</u>		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
17816	3	MADISON COUNTY SCHOOL E	Credit Union	Payroll Deductions	\$1,594.12	1/6/99	
				Total this claim	<u>\$1,594.12</u>		
17816	18	A.E. BOYCE CO., INC.	Operating Fund	Official Records	\$38.07	1/6/99	w-2 FORMS
				Total this claim	<u>\$38.07</u>		
17817	7	AMERICAN BUSINESS DIRECT	Operating Fund	Elwood Adult	\$300.00	1/6/99	
				Total this claim	<u>\$300.00</u>		
17818	8	AMERICAN STATES INSURAN				1/6/99	Additional Charge
				Total this claim	<u></u>		
17819	9	AMERITECH	Operating Fund	Telephone & Telegraph	\$230.35	1/6/99	
				Total this claim	<u>\$230.35</u>		
17820	52	ANDERSON NEWSPAPERS IN	Operating Fund	Advertising & Public Notices	\$39.57	1/6/99	
				Total this claim	<u>\$39.57</u>		
17822	11	AUDIO VISUAL COMMUNICATI	Operating Fund	*Other Professional Services	\$119.00	1/6/99	
				Total this claim	<u>\$119.00</u>		
17823	13	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$658.93	1/6/99	
			Operating Fund	Elwood Childrens	\$12.91		
			Operating Fund	Frankton	\$41.59		
			Operating Fund	Summitville	\$151.04		
			Operating Fund	Other	\$10.80		
				Total this claim	<u>\$875.27</u>		
17824	15	BARBARA McADAMS	Operating Fund	Postage & UPS	\$50.27	1/6/99	
				Total this claim	<u>\$50.27</u>		
17825	16	BARBARA McADAMS	Operating Fund	Traveling Expense	\$15.50	1/6/99	
				Total this claim	<u>\$15.50</u>		
17826	17	BARBARA SNIPES	Operating Fund	Traveling Expense	\$49.20	1/6/99	
				Total this claim	<u>\$49.20</u>		
17827	14	BAUERS	Operating Fund	*Other Operating Supplies	\$3.53	1/6/99	
				Total this claim	<u>\$3.53</u>		
17828	21	CAIN CONSULTING GROUP	Operating Fund	Consulting Services	\$505.00	1/6/99	BOARD DEVELOPMENT PROGRAM
				Total this claim	<u>\$505.00</u>		
17829	19	CENTRAL IND.COMPUTER CO	Operating Fund	*Other Office Supplies	\$185.00	1/6/99	
				Total this claim	<u>\$185.00</u>		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
17830	20	CHRONICLE TRIBUNE	Operating Fund	Periodicals & Newspapers	\$117.00	1/6/99	SUBSCRIP.SUMMITVILLE TO 1/21/00
				Total this claim	\$117.00		
17831	23	CONGRESSIONAL QUARTERL	Operating Fund	Periodicals & Newspapers	\$25.33	1/6/99	
				Total this claim	\$25.33		
17832	61	DIANA L. SHEPARD	Operating Fund	Postage & UPS	\$34.13	1/6/99	
			Operating Fund	Fuel, Oil and Lubricants	\$5.00		
				Total this claim	\$39.13		
17833	24	EDWARDS ELECTRICAL & ME	Operating Fund	Bldg. & Structure/Maint.	\$387.00	1/6/99	
			Operating Fund	Bldg. & Structure/Maint.	\$209.00		
				Total this claim	\$596.00		
17834	25	ELWOOD BUILDING SUPPLY	Operating Fund	*Other Operating Supplies	\$53.28	1/6/99	
				Total this claim	\$53.28		
17835	26	ELWOOD FIRE EQUIPMENT C	Operating Fund	*Other Professional Services	\$44.55	1/6/99	
				Total this claim	\$44.55		
17836	28	FAMILY BOOKSTORE	Operating Fund	Frankton	\$165.75	1/6/99	
				Total this claim	\$165.75		
17837	31	GALE RESEARCH	Operating Fund	Elwood Adult	\$881.18	1/6/99	As Per Attached Invoices
				Total this claim	\$881.18		
17838	30	GARETH STEVENS	Operating Fund	Summitville	\$854.02	1/6/99	
				Total this claim	\$854.02		
17839	32	GLENNA STEWART	Operating Fund	Traveling Expense	\$28.50	1/6/99	
				Total this claim	\$28.50		
17840	33	GRUNAU COMPANY	Operating Fund	*Other Professional Services	\$190.00	1/6/99	
				Total this claim	\$190.00		
17841	29	GTE	Operating Fund	Telephone & Telegraph	\$177.58	1/6/99	
				Total this claim	\$177.58		
17842	34	HORTON'S & SONS OF ELWO	Operating Fund	*Other Operating Supplies	\$15.85	1/6/99	
				Total this claim	\$15.85		
17843	35	INDIANA BUSINESS INFO. SER	Operating Fund	Elwood Adult	\$29.95	1/6/99	PURCHASE - GUIDE TO UNDERSTAN THE AMERICANS WITH DIS.ACT, & T FAM.&MED.LEAVE ACT
				Total this claim	\$29.95		
17844	36	INDIANA GAS COMPANY	Operating Fund	Gas	\$24.51	1/6/99	
			Operating Fund	Gas	\$110.92		
				Total this claim	\$135.43		

<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>
17845	62	INDYNET	Operating Fund	Consulting Services	\$45.00	1/6/99	
				Total this claim	<u>\$45.00</u>		
17846	37	INGRAM DISTRIBUTION GROU	Operating Fund	Elwood AV	\$8.04	1/6/99	
				Total this claim	<u>\$8.04</u>		
17847	12	JERRY BAIR	Operating Fund	*Other Professional Services	\$60.00	1/6/99	Plow snow - parking lot Summitville
				Total this claim	<u>\$60.00</u>		
17848	38	K MART	Operating Fund	Cleaning & Sanitation Supplies	\$97.54	1/6/99	
				Total this claim	<u>\$97.54</u>		
17849	41	LERNER PUBLICATIONS COM	Operating Fund	Summitville	\$288.58	1/6/99	
			Operating Fund	Frankton	\$489.54		
				Total this claim	<u>\$778.12</u>		
17850	40	LEXIS LAW PUBLISHING	Operating Fund	Elwood Adult	\$124.97	1/6/99	
				Total this claim	<u>\$124.97</u>		
17851	42	LIBRARY STORE INC., THE	Operating Fund	Book Processing	\$193.70	1/6/99	
				Total this claim	<u>\$193.70</u>		
17852	39	LINDA KEMPER	Operating Fund	Traveling Expense	\$7.00	1/6/99	
				Total this claim	<u>\$7.00</u>		
17853	43	LUCENT TECHNOLOGIES	Operating Fund	Equipment	\$137.64	1/6/99	
				Total this claim	<u>\$137.64</u>		
17854	44	MANIFOLD REFUSE, INC.	Operating Fund	Waste Disposal Services	\$50.00	1/6/99	
				Total this claim	<u>\$50.00</u>		
17855	45	MIDWEST TAPE	Operating Fund	Frankton AV	\$277.20	1/6/99	
			Operating Fund	Elwood AV	\$29.95		
				Total this claim	<u>\$307.15</u>		
17856	46	OXMOOR HOUSE	Operating Fund	Frankton	\$43.63	1/6/99	
				Total this claim	<u>\$43.63</u>		
17857	47	PARSONS TECHNOLOGY	Operating Fund	Elwood Adult	\$169.70	1/6/99	
				Total this claim	<u>\$169.70</u>		
17858	48	PITNEY BOWES	Operating Fund	Equipment/Rental	\$139.00	1/6/99	
				Total this claim	<u>\$139.00</u>		
17859	49	QUILL CORPORATION	Operating Fund	*Other Office Supplies	\$399.80	1/6/99	
				Total this claim	<u>\$399.80</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>
17860	63	RAMSAY BUSINESS PRODUC	Operating Fund	*Other Professional Services	\$330.22	1/6/99	
			Operating Fund	*Other Office Supplies	\$86.69		
				Total this claim	\$416.91		
17861	50	ROBY'S INC	Operating Fund	Repair Parts/Maintenance	\$554.25	1/6/99	
				Total this claim	\$554.25		
17862	54	S & S ARTS AND CRAFTS	Operating Fund	*Other Operating Supplies	\$67.93	1/6/99	CRAFT MATERIAL
				Total this claim	\$67.93		
17863	55	SNUFFY CONCRETE WORK	Operating Fund	*Other Professional Services	\$1,000.00	1/6/99	SNOW REMOVAL 1/4 & 1/5/99
				Total this claim	\$1,000.00		
17864	51	SOMERSET PUBLISHERS, INC	Operating Fund	Elwood Adult	\$195.00	1/6/99	
				Total this claim	\$195.00		
17865	53	STAR PRESS,THE	Operating Fund	Periodicals & Newspapers	\$106.60	1/6/99	SUBSCRIPTION - ELWOOD LIBRARY
				Total this claim	\$106.60		
17866	56	TASTE OF HOME	Operating Fund	Frankton	\$22.45	1/6/99	
				Total this claim	\$22.45		
17867	57	TOWN OF FRANKTON	Operating Fund	Electricity	\$54.41	1/6/99	
			Operating Fund	Water	\$7.40		
			Operating Fund	Waste Disposal Services	\$8.24		
				Total this claim	\$70.05		
17868	59	UNITOG RENTAL SERVICES	Operating Fund	Cleaning & Sanitation Supplies	\$32.41	1/6/99	
				Total this claim	\$32.41		
17869	58	UPSTART	Operating Fund	*Other Office Supplies	\$33.64	1/6/99	
				Total this claim	\$33.64		
17870	60	WITTKAMPER AUCTIONS	Operating Fund	*Other Professional Services	\$50.00	1/6/99	
				Total this claim	\$50.00		
17871	69	AMERITECH	Operating Fund	Telephone & Telegraph	\$141.48	1/20/99	SUMM. Tele.
				Total this claim	\$141.48		
17872	70	CAROLYN LAMBERTSON	Operating Fund	*Other Operating Supplies	\$32.83	1/20/99	
			Operating Fund	Summitville	\$10.95		
				Total this claim	\$43.78		
17873	67	INDIANA DEFERRED COMPEN	Annunily	Payroll Deductions	\$190.00	1/20/99	
				Total this claim	\$190.00		

<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>
17874	71	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$34.82	1/20/99	
				Total this claim	<u>\$34.82</u>		
17875	72	JAMIE B. SCOTT	Operating Fund	Traveling Expense	\$46.00	1/20/99	
				Total this claim	<u>\$46.00</u>		
17876	68	MADISON COUNTY SCHOOL E	Credit Union	Payroll Deductions	\$1,669.50	1/20/99	
				Total this claim	<u>\$1,669.50</u>		
17877	65	POSTMASTER	Operating Fund	Postage & UPS	\$26.50	1/20/99	
			Operating Fund	Postage & UPS	\$26.50		
				Total this claim	<u>\$53.00</u>		
17878	73	PURCHASE POWER	Operating Fund	Postage & UPS	\$215.00	1/20/99	
				Total this claim	<u>\$215.00</u>		
17879	64	STAR FINANCIAL BANK	Operating Fund	Periodicals & Newspapers	(\$114.94)	1/6/99	The following checks outstanding 2 year
							#14812 Oxmoor House \$47.82
							15035 Young Scholar 14.97
							15890 Junior Library Gd. 1.25
							15935 Cy Decosse, Inc. 20.90
							16609 Indy Net 30.00
				Total this claim	<u>(\$114.94)</u>		
17880	77	AMERICAN ELECTRIC POWER	Operating Fund	Electricity	\$1,115.33	1/28/99	
				Total this claim	<u>\$1,115.33</u>		
17881	76	CITY OF ELWOOD NON-REVE	Operating Fund	Emp Cont Group Ins	\$716.49	1/28/99	
			Insurance	Emp Cont Group Ins	\$614.10		
				Total this claim	<u>\$1,330.59</u>		
17882	78	INCOLSA	Operating Fund	Professional Meetings	\$48.00	1/28/99	For J.Scott - Workshop 2-10-99
				Total this claim	<u>\$48.00</u>		

Warrant
Number

Claim
Number

Name of Claimant

Fund

Account

Amount

Date

Explanation

Total Amount of Claims \$48,454.42

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, January 19, 1999

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 _____, 19____.

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: 1/31/99

<u>Bank</u>	
1 Star Financial Bank	\$223,160.83
2 Huntington Bank	\$17,413.79
3 Community Bank/Summitville	\$9,090.12
Total all banks =	\$249,664.74

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

Receipt Summaries for 100 Operating Fund

North Madison County Public Library System

Report Dates = 1/1/99 to 1/31/99

<u>Account</u>	<u>This Month</u>	<u>YTD</u>
312 County Option Income Tax	\$10,043.76	\$10,043.76
341 Fines	\$792.40	\$792.40
342 Replacement Cards	\$12.00	\$12.00
344 Lost, Damaged, Sale of Books	\$26.95	\$26.95
345 Other	\$4.53	\$4.53
346 Lamination	\$12.80	\$12.80
347 Reader/Printer Copies	\$19.00	\$19.00
348 Inter-Library Loan	\$31.11	\$31.11
349 Photocopy Fees	\$562.45	\$562.45
350 Fax Fees	\$242.30	\$242.30
360 Miscellaneous Revenue	\$3.00	\$3.00
361 Interest on Investment	\$122.34	\$122.34
363 Rents	\$1,000.00	\$1,000.00
	\$12,872.64	\$12,872.64

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

Receipt Summaries for 120 Gift

North Madison County Public Library System

Report Dates = 1/1/99 to 1/31/99

<i>Account</i>	<i>This Month</i>	<i>YTD</i>
364 Donations & Memorials	\$362.50	\$362.50
	<u>\$362.50</u>	<u>\$362.50</u>

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

Receipt Summaries for 107 PLAC

North Madison County Public Library System

Report Dates = 1/1/99 to 1/31/99

<i>Account</i>	<i>This Month</i>	<i>YTD</i>
351 PLAC	\$46.00	\$46.00
	<u>\$46.00</u>	<u>\$46.00</u>

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

Lucent Technologies
Bell Labs Innovations

Lucent Technologies Inc.
Business Communications Sy
7200 S. Alton Way
Englewood, CO 80112

Dear *Jamie*

I am enclosing the Service Protection Plan information for which you are eligible. A complete description of all coverage types is listed on the reverse side of the Service Protection Plan Order Form.

If you do not currently have a service agreement, you must first select an Essential Service in order to be eligible for additional Essential Plus Options. To initiate a plan that will meet your business needs, select an Essential Service (if applicable) or Essential Plus Options by marking the appropriate boxes on the enclosed Order form. Please return the form in the envelope provided or fax to 1-800-264-0209.

The Per-Month price quotes on the enclosed contract are current to the date on the amendment but are subject to change without notification. If you have any questions regarding this information, please contact us at 1-800-264-0209. Prompt #1.

Please do not send payment with the Order form. You will be invoiced approximately 30 days from the date we receive the Order form.

Thank you for doing business with Lucent Technologies.

Lucent Technologies
Bell Labs Innovations



Lucent Technologies Inc.
Business Communications Systems
7200 S. Alton Way
Englewood, CO 80112

Bridges Service Offer

Tired of getting the "Run Around" when you have a system or network problem and no one seems to care????... The problem is always someone else's, not theirs?????

The new Bridges Offer is designed just for you and your company's business needs... This offer was developed from our Customer Focus Groups, where business people like yourself told us they wanted one point of contact to handle their network troubles no matter where the problem actually existed.

The Bridges Offer will pick up where your Service Protection Plan leaves off. Lucent will provide case management of all network problems that have been identified as non-AT&T/Lucent equipment in origin. A project manager will be assigned to your case, and will perform the following services on your behalf:

1. Centralized acceptance of Trouble Reports on voice networks or network facilities associated with a Lucent communications system which is under Warranty, Service Agreement or equivalent, or Lucent Term Plan.
2. Coverage on voice networks or network facilities related to Local Exchange Companies (LECs), InterExchange Carriers (IXCs), other common carriers and vendors of networks or network facilities interface equipment.
3. Lucent will perform trouble isolation, trouble referral to the appropriate vendor, cooperative testing with other vendors, repair escalations to involved LECs, IXCs and networks or network facilities interface equipment vendors, and case management of troubles to resolution and closure, with status reports to you at specified intervals.

If this sounds like a service your business has been waiting for, please fax the information requested below to: **1-800-264-0209**.....

We will send you the paperwork needed to make the service immediately available to your company.

Company Name

Address

Contact Person

Phone number

Fax Number

Lucent Representative



Attn: JAMIE SCOTT

SERVICE PROTECTION PLAN ORDER FORM

Customer Name ELWD PUB LIBRARY			Lucent Technologies Inc. 7200 S. Alton Way Englewood, Co. 80112		Transaction Description Service Protection Plan
Address 1600 MAIN ST			Lucent Contact ROD WILDGRUBE EXT. 3676		Duration in Years 4
City ELWOOD	State IN	Zip 46036	(800)264-0209 Prompt #2 followed by extension #		DATE: 10/22/1998
Customer Identification Number 0092293828			Branch Code GBCNSCGG		8461 / 12

Essential Service Coverage's (Select one)	
+ Essential Business Day \$52.50	Per Month

+ Remedial maintenance performed between the hours of 8-5 mon-fri

++ Essential Around the Clock \$56.58	Per Month
--	-----------

++ Remedial maintenance for major failures 24 hours per day 7 days per week, as described on the reverse side of this order form.

The Premier Packages: (Bundle the Essential Plus Option Enhancements at a reduced rate.)	
* Premier Coverage I Package N/A	Per Month

* Includes: Wire Coverage, Enhanced Response, Subsequent Training, Remote Administration, (if applicable)

** Premier Coverage II Package \$23.11	Per Month
---	-----------

** Includes: Wire Coverage, Subsequent Training, Remote Administration, (if applicable)

INDIVIDUAL ESSENTIAL PLUS OPTION ENHANCEMENTS (SELECT ONE OR MORE)

Wire Coverage \$13.48	Per Month	Remote Administration N/A	Per Month
Enhanced Response (Where available) N/A	Per Month	Moves & Changes (When available) \$26.32	Per Month
Subsequent Training \$16.05	Per Month	Subsequent Training II \$8.35	Per Month
		Bridges Offer \$10.00	Per Month

THIS SERVICE PROTECTION PLAN ("SPP") ORDER FORM LISTS THE LUCENT TECHNOLOGIES ESSENTIAL SERVICE COVERAGE AND THE ESSENTIAL PLUS OPTIONS YOU ARE SELECTING FOR CERTAIN LUCENT EQUIPMENT AND SOFTWARE ("PRODUCTS") FURNISHED UNDER A LUCENT EQUIPMENT AGREEMENT. YOUR SIGNATURE BELOW ACKNOWLEDGES THAT YOU HAVE READ AND UNDERSTAND THE SPP COVERAGE DESCRIPTIONS ON THE BACK OF THIS ORDER FORM, WHICH SUPPLEMENTS THE TERMS AND CONDITIONS OF YOUR LUCENT AGREEMENT, AND WILL APPLY DURING THE COVERAGE TERM YOU HAVE SELECTED. THE PRICES LISTED ON THIS ORDER FORM ARE MONTHLY RATES AND ARE CORRECT AS OF THE DATE PRINTED, BUT ARE SUBJECT TO CHANGE WITHOUT NOTIFICATION.

By: X
(Authorized Customer Representative Signature)

X
(Typed or Printed Name)

X
(Title)

X
(Date)

Lucent Technologies Service Protection Plan

The following are descriptions of Lucent's support services options for your Warranty, Term Plan, or Service Protection Plan period. If you select an option which is not designated as standard for the product, additional charges may apply. All applicable charges are listed on the front of this Order Form.

A. ESSENTIAL SERVICE COVERAGE'S

1. **Essential Business Day** -- Lucent will provide remedial maintenance service during coverage period hours, which are 8 a.m. to 5 p.m., Monday through Friday, excluding Lucent holidays ("Coverage Period"). If you are located within a major metropolitan area, as defined by Lucent, Lucent will commence remedial maintenance service for major failures (i.e., failures that Lucent determines materially affect the operation of your telecommunications system) within four (4) Coverage Period hours of notification. If you are located outside a major metropolitan area, as defined by Lucent, Lucent will commence remedial maintenance service for major failures (i.e., failures that Lucent determines materially affect the operation of your telecommunications system) by the end of the Coverage Period day following notification. If you are located within a major metropolitan area, as defined by Lucent, Lucent will provide remedial maintenance service for minor failures within twenty-four (24) hours of notification except that work will be performed only between 8 a.m. and 5 p.m. Monday through Friday, excluding Lucent holidays. If you are located outside a major metropolitan area, as defined by Lucent, Lucent will provide remedial maintenance service for minor failures within twenty-four (24) Coverage Period hours of notification, (e.g., if you notify Lucent at 3 p.m. on Thursday, Lucent will respond by 3 p.m. on the following Tuesday). You may also call Lucent's toll-free 24 hour "Helpline" for trouble reporting.

2. **Essential Around-The-Clock** -- if you are located within a major metropolitan area, as defined by Lucent, Lucent will commence remedial maintenance service for major failures twenty-four (24) hours per day, seven (7) days per week, within four (4) hours of notification. Lucent will provide remedial maintenance service for minor failures within twenty-four (24) hours of notification, except that work will be performed only between 8 a.m. and 5 p.m. Monday through Friday, excluding Lucent holidays. You may also call Lucent's toll-free 24 hour "Helpline" for trouble reporting.

3. **Term Plan Maintenance** -- For Products furnished to you under a Term Plan, service will be provided during the coverage period you selected on the face of the applicable Equipment Agreement.

B. ESSENTIAL PLUS OPTIONS -- Unless specified otherwise in the offer definitions below, the following options are available during the Essential Service coverage hours you selected (i.e., Essential Business Day or Essential Around-the-Clock).

1. **Wire Coverage** -- This option provides remedial maintenance for Wiring. Wiring includes all gray cable/wire, connecting blocks, cross connect fields, Systimax ® and associated hardware on the customer side of the local exchange company's or common carrier's network interface. Wiring does not include black cable, riser cable, and all other network wiring or facilities such as poles, conduit, local access lines and trunks.

2. **Enhanced Response** -- You may select Enhanced Response coverage in those geographic areas of the United States where Lucent offers two (2) hour response for coverage of major failures.

3. **Subsequent Training 1** -- Under this option, Lucent will provide Product training following completion of Product Installation to your employees using or administering the Product who require such training. The content, timing and location of such training will be mutually agreed upon by you and Lucent. Lucent will fulfill your training requirements through the provision of unlimited customer access to Lucent's toll free "Helpline", twenty-four (24) hours a per day, seven (7) days per week and through unlimited access, on a first-come-first served basis, to Lucent's regularly scheduled customer training classes and seminars. If required to fulfill your particular training needs, Lucent will conduct customized training sessions on your premises or another mutually agreed upon location up to two (2) times per year, not to exceed more than four and one-half (4 1/2) hours per session. On-site training for System 25, System 75, the DEFINITY ® Enterprise Communication Server and Vintage/Classic Systems is not included.

4. **Subsequent Training 2** -- Under this option, Lucent will provide on-line coaching and training coverage for all components of your Lucent system, as well as for any Lucent provided adjunct associated with the system, that is covered by Lucent's warranty, Term Plan or Service Protection Plan. Training is provided through Lucent's National Service Assistance Center. System training documentation is available to customers that subscribe to this option via fax or other electronic on-line media (e.g., the Internet). This coverage will be provided twenty-four (24) hours per day, seven (7) days per week. This option does not include Remote Administration on-line services.

5. **Remote Administration** -- Lucent offers Remote Administration services for certain Products. For such Products, this option includes an unlimited number of standard software translations. Translations will be completed within the coverage period hours (i.e., Essential Business Day or Essential Around-the-Clock) applicable to minor failures. Translations that qualify for this coverage are listed in the applicable Product documentation under the general categories of "System Administration" or "Customer Responsibilities". These translations include programming for Product features such as: call accounting, toll restriction and other administrative features. Translations will only be performed by remote access to the Product. Lucent will not send a technician to your premises to provide this service.

6. **Moves and Changes** -- Under this option, Lucent will rearrange existing station equipment and adjunct equipment, and perform related station translation. Lucent will provide rearrangement of equipment only within the Product Location shown on the face of your Equipment Agreement or equivalent. When you request work to be performed under this option, Lucent and you will schedule a visit to your location for purposes of fulfilling your request. Lucent will provide labor free of charge under this option, but you will be charged for any materials needed to fulfill your request, unless those materials are provided under a Lucent Warranty, Term Plan or SPP option.

7. **Premier Coverage** -- This coverage consists of the following Essential Plus Options: Wire Coverage, Enhanced Response (where available), Subsequent Training and Remote Administration, as described above. Premier Coverage is available during the Essential Service Coverage hours you selected (i.e., Essential Business Day or Essential Around-the-Clock).

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
Regular Meeting For Business
March 8, 1999
7:00pm

CALL TO ORDER

President Pam Bohlander called a regular meeting for business to order at 7:00pm Monday, March 8, 1999 in the Elwood Public Library.

CALL FOR QUORUM

Board members present with President Bohlander were: Kevin Sipe, Jerry Kaiser, David Hoffman, Linda Sizelove. Absent were Brenda Carey and Sharan Pace.

MINUTES were approved with a motion from Kevin Sipe, seconded by David Hoffman.

CLAIMS REGISTER was signed by board members and checks signed by Treasurer Jerry Kaiser.

OLD BUSINESS

A discussion was held regarding compensating the board treasurer. State Board of Accounts representative Charlie Pride said there is no rule regarding how much to pay, the law states it is up to the board's discretion. A representative of the Library Development Office, Indiana State Library indicated that payment of Board Treasurer is routinely discouraged.

Long Range Plan – Kathi reported that the State Library states the deadline is June 30 to have our plan in with a statement of community needs, measurable objectives and method for periodic review and evaluation. Linda Sizelove volunteered to work on the plan. Kathi recommends as many board members as possible attend the workshop on May 6 "Planning For Results" to be held at Tipton County Public Library.

Kathi discussed the Automated Circ System Upgrade and ask board members to affirm the length of time items can be checked out. Kevin Sipe asked if these parameters could be changed if we decided differently later. Kathi will check on this.

A resolution for the LSTA GRANT recently received for Y2K compliance, for equipment, was signed by board secretary David Hoffman. Kathi explained because this is a federal grant, there are regulations to be adhered to. David Hoffman made a motion to accept the contract, Jerry Kaiser seconded and it passed.

Ms. Byl, Indiana University has been out of town and therefore, Kathi could not make arrangements for her to come or call at the next board meeting. Her assistant will call when she is available.

The Indiana Library Federation conference is April 8, 9, 1999. Board members are to let Jan know by March 12 if they are going.

NEW BUSINESS

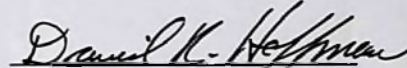
The Frankton library has received a quote from Wilson's Upholstery to recover all seven chairs for a total of \$365.00 Linda Sizelove made a motion to have the chairs covered. Kevin Sipe seconded and it passed.

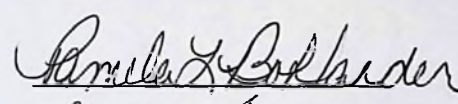
Kevin Sipe also stated that the Frankton principal wanted to know if the library was interested in the old Frankton school. Board members discussed the possibilities.

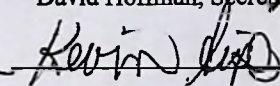
Jerry Kaiser suggested talking to Steve Sizelove about replacing the poles on the signs that have been destroyed in the parking lot recently, about getting a heavier material for them. Kevin asked if we could buy them from the city. Jerry will investigate.

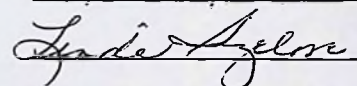
The problem of children skateboarding in the parking lot was discussed. General consensus is that it still cannot be allowed.

Meeting was adjourned at 8:00pm with a motion from David Hoffman, seconded by Jerry Kaiser.


David Hoffman, Secretary


Pam Bohlander


Kevin Sipe


Linda Sizelove

DIRECTOR'S REPORT FOR
NMCPLS TRUSTEE MEETING • MARCH 8, 1999

OLD BUSINESS

1. Treasurer Pay: State Board of Accounts representatives could provide no information on minimum/maximum payment of Board Treasurer. Representative of the Library Development Office, Indiana State Library, indicated that payment of Board Treasurer is routinely discouraged. [No recommendation.]
2. Long Range Plan: Folders include a copy of a letter from Ginny Andis, Library Development Office re: request for a waiver on State Standard #4. Full compliance is necessary by June 30, 1999. Attached to the letter is a sheet with Standard #4 highlighted. Although a mission statement & goals were submitted by the December 31, 1998, deadline, the plan still needs to be 'fleshed-out' with a "statement of community needs...measurable objectives...method for periodic review and evaluation," etc. [Recommend review of Section E, "The Board Plans," of the 1998 edition of In the Public Trust. Also recommend attendance by as many trustees as possible at the May 6 session of "Planning For Results" to be held at Tipton County Public Library. Information re: that workshop also included in folders.]
3. Automated Circ System Upgrade: Sheet headed "Bibliofile Specifications Chart" outlines parameters for potential circulation of new media (DVD, CD-Rom, PC software, etc.) under upgraded circulation system. [To be included in revision of circulation policy at a later date.]
4. Bridge Project: Bev Byl has been out of town and unable to suggest dates & times when she might meet with the Board.. Information will be relayed as soon as it becomes available.
5. ILL' Annual Conference: Please let Jan know by the end of the week if you plan to attend.

NEW BUSINESS

1. Re-upholstery of chairs at Frankton facility: Quote from Wilson's Upholstery to recover all 7 chairs for total of \$365. [Recommend approval & proceeding with work ASAP.]
2. Contact Info re: Open Door Laws: Open Door Law booklets recently distributed did not have the contact information inside the back cover. That page has been reproduced and included in your folders. It is headed "What can I do if I have questions about these laws?" [FYI]
3. Technology Grant: Recommend Board approve the LSTA contract and authorize the Director to sign it per instructions from State Library. The Board Secretary should fill out and sign the Certificate of Resolution and have it notarized. Both copies of the contract and all attachments are to be returned to the Library Development Office, Indiana State Library.

This reimbursement grant will be in effect from April 1, 1999, to June 30, 2000. Payments to NMCPLS will be made based on a monthly report of purchase orders or bills received by the State Library. The Library Development Office plans to offer a workshop in May or June to cover specific procedures.



STATE OF INDIANA

Charles Ray Ewick, Director

FRANK O'BANNON, Governor

INDIANA STATE LIBRARY

March 3, 1999

Kathi Wittkamper, Director
North Madison County Public Library System
1600 Main St.
Elwood, IN 46036

140 North Senate Avenue
Indianapolis, IN 46204-2296
Tel. (317) 232-3675
FAX (317) 232-3728
TDD (317) 232-7763

Dear Ms. Wittkamper:

The Public Library Services Committee of the Indiana State Library Advisory Council has reviewed the STATEMENTS OF COMPLIANCE WITH STANDARDS FOR PUBLIC LIBRARIES. According to your Statement or information compiled by the State Library, your library does not meet the standard(s) checked below.

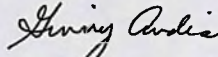
1. Indiana Public Library Law
2. Federal laws affecting employment practice and facilities management
3. Board bylaws
4. Long range plan *
5. Technology plan
6. Collection development policy
7. Separate functions of board and director
8. Follow principles of *IN The Public Trust*
9. Director holds certificate required by certification laws
10. Employee classification, job descriptions, salary schedules
11. Personnel policies
12. Support continuing education for staff and trustees
13. Compliance with building codes
14. Compliance with the ADA
15. Meet minimum hours of service, including evening and weekend hours
16. Offer minimum services—loan of materials, collections available, telephone, ILL
17. Membership in INCOLSA
18. Services—reference; children's, programming, a-v, special
19. Inform the public about services
20. Base level of technology—computer, modem, fax, printer, and software
21. Automation standards

A recommendation will be forwarded to the Indiana Library & Historical Board to grant your library a waiver on compliance with standards listed above with an asterisk (*) if you comply with the standard(s) by June 30, 1999 and send a copy of the plans, policies, or other documentation by that date to the Library Development Office, Indiana State Library, 140 N. Senate Ave., Indianapolis, IN 46204. If you comply with the above, then your library will be eligible for distribution of state funds and federal grant funds in 1999.

If you wish to contest the recommendation of the Public Library Services Committee, you must send a letter by March 19, 1999 to Dr. Charles Bertram, President, Indiana Library & Historical Board, Indiana State Library, 140 N. Senate Ave., Indianapolis, IN 46204 with a copy to Ray Ewick, State Librarian, Indiana State Library. Final recommendations will be considered by the Indiana Library & Historical Board during their March 26 meeting.

The Indiana State Library has received word that Indiana public libraries will be able to receive a grant from the Gates Library Initiative. To be able to participate in this grant the Indiana State Library will have to determine the public libraries in Indiana that qualify for the grant. You and your library board are encouraged to use the next year to meet all the standards that you were not able to comply with for this year, so that your library will be able to qualify for the Gates Library Initiative grant. Indiana State Library has to file the first application in behalf of all public libraries in Indiana by April 30, 1999. Your library will be included in the first application, but if you do not meet standards or are unable to receive a waiver by February 1, 2000, you will not be able to be considered in the revised application Indiana State Library will be allowed to file before the final approval from the Gates Library Initiative next year.

Sincerely,



Ginny Andis
Library Development Office

Standard 4

The library shall have a written long-range plan of service for two (2) to five (5) years, including the following:

- (1) A statement of community needs, goals, and measurable objectives.
- (2) A method for periodic review and evaluation.

Such plans should include participation by the community, library board and staff. The library is encouraged to file a current copy with the Indiana State Library.

Standard 5

The library shall have a written automation plan that conforms with the automation standards in 590 IAC 2 adopted by the Indiana Library and Historical Board. The library is encouraged to file a current copy of its automation/technology plan with the Indiana State Library.

Standard 6

The library board shall adopt the following:

- (1) A written collection development policy.
- (2) Principles of access to all library materials and services.

The library is encouraged to file a current copy with the Indiana State Library.

The following guideline is provided as a suggestion for a higher level of service. Guidelines are not required at this time.

The library board should adopt the principles of the Library Bill of Rights.

Standard 7

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

- (1) The board is responsible for governance.
- (2) The director is responsible for administration.

Standard 8

All library trustees shall follow the principles discussed in current state publications for trustees that are approved by the Indiana State Library.



The Indiana State Library and INCOLSA Present . . .

Planning For Results: Transforming Your Library For the 21st Century

With Sandra Nelson and Rhea Rubin

• May 6, 1999

Tipton County Public Library

• May 7, 1999

Abe Martin Lodge, Brown County State Park



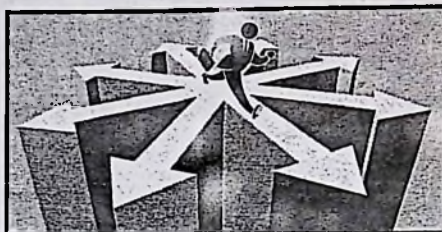
Planning For Results: Transforming Your Library For the 21st Century is designed to help library directors, staff, and trustees manage the future of the library rather than merely react to the present. This one-day workshop is based on the new Public Library Association planning process, *Planning for Results: A Public Library Transformation Process*, a guidebook and how-to manual for every stage of the planning process from appointing the committee to imagining, inventing, and assembling the future. It outlines thirteen service responses for libraries that include lifelong learning, business and career information, formal learning support, and consumer information. This workshop will introduce you to the key elements of the planning process and help prepare you to make the hard decisions needed to operate effectively in a continually changing environment.

This workshop is partially funded by a Library Services and Technology Act (LSTA) grant through the Indiana State Library.

Planning For Results: Transforming Your Library For the 21st Century

Who Should Attend . . .

- Library Directors
- Library Staff
- Trustees



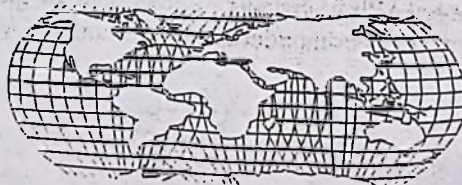
What's Included . . .

The one-day workshop, all handouts as provided by the speaker, and a copy of *Planning For Results* with the accompanying how-to manual (one set per library). Refreshments and lunch will be provided and included in your registration fee.

About Our Presenters . . .

Sandra Nelson is an independent consultant and trainer, specializing in public library planning and management issues, who has presented hundreds of training programs in over 30 states during the past two decades. Sandra has worked in both small and large public libraries as well as in state library agencies in Arizona and Tennessee. She chaired the Public Library Association committee that developed the new PLA planning process, *Planning for Results: A Public Library Transformation Process*. Sandra is co-author of several books on planning including *Wired for the Future: Developing Your Library Technology Plan* (ALA, 1998) and *Managing For Results: Effective Resource Allocation for Public Libraries* (ALA, 1999).

Rhea Rubin is an independent library consultant based in California whose focus is on extending traditional public library services to people who do not ordinarily use them. Since 1980 her work has taken her to over forty states and has been divided between training and consulting, most of which is in planning and evaluation. One of the six trainers selected by the Public Library Association to work with Sandra Nelson on developing training for the new *Planning for Results*, Rubin is currently using the process with libraries from Massachusetts to California. In addition, she is a prolific author, anticipating this year the publication of her tenth book.



Workshop Topics

- 9:30
- What's Changed?
 - Every Library Starts From Someplace Different
 - In the Beginning: The Planning Committee is the Key
- 10:30
- Break*
- Community Needs: The Foundation of All Successful Plans
 - Library Vision: The Difference Your Library Makes in Your Community
- 11:45
- Lunch*
- 1:00
- Library Service Responses: The Link Between Community Needs and Library Programs and Services
 - Goals and Objectives: The Results Your Library Wants and How Those Results Will Be Measured
- 2:30
- Break*
- Resource Allocation: Results Require Resources
 - Communication: Keep Stakeholders Informed Before, During and After the Planning Process
 - What's Next: *Planning for Results* in Your Library
- 4:00
- Evaluation and Adjourn



Workshop Details

- Thursday
May 6

Tipton County Public Library
127 East Madison
Tipton, IN
(765) 675-8761



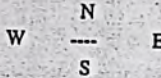
- Friday
May 7

Abe Martin Lodge
Allison Peabody Hall (upstairs near the dining room)
Brown County State Park
Nashville, IN
(812) 988-4418

Optional lodging is available at the Abe Martin Lodge on May 6, the evening prior to the workshop. Please reserve your own accommodations. Phone: 1-877-265-6343 (toll free). Room Reservation deadline: April 6. Mention group number 6028, IN State Library. Room Rates: \$59 + 10% tax. Check-in 4:00 p.m. Check out: 12:00 noon. Park fee: \$2.00 for those staying overnight. The fee will be waived for those attending just for the day of the workshop.

- Registration and refreshments: 9:00 a.m.
- Time of Workshop: 9:30 a.m. - 4:00 p.m. Local Time
- Fee: \$25 (lunch and all refreshments are included in the fee)
- Registration Deadline: April 21

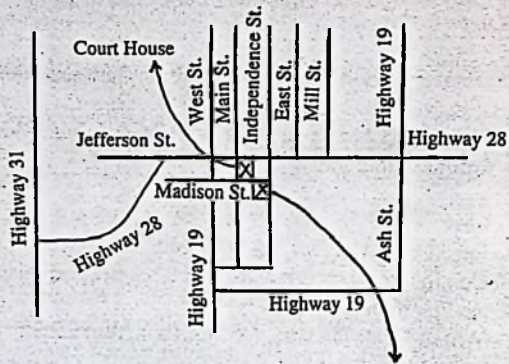
Directions to the Sites
(Maps are not drawn to scale)



Thursday, May 6, 1999

Tipton County Public Library
127 East Madison
Tipton, IN 46072

Phone: (765) 675-8761

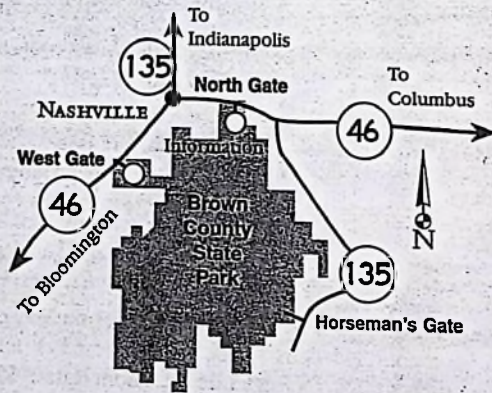


Tipton Public Library
Street parking as well as in
rear and on west side

Friday, May 7, 1999

Abe Martin Lodge
Allison Peabody Hall
Brown County State Park
P.O. Box 547
Nashville, IN 47448
Phone: (812) 988-4418

Follow signs to the Lodge
once you are inside the Park.
Park maps are available at
the entrance.



BROWN COUNTY

"Planning For Results" Registration Form - 1999
INCOLSA and the Indiana State Library

Attendee(s): _____

Library: _____

Address: _____

Phone: _____ Fax: _____

Email: _____

Check Site: _____ May 6, Tipton County Public Library
_____ May 7, Abe Martin Lodge, Brown County State Park

Cost: \$25 per person (includes lunch and refreshments; lunch will be served buffet style)

Amount Enclosed: _____ Check here if you need a receipt. _____

Registration Deadline: **April 21, 1999**

Return To: Yolanda Humphrey
INCOLSA Central Office
6202 Morenci Trail, Indianapolis, IN 46268-2536
Phone: (317) 298-6570 In-state WATS: (800) 733-1899
Fax: (317) 328-2380

_____ Check here if you have special access needs or special meal requirements; the workshop coordinator, Ginny Andis, will contact the designated person to clarify needs.

Checks should be made payable to: INCOLSA

Online or FAX registrations are acceptable. Payment by mail must follow immediately. The online Web site is located at: <http://incolsa.palni.edu/HTML/calendar/form/form.htm>

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

	FEB 1998	FEB 1999	AMOUNT OF CHANGE	PERCENT OF CHANGE	YTD
ELWOOD					
ADULT	3075	2915	-160	-5%	5737
JUV.	2687	2406	-281	-10%	4351
Y.A.	112	91	-21	-18%	161
PER.	428	390	-38	-8%	817
AUDIO	208	339	+131	+62%	555
VIDEO	1824	1888	+64	+3%	3798
TOTAL	8334	8029	-305	-3%	15419
FRANKTON					
ADULT	984	1048	+64	+6%	2199
JUV.	630	615	-15	-2%	1166
Y.A.	0	12	+12	+100%	35
PER.	223	321	+98	+43%	615
AUDIO	14	22	+8	+57%	41
VIDEO	803	904	+101	+12%	1852
TOTAL	2654	2922	+268	+10%	5828
HAZELBAKER					
ADULT	669	582	-87	-13%	1293
JUV.	403	459	+56	+13%	913
Y.A.	0	19	+19	+100%	44
PER.	154	153	-1	0%	387
AUDIO	13	22	+9	+69%	32
VIDEO	439	431	-8	-1%	881
TOTAL	1678	1666	-12	0%	3550
SYSTEM					
ADULT	4728	4545	-183	-3%	9149
JUV.	3720	3480	-240	-6%	6430
Y.A.	112	122	-10	-8%	240
PER.	805	864	+59	-7%	1819
AUDIO	235	383	+148	+62%	628
VIDEO	3066	3223	+157	+5%	6531
TOTAL	12666	12617	-49	0%	24797

	ELWOOD	FRANKTON	HAZELBAKER
PATRON TRAFFIC	7787	1961	993
REFERENCE	231	35	53
ASSISTANCE	1691	112	153
COMPUTER ADULT	223	115	90
JUV.	275	N/A	N/A
PROGRAMS	19 / 212	4 / 50	16 / 37 1 / 10



SPECIFICATIONS CHART

MARC Record Information

PAC Information

Circulation Information

1 Holdings Code (Branch and/or collection)	2 Input Stamp	3 Call # Prefix	4 Call # Tag	5 Type of Call # (Dewey, LC, Other, or combination)	6 Display Branch in PAC (16 characters)	7 Display Collection in PAC (19 characters)	8 Circulation Collection Abbreviation (4 characters)	9 Checkout Period Hours/Days	10 Overdue Fine Per Day/Hour	11 Maximum Fine Per Item	12 Checkout Link	13 Overdue Link	14 Renewal Link	15 Grace Period
NANCECS		CS	092 099	Dewey	Elwood	Computer Software	CS	3days	2.00da	cost	3	1	1	0da
NANCECD		CD	092 949	Other Dewey	Elwood	Compact Disc	CD	14days	.10 da	cost	0	1	1	5days
NANCEVD		VD	092 949	Other	Elwood	Video Disc	VD	2days	2.00da	cost	3	1	1	0
NANCEYM			092 949	Other	Elwood	Y. A. MAGAZINE	YM	14days	.10da	cost	0	1	1	5days
NANCEYP			092 949	Other	Elwood	Y. A. PAPERBACK	YP	14days	.10da	cost	0	1	1	5days
NANCEYC		CA	092 949	Other	Elwood	Y. A. AUDIO	YC	14days	.10da	cost	0	1	1	5days

PATRON GROUP RESTRICTIONS: Describe here any rule variations governing a group of patrons checking out the same type of item. (See instructions and examples on back.)

► Please see instructions on reverse side ◀

Register Of Claims

North Madison County Public Library System

Report Date: From 3/1/99 To 3/31/99

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	144	PAYROLL	Operating Fund	Salary of Director	\$1,165.38	3/3/99	PAYROLL
			Operating Fund	Salary of Assistants	\$11,532.14		
			Operating Fund	Wages of Janitor	\$588.76		
				Total this claim	\$13,286.28		
0	206	GALE RESEARCH		Total this claim		3/3/99	
17944	145	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,016.41	3/3/99	p/r 3-3-99
			FICA	Payroll Deductions	\$823.75		
			Federal Taxes Withheld	Payroll Deductions	\$1,630.16		
			Medicare	Payroll Deductions	\$192.66		
				Total this claim	\$3,662.98		
17945	146	INDIANA DEFERRED COMPEN	Annuity	Payroll Deductions	\$190.00	3/3/99	P/R 3-3-99
				Total this claim	\$190.00		
17946	147	MADISON COUNTY SCHOOL E	Credit Union	Payroll Deductions	\$1,603.95	3/3/99	
				Total this claim	\$1,603.95		
17947	148	BARBARA SNIPES	Operating Fund	Traveling Expense	\$45.20	3/3/99	
				Total this claim	\$45.20		
17948	152	CITY WATER & SEWAGE DEP	Operating Fund	Water	\$113.40	3/3/99	
				Total this claim	\$113.40		
17949	151	INDIANA GAS COMPANY	Operating Fund	Gas	\$70.29	3/3/99	
				Total this claim	\$70.29		
17950	149	JAMIE B. SCOTT	Operating Fund	Traveling Expense	\$41.75	3/3/99	Traveling Exp.
				Total this claim	\$41.75		
17952	204	22ND STREET HARDWARE	Operating Fund	*Other Operating Supplies	\$287.59	3/3/99	
				Total this claim	\$287.59		
17953	156	ABDO & DAUGHTERS	Operating Fund	Elwood Childrens	\$64.30	3/3/99	
				Total this claim	\$64.30		
17954	154	AMERICAN ELECTRIC POWER	Operating Fund	Electricity	\$459.57	3/3/99	
			Operating Fund	Electricity	\$1,109.25		
				Total this claim	\$1,568.82		

<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>
17955	153	AMERICAN LIBRARY ASSOCIA	Operating Fund	Elwood Adult	\$137.90	3/3/99	
				Total this claim	\$137.90		
17956	208	AMERITECH	Operating Fund	Telephone & Telegraph	\$255.73	3/3/99	
				Total this claim	\$255.73		
17957	158	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$1,358.85	3/3/99	
			Operating Fund	Elwood Childrens	\$128.71		
			Operating Fund	Elwood YA	\$2.37		
			Operating Fund	Frankton	\$1,326.95		
			Operating Fund	Summitville	\$115.24		
			Operating Fund	Other	\$36.00		
			Gift	Elwood Adult	\$29.93		
				Total this claim	\$2,998.05		
17958	157	BERNAN ASSOCIATES	Operating Fund	Periodicals & Newspapers	\$37.00	3/3/99	
				Total this claim	\$37.00		
17959	207	CNA	Operating Fund	Insurance	\$88.00	3/3/99	
				Total this claim	\$88.00		
17960	159	CALL LEADER	Operating Fund	Advertising & Public Notices	\$46.00	3/3/99	AD - FT. EVPL 3-25-99
				Total this claim	\$46.00		
17961	156	CAROLYN LAMBERTSON	Operating Fund	Traveling Expense	\$37.70	3/3/99	
				Total this claim	\$37.70		
17962	155	CINDA HORINE	Operating Fund	Traveling Expense	\$15.00	3/3/99	
				Total this claim	\$15.00		
17963	153	CONCENTRIC COMPUTER SE	Operating Fund	*Other Office Supplies	\$69.29	3/3/99	As Per Attached Invoices
			Operating Fund	*Other Professional Services	\$412.50		
				Total this claim	\$481.79		
17964	154	COVILES CREATIVE PUBLISHI	Operating Fund	Frankton	\$23.91	3/3/99	
				Total this claim	\$23.91		
17965	157	ELWOOD FIRE EQUIPMENT C	Operating Fund	*Other Professional Services	\$20.00	3/3/99	
				Total this claim	\$20.00		
17966	152	ELWOOD HERITAGE PRESER	Operating Fund	*Other Operating Supplies	\$27.00	3/3/99	
				Total this claim	\$27.00		
17967	170	FASTTRACK	Operating Fund	*Other Office Supplies	\$326.84	3/3/99	As Per Attached Invoices
				Total this claim	\$326.84		

<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>
17968	169	FILIP, INC.	Operating Fund	Furniture & Equipment	\$277.04	3/3/99	As Per Attached Invoices
			Operating Fund	Cleaning & Sanitation Supplies	\$26.00		
				Total this claim	\$303.04		
17969	172	GALE RESEARCH	Operating Fund	Elwood Adult	\$433.51	3/3/99	
				Total this claim	\$433.51		
17970	171	GARETH STEVENS	Operating Fund	Frankton	\$59.01	3/3/99	As Per Attached Invoices
				Total this claim	\$59.01		
17971	175	GAYLORD BROS.	Operating Fund	Furniture & Equipment	(\$368.32)	3/3/99	As Per Attached Invoices
			Operating Fund	*Other Operating Supplies	\$1,281.79		
			Operating Fund	Book Processing	\$389.08		
				Total this claim	\$1,302.55		
17972	174	GLENNA STEWART	Operating Fund	Traveling Expense	\$38.00	3/3/99	
				Total this claim	\$38.00		
17974	173	GUILD PRESS OF INDIANA	Operating Fund	Elwood Adult	\$43.92	3/3/99	
				Total this claim	\$43.92		
17975	160	HARPER'S WINDOW TREATM	Operating Fund	Furniture & Equipment	\$285.60	3/3/99	MINI-BLINDS
				Total this claim	\$285.60		
17976	161	HEINEMANN LIBRARY	Operating Fund	Elwood Childrens	\$181.35	3/3/99	
				Total this claim	\$181.35		
17977	162	HOOSIER FILING & STORAGE	Operating Fund	Furniture & Equipment	\$39.40	3/3/99	
				Total this claim	\$39.40		
17978	177	HORTON'S & SONS OF ELWO	Operating Fund	*Other Operating Supplies	\$15.38	3/3/99	
				Total this claim	\$15.38		
17979	178	INDIANA GAS COMPANY	Operating Fund	Gas	\$117.46	3/3/99	
				Total this claim	\$117.46		
17980	180	INDIANA LIBRARY FEDEPATIO	Operating Fund	Dues	\$616.41	3/3/99	TRUSTEE MEMBERSHIP
				Total this claim	\$616.41		
17981	179	INDYNET	Operating Fund	Consulting Services	\$30.00	3/3/99	
			Operating Fund	Consulting Services	\$30.00		
			Operating Fund	Consulting Services	\$30.00		
				Total this claim	\$90.00		
17982	182	INGRAM DISTRIBUTION GROU	Operating Fund	Summitville	\$35.02	3/3/99	
				Total this claim	\$35.02		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
17983	181	INSPIRATIONAL BOOK DISTRI	Operating Fund	Elwood Adult	\$9.49	3/3/99	
				Total this claim	\$9.49		
17984	183	K MART	Operating Fund	Other Supples	\$34.65	3/3/99	
				Total this claim	\$34.65		
17985	155	LANDMARK AUDIOBOOKS	Operating Fund	Frankton	\$1,274.00	3/3/99	
				Total this claim	\$1,274.00		
17986	185	LIBRARY CORPORATION, THE	Operating Fund	*Other Professional Services	\$4,847.00	3/3/99	
				Total this claim	\$4,847.00		
17987	184	LIBRARY STORE INC., THE	Operating Fund	Book Processing	\$163.35	3/3/99	
				Total this claim	\$163.35		
17988	185	LIBRARY VIDEO COMPANY	Operating Fund	Summitville AV	\$586.69	3/3/99	
				Total this claim	\$586.69		
17989	209	LUCENT TECHNOLOGIES	Operating Fund	*Other Professional Services	\$137.64	3/3/99	
				Total this claim	\$137.64		
17990	187	M.A. BANFIELD	Operating Fund	Elwood Adult	\$39.50	3/3/99	
				Total this claim	\$39.50		
17991	188	MIDWEST TAPE	Operating Fund	Summitville AV	\$78.95	3/3/99	
			Operating Fund	Frankton AV	\$453.77		
			Operating Fund	Elwood AV	\$299.83		
				Total this claim	\$832.55		
17992	189	NAEIR	Operating Fund	*Other Operating Supplies	\$326.72	3/3/99	As Per Attached Invoices
				Total this claim	\$326.72		
17993	191	PARSONS TECHNOLOGY	Operating Fund	Elwood Adult	\$180.97	3/3/99	
				Total this claim	\$180.97		
17994	190	POPULAR SUBSCRIPTION SE	Operating Fund	Periodicals & Newspapers	\$21.95	3/3/99	WORLD WAR 11 MAG.
				Total this claim	\$21.95		
17995	192	QUILL CORPORATION	Operating Fund	*Other Office Supplies	\$414.53	3/3/99	As Per Attached Invoices
				Total this claim	\$414.53		
17996	210	RAMSAY BUSINESS PRODUC	Operating Fund	*Other Professional Services	\$163.94	3/3/99	
			Operating Fund	*Other Office Supplies	\$231.01		
				Total this claim	\$394.95		
17997	193	ROSEN PUBLISHING GROUP	Operating Fund	Elwood Childrens	\$374.25	3/3/99	
				Total this claim	\$374.25		

<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>
17998	194	SPECIALTY STORE SERVICES	Operating Fund	*Other Operating Supplies	\$108.57	3/3/99	
				Total this claim	\$108.57		
17999	195	STATE CHEMICAL MANUFACT	Operating Fund	Cleaning & Sanitation Supplies	\$244.64	3/3/99	As Per Attached Invoices
				Total this claim	\$244.64		
18000	196	THOMSON INDIANA	Operating Fund	Periodicals & Newspapers	\$78.00	3/3/99	
				Total this claim	\$78.00		
18001	197	TOWN OF FRANKTON	Operating Fund	Electricity	\$145.63	3/3/99	
			Operating Fund	Water	\$15.23		
			Operating Fund	Waste Disposal Services	\$17.62		
				Total this claim	\$178.48		
18002	203	UNIQUE BOOKS INC.	Operating Fund	Elwood Adult	\$100.87	3/3/99	As Per Attached Invoices
			Operating Fund	Elwood AV	\$452.66		
				Total this claim	\$553.53		
18003	200	UNITOG RENTAL SERVICES	Operating Fund	Cleaning & Sanitation Supplies	\$33.92	3/3/99	As Per Attached Invoices
			Operating Fund	Cleaning & Sanitation Supplies	\$32.91		
				Total this claim	\$66.83		
18004	199	UNIVERSITY BOOK SERVICE	Operating Fund	Elwood Childrens	\$424.25	3/3/99	
				Total this claim	\$424.25		
18005	202	UNIVERSITY MICROFILMS INT	Operating Fund	Periodicals & Newspapers	\$239.75	3/3/99	
				Total this claim	\$239.75		
18006	205	US OFFICE PRODUCTS	Operating Fund	*Other Office Supplies	\$70.00	3/3/99	
				Total this claim	\$70.00		
18007	176	GROLIER EDUCATIONAL COR	Operating Fund	Elwood YA	\$115.97	3/3/99	As Per Attached Invoices
			Operating Fund	Frankton	\$556.50		
			Operating Fund	Elwood Childrens	\$556.33		
				Total this claim	\$1,228.80		

Warrant Claim

Number Number Name of Claimant Fund Account Amount Date Explanation

Total Amount of Claims \$41,821.22

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

Friday, February 19, 1999

Fiscal Officer

ALLOWANCE OF VOUCHERS

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

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 6 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$41,821.22

Date this day of , 19

Signatures of governing board members: James Kaiser, L. Anglin, Daniel H. Hoffmann, Kevin Wipac, Pamela L. Warder

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
Committee-of-the-whole Meeting
April 5, 1999
4:00pm

A committee meeting was held April 5, 1999 at the Elwood Public Library for the purpose of the "Bridge Project" between the library system, Indiana University and Ralph Hazelbaker. Ms. Beverly Byl from Indiana University, was present to answer questions from board members. Those board members present were: Sharan Pace, Kevin Sipe, Jerry Kaiser, and Pam Bohlander. Also present were Carolyn Lambertson, Summitville Branch Manager, Jan Helpling and Kathi Wittkamper, Elwood staff.

Ms. Byl explained the project was originally proposed to Ralph Hazelbaker to fund an outreach librarian position. IU wants to get out into the communities in Indiana and felt the public libraries would be a way to do this. The idea began with the Hazelbaker library and Ms. Byl suggested going with the NMCPL SYSTEM. Mr. Hazelbaker decided he would not fund the entire project, he wanted support from the library system.

Ms. Byl feels the Madison County Community Foundation is an excellent way to get partial funding but she feels the board would still need to plan on a fund raising project. Pam Bohlander asked her what the costs would be. She answered (see attachment) \$318,402 over a period of three years. Mr. Hazelbaker is open to looking at the endowment portion of the proposal and IU would fund the benefits portion, the library system would fund the balance.(\$47,740.per yr.) Jerry Kaiser asked at the end of the three years, what will we have available. Ms. Byl answered we could ask any questions of IU that we may have about the programs that were established and probably one on one training. She wanted to explain that there could be other costs, ie; if a promotional program was established in Summitville there could be costs, if the three libraries were linked through suggestions from the librarian there could be costs, generally funding covering any programs that were started. She feels this is a first for IU and could be good public relations for the libraries, with the possibility of funding for the libraries also. Sharan Pace said she was concerned about the amount of money the library would be expected to spend and how it could be budgeted. Ms. Byl said it was never the intent of IU to expect a lot to be spent. She feels ideas could bring expense -- for instance, a newsletter would bring mailing expenses, linking to IU could bring some expense but the first year would be mostly the establishment of new programs for the library.

Jerry Kaiser asked if he has access to the university now. Ms. Byl answered that there is some access but licensing agreements keep universities from the general public and students. She explained that if the Outreach Librarian is here, he/she could help us digitize the Willkie collection. There are a lot of questions she cannot answer yet, that need to be assessed. She suggested a volunteer committee to work on the project. She feels the towns will benefit from the university Outreach Librarian working with community members. They (IU) will suggest how to begin and run a fund-raiser if we commit to the proposal. She said in talking with Kathi Wittkamper and the Madison

County Foundation, it was her understanding we could ask for the entire amount needed for the project.

Kevin Sipe questioned the number of trips listed on the Budget. Ms. Byl said the number of trips could change when the project is active, depending on where the emphasis is, the number was an approximation.

Carolyn Lambertson asked what kind of projects could be done as fund raisers. Mrs. Byl said she feels the biggest value is major donations, from persons or corporations in the area. She feels training is needed to accomplish this and IU could help.

Ms. Byl feels the board needs to make a decision at the April 12 board meeting because if we want to apply for the Lilly Grant from Madison County Foundation, it has to be done three days after the meeting this month. If Madison County Foundation gives us the grant, it will be funded and if not, the board will need to be committed to fund their part.

Sharan Pace said she and Kathi have spoken and feel unless there is full support from the board it is not likely to be successful. Kathi also feels it would take awhile to come up to speed when we get the project. She also feels that we would get media attention.

Kevin Sipe feels we would not get as many benefits as IU would for the project and that we need a list of pros and cons. He feels we need to focus on more than Summitville. He feels we should apply for the grant and see if we can accomplish it that way.

Kathi feels Madison County Foundation will look favorably on our application because of the ripple effect it could have in the future, with IU working with other counties after the three year period. However, if we get only part of the total cost and need to back out of the project, it may have negative impact on future grant applications from the same source(s).

Pam is concerned that the communities may not support the project.

Sharon is concerned that money will be needed later for a Frankton library. She does not feel the people in her community would support the project and that we need to promote our libraries more, educating the public as to what we have available.\

Discussion was finished planning the May 10 meeting at Frankton, when a tour of the Frankton Elementary Building could be arranged. Kevin Sipe will make the arrangements.

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

Board of Trustees Meeting

Monday, April 12, 1999

7:00pm

CALL TO ORDER

CALL FOR QUORUM

MINUTES

CLAIMS REGISTER AND CHECKS

OLD BUSINESS

- 1.
- 2.

NEW BUSINESS

1. *Adult Summer Rdg Club?*
- 2.

DIRECTOR'S REPORT

ADJOURN

*average bookkeeping
starting range 9.69.
4 hrs mo. 48 = 465.12*

**Budget to Support
an Outreach Librarian**

		Year 1	Year 2	Year 3
Salary for Outreach Librarian (visiting assistant librarian or visiting associate librarian)		41,000	42,640	44,346
Benefits (25% of salary)	<i>IU</i>	10,250	10,660	11,086
Travel (14 trips/year@200 miles round trip x \$.30 per mile)		840	840	840
Computer (Laptop with docking station)		3,000		
Printer		800		
Dedicated fax machines (2)		800		
Office furniture		1,300		
Subtotal		57,990	54,140	56,272
Project Total		168,402		
Endowment	<i>REH</i>	50,000	50,000	50,000
Grand Total		318,402		

Lib. Part = 47740. per yr.

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
Board of Trustees Regular Meeting
April 12, 1999
7:00pm

CALL TO ORDER

President Pam Bohlander called a regular business meeting of the North Madison County Public Library System to order at the Elwood Public Library meeting room at 7:00pm April 12, 1999.

CALL FOR QUORUM

Present with President Bohlander were Sharan Pace, Linda Sizelove and Jerry Kaiser. Also present were Director Kathi Wittkamper, Admin. Asst. Jan Helpling.

MINUTES were approved with a motion from Sharan Pace, seconded by Jerry Kaiser.

CLAIMS REGISTER was signed and checks signed by treasurer Jerry Kaiser.

OLD BUSINESS

Attorney Jim Wilson was present to discuss the bill for snow removal from Ernie Lineback. Linda Sizelove made a motion that Mr. Wilson send a letter to Mr. Lineback with our payment of \$360.00. Jerry Kaiser seconded the motion.

Treasurer's Pay Discussion as to the amount to pay the treasurer was tabled. It was decided to wait until more members were present to make a decision.

Long Range Plan Kathi reminded board members of the planning workshop to be held May 6 and encouraged members to go to it. She feels it will give them the tools to finish the Long Range Plan. Reservations will need to be made by April 20. Sharan Pace and Linda Sizelove will try to go to the workshop with Kathi.

Automation Upgrade Kathi told members the tentative date for the upgrade is June 21 to 24 and the libraries will need to be closed during this time. She feels the time can be used for in-services for the staff on budget, policies, long-range plan feedback, etc. She also suggested the board come in one day to meet with the staff. The final day will be training for the staff to use the updated system. Linda Sizelove suggested there be a lot of notice to the public about the closing.

Bridge Project Since the board had the opportunity to meet with Beverly Byl from IU last week it is time to make a decision whether to go ahead or not. Kathi feels that without very enthusiastic support from all board members the project will not be successful. Linda Sizelove said she feels we really do not know what would be involved. Sharan Pace said she feels that with the amount of money it would take from us, we could

begin other projects. She said even if we could get a grant, there will be other costs unknown at this time. Jerry Kaiser feels there are too many unanswered questions. All board members felt the communities would not be supportive of a fund raising project like this and that our system would not receive as much from the project as IU. Linda Sizelove made a motion that we will not participate in the IU REH Project at this time because of other priorities. Sharan Pace seconded and the motion passed. Kathi will call Beverly Byl at IU and Pam Bohlander will inform Ralph Hazelbaker.

Linda Sizelove asked why the library was closed March 8 and 9. Discussion followed.

Adult Summer Reading Program Nancy Neal, Adult Services Clerk at Elwood, presented a proposal for a summer reading program for adults. She would like to use the theme "So many books, so little time". She explained when she worked for the library in Ohio, she was involved in their adult reading program. Adults sign up to enter the program and read books. They fill out the form and on one-half the form that is filled out is a critique of the book. Initiative would be prizes either purchased by the library or donated by merchants in town. At the end of the program, there would be a party with a grand prize given. Other ideas are to hold a program with a mystery sleuth, have Kathi do a program on the classics, have other people come in to demonstrate their hobby - these things could encourage community involvement. Nancy volunteered to call on businesses for donations. Jerry Kaiser made a motion for Nancy to proceed with the idea with a maximum budget of \$500.00 from the Gift Fund which would be spent at her discretion. Sharan Pace seconded and the motion passed.

Carpet Cleaning Kathi received quotes from Harper's in Frankton and Everclean at Tipton. Members feel since we have the equipment to clean the carpets, our custodial staff should do it themselves.

Groundskeeping Kathi called several people for quotes, all said once a week care is needed. She explained it takes Ralph three hours to mow himself. After discussion, board members decided Ralph should continue to take care of the grounds at Elwood.

Roof Repair Kathi recommended hiring someone to fix the roof. The roof warranty is only good if we have not experienced winds of 60 mph. and since we have, it will not be covered by the warranty. Linda feels we should have an estimate before repairing. Jerry said we should ask for an estimate for inspection and repair. Kathi will follow up.

1999 Mid-Year Technology Expansion Kathi has proposed we ask for an additional appropriation for \$23,318. To cover costs of charges to put in eighteen additional internet lines, promote Jamie Scott to Information Technology Mgr. and hire two part-time clerks to cover her time. After discussion, Jerry Kaiser made a motion to apply for the additional appropriation for \$25,000.00 to be used for technology expansion. Linda Sizelove seconded and it passed unanimously. Paperwork will be processed at the May 10 Board meeting.

Kathi asked board members to let us know by May 16 if they want to go to the budget workshop on May 27. The next meeting will be in Frankton on May 10 with a tour of the Frankton elementary school before. Kevin Sipe will make arrangements and we will meet at the Frankton library.

The board would like to thank Leasing Corporation members at a future meeting. A book for each member of the Leasing Corporation will be purchased from the Gift Fund. Jan will follow up.

President Bohlander said she would like to note that it is National Library Week and she appreciates the staff and all they do.

Re-evaluation of the Director will be conducted in Executive Session following the next regular Board meeting, May 10.

Meeting was adjourned with a motion from Sharan Pace, seconded by Jerry Kaiser at 9:00pm.

Sharan Pace
Kevin Sipe
Amila Bohlander

David Hoffman
David Hoffman, Secretary

DIRECTOR'S REPORT NMCPLS TRUSTEE MEETING • APRIL 12, 1999

OLD BUSINESS

1. SNOW REMOVAL

- Update by Jim Wilson.

2. TREASURER PAY

- No min/max from State Board of Accounts.
- State Library Development Office (LDO) indicated payment of Board Treasurer is routinely discouraged.
- Other libraries w/paid Board treasurer remain unidentified.
- Average wage for library bookkeepers' a potential guideline.

3. LONG-RANGE PLAN • PLANNING FOR RESULTS

- Jan/Kathi need your reservation by April 20, for the workshop scheduled on May 6.
- Re-write of long-range plan due to State LDO by June 30, 1999. (Refer to Standard #4 in the copy of "Standards for Public Libraries Eligible to Receive State and Federal Funds.") [green paper]

4. AUTOMATION UPGRADE

- Tentatively scheduled for June 21-24.
- Will require closing facilities, probably 4 days.
- Plan to use closing for in-service training on additional topics.
- Recommend Board plan a day-time meeting with staff during closing to discuss budget, etc.

5. BRIDGE PROJECT

- Will succeed only with enthusiastic support of all Board members and other library personnel.
- As that does not appear to be the case, recommendation is to decline participation.

NEW BUSINESS

1. ADULT SUMMER READING PROGRAM

- Proposal by Nancy Neal.
- Recommend funding from general gift fund – balance as of 3/31/99 was \$6,710.

2. CARPET CLEANING

- NMCPLS Custodians:** Elwood (about a 6-hour job) and Frankton (about 3 hours) were cleaned one year ago – President's Day weekend.
- Areas in private offices and between stacks at Elwood were not cleaned last year.
- They have continued to spot-clean as necessary.
- Ralph's wife & Barb's husband worked as unpaid volunteers to help move furniture, etc.
- Hazelbaker was not cleaned. Carolyn does not feel it is needed now; but Floor Store/Everclean recommends it be cleaned.
- Ralph makes \$8.59 hr, Barb \$6.81 for a total of \$15.40
6 hours @ \$15.40 = \$92.40 Elwood
3 hours @ \$15.40 = \$46.20 Frankton
\$138.60 Total (+ Hazelbaker, if done)
- Harper's:** quote for Frankton = \$80
- Caplinger's:** two phone calls, no info.
- The Floor Store/Everclean Carpet Care:** Detailed report available.
Elwood (Quarterly) Weekday – \$287.16 Fri/Sat – \$547.33
Frankton (Monthly) Weekday – \$41.88 Fri – \$62.82 Sat – \$83.76
Hazelbaker (Quarterly) Weekday – \$145.68 Fri/Sat – \$291.3P

3. GROUNDSKEEPING ESTIMATES

Task	Business				
	Rippy	Carter	Caldwell	Tharp	NMCPLS
Mow/trim	\$50/wk	\$45/wk	\$75@	\$120@	\$25.77
Shrubs		\$50@2x	\$65@2x	\$355@	
Chemicals			\$165@3x	\$245@	
Aeration				\$275@	
Prune trees				\$750@	
Roll lawn				\$240@	
Misc labor	\$15/hr + materials				\$8.59 hr + matls

4. ELWOOD ROOF

- The Elwood facility has some loose/missing shingles.
- Letter from The InterDesign Group dated March 12, 1997, identified a 40-year warranty on shingles and advised annual review "based upon high winds and hail."
- Manufacturers warranty specifies that shingles "will be resistant to blow-offs in wind velocities up to 60 miles per hour [emphasis mine] during the first five (5) years after installation, provided the thermal sealant was properly activated."
- Wind velocity records for Madison County (obtained through Purdue University) show speeds in excess of 60 mph a number of times in the past three years – c.g., 69 mph on June 12, 1998.
- Recommend Craig Roofing make repairs.

5. ADDITIONAL APPROPRIATION • 1999 MID-YEAR TECHNOLOGY EXPANSION

Equipment: 18 additional lines, not current charges already in 1999 budget.

PCs (Jamie, Adult Svcs, 2-IN Rm)	= \$8,400
Misc. (printers, Youth Svcs LAN, tape-drive for Director)	= 2,200
Centrex installation (Elwood) one-time fee	= 1,454
Elwood, monthly phone lines	12 lines @ \$30 x 6 mo= 2,160
Frankton, monthly phone lines	3 lines @ \$45 x 6 mo= 810
Installation, one-time fee	= 259
Summitville, monthly phone lines	3 lines @ \$42 x 6 mo= 756
Installation, one-time fee	= 117
Monthly fee for IndyNet	18 accts @ \$10 x 6 mo= 1,080
Subtotal	= 17,236

Personnel: make Jamie Scott 40-hr Information Technology Mgr, replace her w/2 20-hr clerks.

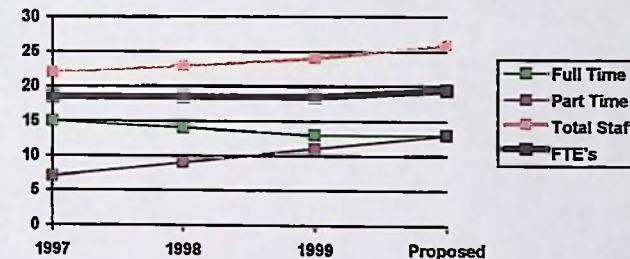
Jamie additional wages (May 10-Dec 31)	= 1,750
(Current, \$7.79 – 3 yrs. Srvc + promotion to Mgr, \$8.90 – 4-yr anniversary August 30, \$9.41)	
Subtotal	= 18,986
2 PT Clerks (June 1-Dec 31)	= 4,332
Grand Total 1999	= 23,318

1682. extra

Impact on Year 2000 Budget

IT Mgr & 2 Part-time clerks	= 18,300
Phone lines	= 7,356
IndyNet accts	= 2,160
Total above original 1999	= \$27,816

Full-Time Equivalent (FTE) Staff – Proposal



Employees 1997 1998 1999 Proposed

Full Time	15	14	13	13	creation of a full-time position for IT Mgr,
Part Time	7	9	11	13	replacement of Jamie Scott (FT, 40 hrs.)
Total	22	23	24	26	in Adult Svcs with 2 PT (2 x 20 = 40)
FTE's	18.5	18.5	18.5	19.5	

FIRST QUARTER Y2K REPORT

- **Fire Alarm System, according to the Simplex website:** "The evacuation and notification programmed operation of *any* [emphasis mine] Simplex fire alarm system will not be affected by any Year 2000 date rollover." Please let me know if you are interested in reading the complete printed report.
- **Personal computers for staff/public access:** Concentric Computer Services has tested all hardware for which they are responsible, and will be submitting a written analysis. Most, if not all, expenses generated by necessary upgrades will be charged to the \$13,500 grant obtained through the state.

LIBRARY BUDGET MANUAL

- New publication from the State Board of Tax Commissioners -- a guide through the process of local government budgeting -- in your folders.
- Do not confuse with the *Accounting and Uniform Compliance Guidelines Manual (Accounting Manual* for short) which outlines *all fiscal authority and responsibilities* for public libraries, including citations of appropriate Indiana Code. A copy in Jan's office.
- Please familiarize yourself with both of these publications.
- Please let Jan/Kathi know by May 16, if you are interested in attending the Budget Workshop sponsored by the State Library Development Office on May 27.

MISCELLANEOUS

- 1990-98 Year-end Circulation -- visual representation of circulation statistics for the past nine years included in folders. Also, Monthly Circulation Line Graphs. FYI for historical perspective & consideration when planning budget, etc. [white paper -- color graphics]
- Revision of personnel policy has been postponed to focus on the long-range plan. This is actually a more logical sequencing since the long-range plan identifies foundational principles which guide NMCPLS, including all policies.
- Four architecture firms have been asked to provide preliminary information regarding a potential feasibility study for expansion of the Frankton Community Library. They are Gerald Guy (Marion), Montgomery Associates (Anderson), The InterDesign Group (Indianapolis), and Halstead Architects (Indianapolis). Representatives of the Ball State University School of Architecture also are being contacted. (Remember NCB's 6-yr option will be up for re-negotiation in 2002.)
- Form 471 (2nd part of Universal Services Fund application) submitted. Congressman McIntosh forwarded a letter of support on our behalf, as well.
- Received an additional grant award, of \$726 (outright), through state technology funding for Internet connections. This covers expense of the Elwood dial-up account ; branches not eligible.
- *New employees:* Kay Downham and Amber (Hood) Blood, part-time clerks, replace full-time clerk Kathy Harris.
- Jack & Jeannette Fortson recently donated a framed arrangement of line-drawings by Anna May McQuitty. Displayed in the Indiana Room, the drawings depict Elwood landmarks.
- April 16-23 -- planned vacation days.
- *Recognition of Leasing Corp members?*

Register Of Claims

North Madison County Public Library System

Report Date: From 4/1/99 To 4/30/99

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
18029	232	AT&T	Operating Fund	Telephone & Telegraph	\$26.98	4/12/99	
			Operating Fund	Telephone & Telegraph	\$27.58		
					Total this claim		
					\$54.56		
18027	233	AMERICAN ELECTRIC POWER	Operating Fund	Electricity	\$403.87	4/12/99	
			Operating Fund	Electricity	\$1,009.47		
					Total this claim		
					\$1,413.34		
18030	234	AUDIO ADVENTURES, INC.	Operating Fund	Elwood AV	\$1,274.00	4/12/99	
					Total this claim		
					\$1,274.00		
18032	235	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$750.53	4/12/99	
			Operating Fund	Elwood Childrens	\$2.97		
			Operating Fund	Frankton	\$568.07		
			Operating Fund	Summitville	\$428.91		
			Operating Fund	Other	\$77.70		
					Total this claim		
					\$1,843.80		
18033	236	BARBARA MCADAMS	Operating Fund	Traveling Expense	\$21.50	4/12/99	
					Total this claim		
					\$21.50		
18034	237	BARBARA SNIPES	Operating Fund	Traveling Expense	\$56.50	4/12/99	
					Total this claim		
					\$56.50		
18035	238	BERNAN ASSOCIATES	Operating Fund	Frankton	\$32.00	4/12/99	
					Total this claim		
					\$32.00		
18036	240	BRODART COMPANY	Operating Fund	*Other Office Supplies	\$134.73	4/12/99	As Per Attached Invoices
					Total this claim		
					\$134.73		
18039	241	CITY WATER & SEWAGE DEP	Operating Fund	Water	\$131.44	4/12/99	
					Total this claim		
					\$131.44		
18041	242	CREATIVE PUBLISHING INTER	Operating Fund	Frankton	\$23.91	4/12/99	
					Total this claim		
					\$23.91		
18038	243	CINDA HORINE	Operating Fund	Traveling Expense	\$15.00	4/12/99	
					Total this claim		
					\$15.00		

<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>
18042	244	EDWARDS ELECTRICAL & ME	Operating Fund	*Other Professional Services	\$387.00	4/12/99	
				Total this claim	\$387.00		
18026	245	A.E. BOYCE CO., INC.	Operating Fund	Official Records	\$84.36	4/12/99	RECEIPT BOOKS
				Total this claim	\$84.36		
18043	246	FILIP, INC.	Operating Fund	*Other Operating Supplies	\$26.00	4/12/99	
				Total this claim	\$26.00		
18044	247	FOREST HOUSE PUBLISHING	Operating Fund	Elwood Childrens	\$68.80	4/12/99	
				Total this claim	\$68.80		
18045	248	GALE RESEARCH	Operating Fund	Elwood Adult	\$144.22	4/12/99	
				Total this claim	\$144.22		
18046	249	GARETH STEVENS	Operating Fund	Elwood Adult	\$19.95	4/12/99	
				Total this claim	\$19.95		
18049	250	GROLIER EDUCATIONAL COR	Operating Fund	Elwood Childrens	\$51.36	4/12/99	
				Total this claim	\$51.36		
18047	251	GLENNA STEWART	Operating Fund	Traveling Expense	\$38.00	4/12/99	
				Total this claim	\$38.00		
18048	252	GROLIER EDUCATIONAL COR	Operating Fund	Frankton	\$35.90	4/12/99	
				Total this claim	\$35.90		
18051	253	GTE	Operating Fund	Telephone & Telegraph	\$351.75	4/12/99	
				Total this claim	\$351.75		
18050	254	GRUNAU COMPANY	Operating Fund	*Other Professional Services	\$190.00	4/12/99	
				Total this claim	\$190.00		
18052	255	HERITAGE PATHWAYS, INC.	Operating Fund	Elwood Indiana Room	\$22.95	4/12/99	Pre-1882 Indiana Births From Secondar
				Total this claim	\$22.95		
18053	256	HILLYARD	Operating Fund	Cleaning & Sanitation Supplies	\$56.83	4/12/99	
				Total this claim	\$56.83		
18055	258	INCOLSA	Operating Fund	Dues	\$50.00	4/12/99	1999 MEMBERSHIP FEE
				Total this claim	\$50.00		
18056	259	INDIANA GAS COMPANY	Operating Fund	Gas	\$52.10	4/12/99	
			Operating Fund	Gas	\$116.22		
			Operating Fund	Gas	\$309.78		
				Total this claim	\$478.10		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
18059	260	INGRAM DISTRIBUTION GROU	Operating Fund	Summitville	\$9.43	4/12/99	
				Total this claim	\$9.43		
18060	261	INSPIRATIONAL BOOK DISTRI	Operating Fund	Elwood Adult	\$7.84	4/12/99	
				Total this claim	\$7.84		
18061	262	INTERNATIONAL BUS. DIRECT	Operating Fund	Elwood Adult	\$194.00	4/12/99	
				Total this claim	\$194.00		
18066	263	NOEN BOOK DISTRIBUTORS, I	Operating Fund	Elwood Adult	\$41.31	4/12/99	
				Total this claim	\$41.31		
18071	264	LINDA KEMPER	Operating Fund	Traveling Expense	\$19.00	4/12/99	
				Total this claim	\$19.00		
18077	265	CAROLYN LAMBERTSON	Operating Fund	Traveling Expense	\$15.00	4/12/99	
				Total this claim	\$15.00		
18087	266	LENS LAW PUBLISHING	Operating Fund	Elwood Adult	\$20.25	4/12/99	
				Total this claim	\$20.25		
18070	267	LIBRARY STORE INC., THE	Operating Fund	Book Processing	\$208.30	4/12/99	
				Total this claim	\$208.30		
18088	268	KNOWLEDGE SHOPPE, THE	Operating Fund	*Other Office Supplies	\$16.92	4/12/99	
				Total this claim	\$16.92		
18054	269	K MART	Operating Fund	Summitville AV	\$124.86	4/12/99	
			Operating Fund	Elwood AV	\$17.95		
			Operating Fund	*Other Operating Supplies	\$205.97		
				Total this claim	\$348.78		
18059	270	LIBRARY STORE INC., THE	Operating Fund	Book Processing	\$42.85	4/12/99	
				Total this claim	\$42.85		
18058	271	LENS LAW PUBLISHING	Operating Fund	Elwood Adult	\$81.22	4/12/99	
				Total this claim	\$81.22		
18077	272	MILLBROOK PRESS, INC.	Operating Fund	Elwood Childrons	\$132.76	4/12/99	
				Total this claim	\$132.76		
18070	274	WAGON SUPERMARKET	Operating Fund	*Other Operating Supplies	\$27.56	4/12/99	
				Total this claim	\$27.56		
18074	275	MARVIN SAURENT	Operating Fund	*Other Professional Services	\$403.87	4/12/99	
				Total this claim	\$403.87		

<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>
18076	276	MIDWEST TAPE	Operating Fund	Summitville AV	\$51.96	4/12/99	
			Operating Fund	Frankton AV	\$305.90		
			Operating Fund	Elwood AV	\$280.81		
				Total this claim	\$638.67		
18080	277	POLITICAL RESEARCH INC.	Operating Fund	Summitville	\$617.00	4/12/99	
				Total this claim	\$617.00		
18078	278	OXMOOR HOUSE	Operating Fund	Frankton	\$24.91	4/12/99	
				Total this claim	\$24.91		
18079	279	PENWORTHY CO.	Operating Fund	Frankton	\$1,551.99	4/12/99	
				Total this claim	\$1,551.99		
18054	280	HORTON'S & SONS OF ELWO	Operating Fund	*Other Operating Supplies	\$74.58	4/12/99	
				Total this claim	\$74.58		
18075	281	MICROMARKETING ASSOCIAT	Operating Fund	*Other Operating Supplies	\$84.76	4/12/99	As Per Attached Invoices
				Total this claim	\$84.76		
18081	282	PUBLISHERS QUALITY LIB. SE	Operating Fund	Summitville	\$568.86	4/12/99	
				Total this claim	\$568.86		
18082	283	QUILL CORPORATION	Operating Fund	*Other Office Supplies	\$268.11	4/12/99	As Per Attached Invoices
				Total this claim	\$268.11		
18058	284	INFO. & REFERRAL NETWORK	Operating Fund	Frankton	\$60.00	4/12/99	
				Total this claim	\$60.00		
18083	285	RAMSAY BUSINESS PRODUC	Operating Fund	*Other Office Supplies	\$122.00	4/12/99	
				Total this claim	\$122.00		
18085	286	STATE CHEMICAL MANUFACT	Operating Fund	Cleaning & Sanitation Supplies	\$103.62	4/12/99	
				Total this claim	\$103.62		
18086	287	TASTE OF HOME	Operating Fund	Frankton	\$54.92	4/12/99	
				Total this claim	\$54.92		
18087	288	THOMSON INDIANA	Operating Fund	Advertising & Public Notices	\$86.10	4/12/99	
				Total this claim	\$86.10		
18088	289	TOWN OF FRANKTON	Operating Fund	Electricity	\$59.11	4/12/99	
			Operating Fund	Water	\$7.40		
			Operating Fund	Waste Disposal Services	\$8.37		
				Total this claim	\$74.88		
18025	290	22ND STREET HARDWARE	Operating Fund	*Other Operating Supplies	\$42.12	4/12/99	
				Total this claim	\$42.12		

<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>
18089	291	UNIQUE BOOKS INC.	Operating Fund	Elwood Adult	\$720.52	4/12/99	As Per Attached Invoices
				Total this claim	<u>\$720.52</u>		
18090	292	UPSTART	Operating Fund	*Other Office Supplies	\$20.95	4/12/99	
				Total this claim	<u>\$20.95</u>		
18091	293	US OFFICE PRODUCTS	Operating Fund	Equipment	\$524.00	4/12/99	DESK-TOP COPIER REPAIR
			Operating Fund	Equipment	\$95.50		
				Total this claim	<u>\$619.50</u>		
18028	294	AMERITECH	Operating Fund	Telephone & Telegraph	\$249.60	4/12/99	
				Total this claim	<u>\$249.60</u>		
18031	295	AUDIO VISUAL COMMUNICATI	Operating Fund	*Other Professional Services	\$119.00	4/12/99	
				Total this claim	<u>\$119.00</u>		
18062	296	INTERNATIONAL BUS. DIRECT	Operating Fund	Elwood Adult	\$194.00	4/12/99	
				Total this claim	<u>\$194.00</u>		
18072	297	LUCENT TECHNOLOGIES	Operating Fund	*Other Professional Services	\$137.64	4/12/99	
				Total this claim	<u>\$137.64</u>		
18084	298	RAMSAY BUSINESS PRODUC	Operating Fund	*Other Professional Services	\$242.86	4/12/99	
			Operating Fund	*Other Office Supplies	\$122.00		
				Total this claim	<u>\$364.86</u>		
18040	299	CONCENTRIC COMPUTER SE	Operating Fund	*Other Professional Services	\$750.00	4/12/99	
			Operating Fund	Furniture & Equipment	\$45.00		
				Total this claim	<u>\$795.00</u>		
18057	300	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$35.08	4/12/99	
				Total this claim	<u>\$35.08</u>		
18063	301	JANET BLANKENSHIP	Operating Fund	Traveling Expense	\$7.50	4/12/99	
				Total this claim	<u>\$7.50</u>		

Warrant
Number

Claim
Number Name of Claimant

Fund

Account

Amount

Date

Explanation

Total Amount of Claims \$16,211.26

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 12, 1999

Fiscal Officer

ALLOWANCE OF VOUCHERS

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

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 6 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$16,211.26

Date this _____ day of _____, 19 _____.

Sharon Pace
Linda Miller
Annika S. Madala

Janet Kaiser

SIGNATURES OF GOVERNING BOARD

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

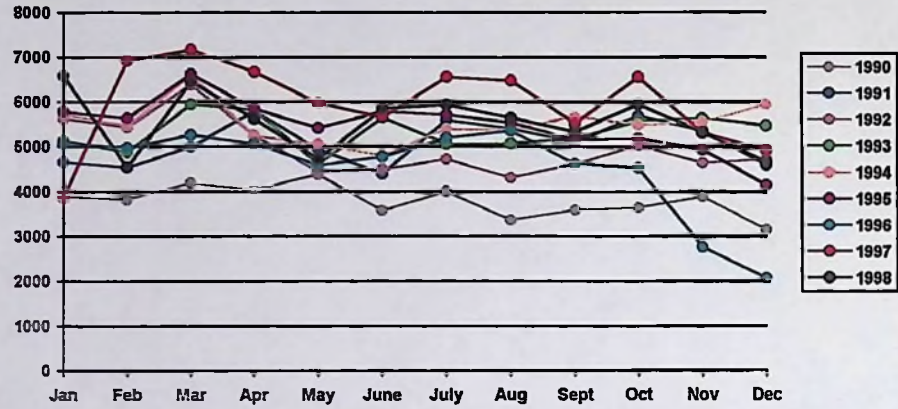
CHECKLIST

NMCPLS Board of Trustees Meeting • Monday, April 12, 1999
Elwood Public Library Meeting Room • 7 p.m.

Call to Order									
Call for Quorum									
Minutes									
Claims Register & Checks									
Old Business		Recommendation	Act Req	Move	2nd	Y	N	Tbl	Assignment
1. Snow Removal – Jim Wilson									
2. Treasurer Pay		None	Motion						
3. Long-Range Plan & Planning for Results		Reservation by 4/20 to Jan/Kathi							
4. Automation Upgrade - Tentatively scheduled June 21-24		Meet w/staff re: budget, etc. during closing	Discussion - consensus						
5. Bridge Project		Decline	Motion						
6.									
7.									
8.									
New Business		Recommendation	Act Req	Move	2nd	Y	N	Tbl	Assignment
1. Adult Summer Reading - Nancy Neal		Fund	Motion						
2. Carpet Cleaning		NMCPLS Custodian	Motion						
3. Groundskeeping - Elwood		NMCPLS Custodian	Motion						
4. Elwood Roof - Warranty/Repair		Craig Roofing	Motion						
5. Add appropriation for tech expansion		Approve-pprwk May mt	Motion						
6.									
7.									
8.									
Next Mtg Date:		Time:	Location: Frankton		Special: Tour of elementary school				
Director's Report									
Public Comment									
Adjourn – Executive Session to follow for discussion of personnel: IC 20-14-3-4-(b)									

Monthly Circulation, Line Graphs • 1990-98
 (Statistics: Mo Circ, Line Graphs)

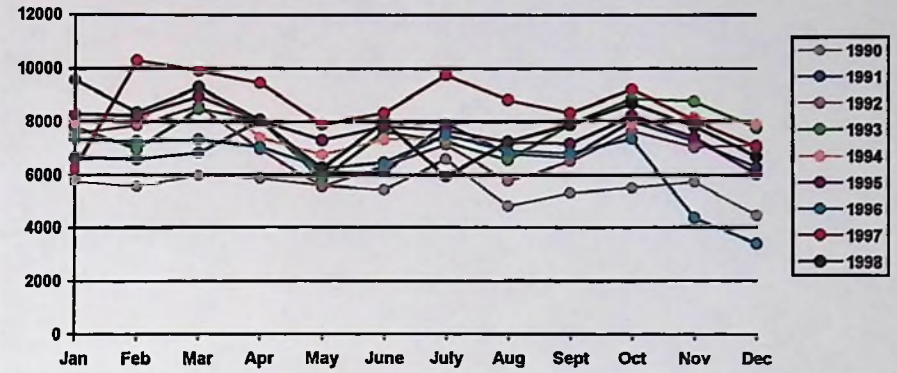
Elwood Adult – All Materials



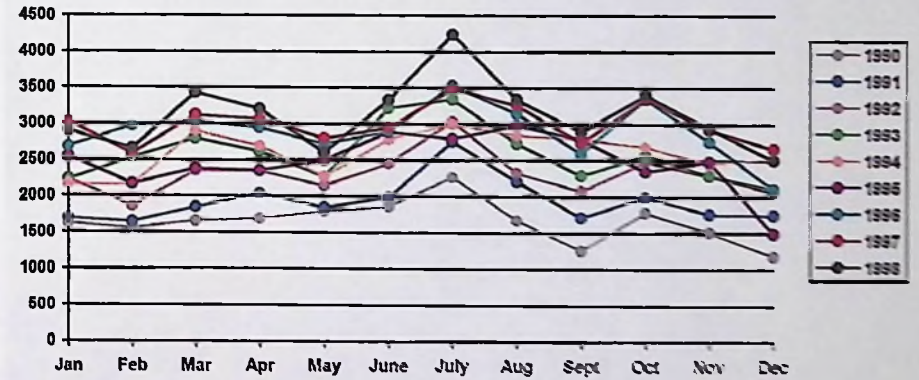
Elwood Youth Services



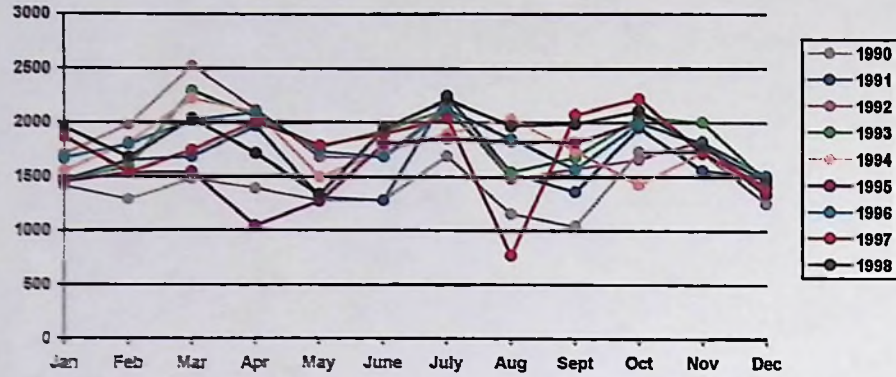
Elwood Totals



Frankton – All Materials

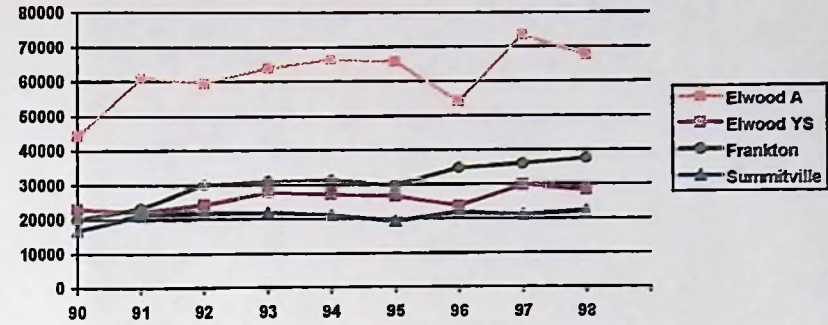


Summitville - All Materials



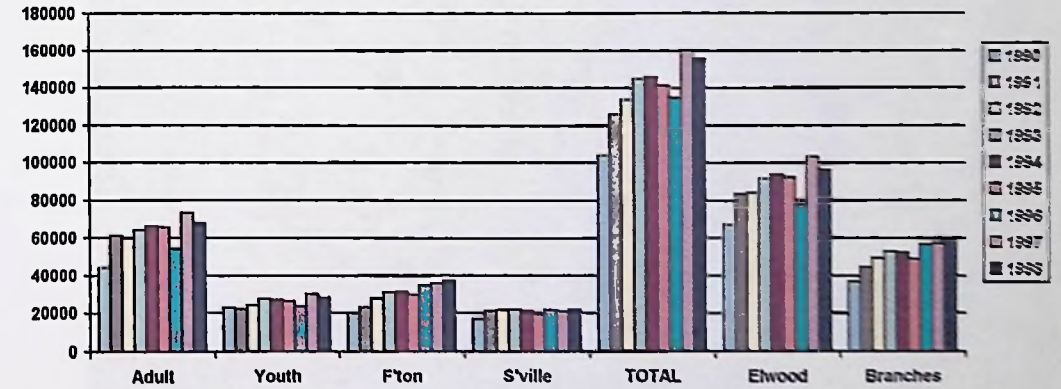
1990-98 Year-end Circulation

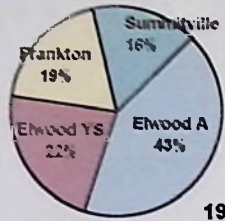
(Statistics: 90-98 Yr-End Circ)



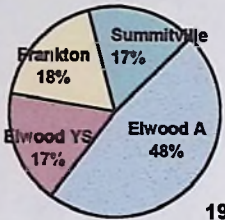
	90	91	92	93	94	95	96	97	98
Elwood A	44244	61055	59703	64064	66359	65782	54256	73435	67613
Elwood YS	22959	22031	24243	27673	27085	26446	23688	29782	28364
Frankton	19877	23220	30094	30999	31316	29745	34753	35962	37459
Summitville	16750	21157	21754	21964	21090	19294	21862	21058	22154

Sytem Totals

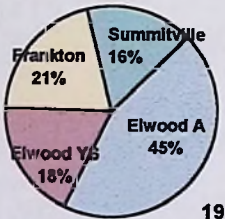




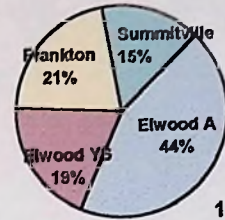
1990 Year-End Circulation
(Elwood total 65%)



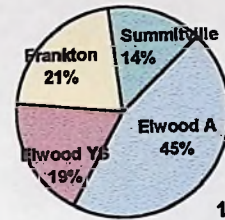
1991 Year-End Circulation
(Elwood total 65%)



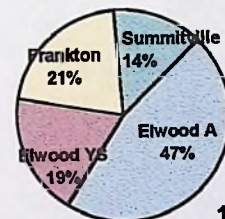
1992 Year-End Circulation
(Elwood total 65%)



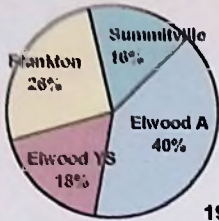
1993 Year-End Circulation
(Elwood total 63%)



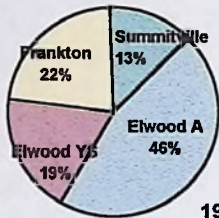
1994 Year-End Circulation
(Elwood total 64%)



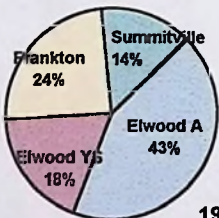
1995 Year-End Circulation
(Elwood total 66%)



1996 Year-End Circulation
(Elwood total 58%)



1997 Year-End Circulation
(Elwood total 65%)



1998 Year-End Circulation
(Elwood total 61%)

% Average/Mean (rounded to nearest tenth) =

- 44.6 Elwood Adult
- 18.8 Elwood YS
- 63.6 Elwood Total
- 21.7 Frankton
- 15.0 Summitville

Indiana Library and Historical Board

Standards for Public Libraries Eligible to Receive State and Federal Funds

(Effective August 25, 1997)

Purpose

Standards for public libraries are established to encourage local libraries to maintain a **minimum** level of service and to establish criteria for eligibility to receive state and federal appropriations.

Eligibility to Receive State Funds; Determination

The eligibility of a public library to receive state funds under the provisions of any program for which the Indiana State Library is the administrator shall be determined as follows:

- (a) by compliance with any requirements that may be set forth in state legislation providing for such funds;
- (b) by compliance with Indiana law; and
- (c) by compliance with the standards promulgated by the Indiana Library and Historical Board.

TITLE 590 INDIANA LIBRARY AND HISTORICAL BOARD

Amends 590 IAC 1-1 to revise minimum standards for public libraries and to add new standards. Effective 30 days after filing with the secretary of state.

590 IAC 1-1-0.6

590 IAC 1-1-2.5

The following definitions apply:

- (1) "Accredited college or university" means a college or university that qualifies for membership in the North Central Association of Colleges and Secondary Schools or other regional or national associations of similar rank.
- (2) "Administrative experience" means experience attained as a head librarian/director or by having supervision over and responsibility for the work of other persons.
- (3) "Approved library education" means elementary instruction in library science taken, after completion of two (2) years of academic education, in an institution accredited by the American Library Association (ALA) or approved by the Indiana department of education. Similar approved courses in library science taken outside of Indiana may be accepted.
- (4) "By-laws" mean the rules adopted by the library board for the government of its members and the regulation of its affairs.
- (5) "Certification examination" means an exam given by the Indiana state library to librarians for the purpose of obtaining certification levels.
- (6) "Continuing education" means an approach to education that encourages dynamic and continuous learning.
- (7) "Director" means the librarian who is the administrative head of the library and is responsible to the library board for the operation and management of the library.
- (8) "Evening hours" mean the hours the library is open after 5 p.m.
- (9) "Full-time" means that the director is paid for thirty-five (35) to forty (40) hours per week or, if the library is open fewer than thirty-five (35) hours per week, the director is paid for the number of hours that the library is open.
- (10) "Graduate degree" means completion of at least one (1) year of professional study on the graduate level taken in an accredited library school and validated by a diploma such as the Master of Library Science or Master of Information Science.
- (11) "Indiana cooperative library services authority" or "INCOLSA" means a cooperative, statewide structure for information and resource sharing.
- (12) "Library board" means the fiscal and administrative body of a public library.
- (13) "Population served" means residents or real property taxpayers of the library district taxed for the support of the library.
- (14) "Software" means programs that tell the computer what operations to perform.
- (15) "Special services" means library service for special populations such as the blind, deaf, or physically handicapped.

(Indiana State Library and Historical Board; 590 IAC 1-1-0.6)

Standards for Public Libraries

Governance, Funding, and Administration

The State of Indiana has provided for the establishment, maintenance and development of public libraries and for the public support of library service in Article 14, Title 20 of the Indiana Code. Each library is governed by a board of trustees which is responsible for policy-making and planning based on a knowledge of the community, its service needs and current library standards and trends. The library director is responsible for administering the total library service program and planning for future needs. The primary responsibility for the funding of public library service rests with the community served. Just as planning, policy-making, and programming are community based, tax support for the library's program of service also originates at the local level. State and federal support is intended to supplement rather than replace local effort, and to encourage resource sharing.

Standard 1

The library must operate in compliance with Indiana laws, including the Public Library Law (IC 20-14-2; IC 20-14-6; IC 20-14-7-6), the Indiana Library and Historical Department Law (IC 4-23-7), and other Indiana laws that affect municipal units.

Standard 2

The library must comply with federal laws affecting employment practice and facilities management.

Standard 3

The library board shall be governed by written by-laws that outline its purpose and operational procedures. The library is encouraged to file a current copy with the Indiana State Library.

Standard 4

The library shall have a written long-range plan of service for two (2) to five (5) years, including the following:

- (1) A statement of community needs, goals, and measurable objectives.
- (2) A method for periodic review and evaluation.

Such plans should include participation by the community, library board and staff. The library is encouraged to file a current copy with the Indiana State Library.

Standard 5

The library shall have a written automation plan that conforms with the automation standards in 590 IAC 2 adopted by the Indiana Library and Historical Board. The library is encouraged to file a current copy of its automation/technology plan with the Indiana State Library.

Standard 6

The library board shall adopt the following:

- (1) A written collection development policy.
- (2) Principles of access to all library materials and services.

The library is encouraged to file a current copy with the Indiana State Library.

The following guideline is provided as a suggestion for a higher level of service. Guidelines are not required at this time.

The library board should adopt the principles of the Library Bill of Rights.

Standard 7

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

- (1) The board is responsible for governance.
- (2) The director is responsible for administration.

Standard 8

All library trustees shall follow the principles discussed in current state publications for trustees that are approved by the Indiana State Library.

Guideline

The following guideline is provided as a suggestion for a higher level of service. Guidelines are not required at this time.

The library director should encourage trustees to participate in at least one seminar or workshop pertinent to their duties each year.

Personnel

The effectiveness of a library in serving its community depends on a staff of well-trained individuals that are committed to the library's goals of service and are sufficient in number to meet those goals. With the vast growth of new knowledge, the demand by patrons for extensive new information, the introduction of new technology, the needs of a population that is increasingly better educated, outreach programs to attract new groups of patrons, and changing trends of service, it is essential that a library have trained library personnel who are given the opportunity to maintain and improve their skills. Library personnel and board are responsible for interpreting the community's information needs and providing effective ways to meet those needs. The library board and administration are responsible for hiring staff with education and experience appropriate to the position's level of responsibility and to provide the staff with personnel policies and operating procedures to enable the staff to meet the community's need for library and information services.

Standard 9

The library board is responsible for hiring a full-time library director with the education and experience required for the size of population served by the library as follows:

- (1) Serving a population greater than one hundred fifty thousand (150,000):
 - (A) graduation from an accredited college or university;
 - (B) a graduate degree from an ALA accredited library science school; and
 - (C) six (6) years of library experience, including at least three (3) years of administrative experience after completing the graduate degree.

- (2) Serving a population from twenty-five thousand one (25,001) to one hundred fifty thousand (150,000):
 - (A) graduation from an accredited college or university;
 - (B) a graduate degree from an ALA accredited library science school; and
 - (C) three (3) years of library experience after completing the graduate degree.
- (3) Serving a population from ten thousand one (10,001) to twenty-five thousand (25,000):
 - (A) graduation from an accredited college or university; and
 - (B) a graduate degree from an ALA accredited library science school.
- (4) Serving a population from five thousand one (5,001) to ten thousand (10,000):
 - (A) a bachelor's degree from an accredited college or university; and
 - (B) at least fifteen (15) semester hours of approved library education, with areas of study to include:
 - (i) selection and evaluation of media;
 - (ii) public library administration;
 - (iii) reference and information sources;
 - (iv) cataloging and organization of materials; and
 - (v) children's materials.
- (5) Serving a population of five thousand (5,000) or fewer:
 - (A) two (2) years of academic education in an accredited college or university; and
 - (B) at least nine (9) additional semester hours of approved library education, with areas of study to include:
 - (i) selection and evaluation of media;
 - (ii) public library administration; and
 - (iii) reference and information sources.
- (6) A permanent certificate, previously issued by the Indiana Library and Historical Board, based on experience and education, or certification examination in lieu of approved library education, meets the requirements for this section.

Standard 10

- (c) The library board shall:
 - (1) classify employees;
 - (2) adopt schedules of salaries; and
 - (3) prescribe duties of employees;
 all with the advice and recommendations of the library director.

Standard 11

The library shall have written personnel policies and procedures. Written personnel policies and procedures must address at least the following:

- (1) Employment practices, such as:
 - (A) recruitment;
 - (B) selection; and
 - (C) appointment.
- (2) Personnel actions, such as:
 - (A) placement;
 - (B) performance evaluations;
 - (C) promotions;
 - (D) grievances;
 - (E) disciplinary actions; and
 - (F) personnel records.
- (3) Salary administration.
- (4) Employee benefits.
- (5) Conditions of work.
- (6) Leaves.

Standard 12

The library shall support continuing education for staff and trustees.

Guideline

The following guideline is provided as a suggestion for a higher level of service. Guidelines are not required at this time.

The library should support continuing education for staff and trustees with paid time off and financial assistance for fees, travel, lodging, and related expenses.

Facilities and Accessibility

The physical facility in which the library operates is a crucial determinant of the library's ability to meet community needs. An efficient, well-designed building should be conveniently located, be accessible to all individuals, and provide adequate space and furnishings for materials and services. The library is responsible for maintaining a safe facility for its staff and patrons.

The library trustees and director should be aware of local, state and federal building codes which pertain to public buildings.

Standard 13

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

Standard 14

The library must comply with provisions of the federal Americans with Disabilities Act to make its services available to everyone.

Standard 15

Hours of service shall be provided to allow the greatest possible access for the community as follows:

- (1) The library serving a population of fifteen thousand (15,000) or fewer must be open a minimum of twenty (20) hours each week, including at least one (1) evening and some hours on one (1) weekend day.
- (2) The library serving a population between fifteen thousand (15,000) and thirty thousand (30,000) must be open a minimum of forty-five (45) hours each week, including at least two (2) evenings and at least one (1) weekend day.
- (3) The library serving a population over thirty thousand (30,000) must be open a minimum of fifty-five (55) hours each week, including at least three (3) evenings and at least one (1) weekend day.

Services and Resources

A library should provide services and materials that are responsive to the informational, educational, personal, and cultural needs of the community it serves. The community should have maximum accessibility to the resources of its public library. Since no single library can provide all the services and materials its community needs, the resource sharing programs in Indiana enable people to have access to materials and information from all over the state and the nation. For library patrons to have access, however, a library must participate in these programs and publicize their availability.

Standard 16

The library shall provide the following minimum services:

- (1) Acquisition, organization, and loan of materials.
- (2) Availability of general collections to the public at all times the library is open.
- (3) A telephone listed in the library's name.
- (4) Interlibrary loan free of charge (other than reimbursement for actual photocopy and postage or freight costs).

Standard 17

The library shall be a member of the Indiana Cooperative Library Services Authority (INCOLSA).

Standard 18

The library shall provide the following:

- (1) Reference services.
- (2) Children's services.
- (3) Library sponsored programming.
- (4) Audiovisual services.
- (5) Special services.

Standard 19

The library shall inform its public of the services available and encourage use of these services.

Standard 20

The library shall provide at least a base level of technology consisting of a computer, modem, fax, printer, and software by January 1, 1998.

The following guideline is provided as a suggestion for a higher level of service. Guidelines are not required at this time.

A library should be connected to the Internet and provide access to a wide variety of electronic resources by January 1, 1999.

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
MONTHLY STATISTICS

	MAR 1998	MAR 1999	AMOUNT OF CHANGE	PERCENT OF CHANGE	YTD
ELWOOD					
ADULT	3469	3486	+17	0%	9223
JUV.	2681	2608	-73	-3%	6959
Y.A.	147	147	0	0%	308
PER.	436	511	+75	+17%	1328
AUDIO	290	238	-52	-18%	793
VIDEO	2258	2367	+109	+5%	6165
TOTAL	9281	9357	+76	+8%	24776
FRANKTON					
ADULT	1134	1080	-54	-4%	3199
JUV.	934	837	-97	-10%	2003
Y.A.	0	29	+29	+100%	64
PER.	274	347	+73	+26%	962
AUDIO	11	23	+12	+100%	64
VIDEO	1079	1120	+41	+3%	2972
TOTAL	3432	3426	+4	0%	9264
HAZELBAKER					
ADULT	694	774	+80	+11%	2067
JUV.	515	509	-6	-1%	1422
Y.A.	0	44	+44	+100%	88
PER.	153	154	+1	0%	541
AUDIO	15	23	+8	+53%	55
VIDEO	658	460	-198	-30%	1341
TOTAL	2835	1964	-71	-3%	5514
SYSTEM					
ADULT	5297	5340	+43	0%	14489
JUV.	4159	3934	-176	-4%	10384
Y.A.	147	220	+73	+49%	460
PER.	563	1912	+1349	+17%	2831
AUDIO	316	234	-82	-10%	912
VIDEO	3995	3947	-48	-1%	10478
TOTAL	14748	14737	-11	0%	39554

	ELWOOD	FRANKTON	HAZELBAKER
PATHFINDER TRAFFIC	976	2121	881
REFERENCE	266	24	19
ASSISTANCE	1616	N/A	98
COMPUTER ADULT	347	152	107
JUV.	40		
PROGRAMS	10 / 275	3/65	17/58

Financial Report
North Madison County Public Library System

Report Dates = 3/1/99 to 3/31/99

Fund	Start of year	Disbursements this month	Disbursements YTD	Receipts this month	Receipts YTD	Balance
1. Operating Fund						
100 Operating Fund	\$255,253.41	\$74,931.66	\$257,457.65	\$16,360.78	\$57,412.34	\$55,208.10
105 Operating Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$100,000.00	\$100,000.00
Subtotal	\$255,253.41	\$74,931.66	\$257,457.65	\$16,360.78	\$157,412.34	\$155,208.10
2. Main						
103 Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
107 PLAC	\$110.00	\$0.00	\$110.00	\$69.00	\$138.00	\$138.00
110 LIRF Investment	\$40,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,000.00
115 LIRF	\$21,329.92	\$0.00	\$0.00	\$0.00	\$0.00	\$21,329.92
120 Gift	\$11,164.28	\$29.93	\$267.07	\$114.00	\$1,734.14	\$12,531.35
130 Construction Fund	\$13,226.53	\$0.00	\$0.00	\$0.00	\$0.00	\$13,226.53
Subtotal	\$85,830.73	\$29.93	\$377.07	\$183.00	\$1,872.14	\$87,325.80
4. Withholding						
201 Federal Taxes Withheld	\$0.00	\$4,893.07	\$10,963.15	\$4,893.07	\$10,963.15	\$0.00
202 FICA	(\$0.03)	\$2,508.98	\$5,719.28	\$2,508.98	\$5,719.28	(\$0.03)
203 State Tax Withheld	\$0.00	\$917.40	\$2,637.26	\$1,370.90	\$3,090.76	\$453.50
204 County Taxes Withheld	\$0.00	\$203.70	\$588.05	\$305.00	\$689.95	\$101.30
205 PERF	\$49.82	\$2,226.85	\$2,226.85	\$934.42	\$2,177.03	\$0.00
206 Credit Union	\$0.00	\$4,826.22	\$11,297.74	\$4,826.22	\$11,297.74	\$0.00
207 Annuity	\$0.00	\$570.00	\$1,330.00	\$570.00	\$1,330.00	\$0.00
208 Insurance	\$0.00	\$614.10	\$1,842.30	\$821.15	\$2,149.35	\$307.05
209 Medicare	\$0.00	\$566.78	\$1,337.51	\$566.78	\$1,337.51	\$0.00
210 Other Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$49.79	\$17,347.10	\$37,942.14	\$16,918.52	\$38,764.17	\$551.82
Grand Total	\$341,133.93	\$92,308.69	\$295,776.86	\$33,480.50	\$196,238.55	\$243,655.72

Approved by the State Board Of Accounts for North Madison County Public Library System on 11/65.

Appropriation Report for 100 Operating Fund

North Madison County Public Library System

Report Date: From 3/1/99 To 3/31/99

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>1. Personal Services</i>							
1.11 Salary of Director	\$30,300.00	\$0.00	\$30,300.00	\$3,496.14	\$8,146.12	\$22,153.88	26.9
1.12 Salary of Assistants	\$300,725.00	\$0.00	\$300,725.00	\$35,142.13	\$79,740.20	\$220,984.80	26.5
1.13 Wages of Janitor	\$16,286.00	\$0.00	\$16,286.00	\$1,829.35	\$4,359.97	\$11,926.03	26.8
1.14 *Employee Benefits	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$953.62	\$546.38	63.6
1.15 Payroll Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
1.16 Empl.Share FICA&Medicare	\$26,569.00	\$0.00	\$26,569.00	\$3,095.76	\$7,056.79	\$19,512.21	26.6
1.18 Emp Cont PERF	\$27,785.00	\$0.00	\$27,785.00	\$6,349.28	\$6,349.28	\$21,435.72	22.9
1.19 Emp Cont Group Ins	\$8,000.00	\$0.00	\$8,000.00	\$718.47	\$2,151.45	\$5,848.55	26.9
Subtotal	\$411,165.00		\$411,165.00	\$50,631.13	\$108,757.43	\$302,407.57	26.5
<i>2. Supplies</i>							
2.12 Stationary & Supplies	\$750.00	\$0.00	\$750.00	\$0.00	\$0.00	\$750.00	0.0
2.13 *Other Office Supplies	\$8,000.00	\$0.00	\$8,000.00	\$1,111.67	\$2,346.54	\$5,653.46	29.3
2.21 Cleaning & Sanitation Supplies	\$2,000.00	\$0.00	\$2,000.00	\$337.47	\$566.16	\$1,433.84	28.3
2.22 *Other Operating Supplies	\$5,500.00	\$0.00	\$5,500.00	\$2,065.17	\$2,378.59	\$3,121.41	43.2
2.23 Fuel, Oil and Lubricants	\$50.00	\$0.00	\$50.00	\$0.00	\$5.00	\$45.00	10.0
2.24 Bldg. Matl. And Supplies	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
2.25 Paint and painting supplies	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	0.0
2.26 Repair Parts/Maintenance	\$600.00	\$0.00	\$600.00	\$0.00	\$580.45	\$19.55	96.7
2.27 Other Repair & mainten.supplies	\$400.00	\$0.00	\$400.00	\$34.65	\$399.65	\$0.35	99.9

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
2.3 Other Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num1
2.31 Book Processing	\$3,500.00	\$0.00	\$3,500.00	\$552.43	\$948.08	\$2,551.92	27.1
2.32 Automation	\$20,000.00	\$0.00	\$20,000.00	\$0.00	\$0.00	\$20,000.00	0.0
Subtotal	\$41,400.00		\$41,400.00	\$4,101.39	\$7,224.47	\$34,175.53	17.5
2. Supplies							
2.11 Official Records	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$292.39	\$1,207.61	19.5
Subtotal	\$1,500.00		\$1,500.00	\$0.00	\$292.39	\$1,207.61	19.5
3. Other Services and Charge							
3.11 Consulting Services	\$1,000.00	\$0.00	\$1,000.00	\$90.00	\$640.00	\$360.00	64.0
3.12 Legal Services	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.0
3.13 *Other Professional Services	\$12,000.00	\$0.00	\$12,000.00	\$5,872.58	\$7,096.72	\$4,903.28	59.1
3.21 Telephone & Telegraph	\$10,000.00	\$0.00	\$10,000.00	\$392.45	\$1,564.20	\$8,435.80	15.6
3.22 Postage & UPS	\$2,000.00	\$0.00	\$2,000.00	\$229.33	\$622.24	\$1,377.76	31.1
3.23 Traveling Expense	\$2,000.00	\$0.00	\$2,000.00	\$177.65	\$450.25	\$1,549.75	22.5
3.24 Professional Meetings	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$59.38	\$1,940.62	3.0
3.25 Programing	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
3.31 Advertising & Public Notices	\$250.00	\$0.00	\$250.00	\$46.00	\$85.57	\$164.43	34.2
3.4 Insurance	\$10,000.00	\$0.00	\$10,000.00	\$88.00	\$1,446.34	\$8,553.66	14.5
3.41 Official Bonds	\$350.00	\$0.00	\$350.00	\$0.00	\$0.00	\$350.00	0.0
3.51 Gas	\$9,500.00	\$0.00	\$9,500.00	\$602.22	\$1,268.85	\$8,231.15	13.4
3.52 Electricity	\$20,000.00	\$0.00	\$20,000.00	\$1,714.45	\$3,385.99	\$16,614.01	16.9
3.53 Water	\$2,000.00	\$0.00	\$2,000.00	\$161.84	\$568.84	\$1,431.16	28.4
3.54 Waste Disposal Services	\$250.00	\$0.00	\$250.00	\$17.62	\$135.86	\$114.14	54.3
3.61 Bldg. & Structure Maint.	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$1,006.63	(\$6.63)	100.7

<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>
3.62 Equipment	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$137.64	\$1,362.36	9.2
3.72 Equipment/Rental	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$427.64	\$2,572.36	14.3
3.8 Dues	\$700.00	\$0.00	\$700.00	\$616.41	\$616.41	\$83.59	22.1
3.81 Taxes	\$2,800.00	\$0.00	\$2,800.00	\$129.10	\$129.10	\$2,670.90	4.6
3.9 Transfer to LIRF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
Subtotal	\$86,350.00		\$86,350.00	\$10,137.65	\$19,641.66	\$66,708.34	22.7
4. Capitol Outlays							
4.1 Land Buildings Improvements	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
4.2 Furniture & Equipment	\$2,500.00	\$0.00	\$2,500.00	\$233.72	\$340.17	\$2,159.83	13.6
4.31 Elwood Adult	\$28,000.00	\$0.00	\$28,000.00	\$2,305.01	\$5,736.59	\$22,263.41	20.5
4.32 Elwood Childrens	\$10,000.00	\$0.00	\$10,000.00	\$1,729.19	\$1,742.10	\$8,257.90	17.4
4.33 Elwood YA	\$2,000.00	\$0.00	\$2,000.00	\$118.34	\$281.16	\$1,718.84	14.1
4.34 Frankton	\$23,000.00	\$0.00	\$23,000.00	\$3,240.37	\$7,471.08	\$15,528.92	32.5
4.35 Summitville	\$11,740.00	\$0.00	\$11,740.00	\$150.26	\$2,412.76	\$9,327.24	20.6
4.36 Elwood Indiana Room	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.0
4.4 Periodicals & Newspapers	\$10,000.00	\$0.00	\$10,000.00	\$376.70	\$510.69	\$9,489.31	5.1
4.51 Elwood AV	\$8,380.00	\$0.00	\$8,380.00	\$752.49	\$1,218.22	\$7,161.78	14.5
4.52 Frankton AV	\$4,480.00	\$0.00	\$4,480.00	\$453.77	\$870.77	\$3,609.23	19.4
4.53 Summitville AV	\$2,000.00	\$0.00	\$2,000.00	\$665.64	\$831.36	\$1,168.64	41.6
Subtotal	\$105,100.00		\$105,100.00	\$10,025.49	\$21,414.90	\$83,685.10	20.4
Grand Total	\$645,515.00	\$0.00	\$645,515.00	\$74,895.66	\$157,330.85	\$488,184.15	24.4

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

Register Of Claims

North Madison County Public Library System

Report Date: From 3/1/99 To 3/31/99

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	224	PAYROLL	Operating Fund	Salary of Director	\$1,165.38	3/31/99	PAYROLL
			Operating Fund	Salary of Assistants	\$11,605.86		
			Operating Fund	Wages of Janitor	\$616.00		
				Total this claim	<u>\$13,387.24</u>		
0	231	PEG EDDY	PERF	Emp Cont PERF	\$49.82	3/31/99	Perf refund
				Total this claim	<u>\$49.82</u>		
0	217	EFTPS	Medicare	Payroll Deductions	\$200.01	3/3/99	P/R 3-17-99
			Operating Fund	Empl.Share FICA&Medicare	\$1,055.25		
			FICA	Payroll Deductions	\$855.24		
			Federal Taxes Withheld	Payroll Deductions	\$1,689.34		
				Total this claim	<u>\$3,799.84</u>		
0	144	PAYROLL	Operating Fund	Salary of Director	\$1,165.38	3/3/99	PAYROLL
			Operating Fund	Salary of Assistants	\$11,532.14		
			Operating Fund	Wages of Janitor	\$588.76		
				Total this claim	<u>\$13,286.28</u>		
0	223	22ND STREET HARDWARE				3/3/99	
				Total this claim			
0	206	GALE RESEARCH				3/3/99	
				Total this claim			
0	225	EFTPS	Medicare	Payroll Deductions	\$194.11	3/31/99	P/R 3-31-99
			Operating Fund	Empl.Share FICA&Medicare	\$1,024.10		
			FICA	Payroll Deductions	\$829.99		
			Federal Taxes Withheld	Payroll Deductions	\$1,573.57		
				Total this claim	<u>\$3,621.77</u>		
0	230	PUBLIC EMP. RETIREMENT F	Operating Fund	Emp Cont PERF	\$6,349.28	3/31/99	Qtrly. Rept. 3-99
			PERF	Payroll Deductions	\$2,177.03		
				Total this claim	<u>\$8,526.31</u>		
0	222	PAYROLL	Operating Fund	Salary of Director	\$1,165.38	3/17/99	PAYROLL
			Operating Fund	Salary of Assistants	\$12,004.13		
			Operating Fund	Wages of Janitor	\$624.59		
				Total this claim	<u>\$13,794.10</u>		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
17944	145	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,016.41	3/3/99	p/r 3-3-99
			FICA	Payroll Deductions	\$823.75		
			Federal Taxes Withheld	Payroll Deductions	\$1,630.16		
			Medicare	Payroll Deductions	\$192.66		
				Total this claim	\$3,662.98		
17945	146	INDIANA DEFERRED COMPEN	Annuity	Payroll Deductions	\$190.00	3/3/99	P/R 3-3-99
				Total this claim	\$190.00		
17946	147	MADISON COUNTY SCHOOL E	Credit Union	Payroll Deductions	\$1,603.95	3/3/99	
				Total this claim	\$1,603.95		
17947	148	BARBARA SNIPES	Operating Fund	Traveling Expense	\$45.20	3/3/99	
				Total this claim	\$45.20		
17948	152	CITY WATER & SEWAGE DEP	Operating Fund	Water	\$113.40	3/3/99	
				Total this claim	\$113.40		
17949	151	INDIANA GAS COMPANY	Operating Fund	Gas	\$70.29	3/3/99	
				Total this claim	\$70.29		
17950	149	JAMIE B. SCOTT	Operating Fund	Traveling Expense	\$41.75	3/3/99	Traveling Exp.
				Total this claim	\$41.75		
17952	204	22ND STREET HARDWARE	Operating Fund	*Other Operating Supplies	\$287.59	3/3/99	
				Total this claim	\$287.59		
17953	156	ABDO & DAUGHTERS	Operating Fund	Elwood Childrens	\$64.30	3/3/99	
				Total this claim	\$64.30		
17954	154	AMERICAN ELECTRIC POWER	Operating Fund	Electricity	\$459.57	3/3/99	
			Operating Fund	Electricity	\$1,109.25		
				Total this claim	\$1,568.82		
17955	153	AMERICAN LIBRARY ASSOCIA	Operating Fund	Elwood Adult	\$137.90	3/3/99	
				Total this claim	\$137.90		
17956	208	AMERITECH	Operating Fund	Telephone & Telegraph	\$255.73	3/3/99	
				Total this claim	\$255.73		

<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>
17957	158	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$1,358.85	3/3/99	
			Operating Fund	Elwood Childrens	\$128.71		
			Operating Fund	Elwood YA	\$2.37		
			Operating Fund	Frankton	\$1,326.95		
			Operating Fund	Summitville	\$115.24		
			Operating Fund	Other	\$36.00		
			Gift	Elwood Adult	\$29.93		
				Total this claim	\$2,998.05		
17958	157	BERNAN ASSOCIATES	Operating Fund	Periodicals & Newspapers	\$37.00	3/3/99	
				Total this claim	\$37.00		
17959	207	C N A	Operating Fund	Insurance	\$88.00	3/3/99	
				Total this claim	\$88.00		
17960	159	CALL-LEADER	Operating Fund	Advertising & Public Notices	\$46.00	3/3/99	AD - PT. EMPL. 2-26-99
				Total this claim	\$46.00		
17961	166	CAROLYN LAMBERTSON	Operating Fund	Traveling Expense	\$37.70	3/3/99	
				Total this claim	\$37.70		
17962	165	CINDA HORINE	Operating Fund	Traveling Expense	\$15.00	3/3/99	
				Total this claim	\$15.00		
17953	163	CONCENTRIC COMPUTER SE	Operating Fund	*Other Office Supplies	\$69.29	3/3/99	As Per Attached Invoices
			Operating Fund	*Other Professional Services	\$412.50		
				Total this claim	\$481.79		
17964	164	COWLES CREATIVE PUBLISHI	Operating Fund	Frankton	\$23.91	3/3/99	
				Total this claim	\$23.91		
17955	167	ELWOOD FIRE EQUIPMENT C	Operating Fund	*Other Professional Services	\$20.00	3/3/99	
				Total this claim	\$20.00		
17956	168	ELWOOD HERITAGE PRESER	Operating Fund	*Other Operating Supplies	\$27.00	3/3/99	
				Total this claim	\$27.00		
17957	170	FAS-TRACK	Operating Fund	*Other Office Supplies	\$326.84	3/3/99	As Per Attached Invoices
				Total this claim	\$326.84		
17952	159	FILIP, INC.	Operating Fund	Furniture & Equipment	\$277.04	3/3/99	As Per Attached Invoices
			Operating Fund	Cleaning & Sanitation Supplies	\$26.00		
				Total this claim	\$303.04		
17959	172	GALE RESEARCH	Operating Fund	Elwood Adult	\$433.51	3/3/99	
				Total this claim	\$433.51		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
17970	171	GASETH STEVENS	Operating Fund	Frankton	\$59.01	3/3/99	As Per Attached Invoices
				Total this claim	<u>\$59.01</u>		
17971	175	GAYLORD BRCS.	Operating Fund	Furniture & Equipment	(\$368.32)	3/3/99	As Per Attached Invoices
			Operating Fund	*Other Operating Supplies	\$1,281.79		
			Operating Fund	Book Processing	\$389.08		
				Total this claim	<u>\$1,302.55</u>		
17972	174	GLENNA STEWART	Operating Fund	Traveling Expense	\$38.00	3/3/99	
				Total this claim	<u>\$38.00</u>		
17974	173	GUILD PRESS OF INDIANA	Operating Fund	Elwood Adult	\$43.92	3/3/99	
				Total this claim	<u>\$43.92</u>		
17975	180	HARPER'S WINDOW TREATM	Operating Fund	Furniture & Equipment	\$285.60	3/3/99	MINI-BLINDS
				Total this claim	<u>\$285.60</u>		
17976	151	HEINEMANN LIBRARY	Operating Fund	Elwood Childrens	\$181.35	3/3/99	
				Total this claim	<u>\$181.35</u>		
17977	182	HOOSIER FILING & STORAGE	Operating Fund	Furniture & Equipment	\$39.40	3/3/99	
				Total this claim	<u>\$39.40</u>		
17976	177	HORTON'S & SONS OF ELWO	Operating Fund	*Other Operating Supplies	\$15.38	3/3/99	
				Total this claim	<u>\$15.38</u>		
17979	178	INDIANA GAS COMPANY	Operating Fund	Gas	\$117.46	3/3/99	
				Total this claim	<u>\$117.46</u>		
17980	180	INDIANA LIBRARY FEDERATIO	Operating Fund	Dues	\$616.41	3/3/99	TRUSTEE MEMBERSHIP
				Total this claim	<u>\$616.41</u>		
17981	179	INDYNET	Operating Fund	Consulting Services	\$30.00	3/3/99	
			Operating Fund	Consulting Services	\$30.00		
			Operating Fund	Consulting Services	\$30.00		
				Total this claim	<u>\$90.00</u>		
17982	182	INGRAM DISTRIBUTION GROU	Operating Fund	Summitville	\$35.02	3/3/99	
				Total this claim	<u>\$35.02</u>		
17983	181	INSPIRATIONAL BOOK DISTRI	Operating Fund	Elwood Adult	\$9.49	3/3/99	
				Total this claim	<u>\$9.49</u>		
17984	183	K MART	Operating Fund	Other Repair & mainten.supplies	\$34.65	3/3/99	
				Total this claim	<u>\$34.65</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
17985	155	LANDMARK AUDIOBOOKS	Operating Fund	Frankton	\$1,274.00	3/3/99	
				Total this claim	\$1,274.00		
17986	186	LIBRARY CORPORATION, THE	Operating Fund	*Other Professional Services	\$4,847.00	3/3/99	
				Total this claim	\$4,847.00		
17987	184	LIBRARY STORE INC., THE	Operating Fund	Book Processing	\$163.35	3/3/99	
				Total this claim	\$163.35		
17988	185	LIBRARY VIDEO COMPANY	Operating Fund	Summitville AV	\$586.69	3/3/99	
				Total this claim	\$586.69		
17989	209	LUCENT TECHNOLOGIES	Operating Fund	*Other Professional Services	\$137.64	3/3/99	
				Total this claim	\$137.64		
17990	187	M.A. BANFIELD	Operating Fund	Elwood Adult	\$39.50	3/3/99	
				Total this claim	\$39.50		
17991	188	MIDWEST TAPE	Operating Fund	Summitville AV	\$78.95	3/3/99	
			Operating Fund	Frankton AV	\$453.77		
			Operating Fund	Elwood AV	\$299.83		
				Total this claim	\$832.55		
17992	189	NAEIR	Operating Fund	*Other Operating Supplies	\$326.72	3/3/99	As Per Attached Invoices
				Total this claim	\$326.72		
17993	191	PARSONS TECHNOLOGY	Operating Fund	Elwood Adult	\$180.97	3/3/99	
				Total this claim	\$180.97		
17994	190	POPULAR SUBSCRIPTION SE	Operating Fund	Periodicals & Newspapers	\$21.95	3/3/99	WORLD WAR 11 MAG.
				Total this claim	\$21.95		
17995	192	QUILL CORPORATION	Operating Fund	*Other Office Supplies	\$414.53	3/3/99	As Per Attached Invoices
				Total this claim	\$414.53		
17996	210	RAMSAY BUSINESS PRODUC	Operating Fund	*Other Professional Services	\$163.94	3/3/99	
			Operating Fund	*Other Office Supplies	\$231.01		
				Total this claim	\$394.95		
17997	193	ROSEN PUBLISHING GROUP	Operating Fund	Elwood Childrens	\$374.25	3/3/99	
				Total this claim	\$374.25		
17998	194	SPECIALTY STORE SERVICES	Operating Fund	*Other Operating Supplies	\$108.57	3/3/99	
				Total this claim	\$108.57		
17999	195	STATE CHEMICAL MANUFACT	Operating Fund	Cleaning & Sanitation Supplies	\$244.64	3/3/99	As Per Attached Invoices
				Total this claim	\$244.64		

<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>
18000	196	THOMSON INDIANA	Operating Fund	Periodicals & Newspapers	\$78.00	3/3/99	
				Total this claim	<u>\$78.00</u>		
18001	197	TOWN OF FRANKTON	Operating Fund	Electricity	\$145.63	3/3/99	
			Operating Fund	Water	\$15.23		
			Operating Fund	Waste Disposal Services	\$17.62		
				Total this claim	<u>\$178.48</u>		
18002	203	UNIQUE BOOKS INC.	Operating Fund	Elwood Adult	\$100.87	3/3/99	As Per Attached Invoices
			Operating Fund	Elwood AV	\$452.66		
				Total this claim	<u>\$553.53</u>		
18003	200	UNITOG RENTAL SERVICES	Operating Fund	Cleaning & Sanitation Supplies	\$33.92	3/3/99	As Per Attached Invoices
			Operating Fund	Cleaning & Sanitation Supplies	\$32.91		
				Total this claim	<u>\$66.83</u>		
18004	199	UNIVERSITY BOOK SERVICE	Operating Fund	Elwood Childrens	\$424.25	3/3/99	
				Total this claim	<u>\$424.25</u>		
18005	202	UNIVERSITY MICROFILMS INT	Operating Fund	Periodicals & Newspapers	\$239.75	3/3/99	
				Total this claim	<u>\$239.75</u>		
18006	205	US OFFICE PRODUCTS	Operating Fund	*Other Office Supplies	\$70.00	3/3/99	
				Total this claim	<u>\$70.00</u>		
18007	176	GROLIER EDUCATIONAL COR	Operating Fund	Elwood YA	\$115.97	3/3/99	As Per Attached Invoices
			Operating Fund	Frankton	\$556.50		
			Operating Fund	Elwood Childrens	\$556.33		
				Total this claim	<u>\$1,228.80</u>		
18008	211	AMERITECH	Operating Fund	Telephone & Telegraph	\$136.72	3/3/99	
				Total this claim	<u>\$136.72</u>		
18009	212	AUDIO VISUAL COMMUNICATI	Operating Fund	*Other Professional Services	\$119.00	3/3/99	Service Agreement for March
				Total this claim	<u>\$119.00</u>		
18010	220	CITY OF ELWOOD	Operating Fund	Emp Cont Group Ins	\$718.47	3/3/99	
			Insurance	Payroll Deductions	\$614.10		
				Total this claim	<u>\$1,332.57</u>		
18011	219	INDIANA DEFERRED COMPEN	Annuity	Payroll Deductions	\$190.00	3/3/99	
				Total this claim	<u>\$190.00</u>		
18012	218	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$917.40	3/3/99	
			County Taxes Withheld	Payroll Deductions	\$203.70		
				Total this claim	<u>\$1,121.10</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>
18013	214	INDIANA GAS COMPANY	Operating Fund	Gas	\$414.47	3/3/99	
				Total this claim	<u>\$414.47</u>		
18014	213	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$33.21	3/3/99	
				Total this claim	<u>\$33.21</u>		
18015	215	LESTER NICELY	Operating Fund	*Other Professional Services	\$157.50	3/3/99	SNOW REMOVAL 3-9-99
				Total this claim	<u>\$157.50</u>		
18016	221	MADISON COUNTY SCHOOL E	Credit Union	Payroll Deductions	\$1,607.44	3/3/99	P/R 3-17-99
				Total this claim	<u>\$1,607.44</u>		
18017	216	PURCHASE POWER	Operating Fund	Postage & UPS	\$215.00	3/3/99	
				Total this claim	<u>\$215.00</u>		
18021	227	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$1,614.83	3/31/99	P/R 3-31-99
				Total this claim	<u>\$1,614.83</u>		
18022	229	INTERNAL REVENUE SERVIC	Operating Fund	Taxes	\$129.10	3/31/99	35-1127995 Failure to Deposit - Federal
				Total this claim	<u>\$129.10</u>		
18023	226	INDIANA DEFERRED COMPEN	Annuity	Payroll Deductions	\$190.00	3/31/99	
				Total this claim	<u>\$190.00</u>		
18024	228	DIANA L. SHEPARD	Operating Fund	*Other Operating Supplies	\$18.12	3/31/99	Petty Cash Reimbursement
			Operating Fund	Postage & UPS	\$14.33		
			Operating Fund	*Other Professional Services	\$15.00		
				Total this claim	<u>\$47.45</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
---------------------------	-------------------------	-------------------------	-------------	----------------	---------------	-------------	--------------------

Total Amount of Claims \$92,308.69

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

Wednesday, March 31, 1999

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 _____, 19____.

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: 3/31/99

<i>Bank</i>	
1 Star Financial Bank	\$214,205.15
2 Huntington Bank	\$17,848.77
3 Community Bank/Summitville	\$11,341.80
Total all banks =	\$243,395.72

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

Receipt Summaries for 120 Gift

North Madison County Public Library System

Report Dates = 3/1/99 to 3/31/99

<i>Account</i>	<i>This Month</i>	<i>YTD</i>
364 Donations & Memorials	\$114.00	\$1,546.50
396 Refunds		\$187.64
	<u>\$114.00</u>	<u>\$1,734.14</u>

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

Receipt Summaries for 107 PLAC

North Madison County Public Library System

Report Dates = 3/1/99 to 3/31/99

<i>Account</i>	<i>This Month</i>	<i>YTD</i>
351 PLAC	\$69.00	\$138.00
	<u>\$69.00</u>	<u>\$138.00</u>

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

Receipt Summaries for 100 Operating Fund

North Madison County Public Library System

Report Dates = 3/1/99 to 3/31/99

<i>Account</i>	<i>This Month</i>	<i>YTD</i>
312 County Option Income Tax	\$12,941.58	\$48,868.50
341 Fines	\$993.41	\$2,605.16
342 Replacement Cards	\$11.00	\$39.00
344 Lost,Damaged,Sale of Books	\$137.99	\$207.94
345 Other	\$8.71	\$55.99
346 Lamination	\$22.96	\$84.56
347 Reader/Printer Copies	\$34.30	\$87.50
348 Inter-Library Loan	\$12.65	\$53.95
349 Photocopy Fees	\$845.15	\$1,999.30
350 Fax Fees	\$308.95	\$782.45
360 Miscellaneous Revenue	\$6.00	\$9.00
361 Interest on Investment	\$38.08	\$618.99
363 Rents	\$1,000.00	\$2,000.00
	<u>\$16,360.78</u>	<u>\$57,412.34</u>

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

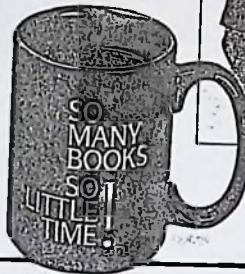
A Classic Saying in a Striking Design, it's "So Many Books, So Little Time!"



Tote Bag
Durable cotton canvas tote. 15"H x 10"W.
K8E-37981 \$8.95

Note Cube
Each 3 1/4" cube has 700 sheets.
K8E-37963 \$5.95

Jumbo Mug
Holds 15 oz. Design on both sides.
K8E-37980 \$6.95



T-shirt
50/50 cotton/poly blend.
Sizes: L (42-44) XL (46-48)
K8E-37962 \$16.95

<p>SO MANY BOOKS... SO LITTLE TIME!</p> <p>Date</p> <p>Name</p> <p>Phone</p> <p>Book</p> <p>ENTRY SIDE</p>	<p>SO MANY BOOKS... SO LITTLE TIME!</p> <p>Date</p> <p>Name</p> <p>Book Title</p> <p>Author</p> <p>Comment</p> <p>CRITIC'S CORNER</p>
---	--

Adult Summer Reading Club, 1999

The theme.....SO MANY BOOKS...SO LITTLE TIME!

Time Period...June 7 thru August 21

How It Works....For each book an adult patron reads, an entry is made listing their name, phone #, book title on one side of form. The other side of the form will be displayed for the Critic's Corner and will show patron name, book title and author, along with any comments they have about the book.

Drawings....There will be weekly drawings on Mondays for the previous weeks entries. One patron can only win once a week. However all entries for books read will be kept for the Grand Prize Drawing on August 23, 1999.

Prizes....Area merchants will be solicited for donations to the reading club. These donations can be actual items or coupons for free product. Examples: resturant coupons, bowling games, oil change, lawn & garden, florist, movie rental, area glass item(s), etc. Items to be purchased by the library come from the Upstart Catalog. Those items are printed with the theme logo...SO MANY BOOKS...SO LITTLE TIME! They include tee-shirts, tote bags, coffee mugs and plastic book bags. The book bags will be given away upon registration for the reading club. Bookmarks will also be made in the library and given to the patrons.

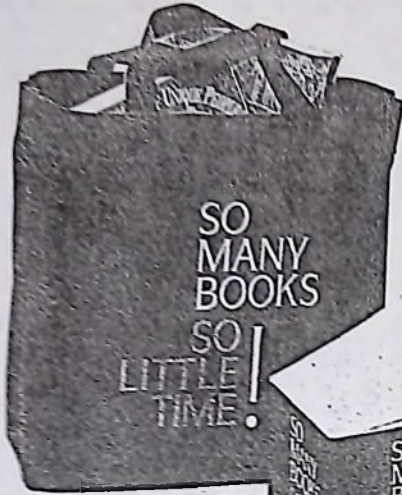
The Grand Prize item will be the most expensive item that has been donated. At the end of the program, patrons may order the Upstart items for their own personal use with pre-payment.

Expenditures....The cost of the Upstart items are as follows:
Tee-Shirt...\$16.95ea Number of each item would depend
Tote Bag.... 8.95ea on amount budgeted.
15oz. Mug... 6.95ea
Bags..25@.... 8.95/set
Other nominal costs would include copier paper, copy machine use.

Display...All prizes will be displayed in the glass wall case on the north side.

Special Interests Programs....Tentative plans are for adult presentation programs. These might include an evening with a mystery sluth, cookin' with Betty (Crocker that is!), reading on the road. If the library has a book on the subject it could be a program!

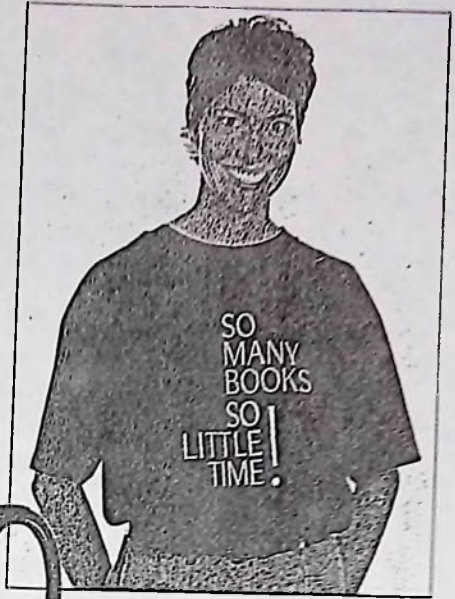
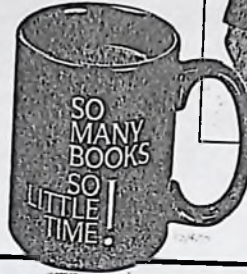
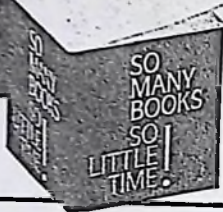
A Classic Saying in a Striking Design, it's "So Many Books, So Little Time!"



Tote Bag
 Durable cotton canvas tote, 15"H x 10"W.
 K8E-37981 \$8.95

Note Cube
 Each 3 1/4" cube has 700 sheets.
 K8E-37963 \$5.95

Jumbo Mug
 Holds 15 oz. Design on both sides.
 K8E-37980 \$6.95



T-shirt
 50/50 cotton/poly blend.
 Sizes: L (42-44) XL (46-48)
 K8E-37962 \$16.95

<p>SO <u>MANY</u> BOOKS... SO LITTLE TIME!</p> <p>Date</p> <p>Name</p> <p>Phone</p> <p>Book</p> <p>ENTRY SIDE</p>	<p>SO <u>MANY</u> BOOKS... SO LITTLE TIME!</p> <p>Date</p> <p>Name</p> <p>Book Title</p> <p>Author</p> <p>Comment</p> <p>CRITIC'S CORNER</p>
---	--

Adult Summer Reading Club, 1999

The theme.....SO MANY BOOKS...SO LITTLE TIME!

Time Period...June 7 thru August 21

How It Works....For each book an adult patron reads, an entry is made listing their name, phone #, book title on one side of form. The other side of the form will be displayed for the Critic's Corner and will show patron name, book title and author, along with any comments they have about the book.

Drawings....There will be weekly drawings on Mondays for the previous weeks entries. One patron can only win once a week. However all entries for books read will be kept for the Grand Prize Drawing on August 23, 1999.

Prizes....Area merchants will be solicited for donations to the reading club. These donations can be actual items or coupons for free product. Examples: restaurant coupons, bowling games, oil change, lawn & garden, florist, movie rental, area glass item(s), etc. Items to be purchased by the library come from the Upstart Catalog. Those items are printed with the theme logo...SO MANY BOOKS...SO LITTLE TIME! They include tee-shirts, tote bags, coffee mugs and plastic book bags. The book bags will be given away upon registration for the reading club. Bookmarks will also be made in the library and given to the patrons.

The Grand Prize item will be the most expensive item that has been donated. At the end of the program, patrons may order the Upstart items for their own personal use with pre-payment.

Expenditures....The cost of the Upstart items are as follows:
Tee-Shirt...\$16.95ea Number of each item would depend
Tote Bag.... 8.95ea on amount budgeted.
15oz. Mug... 6.95ea
Bags..25@.... 8.95/set
Other nominal costs would include copier paper, copy machine use.

Display....All prizes will be displayed in the glass wall case on the north side.

Special Interests Programs....Tentative plans are for adult presentation programs. These might include an evening with a mystery sluth, cookin' with Betty (Crocker that is!), reading on the road. If the library has a book on the subject it could be a program!

Board of Trustees will meet Frankton superintendent at the Frankton Elementary School at 5:30 for snacks before a tour of the school at 6:00PM. Meeting will be at the Frankton Library at 7:00pm.

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
Board of Trustees Meeting
Monday, May 10, 1999
7:00pm

HEARING FOR ADDITIONAL APPROPRIATION

REGULAR MEETING

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

1.
2.

NEW BUSINESS

1.
2.

DIRECTOR'S REPORT
ADJOURN

EXECUTIVE MEETING
(after public meeting)

- A. Purchase of Lease of Real Property
(IC 5-14-1.5-6-(B) (2) (d))
- B. Personnel
(IC 5-14-1.5-6-(b) (6))

ATTENTION: ANDERSON HERALD/BULLETIN

PLEASE PUBLISH THE FOLLOWING IN TOMORROW MORNING'S PAPER:

Meeting - North Madison County Public Library System
Where - Elwood Public Library
Time - 7:00Pm

Regular Meeting at 7:00pm, Executive Session immediately following.

Thank you.
Jan/Elwood Library 552-5001

TRANSACTION REPORT

Jun-11-99 Fri 10:55 AM

Type	Sending	Receiver	TX/RX Time	Pages	Note
	Date	Start			
	Jun-11	10:56 AM	HERALD	22s	1 OK

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
Executive Meeting
May 10, 1999
Frankton Community Library

CALL TO ORDER

President Pam Bohlander called an executive meeting to order at 8:25pm at the Frankton Community Library, May 10, 1999.

CALL FOR QUORUM

Attending with President Bohlander were Dave Hoffman, Sharan Pace and Kevin Sipe.

BUSINESS

- A. Purchase or Lease of Real Property
(IC 5-14-1.5-6-(B) (2) (d)

Board members discussed the Frankton Elementary School and the possibilities of the library using it in Frankton. A proposal was read from Halstead, Inc. to do a feasibility study. A representative from the Frankton School Board was present for the tour and asked the board to get in touch with him if they have any questions. It will be necessary to find out what the Frankton community wants of the library.

- B. Personnel
(IC 5-14-1.5-6-(b) (6)

A discussion was held regarding an anonymous letter sent to the Director regarding the Summitville Branch Manager.

A follow-up was done of the evaluation of Director Kathi Wittkamper.

Gerry J. Kauer
Linda Sizelove
Pamela Bohlander

David R. Hoffman
David Hoffman, Secretary

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
Board of Trustees Regular Meeting
Frankton Community Library
May 10, 1999
7:00pm

HEARING – ADDITIONAL APPROPRIATION

President Pam Bohlander read the Appropriation Resolution determining that it is now necessary to appropriate more money than was appropriated in the annual budget. There were no objections from the public. Therefore, board members signed the resolution.

Present were: President Pam Bohlander, Kevin Sipe, Sharan Pace and Dave Hoffman.

REGULAR MEETING

CALL TO ORDER

President Pam Bohlander called a regular meeting to order of the North Madison County Public Library System at 7:15pm at the Frankton Community Library.

CALL FOR QUORUM

Present with President Bohlander were Kevin Sipe, Dave Hoffman, Sharan Pace, Director Kathi Wittkamper, Frankton Branch Manager Barbara McAdams, Elwood staff member Nancy Neal and Administrative Assistant Jan Helpling.

MINUTES were allowed by a motion from Dave Hoffman seconded by Sharan Pace.

CLAIMS REGISTER was signed by members.

OLD BUSINESS

Kevin Sipe asked if we had any answer to the problem with Mr. Lineback and the snow removal. A check has been sent to him but it has not been cashed.

Long Range Plan Sharan Pace reported on the Tipton Conference she, Linda Sizelove and Kathi attended. They thought it was worthwhile and Kathi encouraged board members to take the manual she received and read it. She also would like the board to hire a facilitator to work with them on the Frankton project. This person could get the feel of the community to see what they expect from the library. Kathi explained that the community of Elwood for instance, could want a Family Literacy program and the community of Frankton may have other needs. Board members feel most people in all the communities want more training on computers. Kathi asked board members how they would like to proceed with the long range plan. Dave Hoffman suggested Kathi put

some of her ideas down and bring to the June meeting for the board to work with. Sharan Pace feels they should begin with a base and goals, then how they will be accomplished. Kathi asked if Sharan would help her put the plan together, the plan could be put together for the rest of the 1999 year and our budget could reflect the issues.

A discussion was held about the Appropriation balances and the outlook for the rest of the year.

Summer Adult Reading Program

Nancy Neal was present to explain more details of the adult reading program for summer. She showed board members prizes and incentives she is using and explained how she is soliciting donations around the community. Some programs she will feature will be: Kathi's Klassics, Linda Ead, "Roots", Madison County Extension will do a program on gardening, St. Vincent Mercy Hospital will present one program for women and one for men, Painting and Wallpapering, by Steve Harris and other possibilities. She is going to feature Saturday movies also. Dave Hoffman complimented Nancy on the work she has done. Pam Bohlander suggested she go to the schools this spring with flyers to be taken home by the students. Kevin Sipe suggested the Anderson University radio station, WQME. Nancy explained the T-shirts she will order from Ram Graphics will cost \$8.25 and they will be sold for \$10.00. She asked permission to proceed. Kevin Sipe made a motion to allow Nancy to proceed with the T-shirt project. David Hoffman seconded and it passed.

Insurance Bids Board members were in agreement that the library insurance should be put out to bid every three years. The next year will be 2001.

Dave Hoffman questioned the meeting room policy and said he has been present for some political meetings held there. Kathi explained if identified by a political party, they cannot meet here. She will investigate. Board members feel the policy should be looked at again since we have been in the new building for two years. Kathi was asked to bring statistics to the meeting to determine who uses the room.

Director's report was passed out and discussed.

Meeting was adjourned at 8:20pm with a motion from Sharan Pace, seconded by David Hoffman.

Sharan Pace
Linda Sigler
Pamela Bohlander

David R. Hoffman
David Hoffman, Secretary

Kevin M. Sipe

NOTICE TO TAXPAYERS OF ADDITIONAL APPROPRIATIONS

Notice is hereby given the taxpayers of North Madison County Public Library, Madison County, Indiana, that the proper legal officer of the North Madison County Public Library System will meet at the Frankton Community Library, 116 E. Sigler Street, Frankton, Indiana at 7:00 o'clock,pm on May 10, 1999, will consider the following additional appropriations in excess of the budget for the current year.

Fund Name: Operating	Amount
Personal Services	\$ 6082.
Other Services and Charges	8318.
Capital Outlay	10600.
Total	\$ 25000.

Taxpayers appearing at the meeting shall have a right to be heard. The additional appropriations as finally made will be referred to the State Board of Tax Commissioners. 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.

DIRECTOR'S REPORT
NMCPLS TRUSTEE MEETING • MAY 10, 1999

DECISION NEEDED

- Do you wish to take bids on insurance again? Just did last year, how about every other year or every three years?

FYI

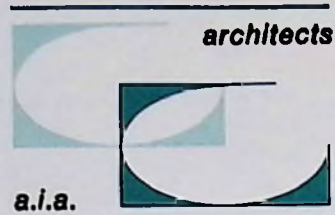
- Craig Roofing provided an estimate for Elwood roof repair of \$240. We were encouraged to have repairs made as soon as possible because the coping which had been blown off could permit more extensive damage. I spoke with Jerry when he was in the building – we decided to proceed. Work was performed at the estimated cost.
- Ralph had some surgery recently that has slowed him down a bit. Since the carpet at Frankton was in such dire need, we had Harper's go ahead and clean it. Ralph hopes he and Barb Snipes will be able to clean the Elwood carpet while we're closed for Memorial Day weekend.
- The General Assembly managed to reach agreement on the State budget and approved it before adjourning on schedule April 29. The budget bill, HEA 1001, DID NOT contain language to reduce the maximum allowable local tax levy limits imposed on civil units. The budget includes 3 million a year for technology funding, an increase of 4 million dollars since the last biennium. However, that bill did not include additional funding for INCOLSA.
- Did you know the Elwood Public Library is featured on the front of a city map distributed by the local Chamber of Commerce?
- By the time the automated circulation & cataloging system is upgraded at the end of June, all of our circulating books will have been converted to the MARC (machine readable) format. This work has been done entirely in-house, which is quite unusual and has saved the library system a small fortune. Even more remarkable is the accuracy of our Tech Services staff – their error rate for the conversion is a mere .002% – so low, The Library Corporation double-checked their process for finding errors!

RECOMMENDATIONS

- "Designing & Building the Library" will be presented by Jeff Scherer, FAIA, of Meyer Scherer & Rockcastle, Ltd. – Architects for the new Carmel Clay Public Library. Program is to begin at 1:30 on Sunday, May 16. Please let me know if you are interested in attending.
- Board members are encouraged to familiarize themselves with materials from the long-range planning workshop presented at Tipton Public Library on May 6. In addition, I strongly recommend the Board contract with Sandra Nelson to facilitate a long-range planning process following the model presented in "Planning for Results."

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

	MAY 1998	MAY 1999	AMOUNT OF CHANGE	PERCENT OF CHANGE	YTD
ELWOOD					
ADULT	2707	2838	+131	+5%	15464
JUV.	1376	1236	-140	-10%	10256
Y.A.	116	87	-29	-25%	506
PER.	290	341	+51	+18%	2029
AUDIO	218	199	-19	-9%	1208
VIDEO	1510	1418	-92	-6%	9715
TOTAL	6217	6119	-98	-16%	39178
FRANKTON					
ADULT	940	1014	+74	+8%	5232
JUV.	679	528	-151	-22%	3255
Y.A.	0	20	+20	+100%	105
PER.	241	300	+59	+24%	1556
AUDIO	23	21	+2	+9%	137
VIDEO	725	795	+70	+10%	4696
TOTAL	2608	2678	+70	+27%	14981
HAZELBAKER					
ADULT	609	624	+15	+2%	3418
JUV.	309	323	+14	+5%	2297
Y.A.	0	21	+21	+100%	144
PER.	52	145	+93	+178%	835
AUDIO	24	19	-5	-21%	97
VIDEO	338	232	-106	-31%	1997
TOTAL	1332	1364	+32	+2%	8788
SYSTEM					
ADULT	4256	4476	+220	+5%	24114
JUV.	2364	2087	-277	-12%	15808
Y.A.	116	128	+12	+10%	755
PER.	583	786	+203	+35%	4420
AUDIO	265	239	-26	-10%	1442
VIDEO	2573	2445	-128	-5%	16408
TOTAL	10157	10164	+4	0%	62947
	ELWOOD		FRANKTON		HAZELBAKER
PATRON TRAFFIC	6768		2003		733
REFERENCE	211		39		27
ASSISTANCE	2513		152		64
COMPUTER ADULT	291		150		50
JUV.	194		-		-
PROGRAMS ADULT	1/11		-		3/45
JUV.	10/547		-		1/30



May 20, 1999

Board of Trustees
North Madison Co. Public Library System
1600 Main Street
Elwood, IN 46306

Attn: Director

Dear Board Members:

In response to a telephone conversation and request from Kathy Wittkamper, I would like to indicate our interest in your proposed future project for your system.

It is my understanding that the initial phase of your program will be for an evaluation and feasibility study of various options including expansion of the present location as well as the evaluation of an existing school building.

It is also my understanding that this study would be required for later this year or early next year. I refer to this to clarify that our current work load would not permit us to start any work on your project until late summer or early fall.

As you are aware, our firm provided architectural and engineering services for your Hazelbaker Library in Summitville. Our experience also includes an addition to the Marion Public Library which was completed prior to the most recent expansion to that facility. In addition, we have also designed several library facilities for elementary and middle schools.

At the appropriate time in your planning schedule, we would appreciate the opportunity to meet personally with your Board to present our qualifications.

Very truly yours,

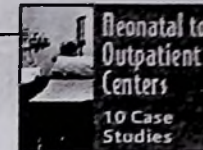
Gerald E. Guy, A.I.A.

GEG/g

GERALD E. GUY & ASSOCIATES
214 SOUTH ADAMS STREET
MARION • INDIANA • 46952
TELEPHONE • 317 • 662-8165

AIA Access

THE AMERICAN INSTITUTE OF ARCHITECTS



Institutional

- What Do Architects Do?
- Why An AIA Architect?
- Find An AIA Architect
- Working With An Architect
- Home

20 Questions to Ask Your Architect

1. Whom will you be dealing with directly? Is that the same person who will be designing the project? Who will be designing your project?
2. How will the architect approach your project?
3. How will the architect gather information about your organization's operations, project site, and so forth?
4. How will the architect establish priorities and make decisions?
5. What does the architect see as important issues or considerations for the project? What are the challenges of the project?
6. What is the architect's design philosophy?
7. What are the steps in the design process?
8. How busy is the architecture firm?
9. How interested is the architect in this project?
10. What sets this architect/architecture firm apart from the rest?
11. How does the architect/architecture firm establish fees? What would the architect expect the fee to be for your project?
12. How does the architect organize the process?
13. What does the architect expect you to provide?
14. What is the architect's experience in obtaining local government approvals? Handling public hearings?
15. What is the architect's experience/track record with cost estimating?
16. What will the architect show you along the way to explain the project? Will you see models, drawings, or computer images?
17. Inevitably there are changes that occur with any project. How does the architect handle change orders? Who pays for changes?
18. If the scope of the project changes later in the project, will there be additional fees? How will these fees be justified?
19. What services does the architect provide during construction?
20. Can the architect/architecture firm supply a list of clients with whom they have worked in the past?

[Back to Working With an Architect](#)

Financial Report
North Madison County Public Library System

Report Dates - 4/1/99 to 4/30/99

Fund		Start of year	Disbursements this month	Disbursements YTD	Receipts this month	Receipts YTD	Balance
1. Operating Fund							
100	Operating Fund	\$255,253.41	\$48,770.82	\$308,242.00	\$16,818.54	\$74,369.16	\$23,318.71
105	Operating Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$169,999.99	\$169,999.99
	Subtotal	\$255,253.41	\$48,770.82	\$308,242.00	\$16,818.54	\$74,369.16	\$23,318.71
2. Main							
103	Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
107	PLAC	\$110.00	\$138.00	\$248.00	\$46.00	\$184.00	\$48.00
110	LIRF Investment	\$40,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,000.00
115	LIRF	\$21,329.92	\$0.00	\$0.00	\$1,800.88	\$1,800.88	\$23,130.80
120	Gift	\$11,164.28	\$22.32	\$289.39	\$30.00	\$1,764.14	\$12,639.03
130	Construction Fund	\$13,226.53	\$0.00	\$0.00	\$0.00	\$0.00	\$13,226.53
	Subtotal	\$85,830.73	\$160.32	\$537.39	\$1,876.88	\$3,749.02	\$89,042.36
4. Withholding							
201	Federal Taxes Withheld	\$0.00	\$3,070.97	\$14,034.12	\$3,070.97	\$14,034.12	\$0.00
202	FICA	(\$0.03)	\$1,640.33	\$7,359.61	\$1,640.36	\$7,359.64	\$0.00
203	State Tax Withheld	\$0.00	\$1,349.70	\$3,986.96	\$896.20	\$3,986.96	\$0.00
204	County Taxes Withheld	\$0.00	\$300.82	\$888.87	\$199.52	\$888.87	\$0.00
205	PERF	\$49.82	\$0.00	\$2,226.85	\$607.16	\$2,784.19	\$607.16
206	Credit Union	\$0.00	\$3,243.65	\$14,541.39	\$3,243.65	\$14,541.39	\$0.00
207	Annuity	\$0.00	\$380.00	\$1,710.00	\$380.00	\$1,710.00	\$0.00
208	Insurance	\$0.00	\$921.15	\$2,763.45	\$614.10	\$2,763.45	\$0.00
209	Medicare	\$0.00	\$383.63	\$1,721.14	\$383.63	\$1,721.14	\$0.00
210	Other Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Subtotal	\$49.79	\$11,290.25	\$49,232.39	\$11,035.59	\$49,789.76	\$607.16
Grand Total		\$341,133.93	\$60,227.39	\$356,012.64	\$29,531.01	\$227,846.94	\$212,968.23

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 4/1/99 To 4/30/99

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
1. Personal Services							
1.11 Salary of Director	\$30,300.00	\$0.00	\$30,300.00	\$2,330.76	\$10,476.88	\$19,823.12	34.6
1.12 Salary of Assistants	\$300,725.00	\$0.00	\$300,725.00	\$22,856.76	\$102,596.96	\$198,128.04	34.1
1.13 Wages of Janitor	\$16,286.00	\$0.00	\$16,286.00	\$1,269.61	\$5,629.58	\$10,656.42	34.6
1.14 *Employee Benefits	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$953.62	\$546.38	63.6
1.15 Payroll Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
1.16 Empl.Share FICA&Medicare	\$26,569.00	\$0.00	\$26,569.00	\$2,023.99	\$9,080.78	\$17,488.22	34.2
1.18 Emp Cont PERF	\$27,785.00	\$0.00	\$27,785.00	\$0.00	\$6,349.28	\$21,435.72	22.9
1.19 Emp Cont Group Ins	\$8,000.00	\$0.00	\$8,000.00	\$409.44	\$2,560.89	\$5,439.11	32.0
Subtotal	\$411,165.00		\$411,165.00	\$28,890.56	\$137,647.99	\$273,517.01	33.5
2. Supplies							
2.12 Stationary & Supplies	\$750.00	\$0.00	\$750.00	\$0.00	\$0.00	\$750.00	0.0
2.13 *Other Office Supplies	\$8,000.00	\$0.00	\$8,000.00	\$562.71	\$2,909.25	\$5,090.75	36.4
2.21 Cleaning & Sanitation Supplies	\$2,000.00	\$0.00	\$2,000.00	\$160.45	\$726.61	\$1,273.39	36.3
2.22 *Other Operating Supplies	\$5,500.00	\$0.00	\$5,500.00	\$479.31	\$2,857.90	\$2,642.10	52.0
2.23 Fuel, Oil and Lubricants	\$50.00	\$0.00	\$50.00	\$0.00	\$5.00	\$45.00	10.0
2.24 Bldg. Matl. And Supplies	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
2.25 Paint and painting supplies	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	0.0
2.26 Repair Parts/Maintenance	\$600.00	\$0.00	\$600.00	\$0.00	\$580.45	\$19.55	96.7
2.27 Other Repair & mainten.supplies	\$400.00	\$0.00	\$400.00	\$0.00	\$399.65	\$0.35	99.9

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
3.62 Equipment	\$1,500.00	\$0.00	\$1,500.00	\$619.50	\$757.14	\$742.86	50.5
3.72 Equipment/Rental	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$427.64	\$2,572.36	14.3
3.8 Dues	\$700.00	\$0.00	\$700.00	\$50.00	\$666.41	\$33.59	95.2
3.81 Taxes	\$2,800.00	\$0.00	\$2,800.00	\$1,339.79	\$1,468.89	\$1,331.11	52.5
3.9 Transfer to LIRF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
Subtotal	\$86,350.00	\$726.00	\$87,076.00	\$9,558.32	\$29,199.98	\$57,876.02	33.5
4. Capitol Outlays							
4.1 Land Buildings Improvements	\$1,000.00	\$0.00	\$1,000.00	\$240.00	\$240.00	\$760.00	24.0
4.2 Furniture & Equipment	\$2,500.00	\$0.00	\$2,500.00	\$45.00	\$385.17	\$2,114.83	15.4
4.31 Elwood Adult	\$28,000.00	\$0.00	\$28,000.00	\$1,565.30	\$7,301.89	\$20,698.11	26.1
4.32 Elwood Childrens	\$10,000.00	\$0.00	\$10,000.00	\$255.89	\$1,997.99	\$8,002.01	20.0
4.33 Elwood YA	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$281.16	\$1,718.84	14.1
4.34 Frankton	\$23,000.00	\$0.00	\$23,000.00	\$2,371.65	\$9,842.73	\$13,157.27	42.8
4.35 Summitville	\$11,740.00	\$0.00	\$11,740.00	\$1,624.20	\$4,036.96	\$7,703.04	34.4
4.36 Elwood Indiana Room	\$2,000.00	\$0.00	\$2,000.00	\$435.49	\$435.49	\$1,564.51	21.8
4.4 Periodicals & Newspapers	\$10,000.00	\$0.00	\$10,000.00	\$101.30	\$611.99	\$9,388.01	6.1
4.51 Elwood AV	\$8,380.00	\$0.00	\$8,380.00	\$1,572.76	\$2,790.98	\$5,589.02	33.3
4.52 Frankton AV	\$4,480.00	\$0.00	\$4,480.00	\$305.90	\$1,176.67	\$3,303.33	26.3
4.53 Summitville AV	\$2,000.00	\$0.00	\$2,000.00	\$176.82	\$1,008.18	\$991.82	50.4
Subtotal	\$105,100.00		\$105,100.00	\$8,694.31	\$30,109.21	\$74,990.79	28.6
Grand Total	\$645,515.00	\$726.00	\$646,241.00	\$48,681.17	\$206,020.41	\$440,220.59	31.9

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

<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>
2.3 Other Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
2.31 Book Processing	\$3,500.00	\$0.00	\$3,500.00	\$251.15	\$1,199.23	\$2,300.77	34.3
2.32 Automation	\$20,000.00	\$0.00	\$20,000.00	\$0.00	\$0.00	\$20,000.00	0.0
Subtotal	\$41,400.00		\$41,400.00	\$1,453.62	\$8,678.09	\$32,721.91	21.0
2. Supplies							
2.11 Official Records	\$1,500.00	\$0.00	\$1,500.00	\$84.36	\$385.14	\$1,114.86	25.7
Subtotal	\$1,500.00		\$1,500.00	\$84.36	\$385.14	\$1,114.86	25.7
3. Other Services and Charge							
3.11 Consulting Services	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$640.00	\$360.00	64.0
3.12 Legal Services	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.0
3.13 *Other Professional Services	\$12,000.00	\$0.00	\$12,000.00	\$2,590.37	\$9,687.09	\$2,312.91	80.7
3.21 Telephone & Telegraph	\$10,000.00	\$726.00	\$10,726.00	\$793.30	\$2,357.50	\$8,368.50	22.0
3.22 Postage & UPS	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$622.24	\$1,377.76	31.1
3.23 Traveling Expense	\$2,000.00	\$0.00	\$2,000.00	\$306.25	\$756.50	\$1,243.50	37.8
3.24 Professional Meetings	\$2,000.00	\$0.00	\$2,000.00	\$75.00	\$134.38	\$1,865.62	6.7
3.26 Programing	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
3.31 Advertising & Public Notices	\$250.00	\$0.00	\$250.00	\$86.10	\$171.67	\$78.33	68.7
3.4 Insurance	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$1,446.34	\$8,553.66	14.5
3.41 Official Bonds	\$350.00	\$0.00	\$350.00	\$0.00	\$0.00	\$350.00	0.0
3.51 Gas	\$9,500.00	\$0.00	\$9,500.00	\$478.10	\$1,746.95	\$7,753.05	18.4
3.52 Electricity	\$20,000.00	\$0.00	\$20,000.00	\$3,019.75	\$6,405.74	\$13,594.26	32.0
3.53 Water	\$2,000.00	\$0.00	\$2,000.00	\$181.75	\$750.59	\$1,249.41	37.5
3.54 Waste Disposal Services	\$250.00	\$0.00	\$250.00	\$18.41	\$154.27	\$95.73	61.7
3.61 Bldg. & Structure/Maint.	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$1,006.63	(\$6.63)	100.7

Receipt Summaries for 100 Operating Fund

North Madison County Public Library System

Report Dates = 4/1/99 to 4/30/99

<i>Account</i>	<i>This Month</i>	<i>YTD</i>
312 County Option Income Tax	\$12,941.58	\$61,810.08
334 State Grants	\$726.00	\$726.00
341 Fines	\$783.75	\$3,388.91
342 Replacement Cards	\$25.00	\$64.00
344 Lost, Damaged, Sale of Books	\$231.88	\$468.81
345 Other		\$55.99
346 Lamination	\$15.32	\$99.88
347 Reader/Printer Copies	\$28.10	\$115.60
348 Inter-Library Loan	\$18.06	\$72.01
349 Photocopy Fees	\$645.00	\$2,644.30
350 Fax Fees	\$319.90	\$1,102.35
360 Miscellaneous Revenue		\$9.00
361 Interest on Investment	\$169.47	\$1,036.75
363 Rents	\$500.00	\$2,500.00
396 Refunds	\$214.48	\$214.48
	<u>\$16,618.54</u>	<u>\$74,308.16</u>

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

Receipt Summaries for 107 PLAC

North Madison County Public Library System

Report Dates = 4/1/99 to 4/30/99

<i>Account</i>	<i>This Month</i>	<i>YTD</i>
351 PLAC	\$46.00	\$184.00
	<u>\$46.00</u>	<u>\$184.00</u>

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

Receipt Summaries for 105 Operating Fund Inv

North Madison County Public Library System

Report Dates = 4/1/99 to 4/30/99

<i>Account</i>	<i>This Month</i>	<i>YTD</i>
397 Transfer Funds		\$100,000.00
		<u>\$100,000.00</u>

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

Receipt Summaries for 115 LIRF

North Madison County Public Library System

Report Dates = 4/1/99 to 4/30/99

<i>Account</i>	<i>This Month</i>	<i>YTD</i>
361 Interest on Investment	\$1,800.88	\$1,800.88
	<u>\$1,800.88</u>	<u>\$1,800.88</u>

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

Receipt Summaries for LIRF Investment

North Madison County Public Library System

Report Dates = 4/1/99 to 4/30/99

<i>Account</i>	<i>This Month</i>	<i>YTD</i>
#Error	#Error	#Error
	<u>#Error</u>	<u>#Error</u>

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

Receipt Summaries for 120 Gift

North Madison County Public Library System

Report Dates = 4/1/99 to 4/30/99

<i>Account</i>	<i>This Month</i>	<i>YTD</i>
384 Donations & Memorials	\$30.00	\$1,578.50
396 Refunds		\$187.94
	<u>\$30.00</u>	<u>\$1,766.44</u>

Approved by the State Board Of Accounts for North Madison County Public Library System on 11/99.

Register Of Claims

North Madison County Public Library System

Report Date: From 4/1/99 To 4/30/99

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	323	EFTPS	Medicare	Payroll Deductions	\$191.77	4/12/99	P/R 4-14-99
			Operating Fund	Empl.Share FICA&Medicare	\$1,011.80		
			FICA	Payroll Deductions	\$820.00		
			Federal Taxes Withheld	Payroll Deductions	\$1,536.68		
				Total this claim	\$3,560.25		
0	327	PAYROLL	Operating Fund	Salary of Director	\$1,165.38	4/28/99	PAYROLL
			Operating Fund	Salary of Assistants	\$11,429.43		
			Operating Fund	Wages of Janitor	\$636.43		
				Total this claim	\$13,231.24		
0	302	PAYROLL	Operating Fund	Salary of Director	\$1,165.38	4/14/99	PAYROLL
			Operating Fund	Salary of Assistants	\$11,427.33		
			Operating Fund	Wages of Janitor	\$633.18		
				Total this claim	\$13,225.89		
0	323	EFTPS	Medicare	Payroll Deductions	\$191.86	4/21/99	P/R 4/28/99
			Operating Fund	Empl.Share FICA&Medicare	\$1,012.19		
			FICA	Payroll Deductions	\$820.33		
			Federal Taxes Withheld	Payroll Deductions	\$1,534.29		
				Total this claim	\$3,558.67		
18025	290	22ND STREET HARDWARE	Operating Fund	*Other Operating Supplies	\$42.12	4/12/99	
				Total this claim	\$42.12		
18026	245	A.E. BOYCE CO., INC.	Operating Fund	Official Records	\$84.36	4/12/99	RECEIPT BOOKS
				Total this claim	\$84.36		
18027	233	AMERICAN ELECTRIC POWER	Operating Fund	Electricity	\$403.87	4/12/99	
			Operating Fund	Electricity	\$1,009.47		
				Total this claim	\$1,413.34		
18028	294	AMERITECH	Operating Fund	Telephone & Telegraph	\$249.60	4/12/99	
				Total this claim	\$249.60		
18029	232	AT&T	Operating Fund	Telephone & Telegraph	\$26.98	4/12/99	
			Operating Fund	Telephone & Telegraph	\$27.58		
				Total this claim	\$54.56		

<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>
18030	234	AUDIO ADVENTURES, INC.	Operating Fund	Elwood AV	\$1,274.00	4/12/99	
				Total this claim	<u>\$1,274.00</u>		
18031	295	AUDIO VISUAL COMMUNICATI	Operating Fund	*Other Professional Services	\$119.00	4/12/99	
				Total this claim	<u>\$119.00</u>		
18032	235	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$750.53	4/12/99	
			Operating Fund	Elwood Childrens	\$2.97		
			Operating Fund	Frankton	\$568.07		
			Operating Fund	Summitville	\$428.91		
			Operating Fund	Other	\$77.70		
			Gift	Elwood Adult	\$15.62		
				Total this claim	<u>\$1,843.80</u>		
18033	236	BARBARA MCADAMS	Operating Fund	Traveling Expense	\$21.50	4/12/99	
				Total this claim	<u>\$21.50</u>		
18034	237	BARBARA SNIPES	Operating Fund	Traveling Expense	\$56.50	4/12/99	
				Total this claim	<u>\$56.50</u>		
18035	238	BERNAN ASSOCIATES	Operating Fund	Frankton	\$32.00	4/12/99	
				Total this claim	<u>\$32.00</u>		
18036	240	BRODART COMPANY	Operating Fund	*Other Office Supplies	\$134.73	4/12/99	As Per Attached Invoices
				Total this claim	<u>\$134.73</u>		
18037	265	CAROLYN LAMBERTSON	Operating Fund	Traveling Expense	\$15.00	4/12/99	
				Total this claim	<u>\$15.00</u>		
18038	243	CINDA HORINE	Operating Fund	Traveling Expense	\$15.00	4/12/99	
				Total this claim	<u>\$15.00</u>		
18039	241	CITY WATER & SEWAGE DEP	Operating Fund	Water	\$131.44	4/12/99	
				Total this claim	<u>\$131.44</u>		
18040	299	CONCENTRIC COMPUTER SE	Operating Fund	*Other Professional Services	\$750.00	4/12/99	
			Operating Fund	Furniture & Equipment	\$45.00		
				Total this claim	<u>\$795.00</u>		
18041	242	CREATIVE PUBLISHING INTER	Operating Fund	Frankton	\$23.91	4/12/99	
				Total this claim	<u>\$23.91</u>		
18042	244	EDWARDS ELECTRICAL & ME	Operating Fund	*Other Professional Services	\$387.00	4/12/99	
				Total this claim	<u>\$387.00</u>		
18043	246	FILIP, INC.	Operating Fund	*Other Operating Supplies	\$26.00	4/12/99	
				Total this claim	<u>\$26.00</u>		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
18044	247	FOREST HOUSE PUBLISHING	Operating Fund	Elwood Childrens	\$68.80	4/12/99	
				Total this claim	<u>\$68.80</u>		
18046	248	GALE RESEARCH	Operating Fund	Elwood Adult	\$144.22	4/12/99	
				Total this claim	<u>\$144.22</u>		
18046	249	GARETH STEVENS	Operating Fund	Frankton	\$19.95	4/12/99	
				Total this claim	<u>\$19.95</u>		
18047	251	GLENN STEWART	Operating Fund	Traveling Expense	\$38.00	4/12/99	
				Total this claim	<u>\$38.00</u>		
18048	252	GROUWER EDUCATIONAL COR	Operating Fund	Frankton	\$35.90	4/12/99	
				Total this claim	<u>\$35.90</u>		
18048	253	GROUWER EDUCATIONAL COR	Operating Fund	Elwood Childrens	\$51.36	4/12/99	
				Total this claim	<u>\$51.36</u>		
18050	254	GRUNAU COMPANY	Operating Fund	*Other Professional Services	\$190.00	4/12/99	
				Total this claim	<u>\$190.00</u>		
18051	258	GTE	Operating Fund	Telephone & Telegraph	\$351.75	4/12/99	
				Total this claim	<u>\$351.75</u>		
18052	255	HERITAGE PATHWAYS, INC.	Operating Fund	Elwood Indiana Room	\$22.95	4/12/99	Pre-1992 Indiana Broch From Supplier
				Total this claim	<u>\$22.95</u>		
18053	256	HILLYARD	Operating Fund	Cleaning & Sanitation Supplies	\$56.83	4/12/99	
				Total this claim	<u>\$56.83</u>		
18054	259	HORTONS & SONS OF ELWO	Operating Fund	*Other Operating Supplies	\$74.58	4/12/99	
				Total this claim	<u>\$74.58</u>		
18055	258	INCOLSA	Operating Fund	Dues	\$50.00	4/12/99	1999 MEMBERSHIP FEE
				Total this claim	<u>\$50.00</u>		
18055	259	INDIANA GAS COMPANY	Operating Fund	Gas	\$52.10	4/12/99	
			Operating Fund	Gas	\$116.22		
			Operating Fund	Gas	\$309.78		
				Total this claim	<u>\$478.10</u>		
18057	356	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$35.08	4/12/99	
				Total this claim	<u>\$35.08</u>		
18058	284	INFO. & REFERRAL NETWORK	Operating Fund	Frankton	\$60.00	4/12/99	
				Total this claim	<u>\$60.00</u>		
18059	260	INGRAM DISTRIBUTION GROU	Operating Fund	Summitville	\$9.43	4/12/99	
				Total this claim	<u>\$9.43</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>
18060	261	INSPIRATIONAL BOOK DISTRI	Operating Fund	Elwood Adult	\$7.84	4/12/99	
				Total this claim	\$7.84		
18061	262	INTERNATIONAL BUS. DIRECT	Operating Fund	Elwood Adult	\$194.00	4/12/99	
				Total this claim	\$194.00		
18063	301	JANET BLANKENSHIP	Operating Fund	Traveling Expense	\$7.50	4/12/99	
				Total this claim	\$7.50		
18064	269	K MART	Operating Fund	Summitville AV	\$124.86	4/12/99	
			Operating Fund	Elwood AV	\$17.95		
			Operating Fund	*Other Operating Supplies	\$205.97		
				Total this claim	\$348.78		
18065	268	KNOWLEDGE SHOPPE, THE	Operating Fund	*Other Office Supplies	\$16.92	4/12/99	
				Total this claim	\$16.92		
18066	263	KOEN BOOK DISTRIBUTORS, I	Operating Fund	Elwood Adult	\$41.31	4/12/99	
				Total this claim	\$41.31		
18067	266	LEXIS LAW PUBLISHING	Operating Fund	Elwood Adult	\$20.25	4/12/99	
				Total this claim	\$20.25		
18068	271	LEXIS LAW PUBLISHING	Operating Fund	Elwood Adult	\$81.22	4/12/99	
				Total this claim	\$81.22		
18069	270	LIBRARY STORE INC., THE	Operating Fund	Book Processing	\$42.85	4/12/99	
				Total this claim	\$42.85		
18070	267	LIBRARY STORE INC., THE	Operating Fund	Book Processing	\$208.30	4/12/99	
				Total this claim	\$208.30		
18071	264	LINDA KEMPER	Operating Fund	Traveling Expense	\$19.00	4/12/99	
				Total this claim	\$19.00		
18072	297	LUCENT TECHNOLOGIES	Operating Fund	*Other Professional Services	\$137.64	4/12/99	
				Total this claim	\$137.64		
18074	275	MARVIN SAUBERT	Operating Fund	*Other Professional Services	\$403.87	4/12/99	
				Total this claim	\$403.87		
18075	281	MICROMARKETING ASSOCIAT	Operating Fund	*Other Operating Supplies	\$84.76	4/12/99	As Per Attached Invoices
				Total this claim	\$84.76		

<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>
18076	276	MIDWEST TAPE	Operating Fund	Summitville AV	\$51.96	4/12/99	
			Operating Fund	Frankton AV	\$305.90		
			Operating Fund	Elwood AV	\$280.81		
				Total this claim	\$638.67		
18077	273	MILLBROOK PRESS, INC.	Operating Fund	Elwood Childrens	\$132.76	4/12/99	
				Total this claim	\$132.76		
18078	278	OXMOOR HOUSE	Operating Fund	Frankton	\$24.91	4/12/99	
				Total this claim	\$24.91		
18079	279	PENWORTHY CO.	Operating Fund	Frankton	\$1,551.99	4/12/99	
				Total this claim	\$1,551.99		
18080	277	POLITICAL RESEARCH INC.	Operating Fund	Summitville	\$617.00	4/12/99	
				Total this claim	\$617.00		
18081	282	PUBLISHERS QUALITY LIB. SE	Operating Fund	Summitville	\$568.86	4/12/99	
				Total this claim	\$568.86		
18082	283	QUILL CORPORATION	Operating Fund	*Other Office Supplies	\$268.11	4/12/99	As Per Attached Invoices
				Total this claim	\$268.11		
18084	298	RAMSAY BUSINESS PRODUC	Operating Fund	*Other Professional Services	\$242.86	4/12/99	
			Operating Fund	*Other Office Supplies	\$122.00		
				Total this claim	\$364.86		
18085	286	STATE CHEMICAL MANUFACT	Operating Fund	Cleaning & Sanitation Supplies	\$103.62	4/12/99	
				Total this claim	\$103.62		
18086	287	TASTE OF HOME	Operating Fund	Frankton	\$54.92	4/12/99	
				Total this claim	\$54.92		
18087	288	THOMSON INDIANA	Operating Fund	Advertising & Public Notices	\$86.10	4/12/99	
				Total this claim	\$86.10		
18088	289	TOWN OF FRANKTON	Operating Fund	Electricity	\$59.11	4/12/99	
			Operating Fund	Water	\$7.40		
			Operating Fund	Waste Disposal Services	\$8.37		
				Total this claim	\$74.88		
18089	291	UNIQUE BOOKS INC.	Operating Fund	Elwood Adult	\$720.52	4/12/99	As Per Attached Invoices
				Total this claim	\$720.52		
18090	292	UPSTART	Operating Fund	*Other Office Supplies	\$20.95	4/12/99	
				Total this claim	\$20.95		

<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>
18091	293	US OFFICE PRODUCTS	Operating Fund	Equipment	\$524.00	4/12/99	DESK-TOP COPIER REPAIR
			Operating Fund	Equipment	\$95.50		
				Total this claim	\$619.50		
18092	306	MOSER'S AWARDS	Gift	*Other Operating Supplies	\$6.70	4/12/99	
				Total this claim	\$6.70		
18093	304	INDIANA DEFERRED COMPEN	Annunity	Payroll Deductions	\$190.00	4/12/99	P/R 4-14-99
				Total this claim	\$190.00		
18094	308	KATHLEEN WITTKAMPER	Operating Fund	Traveling Expense	\$104.75	4/12/99	
				Total this claim	\$104.75		
18095	307	LORETTA DODD	Operating Fund	Traveling Expense	\$29.00	4/12/99	
				Total this claim	\$29.00		
18096	305	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$1,620.42	4/12/99	P/R 4-14-99
				Total this claim	\$1,620.42		
18098	309	SNUFFY CONCRETE WORK	Operating Fund	*Other Professional Services	\$360.00	4/14/99	Snow Removal
				Total this claim	\$360.00		
18099	311	ANDERSON NEWSPAPERS IN	Operating Fund	Elwood Indiana Room	\$17.95	4/21/99	2 copies "Our Lives 100 Years in Madis
			Operating Fund	Other	\$17.95		
				Total this claim	\$35.90		
18100	312	INCOLSA	Operating Fund	Professional Meetings	\$75.00	4/21/99	3 Registrations: Kathi Wittkamper Sharan Pace Linda Sizelove
				Total this claim	\$75.00		
18110	313	ALEXANDRIA TIMES-TRIBUNE	Operating Fund	Periodicals & Newspapers	\$22.00	4/28/99	SUBSCRIPTION 5-5-99 FOR RALPH E. HAZELBAKER LIBRARY
				Total this claim	\$22.00		
18111	314	AMERICAN ELECTRIC POWER	Operating Fund	Electricity	\$378.46	4/28/99	As Per Attached Invoices SUMMITVILLE ELWOOD
			Operating Fund	Electricity	\$1,095.19		
				Total this claim	\$1,473.65		
18112	315	AMERITECH	Operating Fund	Telephone & Telegraph	\$137.39	4/28/99	
				Total this claim	\$137.39		
18113	317	CAROLYN LAMBERTSON	Operating Fund	*Other Operating Supplies	\$45.88	4/28/99	
				Total this claim	\$45.88		

<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>
18114	326	CITY OF ELWOOD NON-REVE	Operating Fund	Emp Cont Group Ins	\$409.44	4/21/99	P/R 4/28/99
			Insurance	Emp Cont Group Ins	\$921.15		
				Total this claim	\$1,330.59		
18115	321	CRAIG ROOFING COMPANY	Operating Fund	Land Buildings Improvements	\$240.00	4/21/99	
				Total this claim	\$240.00		
18116	320	INDIANA STATE LIBRARY	PLAC	Other	\$138.00	4/28/99	PLAC PMT. - 1ST QTR.
				Total this claim	\$138.00		
18117	325	INDIANA DEFERRED COMPEN	Annuity	Payroll Deductions	\$190.00	4/21/99	P/R 4/28/99
				Total this claim	\$190.00		
18118	324	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$1,349.70	4/21/99	P/R 4/28/99
			County Taxes Withheld	Payroll Deductions	\$300.82		
				Total this claim	\$1,650.52		
18119	322	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$1,623.23	4/21/99	P/R 4/28/99
				Total this claim	\$1,623.23		
18120	316	THOMSON INDIANA	Operating Fund	Periodicals & Newspapers	\$79.30	4/28/99	SUBSCRIPTION - REH LIBRARY - 26
				Total this claim	\$79.30		
18121	319	TOWN OF FRANKTON	Operating Fund	Electricity	\$73.65	4/28/99	
			Operating Fund	Water	\$7.83		
			Operating Fund	Waste Disposal Services	\$10.04		
				Total this claim	\$91.52		
18122	318	MADISON COUNTY TREASUR	Operating Fund	Taxes	\$1,339.79	4/28/99	PROPERTY TAX - FRANKTON ASSESS. TAX - 3 BRANCHES
				Total this claim	\$1,339.79		

<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>
---------------------------	-------------------------	-------------------------	-------------	----------------	---------------	-------------	--------------------

Total Amount of Claims **\$60,227.39**

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

Monday, May 03, 1999

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 _____, 19 _____.

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: 4/30/99

<i>Bank</i>		
1	Star Financial Bank	\$183,777.66
2	Huntington Bank	\$17,848.77
3	Community Bank/Summitville	\$11,341.80
<i>Total all banks =</i>		<i>\$212,968.23</i>

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

Register Of Claims

North Madison County Public Library System

Report Date: From 5/1/99 To 5/31/99

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	383	EFTPS	Medicare	Payroll Deductions	\$193.42	5/12/99	Payroll 5/12/1999
			Operating Fund	Empl.Share FICA&Medicare	\$1,020.36		
				FICA	\$826.94		
				Federal Taxes Withheld	\$1,550.33		
				Total this claim	<u>\$3,591.05</u>		
0	382	PAYROLL	Operating Fund	Salary of Director	\$1,165.38	5/12/99	PAYROLL
			Operating Fund	Salary of Assistants	\$11,556.78		
			Operating Fund	Wages of Janitor	\$616.00		
				Total this claim	<u>\$13,338.16</u>		
18124	347	3M LIBRARY SYSTEMS	Operating Fund	Equipment/Rental	\$1,650.00	5/10/99	SERVICE AGREEMENT FOR GAYLORD ID SYSTEM@825.00 EA.
				Total this claim	<u>\$1,650.00</u>		
18125	332	AT&T	Operating Fund	Telephone & Telegraph	\$16.07	5/10/99	
			Operating Fund	Telephone & Telegraph	\$15.76		
				Total this claim	<u>\$31.83</u>		
18126	333	AUDIO VISUAL COMMUNICATI	Operating Fund	*Other Professional Services	\$119.00	5/10/99	May Service Agreement
				Total this claim	<u>\$119.00</u>		
18127	339	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$1,108.03	5/10/99	
			Operating Fund	Elwood Childrens	\$1,142.82		
			Operating Fund	Frankton	\$1,240.10		
			Operating Fund	Summitville	\$498.21		
			Operating Fund	Other	\$42.00		
				Total this claim	<u>\$4,031.16</u>		
18128	334	BARBARA SNIPES	Operating Fund	Traveling Expense	\$52.50	5/10/99	
				Total this claim	<u>\$52.50</u>		
18129	335	BAUERS	Operating Fund	*Other Operating Supplies	\$2.93	5/10/99	
				Total this claim	<u>\$2.93</u>		
18130	336	BERNAN ASSOCIATES	Operating Fund	Periodicals & Newspapers	\$32.00	5/10/99	
				Total this claim	<u>\$32.00</u>		
18131	337	BINCHAM, FARMER & WILSON	Operating Fund	Legal Services	\$87.00	5/10/99	
				Total this claim	<u>\$87.00</u>		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
18132	338	BURNETTE - DELLINGER INC.	Operating Fund	Insurance	\$108.00	5/10/99	Blanket Bond Renewal
				Total this claim	<u>\$108.00</u>		
18133	341	C N A	Operating Fund	Insurance	\$467.00	5/10/99	Wkms. Comp. Audit difference
				Total this claim	<u>\$467.00</u>		
18134	340	CITY WATER & SEWAGE DEP	Operating Fund	Water	\$128.04	5/10/99	
				Total this claim	<u>\$128.04</u>		
18135	342	DIANA L. SHEPARD	Operating Fund	Postage & UPS	\$15.13	5/10/99	Petty Cash Reimbursement
			Operating Fund	Fuel, Oil and Lubricants	\$7.00		
			Operating Fund	*Other Operating Supplies	\$14.90		
				Total this claim	<u>\$37.03</u>		
18136	343	FILIP, INC.	Operating Fund	Cleaning & Sanitation Supplies	\$26.00	5/10/99	
				Total this claim	<u>\$26.00</u>		
18137	344	FOREST HOUSE PUBLISHING	Operating Fund	Elwood Childrens	\$17.90	5/10/99	
				Total this claim	<u>\$17.90</u>		
18138	345	GALE RESEARCH	Operating Fund	Elwood Adult	\$144.22	5/10/99	
				Total this claim	<u>\$144.22</u>		
18139	346	GAYLORD BROS.	Operating Fund	*Other Office Supplies	\$388.64	5/10/99	
				Total this claim	<u>\$388.64</u>		
18140	348	GENEALOGICAL PUBLISHING	Operating Fund	Elwood Indiana Room	\$84.69	5/10/99	
				Total this claim	<u>\$84.69</u>		
18141	349	GLENNA STEWART	Operating Fund	Traveling Expense	\$47.50	5/10/99	
				Total this claim	<u>\$47.50</u>		
18142	350	GROLIER EDUCATIONAL COR	Operating Fund	Elwood Adult	\$948.70	5/10/99	
				Total this claim	<u>\$948.70</u>		
18143	351	GROLIER PUBLISHING CO.	Operating Fund	Elwood Childrens	\$13.60	5/10/99	
				Total this claim	<u>\$13.60</u>		
18144	379	GTE	Operating Fund	Telephone & Telegraph	\$170.79	5/10/99	
				Total this claim	<u>\$170.79</u>		
18145	352	GUMDROP BOOKS	Operating Fund	Elwood Childrens	\$453.65	5/10/99	
				Total this claim	<u>\$453.65</u>		
18146	353	HORTON'S & SONS OF ELWO	Operating Fund	*Other Operating Supplies	\$11.68	5/10/99	
				Total this claim	<u>\$11.68</u>		
18147	354	ILLIANA EDUCA.PRODUCTS, I	Operating Fund	Elwood Adult	\$406.72	5/10/99	
				Total this claim	<u>\$406.72</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>
18148	355	INCOLSA	Operating Fund	Professional Meetings	\$30.00	5/10/99	
				Total this claim	\$30.00		
18149	356	INDIANA GAS COMPANY	Operating Fund	Gas	\$40.32	5/10/99	
			Operating Fund	Gas	\$50.00		
				Total this claim	\$90.32		
18150	357	INDYNET	Operating Fund	Consulting Services	\$90.00	5/10/99	
				Total this claim	\$90.00		
18151	358	INGRAM DISTRIBUTION GROU	Operating Fund	Summitville	\$123.40	5/10/99	
				Total this claim	\$123.40		
18152	359	INSPIRATIONAL BOOK DISTRI	Operating Fund	Elwood Adult	\$18.53	5/10/99	
				Total this claim	\$18.53		
18153	360	K MART	Operating Fund	Other Supplies	\$199.40	5/10/99	
			Operating Fund	Summitville AV	\$45.97		
				Total this claim	\$245.37		
18154	361	LEXIS LAW PUBLISHING	Operating Fund	Elwood Adult	\$22.18	5/10/99	
				Total this claim	\$22.18		
18155	362	LIBRARY STORE INC., THE	Operating Fund	*Other Operating Supplies	\$214.50	5/10/99	
				Total this claim	\$214.50		
18156	363	LUCENT TECHNOLOGIES	Operating Fund	*Other Professional Services	\$137.64	5/10/99	
				Total this claim	\$137.64		
18157	377	MADISON COUNTY TREASUR	Operating Fund	Taxes	\$84.03	5/10/99	
				Total this claim	\$84.03		
18158	380	MANIFOLD REFUSE, INC.	Operating Fund	Waste Disposal Services	\$50.00	5/10/99	
				Total this claim	\$50.00		
18159	381	MARVIN SAUBERT	Operating Fund	*Other Professional Services	\$160.00	5/10/99	
				Total this claim	\$160.00		
18160	378	MIDWEST TAPE	Operating Fund	Summitville AV	\$97.92	5/10/99	
			Operating Fund	Frankton AV	\$315.47		
			Operating Fund	Elwood AV	\$319.86		
				Total this claim	\$733.25		
18161	366	NAEIR	Operating Fund	Postage & UPS	\$6.27	5/10/99	
				Total this claim	\$6.27		
18162	367	PARSONS TECHNOLOGY	Operating Fund	Elwood Adult	\$34.99	5/10/99	
				Total this claim	\$34.99		

Warrant Claim
Number Number

Name of Claimant

Fund

Account

Amount

Date

Explanation

Total Amount of Claims \$33,216.07

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, May 10, 1999

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 _____, 19 _____.

Ronald Bollander *Sharon Pace*
David H. Hoffman *Kevin Nipe*

SIGNATURES OF GOVERNING BOARD

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

<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>
18163	368	PITNEY BOWES	Operating Fund	*Other Office Supplies	\$46.20	5/10/99	
				Total this claim	<u>\$46.20</u>		
18164	370	POLK	Operating Fund	Summitville	\$152.50	5/10/99	
				Total this claim	<u>\$152.50</u>		
18165	371	QUILL CORPORATION	Operating Fund	*Other Office Supplies	\$469.37	5/10/99	
				Total this claim	<u>\$469.37</u>		
18166	372	RAINBOW BOOK COMPANY	Operating Fund	Frankton	\$1,278.36	5/10/99	
				Total this claim	<u>\$1,278.36</u>		
18167	373	S-K PUBLICATIONS	Operating Fund	Elwood Indiana Room	\$60.00	5/10/99	
				Total this claim	<u>\$60.00</u>		
18168	375	UNITOG RENTAL SERVICES	Operating Fund	Cleaning & Sanitation Supplies	\$133.66	5/10/99	
				Total this claim	<u>\$133.66</u>		
18169	376	UPSTART	Operating Fund	*Other Operating Supplies	\$454.35	5/10/99	
				Total this claim	<u>\$454.35</u>		
18172	386	AMERITECH	Operating Fund	Telephone & Telegraph	\$276.17	5/12/99	Mar.26-Apr.25, 1999 Invoice # 115995001925
				Total this claim	<u>\$276.17</u>		
18173	388	ANDREW HARPER	Operating Fund	*Other Professional Services	\$30.00	5/10/99	Mowing for April at Frankton
				Total this claim	<u>\$30.00</u>		
18174	387	HARPER'S CARPET CLEANIN	Operating Fund	*Other Professional Services	\$80.00	5/12/99	Clean Frankton Carpeting
				Total this claim	<u>\$80.00</u>		
18175	384	INDIANA DEFERRED COMPEN	Annuity	Payroll Deductions	\$190.00	5/12/99	Payroll 5/12/1999
				Total this claim	<u>\$190.00</u>		
18176	385	MADISON COUNTY FEDERAL	Operating Fund	Payroll Deductions	\$1,615.19	5/12/99	Payroll 5/12/1999
				Total this claim	<u>\$1,615.19</u>		

NOTICE TO TAXPAYERS OF ADDITIONAL APPROPRIATIONS

Notice is hereby given the taxpayers of North Madison County Public Library, Madison County, Indiana, that the proper legal officer of the North Madison County Public Library System will meet at the Frankton Community Library, 116 E. Sigler Street, Frankton, Indiana at 7:00 o'clock,pm on May 10, 1999, will consider the following additional appropriations in excess of the budget for the current year.

Fund Name: Operating	Amount
Personal Services	\$ 6082.
Other Services and Charges	8318.
Capital Outlay	10600.
Total	\$ 25000.

Taxpayers appearing at the meeting shall have a right to be heard. The additional appropriations as finally made will be referred to the State Board of Tax Commissioners. 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.

PROOF OF POSTING OF NOTICE OF ADDITIONAL APPROPRIATIONS

I, Pamela Bohlander, President of North Madison County Public Library System Board of Trustees, Madison County, Indiana hereby certify that on April 26, 1999, I did post in three (3) public places located in the library district a copy of the Notice to Taxpayers of Additional Appropriations. The notice was in the form attached and made part of this certification. I further certify that the notice was posted in each of the following places:

- 1) Elwood City Building
- 2) Elwood Middle School
- 3) Elwood Public Library

April 26, 1999
(Date)

Pamela L. Bohlander
(Signature - Fiscal Officer)

CERTIFIED COPY OF ADDITIONAL APPROPRIATION

COUNTY NAME: MADISON

UNIT NAME: NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

Date of Publication 4-26-99 Newspaper Elwood Call-Leader

Date of Publication 4-26-99 Newspaper Anderson Herald

Date of Public Hearing: MAY 10, 1999

Date of Resolution/Ordinance MAY 10, 1999

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 16-line computer statement from STB budget hearing.

FUND NUMBER:	0101			
FUND NAME:	OPERATING			
APPROPRIATION REQUEST:	\$25,000.			
AMOUNT BY REDUCTION:				
AMOUNT BY SURPLUS:	25,000.			
1. Property Tax Levy (Line 16)	422,040.			
Levy Excess applied (Line 15)	0			
3. PTRC from Cagit (Line 13)	0			
4. Misc. Revenue Estimate (Line 8B) (If higher than 8B, revised Form 2 must be attached)	261,028			
5. January 1 Cash Balance including investments	255,253.			
6. Total Funds Available (1+2+3+4+5)	938,321.			
7. Original Budget	645,505.			
8. Encumbered Appropriations	0			
9. Total Beginning Appropriations (7+8)	645,505.			
10. Surplus Funds (6-9)	292,816.			
11. Amount appropriated since January 1st less any reductions in appropriations	25,000			
12. Surplus Funds Remaining (10-11)	267,816.			

I, Pamela Bohlander fiscal officer of North Madison County Pub. do hereby certify that the above
 Name Taxing Unit
 information is true and correct. Dated this 10th day of May, 1999

Pamela Bohlander Signature President Title

1600 Main Street Unit Address 765-552-5001 Telephone No.
Elwood, IN 46036 City/State/Zip

AMOUNT APPROPRIATED	REDUCTION	APPROVED	DENIED
------------------------	-----------	----------	--------

FUND: Operating

DEPARTMENT: TECHNOLOGY

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

6,082.			
8,318.			
10,600.			
25,000.			

FUND: _____

DEPARTMENT: _____

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

FUND: _____

DEPARTMENT: _____

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

FUND TOTAL: _____
 (If departmentalized)

I, Pamela Bohlander fiscal officer of No. Madison Pub. Lib., do hereby certify that amounts appropriated on
 (Name) (Taxing Unit)

5-10-99 are to be apportioned to the above stated major classes.
 (Date)

Pamela Bohlander / President Signature/Title

Attach additional copies as needed.

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, 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 laws governing the same:

	AMOUNT REQUESTED	AMOUNT APPROPRIATED
Fund Name: Operating		
Personal Services	\$ 6082.	6082.
Other Services and Charges	8318.	8318.
Capital Outlay	10600.	10600.
Total for Operating Fund	\$ 25000.	\$25000.

Adopted this 10th day of May, 1999.

NAY

AYE

Ronnie Bellander
Kevin Lipe
Sharon Pace
David D. Hoffmann

ATTEST:

Kathleen A. Wittkamp
Library Director

PROOF OF PUBLICATION

State of Indiana,

Madison County, ss:

Personally appeared before me,

ROBERT NASH of

The Elwood Publishing Co., Publishers of the Elwood Call-Leader, a daily newspaper of general circulation, printed and published in Elwood, Madison County, Indiana, who, being duly sworn upon his oath, says that the notice of which the attached is a true copy, was duly published in said

newspaper for 1 successive weeks.

The first APRIL 26, 1999

The last _____

Robert Nash

Subscribed and sworn to before me this 27 day of APRIL, 1999

Jane E. Miller
JANE E. MILLER Notary Public
MADISON COUNTY, INDIANA
My Commission expires 1-31-2000

LEGAL NOTICE

NOTICE TO TAXPAYERS OF ADDITIONAL APPROPRIATIONS

Notice is hereby given the taxpayers of North Madison County Public Library, Madison County, Indiana, that the proper legal officer of the North Madison County Public Library System will meet at the Frankton Community Library, 118 E. Sigler Street, Frankton, Indiana at 7:00 o'clock, pm on May 10, 1999, will consider the following additional appropriations in excess of the budget for the current year.

FUND NAME: Operating	AMOUNT
Personal Services.....	\$ 6,082.
Other Services and Charges.....	\$ 8,318.
Capital Outlay.....	\$10,600.
TOTAL.....	\$25,000.

Taxpayers appearing at the meeting shall have a right to be heard. The additional appropriations as finally made will be referred to the State Board of Tax Commissioners. 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.

PUBLISH: April 26, 1999
E270

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

	APR 1998	APR 1999	AMOUNT OF CHANGE	PERCENT OF CHANGE	YTD
ELWOOD					
ADULT	3290	3404	+113	+3%	12626
JUV.	2295	2061	-234	-10%	9020
Y.A.	102	111	+9	+8%	419
PER.	443	360	-83	+19%	1688
AUDIO	255	216	-39	-15%	1009
VIDEO	1628	2132	+504	+31%	8297
TOTAL	8013	8283	+270	+3%	33059
FRANKTON					
ADULT	1137	1019	-118	-10%	4188
JUV.	831	724	-107	-13%	2727
Y.A.	0	21	+21	+100%	85
PER.	259	294	+35	+13%	1256
AUDIO	22	52	+30	+136%	116
VIDEO	956	929	-27	-3%	3901
TOTAL	3205	3039	-166	-5%	12303
HAZELBAKER					
ADULT	734	727	-7	-1%	2794
JUV.	328	552	+224	+68%	1974
Y.A.	0	35	+35	+100%	123
PER.	146	149	+3	+2%	690
AUDIO	27	23	-4	-2%	78
VIDEO	478	424	-54	-11%	1765
TOTAL	1713	1910	+197	+11%	7424
SYSTEM					
ADULT	5161	5149	-12	-0%	19638
JUV.	3454	3337	-117	-3%	13721
Y.A.	102	167	+65	+64%	627
PER.	848	803	-45	-5%	3634
AUDIO	304	291	-13%	-4%	1203
VIDEO	3062	3485	+423	+14%	13963
TOTAL	12931	13232	+301	+2%	52786
PATRON TRAFFIC					
	ELWOOD	FRANKTON			HAZELBAKER
REFERENCE	8044	2035			1243
ASSISTANCE	216	43			22
COMPUTER ADULT	1641	154			97
JUV.	304	145			96
PROGRAMS	185	-			-
	children's 24/311	1/16			14/70
	adult 1/24	-			1/10

Correction —

ATTENTION; ELWOOD CALL-LEADER
SANDY BURTON

PLEASE PUBLISH THE FOLLOWING IN TOMORROW MORNING'S PAPER:

Meeting - North Madison County Public Library System
Where - Elwood Public Library *June 14, 1999*
Time - 7:00Pm *MONDAY*

Regular Meeting at 7:00pm, Executive Session immediately following.

Thank you.
Jan/Elwood Library 552-5001

TRANSACTION REPORT

Jun-11-99 Fri 10:55 AM

Type	Sending	Receiver	TX/RX Time	Pages	Note
Jun-11	10:53 AM	CALLLEADER	49a	1	OK

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES
Executive Meeting
June 14, 1999

CALL TO ORDER

President Pam Bohlander called an executive session to order in the meeting room of the Elwood Public Library at 9:00pm, Monday, June 14, 1999

CALL FOR QUORUM

Present with President Bohlander were: Sharan Pace, Kevin Sipe, David Hoffman and Jerry Kaiser. Those absent were Linda Sizelove and Brenda Carey.

BUSINESS

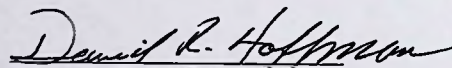
Director Wittkamper announced the names of the two new part-time employees who will start June 15. They are David Goodknight and Mary Smith.

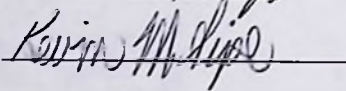
Admin. Asst. Jan Helpling explained a problem with two employees' hourly rate. They fall below the wage scale and need adjusted. Since the Wage Scale is in effect their wages will be adjusted accordingly.

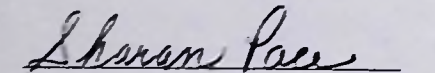
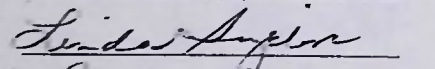
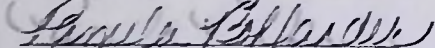
Kathi suggested to board members they increase earned vacation days for employees after five years of employment. Board members will discuss it at the next meeting.

The Recognition Reception for Leasing Corp. Members was discussed and there will be a reception at 6:30pm on July 12. Jan and Kathi are to organize the reception and the members will be presented with a book from the library in appreciation.

Kathi reported that Architect Gerald Guy responded to her inquiry with a letter but she feels the project would be "out of the norm" for him. We may want to continue looking at architects for the project.


David Hoffman, Secretary



NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
Board of Trustees
Regular Meeting for Business
June 14, 1999
7:00PM

CALL TO ORDER

President Pam Bohlander called a regular meeting for business to order in the meeting room of the Elwood Public Library, June 14, 1999 at 7:00pm.

CALL FOR QUORUM

Present with President Bohlander were: Sharan Pace, Kevin Sipe, David Hoffman, Jerry Kaiser, Director Kathi Wittkamper and Administrative Assistant Jan Helpling.

MINUTES were approved with a motion from David Hoffman, seconded by Sharan Pace and approved.

CLAIMS REGISTER was signed and checks signed by Treasurer Jerry Kaiser.

OLD BUSINESS

Snow Removal Kathi reported the check sent to Mr. Lineback for snow removal has been cashed and deposited. We will contact Attorney Wilson to ask what further action we need to take, if any.

Treasurer Pay Discussion was held about payment to the Treasurer and Assistant Treasurer. A motion was made by David Hoffman to pay the Treasurer \$300.00 per year, beginning with the present year, retro-active to January 1999, payable in December each year. Kevin Sipe seconded the motion and it passed with one abstention from Jerry Kaiser.

Automation The schedule for automation is June 21 through 25 with the library being closed to the public during this time. Plans were made by board members to join the staff for lunch on Tuesday, June 22.

Bridge Project Kathi spoke to Beverly Byl, Indiana University, who asked if there was any particular project that would be appealing to Summitville. Kathi feels IU could give Summitville help in beginning a genealogy collection at their library and our other two branches could learn from the project also. Pam talked about her conversation with Mr. Hazelbaker and said he suggested funding a project with only Summitville and said he would pay the entire cost. She told Mr. Hazelbaker the project was too expensive and the board did not feel the benefits worth it. Pam asked if we could ask IU to present a proposal for what they could do with a genealogy project for Summitville. Board members feel if Indiana University wants to begin this project bridging their services

with a library, they should fund it. Kathi feels Mr. Hazelbaker could fund the technical part of the project also if he wanted because it will take new equipment, computer, software, etc. to begin the genealogy section for Summitville.

Long Range Plan Kathi handed out a packet of material she has compiled for the Long Range Plan and held a discussion regarding its contents. She feels the Long Range Plan can be much more than a requirement for the state, that it can become a training tool for employees. If they can realize the library has goals, memorize the mission statement, and work through the Long Range Plan, it will accomplish its purpose. David Hoffman made a motion to accept the Long Range Plan Kathi has prepared with corrections. Sharon Pace seconded and the motion passed.

Madison County Retired & Senior Volunteer Program Kathi spoke to board members about the program presented to her by Elaine Svyantek, Coordinator. It is a reading program to help children in Madison County read, working with senior volunteers. She hopes to cooperate with Mrs. Svyantek in providing the meeting room and the seminar room for her volunteers to work in.

NEW BUSINESS

Mileage - Kevin Sipe made a motion to accept the state reimbursement mileage allowance of \$.28 mile as of January 1, 2000. Sharan Pace seconded. The question was asked "Why do so many of the staff travel back and forth to the branches?" Kathi explained the reasons for this. The motion was voted on and passed.

Legislation was passed recently re: public records and public access does not require providing address/phone for Board members. Concerned citizens may communicate with the board in writing in care of the library. In providing information for patrons in the library it was decided they should be provided with the names, city, appointing body, and term.

Internet Policy Kathi presented the internet policy with corrections highlighted to be changed. She feels patrons should not save any disks to our computers in the library because of a possible virus. They should use only the programs we provide. A motion was made to revise the policy as marked and make an effort to notify patrons of the changes. Sharan Pace seconded and it passed.

Meeting Room Policy Background materials re: Meeting room policies and actual use of the Elwood facility were presented to board members. Kathi explained her primary concern is safety and security of the building and users, without sacrificing accessibility or requiring undue supervision by the staff. Board members feel the meeting room should be used by as many people as possible. They will take the information with them and discuss next month.

Resolution Kathi asked board members to consider a resolution to allow retired staff and board members to use the library's services for a lifetime at no charge if they are not

residents of our districts. David Hoffman made a motion to accept the resolution, Jerry Kaiser seconded and it passed. This resolution requires annual review.

Kathi explained new legislation which permits investment in money market mutual funds. She asked board members to consider investing some of the gift fund money. Kevin Sipe made a motion to invest \$5,000.00. Sharan Pace seconded. When interest is received on the investment it is to be divided 50% to Elwood, 25% to Frankton and 25% to Summitville.

A copy of the line items for Budget Form 1 was given to board members as a first draft. They will discuss next month. Kathi encouraged they call she or Jan if they have any questions before next month.

Next month's meeting will be held July 12. Members should be present at 6:00pm to listen to the training tape. At 6:30 a reception is being planned to honor Leasing Corp. members. The regular business meeting will be at 7:00pm.

David R. Hoffman
David Hoffman, Secretary

Sharan Pace
Linda Angler
Annula Ballard

Kevin M. Sipe

sent to Bd members

Revised Proposal for Vacation Schedule

Anniversary	Added Time	Total Accrued	Standing of FT staff; proposal retroactive to January 1, 1999
1 Year	-----	2 Weeks	
2 Year	-----	2 Weeks	Nancy, Loretta
3 Year	-----	2 Weeks	
4 Year	-----	2 Weeks	Jamie S.
5 Year	-----	2 Weeks	
6 Year	1 Day	2 Weeks + 1 Day	
7 Year	1 Day	2 Weeks + 2 Days	
8 Year	1 Day	2 Weeks + 3 Days	Jan
9 Year	1 Day	3 Weeks + 4 Days	
10 Year	1 Day	3 Weeks	
11 Year	1 Day	3 Weeks + 1 Day	Emily, Kathi, Sharon
12 Year	1 Day	3 Weeks + 2 Days	Glenna, Diana, Cinda
13 Year	1 Day	3 Weeks + 3 Days	
14 Year	1 Day	4 Weeks + 4 Days	Carolyn, Barb Mc, Linda
15 Year	1 Day	4 Weeks	
Freeze at 4 weeks, consider another perk/benefit beyond the 15 year anniversary.			

All other staff not listed are part-time employees. Part-time staff hired after adoption of wage scale May, 1997, receive no benefits. There are four part-timers hired prior to May of 1997, who still receive benefits -- Ralph, Janet, Mary K, & Peg. Their benefits were "frozen" when the new wage scale granting no benefits was put into effect in 1997.

Regardless of vacation time accrued, only 40 hours (the equivalent of one work week) could be carried over on any given date-of-hire anniversary.



From the desk of Kathi Wittkamper

June 25, 1999

Please find enclosed...

- Folder contents from June 14 (if you didn't already pick them up).
- Minutes from the June 14 meeting.
- Letter from Madison County Community Foundation.
- Revised proposal for earned vacation time.

You should know...

- Jan and I are grateful for your patience & endurance at the June 14 meeting -- we made progress on many items of business! Thanks to those of you who took time to join us for lunch this past Tuesday as well.
- Installation of the automation upgrade and training have gone very well this week. A great deal has been accomplished in a timely, cost-effective manner. Feedback from staff & patrons has been overwhelmingly positive.
- Work on additional/replacement shelving for videos is underway at Frankton.
- I will be taking time off June 27 & 28, July 1 & 2. Jan will be off July 6-12; but plans to attend the reception for Leasing Corp. members and the Board meeting evening of July 12.

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
----------------	--------------	------------------	------	---------	--------	------	-------------

Total Amount of Claims \$31,671.76

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

Monday, June 14, 1999

Kathleen A. Wittberger
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 _____, 19 _____

James K. [Signature] Samira [Signature]
David R. [Signature] Sharon Pace
[Signature] _____

SIGNATURES OF GOVERNING BOARD

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

Register Of Claims

North Madison County Public Library System

Report Date: From 6/1/99 To 6/30/99

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	407	EFTPS	Medicare	Payroll Deductions	\$195.61	6/9/99	Payroll 6/9/99
			Operating Fund	Empl.Share FICA&Medicare	\$1,031.98		
				FICA	\$836.37		
			Federal Taxes Withheld	Payroll Deductions	\$1,571.55		
				Total this claim	\$3,635.51		
0	406	PAYROLL	Operating Fund	Salary of Director	\$1,165.38	6/9/99	PAYROLL
			Operating Fund	Salary of Assistants	\$11,604.54		
			Operating Fund	Wages of Janitor	\$719.98		
				Total this claim	\$13,489.90		
0	471	LIBRARY CORPORATION, THE	Operating Fund	*Other Professional Services	(\$4,847.00)	6/14/99	To correct account no. error on voucher
			Operating Fund	Automation	\$4,847.00		
				Total this claim	\$0.00		
18192	410	BARBARA SNIPES	Operating Fund	Traveling Expense	\$33.90	6/9/99	Mileage 5/5/99 through 5/26/99
				Total this claim	\$33.90		
18193	408	INDIANA DEFERRED COMPEN	Annuity	Payroll Deductions	\$190.00	6/9/99	Payroll 6/9/99
				Total this claim	\$190.00		
18194	409	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$1,615.89	6/9/99	Payroll 6/9/99
				Total this claim	\$1,615.89		
18195	411	22ND STREET HARDWARE	Operating Fund	Other Repair & mainten.supplies	\$117.61	6/14/99	
				Total this claim	\$117.61		
18196	415	A.E. BOYCE CO., INC.	Operating Fund	Official Records	\$21.68	6/14/99	
				Total this claim	\$21.68		
18197	412	AMANDA CURTIS	Operating Fund	Traveling Expense	\$7.50	6/14/99	Mileage
				Total this claim	\$7.50		
18198	413	AMERITECH	Operating Fund	Telephone & Telegraph	\$211.65	6/14/99	
			Operating Fund	Telephone & Telegraph	\$137.13		
				Total this claim	\$348.78		
18199	414	ANDERSON NEWSPAPERS IN	Operating Fund	Advertising & Public Notices	\$10.23	6/14/99	Ad for Addtl. Approp.
			Operating Fund	Periodicals & Newspapers	\$78.00		Subscription - Frankton - 26 wk.
				Total this claim	\$88.23		

<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>
. 18200	417	AUDIO VISUAL COMMUNICATI	Operating Fund	*Other Professional Services	\$119.00	6/14/99	
				Total this claim	<u>\$119.00</u>		
. 18201	416	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$1,319.50	6/14/99	
			Operating Fund	Elwood Childrens	\$283.55		
			Operating Fund	Elwood YA	\$292.23		
			Operating Fund	Frankton	\$791.71		
			Operating Fund	Summitville	\$236.39		
				Total this claim	<u>\$2,923.38</u>		
. 18202	418	BARBARA MCADAMS	Operating Fund	Traveling Expense	\$7.00	6/14/99	
				Total this claim	<u>\$7.00</u>		
. 18203	426	CALL-LEADER	Operating Fund	Advertising & Public Notices	\$10.07	6/14/99	
				Total this claim	<u>\$10.07</u>		
. 18204	420	CALL-LEADER	Operating Fund	Advertising & Public Notices	\$14.50	6/14/99	Ad - Applications now taken
				Total this claim	<u>\$14.50</u>		
. 18205	419	CHIEF, CDS/LIBRARY OF CON	Operating Fund	Elwood Adult	\$200.00	6/14/99	BOOKS - SUBJECT HEADINGS
				Total this claim	<u>\$200.00</u>		
. 18206	421	CITY WATER & SEWAGE DEP	Operating Fund	Water	\$129.74	6/14/99	
				Total this claim	<u>\$129.74</u>		
. 18207	422	CONCENTRIC COMPUTER SE	Operating Fund	*Other Professional Services	\$445.95	6/14/99	Service & Repair
				Total this claim	<u>\$445.95</u>		
. 18208	423	CVS PHARMACY	Operating Fund	*Other Operating Supplies	\$37.97	6/14/99	
				Total this claim	<u>\$37.97</u>		
. 18209	425	DESKTOP RESOURCES, INC.	Operating Fund	Furniture & Equipment	\$300.00	6/14/99	
				Total this claim	<u>\$300.00</u>		
. 18210	468	DIANA L. SHEPARD	Operating Fund	Traveling Expense	\$30.50	6/14/99	
				Total this claim	<u>\$30.50</u>		
. 18211	467	DICK'S LOCKSMITHING	Operating Fund	*Other Professional Services	\$25.00	6/14/99	
				Total this claim	<u>\$25.00</u>		
. 18212	427	FAS-TRACK	Operating Fund	*Other Office Supplies	\$102.00	6/14/99	
				Total this claim	<u>\$102.00</u>		
. 18213	428	FILIP, INC.	Operating Fund	*Other Operating Supplies	\$82.80	6/14/99	
			Operating Fund	Cleaning & Sanitation Supplies	\$26.00		
				Total this claim	<u>\$108.80</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>
. 18214	429	GALE RESEARCH	Operating Fund	Elwood Adult	\$288.44	6/14/99	
				Total this claim	<u>\$288.44</u>		
. 18215	430	GLENNA STEWART	Operating Fund	Traveling Expense	\$38.00	6/14/99	
				Total this claim	<u>\$38.00</u>		
. 18216	431	GROLIER PUBLISHING CO.	Operating Fund	Elwood Childrens	\$738.49	6/14/99	
			Operating Fund	Elwood YA	\$205.45		
				Total this claim	<u>\$943.94</u>		
. 18217	432	HEINEMANN LIBRARY	Operating Fund	Elwood Childrens	\$385.29	6/14/99	
				Total this claim	<u>\$385.29</u>		
. 18218	433	HILL-DONNELLY CORPORATI	Operating Fund	Elwood Adult	\$114.95	6/14/99	
				Total this claim	<u>\$114.95</u>		
. 18219	434	HORTON'S & SONS OF ELWO	Operating Fund	Cleaning & Sanitation Supplies	\$26.96	6/14/99	
				Total this claim	<u>\$26.96</u>		
. 18220	435	INDIANA GAS COMPANY	Operating Fund	Gas	\$20.23	6/14/99	
			Operating Fund	Gas	\$31.18		
				Total this claim	<u>\$51.41</u>		
. 18221	436	INDIANA HISTORICAL SOCIET	Operating Fund	Periodicals & Newspapers	\$30.00	6/14/99	
				Total this claim	<u>\$30.00</u>		
. 18222	469	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$34.01	6/14/99	
				Total this claim	<u>\$34.01</u>		
. 18223	437	K MART	Operating Fund	Cleaning & Sanitation Supplies	\$124.84	6/14/99	
			Operating Fund	*Other Operating Supplies	\$100.51		
			Operating Fund	Summitville AV	\$82.87		
				Total this claim	<u>\$308.22</u>		
. 18224	443	LERNER PUBLICATIONS COM	Operating Fund	Frankton	\$32.90	6/14/99	
				Total this claim	<u>\$32.90</u>		
. 18225	439	LEXIS LAW PUBLISHING	Operating Fund	Elwood Adult	\$59.50	6/14/99	
				Total this claim	<u>\$59.50</u>		
. 18226	440	LEXMARK INTERNATIONAL, IN	Operating Fund	*Other Office Supplies	\$202.69	6/14/99	
				Total this claim	<u>\$202.69</u>		
. 18227	441	LIBRARY CORPORATION, THE	Operating Fund	Book Processing	\$152.00	6/14/99	
				Total this claim	<u>\$152.00</u>		
. 18228	442	LIBRARY STORE INC., THE	Operating Fund	Book Processing	\$466.65	6/14/99	
				Total this claim	<u>\$466.65</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18229	444	MADISON-GRANT HIGH SCHO	Operating Fund	Summitville	\$25.00	6/14/99	
				Total this claim	\$25.00		
18230	445	MARVIN SAUBERT	Operating Fund	*Other Professional Services	\$160.00	6/14/99	
			Operating Fund	Bldg. Mall. And Supplies	\$35.59		
				Total this claim	\$195.59		
18231	448	MIDWEST TAPE	Operating Fund	Frankton AV	\$268.92	6/14/99	
			Operating Fund	Elwood AV	\$308.88		
				Total this claim	\$577.80		
18232	446	MILLBROOK PRESS, INC.	Operating Fund	Elwood Childrens	\$9.94	6/14/99	
				Total this claim	\$9.94		
18233	447	NAEIR	Operating Fund	*Other Operating Supplies	\$248.26	6/14/99	
				Total this claim	\$248.26		
18234	424	OXFORD UNIVERSITY PRESS	Operating Fund	Elwood Adult	\$65.00	6/14/99	1 copy of Cutting Edge
				Total this claim	\$65.00		
18235	449	OXMOOR HOUSE	Operating Fund	Frankton	\$54.82	6/14/99	
				Total this claim	\$54.82		
18236	452	PALMER HEALTH SCIENCES L	Operating Fund	Postage & UPS	\$8.00	6/14/99	CHG./INTERLIBRARY LOAN
				Total this claim	\$8.00		
18237	450	PARSONS TECHNOLOGY	Operating Fund	Elwood Adult	\$203.92	6/14/99	
				Total this claim	\$203.92		
18238	451	PITNEY BOWES	Operating Fund	Postage & UPS	\$215.00	6/14/99	
				Total this claim	\$215.00		
18239	455	POSTMASTER	Operating Fund	Postage & UPS	\$26.50	6/14/99	
			Operating Fund	Postage & UPS	\$26.50		
				Total this claim	\$53.00		
18240	453	QUILL CORPORATION	Operating Fund	*Other Office Supplies	\$406.20	6/14/99	
				Total this claim	\$406.20		
18241	454	RAINBOW BOOK COMPANY	Operating Fund	Summitville	\$329.25	6/14/99	
				Total this claim	\$329.25		
18242	455	PAM GRAPHICS, INC.	Gift	*Other Operating Supplies	\$428.00	6/14/99	Adult Summer Reading Program
				Total this claim	\$428.00		
18243	454	PAMSAY BUSINESS PRODUC	Operating Fund	*Other Professional Services	\$117.64	6/14/99	
			Operating Fund	*Other Office Supplies	\$213.48		
				Total this claim	\$331.12		

<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>
18244	456	RITE-WAY	Operating Fund	Equipment	\$309.80	6/14/99	
			Operating Fund	*Other Professional Services	\$159.25		
				Total this claim	<u>\$469.05</u>		
18245	470	S & S ARTS AND CRAFTS	Operating Fund	*Other Operating Supplies	\$176.91	6/14/99	
				Total this claim	<u>\$176.91</u>		
18246	457	SOUTHFARM PRESS CO.	Operating Fund	Elwood Adult	\$32.00	6/14/99	Emperor's Angrey Quest
				Total this claim	<u>\$32.00</u>		
18247	458	SPECIALTY STORE SERVICES	Operating Fund	*Other Operating Supplies	\$138.31	6/14/99	
				Total this claim	<u>\$138.31</u>		
18248	459	STAR PRESS,THE	Operating Fund	Periodicals & Newspapers	\$106.60	6/14/99	
				Total this claim	<u>\$106.60</u>		
18249	460	TASTE OF HOME	Operating Fund	Frankton	\$54.92	6/14/99	
				Total this claim	<u>\$54.92</u>		
18250	461	UNITOG RENTAL SERVICES	Operating Fund	Cleaning & Sanitation Supplies	\$33.92	6/14/99	
			Operating Fund	Cleaning & Sanitation Supplies	\$32.91		
				Total this claim	<u>\$66.83</u>		
18251	462	UNIVERSITY BOOK SERVICE	Operating Fund	Elwood Childrens	\$8.37	6/14/99	
				Total this claim	<u>\$8.37</u>		
18252	463	US OFFICE PRODUCTS	Operating Fund	*Other Office Supplies	\$70.00	6/14/99	
				Total this claim	<u>\$70.00</u>		
18253	466	WILSON UPHOLSTERY	Operating Fund	Furniture & Equipment	\$260.00	6/14/99	
				Total this claim	<u>\$260.00</u>		

05/31/99

Snow Removal Check
Cashed
Account Number 1900432
Page 15 *JH*

STATE APPROVED BY STATE BOARD OF ACCOUNTS FOR THE ADMINISTRATION OF PUBLIC LIBRARY SYSTEMS

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
1800 MARK STREET
ELWOOD, INDIANA 46020-0002

018048

TRUSTEE'S OFFICE FOR THE YEAR ENDING 5/31/99

DATE: 5/13/99 AMOUNT: \$35.90

TO: **Trinity Five and Sixty**

FROM: **OROLEX EDUCATIONAL CORP.**
P.O. BOX 1718
DANBURY, CT 06818

410067154 1023 1070
Jerry J. Hansen

PO18048P CO74901672C #119 00432P 700000003540P

STATE APPROVED BY STATE BOARD OF ACCOUNTS FOR THE ADMINISTRATION OF PUBLIC LIBRARY SYSTEMS

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
1800 MARK STREET
ELWOOD, INDIANA 46020-0002

018098

TRUSTEE'S OFFICE FOR THE YEAR ENDING 5/31/99

DATE: 5/20/99 AMOUNT: \$360.00

TO: **Three Hundred Sixty and Sixty**

FROM: **SHUFFY CONCRETE WORK**
18004 N. 400 W
ELWOOD, INDIANA

410067154 1023 1070
Jerry J. Hansen

PO18098P CO74901672C #119 00432P 700000003600P

5/13/99 18048 35.90

880810

FLIGHT

410067154 1023 1070
1800432C 119 00432P ST.

410067154 1023 1070
1800432C 119 00432P

5/20/99 18098 360.00

880810

HUNTINGTON HOTEL

410067154 1023 1070
1800432C 119 00432P

Back side 18048

STATE APPROVED BY STATE BOARD OF ACCOUNTS FOR THE ADMINISTRATION OF PUBLIC LIBRARY SYSTEMS

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
1800 MARK STREET
ELWOOD, INDIANA 46020-0002

018058

TRUSTEE'S OFFICE FOR THE YEAR ENDING 5/31/99

DATE: 5/13/99 AMOUNT: \$60.00

TO: **Study and Sixty**

FROM: **INFO. & REFERRAL NETWORK, INC.**
PUBLICATIONS DEPT.
INDIANAPOLIS, IN 46206

410067154 1023 1070
Jerry J. Hansen

PO18058P CO74901672C #119 00432P 70000000500P

Back side 18098

STATE APPROVED BY STATE BOARD OF ACCOUNTS FOR THE ADMINISTRATION OF PUBLIC LIBRARY SYSTEMS

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
1800 MARK STREET
ELWOOD, INDIANA 46020-0002

018099

TRUSTEE'S OFFICE FOR THE YEAR ENDING 5/31/99

DATE: 5/03/99 AMOUNT: \$35.90

TO: **Thirty Five and Sixty**

FROM: **ANDERSON NEWSPAPERS INC.**
P.O. BOX 1900
CIRCULATION DEPT.
ANDERSON, IN 46016

410067154 1023 1070
Jerry J. Hansen

PO18099P CO74901672C #119 00432P 700000003590P

5/13/99 18058 60.00

880810

APR 13 1999

410067154 1023 1070
1800432C 119 00432P

5/03/99 18099 35.90

880810

APR 30 1999

410067154 1023 1070
1800432C 119 00432P

Back side 18058

STATE APPROVED BY STATE BOARD OF ACCOUNTS FOR THE ADMINISTRATION OF PUBLIC LIBRARY SYSTEMS

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
1800 MARK STREET
ELWOOD, INDIANA 46020-0002

018086

TRUSTEE'S OFFICE FOR THE YEAR ENDING 5/31/99

DATE: 5/10/99 AMOUNT: \$54.92

TO: **Fifty Four and Sixty**

FROM: **TASTE OF HOME**
PO BOX 6238
CLIFTON, NJ 07018-6238

410249153 1554 1148 14
Jerry J. Hansen

PO18086P CO74901672C #119 00432P 700000005492P

Back side 18099

STATE APPROVED BY STATE BOARD OF ACCOUNTS FOR THE ADMINISTRATION OF PUBLIC LIBRARY SYSTEMS

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
1800 MARK STREET
ELWOOD, INDIANA 46020-0002

018111

TRUSTEE'S OFFICE FOR THE YEAR ENDING 5/31/99

DATE: 5/05/99 AMOUNT: \$1473.65

TO: **One Thousand Four Hundred Seventy Three and Sixty**

FROM: **AMERICAN ELECTRIC POWER**
PO BOX 3000
CENTRAL, IN 46007

410067154 1023 1070
Jerry J. Hansen

PO18111P CO74901672C #119 00432P 700000014736P

5/10/99 18086 54.92

880810

APR 13 1999

410249153 1554 1148 14
1800432C 119 00432P

GE07-02069517 091903293C
160R 007 1122 004719020

5/05/99 18111 1473.65

111810

APR 30 1999

410067154 1023 1070
1800432C 119 00432P

111225240

Back side 18086

Back side 18111

NMCPLS Board of Trustees Meeting

Monday, June 14, 1999 • Elwood Public Library Meeting Room

6:30 p.m. Board Development • 7 p.m. Public Session • followed by Executive Session

Please bring contents of this agenda mailing to the Board meeting:

- Agenda Checklist (green paper).
- Approval of additional appropriation (white paper, green highlight).
- Letter from Gerald Guy expressing interest in potential Frankton project (white paper, orange highlight).
- Current Internet Policy (brochure, white paper)
- Proposed budget calendar – white. First budget draft (estimates) to be presented at June meeting. More precise figures available at July's regular Board meeting. Any meetings of Budget Committee should be scheduled between the regular meetings of July & Aug.
- Pink Packet:
 - Meeting Room Policy, adopted June, 1996.
 - Memo distributed to staff re: meeting room policy.
 - Reprints from Model Polices for Small & Medium Public Libraries.
 (We should have some statistics on meeting room use by Monday evening as well.)

Call to Order									
Call for Quorum									
Minutes									
Claims Register & Checks									
Old Business	Recommendation	Act Req	Move	2 nd	Y	N	Tbl	Assignment	
1. Snow Removal – Jim Wilson	None	None						None	
2. Treasurer Pay (need for 2000 budget)	None	Motion						Include in 2000 budget.	
3. Automation Upgrade - Tentatively scheduled June 21-24	Meet w/staff during closing – suggest Thurs.	Discussion - consensus						Kathi & Jan to send reminders.	
4. Bridge Project – Mr. H has asked we reconsider. He will fund (only) S'ville.	Altogether new project be designed w/sole focus S'ville; eg, IN Rm	Discussion - consensus						Pam call Mr. H, Kathi call Bev Byl.	
5. Long-Range Plan	Motion to approve pending any changes in draft presented at mtg.							Kathi mail to state LDO by June 30, 1999.	

New Business	Recommendation	Act Req	Move	2 nd	Y	N	Tbl	Assignment
1. State Mileage Reimbursement \$.28 per mile, Federal is \$.31. NMCPLS has paid \$.25 for about the past 6 years.	Mileage reimbursement be kept in line w/state rate, currently \$.28/mile.	Motion – effective Jan 1, 2000						Jan/Kathi – inc. In 2000 budget. Note change for new year.
2. New legislation re: public records & public access does not require providing address/phone for Board members. Concerned citizens may communicate w/Board in writing c/o the library.	Trustee names only be provided upon request by individuals.	Discussion – consensus						Kathi communicate consensus to staff.
3. Annual review (required) of Internet Access Policy.	Delete text highlighted in yellow.	Motion						Kathi -- new originals for reproduction.
4. Review Meeting Room Policy (My primary concern is safety & security of building <u>and</u> users, without sacrificing accessibility or requiring undue supervision by staff. Format to brochure.)								
5. Confidential request to waive non-resident fee for former (retired) library director.	Waive non-resident fee for retired employees (no names required).	Resolution - renew yearly						Jan note renewal. Kathi contact Mrs. Hunt.
6. Legislation effective 7/1/99 allows investment in money market/mutual funds. Set guidelines for Gift Funds. Consider investing? Amount?	Currently designated Elwood General, Elwood Youth, Elwood IN Rm, Frankton & REH. Restrict spending by & for named entity. Invest \$5,000.	Motion(s)						If action is taken, Jan make investments and establish record-keeping process.
7. Budget – 1 st Draft	Preliminary discussion	None	Jan/Kathi incorporate figures from County Auditor's office for July Board meeting.					
Next Mtg Date:			Time:		Location:		Special:	
Director's Report								
Public Comment								
Adjourn								

Executive Session

I. Personnel

Wages

Recognition of Leasing Corp. members

II. Purchase/Lease of Real Property

DIRECTOR'S REPORT

NMCPLS TRUSTEE MEETING • JUNE 14, 1999

COLLECTION DEVELOPMENT - "CLASSICS"

A recent donation in memory of two local educators has been used to purchase materials from the American Library Association's list of "Outstanding Books for the College Bound." This listing is just one of the many tools used to ensure our collections are well-rounded. Typically, branch facilities emphasize popular reading material, while Elwood supports depth in classics, non-fiction and reference in addition to popular reading materials.

For example, holdings were recently compared to the *Hungary Mind Review* of the "100 Best 20th-Century American Books of Fiction and Nonfiction." In addition to novels, this listing includes distinguished books of nonfiction and collections of short fiction - all by American authors. The NMCPLS holds 40 of the 100 titles, 38 of which are in the Elwood collection. Each branch holds three titles, with one unique title at each.

Space, finances, and lack of patron demand place constraints on the collection of classics. In addition, many titles are simply unavailable for purchase. (In fact, recently published titles go out-of-print quickly these days.) Regardless, patron needs can be met - even when the title is not in our holdings or the title is already in circulation. One method of meeting such patron need is through interlibrary loan - which usually includes a charge for postage and a delay of a few days. Another is through Internet sites such as "1stbooks" which offers more than 1,000 titles in 'virtual' format free of charge, with 'virtually' immediate delivery.

NEW LEGISLATION

Public Law 70-1999 (Citations Affected: IC 5-14) Public records and open door compliance. Creates the office of the public access counselor. Provides for the appointment of a public access counselor by the governor. [Former Deputy Attorney General Ann Mullins O'Connor] Establishes a formal complaint procedure for the office of the public access counselor. Creates the public access education account within the state general fund for the following purposes: (1) Conducting seminars and educational programs for the public and public agencies on public access. (2) Creating publications and educational materials on public access. Requires a court to expedite the hearing of an action filed under the open door law or the public records law. Requires a court to award reasonable attorney's fees, court costs, and other reasonable expenses of litigation to a prevailing plaintiff. Requires, rather than permits, a court to award reasonable attorney's fees, court costs, and other reasonable expenses of litigation to a prevailing defendant if the court finds that the action is frivolous or vexatious. Effective July 1, 1999.

Public Law 134-1999 (Citations Affected: IC 5-13) Local use of money market mutual funds. Allows a municipal corporation or a special taxing district to invest in money market mutual funds. Restricts the investment of public funds to an investment fund that has a portfolio limited to obligations of the federal government or fully collateralized repurchase agreements backed by the direct obligation of the federal government. Requires the mutual fund to have a rating of AAAm from Standard & Poor's Corporation or Aaa from Moody's Investors Service, Inc. Requires the fiscal officer to obtain the approval of the fiscal body before making investments in money market mutual funds. Requires that money market investments must be made through depositories designated as depositories for state deposits. Provides for certain investment restrictions. (E.g., no more than 50% of funds

available to invest can be in a money market mutual fund. Requires annual approval by the library Board.) Effective July 1, 1999.

Public Law 142-1999 (Citations Affected: IC 34-6; IC 34-13) Governmental immunity for Y2K computer errors. Grants immunity to the state of Indiana, a political subdivision, and any employee of the state or a political subdivision from tort liability that is caused by an error resulting from or caused by a failure to recognize the year 1999, 2000, or a subsequent year, including an incorrect date or incorrect mechanical or electronic interpretation of a date that is produced, calculated, or generated by a computer, an information system, or equipment using microchips. Indicates that a physician who is employed by a governmental entity has immunity for these computer errors. Provides that the immunity expires on June 30, 2003. Effective December 31, 1998 (retroactive).

MISCELLANEOUS

"Please inform your trustees that the Indiana State Library has developed a listserv for them, to communicate with each other, share problems, ask questions, etc.

To subscribe, email to "trustee@www.statelib.lib.in.us", write "subscribe" (NO QUOTES) in the subject line, and leave the body of the message blank.

Thanks. Edie—
Edythe S. Huffman
Public Library/Certification Consultant
Library Development Office, Indiana State Library
140 N. Senate Ave. Indianapolis, IN 46204
800-451-6028 (in IN only)
317-232-3681
<http://www.statelib.lib.in.us>"

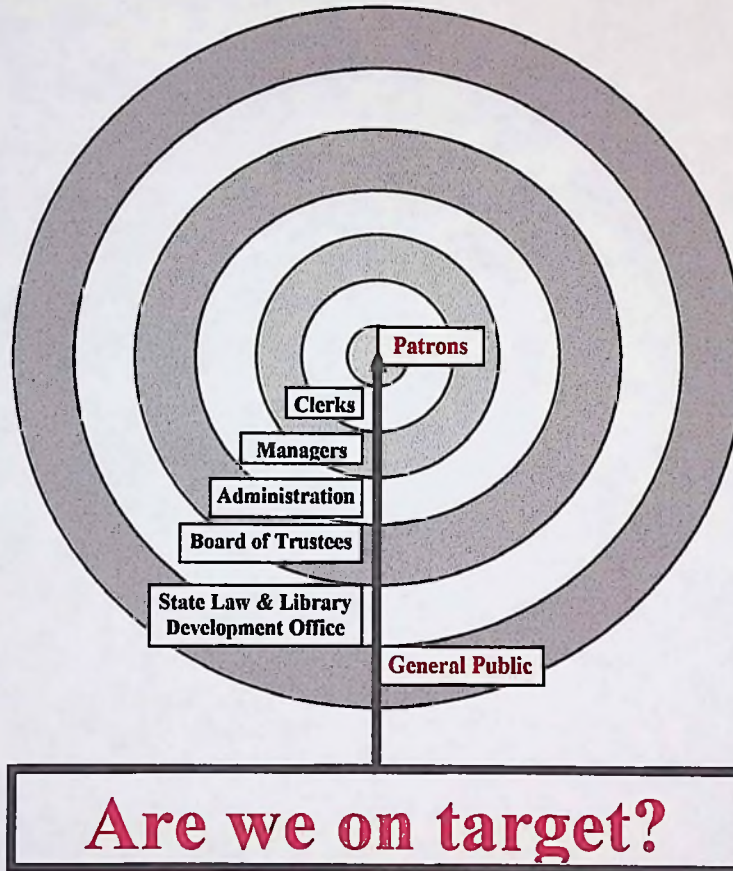
ADULT SUMMER READING PROGRAM UPDATE

The *first week* of the program . . .

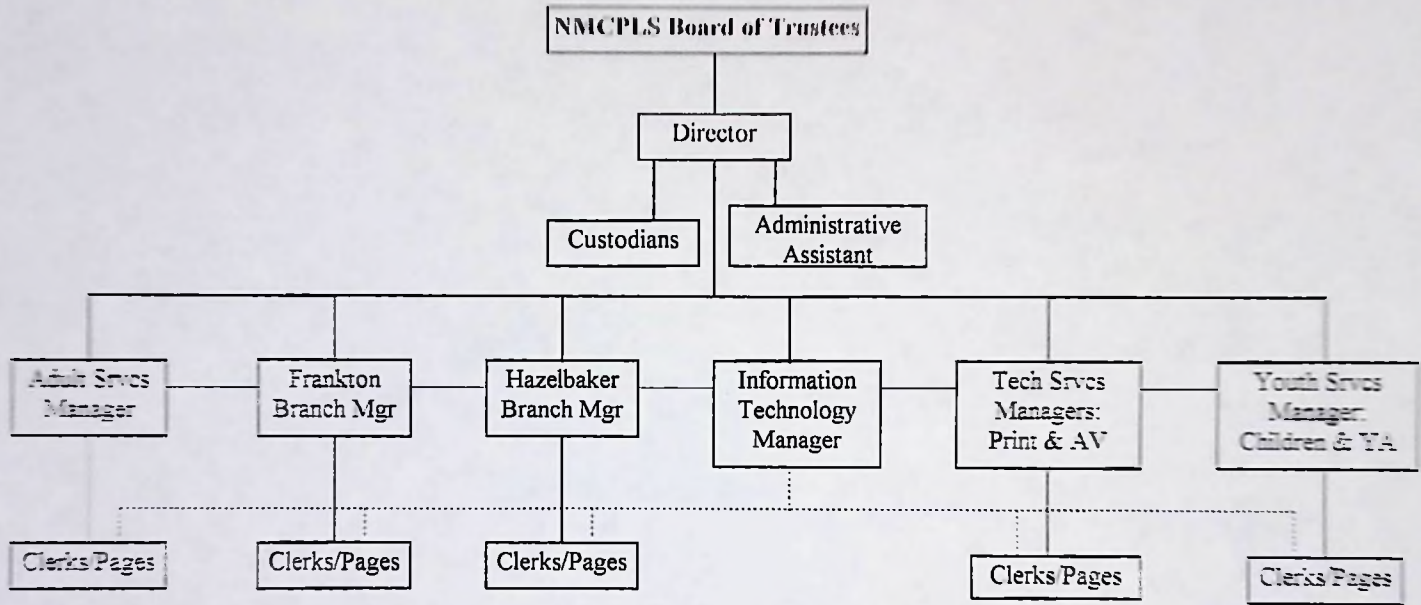
- . . .102 patrons registered!
- . . .there were 80 entries for the weekly drawing!
- . . .25 local merchants gave services or products for the weekly drawings!
- . . .10 T-shirts printed with the theme "So Many Books...So Little Time!" were each sold for a \$10 donation.
- . . .the "Critic's Corner" had to be moved to larger quarters!
- . . .more plastic book bags had to be ordered!
- . . .patrons were buzzing with excitement!
- . . .Nancy went home elated, enthused, stressed & tired!

And the *first day* of the *second week* of the program, 9 patrons were called and told "You won!"

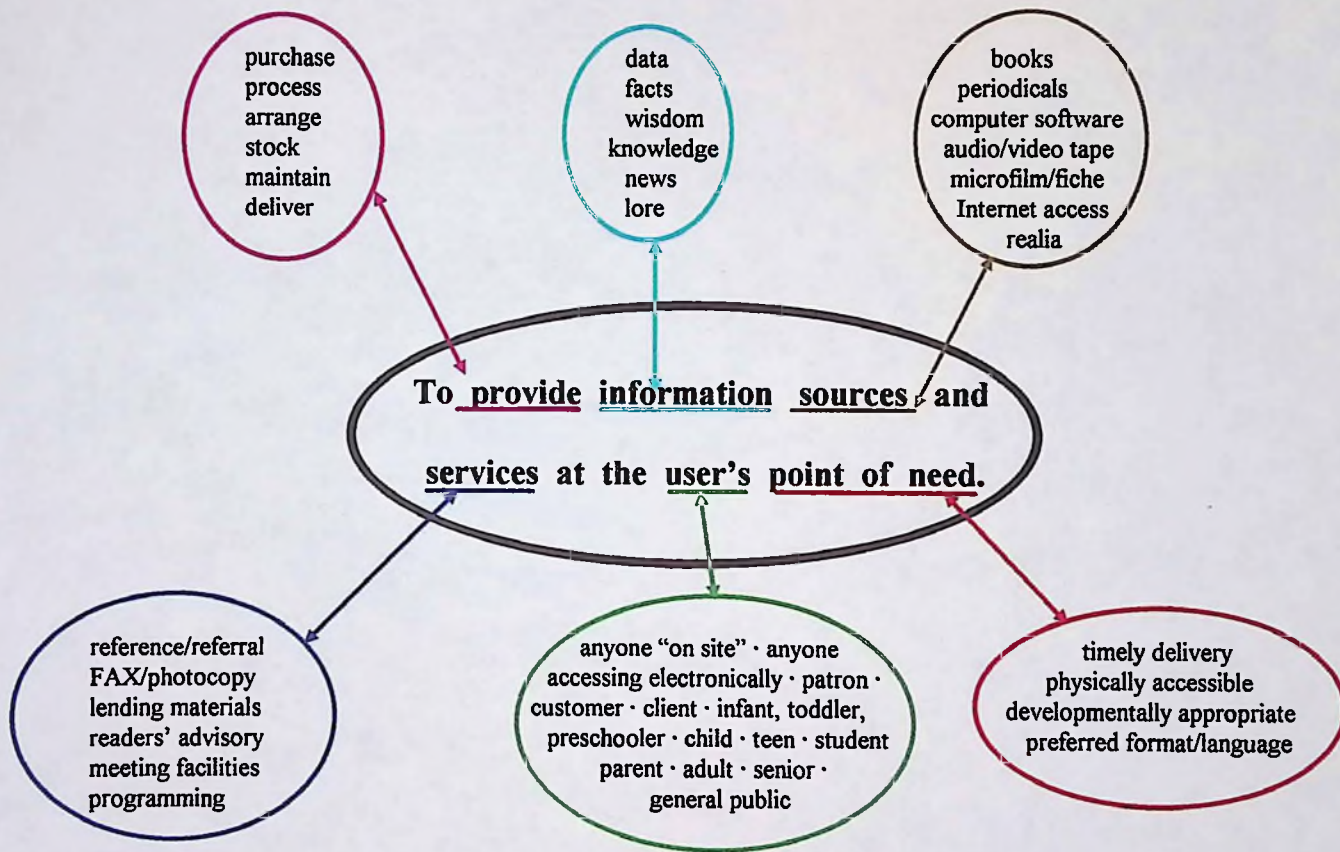
NMCPLS Long-Range Plan • 1999-2001 • Sphere of Influence



NMCPIS Organizational Chart



NMCPLS Mission



NMCPLS Long-Range Plan • 1999-2001

[Definitions & rationale in bracketed italics.]

NMCPLS Mission: To provide information sources and services at the user's point of need.

[A mission statement is a broad comprehensive statement of the organization's purpose. I prefer one sentence because I feel strongly that everyone associated with NMCPLS should be able to repeat it word-for-word, from memory. This keeps us focused and on-track in general, and on a day-to-day basis. We should be able to readily identify how each & every decision made or action taken – at any level in the organization -- supports our mission.]

Background and Philosophy of Service *[The organization's principles or core values, describing how the organization conducts itself in carrying out its mission. This covers the 5 W's and H.]*

The North Madison County Public Library System (NMCPLS) is comprised of three facilities -- each located in a separate community. The Elwood Public Library serves as the central facility and provides support to each of two branches – Frankton Community Library, and the Ralph E. Hazelbaker Library in Summitville. Each library serves as the information center of the community, just as the free public library serves as the cornerstone of our democratic society. If the populace is to govern itself wisely and develop its full potential, then individuals must avail themselves of a free public library.

The public library has special importance for the individual. Each one approaches it with a unique background, utilizes it at one's own pace, and derives benefits from it to the full extent of one's needs, desires and capacities. NMCPLS is committed to providing the widest diversity of views and expressions, without restriction, and to upholding the American Library Association *Library Bill of Rights*.

While NMCPLS recognizes its primary responsibility to its own constituency, it is also committed to cooperative sharing of resources and services with other agencies for the mutual benefit of all. Residents of five townships are served by the system – Pipe Creek, Duck Creek, Boone, Van Buren, and Lafayette. In addition, NMCPLS supports the educational mission of the following public school districts: Elwood Community Schools Corporation, Frankton-Lapel Community Schools and Madison-Grant School Corporation.

NMCPLS operates under Indiana State Laws IC 20-14, IC 4-23-7 and 7.1. These laws provide for a seven-member Board of Trustees to govern the library system by setting policy. Trustees employ an administrator for the system and individual managers who oversee day-to-day operation of facilities. In addition to compliance with State Law, an effort is made to see that NMCPLS meets or exceeds standards established by the Indiana Library and Historical Board. All decisions and activities of NMCPLS are predicated on accountability to its tax-paying citizens.

Goals: *Desired end results, generally after three or more years.*

Objectives: *Specific and measurable targets for accomplishing goals.*

Activities: *Tasks to be performed.*

Evaluation: *Methods used to measure results and ensure accountability.*

SWOT: *Strengths, Weaknesses, Opportunities, Threats.*

Collaborative relationship: *differs from routine "programming," in that a collaborative relationship is regular, recurring partnership activities which are mutually beneficial.*

Goal I. Mission Support & Organizational Development

- A. Increase number of registered borrowers.
- B. Expand collection.
- C. Expand the Frankton Community Library facility.
- D. Engage "Planning for Results" (PFR) process.
- E. Establish auxiliary groups. (Foundation, guild, volunteers, FRIENDS, etc.)

Goal II. Optimum Community Literacy

- A. Accommodate information technology access & training. (See also: NMCPLS Technology Plan, 1999-2001.)
- B. Develop & implement long-range plan to combat illiteracy.

Goal III. Inter-agency Cooperation

- A. Develop collaborative relationships with other entities.

1999

- I.A. Objective:** Increase number of registered borrowers.
Activities: Promote registration of new patrons, especially through programming & local media coverage of library services.
Evaluation: Subtract total number of registrations on Dec. 31, 1999, from total of Jan. 1, 1999, to obtain net gain.
- I.B. Objective:** Expand the collection.
Activities: Allocate additional funds for materials purchases.
Director – Develop methods for routine analysis of collection development by Dec. 31, 1999.
Evaluation: Subtract total number items in collection on Dec. 31, 1999, from total of Jan. 1, 1999, to obtain net gain.
- I.C. Objective:** Expand the Frankton Community Library facility.
Activities: Select architecture firm and establish timetable for feasibility study.
Research funding sources for potential building project.
Evaluation: Architecture firm should establish timetable for feasibility study. NMCPLS Director should compile information on funding sources for Board consideration. These two steps to be completed by Dec. 31, 1999.
- I.D. Objective:** Engage “Planning for Results” process.
Activities: Allocate funding for professional facilitator in the 2000 budget, establish process time table.
Evaluation: To be completed by Dec. 31, 1999.
- I.E. Objective:** Establish auxiliary groups.
Activities: Form (internal) ad hoc committee to research various auxiliary groups, report findings & to Board.
Evaluation: By Dec. 31, 2000.
- II.A. Objective:** Accommodate information technology access & training.
Activities: IT Mgr will conduct SWOT analysis of staff & patron technology training, prepare plan to address most pressing needs. (Plan to be submitted to Director.)
Evaluation: By Dec. 31, 1999.
- II.B. Objective:** Develop & implement long-range plan to combat illiteracy.
Activities: Director will prepare a SWOT analysis of local & county literacy issues; results & recommendations to Board.
Evaluation: By Dec. 31, 1999.
- III.A. Objective:** Develop collaborative relationships with other entities.
Activities: Director will identify current collaborations and staff liaisons.
Evaluation: Create a listing by Dec. 31, 1999.

2000

- I.A. Objective:** Increase number of registered borrowers in the library system.
Activities: Promote registration of new patrons, especially through programming & local media coverage of library services.
Evaluation: Subtract total number of registrations as of Dec. 31, 2000, from total of Jan. 1, 2000, to obtain net gain.
- I.B. Objective:** Expand the collection.
Activities: Allocate additional funds for materials purchases.
Set standards for collection; revise collection development policy accordingly. *(Pending results of PFR)*
Evaluation: Subtract total number items in collection on Dec. 31, 2000, from total of Jan. 1, 2000, to obtain net gain.
Standards & policy to be submitted to Board for approval no later than April, 2001. *(Due to potential impact on preparation of 2002 budget.)*
- I.C. Objective:** Expand the Frankton Community Library facility.
Activities: Complete feasibility study. Select final project funding methods; accommodate as needed in 2001 budget.
Evaluation: By Dec. 31, 2000.
- I.D. Objective:** Engage "Planning for Results" process.
Activities: Complete PFR as established in time table.
Evaluation: By Dec. 31, 2000
- I.E. Objective:** Establish auxiliary groups.
Activities: Ad hoc committee to make report and recommendations to NMCPLS Board.
Evaluation: By Dec. 31, 2000.
- II.A. Objective:** Accommodate information technology access & training.
Activities: IT Mgr will assess & address intermediary patron & staff needs; initial focus on training staff to use (new) software applications (e.g., Office 2000) and Internet so they may assist patrons.
Evaluation: By Dec. 31, 2000.
- II.B. Objective:** Develop & implement long-range plan to combat illiteracy.
Activities: Align w/existing literacy entity, if one is identified through SWOT. If not, establish a literacy "task force" (internal & external participants) to develop a plan of action.
Evaluation: Members should be identified and hold initial meeting by Dec. 31, 2000.
- III.A. Objective:** Develop collaborative relationships with other entities.
Activities: Director should conduct SWOT analysis re: collaborative relationships & make recommendations to Board.
Evaluation: By Dec. 31, 2000.

2001

- I.A. Objective:** Increase number of registered borrowers in the library system.
Activities: Promote registration of new patrons, especially through programming & local media coverage of library services.
Evaluation: Subtract total number of registrations on Dec. 31, 2001, from total of Jan. 1, 2001 to obtain net gain.
- I.B. Objective:** Expand the collection.
Activities: Allocate additional funds for materials purchases.
Evaluation: Subtract total number items in collection on Dec. 31, 2001, from total of Jan. 1, 2001, to obtain net gain.
Continue routine analysis to ensure compliance with PFR results and collection development policy.
- I.C. Objective:** Expand the Frankton Community Library facility.
Activities: Course of action should be determined and final project plan completed, including funding & any collaborative relationships. (NCB lease due to be renegotiated in 2002.)
Evaluation: By Dec. 31, 2001.
- I.D. Objective:** Engage "Planning for Results" process.
Activities: Apply evaluative components and revise long-range plan to accommodate recommendations of PFR.
Evaluation: By Dec. 31, 2001.
- I.E. Objective:** Establish auxiliary groups.
Activities: Steering committee(s) should be appointed and initial steps taken to establish any auxiliary groups.
Evaluation: By Dec. 31, 2001.
- II.A. Objective:** Accommodate information technology access & training.
Activities: IT Mgr will assess staff & patron needs, especially re: emerging technologies & report to Director.
Evaluation: By April, 2000. (Due to potential impact on preparation of 2002 budget.)
- II.B. Objective:** Develop & implement long-range plan to combat illiteracy.
Activities: Continue relationship with previously established literacy entity or initiate task force plan.
Evaluation: By Dec. 31, 2001. (Plan should include evaluation for each component.)
- III.A. Objective:** Develop collaborative relationships with other entities.
Activities: Appoint staff to initiate contact & serve as liaisons with other entities, per Board approval.
Evaluation: By Dec. 31, 2000.

FAX

Date: 07/08/99
Number of pages including cover sheet: 1

To:
Sandy Burton
The Elwood Call-Leader
317 S. Anderson St.
Elwood, IN 46036

Phone: 552-3358
Fax phone: 552-3355
CC:

From:
Kathi Wittkamper

Phone: 765/552-5001
Fax phone: 765/552-0955

Type	Sending	Receiver	TX/RX Time	Pages	Note
Date	Start				
Jul-08	11:44 AM	CALLLEADER	55#	1	OK

REMARKS: Urgent For your review Reply ASAP Please comment

For immediate release:

The regular meeting of the North Madison County Public Library System Board of Trustees will be held July 12. The public session will begin at 7 p.m. in the meeting room of the Elwood Public Library. Executive Session will follow.

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
Executive Meeting
July 12, 1999
8:45pm

CALL TO ORDER

An executive meeting was called to order by President Pam Bohlander after the regular meeting at 8:45pm. Present were: Linda Sizelove, David Hoffman, Kevin Sipe, Sharan Pace, Director Kathi Wittkamper and Administrative Assistant Jan Helping.

BUSINESS

Personnel (IC 5-14-1.5-6-(b) (6))

1. The resignation of Director Kathi Wittkamper was discussed.

Pamela A. Bohlander
Sharan Pace
Linda Sizelove

David Hoffman
David Hoffman, Secretary

Kevin Sipe

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
Board of Trustees
Regular Meeting for Business
July 12, 1999
7:00PM

CALL TO ORDER

President Pam Bohlander called a regular meeting for business to order in the meeting room of the Elwood Public Library, July 12, 1999 at 7:00pm.

CALL FOR QUORUM

Present with President Bohlander were: Sharan Pace, Kevin Sipe, David Hoffman, Linda Sizelove, Director Kathi Wittkamper and Administrative Assistant Jan Helping.

MINUTES were approved with a motion from David Hoffman, seconded by Sharan Pace and approved.

CLAIMS REGISTER was signed.

OLD BUSINESS

Pam asked members about the meeting room policy. They held a lengthy discussion about whether political, religious groups should have access, whether anyone no matter what their interest was should have access, whether individuals should be able to use the room for personal parties, etc. Board members feel they may want to say any group of people who want to use the room may, if they do not smoke, use alcoholic beverages and do not have more than 49 people. The Hairdresser's Association wanted to book the meeting room for October. Board members feel they should be able to book that far ahead and they should be notified that they may use it. They also feel the policy needs more study and discussion and brought up at the next meeting.

Budget Discussion Sharan Pace said she appreciates the break-down of Form 1 on the special form Kathi gave them. There will need to be more discussion after the meeting with the SBTC in Anderson July 14 that Kathi and Jan will attend. Therefore, at 6:00pm on August 9 before the regular meeting, the board will meet as a committee-of-the-whole regarding the budget.

Madison County Retired & Senior Volunteer Program Kathi spoke to board members about the program presented to her by Elaine Svyantek, Coordinator. It is a reading program to help children in Madison County read, working with senior volunteers. She hopes to cooperate with Mrs. Svyantek in providing the meeting room and the seminar room for her volunteers to work in. Since staff members will be given the opportunity to become tutors and will need training during the day, Kathi asked the board if a staff member could be excused during their regular work day to receive the training and also

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

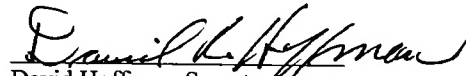
to do the tutoring. Kevin Sipe made a motion to allow staff members to train on-the-clock and tutor others and for the fee to be covered by the library. David Hoffman seconded and the motion passed. Board members asked Kathi to check with the Anderson Library to see how their program involving staff members was working out.

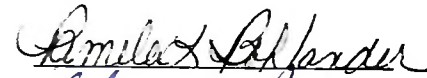
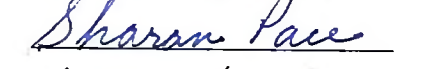

Kathi asked if board members had decided on the Vacation Days proposal she submitted for employees with five years or more employment. They chose to table the subject.

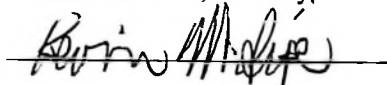
Next month's meeting will be held August 9. Members should be present at 6:00pm to discuss the budget as committee-of-the-whole. The regular business meeting will be at 7:00pm.

Director Kathi Wittkamper submitted her resignation as of Friday, July 16, 1999.

Meeting was adjourned at 8:45pm.


David Hoffman, Secretary



	JUN 1998	JUN 1999	AMOUNT OF CHANGE	PERCENT OF CHANGE	YTD
ELWOOD					
ADULT	3014	2921	-93	-5	18385
JUV.	1932	1590	-362	-19%	11846
Y.A.	176	149	-27	-15%	655
PER.	415	372	-43	-10%	2401
AUDIO	268	189	-79	-29%	1397
VIDEO	2150	1595	-555	-26%	11310
TOTAL	7975	6816	-1159	-15%	45994
FRANKTON	NOTE: VIDEOS WERE BEING MOVED TO NEW LOCATION				
ADULT	1228	1041	-182	-15%	6273
JUV.	873	808	-65	-7%	4063
Y.A.	0	32	+32	+100%	137
PER.	287	307	+20	+7%	1863
AUDIO	23	14	-9	-39%	151
VIDEO	928	682	-246	-27%	5378
TOTAL	3334	2884	-450	-13%	17865
HAZELBAKER					
ADULT	709	662	-47	-6%	4080
JUV.	609	354	-255	-42%	2651
Y.A.	0	33	+33	+100%	177
PER.	126	126	0	0%	961
AUDIO	36	37	+1	+1%	134
VIDEO	458	280	-178	-39%	2277
TOTAL	1938	1492	-446	-23%	10280
SYSTEM	NOTE: ALL BRANCHES WERE CLOSED 4 DAYS IN JUNE				
ADULT	4946	4624	-322	-7%	28738
JUV.	3434	2752	-682	-20%	18560
Y.A.	214	176	+38	+22%	969
PER.	828	805	-23	-3%	5225
AUDIO	327	240	-87	-27%	1682
VIDEO	3536	2557	-979	-28%	18965
TOTAL	13247	11192	-2055	-16%	74139
PATRON TRAFFIC	ELWOOD	FRANKTON			HAZELBAKER
REFERENCE	6932	1895			778
ASSISTANCE	50	17			22
COMPUTER ADULT	713	138			107
JUV.	253	137			N/A
PROGRAMS	233				
	2 / 12				

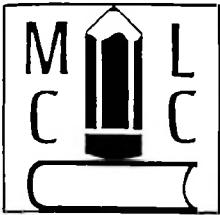
For Sale, As Is.

Best offer by close of business February 28, 1998.

Please put bid, name, address & phone number in an envelope marked "FAX" and leave with staff at the front desk.

DIRECTOR'S REPORT FOR
NMCPLS TRUSTEE MEETING • JULY 12, 1999

- Snow Removal – check has cleared our bank: issue resolved.
- Jim Wilson also worked on our behalf to obtain a refund of \$6,302 property tax paid on the Frankton building over the past three years.
- Response to the inservice training held during the closing for automation upgrade was overwhelmingly positive. It is suggested that the Board consider closing all facilities one day a year dedicated to general staff training. One likely date would be Martin Luther King Day (Monday, January 17, 2000). Because this is an “optional” holiday, patrons are more likely to accept the closing in good grace.
- Even though local police have agreed to increase regular/routine patrols of the Elwood facility, we continue to experience nuisance vandalism. Most recent incidents have been dumping of exterior waste container and urination on the patio.
- Inclement weather and question re: value of old card catalog prevented its advertisement & sale earlier this year. With the automation upgrade complete, we now have at least two other units which can be eliminated. Because they are in the seminar room and not readily viewed by patrons, we will advertise them for sale in the local papers, if that is acceptable to Board members.



So that all can read...

Madison County Literacy Coalition

111 East 12th Street
Anderson, Indiana 46016 317-641-2461

June 22, 1999

Dear Concerned Citizen:

Here at the Anderson Public Library Literacy Office, we need tutors! We have people coming into the office on a daily basis who need help and we simply don't have enough tutors to fill the need. Tutoring is an exciting and rewarding opportunity for anyone who can read to share that gift with someone who is waiting to learn. Please call 765/641-2461 if you would like to touch another's life and enrich your own.

If you are not interested in becoming a tutor, perhaps you could help with general office duties, be part of a committee, or make a tax deductible donation.

We appeal to you to help us continue the mission of the Madison County Literacy Coalition and the Anderson Public Library.

INTRODUCTION

TO TUTORING: Tuesday July 27 9:00-10:00 a.m.

TUTOR TRAINING: Tuesday August 3 9:00-12:00 p.m.
 Thursday August 5 9:00-12:00 p.m.
 Tuesday August 10 9:00-12:00 p.m.

Pastors and business leaders, please feel free to post and advertise the enclosed flyer, highlighting these important dates and times. The need is great and the workers are few.

Sincerely,

Chris Dodge,
Literacy Coordinator
Madison County Literacy Coalition
Anderson Community Schools
Anderson Public Library

Enclosure

Anderson Public Library Literacy Office



**ANDERSON
PUBLIC LIBRARY**
The world within reach

Tutor Training Dates:

Tues., July 27	9:00-10:00 a.m.	Introduction to Tutoring
Tues., August 3	9:00-12:00 a.m.	Tutor Training
Thur., August 5	9:00-12:00 a.m.	Tutor Training
Tues., August 10	9:00-12:00 a.m.	Tutor Training

Literacy Services:

Every Tuesday	9:00-10:30 a.m.	Helpline Meet at the Literacy Office
Every Tuesday & Thursday	9:00-11:30 a.m.	English Second Language (ESL) Study Rooms A & B
	6:00-8:30 p.m.	English Second Language (ESL) Study Rooms A & B
One on One	Schedule is set between Tutor and Student	
Family Class	Call for Details	

*Please call 765/641-2461
for further details or to register for training*

**OPEN THE DOOR
FOR SOMEONE TODAY!**



July 9, 1999



Board of Trustees
North Madison County Public Library
1600 Main Street
Elwood, IN 46036-2023
Attn.: Kathi Wittkamper

Total Architectural Development

Dear Trustees:

This letter is written to confirm our firm's interest to perform a Planning Investigation Summary for the Board of Trustees of the North Madison County Public Library for a professional fee of \$7,500. The Facility Planning Summary involves the vacated Frankton Elementary School for potential library services.

Approach

This Planning Summary Report is to include the following data:

- | | Event/Activity |
|---|---|
| 1 | Information Received from Library <ul style="list-style-type: none">▪ Population Data▪ Collection Data▪ Program Thoughts▪ Existing Facility Drawings |
| 2 | Investigation Process Data Gathering <ul style="list-style-type: none">▪ Conceptual Development▪ Attached Considerations |
| 3 | Investigation Process Update to Board of Trustees <ul style="list-style-type: none">▪ Development of Physical Facility Needs/Plans Options▪ Development of Cost Estimate Options▪ Development of Financial Analysis Options▪ Development of Calendar |
| 4 | Presentation of Conceptual Planning Options |
| 5 | Preparation of Planning Report
Board of Trustees Update |
| 6 | Draft Report
Delivered to Board of Trustees |
| 7 | Final Report Delivered to Board of Trustees |

Board of Trustees
North Madison County Public Library
July 9, 1999
Page 2

Professional Fee

The total professional fee is for services provided by members of our staff. The fee is based upon accurate, up-to-date, existing facility drawings. Field measurements are not included. Ten (10) copies of the final report will be provided. Payment for services will be made as follows:

\$4,000	Due/payable after completion of Draft Report
\$3,500	Balance Due - Payable after completion of Final Report

NOTE: Reimbursable expenses in addition to the fee are estimated at **\$500.00** maximum to cover mileage, printing and exhibit costs.

Agreement includes three public meetings. Others not scheduled on regular meeting dates will be reimbursed as \$500 per additional presentation.

Calendar of completion will be determined based on your proposed timing and our work load commitments.

As information to you, The InterDesign Group has been involved in projects of a similar nature involving the following:

Break-A-Day Library
(Originally a wing of old Break-A-Day Elementary School)
Lebanon Library – Carnegie Library Addition
Brookston Library – Carnegie Library Addition
Hebron Library – Carnegie Library Addition
Warsaw Library – Carnegie Library Addition

Sincerely,
The InterDesign Group, Inc.

Joel P. Blum, AIA
Project Manager

JPB/mp

LOGAN ■ ARCHITECTS inc.

July 12, 1999

Ms. Kathy Wittkamper
North Madison County Public Library System
Elwood Public Library
1600 Main
Elwood, IN 46036

Dear Ms. Wittkamper,

As I mentioned to you last week, LOGAN ■ ARCHITECTS inc., is interested in providing architectural professional design services for a Feasibility Study to the North Madison County Public Library System, for a new or remodeled Elwood/Frankton Public Library. Our firm prides itself in the ability to offer our clients personalized and prompt service that addresses both architecture design needs. Our past experience extends to our clients, large firm expertise with the advantage of small firm individualized attention and fees.

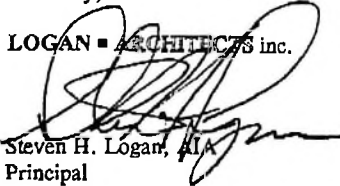
LOGAN ■ ARCHITECTS inc. has performed similar Feasibility and Design Studies for Stinesville Main Street, Stinesville, IN., Moses Fell Building, Bedford, IN., and the Indiana Theatre, Bloomington, IN. Our professional experience covers a wide range of architectural projects, but we especially enjoy and excel in restoration and adaptive reuse projects.

As much as we would like to offer a formal proposal for the work you and I discussed last week, I feel it would be inappropriate for LOGAN ■ ARCHITECTS inc. to do so, without a thorough examination of the existing library facility and the old Elementary school. I understand that you are meeting with the Library Board this evening, and if an architect is not selected for your Feasibility Study at that time, we would appreciate the opportunity to visit Frankton and Elwood, so as to see the sites, and then in a more formal manner offer a proposal for the Project.

I offer you good luck in your Project. From your descriptions, the investigation and solution to your new/remodeled library shall be a perplexing and interesting problem. LOGAN ■ ARCHITECTS inc. would look forward to this challenge, if the opportunity arises.

Sincerely,

LOGAN ■ ARCHITECTS inc.


Steven H. Logan, AIA
Principal

LOGAN ■ ARCHITECTS *inc.*

Brief History of Firm

LOGAN ■ ARCHITECTS was formed in May of 1999 as an outgrowth and continuation of two previous design firms, STEVEN H LOGAN, ARCHITECT, and LOGAN ■ RAMAKER *architecture and interior design inc.* All these architectural practices have always had the philosophy and the intent of offering large firm expertise with small firm attention to detail and design quality.

The principal of the firm come from background of large multi-disciplinary architecture and engineering firms. Prior to the formation of STEVEN H LOGAN, ARCHITECT,, the principal in charge of architecture was a Project Manager for a large architecture firm in Indianapolis. The architectural experience of LOGAN ■ ARCHITECTS includes an extensive range of design projects, including many high profile projects within the State of Indiana.

Our close working relationship with an assemblage of professional consultants affords us the opportunity to offer our clients the best firms for each individual project. LOGAN ■ ARCHITECTS is committed to providing quality architecture and interior design services to clients throughout the State, with *personal, immediate attention, adherence to budget and careful attention to the time restraints of the job being our hallmark.*

(Dated 5/99)

LOGAN ■ ARCHITECTS inc.**STEVEN H. LOGAN AIA***biographic data***Education**

*University of Illinois, Champaign, Illinois
Master of Architecture Historic Preservation
Indiana University, Bloomington, Indiana
Bachelor of Arts*

Professional Certification

Registered Architect

Professional Affiliation

*American Institute of Architects, Indianapolis
National Trust for Historic Preservation*

Experience

As principal in charge of Architecture for the firm of LOGAN ■ ARCHITECTS, Mr. Logan brings to the firm a knowledge and understanding of architecture that translates into a project that is complete and well thought out. Mr. Logan has expertise in all areas of architecture including, Historic Preservation, adaptive re-use of buildings, the analysis and development of site plans for many building types including restaurant and retail facilities and contract administration and observation.

As Principal-in-Charge, Mr. Logan has recently headed the design team for The Restoration of the Indiana Theatre, in Bloomington, Indiana. Other recent historic preservation projects include: The Renovation and Adaptive Re-use of the Frosted Foods Building, Bloomington, Indiana; Feasibility and Preservation Study, and Proposed Planning Study for the Moses Fell Building, Bedford, Indiana; Stinesville Stabilization and Historic Feasibility Study, Historic Stinesville Main Street, Stinesville, Indiana; Preservation Plan/Study, and Preservation Planning Study, Indiana Theatre, Bloomington, Indiana; and renovation and remodeling of the Hood-Farmer House in the historic Lockerbic Square, Indianapolis, Indiana.

Mr. Logan has also provided the project management and design expertise for such diverse projects as the Indianapolis Sports Center Conversion, the Park Fletcher Facility for Eli Lilly, the Circle Theater Renovation, Table Tops, a retail housewares shop in an historic building on Monument Circle, and Union Station, Indianapolis, Indiana. To round out his exposure in all phases of design, Mr. Logan adds to his credit numerous designs of several larger homes and residential remodeling.

Mr. Logan is an ex-officio of AIA Indianapolis, and has a continuing and personal interest in the Indiana Film Society, the Central Indiana Bicycle Association, Cathedral Arts Inc., National Trust for Historic Preservation, and the Indiana Historic Landmarks Foundation.

**RENOVATION, RESTORATION, AND ADAPTIVE RE-USE
PROJECTS**

Christ Church
Design Studies for Expansion and
Remodeling of Offices and Education
Facilities
Indianapolis, Indiana

Christian Place
Schematic Design for renovation of
Five Historic Homes into Multiple
Family Housing
Indianapolis, Indiana

Eli Lilly & Company
Renovation and Addition to Corporate Headquarters
Indianapolis, Indiana

Fife Opera House
Renovation & Stabilization of Historic Building.
Building on State and National Register.
*Renovation Performed in Compliance with the Secretary of Interior's Standards
for Rehabilitation.*
Feasibility Study and Stabilization Construction funded by State Grant.
Palestine, Illinois

Fletcher Trust Building
Feasibility Study for Adaptive Reuse of Historic Building.
Building on State and National Register.
Indianapolis, Indiana

Frosted Foods Building
Renovation and Adaptive Re-use of Historic Building
Building on State Register
*Renovation Performed in Compliance with the Secretary of Interior's Standards
for Rehabilitation.*
Bloomington, Indiana

Hood/Farmer Residence
Total renovation/interior remodeling of Historic Lockerbio Home.
Indianapolis, Indiana

Indiana Theatre

Preservation Plan/Study, and Proposed Planning Study

*Building on State and National Register.**Plan/Study Performed in Compliance with the Secretary of Interior's Standards
for Rehabilitation*

Bloomington, Indiana

Indiana TheatreRestoration of the Indiana Theatre: Conversion from Movie Theater
to a Performing Arts Venue.

Complete Architectural Services.

*Building on State and National Register.**Performed in Compliance with the Secretary of Interior's Standards
for Rehabilitation*

Bloomington, Indiana

Moses Fell Building

Feasibility and Preservation Study, and Proposed Planning Study

*Building on State and National Register.**Renovation Performed in Compliance with the Secretary of Interior's Standards
for Rehabilitation*

Bedford, Indiana

Stinesville Stabilization and Historic Feasibility Study

Historic Stinesville Main Street

*Main Street Buildings on State and National Register.**Renovation Study Performed in Compliance with the Secretary of Interior's Standards
for Rehabilitation*

Stinesville, Indiana

Union Station Hotel/Hospitality Complex

Renovation, Restoration, & Adaptive Re-use of Historic Building.

*Building on State and National Register.**Renovation Performed in Compliance with the Secretary of Interior's Standards
for Rehabilitation.*

Indianapolis, Indiana

Some projects completed prior to the formation of LOGAN ■ ARCHITECTS architecture and interior design

LOGAN ■ ARCHITECTS inc.

■ 4452 Washington Blvd. ■ Indianapolis, IN 46205 ■ 317/927-0073 ■

PROJECT SUMMARY**COMMERCIAL**

Eli Lilly & Company
Lilly Corporate Center
Renovation & Additions to Existing
Corporate Headquarters
Indianapolis, Indiana

Eli Lilly & Company
Corporate Aviation Facility
Comprehensive Interior Design
Indianapolis, Indiana

Indiana Convention Center
Re-Roofing of Original Exhibit Halls
Indianapolis, Indiana

Indiana Pharmacists Association Inc.
Renovation to New Offices
Indianapolis, Indiana

Meridian @ the Interstate
Schematic Design
Indianapolis, Indiana

Norle Investments, Inc.
Remodeling from Office Space to
Out-Patient Facility
Indianapolis, Indiana

Norle Investments, Inc.
141 Building: Window Replacement
and Upgrade
Indianapolis, Indiana

Realty Advisors Inc.
Village Commons
Schematic Site Planning Studies
Lafayette, Indiana

GOVERNMENTAL

Indiana Government Center South
Roof Hatch Replacement
Indianapolis, Indiana

Indiana Government Center South
Cleaning of Exterior Limestone
Indianapolis, Indiana

Indiana Government Center North
Elevator Lobby Repair & New Finishes
Indianapolis, Indiana

HISTORIC PRESERVATION

Christ Church
Design Studies for Expansion and
Remodeling of Offices and Education
Facilities
Indianapolis, Indiana

Christian Place
Schematic Design for renovation of
Five Historic Homes into Multiple
Family Housing
Indianapolis, Indiana

Fife Opera House
Renovation & Stabilization of Turn of
the Century Opera House
Palestine, Illinois

Frosted Foods
Adaptive Reuse of Existing Industrial
Facility to Retail/commercial Usage
Bloomington, Indiana

(HISTORIC PRESERVATION CONTINUED)

Indiana Theatre
Preservation Plan/Study, and Proposed
Planning Study
Bloomington, Indiana

Indiana Theatre
Restoration of the Indiana Theatre:
Conversation from Movie Theater
to a Performing Arts Venue.
Complete Architectural Services.
Bloomington, Indiana

Hood/Farmer Residence
Lockerbie Historic District
Indianapolis, Indiana

Moses Fell Building
Feasibility and Preservation Study, and
Proposed Planning Study
Bedford, Indiana

**Stinesville Stabilization and Historic
Feasibility Study**
Historic Stinesville Main Street
Renovation Study Performed in
Compliance with the Secretary of
Interior's Standards
for Rehabilitation
Stinesville, Indiana

Union Station
Survey, Stabilizing, Recording,
Renovating & Replacement of all
Existing Wood and Steel Windows
Indianapolis, Indiana

RETAIL / RESTAURANT

Bazbeaux Pizza
ADA compliance for Restroom Design
Indianapolis, Indiana

Essential Edibles Too
Design and Planning
Indianapolis, Indiana

Europa Europa Coffee Shop
Preliminary Design
Indianapolis, Indiana

Hand n' Hand
Childrens Clothing
Interior Design and Planning
Indianapolis, Indiana

M. Stevens Contemporary Jewelers
Interior Design and Planning
Indianapolis, Indiana

Moscow Nights Restaurant
Design and Planning
Indianapolis, Indiana

Something Different
Interior Design & Planning for
Remodeling
Indianapolis, Indiana

**The New Something Different
& Snax Restaurant**
Design & Planning
Indianapolis, Indiana

Sweet Things
Candy Store
Interior Design and Planning
Indianapolis, Indiana

(RETAIL / RESTAURANT / CONTINUUM)

Table Tops
Interior Design and Planning
Indianapolis, Indiana

T.G.I. Friday's
ADA compliance for Restroom Design
Indianapolis, Indiana

Windsor Jewelry Company
Interior Design and Planning
Indianapolis, Indiana

INDUSTRIAL

Adams Wholesalers, Inc.
Office and Warehouse Remodeling
Indianapolis, Indiana

GENCO Walmart Return Center
Office and Warehouse Remodeling
Indianapolis, Indiana

SPORTS

ATP Championship Tennis Stadium
Additions to Existing Stadium
Mason, Ohio

Evolution Gym
Specialized Fitness Gym in the
Restored Frosted Foods Bld.
Bloomington, Indiana

Indianapolis Sports Center
Replacement of Clay Courts to
Hard Courts Surface
Indianapolis, Indiana

Powerhouse Fitness
New Health Club in Remodeled
Existing Building
Bloomington, Indiana

**Volvo International Tennis
Tournament**
Master Plan for New Venue
Pittsfield, Massachusetts

HEALTH CARE

Helping Hands Work
Space Plan & Interior Finishes
Indianapolis, Indiana

Dr.'s Booth-Dermatology
Space Plan
Indianapolis, Indiana

RESIDENTIAL

Burkhart Lake House
Lake Maxinkukee
Complete Renovation & Additions
Culver, Indiana

Chandler Residence
Complete renovation & Additions
to 2,800 sq. ft. residence.
Indianapolis, Indiana

Claybridge Addition, Lot 55
New 5,200 sq. ft. residence.
Indianapolis, Indiana

Fox Residence

Phase 1: Breakfast room addition and kitchen remodeling.

Phase 2: Masterbedroom suite additions and remodeling of attic.
Indianapolis, Indiana

(RESIDENTIAL CONTINUED)

Kunz-Opperman Cabin

Weekend & Vacation Cabin
in the Woods
Nashville (Brown County), Indiana

Larman Residence

Family room remodeling, garage and master bedroom suite addition.
Indianapolis, Indiana

Lerchen Residence

Family room remodeling & limestone fireplace designs.
Indianapolis, Indiana

McCarty Residence

Kitchen, breakfast room, bedrooms & family room renovations.
Indianapolis, Indiana

Miller Residence

Kitchen, breakfast room, & family room renovations.
Indianapolis, Indiana

Morrison Residence

Complete Renovation of one story Limestone Ranch home, to a two story "French Eclectic Stately Home"
Indianapolis, Indiana

Hood/Farmer Residence

Total renovation/interior remodeling of Historic Lockerbie Home.
Indianapolis, Indiana

6020 Sunset Lane

Complete renovation & additions to 3,000 sq. ft. existing home.
Indianapolis, Indiana



Wil-Fra-Mar Building
320 East Vermont Street
Indianapolis, IN 46204
317-263-6226
317-263-6224 (fax)
888-263-6224 (toll free)
schmidt@indy.net
www.schmidt-arch.com

Wayne S. Schmidt, F.A.I.A.
Ronald W. Fisher, A.I.A.
Dean M. Illingworth, F.A.I.A.
Michael R. Eagan, A.I.A.

Steven K. Aispaugh, A.I.A.
Michael W. Engledow, A.I.A.
Mary Beth Harbo
Brenda S. Rager
Kevin D. Shelley, A.I.A.
David G. Shuck, P.E.
Mary Ellen Wolf, R.A.

Stephanie P. Baker, A.I.A.
Craig M. Flandermeyer, R.L.A.
Debra S. Frazier, A.I.A.
Clete A. Kuncz, A.I.A.
William L. Mosbaugh, P.E.
Jeffrey A. Reed, P.E.
Steven L. Schaecher, A.I.A.
Kevin D. Suckowisch, R.A.
V. Keith Tharg, A.I.A.
Troy D. Thompson

Architecture
Engineering
Interior Design
Landscape Architecture

July 12, 1999

Board of Trustees
North Madison County Public Library System
1600 N. Main Street
Elwood, Indiana 46036

To Whom it May Concern:

Thank you for this opportunity to formally present our interest in and qualifications for the proposed feasibility study for the North Madison County Public Library System. We are, indeed, interested in what sounds like an extremely exciting project!

To that end, I have enclosed several copies of our Library magazine, which features our experience in the planning and design of libraries and related facilities. I've also included a firm overview highlighting the breadth and depth of Schmidt Associates. Both include contact names and phone numbers for your convenience — we encourage you to contact any of our references!

Please contact me if I can provide additional information or if you have any questions. We look forward to being of service to you and to the community of Madison County.

Sincerely,

SCHMIDT ASSOCIATES, INC.
Architecture • Engineering • Interior Design • Landscape Architecture

Troy D. Thompson, CSI
Project Manager

Enclosures: Library magazine
Firm overview

Experience

Public Library References

The following experience list is relevant to your requirements in the areas of public libraries and related facilities. We encourage you to contact any of our references!

Our Owner listing is extensive. Therefore, we have separated our references into categories such as this one. The experience list that follows is relevant to your requirements in the areas of public libraries and associated facilities.

The following pages include a summary of that experience. Each entry includes:

- the owner and location;
- contract year; and
- a condensed scope of work.

We also know you will have questions beyond these pages. Therefore, we have included a representative name and phone number for your convenience. We encourage you to contact *any* of our references.

Indianapolis-Marion County Public Library Indianapolis, Indiana

Contact: *Robert Kennedy, FAIA, Associate Director
(317) 269-5301*

1998 Franklin Township Public Library

Scope: Design of a new 18,000 square foot regional branch library with expansion capabilities to 30,000 square feet. Work includes meeting rooms, coffee bar, work rooms, reading areas, and a children's puppet theater. Full technology services, site development, and furnishings are also included in this project. Projected completion date: January 2000.
\$2,542,000

1998 Technical Services Reorganization/Library Services Center

Scope: The reorganization of the technical services area which will support the county-wide expansion of the library facilities. The Indianapolis-Marion County library system processes nearly 300,000 new volumes per year with a staff of 35.

Roann-PawPawTownshipPublicLibrary
Roann,Indiana

Contact: *David Doud, Library Board President*
(219) 833-6122

1998 Feasibility Study/Needs Assessment

Scope: Creation of a preservation plan, ADA conformance plan, and library expansion plan for this National Register-nominated Carnegie library. Funding sources were also explored. Study partially funded by the Historic Landmarks Foundation of Indiana.

Projected cost: \$300,000

Pulaski County Public Library
Winamac, Indiana

Contact: *Kathie Scott, Director*
(219) 946-3432

1997 Scope: Renovation of existing library including conversion of public meeting room to Genealogy, Local, and State history collections. Additional changes included a new computer room, expanded staff work areas, and refurbished furniture. Partially funded through an LSTA grant.
\$162,000

1996 Scope: Feasibility Study.

Culver-Union Township Public Library
Culver, Indiana

Contact: *James Moore, Library Board Trustee*
(219) 842-3064

1997 Feasibility Study

Scope: Comparative study to determine the advantages of staying in the historic Carnegie Library versus building a new structure.

Centerville-Center Township Public Library
Centerville, Indiana

Contact: *Marie Bunch, Director*
(765) 855-5228

1996 Scope: Adaptive reuse of 1867 historic sheriff's residence as a new public library. Includes conservation/preservation of existing structure as well as construction of a new contemporary addition. Projected completion: March 1999.
Cost: \$1,400,000

1996 Scope: Library Needs Assessment & Feasibility Study. This included an in-depth analysis of current and projected demographics, future impact of information technologies, and local/national library trends. The feasibility study demonstrated that the relocation of the library into the historic sheriff's residence was economical and would meet the library district's needs for years to come. The study was partially funded by Historic Landmarks Foundation of Indiana.

Brook-Iroquois Township Public Library
Brook, Indiana

Contact: *Joyce Whaley, Director*
(219) 275-2471

1996 Scope: Restoration of original Carnegie Library including a sensitive addition to the rear of the building with a new accessible entrance. Limited technology and furniture services were also provided. Substantially funded with Indiana Department of Commerce Community Focus Fund grant, three LSTA grants, and a USDA Rural Development grant. Projected completion date: November 1998.
\$725,000

Aurora Public Library
Aurora, Indiana

Contact: *Mary Alice Horton, Director*
(812) 926-0646

1995 Scope: Sensitive addition/restoration of nationally registered library due in part to library redistricting. Improvements included ADA upgrades, expanded staff areas and children's services, and technology infrastructure. Design services were also provided for library shelving, signage, and custom library tables.
\$875,000

North Judson-Wayne Township Public Library
North Judson, Indiana

Contact: *Jane Ellen Felchuk, Director*
(219) 896-2841

1993 Scope: Addition to Carnegie Library including technology capabilities, expanded children's area, GED classroom, and community meeting room. The addition was designed to accentuate the historic flavor of the Carnegie while respecting and incorporating the needs of a library for the next century. Funded in part by LSTA, LSCA, and Indiana Department of Commerce grants.
\$1,100,000

SCHMIDT



ASSOCIATES

Architecture - Engineering - Interior Design - Landscape Architecture

329 East Vermont Street Indianapolis, Indiana 46204
1-317-363-6226 1-888-263-6124 schmidt@indy.net www.schmidt-arch.com

NMCPLS Board of Trustees Meeting

Monday, July 12, 1999 • Elwood Public Library Meeting Room

6 p.m. Board Development • 6:30 Recognition of Leasing Corp • 7 p.m. Public Session • followed by Executive Session

Accompanying materials:

- Request for literacy tutors (green paper)
- Memorandum of Understanding – Madison Co. RSVP (buff paper)
- Letters from architectural firms expressing interest in potential Frankton project:
 - The InterDesign Group (pink paper)
 - Logan Architects (blue paper)
 - Schmitt Associates (green paper)
 - Montgomery (pink)
- Info on Indiana Bond Bank (white)
- Info on new legislation (bright yellow paper)

Call to Order – Call for Quorum										
Minutes										
Claims Register & Checks										
Old Business			Recommendation	Act Req	Move	2 nd	Y	N	Tbl	Assignment
1. Review Meeting Room Policy My primary concern is safety & security of building <u>and</u> users, without sacrificing accessibility or requiring undue supervision by staff. Format to brochure.)										
2. Budget – 1 st Draft Discussion – auditor's figures not available.				None						
New Business			Recommendation	Act Req	Move	2 nd	Y	N	Tbl	Assignment
1. Sign bonds for treasurers										
2. Staff-literacy tutors – see plea for additional tutors (green paper)			Approve interested staff get & provide training "on-the-clock"	Motion						
3. Add vacation time, long-term staff										
4. RSVP memorandum (buff)			Discussion & further investigation							
Next Mtg Date:		Time:		Location:		Special:				
Director's Report										
Public Comment										
Adjourn										

DIRECTOR'S REPORT FOR

NMCPLS TRUSTEE MEETING • JULY 12, 1999

- Snow Removal – check has cleared our bank: issue resolved.
- Jim Wilson also worked on our behalf to obtain a refund of \$6,302 property tax paid on the Frankton building over the past three years.
- Response to the inservice training held during the closing for automation upgrade was overwhelmingly positive. It is suggested that the Board consider closing all facilities one day a year dedicated to general staff training. One likely date would be Martin Luther King Day (Monday, January 17, 2000). Because this is an “optional” holiday, patrons are more likely to accept the closing in good grace.
- Even though local police have agreed to increase regular/routine patrols of the Elwood facility, we continue to experience nuisance vandalism. Most recent incidents have been dumping of exterior waste container and urination on the patio.
- Inclement weather and question re: value of old card catalog prevented its advertisement & sale earlier this year. With the automation upgrade complete, we now have at least two other units which can be eliminated. Because they are in the seminar room and not readily viewed by patrons, we will advertise them for sale in the local papers, if that is acceptable to Board members.



DATE: June 15, 1999
TO: Madison County Non-Profits
FROM: Jeanne Lee *JL*
RE: Match program offered to Madison County Non-Profits by the Community Foundation

I thought it might be timely to update non-profit groups in the county on the 1999 match program from the Madison County Community Foundation.

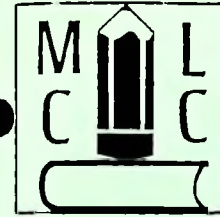
First of all let me again explain how the program works. In December the Foundation Board set aside \$250,000 to be available to non-profit groups who had endowments with the Foundation and to those agencies wishing to establish an endowment within the Foundation. The match is \$1 from the Foundation for every \$2 raised by an agency for their endowment up to \$25,000. This match is available until July 1, 1999 to organizations who do not currently have a fund here. For those groups who have established a fund the match period extends to December 31, 1999 or until the \$250,000 has been distributed. The match income from the Foundation will be deposited in these endowments in December.

To date gifts to agency endowments have reached \$152,135 generating a total match of \$76,067 from the Foundation. This leaves \$173,933 in the match program.

Several groups have accessed the full \$25,000 by adding \$50,000 to their endowed funds and completing the match. In addition, four new agency funds have been created.

This challenge is offered by the Foundation as a way for us to support and encourage perpetual gifts to your organizations should an endowment be of value to you. Please give me a call (644-0002) if you have questions.

Telephone: 765-644-0002
Fax: 765-644-3392
E-mail: mccf32ln@aol.com



So that all can read...

Madison County Literacy Coalition
111 East 12th Street
Anderson, Indiana 46016 317-641-2461

June 22, 1999

Dear Concerned Citizen:

Here at the Anderson Public Library Literacy Office, we need tutors! We have people coming into the office on a daily basis who need help and we simply don't have enough tutors to fill the need. Tutoring is an exciting and rewarding opportunity for anyone who can read to share that gift with someone who is waiting to learn. Please call 765/641-2461 if you would like to touch another's life and enrich your own.

If you are not interested in becoming a tutor, perhaps you could help with general office duties, be part of a committee, or make a tax deductible donation.

We appeal to you to help us continue the mission of the Madison County Literacy Coalition and the Anderson Public Library.

**INTRODUCTION
TO TUTORING:**

Tuesday July 27 9:00-10:00 a.m.

TUTOR TRAINING:

Tuesday August 3 9:00-12:00 p.m.
Thursday August 5 9:00-12:00 p.m.
Tuesday August 10 9:00-12:00 p.m.

Pastors and business leaders, please feel free to post and advertise the enclosed flyer, highlighting these important dates and times. The need is great and the workers are few.

Sincerely,

Chris Dodge

Chris Dodge,
Literacy Coordinator
Madison County Literacy Coalition
Anderson Community Schools
Anderson Public Library

Enclosure

Anderson Public Library Literacy Office



**ANDERSON
PUBLIC LIBRARY**
The world within reach

Tutor Training Dates:

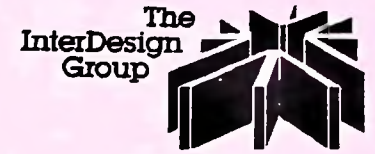
Tues., July 27	9:00-10:00 a.m.	Introduction to Tutoring
Tues., August 3	9:00-12:00 a.m.	Tutor Training
Thur., August 5	9:00-12:00 a.m.	Tutor Training
Tues., August 10	9:00-12:00 a.m.	Tutor Training

Literacy Services:

Every Tuesday	9:00-10:30 a.m.	Helpline Meet at the Literacy Office
Every Tuesday & Thursday	9:00-11:30 a.m.	English Second Language (ESL) Study Rooms A & B
	6:00-8:30 p.m.	English Second Language (ESL) Study Rooms A & B
One on One	Schedule is set between Tutor and Student	
Family Class	Call for Details	

*Please call 765/641-2461
for further details or to register for training*

**OPEN THE DOOR
FOR SOMEONE TODAY!**



Total Architectural Development

July 9, 1999

Board of Trustees
North Madison County Public Library
1600 Main Street
Elwood, IN 46036-2023
Attn.: Kathi Wittkamper

Dear Trustees:

This letter is written to confirm our firm's interest to perform a Planning Investigation Summary for the Board of Trustees of the North Madison County Public Library for a professional fee of \$7,500. The Facility Planning Summary involves the vacated Frankton Elementary School for potential library services.

Approach

This Planning Summary Report is to include the following data:

- | | Event/Activity |
|---|--|
| 1 | Information Received from Library <ul style="list-style-type: none"> ▪ Population Data ▪ Collection Data ▪ Program Thoughts ▪ Existing Facility Drawings |
| 2 | Investigation Process Data Gathering <ul style="list-style-type: none"> ▪ Conceptual Development ▪ Attached Considerations |
| 3 | Investigation Process Update to Board of Trustees <ul style="list-style-type: none"> ▪ Development of Physical Facility Needs/Plans Options ▪ Development of Cost Estimate Options ▪ Development of Financial Analysis Options ▪ Development of Calendar |
| 4 | Presentation of Conceptual Planning Options |
| 5 | Preparation of Planning Report
Board of Trustees Update |
| 6 | Draft Report
Delivered to Board of Trustees |
| 7 | Final Report Delivered to Board of Trustees |

Board of Trustees
North Madison County Public Library
July 9, 1999
Page 2

Professional Fee

The total professional fee is for services provided by members of our staff. The fee is based upon accurate, up-to-date, existing facility drawings. Field measurements are not included. Ten (10) copies of the final report will be provided. Payment for services will be made as follows:

\$4,000	Due/payable after completion of Draft Report
\$3,500	Balance Due - Payable after completion of Final Report

NOTE: Reimbursable expenses in addition to the fee are estimated at **\$500.00 maximum** to cover mileage, printing and exhibit costs.

Agreement includes three public meetings. Others not scheduled on regular meeting dates will be reimbursed as \$500 per additional presentation.

Calendar of completion will be determined based on your proposed timing and our work load commitments.

As information to you, The InterDesign Group has been involved in projects of a similar nature involving the following:

Break-A-Day Library
(Originally a wing of old Break-A-Day Elementary School)
Lebanon Library - Carnegie Library Addition
Brookston Library - Carnegie Library Addition
Hebron Library - Carnegie Library Addition
Warsaw Library - Carnegie Library Addition

Sincerely,
The InterDesign Group, Inc.

Joel P. Blum, AIA
Project Manager

JPB/mp



July 12, 1999

Board of Trustees
North Madison County Public Library System
1600 N. Main Street
Elwood, Indiana 46036

To Whom it May Concern:

Thank you for this opportunity to formally present our interest in and qualifications for the proposed feasibility study for the North Madison County Public Library System. We are, indeed, interested in what sounds like an extremely exciting project!

To that end, I have enclosed several copies of our Library magazine, which features our experience in the planning and design of libraries and related facilities. I've also included a firm overview highlighting the breadth and depth of Schmidt Associates. Both include contact names and phone numbers for your convenience — we encourage you to contact any of our references!

Please contact me if I can provide additional information or if you have any questions. We look forward to being of service to you and to the community of Madison County.

Sincerely,

SCHMIDT ASSOCIATES, INC.

Architecture Engineering Interior Design Landscape Architecture

Troy D. Thompson, CSI
Project Manager

Enclosures: Library magazine
Firm overview

*Wil-Fra-Mar Building
320 East Vermont Street
Indianapolis, IN 46204
317-263-6226
317-263-6224 (fax)
888-263-6224 (toll free)
schmidt@indy.net
www.schmidt-arch.com*

*Wayne S. Schmidt, FAIA
Ronald W. Fisher, AIA
Dean M. Illingworth, FAIA
Michael R. Eagan, AIA*

*Steven K. Alspaugh, AIA
Michael W. Engledow, AIA
Mary Beth Hanke
Brenda S. Rager
Kevin D. Shelley, AIA
David G. Shuck, PE
Mary Ellen Wolf, RA*

*Stefanie P. Baker, AIA
Craig M. Flandermeyer, RLA
Debra S. Frazier, AIA
Clate A. Kunce, AIA
William L. Mosbaugh, PE
Jeffrey A. Reed, PE
Steven L. Schaecher, AIA
Kevin D. Stuckwisch, RA
V. Keith Tharp, AIA
Troy D. Thompson*

*Architecture
Engineering
Interior Design
Landscape Architecture*

Experience

Public Library References

The following experience list is relevant to your requirements in the areas of public libraries and related facilities. We encourage you to contact any of our references!

Our Owner listing is extensive. Therefore, we have separated our references into categories such as this one. The experience list that follows is relevant to your requirements in the areas of public libraries and associated facilities.

The following pages include a summary of that experience. Each entry includes:

- the owner and location;
- contract year; and
- a condensed scope of work.

We also know you will have questions beyond these pages. Therefore, we have included a representative name and phone number for your convenience. We encourage you to contact any of our references.

Indianapolis-Marion County Public Library Indianapolis, Indiana

Contact: *Robert Kennedy, FAIA, Associate Director
(317) 269-5301*

1998 Franklin Township Public Library

Scope: Design of a new 18,000 square foot regional branch library with expansion capabilities to 30,000 square feet. Work includes meeting rooms, coffee bar, work rooms, reading areas, and a children's puppet theater. Full technology services, site development, and furnishings are also included in this project. Projected completion date: January 2000.
\$2,542,000

1998 Technical Services Reorganization/Library Services Center

Scope: The reorganization of the technical services area which will support the county-wide expansion of the library facilities. The Indianapolis-Marion County library system processes nearly 300,000 new volumes per year with a staff of 35.

Roann-PawPaw Township Public Library
Roann, Indiana

Contact: *David Doud, Library Board President*
(219) 833-6122

1998 Feasibility Study/Needs Assessment

Scope: Creation of a preservation plan, ADA conformance plan, and library expansion plan for this National Register-nominated Carnegie library. Funding sources were also explored. Study partially funded by the Historic Landmarks Foundation of Indiana.

Projected cost: \$300,000

Pulaski County Public Library
Winamac, Indiana

Contact: *Kathie Scott, Director*
(219) 946-3432

1997 Scope: Renovation of existing library including conversion of public meeting room to Genealogy, Local, and State history collections. Additional changes included a new computer room, expanded staff work areas, and refurbished furniture. Partially funded through an LSTA grant.
\$162,000

1996 Scope: Feasibility Study.

Culver-Union Township Public Library
Culver, Indiana

Contact: *James Moore, Library Board Trustee*
(219) 842-3064

1997 Feasibility Study

Scope: Comparative study to determine the advantages of staying in the historic Carnegie Library versus building a new structure.

Centerville-Center Township Public Library
Centerville, Indiana

Contact: *Marie Bunch, Director*
(765) 855-5228

1996 Scope: Adaptive reuse of 1867 historic sheriff's residence as a new public library. Includes conservation/preservation of existing structure as well as construction of a new contemporary addition. Projected completion: March 1999.
Cost: \$1,400,000

1996 Scope: Library Needs Assessment & Feasibility Study. This included an in-depth analysis of current and projected demographics, future impact of information technologies, and local/national library trends. The feasibility study demonstrated that the relocation of the library into the historic sheriff's residence was economical and would meet the library district's needs for years to come. The study was partially funded by Historic Landmarks Foundation of Indiana.

Brook-Iroquois Township Public Library
Brook, Indiana

Contact: *Joyce Whaley, Director*
(219) 275-2471

1996 Scope: Restoration of original Carnegie Library including a sensitive addition to the rear of the building with a new accessible entrance. Limited technology and furniture services were also provided. Substantially funded with Indiana Department of Commerce Community Focus Fund grant, three LSTA grants, and a USDA Rural Development grant. Projected completion date: November 1998.
\$725,000

Aurora Public Library
Aurora, Indiana

Contact: *Mary Alice Horton, Director*
(812) 926-0646

1995 Scope: Sensitive addition/restoration of nationally registered library due in part to library redistricting. Improvements included ADA upgrades, expanded staff areas and children's services, and technology infrastructure. Design services were also provided for library shelving, signage, and custom library tables.
\$875,000

North Judson-Wayne Township Public Library
North Judson, Indiana

Contact: *Jane Ellen Felchuk, Director*
(219) 896-2841

1993 Scope: Addition to Carnegie Library including technology capabilities, expanded children's area, GED classroom, and community meeting room. The addition was designed to accentuate the historic flavor of the Carnegie while respecting and incorporating the needs of a library for the next century. Funded in part by LSTA, LSCA, and Indiana Department of Commerce grants.
\$1,100,000

SCHMIDT



ASSOCIATES

Architecture • Engineering • Interior Design • Landscape Architecture

320 East Vermont Street Indianapolis, Indiana 46204
1-317-253-6226 1-888-253-6224 schmidt@indy.net www.schmidt-arch.com

LOGAN ■ ARCHITECTS inc.

July 12, 1999

Ms. Kathy Wittkamper
North Madison County Public Library System
Elwood Public Library
1600 Main
Elwood, IN 46036

Dear Ms. Wittkamper,

As I mentioned to you last week, LOGAN ■ ARCHITECTS inc., is interested in providing architectural professional design services for a Feasibility Study to the North Madison County Public Library System, for a new or remodeled Elwood/Frankton Public Library. Our firm prides itself in the ability to offer our clients personalized and prompt service that addresses both architecture design needs. Our past experience extends to our clients, large firm expertise with the advantage of small firm individualized attention and fees.

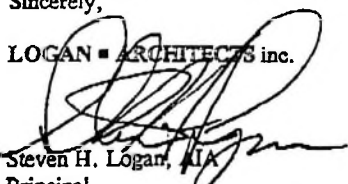
LOGAN ■ ARCHITECTS inc. has performed similar Feasibility and Design Studies for Stinesville Main Street, Stinesville, IN., Moses Fell Building, Bedford, IN., and the Indiana Theatre, Bloomington, IN. Our professional experience covers a wide range of architectural projects, but we especially enjoy and excel in restoration and adaptive reuse projects.

As much as we would like to offer a formal proposal for the work you and I discussed last week, I feel it would be inappropriate for LOGAN ■ ARCHITECTS inc. to do so, without a thorough examination of the existing library facility and the old Elementary school. I understand that you are meeting with the Library Board this evening, and if an architect is not selected for your Feasibility Study at that time, we would appreciate the opportunity to visit Frankton and Elwood, so as to see the sites, and then in a more formal manner offer a proposal for the Project.

I offer you good luck in your Project. From your descriptions, the investigation and solution to your new/remodeled library shall be a perplexing and interesting problem. LOGAN ■ ARCHITECTS inc. would look forward to this challenge, if the opportunity arises.

Sincerely,

LOGAN ■ ARCHITECTS inc.


Steven H. Logan, AIA
Principal

LOGAN ■ ARCHITECTS *inc.*

Brief History of Firm

LOGAN ■ ARCHITECTS was formed in May of 1999 as an outgrowth and continuation of two previous design firms, STEVEN H LOGAN, ARCHITECT, and LOGAN ■ RAMAKER *architecture and interior design inc.* All these architectural practices have always had the philosophy and the intent of offering large firm expertise with small firm attention to detail and design quality.

The principal of the firm come from background of large multi-disciplinary architecture and engineering firms. Prior to the formation of STEVEN H LOGAN, ARCHITECT,, the principal in charge of architecture was a Project Manager for a large architecture firm in Indianapolis. The architectural experience of LOGAN ■ ARCHITECTS includes an extensive range of design projects, including many high profile projects within the State of Indiana.

Our close working relationship with an assemblage of professional consultants affords us the opportunity to offer our clients the best firms for each individual project.

LOGAN ■ ARCHITECTS is committed to providing quality architecture and interior design services to clients throughout the State, with *personal, immediate attention, adherence to budget and careful attention to the time restraints of the job being our hallmark.*

(Dated 5/99)

LOGAN ■ ARCHITECTS *inc.***STEVEN H. LOGAN AIA***biographic data***Education**

*University of Illinois, Champaign, Illinois
Master of Architecture Historic Preservation
Indiana University, Bloomington, Indiana
Bachelor of Arts*

Professional Certification

Registered Architect

Professional Affiliation

*American Institute of Architects, Indianapolis
National Trust for Historic Preservation*

Experience

As principal in charge of Architecture for the firm of **LOGAN ■ ARCHITECTS**, Mr. Logan brings to the firm a knowledge and understanding of architecture that translates into a project that is complete and well thought out. Mr. Logan has expertise in all areas of architecture including, Historic Preservation, adaptive re-use of buildings, the analysis and development of site plans for many building types including restaurant and retail facilities and contract administration and observation.

As Principal-in-Charge, Mr. Logan has recently headed the design team for The Restoration of the Indiana Theatre, in Bloomington, Indiana. Other recent historic preservation projects include: The Renovation and Adaptive Re-use of the Frosted Foods Building, Bloomington, Indiana; Feasibility and Preservation Study, and Proposed Planning Study for the Moses Fell Building, Bedford, Indiana; Stinesville Stabilization and Historic Feasibility Study, Historic Stinesville Main Street, Stinesville, Indiana; Preservation Plan/Study, and Preservation Planning Study, Indiana Theatre, Bloomington, Indiana; and renovation and remodeling of the Hood-Farmer House in the historic Lockerbic Square, Indianapolis, Indiana.

Mr. Logan has also provided the project management and design expertise for such diverse projects as the Indianapolis Sports Center Conversion, the Park Fletcher Facility for Eli Lilly, the Circle Theater Renovation, Table Tops, a retail housewares shop in an historic building on Monument Circle, and Union Station, Indianapolis, Indiana. To round out his exposure in all phases of design, Mr. Logan adds to his credit numerous designs of several larger homes and residential remodeling.

Mr. Logan is an ex-officio of AIA Indianapolis, and has a continuing and personal interest in the Indiana Film Society, the Central Indiana Bicycle Association, Cathedral Arts Inc., National Trust for Historic Preservation, and the Indiana Historic Landmarks Foundation.

LOGAN ■ ARCHITECTS inc.

RENOVATION, RESTORATION, AND ADAPTIVE RE-USE PROJECTS

Christ Church
Design Studies for Expansion and
Remodeling of Offices and Education
Facilities
Indianapolis, Indiana

Christian Place
Schematic Design for renovation of
Five Historic Homes into Multiple
Family Housing
Indianapolis, Indiana

Eli Lilly & Company
Renovation and Addition to Corporate Headquarters
Indianapolis, Indiana

Fife Opera House
Renovation & Stabilization of Historic Building.
Building on State and National Register.
*Renovation Performed in Compliance with the Secretary of Interior's Standards
for Rehabilitation.*
Feasibility Study and Stabilization Construction funded by State Grant.
Palatine, Illinois

Fletcher Trust Building
Feasibility Study for Adaptive Reuse of Historic Building.
Building on State and National Register.
Indianapolis, Indiana

Frosted Foods Building
Renovation and Adaptive Re-use of Historic Building
Building on State Register
*Renovation Performed in Compliance with the Secretary of Interior's Standards
for Rehabilitation.*
Bloomington, Indiana

Hood/Farmer Residence
Total renovation/interior remodeling of Historic Lockerbjo Home.
Indianapolis, Indiana

Indiana Theatre

Preservation Plan/Study, and Proposed Planning Study

*Building on State and National Register.**Plan Study Performed in Compliance with the Secretary of Interior's Standards
for Rehabilitation
Bloomington, Indiana***Indiana Theatre**Restoration of the Indiana Theatre: Conversion from Movie Theater
to a Performing Arts Venue.

Complete Architectural Services.

*Building on State and National Register.**Performed in Compliance with the Secretary of Interior's Standards
for Rehabilitation
Bloomington, Indiana***Moses Fell Building**

Feasibility and Preservation Study, and Proposed Planning Study

*Building on State and National Register.**Renovation Performed in Compliance with the Secretary of Interior's Standards
for Rehabilitation
Bedford, Indiana***Stinesville Stabilization and Historic Feasibility Study**

Historic Stinesville Main Street

*Main Street Buildings on State and National Register.**Renovation Study Performed in Compliance with the Secretary of Interior's Standards
for Rehabilitation
Stinesville, Indiana***Union Station Hotel/Hospitality Complex**

Renovation, Restoration, & Adaptive Re-use of Historic Building.

*Building on State and National Register.**Renovation Performed in Compliance with the Secretary of Interior's Standards
for Rehabilitation.
Indianapolis, Indiana*

Some projects completed prior to the formation of LOGAN ■ ARCHITECTS architecture and interior design

LOGAN ■ ARCHITECTS *inc.*

■ 4452 Washington Blvd. ■ Indianapolis, IN 46205 ■ 317/927-0073 ■

PROJECT SUMMARY**COMMERCIAL**

Eli Lilly & Company
Lilly Corporate Center
Renovation & Additions to Existing
Corporate Headquarters
Indianapolis, Indiana

Eli Lilly & Company
Corporate Aviation Facility
Comprehensive Interior Design
Indianapolis, Indiana

Indiana Convention Center
Re-Roofing of Original Exhibit Halls
Indianapolis, Indiana

Indiana Pharmacists Association Inc.
Renovation to New Offices
Indianapolis, Indiana

Meridian @ the Interstate
Schematic Design
Indianapolis, Indiana

Norle Investments, Inc.
Remodeling from Office Space to
Out-Patient Facility
Indianapolis, Indiana

Norle Investments, Inc.
141 Building: Window Replacement
and Upgrade
Indianapolis, Indiana

Realty Advisors Inc.
Village Commons
Schematic Site Planning Studies
Lafayette, Indiana

GOVERNMENTAL

Indiana Government Center South
Roof Hatch Replacement
Indianapolis, Indiana

Indiana Government Center South
Cleaning of Exterior Limestone
Indianapolis, Indiana

Indiana Government Center North
Elevator Lobby Repair & New Finishes
Indianapolis, Indiana

HISTORIC PRESERVATION

Christ Church
Design Studies for Expansion and
Remodeling of Offices and Education
Facilities
Indianapolis, Indiana

Christian Place
Schematic Design for renovation of
Five Historic Homes into Multiple
Family Housing
Indianapolis, Indiana

Fife Opera House
Renovation & Stabilization of Turn of
the Century Opera House
Palestine, Illinois

Frosted Foods
Adaptive Reuse of Existing Industrial
Facility to Retail/commercial Usage
Bloomington, Indiana

*(HISTORIC PRESERVATION CONTINUED)***Indiana Theatre**

Preservation Plan/Study, and Proposed
Planning Study
Bloomington, Indiana

Indiana Theatre

Restoration of the Indiana Theatre:
Conversion from Movie Theater
to a Performing Arts Venue.
Complete Architectural Services.
Bloomington, Indiana

Hood/Farmer Residence

Lockerbie Historic District
Indianapolis, Indiana

Moses Fell Building

Feasibility and Preservation Study, and
Proposed Planning Study
Bedford, Indiana

**Stinesville Stabilization and Historic
Feasibility Study**

Historic Stinesville Main Street
Renovation Study Performed in
Compliance with the Secretary of
Interior's Standards
for Rehabilitation
Stinesville, Indiana

Union Station

Survey, Stabilizing, Recording,
Renovating & Replacement of all
Existing Wood and Steel Windows
Indianapolis, Indiana

RETAIL / RESTAURANT**Bazbeaux Pizza**

ADA compliance for Restroom Design
Indianapolis, Indiana

Essential Edibles Too

Design and Planning
Indianapolis, Indiana

Europa Europa Coffee Shop

Preliminary Design
Indianapolis, Indiana

Hand n' Hand

Childrens Clothing
Interior Design and Planning
Indianapolis, Indiana

M. Stevens Contemporary Jewelers

Interior Design and Planning
Indianapolis, Indiana

Moscow Nights Restaurant

Design and Planning
Indianapolis, Indiana

Something Different

Interior Design & Planning for
Remodeling
Indianapolis, Indiana

**The New Something Different
& Snax Restaurant**

Design & Planning
Indianapolis, Indiana

Sweet Things

Candy Store
Interior Design and Planning
Indianapolis, Indiana

(RETAIL RESTAURANT CONTINUING)

Table Tops
Interior Design and Planning
Indianapolis, Indiana

T.G.I. Friday's
ADA compliance for Restroom Design
Indianapolis, Indiana

Windsor Jewelry Company
Interior Design and Planning
Indianapolis, Indiana

INDUSTRIAL

Adams Wholesalers, Inc.
Office and Warehouse Remodeling
Indianapolis, Indiana

GENCO Walmart Return Center
Office and Warehouse Remodeling
Indianapolis, Indiana

SPORTS

ATP Championship Tennis Stadium
Additions to Existing Stadium
Mason, Ohio

Evolution Gym
Specialized Fitness Gym in the
Restored Frosted Foods Bld.
Bloomington, Indiana

Indianapolis Sports Center
Replacement of Clay Courts to
Hard Courts Surface
Indianapolis, Indiana

Powerhouse Fitness
New Health Club in Remodeled
Existing Building
Bloomington, Indiana

**Volvo International Tennis
Tournament**
Master Plan for New Venue
Pittsfield, Massachusetts

HEALTH CARE

Helping Hands Work
Space Plan & Interior Finishes
Indianapolis, Indiana

Dr.'s Booth-Dermatology
Space Plan
Indianapolis, Indiana

RESIDENTIAL

Burkhart Lake House
Lake Maxinkuckee
Complete Renovation & Additions
Culver, Indiana

Chandler Residence
Complete renovation & Additions
to 2,800 sq. ft. residence.
Indianapolis, Indiana

Claybridge Addition, Lot 55
New 5,200 sq. ft. residence.
Indianapolis, Indiana

Fox Residence

Phase 1: Breakfast room addition and kitchen remodeling.
Phase 2: Masterbedroom suite additions and remodeling of attic.
Indianapolis, Indiana

(RESIDENTIAL CONTINUED)

Kunz-Opperman Cabin

Weekend & Vacation Cabin
in the Woods
Nashville (Brown County), Indiana

Larman Residence

Family room remodeling, garage and master bedroom suite addition.
Indianapolis, Indiana

Lerchen Residence

Family room remodeling & limestone fireplace designs.
Indianapolis, Indiana

McCarty Residence

Kitchen, breakfast room, bedrooms & family room renovations.
Indianapolis, Indiana

Miller Residence

Kitchen, breakfast room, & family room renovations.
Indianapolis, Indiana

Morrison Residence

Complete Renovation of one story Limestone Ranch home, to a two story "French Eclectic Stately Home"
Indianapolis, Indiana

Hood/Farmer Residence

Total renovation/interior remodeling of Historic Lockerbie Home.
Indianapolis, Indiana

6020 Sunset Lane

Complete renovation & additions to 3,000 sq. ft. existing home.
Indianapolis, Indiana

July 12, 1999



Ms. Kathi Wittkamper – Director
Elwood Public Library
1600 Main Street
Elwood, Indiana 46036

Dear Kathy,

I apologize for not responding to your request for proposal earlier. This has been a busy season for us.

We appreciate the opportunity to submit this proposal for a feasibility study.

As we discussed, the feasibility study we relate to the possibility of converting the existing Frankton Elementary School or a portion thereof into a library facility. We have completed these types of studies in the past. Based on this past experience as well as the meeting with you we submit the following proposal.

FEE PROPOSAL

We propose to complete a Feasibility Study for The North Madison County Public Library on an hourly rate not to exceed six thousand eight hundred dollars (\$ 6,800.00). This fee would not be increased unless the duration or complexity of the study exceeds issues normally associated with studies of this nature.

We ask that the following conditions be attached to this maximum fee:

In our proposal we plan to visit approximately 12 times. If due to community discussion it becomes important for us to attend several more meetings to gather input we would request that the maximum fee be increased.

We would print approximately 10 copies of the final study. If more copies are requested the cost of these copies would be reimbursed.

These costs do not include possible land surveying or soil boring costs that may be suggested after research on the project starts.

These costs also do not include the cost of a public opinion survey.

I believe that we have given you a copy or two of our past studies as example. We can provide other information of requested.

We have prepared approximately a dozen studies for libraries over the past few years.

Thanks for this opportunity.

Sincerely,

K. R. MONTGOMERY & ASSOCIATES

A handwritten signature in black ink, appearing to read "Michael Montgomery". The signature is written in a cursive style with a horizontal line underlining the name.

Michael Montgomery AIA

North Madison County Public Library System Community Survey -- 7/8/98 Draft

Thank you for your assistance in completing this survey! Your feedback will help the library system better serve the needs of our patrons. Please drop the completed questionnaire in the container near the entrance at any of the three library facilities in Elwood, Frankton, or Summitville. Even if you use more than one location, please complete the survey only once.

1. Which of the three facilities do you use most often? (Please circle your response.)
- a) Elwood
 - b) Frankton
 - c) Summitville

(Please refer to that facility as you answer the following unless otherwise indicated.)

2. Why do you use that facility? (circle any that apply)

- a) Closest to home
- b) Closest to job
- c) Accustomed to it
- d) Better selection of materials
- e) Like the staff
- f) Parking is easier
- g) Convenient to shopping or other business
- h) Other (please list) _____

3. On average, how frequently do you visit the library?

- a) More than once a week
- b) Once a week
- c) Once or twice a month
- d) Every other month
- e) Three to four times a year
- f) Once or twice a year

4. In general, do you visit more often, about the same, or less often than you did a year ago?

- a) More often. Why? _____

- b) About the same
- c) Less often. Why? _____

5. What days and times do you *most often* use the library?

- a) Monday ___ morning
 ___ afternoon
 ___ evening
- b) Tuesday ___ morning
 ___ afternoon
 ___ evening
- c) Wednesday ___ morning
 ___ afternoon
 ___ evening
- d) Thursday ___ morning
 ___ afternoon
 ___ evening
- e) Friday ___ morning
 ___ afternoon
 ___ evening
- f) Saturday ___ morning
 ___ afternoon
 ___ evening

6. What days and times have you wished to use the library but found it closed?

7. Would you favor *additional* library hours even if it meant a slight increase in the library's tax rate?

- a) No.
- b) Yes. Please list day & time you would most like to see added to service hours of the facility you use most often. _____

8. What is the *single* most important purpose for which you use the public library? Please circle *one* only.

- a) for information or materials related to school
- b) for information or materials related to job/career
- c) for information related to personal interests or needs
- d) to acquire reading materials for leisure use
- e) to acquire other materials for leisure use
- f) other (please list) _____

9. What library services have you used or plan to use in the future?

- a) telephone reference service
- b) telephone renewal of materials
- c) bestsellers
- d) fiction

- e) non-fiction
- f) reference
- g) public access computers
- h) books on tape
- i) computerized catalog
- j) microfilm
- k) literacy training
- l) newspapers
- m) magazines
- n) videos
- o) meeting room or seminar room
- p) Indiana Room (genealogy/local history)
- q) children's materials or programming
- r) other (please list) _____

10. What library services do you use most often?

- a) telephone reference service
- b) telephone renewal of materials
- c) bestsellers
- d) fiction
- e) non-fiction
- f) reference
- g) public access computers
- h) books on tape
- i) computerized catalog
- j) microfilm
- k) literacy training
- l) newspapers
- m) magazines
- n) videos
- o) meeting room or seminar room
- p) Indiana Room (genealogy/local history)
- q) children's materials or programming
- r) other (please list) _____

11. Of the services/programs that you use, what services do you feel are the strongest at the facility you use most often?

1. _____
2. _____
3. _____

12. What services/programs do you feel are weakest?

1. _____
2. _____
3. _____

13. What library services/programs would you like to see added to those currently available? _____

14. Please select the *three* most convenient times for you to attend programming at the library facility you use most often.

- a) Monday morning
 afternoon
 evening
- b) Tuesday morning
 afternoon
 evening
- c) Wednesday morning
 afternoon
 evening
- d) Thursday morning
 afternoon
 evening
- e) Friday morning
 afternoon
 evening
- f) Saturday morning
 afternoon
 evening

15. What *one* change would most increase your satisfaction with the NMCPLS facility you use most often? _____

16. What *one* change would most increase your satisfaction with the library system as a whole? _____

17. If decreased library funding forced reductions in public library spending, where would you recommend cuts be made and why? _____

18. What would you like to learn more about?

- a) how libraries are funded
- b) how libraries are governed
- c) what materials & services are provided
- d) how to use computerized catalogs and locate library materials
- e) how to conduct research in a library setting
- f) how to use the public access personal computers
- g) how to volunteer at the library
- h) how to volunteer as a literacy tutor
- i) how to serve on the Board of Trustees
- j) other (please list) _____

19. Please feel free to make any other comments & suggestions below. Thank you!

The Indiana Bond Bank is a governmental entity (a separate body, corporate and politic) established by the Indiana General Assembly in 1984 (I.C. 5-1.5).

The Bond Bank is governed by a Board of Directors, which consists of seven members. The Treasurer of State and the Director of the Department of Financial Institutions serve as members of the Board as part of their official functions. The remaining five members are appointed to three year terms by the Governor. The Treasurer of State is statutorily appointed to serve as the Chairman of the Board.

The primary mission of the Bond Bank is to assist local government in the process of issuing debt. As of May 1, 1998, the Bond Bank has issued over \$4.25 billion in bonds/notes and has approximately \$1 billion outstanding. The daily operations of the Bond Bank are self-supporting. No financial assistance is provided through the State of Indiana.

The Bond Bank operates as a financing conduit. The Bond Bank purchases the bonds of various communities and in turn issues its own obligations in the financial markets. This pooling allows local communities to realize certain savings that are achieved through the sharing of otherwise fixed costs and economics of scale. These savings are realized both in terms of dollars and through the streamlining of various procedures and related documents.

In addition, certain Bond Bank bonds may be supported by the "moral obligation" of the State of Indiana. In the event of a draw on a program's debt

service reserve fund, the Treasurer of State may request that the General Assembly replenish the amount(s) that were needed to make the required debt service to bondholders. The General Assembly would then consider the request in the normal course of their business. The General Assembly is not required to honor the request of the Treasurer of State and, to date, such a request has not been necessary.

In order to meet its public purpose the Bond Bank has developed several types of programs. Each program has been tailored to specific financing needs.

ADVANCE FUNDING PROGRAM:

Tax-anticipation warrants are issued to provide cash-flow financing during the periods of time prior to the semi-annual distribution of property taxes from the county auditor each June and December. Through the Advance Funding Program, the Bond Bank purchases tax-anticipation warrants of schools, counties, cities, towns, libraries and other special taxing districts.

The Bond Bank has assisted up to 70 participants through the issuance of up to approximately \$220 million notes in each of the past five years. Participants have realized savings and efficiencies in the following ways:

- ◆ Market or below market interest rates
- ◆ Streamlined/standardized documentation
- ◆ Cash-flow projection assistance
- ◆ Arbitrage rebate assistance

HOOSIER EQUIPMENT LEASE PURCHASE (HELP) PROGRAM:

Many local governments have investigated or utilized any one of a variety of lease-purchase programs offered by vendors or financial institutions to maximize the limited resources available in meeting their specific equipment needs.

Since 1991 over 75 communities have obtained over \$33 million in equipment through the HELP Program at rates that have been as low as 5.12%. Equipment that is eligible for inclusion in the HELP Program include, but is not limited to:

- | | |
|---------------------------|---------------------------------|
| ◆ Telephone/E-911 Systems | ◆ Fire Trucks & Rescue Vehicles |
| ◆ Police Cars | ◆ Radio Equipment |
| ◆ Ambulances | ◆ Backhoes/Graders |
| ◆ Dump Trucks | ◆ Paving Equipment |
| ◆ Sewer Vacs | ◆ Tractors/Mowers |
| ◆ Garbage Trucks | ◆ Computers |

The HELP Program allows local communities to acquire equipment at cash prices and utilize tax-exempt interest rates. The lease terms vary from two to five years and generally payments are made semi-annually.

BOND ANTICIPATION NOTES (BANS):

Often communities need to have access to construction funds prior to the issuance (in anticipation) of long-term bonds. The Bond Bank offers its assistance by purchasing your BAN directly or placing it with an Indiana financial institution or investment banker.

AN assistance is available to communities whether or not the Bond Bank is used for the issuance of the final bond issue.

GENERAL POOL PROGRAM:

The Bond Bank's General Pool Program allows local communities to "pool" their debt in order to effectively reduce the cost of issuance of debt. Projects include construction, improvement or expansion of municipal utility systems or other building projects.

Projects ranging from \$150,000 to \$5 million have been funded through the General Pool Program over terms of 6 to 25 years.

SPECIAL PROGRAM BONDS:

While there is no limit to the size of the project that is included in the General Pool Program, reasons may exist that would justify issuing debt through the Bond Bank on a stand alone basis. The Bond Bank has worked with several counties, cities, schools, universities and special taxing districts in providing the following types of stand alone transactions:

- ◆ General Obligation Revenue
- ◆ Lease Backed Financings
- ◆ Tax Increment Financings (TIF)
- ◆ Economic Development Income Tax (EDIT) Financings

WATER UTILITY REVENUE BOND PROGRAM

Since 1989, the Indiana Bond Bank has offered financing to Indiana's Not-For-Profit utilities through the Water Utility Revenue Bond Program. During that time, over \$29 million has been issued for sixteen (16) out of approximately sixty (60) corporations. The Bond Bank has strictly served as conduit issuer for these 501-c-12 organizations.

WATER AND WASTEWATER CONSTRUCTION LOAN PROGRAM

The Indiana Water and Wastewater Construction Loan Program was created in 1998 to assist borrowers across the State with financing capital construction projects. The purpose of this program is to provide construction financing for communities that have received a permanent loan commitment from the United States Department of Agriculture-Rural Development (USDA-RD). Benefits of this program include: low effective costs of borrowing, flexible loan terms, monthly construction disbursements and professional funds management.

PROGRAM INFORMATION:

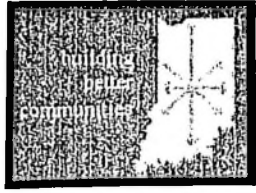
Additional information concerning any of the above referenced programs or questions about other types of financing assistance is available upon request by contacting the Bond Bank at:

Indiana Bond Bank
115 West Washington Street, Suite 1175 South
Indianapolis, IN 46204

(317) 233-0888
(800) 535-6974

Revised: 5/1/98

**INDIANA
BOND
BANK**



*Who we are
What we do*

To Don Hill:

In recognition of your diligence, input and cooperation during the building of the new Elwood Public Library and for your continued support in the years to come, we want to sincerely thank and commend you as a member of the NMCPLS Leasing Corporation.

North Madison County Public Library Board of Trustees

presented this note inside a book presented to each:

Fran Hoffman

Don Hill

Fran Huebner

Kevin Sipe

Michael Williams

6:30 July 12, 1999

Kathi Wittkamper

From: Faye <fferry@statelib.lib.in.us>
To: <inpublib@www.statelib.lib.in.us>
Sent: Tuesday, June 29, 1999 4:06 PM
Subject: Public Law 234 (HB 2051)

The following Indiana Public Law 234-1999 (HB 2051) was not discussed at the budget workshops in May. You need to be aware that the effective date is July 1, 1999 and will affect your employees that are not yet 18 years old.

SECTION 1. IC 20-8.1-4-4 IS AMENDED TO READ AS FOLLOWS [EFFECTIVE JULY 1, 1999]: Sec. 4. (a) The issuing officer in each accredited school (as described in IC 20-1-1-6(a)(5)) shall be an individual who is:

(1) a guidance counselor, a school social worker, or (if the attendance officer is a teacher licensed by the state board of education under IC 20-6.1-3) an attendance officer for the school corporation; and

(2) designated in writing by the principal.

(b) During the times in which the individual described in subsection (a)(1) is not employed by the school or when school is not in session, there shall be an issuing officer available who is a teacher licensed by the state board of education under IC 20-6.1-3 , and whose identity and hours of work shall be determined by the principal.

SECTION 2. IC 20-8.1-4-20 IS AMENDED TO READ AS FOLLOWS [EFFECTIVE JULY 1, 1999]: Sec. 20.

(a) This section applies only to occupations for which a child who is fourteen (14) years of age or older and less than eighteen (18) years of age must obtain an employment certificate under this chapter.

(b) As used in this section, "nonschool week" refers to a week that contains two (2) or less school days.

(c) As used in this section, "school day" refers to a day that contains more than four (4) hours of classroom instruction.

(d) As used in this section, "school week" refers to a week that contains three (3) or more school days.

(e) The following apply only to a child who is at least fourteen (14) years of age and less than sixteen (16) years of age:

(1) The child may not work before 7:00 a.m. or after 7:00 p.m.

However, the child may work until 9:00 p.m. from June 1 through Labor Day.

(2) The child may not work:

(A) more than three (3) hours on a school day;

(B) more than eighteen (18) hours in a school week;

(C) more than eight (8) hours on a nonschool day; or

(D) more than forty (40) hours in a nonschool week.

(f) A child who is at least sixteen (16) years of age and less than seventeen (17) years

of age may not:

(1) work for more than eight (8) hours in any one-(1) day;

- (2) work for more than forty (30) hours in any one (1) week;
- (3) work for more than six (6) days in any one (1) week; or
- (4) begin a work day before 6:00 a.m.

(g) A child who is at least seventeen (17) years of age and less than eighteen (18) years of age may not:

- (1) work for more than eight (8) hours in any one (1) day;
- (2) work for more than thirty (30) hours in any one (1) week;
- (3) work for more than six (6) days in any one (1) week; or
- (4) begin a work day before 6:00 a.m. on a school day.

(h) A child who is at least sixteen (16) years of age and less than eighteen (18) years of age may work until 10:00 p.m. on nights that are followed by a school day in any occupation except those which the commissioner of labor determines to be dangerous to life or limb or injurious to health or morals.

(i) An employer may employ a child who is at least sixteen (16) years of age and less than seventeen (17) years of age to work until midnight if:

- (1) the work will be performed:
 - (A) during a nonschool week; or
 - (B) on days that are not followed by a school day; and
- (2) the employer has:
 - (A) obtained written permission from a child's parent or legal guardian; and

(B) placed the written permission on file in the employer's office.

(j) An employer may employ a child who is at least sixteen (16) years of age and less than eighteen (18) years of age up to forty (40) hours during a school week if the employer has:

- (1) obtained written permission from a child's parent or legal guardian; and
- (2) placed the written permission on file in the employer's office.

(k) If an employer has obtained written permission required under subsection (j), the employer may employ a child who is at least sixteen (16) years of age but less than eighteen (18) years of age for periods that do not exceed a total of nine (9) hours in any one (1) day and a total of forty-eight (48) hours in any one (1) nonschool week.

(l) A child who is seventeen (17) years of age or older but less than eighteen (18) years of age and may work until 11:30 p.m. on nights that are followed by a school day if the employer has obtained written permission from the child's parent or legal guardian and placed the permission on file in the employer's office. A child covered by this subsection may work until 1 a.m. the following day if the employer has obtained written permission from the child's parent or legal guardian and placed the permission on file in the employer's office. However, the nights followed by a school day on which a child works until 1 a.m. the

following day may not be consecutive and may not exceed two (2) nights per week.

(m) Children who are sixteen (16) years of age or older and less than eighteen (18) years of age may be employed the same daily and weekly hours and at the same times of day as adults if they fit into any one

(1) of the following categories:

(1) They are a high school graduate.

(2) They have completed an approved vocational or special education program.

(3) They are not enrolled in a regular school term.

SECTION 3. IC 20-8.1-4-23 IS AMENDED TO READ AS FOLLOWS [EFFECTIVE JULY 1, 1999]: Sec. 23. (a) Every person, firm, corporation, or company which employs any child who is fourteen (14) years of age or older and less than eighteen (18) years of age in an occupation for which the child must obtain an employment certificate shall post and keep posted, in a conspicuous place or in places where notices to employees are customarily posted, a printed notice. This notice shall state:

(1) the maximum number of hours these children may be employed or permitted to work in each day of the week; and

(2) the hours of beginning and ending each day.

The printed forms for this notice shall be furnished by the department of labor.

(b) The employment of children for a longer time on any day than is stated in the notice is a violation of this chapter.

SECTION 4. IC 20-8.1-4-30 IS AMENDED TO READ AS FOLLOWS [EFFECTIVE JULY 1, 1999]: Sec. 30. This chapter applies to all persons under the age of eighteen (18) years who are employed or are seeking employment in Indiana. A person under eighteen (18) years of age who is a resident of Indiana and who requires an employment certificate shall obtain it from the issuing officers of the accredited (as described in IC 20-1-1-6 (a)(5)) that the person attends. If a resident of Indiana under eighteen (18) years of age who does not attend an accredited school requires an employment certificate, the person shall obtain the certificate from an issuing officer of the school corporation in which the person resides or from an issuing officer (as described in section 4 of this chapter) designated by the school corporation in which the person resides. A person under eighteen (18) years of age who is not a resident of Indiana and who requires an employment certificate to work in Indiana shall obtain it from the issuing officer of the school corporation in which such person is employed or is seeking employment. However, the judge of a court with juvenile jurisdiction may suspend the application of this chapter in cases involving juvenile delinquents or incorrigibles whenever, the opinion of the judge, the welfare of any child warrants this action.

SECTION 5. IC 20-8.1-4-31 IS AMENDED TO READ AS FOLLOWS [EFFECTIVE JULY 1, 1999]: Sec. 31. (a) A person, firm, limited liability company, or corporation that violates this chapter may be assessed the following civil penalties by the department of labor:

(1) For an employment certificate violation under section 1 or

13 of this chapter, the following:

(A) A warning letter for any violations identified during an initial inspection.

(B) Fifty dollars (\$50) per instance for a second violation identified in a subsequent inspection.

(C) Seventy-five dollars (\$75) per instance for a third violation that is identified in a subsequent inspection.

(D) One hundred dollars (\$100) per instance for a fourth or subsequent violation that:

(i) is identified in an inspection subsequent to the inspection under clause (C); and

(ii) occurs not more than two (2) years after a prior violation.

(2) For a posting violation under section 23 of this chapter, the following:

(A) A warning letter for any violations identified during an initial inspection.

(B) Fifty dollars (\$50) per instance for each violation identified in a subsequent inspection.

(C) Seventy-five dollars (\$75) per instance for a third violation that is identified in a subsequent inspection.

(D) One hundred dollars (\$100) per instance for a fourth or subsequent violation that:

(i) is identified in an inspection subsequent to the inspection under clause (C); and

(ii) occurs not more than two (2) years after a prior violation.

(3) For a termination notice violation under section 11 of this chapter, the following:

(A) A warning letter for any violations identified during an initial inspection.

(B) Fifty dollars (\$50) per instance for each violation identified in a subsequent inspection.

(C) Seventy-five dollars (\$75) per instance for a third violation that is identified in a subsequent inspection.

(D) One hundred dollars (\$100) per instance for a fourth or subsequent violation that:

(i) is identified in an inspection subsequent to the inspection under clause (C); and

(ii) occurs not more than two (2) years after a prior violation.

(4) For an hour violation of not more than thirty (30) minutes under section 20 of this chapter, the following:

(A) A warning letter for any violations identified during an initial inspection.

(B) Fifty dollars (\$50) per instance for each violation identified in a subsequent inspection.

(C) Seventy-five dollars (\$75) per instance for a third violation that is identified in a subsequent inspection.

(D) One hundred dollars (\$100) per instance for a fourth or

subsequent violation that:

(i) is identified in an inspection subsequent to the inspection under clause (C); and

(ii) occurs not more than two (2) years after a prior violation.

(5) For an hour violation of more than (30) minutes under section 20 of this chapter, the following:

(A) A warning letter for any violations identified during an initial inspection.

(B) One hundred dollars (\$100) per instance for each violation identified in a subsequent inspection.

(C) Two hundred dollars (\$200) per instance for a third violation that is identified in a subsequent inspection

(D) Four hundred dollars (\$400) per instance for a fourth or subsequent violation that:

(i) is identified in an inspection subsequent to the inspection under clause (C); and

(ii) occurs not more than two (2) years after a prior violation.

(6) For a hazardous occupation violation under section 25 of this chapter, the following:

(A) A warning letter for any violations identified during an initial inspection.

(B) One hundred dollars (\$100) per instance for each violation identified in a subsequent inspection.

(C) Two hundred dollars (\$200) per instance for a third violation that is identified in a subsequent inspection.

(D) Four hundred dollars (\$400) per instance for a fourth or subsequent violation that:

(i) is identified in an inspection subsequent to the inspection under clause (C); and

(ii) occurs not more than two (2) years after a prior violation.

(7) For an age violation under section 21 or 21.5 of this chapter, the following:

(A) A warning letter for any violations identified during an initial inspection.

(B) One hundred dollars (\$100) per instance for each violation identified in a subsequent inspection.

(C) Two hundred dollars (\$200) per instance for a third violation that is identified in a subsequent inspection.

(D) Four hundred dollars (\$400) per instance for a fourth or subsequent violation that:

(i) is identified in an inspection subsequent to the inspection under clause (C); and

(ii) occurs not more than two (2) years after a prior violation.

(8) For each minor employed in violation of section 21(b) of this chapter, the following:

(A) A warning letter for any violations identified during an initial inspection.

(B) One hundred dollars (\$100) per instance for each violation identified in a subsequent inspection.

(C) Two hundred dollars (\$200) per instance for a third violation that is identified in a subsequent inspection.

(D) Four hundred dollars (\$400) per instance for a fourth or subsequent violation that:

(i) is identified in an inspection subsequent to the inspection under clause (C); and

(ii) occurs not more than two (2) years after a prior violation.

(b) A civil penalty assessed under subsection (a):

(1) is subject to IC 4-21.5-3-6; and

(2) becomes effective without a proceeding under IC 4-21.5-3 unless a person requests an administrative review not later than thirty (30) days after notice of the assessment is given.

(c) For purposes of determining whether a second violation has occurred when assessing a civil penalty under subsection (a), a first violation expires one (1) year after the date of issuance of a warning letter by the department of labor under subsection (a).

(d) For purposes of determining recurring violations of this section, each location of an employer shall be considered separate and distinct from another location of the same employer.

(e) There is established an employment of youth fund for the purpose of educating affected parties on the purposes and contents of this chapter and the responsibilities of all parties under this chapter. One-half (1/2) of the fund each year shall be used for the purpose of the education provision of this subsection. This portion of the fund may be used to award grants to provide educational programs. The remaining one-half (1/2) of the fund shall be used each year for the expenses of hiring and salaries of additional inspectors to enforce this chapter under section 29 of this chapter. All inspectors hired to enforce this chapter shall also be available to educate affected parties on the purposes and contents of this chapter and the responsibilities of all parties under this chapter. The fund shall be administered by the department of labor. The expenses of administering the fund shall be paid from money in the fund. The treasurer of state shall invest the money in the fund not currently needed to meet the obligations of the fund in the same manner as other public funds may be invested. Interest that accrues from these investments shall be deposited in the fund. Money in the fund at the end of a state fiscal year does not revert to the state general fund. Revenue received from civil penalties under this section shall be deposited in the employment of youth fund.

--
Faye Terry
Public Library Services Consultant
Indiana State Library
Library Development Office

INDIANA BOND BANK

2980 MARKET TOWER
10 WEST MARKET STREET
INDIANAPOLIS, IN 46204
(317) 233-0888 • (800) 535-6974
FAX (317) 233-0894
<http://www.state.in.us/bond/>

July 6, 1999

Kathi Wittkamper
Director
North Madison County Public Library System
1600 Main Street
Elwood, IN 46036-2023

Dear Ms. Wittkamper:

As Chairman of the Indiana Bond Bank, I am excited to announce this year's **Indiana Bond Bank Debt Issuance Seminars**. These seminars are conducted annually throughout the state for local government finance officials and other professionals interested in the financing programs of the Indiana Bond Bank. These seminars will be conducted on July 21st through July 23rd, and this year's regional sites will be Plymouth, Indianapolis, and Clarksville. Attached is a schedule which provides specific date, time and location information.

The Bond Bank works to assist local governments in achieving the most from their limited funds. As a former county official, I know what an enormous task that is, and I am confident that your community could benefit from participating in the programs offered by the Indiana Bond Bank. The following bullet points highlight just a few of the popular Bond Bank programs.

2000 Advance Funding Program

- Tax Anticipation Warrants – Notes maturing 12/31/2000
- Low borrowing rate year in and year out! **3.15% in 1999 (all-inclusive rate)**
- Flexible draw down and pre-payment options

Hoosier Equipment Lease Purchase (HELP) Program

- Finance Fire Trucks, Police Cars, Equipment, Computers, Buses and more
- Competitive rates without the hassle
- The qualified entity does not need to bid financing through the Bond Bank

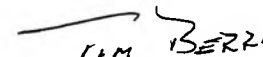
Long-term debt

- Term up to 25 years amortization
- Low interest rates through pooling of debt
- Professional assistance in debt issuance process

The Indiana Bond Bank staff would like the opportunity to discuss these and other Bond Bank programs with you, and answer any questions you might have at the upcoming regional seminars. Please mark your calendar for the date of the seminar that is most convenient for you. So that we may be better prepared, please fill out the appropriate sections of the attached Seminar Response Form and do one of the following: 1) Fax or mail the form to the Bond Bank, or 2) Call the Bond Bank at (317) 233-0888 or 1-800-535-6974 with your information.

I hope to see you at one of the seminars. Together we will help Indiana communities continue to grow!

Sincerely,



Tim Berry
Chairman, Indiana Bond Bank
Treasurer of State

Attachments (2)

INDIANA BOND BANK
Schedule of Program Seminars

NORTH

Wednesday, July 21, 1999 **10:30 a.m. – 12:00 p.m.***
(Eastern Standard Time)

Damon's in the Holiday Inn
 2550 N. Michigan Street
 Plymouth, IN 46563
 Ph# (219) 936-2176

CENTRAL

Thursday, July 22, 1999 **10:30 a.m. – 12:00 p.m.***
(Eastern Standard Time)

Market Tower Conference Center
 10 West Market Street, 3rd floor
 Indianapolis, IN 46204
 Ph# (317) 464-8100

SOUTH

Friday, July 23, 1999 **10:30 a.m. - 12:00 p.m.***
(Eastern Daylight Savings Time)

Holiday Inn Lakeview
 505 Marriott Drive
 Clarksville, IN 47129
 Ph# (812) 283-4411

**Meeting times are all local times.*

If you need directions or additional information, please contact the Indiana Bond Bank at 317-233-0888 or 800-535-6947. Our E-mail address is bondbank@ijmco.com. For more information about our programs visit our web site at <http://www.state.in.us/bond/>.

Seminar Response Form

Respond by doing one of the following:

FAX TO: Indiana Bond Bank @ 317-233-0894

MAIL TO: Indiana Bond Bank
 2980 Market Tower, 10 West Market St.
 Indianapolis, IN 46204

CALL: Adrienne at the Bond Bank @ 317-233-0888 or 1-800-535-6974

<u>LOCATION</u>	<u>DATE</u>	<u>NUMBER ATTENDING</u>
NORTH (Plymouth)	Wednesday, July 21, 1999	_____
CENTRAL (Indianapolis)	Thursday, July 22, 1999	_____
SOUTH (Clarksville)	Friday, July 23, 1999	_____

We are interested in the following Bond Bank programs (please check below):

- Advance Funding Program** – Our entity may have a cash deficit in 2000 and is interested in learning more about issuing tax anticipation warrants.
- HELP** – Our entity may need to finance vehicles, equipment, computers, and more.
- Long Term Debt** – Our entity has a project that may need long-term financing.

We will be unable to attend the Bond Bank seminars. Please send us a packet of information for the program we checked above.

NAME(S): _____

TITLE(S): _____

MUNICIPALITY: _____

ADDRESS: _____

PHONE: _____ FAX: _____

E-MAIL: _____

If you need directions or additional information, please contact the Indiana Bond Bank at 317-233-0888 or 800-535-6947. Our E-mail address is bondbank@ijmco.com. For more information about our programs visit our web site at <http://www.state.in.us/bond/>.

TO: RALPH E. HAZELBAKER LIBRARY
MEETING NOTICE

FROM: JAN HELPLING, NMCPLS
765-552-5001

PLEASE PUBLISH NOTICE OF A MEETING OF THE BOARD OF TRUSTEES OF
THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM, MONDAY,
August 9, 1999 IN THE ELWOOD LIBRARY MEETING ROOM.

EXECUTIVE MEETING 6:00PM
REGULAR MEETING 7:00PM

TO: FRANKTON COMMUNITY LIBRARY
MEETING NOTICE

FROM: JAN HELPLING, NMCPLS
765-552-5001

PLEASE PUBLISH NOTICE OF A MEETING OF THE BOARD OF TRUSTEES OF
THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM, MONDAY,
August 9, 1999 IN THE ELWOOD LIBRARY MEETING ROOM.

EXECUTIVE MEETING 6:00PM
REGULAR MEETING 7:00PM

TRANSACTION REPORT

Aug-04-99 Wed 4:23 PM

Type	Sending	Receiver	TX/RX Time	Pages	Note
Aug-04	4:21 PM	SUMMITVILLE	48s	1	OK

TRANSACTION REPORT

Aug-04-99 Wed 4:19 PM

Type	Sending	Receiver	TX/RX Time	Pages	Note
Aug-04	4:18 PM	CALLLEADER	36s	1	OK

To: Sandy Burton

PLEASE PUBLISH NOTICE OF THE MEETING OF THE NORTH MADISON
COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES, MONDAY, AUGUST 9, 1999
IN THE ELWOOD PUBLIC LIBRARY MEETING ROOM

- EXECUTIVE MEETING AT 6:00PM
REGULAR MEETING AT 7:00PM

THANKS
JAN HELPLING

TO: ANDERSON HERALD
MEETING NOTICE

FROM: JAN HELPLING, NMCPLS
765-552-5001

PLEASE PUBLISH NOTICE OF A MEETING OF THE BOARD OF TRUSTEES OF
THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM, MONDAY,
August 9, 1999 IN THE ELWOOD LIBRARY MEETING ROOM.

EXECUTIVE MEETING 6:00PM
REGULAR MEETING 7:00PM

TRANSACTION REPORT

Aug-04-99 Wed 4:22 PM

Type	Sending	Receiver	TX/RX Time	Pages	Note
Aug-04	4:21 PM	FRANKTON	1m 0s	1	OK

TRANSACTION REPORT

Aug-04-99 Wed 4:20 PM

Type	Sending	Receiver	TX/RX Time	Pages	Note
Aug-04	4:19 PM	HERALD	22s	1	OK

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
Board of Trustees Meeting
Monday, August 9, 1999
Executive Meeting
6:00pm

CALL TO ORDER
CALL FOR QUORUM
BUSINESS

- A. Purchase or Lease of Real Property
(IC 5-14-1.5-6-(B) (2) (d))
- B. Personnel
(IC 5-14-1.5-6-(b) (6))

REGULAR MEETING
7:00PM

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

1. Meeting Room Policy
 - a. MOB
2. Retired Senior Volunteer Program
3. Vacation – Long Term Staff

NEW BUSINESS

1. Labor Day Saturday (Sept.4)
2. Interim Director – Compensation
3. Administrative Assistant
4. REH Library – Cost, installation new computers
5. Approval of 2000 Budget

DIRECTOR'S REPORT
ADJOURN

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
2000 BUDGET HEARING
August 23, 1999
7:00pm

CALL TO ORDER

President Pam Bohlander called the Budget 2000 Hearing to order at 7:00pm August 23, 1999 in the Elwood Library meeting room.


CALL FOR QUORUM

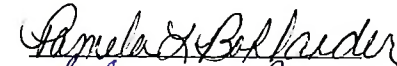

Present with Director Bohlander were: Sharan Pace, David Hoffman, Linda Sizelove and Interim Director Jan Helpling.


BUSINESS

President Bohlander asked for any public comment regarding the 2000 budget. There was none. A motion was made by David Hoffman to approve the 2000 budget as presented. Sharan Pace seconded and the motion passed unanimously.

Linda Sizelove made a motion to adjourn at 7:15pm.


David Hoffman, Secretary



NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
Executive Meeting
August 9, 1999

CALL TO ORDER

President Pam Bohlander called an executive meeting to order in the Elwood Public Library meeting room at 6:00pm, Monday, August 9, 1999.

CALL FOR QUORUM

Present with President Bohlander were members David Hoffman, Linda Sizelove and Jerry Kaiser.

BUSINESS


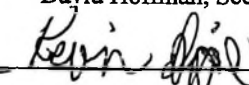
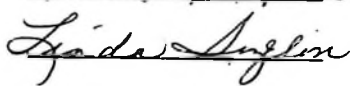
A. Purchase or Lease of Real Property
(IC 5-14-1.5-6-(B) (2) (d))

The Frankton school building was discussed.

B. Personnel

Discussion held regarding advertising for a new Director and appointing the Interim Director.


David Hoffman, Secretary

 _____
 _____
 _____

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
Regular Meeting
August 9, 1999
7:00pm

CALL TO ORDER

President Pam Bohlander called a regular meeting to order in the meeting room of the Elwood Public Library, Monday, August 9, 1999 at 7:00pm.

CALL FOR QUORUM

Other board members present were: Linda Sizelove, David Hoffman and Jerry Kaiser.
Absent were: Brenda Carey, Kevin Sipe, and Sharan Pace.

MINUTES A motion was made by David Hoffman, seconded by Linda Sizelove to accept the previous meeting's minutes.

CLAIMS REGISTER Claims Register was signed by members and checks were signed by Treasurer Jerry Kaiser.

OLD BUSINESS

1. Meeting Room Policy - Discussion was held regarding deposit or fee that should be charged for the room. All use of meeting rooms will be free for non-profit and a charge of \$10.00 for profit groups. Question was asked as to whether people could use the room for private parties. Board members agreed the meeting room is for meetings, not parties. The policy is to be corrected and brought for a vote next month.
2. Madison County Senior Volunteers - Needs a co-ordinator from the library to work with the head of the RSVP. They will ask for statistics and a report from us to keep for their records because they work under a grant. Motion was made to accept the Memorandum of Understanding from the Retired Senior Volunteer Program by Dave Hoffman, seconded by Linda Sizelove.
3. Vacation of Long-Term Staff. Former Director Kathi Wittkamper previously presented a vacation plan to give employees vacation days after five years - one more day each year.
Board members discussed the plan again and decided to defer it to January.

NEW BUSINESS

1. Labor Day Saturday. Jan asked the board if they would consider closing the library on September 4, the Saturday of Labor Day Week-End. Discussion led to the decision not to close the library on this day.
2. Since Kathi Wittkamper's resignation in July, Jan Helpling has been doing the Director's work. David Hoffman made a motion that Jan be made the Interim Director retro-active to the first business day after Kathi Wittkamper's resignation, with compensation to be the same as Kathi's for the interim period. Jerry Kaiser seconded the motion and it passed.
3. Administrative Assistant - J. Kaiser suggested Jan, as Interim Director make arrangements with the back-up person for additional help; if she is not interested someone else on staff can be asked to help.
4. Cost of Plumber with recent leak - Linda Sizelove said her husband, Steve Sizelove(Sizelove Construction) said the cost of the plumber for this recent leak should be the responsibility of Edwards Maintenance.....who should have checked this with their regular quarterly call.
5. REH Library - Mr. Hazelbaker has given the Hazelbaker Library six new computers. Carolyn Lambertson, manager wants to have permission to spend her gift money to hook them up and buy a table to set them on. She then asks the board's cooperation to set up a Genealogy Department (in her lounge area) because it was the gift money that was going to fund this venture. The total estimate without knowing what the telephone lines are going to cost, is approximately \$3,000. Jan explained that at this time, we do not have the money in the budget, that this could change in the next month after we pay Library Corporation for the balance of the updated automation. Board members discussed the situation. They asked Jan to call Mr. Hazelbaker to explain the situation and ask if he would buy the table (\$1500.). Then they would like Carolyn to come to a meeting and explain what she is talking about regarding the Genealogy area.
6. The 2000 budget was approved with two additions, one to add \$3200 to the Salary of Director and add \$2000 to Furniture and Equipment. A motion was made by David Hoffman, seconded by Jerry Kaiser and passed.

The meeting was adjourned with a motion from Jerry Kaiser, seconded by David Hoffman at 8:30pm.

David Hoffman
David Hoffman, Secretary

Patricia A. Bolander _____
Sharon Pace _____
Linda Sizelove _____

	Jan	Feb	Mar	Apr	B/S	May	Jun	Bud	July	Bud	Aug	Bud	Sep	Oct	Nov	Dec			
Pam, President	✓	✓	✓	✓	✓	✓	✓		✓										
Sharan, VicePres	✓	✓	A	✓	✓	✓	✓		✓										
David, Secretary	✓	✓	✓	A	✓	✓	✓		✓										
Jerry, Treasurer	✓	✓	✓	✓	✓	A	✓		A										
Brenda, Treas.2	A	✓	A	A	A	A	A		A										
Linda, At Large	A	A	✓	✓	✓	A	A		✓										
Kevin, At Large	✓	✓	✓	A	✓	✓	✓		✓										
Jan, Admin.Ast.	✓	✓	✓	✓	✓	✓	✓		✓										
Kathi, Director	✓	✓	✓	✓		✓	✓		✓										

Brenda - missed 5 meetings in a row.

Register Of Claims
North Madison County Public Library System

Report Date: From 8/1/99 To 8/31/99

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	579	KEYSTAR SYSTEMS				8/9/99	
				Total this claim			
0	630	LUCENT TECHNOLOGIES	Operating fund	Telephone & Telegraph	\$442.62	8/4/99	
				Total this claim	\$442.62		
0	612	PAYROLL	Operating fund	Salary of Assistants	\$12,745.01	8/4/99	PAYROLL
			Operating fund	Wages of Janitor	\$595.00		
				Total this claim	\$13,340.01		
18330	611	ANDREW HARPER	Operating fund	*Other Professional Services	\$50.00	8/4/99	Mowing services for June, 1999
				Total this claim	\$50.00		
18331	609	INDIANA DEFERRED COMPEN	Annuity	Payroll Deductions	\$195.00	8/4/99	P/R ending 7/31/99
				Total this claim	\$195.00		
18332	614	JAMIE B. SCOTT	Operating fund	Traveling Expense	\$56.28	8/4/99	Mileage
				Total this claim	\$56.28		
18333	613	LORETTA DODD	Operating fund	Traveling Expense	\$23.52	8/4/99	Mileage to Indiana State Library / 84 mil
				Total this claim	\$23.52		
18334	610	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$767.33	8/4/99	P/R ending 7/31/99
				Total this claim	\$767.33		
18335	615	POSTMASTER	Operating fund	Postage & UPS	\$26.50	8/4/99	
			Operating fund	Postage & UPS	\$26.50		
				Total this claim	\$53.00		
18359	602	22ND STREET HARDWARE	Operating fund	Bldg. Matl. And Supplies	\$216.59	8/9/99	
				Total this claim	\$216.59		
18360	616	22ND STREET HARDWARE	Operating fund	Bldg. Matl. And Supplies	\$161.15	8/9/99	
				Total this claim	\$161.15		
18361	576	ALDEAN ENTERPRISES	Operating fund	Elwood Adult	\$41.00	8/9/99	
				Total this claim	\$41.00		
18362	559	AMERICAN ELECTRIC POWER	Operating fund	Electricity	\$1,214.56	8/9/99	
				Total this claim	\$1,214.56		

<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>
18363	603	AMERICAN STATES INSURAN	Operating fund	Insurance	\$5,755.00	8/9/99	Package policy renewed
					Total this claim		
					\$5,755.00		
18364	618	AMERITECH	Operating fund	Telephone & Telegraph	\$471.53	8/9/99	
					Total this claim		
					\$471.53		
18365	617	AT&T	Operating fund	Telephone & Telegraph	\$7.28	8/9/99	
					Total this claim		
					\$7.28		
18366	558	AUDIO VISUAL COMMUNICATI	Operating fund	*Other Professional Services	\$119.00	8/9/99	July Serv. Agree
					Total this claim		
					\$119.00		
18367	619	BAKER & TAYLOR	Operating fund	Elwood Adult	\$1,006.00	8/9/99	
			Operating fund	Frankton	\$780.39		
			Operating fund	Summitville	\$141.24		
			Gift	Summitville	\$453.87		
			Gift	Elwood Adult	\$174.02		
					Total this claim		
					\$2,555.52		
18368	560	BARBARA MCADAMS	Operating fund	Postage & UPS	\$25.65	8/9/99	Petty Cash
			Operating fund	*Other Office Supplies	\$9.46		Reimbursement
			Operating fund	*Other Operating Supplies	\$2.38		
					Total this claim		
					\$37.49		
18369	561	BAUERS	Operating fund	*Other Office Supplies	\$8.88	8/9/99	
					Total this claim		
					\$8.88		
18370	562	BINGHAM, FARRER & WILSON	Operating fund	Legal Services	\$225.00	8/9/99	
					Total this claim		
					\$225.00		
18371	563	BON PRINTING	Operating fund	Programing	\$15.00	8/9/99	Summer Rdg. Club Supp.
			Operating fund	Programing	\$45.00		
					Total this claim		
					\$60.00		
18372	620	BON PRINTING	Operating fund	Programing	\$53.00	8/9/99	Bookmarks
					Total this claim		
					\$53.00		
18373	564	CAROLYN LAMBERTSON	Operating fund	Traveling Expense	\$22.50	8/9/99	
					Total this claim		
					\$22.50		
18374	565	CINDA HORINE	Operating fund	Traveling Expense	\$15.00	8/9/99	
					Total this claim		
					\$15.00		
18375	604	CITY WATER & SEWAGE DEP	Operating fund	Water	\$162.04	8/9/99	
					Total this claim		
					\$162.04		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
18376	605	CONCENTRIC COMPUTER SE	Operating fund	Furniture & Equipment	\$515.00	8/9/99	
			Operating fund	*Other Professional Services	\$197.00		
				Total this claim	\$712.00		
18377	566	CONGRESSIONAL QUARTERL	Operating fund	Periodicals & Newspapers	\$25.45	8/9/99	
				Total this claim	\$25.45		
18378	567	DEMCO	Operating fund	*Other Office Supplies	\$283.66	8/9/99	As Per Attached Invoices
				Total this claim	\$283.66		
18379	621	DESKTOP RESOURCES, INC.	Operating fund	Furniture & Equipment	\$50.00	8/9/99	
				Total this claim	\$50.00		
18380	606	ECONOMY PLUMBING SUPPL	Operating fund	Furniture & Equipment	\$1,039.50	8/9/99	
				Total this claim	\$1,039.50		
18381	568	EDWARDS ELECTRICAL & ME	Operating fund	Repair Parts/Maintenance	\$801.90	8/9/99	Serv. Agree.and Spark Plub Prob.
				Total this claim	\$801.90		
18382	608	EFTPS	Medicare	Payroll Deductions	\$193.42	8/4/99	P/R ending 7/31/99
			Operating fund	Empl.Share FICA&Medicare	\$1,020.48		
			FICA	Payroll Deductions	\$827.06		
			Federal Taxes Withheld	Payroll Deductions	\$1,543.07		
				Total this claim	\$3,584.03		
18383	569	ELWOOD PUBLISHING CO.	Operating fund	Printing & Advertising	\$115.00	8/9/99	Welcome to Frankton Ad
				Total this claim	\$115.00		
18384	570	FILIP, INC.	Operating fund	Cleaning & Sanitation Supplies	\$26.00	8/9/99	
				Total this claim	\$26.00		
18385	571	GALE RESEARCH	Operating fund	Elwood Adult	\$391.53	8/9/99	
				Total this claim	\$391.53		
18386	572	GAYLORD BROS.	Operating fund	*Other Office Supplies	\$51.48	8/9/99	
				Total this claim	\$51.48		
18387	573	GROLIER EDUCATIONAL COR	Operating fund	Frankton	\$285.14	8/9/99	
				Total this claim	\$285.14		
18388	628	GTE	Operating fund	Telephone & Telegraph	\$280.64	8/4/99	
				Total this claim	\$280.64		
18389	574	HERITAGE QUEST	Operating fund	Elwood Adult	\$73.80	8/9/99	
				Total this claim	\$73.80		
18390	623	HORTON'S & SONS OF ELWO	Operating fund	*Other Operating Supplies	\$20.22	8/9/99	
				Total this claim	\$20.22		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
18391	575	INDIANA LIBRARY FEDERATIO	Operating fund	Periodicals & Newspapers	\$69.65	8/9/99	Indiana Libraries Publication
					Total this claim		
					\$69.65		
18392	622	INDIANAPOLIS NEWSPAPERS	Operating fund	Advertising & Public Notices	\$290.00	8/9/99	
					Total this claim		
					\$290.00		
18393	577	INDYNET	Operating fund	Consulting Services	\$185.00	8/9/99	
					Total this claim		
					\$185.00		
18394	578	INSPIRATIONAL BOOK DISTRI	Operating fund	Elwood Adult	\$29.57	8/9/99	Prior invoice not paid
					Total this claim		
					\$29.57		
18395	583	K MART	Operating fund	Summitville AV	\$69.93	8/9/99	
					Operating fund	*Other Office Supplies	\$76.22
					Operating fund	*Other Office Supplies	\$73.86
					Operating fund	*Other Office Supplies	\$66.81
					Total this claim		
					\$286.82		
18396	582	K-MART	Operating fund	Programing	\$122.36	8/9/99	
					Operating fund	Summitville AV	\$36.96
					Total this claim		
					\$159.32		
18397	580	KATHLEEN WITTKAMPER	Operating fund	Traveling Expense	\$16.75	8/9/99	
					Total this claim		
					\$16.75		
18398	581	KEYSTAR SYSTEMS	Operating fund	*Other Office Supplies	\$361.25	8/9/99	
					Total this claim		
					\$361.25		
18399	624	LEISURE ARTS	Operating fund	Elwood Adult	\$24.91	8/9/99	
					Total this claim		
					\$24.91		
18400	584	LORETTA DODD	Operating fund	Traveling Expense	\$14.75	8/9/99	
					Total this claim		
					\$14.75		
18401	625	LUCENT TECHNOLOGIES	Operating fund	*Other Professional Services	\$192.00	8/9/99	
					Operating fund	*Other Professional Services	\$137.64
					Total this claim		
					\$329.64		
18402	626	MANIFOLD REFUSE, INC.	Operating fund	Waste Disposal Services	\$50.00	8/9/99	
					Total this claim		
					\$50.00		
18403	629	MARSH SUPERMARKET	Operating fund	*Other Operating Supplies	\$12.95	8/4/99	Summer Reading Club supplies
					Total this claim		
					\$12.95		
18404	585	MARVIN SAUBERT	Operating fund	*Other Professional Services	\$260.00	8/9/99	
					Operating fund	Equipment	\$31.38
					Total this claim		
					\$291.38		

<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>
18405	586	MIDWEST TAPE	Operating fund	Frankton AV	\$138.50	8/9/99	
			Operating fund	Elwood AV	\$533.82		
					Total this claim		
					\$672.32		
18406	587	OXMOOR HOUSE	Operating fund	Frankton	\$29.91	8/9/99	
					\$29.91		
18407	588	PARSONS TECHNOLOGY	Operating fund	Elwood Adult	\$240.60	8/9/99	
					\$240.60		
18408	589	PITNEYWORKS	Operating fund	Postage & UPS	\$236.69	8/9/99	
					\$236.69		
18409	590	POLITICAL RESEARCH INC.	Operating fund	Elwood Adult	\$68.25	8/9/99	
					\$68.25		
18410	591	QUILL CORPORATION	Operating fund	*Other Office Supplies	\$722.06	8/9/99	
			Operating fund	Furniture & Equipment	\$116.96		
					Total this claim		
					\$839.02		
18411	593	RAINBOW BOOK COMPANY	Operating fund	Elwood Childrens	\$962.20	8/9/99	
					\$962.20		
18412	592	RAMSAY BUSINESS PRODUC	Operating fund	*Other Professional Services	\$19.67	8/9/99	
			Operating fund	*Other Professional Services	\$111.13		
			Operating fund	*Other Office Supplies	\$62.39		
					Total this claim		
					\$193.19		
18413	627	RAMSAY BUSINESS PRODUC	Operating fund	*Other Professional Services	\$201.85	8/9/99	
			Operating fund	*Other Office Supplies	\$293.05		
					Total this claim		
					\$494.90		
18414	594	RITE-WAY	Operating fund	*Other Professional Services	\$73.50	8/9/99	
					\$73.50		
18415	596	SPECIALTY STORE SERVICES	Operating fund	*Other Office Supplies	\$108.85	8/9/99	
					\$108.85		
18416	607	STATE CHEMICAL MANUFACT	Operating fund	Cleaning & Sanitation Supplies	\$130.83	8/9/99	
					\$130.83		
18417	595	SWEITZER'S	Operating fund	*Other Office Supplies	\$53.97	8/9/99	
					\$53.97		

Warrant Claim

Number Number Name of Claimant Fund Account Amount Date Explanation

18418	597	TOWN OF FRANKTON	Operating fund	Electricity	\$107.39	8/9/99	
			Operating fund	Water	\$7.40		
			Operating fund	Waste Disposal Services	\$8.45		
				Total this claim	\$123.24		
18419	598	U.S. TOY CO., INC.	Operating fund	Programing	\$94.35	8/9/99	
				Total this claim	\$94.35		
18420	600	UNITOG RENTAL SERVICES	Operating fund	Cleaning & Sanitation Supplies	\$66.83	8/9/99	
				Total this claim	\$66.83		
18421	599	US OFFICE PRODUCTS	Operating fund	*Other Office Supplies	\$70.00	8/9/99	
				Total this claim	\$70.00		
18422	601	VICTORIA ADAMS	Operating fund	Periodicals & Newspapers	\$94.84	8/9/99	
				Total this claim	\$94.84		
Total Amount of Claims					\$40,469.13		

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.

Sunday, August 08, 1999

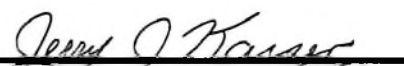

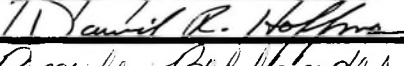

Fiscal Officer

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 _____, 19____.

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
MONTHLY STATISTICS

	JUL 1998	JUL 1999	AMOUNT OF CHANGE	PERCENT OF CHANGE	YTD
ELWOOD					
ADULT	3264	3419	+155	+5%	21804
JUV.	2221	2522	+301	+14%	14368
Y.A.	162	197	+35	+22%	852
PER.	492	639	+147	+30%	3040
AUDIO	205	224	+19	+9%	1621
VIDEO	1977	2317	+340	+17%	13627
TOTAL	8321	9318	+997	+12%	55312
FRANKTON					
ADULT	1363	1064	-199	-16%	7337
JUV.	1415	1038	-377	-27%	5101
Y.A.	36	25	-11	-31%	162
PER.	300	282	-18	-6%	2145
AUDIO	16	13	-3	-19%	164
VIDEO	1212	903	-309	-25%	6281
TOTAL	4242	3325	-917	-25%	21190
HAZELBAKER					
ADULT	755	708	-47	-6%	4788
JUV.	904	695	-209	-23%	3346
Y.A.	25	41	+16	+64%	218
PER.	106	154	+48	+45%	1115
AUDIO	17	43	+26	+152%	177
VIDEO	405	517	+112	+28%	2794
TOTAL	2212	2158	-54	-2%	12438
SYSTEM					
ADULT	5282	5191	-91	-17%	33929
JUV.	4540	4255	-285	-6%	22815
Y.A.	223	263	+40	+18%	1232
PER.	898	1075	+177	+20%	6300
AUDIO	238	280	+42	+18%	1962
VIDEO	3594	3737	+143	+4%	22702
TOTAL	14775	14801	+26	+2%	88940

	ELWOOD	FRANKTON	HAZELBAKER
PATRON TRAFFIC	9129	2172	1343
REFERENCE	149	17	184
ASSISTANCE	1359	126	141
COMPUTER ADULT	333	115	141
JUV.	440	-	-
PROGRAMS ADULT	5 38 ATTEND.	-	1 10 ATTEND.
JUV.	14 399 ATTEND.	2 123 ATTEND.	2 75 ATTEND.

INFORMATION TO THE BOARD

Air-Conditioning Leak During the 99 degree weather, because of a clogged drain, the condensation from the Air Conditioner overran the pan, leaked into the Y/A area and ruined Young Adult paperback books worth \$56.00. John Burnette, Jr. said he feels the books will be covered but repair on the ceiling and plumber's bill will not. He said to submit the bills when we have them and he would see about coverage.

Property Tax Refund As you know, we received \$6302.00 back from the county for Pers. Prop. Taxes we paid and should not have, over the past three years. State Board of Accounts tells me that we need an additional appropriation to spend it. So, I suggest we wait for another month to see how much we spend from the automation money, then reaccess our needs for the rest of the year.

Donation Carolyn Lambertson reported Community Hospital donated mini-blinds to the Ralph Hazelbaker Library meeting room.

Part-time Opening Melissa Lair will be leaving our employment as of August 21. She cannot work and take the college classes she needs this year. We have advertised the opening in-house and will be taking applications for the part-time opening in the Youth Services Department.

Gordon Berg
649-1682

will call Thurs.

M. O. B.

INFORMATION FOR "MERCHANT'S OLDER BUDDIES"

M. O. B. CARDS ARE ISSUED FOR YOU TO USE TO GET DISCOUNTS AT MANY BUSINESSES IN THE MADISON COUNTY AREA.

THE AGE REQUIREMENT FOR REGISTRATION IS 60 YEARS OR OLDER. YOU -----> DO NOT <----- NEED TO RENEW YOUR CARDS EACH YEAR. THEY ARE PERMANENT.

REGISTRATION FOR "M. O. B." IS HELD THE 2ND WEDNESDAY OF EACH MONTH IN THE CITY HALL AUDITORIUM FROM 2:00 P.M. UNTIL 4:00 P.M.

THE FEE FOR YOUR M. O. B. ID CARD IS \$ 3.00. A PHOTO WILL BE TAKEN FOR THE CARD ON THE DAY OF REGISTRATION.



10-12 AM
Day?

Volunteer Organ.

Proposal for Vacation Schedule

Anniversary	Added Time	Total Accrued	Standing of FT staff; proposal retroactive to January 1, 1999
1 Year	-----	2 Weeks	
2 Year	-----	2 Weeks	Nancy, Loretta
3 Year	-----	2 Weeks	
4 Year	-----	2 Weeks	Jamie S.
5 Year	1 Day	2 Weeks + 1 Day	
6 Year	1 Day	2 Weeks + 2 Days	
7 Year	1 Day	2 Weeks + 3 Days	
8 Year	1 Day	2 Weeks + 4 Days	Jan
9 Year	1 Day	3 Weeks	
10 Year	1 Day	3 Weeks + 1 Day	
11 Year	1 Day	3 Weeks + 2 Days	Emily, Kathi, Sharon
12 Year	1 Day	3 Weeks + 3 Days	Glenna, Diana, Cinda
13 Year	1 Day	3 Weeks + 4 Days	
14 Year	1 Day	4 Weeks	Carolyn, Barb Mc, Linda
15 Year	1 Day	4 Weeks + 1 Day	
16 Year	1 Day	4 Weeks + 2 Days	
17 Year	1 Day	4 Weeks + 3 Days	
18 Year	1 Day	4 Weeks + 4 Days	
19 Year	1 Day	5 Weeks	
20 Year	1 Day	5 Weeks + 1 Day	

One day added on anniversary of hire, each subsequent year, ad infinitum.

All other staff not listed are part-time employees. Part-time staff hired after adoption of wage scale May, 1997, receive no benefits. There are four part-timers hired prior to May of 1997, who still receive benefits -- Ralph, Janet, Mary K, & Peg. Their benefits were "frozen" when the new wage scale granting no benefits was put into effect in 1997.

Architecture and Interior Design

July 12, 1999



Ms. Kathi Wittkamper – Director
Elwood Public Library
1600 Main Street
Elwood, Indiana 46036

Dear Kathy,

I apologize for not responding to your request for proposal earlier. This has been a busy season for us.

We appreciate the opportunity to submit this proposal for a feasibility study.

As we discussed, the feasibility study we relate to the possibility of converting the existing Frankton Elementary School or a portion thereof into a library facility. We have completed these types of studies in the past. Based on this past experience as well as the meeting with you we submit the following proposal.

FREE PROPOSAL

We propose to complete a Feasibility Study for The North Madison County Public Library on an hourly rate not to exceed six thousand eight hundred dollars (\$ 6,800.00). This fee would not be increased unless the duration or complexity of the study exceeds issues normally associated with studies of this nature.

We ask that the following conditions be attached to this maximum fee:

In our proposal we plan to visit approximately 12 times. If due to community discussion it becomes important for us to attend several more meetings to gather input we would request that the maximum fee be increased.

We would print approximately 10 copies of the final study. If more copies are requested the cost of these copies would be reimbursed.

These costs do not include possible land surveying or soil boring costs that may be suggested after research on the project starts.

These costs also do not include the cost of a public opinion survey.

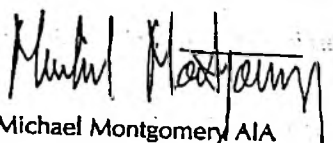
I believe that we have given you a copy or two of our past studies as example. We can provide other information of requested.

We have prepared approximately a dozen studies for libraries over the past few years.

Thanks for this opportunity.

Sincerely,

K. R. MONTGOMERY & ASSOCIATES


Michael Montgomery AIA

Financial Report
North Madison County Public Library System

Report Dates = 7/1/99 to 7/31/99

<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	\$255,253.41	\$59,574.54	\$457,538.59	\$24,641.40	\$488,293.22	\$286,008.04
105 Operating Fund Investment	\$0.00	\$0.00	\$100,000.00	\$0.00	\$100,000.00	\$0.00
Subtotal	\$255,253.41	\$59,574.54	\$557,538.59	\$24,641.40	\$588,293.22	\$286,008.04
2. Main						
103 Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
107 PLAC	\$110.00	\$0.00	\$248.00	\$23.00	\$230.00	\$92.00
110 LIRF Investment	\$40,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,000.00
115 LIRF	\$21,329.92	\$0.00	\$0.00	\$0.00	\$1,800.88	\$23,130.80
120 Gift	\$11,164.28	\$137.11	\$1,089.00	\$100.00	\$2,914.14	\$12,989.42
130 Construction Fund	\$13,226.53	\$0.00	\$121,000.00	\$0.00	\$120,070.46	\$12,296.99
Subtotal	\$85,830.73	\$137.11	\$122,337.00	\$123.00	\$125,015.48	\$88,509.21
4. Withholding						
201 Federal Taxes Withheld	\$0.00	\$3,849.95	\$24,117.87	\$3,849.95	\$24,117.87	\$0.00
202 FICA	(\$0.03)	\$1,884.61	\$12,560.85	\$1,884.61	\$12,560.88	\$0.00
203 State Tax Withheld	\$0.00	\$1,024.93	\$6,821.42	\$1,024.93	\$6,821.42	\$0.00
204 County Taxes Withheld	\$0.00	\$282.05	\$1,574.84	\$282.05	\$1,574.84	\$0.00
205 PERF	\$49.82	\$1,831.06	\$4,057.91	\$692.64	\$4,700.73	\$692.64
206 Credit Union	\$0.00	\$4,638.40	\$25,644.73	\$4,638.40	\$25,644.73	\$0.00
207 Annuity	\$0.00	\$380.00	\$2,850.00	\$380.00	\$2,850.00	\$0.00
208 Insurance	\$0.00	\$614.10	\$4,605.75	\$614.10	\$4,605.75	\$0.00
209 Medicare	\$0.00	\$440.76	\$2,937.63	\$440.76	\$2,937.63	\$0.00
210 Other Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$49.79	\$14,945.86	\$85,171.00	\$13,807.44	\$85,813.85	\$692.64
Grand Total	\$341,133.93	\$74,657.51	\$765,046.59	\$38,571.84	\$799,122.55	\$375,209.89

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 7/1/99 To 7/31/99

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>1. Personal Services</i>							
1.11 Salary of Director	\$30,300.00	\$0.00	\$30,300.00	\$4,661.46	\$19,799.86	\$10,500.14	65.3
1.12 Salary of Assistants	\$300,725.00	\$6,082.00	\$306,807.00	\$25,042.68	\$174,233.16	\$132,573.84	56.8
1.13 Wages of Janitor	\$16,286.00	\$0.00	\$16,286.00	\$693.22	\$8,562.43	\$7,723.57	52.6
1.14 *Employee Benefits	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$953.62	\$546.38	63.6
1.15 Payroll Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#NumI
1.16 Empl.Share FICA&Medicare	\$26,569.00	\$0.00	\$26,569.00	\$2,325.37	\$15,498.51	\$11,070.49	58.3
1.18 Emp Cont PERF	\$27,785.00	\$0.00	\$27,785.00	\$5,340.45	\$11,689.73	\$16,095.27	42.1
1.19 Emp Cont Group Ins	\$8,000.00	\$0.00	\$8,000.00	\$716.49	\$4,710.36	\$3,289.64	58.9
Subtotal	\$411,165.00	\$6,082.00	\$417,247.00	\$38,779.67	\$235,447.87	\$181,799.33	56.4
<i>2. Supplies</i>							
2.12 Stationary & Supplies	\$750.00	\$0.00	\$750.00	\$0.00	\$0.00	\$750.00	0.0
2.13 *Other Office Supplies	\$8,000.00	\$0.00	\$8,000.00	\$333.01	\$5,180.53	\$2,819.47	64.8
2.21 Cleaning & Sanitation Supplies	\$2,000.00	\$0.00	\$2,000.00	\$153.28	\$1,284.18	\$715.82	64.2
2.22 *Other Operating Supplies	\$5,500.00	\$0.00	\$5,500.00	\$0.00	\$5,490.67	\$9.33	99.8
2.23 Fuel, Oil and Lubricants	\$50.00	\$0.00	\$50.00	\$0.00	\$17.10	\$32.90	34.2
2.24 Bldg. Matl. And Supplies	\$500.00	\$0.00	\$500.00	\$0.00	\$35.59	\$464.41	7.1
2.25 Paint and painting supplies	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	0.0
2.26 Repair Parts/Maintenance	\$800.00	\$0.00	\$800.00	\$0.00	\$580.45	\$19.55	96.7
2.27 Other Repair & mainten.supplies	\$400.00	\$0.00	\$400.00	\$0.00	\$517.26	(\$117.26)	129.3

<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>
2.3 Other Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
2.31 Book Processing	\$3,500.00	\$0.00	\$3,500.00	\$403.03	\$2,220.91	\$1,279.09	63.5
2.32 Automation	\$20,000.00	\$0.00	\$20,000.00	\$0.00	\$4,847.00	\$15,153.00	24.2
Subtotal	\$41,400.00		\$41,400.00	\$889.32	\$20,173.69	\$21,226.31	48.7
2. Supplies							
2.11 Official Records	\$1,500.00	\$0.00	\$1,500.00	\$373.82	\$780.64	\$719.36	52.0
Subtotal	\$1,500.00		\$1,500.00	\$373.82	\$780.64	\$719.36	52.0
3. Other Services and Charge							
3.11 Consulting Services	\$1,000.00	\$0.00	\$1,000.00	\$45.00	\$820.00	\$180.00	82.0
3.12 Legal Services	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$87.00	\$4,913.00	1.7
3.13 *Other Professional Services	\$12,000.00	\$0.00	\$12,000.00	\$793.00	\$7,186.57	\$4,813.43	59.9
3.21 Telephone & Telegraph	\$10,000.00	\$9,044.00	\$19,044.00	\$2,873.22	\$6,394.61	\$12,649.39	33.6
3.22 Postage & UPS	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$963.34	\$1,036.66	48.2
3.23 Traveling Expense	\$2,000.00	\$0.00	\$2,000.00	\$210.34	\$1,264.74	\$735.26	63.2
3.24 Professional Meetings	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$420.66	\$1,579.34	21.0
3.26 Programing	\$1,000.00	\$0.00	\$1,000.00	\$396.30	\$396.30	\$603.70	39.6
3.3 Printing & Advertising	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.31 Advertising & Public Notices	\$250.00	\$0.00	\$250.00	\$25.38	\$231.85	\$18.15	92.7
3.32 Printing, other than Office	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.4 Insurance	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$2,021.34	\$7,978.66	20.2
3.41 Official Bonds	\$350.00	\$0.00	\$350.00	\$300.00	\$300.00	\$50.00	85.7
3.51 Gas	\$9,500.00	\$0.00	\$9,500.00	\$34.90	\$2,102.47	\$7,397.53	22.1
3.52 Electricity	\$20,000.00	\$0.00	\$20,000.00	\$325.58	\$10,140.36	\$9,859.64	50.7
3.53 Water	\$2,000.00	\$0.00	\$2,000.00	\$74.29	\$1,296.39	\$703.61	64.8

<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>
3.54 Waste Disposal Services	\$250.00	\$0.00	\$250.00	\$0.00	\$281.33	(\$31.33)	112.5
3.57 Sig & Structure Maint	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$1,008.63	(\$8.63)	100.7
3.62 Equipment	\$1,500.00	\$0.00	\$1,500.00	\$32.00	\$1,088.94	\$401.06	73.3
3.72 Equipment Rental	\$3,000.00	\$0.00	\$3,000.00	\$151.00	\$2,228.64	\$771.36	74.3
3.5 Dues	\$700.00	\$0.00	\$700.00	\$10.00	\$676.41	\$23.59	96.6
3.81 Taxes	\$2,800.00	\$0.00	\$2,800.00	\$0.00	\$1,557.92	\$1,242.08	55.6
3.9 Transfer to LIRF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
Subtotal	\$86,350.00	\$9,044.00	\$95,394.00	\$5,271.01	\$40,475.50	\$54,918.50	42.4
4. Capitol Outlays							
4.1 Land Buildings Improvements	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$240.00	\$760.00	24.0
4.2 Furniture & Equipment	\$2,500.00	\$10,600.00	\$13,100.00	\$10,728.00	\$11,973.17	\$1,126.83	91.4
4.31 Elwood Adult	\$28,000.00	\$0.00	\$28,000.00	\$1,602.69	\$13,871.26	\$14,128.74	49.5
4.32 Elwood Childrens	\$10,000.00	\$0.00	\$10,000.00	\$75.12	\$5,126.72	\$4,873.28	51.3
4.33 Elwood YA	\$2,000.00	\$0.00	\$2,000.00	\$25.74	\$804.58	\$1,195.42	40.2
4.34 Frankton	\$23,000.00	\$0.00	\$23,000.00	\$1,079.94	\$14,375.48	\$8,624.52	62.5
4.35 Summitville	\$11,740.00	\$0.00	\$11,740.00	\$528.83	\$5,930.54	\$5,809.46	50.5
4.36 Elwood Indiana Room	\$2,000.00	\$0.00	\$2,000.00	\$14.95	\$595.13	\$1,404.87	29.8
4.4 Periodicals & Newspapers	\$10,000.00	\$0.00	\$10,000.00	\$15.00	\$873.59	\$9,126.41	8.7
4.51 Elwood AV	\$8,380.00	\$0.00	\$8,380.00	\$122.96	\$3,542.68	\$4,837.32	42.3
4.52 Frankton AV	\$4,480.00	\$0.00	\$4,480.00	\$39.99	\$1,801.05	\$2,678.95	40.2
4.53 Summitville AV	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$1,234.94	\$765.06	61.7
Subtotal	\$105,100.00	\$10,600.00	\$115,700.00	\$14,233.22	\$60,369.14	\$55,330.86	52.2

<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>
<i>Grand Total</i>	\$645,515.00	\$25,726.00	\$671,241.00	\$59,547.04	\$357,246.64	\$313,994.36	53.2

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

Register Of Claims

North Madison County Public Library System

Report Date: From 7/1/99 To 7/31/99

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	555	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	(\$1,023.49)	7/21/99	VOID CHECK #018323 - NEW CHECK
			County Taxes Withheld	Payroll Deductions	(\$281.67)		
				Total this claim	(\$1,305.16)		
0	534	EFTPS	Medicare	Payroll Deductions	\$207.81	7/7/99	P/R 7/07/99
			Operating Fund	Empl.Share FICA&Medicare	\$1,096.31		
			FICA	Payroll Deductions	\$888.50		
			Federal Taxes Withheld	Payroll Deductions	\$1,689.71		
				Total this claim	\$3,882.33		
0	542	PAYROLL	Operating Fund	Salary of Director	\$3,496.08	7/21/99	PAYROLL
			Operating Fund	Salary of Assistants	\$12,179.89		
			Operating Fund	Wages of Janitor	\$347.90		
				Total this claim	\$16,023.87		
0	557	PAYROLL	Operating Fund	Salary of Assistants	\$42.42	7/22/99	PAYROLL
				Total this claim	\$42.42		
0	533	PAYROLL	Operating Fund	Salary of Director	\$1,165.38	7/7/99	PAYROLL
			Operating Fund	Salary of Assistants	\$12,820.37		
			Operating Fund	Wages of Janitor	\$345.32		
				Total this claim	\$14,331.07		
0	543	EFTPS	Medicare	Payroll Deductions	\$232.95	7/21/99	P/R ending 7/17/99
			Operating Fund	Empl.Share FICA&Medicare	\$1,229.06		
			FICA	Payroll Deductions	\$996.11		
			Federal Taxes Withheld	Payroll Deductions	\$2,160.24		
				Total this claim	\$4,618.36		
18274	495	A.E. BOYCE CO., INC.	Operating Fund	Official Records	\$241.82	7/12/99	
				Total this claim	\$241.82		
18275	493	ANDREW HARPER	Operating Fund	*Other Professional Services	\$40.00	7/12/99	
				Total this claim	\$40.00		

<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>
18276	532	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$715.73	7/12/99	
			Operating Fund	Elwood Childrens	\$61.63		
			Operating Fund	Elwood YA	\$25.74		
			Operating Fund	Frankton	\$1,079.94		
			Operating Fund	Summitville	\$521.77		
			Gift	Summitville	\$137.11		
				Total this claim	\$2,541.92		
18277	494	BON PRINTING	Operating Fund	Official Records	\$132.00	7/12/99	
				Total this claim	\$132.00		
18278	496	CONCENTRIC COMPUTER SE	Operating Fund	*Other Professional Services	\$187.00	7/12/99	
			Operating Fund	Furniture & Equipment	\$10,728.00		
				Total this claim	\$10,915.00		
18279	498	DEMCO	Operating Fund	Programing	\$134.67	7/12/99	
				Total this claim	\$134.67		
18280	499	FILIP, INC.	Operating Fund	Cleaning & Sanitation Supplies	\$26.45	7/12/99	
				Total this claim	\$26.45		
18281	524	GAYLORD BROS.	Operating Fund	Book Processing	\$218.11	7/12/99	
				Total this claim	\$218.11		
18282	523	GLENNA STEWART	Operating Fund	Traveling Expense	\$41.50	7/12/99	
				Total this claim	\$41.50		
18283	501	GROLIER EDUCATIONAL COR	Operating Fund	Elwood Childrens	\$13.49	7/12/99	
				Total this claim	\$13.49		
18284	502	GRUNAU COMPANY	Operating Fund	*Other Professional Services	\$245.00	7/12/99	
				Total this claim	\$245.00		
18285	503	H.W.WILSON COMPANY	Operating Fund	Elwood Adult	\$305.00	7/12/99	
				Total this claim	\$305.00		
18286	504	ID RECALL SYSTEMS	Operating Fund	Book Processing	\$184.92	7/12/99	
				Total this claim	\$184.92		
18287	507	IDLEWINE LAWNMOWER SAL	Operating Fund	Equipment	\$32.00	7/12/99	
				Total this claim	\$32.00		
18288	505	INDIANA BASKETBALL HALL O	Operating Fund	Periodicals & Newspapers	\$15.00	7/12/99	Subscription
				Total this claim	\$15.00		
18289	535	INDIANA DEFERRED COMPEN	Annuity	Payroll Deductions	\$190.00	7/7/99	P/R 7/07/99
				Total this claim	\$190.00		

<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>
18290	530	INDIANA GAS COMPANY	Operating Fund	Gas	\$10.27	7/12/99	
				Total this claim	<u>\$10.27</u>		
18291	508	INDYNET	Operating Fund	Consulting Services	\$45.00	7/12/99	
				Total this claim	<u>\$45.00</u>		
18292	509	INFO USA MARKETING, INC.	Operating Fund	Elwood Adult	\$510.00	7/12/99	
				Total this claim	<u>\$510.00</u>		
18293	510	INGRAM DISTRIBUTION GROU	Operating Fund	Summitville	\$7.06	7/12/99	
				Total this claim	<u>\$7.06</u>		
18294	528	INSPIRATIONAL BOOK DISTRI	Operating Fund	Elwood Adult	\$9.16	7/12/99	
				Total this claim	<u>\$9.16</u>		
18295	511	K MART	Operating Fund	Cleaning & Sanitation Supplies	\$126.83	7/12/99	
				Total this claim	<u>\$126.83</u>		
18296	512	K-MART	Operating Fund	Programing	\$161.17	7/12/99	
				Total this claim	<u>\$161.17</u>		
18297	529	KOEN BOOK DISTRIBUTORS, I	Operating Fund	Elwood Adult	\$30.80	7/12/99	
				Total this claim	<u>\$30.80</u>		
18298	513	LEXMARK INTERNATIONAL, IN	Operating Fund	*Other Office Supplies	\$189.19	7/12/99	
				Total this claim	<u>\$189.19</u>		
18299	536	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$1,613.34	7/7/99	P/R 7/07/99
				Total this claim	<u>\$1,613.34</u>		
18300	514	MIDWEST TAPE	Operating Fund	Frankton AV	\$39.99	7/12/99	
			Operating Fund	Elwood AV	\$122.96		
				Total this claim	<u>\$162.95</u>		
18301	525	PAUL MC CREARY	Operating Fund	Elwood Indiana Room	\$14.95	7/12/99	BOOK - HILL SOUNDS
				Total this claim	<u>\$14.95</u>		
18302	515	PITNEY BOWES	Operating Fund	Equipment/Rental	\$151.00	7/12/99	
				Total this claim	<u>\$151.00</u>		
18303	526	PUBLIC EMP. RETIREMENT F	Operating Fund	Emp Cont PERF	\$5,340.45	7/12/99	2ND QTR. REPORT
			PERF	Payroll Deductions	\$1,831.06		
				Total this claim	<u>\$7,171.51</u>		
18304	517	QUILL CORPORATION	Operating Fund	*Other Office Supplies	\$66.87	7/12/99	
				Total this claim	<u>\$66.87</u>		
18305	519	RESEARCH TECHNOLOGY INT	Operating Fund	*Other Office Supplies	\$76.95	7/12/99	
				Total this claim	<u>\$76.95</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>
18306	518	RUSSELL SUMNER	Operating Fund	*Other Professional Services	\$225.00	7/12/99	
				Total this claim	\$225.00		
18307	531	SIMPLEX TIME RECORDER C	Operating Fund	*Other Professional Services	\$96.00	7/12/99	
				Total this claim	\$96.00		
18308	527	SOUTHFARM PRESS CO.	Operating Fund	Elwood Adult	\$32.00	7/12/99	
				Total this claim	\$32.00		
18309	520	THOMSON INDIANA	Operating Fund	Advertising & Public Notices	\$25.38	7/12/99	
				Total this claim	\$25.38		
18310	521	United Art & Education	Operating Fund	Programing	\$60.18	7/12/99	
				Total this claim	\$60.18		
18311	522	UPSTART	Operating Fund	Programing	\$40.28	7/12/99	
				Total this claim	\$40.28		
18313	540	AMERITECH	Operating Fund	Telephone & Telegraph	\$1,961.97	7/12/99	Service ending 6/25/99 Install new lines at Elwood and Summitv
				Total this claim	\$1,961.97		
18314	539	AT&T	Operating Fund	Telephone & Telegraph	\$29.26	7/12/99	Service for period ending 6/24/99
			Operating Fund	Telephone & Telegraph	\$13.12		
				Total this claim	\$42.38		
18315	538	CITY WATER & SEWAGE DEP	Operating Fund	Water	\$25.00	7/12/99	Deposit for Lawn meter service
				Total this claim	\$25.00		
18316	537	GTE	Operating Fund	Telephone & Telegraph	\$490.61	7/12/99	Frankton service for period ending 6/25/
				Total this claim	\$490.61		
18317	541	KATHLEEN WITTKAMPER	Operating Fund	Traveling Expense	\$168.84	7/12/99	Mileage for period 4/5/99 through 7/7/99
				Total this claim	\$168.84		
18318	548	AMERICAN ELECTRIC POWER	Operating Fund	Electricity	\$325.58	7/21/99	Service for Summitville ending 7/14/99
				Total this claim	\$325.58		
18319	549	AMERITECH	Operating Fund	Telephone & Telegraph	\$378.26	7/21/99	Telephone service and installation for pe
				Total this claim	\$378.26		
18320	550	BURNETTE - DELLINGER INC.	Operating Fund	Official Bonds	\$300.00	7/21/99	Bond / Insurance
				Total this claim	\$300.00		
18321	547	CITY OF ELWOOD NON-REVE	Operating Fund	Emp Cont Group Ins	\$716.49	7/21/99	P/R ending 7/17/99
		Insurance		Emp Cont Group Ins	\$614.10		
				Total this claim	\$1,330.59		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
18322	545	INDIANA DEFERRED COMPEN	Annuity	Payroll Deductions	\$190.00	7/21/99	P/R ending 7/17/1999
				Total this claim	<u>\$190.00</u>		
18323	546	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$1,023.49	7/21/99	P/R ending 7/17/1999
			County Taxes Withheld	Payroll Deductions	\$281.67		
				Total this claim	<u>\$1,305.16</u>		
18324	552	INDIANA GAS COMPANY	Operating Fund	Gas	\$24.63	7/21/99	Service for period ending 7/8/99
				Total this claim	<u>\$24.63</u>		
18325	553	INDIANA SECRETARY OF STA	Operating Fund	Dues	\$10.00	7/21/99	NMCPLS Leasing Corporation
				Total this claim	<u>\$10.00</u>		
18326	551	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$49.29	7/21/99	Water service for Summitville for period
				Total this claim	<u>\$49.29</u>		
18327	544	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$3,025.06	7/21/99	P/R ending 7/17/1999
				Total this claim	<u>\$3,025.06</u>		
18328	554	SHANNON SHORT	Operating Fund	Other	\$27.50	7/21/99	Book refund
				Total this claim	<u>\$27.50</u>		
18329	556	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$1,024.93	7/21/99	P/R ENDING 7/17/99
			County Taxes Withheld	Payroll Deductions	\$282.05		
				Total this claim	<u>\$1,306.98</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
---------------------------	-------------------------	-------------------------	-------------	----------------	---------------	-------------	--------------------

Total Amount of Claims \$74,657.51

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, July 30, 1999

Fiscal Officer

ALLOWANCE OF VOUCHERS

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

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 6 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$74,657.51

Date this _____ day of _____, 19____.

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: 7/31/99

Bank

1	Star Financial Bank	\$345,851.61
2	Huntington Bank	\$17,943.82
3	Community Bank/Summitville	\$11,414.46

Total all banks = \$375,209.89

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

Receipt Summaries for 100 Operating Fund

North Madison County Public Library System

Report Dates = 7/1/99 to 7/31/99

<i>Account</i>	<i>This Month</i>	<i>YTD</i>
310 Tax Distribution	\$2,507.00	\$2,507.00
311 Property Tax		\$225,890.50
312 County Option Income Tax	\$12,842.62	\$99,942.10
313 Financial Institution Tax		\$1,056.37
314 License Excise Tax		\$31,576.24
334 State Grants		\$726.00
341 Fines	\$728.24	\$5,401.03
342 Replacement Cards	\$15.00	\$104.00
344 Lost, Damaged, Sale of Books	\$155.17	\$1,052.38
345 Other		\$55.99
346 Lamination	\$31.39	\$167.95
347 Reader/Printer Copies	\$24.20	\$186.60
348 Inter-Library Loan	\$5.64	\$99.92
349 Photocopy Fees	\$498.85	\$4,123.30
350 Fax Fees	\$267.60	\$1,791.55
351 PLAC	\$23.00	\$23.00
352 Non-Resident Cards		\$50.00
360 Miscellaneous Revenue		\$11.00
361 Interest on Investment	\$192.04	\$2,646.69
363 Rents	\$1,000.00	\$4,000.00
364 Donations & Memorials		\$16.42
396 Refunds	\$52.36	\$566.03
397 Transfer Funds		\$100,000.00
399 Other	\$6,298.29	\$6,299.15
	<u>\$24,641.40</u>	<u>\$488,293.22</u>

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

Receipt Summaries for LIRF Investment

North Madison County Public Library System

Report Dates = 7/1/99 to 7/31/99

<i>Account</i>	<i>This Month</i>	<i>YTD</i>
#Error	#Error	#Error
	#Error	#Error

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

Receipt Summaries for 107 PLAC

North Madison County Public Library System

Report Dates = 7/1/99 to 7/31/99

<i>Account</i>	<i>This Month</i>	<i>YTD</i>
351 PLAC	\$23.00	\$230.00
	\$23.00	\$230.00

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

Receipt Summaries for Levy Excess Fund

North Madison County Public Library System

Report Dates = 7/1/99 to 7/31/99

<i>Account</i>	<i>This Month</i>	<i>YTD</i>
#Error	#Error	#Error
	#Error	#Error

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

Receipt Summaries for 120 Gift

North Madison County Public Library System

Report Dates = 7/1/99 to 7/31/99

<i>Account</i>	<i>This Month</i>	<i>YTD</i>
364 Donations & Memorials	\$100.00	\$2,726.50
396 Refunds		\$187.64
	<hr/>	<hr/>
	\$100.00	\$2,914.14

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

Receipt Summaries for 115 LIRF

North Madison County Public Library System

Report Dates = 7/1/99 to 7/31/99

<i>Account</i>	<i>This Month</i>	<i>YTD</i>
361 Interest on Investment		\$1,800.88
	<hr/>	<hr/>
		\$1,800.88

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

Receipt Summaries for 130 Construction Fund

North Madison County Public Library System

Report Dates = 7/1/99 to 7/31/99

Account	This Month	YTD
311 Property Tax		\$104,945.49
313 Financial Institution Tax		\$489.63
314 License Excise Tax		\$14,635.34
		<hr/>
		\$120,070.46

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

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM 2000 BUDGET HEARING

August 23, 1999

7:00pm

CALL TO ORDER

President Pam Bohlander called the Budget 2000 Hearing to order at 7:00pm August 23, 1999 in the Elwood Library meeting room.

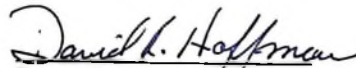
CALL FOR QUORUM

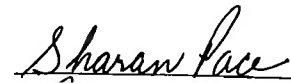

Present with Director Bohlander were: Sharan Pace, David Hoffman, Linda Sizelove and Interim Director Jan Helping.

BUSINESS

President Bohlander asked for any public comment regarding the 2000 budget. There was none. A motion was made by David Hoffman to approve the 2000 budget as presented. Sharan Pace seconded and the motion passed unanimously.

Linda Sizelove made a motion to adjourn at 7:15pm.


David Hoffman, Secretary

YOUTH SERVICES LEAK - 7-29-99

7/29/99

A leak occurred in the YA section of the Youth Services Dept. - the leak came down the wall, left a stain, buckled some of the wallpaper, soaked the rug and ruined some YA paperback books.

Telephoned John Burnette, Jr. of Burnette-Dellinger Ins. Who said they might be able to cover the books but not the plumber's bill.

At the August board meeting, Linda Sizelove said she and her husband (Steve Sizelove-Sizelove Construction) felt the bills for this problem should be the maintenance co.'s responsibility.

8/12/99 I telephoned Edwards, left a message for Susan Burke who was supposed to handle customer service issues.

8/23/99 Spoke to Larry Moore/ Edward's Maintenance. He said he felt the damage was Edward's responsibility. He said he feels they have never had the correct people on duty to do our maintenance. The people they have been sending do not have the expertise to work on such modern equipment as we have. When they were assigned, the dispatcher assumed because we were a small library, the equipment would not be this complicated. He says he will give us his attention, to see that we get the right technicians assigned to us. He also says they will take care of the expense of our repairs. I should fax the costs, invoices, etc. to them at 317-543-3482.

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

Board of Trustees
Executive Meeting
September 13, 1999
6:00pm

CALL TO ORDER
CALL FOR QUORUM
BUSINESS

Regular Meeting
6:30pm

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

1. Meeting Room Policy
2. Catalog File - Sale ✓

NEW BUSINESS

1. Adopt the 2000 Budget ✓
2. Back-Up Treasurer Bond ✓
3. District 8 Meeting
4. REH Library - Cost, installation new computers ✓
5. Financial report - Purchases

ADJOURN

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES

Regular Meeting
September 13, 1999
7:00pm

CALL TO ORDER

President Pam Bohlander called a regular meeting to order in the meeting room of the Elwood Public Library, Monday, September 13, 1999.

CALL FOR QUORUM

Other board members present were: Linda Sizelove, Sharan Pace and Kevin Sipe.
Absent were: David Hoffman and Jerry Kaiser.

MINUTES A motion was made by Kevin Sipe, seconded by Linda Sizelove to accept the previous meeting's minutes.

CLAIMS REGISTER A motion was made to accept the Claims Register by Linda Sizelove, seconded by Sharan Pace and passed.

OLD BUSINESS

1. Meeting Room Policy - Changes were made: *II. Restrictions: B. Buying, Selling, advertising or trading of products or services is permitted on library property. This sentence was eliminated. Also - D. Smoking is prohibited - was changed to: D. Smoking and any open flame is prohibited.* Linda Sizelove made a motion to accept the Meeting Room Policy, Sharan Pace seconded the motion and it was passed.
2. Catalog File - Sale - Interim Director Helpling asked board members how they would like to sell the Catalog File. They decided to have sealed bids turned in to the front desk until the end of September and the highest bid will be accepted. They also asked Jan to report this to the Call-Leader in our regular business meeting report.

NEW BUSINESS

1. The 2000 Budget for the Operating Fund and Debt Service Fund was adopted with a motion from Linda Sizelove, seconded by Sharan Pace and voted unanimously yes.

2. Linda Sizelove volunteered to become the Assistant Treasurer replacing Brenda Carey who is no longer a board member. A motion was made by Kevin Sipe, seconded by Sharan Pace to name Linda, Assistant Treasurer. Motion passed.
3. Jan reported six employees will be going to the District 8 Meeting at Taylor University on September 28, 1999.
4. The financial situation with the Operating Fund has improved with the updated automation now paid for, therefore, board members felt the Hazelbaker Library could go ahead with plans to install the new computers Mr. Hazelbaker has given them and also purchase a new table. They also approved purchasing a Fire-Safe File for the Indiana Room and a cabinet to be placed beneath the changing table in one of the Youth Services restrooms to house supplies.

OTHER BUSINESS Linda Sizelove suggested the board work on having more cultural events in the library. She said since our churches have choirs, they could be invited to come during the Christmas Season to the library on certain evenings to sing. She also suggested an Art Display to be held next summer in the library. Other suggestions were: a patio event, a poet - possibly in the Frankton Library, and food to be served in the meeting room by the Friends of the Library.

Kevin Sipe told board members he would like to move forward with the Frankton School project. He would like the board to decide on an architectural firm to do a feasibility study next month.

The October 11 meeting will be held at Summitville. The board will expect Carolyn Lambertson to give a report to them on the plans she has for a Genealogy Department in the library.

David Hoffman
 David Hoffman, Secretary

Carolyn Lambertson _____
Sharan Pace _____
Linda Sizelove _____

For Sale: 90-drawer, single-faced card catalog - 3, 30-drawer sections. Measures 44-1/2" High, 104" Wide, 26" Deep. Medium oak finish, black marble top, brass fixtures. Finished panel back & base. Good condition.
 (30-drawer unit sells new from Gaylord for \$2,175 each; on legs.)

ad call-leader *to meet autumn 2)*
sign
sealed *end of mo.*

Register Of Claims
North Madison County Public Library System

Report Date: From 9/1/99 To 9/30/99

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	698	22ND STREET HARDWARE				9/13/99	
				Total this claim			
0	680	IDLEWINE LAWNMOWER SAL	Operating fund	Fuel, Oil and Lubricants	\$19.85	9/13/99	Oil & filter - Paid by charge card
				Total this claim	\$19.85		
0	652	PAYROLL	Operating fund	Salary of Assistants	\$12,491.54	9/1/99	PAYROLL
			Operating fund	Wages of Janitor	\$616.00		
				Total this claim	\$13,107.54		
0	674	ELWOOD BUILDING SUPPLY	Operating fund	Other Repair & mainten.supplies	\$26.64	9/13/99	
				Total this claim	\$26.64		
0	663	INDIANA LIBRARY FEDERATIO	Operating fund	Professional Meetings	\$144.00	9/13/99	Registration for District 8 conference 9/2 Davidson, Loretta Dodd, Jan Helpling, C Jamie Scott, Glenna Stewart
				Total this claim	\$144.00		
0	699	22ND STREET HARDWARE				9/13/99	
				Total this claim			
0	700	22ND STREET HARDWARE				9/13/99	
				Total this claim			
0	701	Rickers Petro #6	Operating fund	Fuel, Oil and Lubricants	\$8.00	9/13/99	GASOLINE
				Total this claim	\$8.00		
0	653	EFTPS	Medicare	Payroll Deductions	\$190.08	9/1/99	P/R ending 8/28/99
			Operating fund	Empl.Share FICA&Medicare	\$1,002.73		
			FICA	Payroll Deductions	\$812.65		
			Federal Taxes Withheld	Payroll Deductions	\$1,486.18		
				Total this claim	\$3,491.64		
0	664	INDIANA LIBRARY FEDERATIO	Operating fund	Professional Meetings	\$160.00	9/13/99	Registration for CYPD annual conferenc Horne, Sharon Fouts
				Total this claim	\$160.00		
0	714	PAYROLL	Operating fund	Salary of Assistants	\$12,558.71	9/15/99	PAYROLL
			Operating fund	Wages of Janitor	\$629.62		
				Total this claim	\$13,188.33		

<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>
0	715	EFTPS	Medicare	Payroll Deductions	\$191.26	9/13/99	P/R ending 9/11/99
			Operating fund	Empl.Share FICA&Medicare	\$1,008.93		
			FICA	Payroll Deductions	\$817.67		
			Federal Taxes Withheld	Payroll Deductions	\$1,509.53		
				Total this claim	\$3,527.39		
18441	657	AMERICAN ELECTRIC POWER	Operating fund	Electricity	\$1,350.67	9/1/99	Service for period 7/14/99 - 8/13/99
			Operating fund	Electricity	\$388.20		
				Total this claim	\$1,738.87		
18442	658	FRESH START INTERIORS	Operating fund	*Other Professional Services	\$75.00	9/1/99	Repairs caused by water from leaking fu Services
				Total this claim	\$75.00		
18443	654	INDIANA DEFERRED COMPEN	Annuity	Payroll Deductions	\$195.00	9/1/99	P/R ending 8/28/99
				Total this claim	\$195.00		
18444	655	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$763.15	9/1/99	P/R ending 8/28/99
				Total this claim	\$763.15		
18445	656	UNITED STATES TREASURY	Operating fund	Taxes	\$360.29	9/1/99	Penalty for failure to deposit EFTPS for Taxpayer ID # 35-1127995
				Total this claim	\$360.29		
18446	659	22ND STREET HARDWARE	Operating fund	Other Repair & mainten.supplies	\$2.99	9/13/99	Maintenance supplies for Elwood and Fr
			Operating fund	Other Repair & mainten.supplies	\$8.17		
				Total this claim	\$9.16		
18447	667	A.E. BOYCE CO., INC.	Operating fund	Official Records	\$278.26	9/13/99	Accounts payable checks
				Total this claim	\$278.26		
18448	660	AMERITECH	Operating fund	Telephone & Telegraph	\$456.12	9/13/99	Telephone service for period 9/26/99-8/
				Total this claim	\$456.12		
18449	708	ARAB TERMITE & PEST CONT	Operating fund	*Other Professional Services	\$175.00	9/13/99	Pest control for Elwood
				Total this claim	\$175.00		
18450	661	AT&T	Operating fund	Telephone & Telegraph	\$39.18	9/13/99	Telephone service for Elwood and Frank
			Operating fund	Telephone & Telegraph	\$11.89		
				Total this claim	\$51.07		
18451	662	AUDIO VISUAL COMMUNICATI	Operating fund	*Other Professional Services	\$238.00	9/13/99	Service Agreement for August and Sept
				Total this claim	\$238.00		

Warrant Claim

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
18452	665	BAKER & TAYLOR	Operating fund	Elwood Adult	\$1,253.30	9/13/99	Books for August, 1999
			Operating fund	Elwood Childrens	\$1,245.71		
			Operating fund	Elwood YA	\$269.83		
			Operating fund	Frankton	\$696.14		
			Operating fund	Summitville	\$294.56		
			Gift	Summitville	\$24.51		
Total this claim					\$3,784.05		
18453	666	BARBARA SNIPES	Operating fund	Traveling Expense	\$56.50	9/13/99	Mileage allowance for 7/28/99 - 8/27/99
Total this claim					\$56.50		
18454	673	CALL-LEADER	Operating fund	Advertising & Public Notices	\$54.27	9/13/99	Budget notice in newspaper Ad for PT clerk in Youth Services
			Operating fund	Printing & Advertising	\$23.50		
Total this claim					\$77.77		
18455	669	CAROLYN LAMBERTSON	Operating fund	Traveling Expense	\$15.00	9/13/99	Mileage allowance 8/4/99-8/18/99
Total this claim					\$15.00		
18456	709	CINDA HORINE	Operating fund	Traveling Expense	\$39.00	9/13/99	Mileage allowance
			Total this claim				
18457	668	CITY OF ELWOOD	Operating fund	Water	\$59.14	9/13/99	Water and sewage for period ending 8/2
			Operating fund	Water	\$126.70		
Total this claim					\$185.84		
18458	670	CONCENTRIC COMPUTER SE	Operating fund	Equipment	\$5,203.17	9/13/99	Invoice #406576 & 406683
Total this claim					\$5,203.17		
18459	671	CONGRESSIONAL QUARTERL	Operating fund	Periodicals & Newspapers	\$25.45	9/13/99	Current American Govt Fall 1999
Total this claim					\$25.45		
18460	713	COVEY INC.	Operating fund	*Other Office Supplies	\$112.50	9/13/99	INK JETS REFILLED
Total this claim					\$112.50		
18461	672	DELONG PHOTOGRAPHY	Gift	*Other Professional Services	\$275.48	9/13/99	Photo to be hung in library
Total this claim					\$275.48		
18452	675	FAIRMOUNT HISTORICAL MUS	Operating fund	Summitville	\$70.00	9/13/99	HISTORY OF FAIRMOUNT
Total this claim					\$70.00		
18453	676	FILIP, INC.	Operating fund	Cleaning & Sanitation Supplies	\$60.61	9/13/99	Cleaning supplies
Total this claim					\$60.61		
18464	678	GALE RESEARCH	Operating fund	Elwood Adult	\$297.77	9/13/99	Contemporary authors v 174 Contemporary literary criticism v 119
Total this claim					\$297.77		

Warrant Claim

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
18452	665	BAKER & TAYLOR	Operating fund	Elwood Adult	\$1,253.30	9/13/99	Books for August, 1999
			Operating fund	Elwood Childrens	\$1,245.71		
			Operating fund	Elwood YA	\$269.83		
			Operating fund	Frankton	\$696.14		
			Operating fund	Summitville	\$294.56		
			Gift	Summitville	\$24.51		
Total this claim					\$3,784.05		
18453	666	BARBARA SNIPES	Operating fund	Traveling Expense	\$56.50	9/13/99	Mileage allowance for 7/28/99 - 8/27/99
Total this claim					\$56.50		
18454	673	CALL-LEADER	Operating fund	Advertising & Public Notices	\$54.27	9/13/99	Budget notice in newspaper Ad for PT clerk in Youth Services
			Operating fund	Printing & Advertising	\$23.50		
Total this claim					\$77.77		
18455	669	CAROLYN LAMBERTSON	Operating fund	Traveling Expense	\$15.00	9/13/99	Mileage allowance 8/4/99-8/18/99
Total this claim					\$15.00		
18456	709	CINDA HORINE	Operating fund	Traveling Expense	\$39.00	9/13/99	Mileage allowance
Total this claim					\$39.00		
18457	668	CITY OF ELWOOD	Operating fund	Water	\$59.14	9/13/99	Water and sewage for period ending 8/2
			Operating fund	Water	\$126.70		
Total this claim					\$185.84		
18458	670	CONCENTRIC COMPUTER SE	Operating fund	Equipment	\$5,203.17	9/13/99	Invoice #406576 & 406683
Total this claim					\$5,203.17		
18459	671	CONGRESSIONAL QUARTERL	Operating fund	Periodicals & Newspapers	\$25.45	9/13/99	Current American Govt Fall 1999
Total this claim					\$25.45		
18460	713	COVEY INC.	Operating fund	*Other Office Supplies	\$112.50	9/13/99	INK JETS REFILLED
Total this claim					\$112.50		
18461	672	DELONG PHOTOGRAPHY	Gift	*Other Professional Services	\$275.48	9/13/99	Photo to be hung in library
Total this claim					\$275.48		
18462	675	FAIRMOUNT HISTORICAL MUS	Operating fund	Summitville	\$70.00	9/13/99	HISTORY OF FAIRMOUNT
Total this claim					\$70.00		
18463	676	FILIP, INC.	Operating fund	Cleaning & Sanitation Supplies	\$60.61	9/13/99	Cleaning supplies
Total this claim					\$60.61		
18464	678	GALE RESEARCH	Operating fund	Elwood Adult	\$297.77	9/13/99	Contemporary authors v 174 Contemporary literary criticism v 119
Total this claim					\$297.77		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
18465	677	GTE NORTH INDIANA OPERAT	Operating fund	Telephone & Telegraph	\$287.01	9/13/99	Telephone service for Frankton through
				Total this claim	\$287.01		
18466	679	HORTON'S & SONS OF ELWO	Operating fund	Repair Parts/Maintenance	\$6.51	9/13/99	
				Total this claim	\$6.51		
18467	681	INDIANA GAS COMPANY	Operating fund	Gas	\$22.78	9/13/99	Service for Summitville for the period of
				Total this claim	\$22.78		
18468	682	INDIANA SCHOOL BOARDS AS	Operating fund	Elwood Adult	\$85.00	9/13/99	1999-2000 Indiana School Laws and Ru
				Total this claim	\$85.00		
18469	683	INDIANA UNIVERSITY PRESS	Operating fund	Elwood Adult	\$219.50	9/13/99	Books for Indiana Collection
				Total this claim	\$219.50		
18470	710	INDIANAPOLIS NEWSPAPERS	Operating fund	Periodicals & Newspapers	\$102.96	9/13/99	Indianapolis newspaper for Summitville
				Total this claim	\$102.96		
18471	684	INDYNET	Operating fund	Consulting Services	\$115.00	9/13/99	Services for September, 1999 - Elwood,
				Total this claim	\$115.00		
18472	685	INTERNATIONAL BUS. DIRECT	Operating fund	Elwood Adult	\$214.00	9/13/99	US Business Comm. Dir & CD
				Total this claim	\$214.00		
18473	712	LEXIS LAW PUBLISHING	Operating fund	Elwood Adult	\$392.94	9/13/99	Burns In Stats. 1999
				Total this claim	\$392.94		
18474	687	LIBRARY CORPORATION, THE	Operating fund	Book Processing	\$182.00	9/13/99	Equipment, support and barcodes
			Operating fund	*Other Office Supplies	\$41.00		
			Operating fund	*Other Professional Services	\$1,928.00		
				Total this claim	\$2,151.00		
18475	688	LUCENT TECHNOLOGIES	Operating fund	*Other Professional Services	\$137.64	9/13/99	Service agreement for Elwood
				Total this claim	\$137.64		
18476	689	MAPSH SUPERMARKET	Operating fund	*Other Operating Supplies	\$38.19	9/13/99	Supplies summer reading program
				Total this claim	\$38.19		
18477	690	MARVIN SAJBERT	Operating fund	*Other Professional Services	\$200.00	9/13/99	Lawn care for August 1999 Summitville
				Total this claim	\$200.00		
18478	691	MICROMARKETING ASSOCIAT	Operating fund	Frankton AV	\$101.05	9/13/99	Video cassettes - Frankton
				Total this claim	\$101.05		
18479	691	MICROSOFT OFFICE 2000	Operating fund	*Other Office Supplies	\$7.50	9/13/99	MICROSOFT OFFICE 97
				Total this claim	\$7.50		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
18480	692	MIDWEST TAPE	Operating fund	Frankton AV	\$187.94	9/13/99	Video cassette tapes - Elwood, Frankto
			Operating fund	Elwood AV	\$284.86		
				Total this claim	\$432.80		
18481	711	OXFORD UNIVERSITY PRESS	Operating fund	Elwood Adult	\$19.32	9/13/99	WORLD ATLAS
				Total this claim	\$19.32		
18482	693	PARSONS TECHNOLOGY	Operating fund	Elwood Indiana Room	\$86.98	9/13/99	
				Total this claim	\$86.98		
18483	694	PENWORTHY CO.-Void				9/13/99	Elwood childrens books - Check voided
				Total this claim			
18484	696	QUILL CORPORATION	Operating fund	*Other Office Supplies	\$319.37	9/13/99	
				Total this claim	\$319.37		
18485	697	RADIO SHACK	Operating fund	*Other Office Supplies	\$11.99	9/13/99	
				Total this claim	\$11.99		
18486	695	RAMSAY BUSINESS PRODUC	Operating fund	*Other Professional Services	\$293.26	9/13/99	Service agreement for Elwood and Sum
			Operating fund	*Other Professional Services	\$13.44		
			Operating fund	*Other Office Supplies	\$20.79		
				Total this claim	\$327.49		
18487	702	ROBY'S INC	Operating fund	Repair Parts/Maintenance	\$81.30	9/13/99	Clean drain
				Total this claim	\$81.30		
18488	703	TOWN OF FRANKTON	Operating fund	Electricity	\$147.04	9/13/99	Service ending 8/22/99
			Operating fund	Water	\$7.83		
			Operating fund	Waste Disposal Services	\$9.92		
				Total this claim	\$164.79		
18489	705	UNITOG RENTAL SERVICES	Operating fund	Cleaning & Sanitation Supplies	\$32.91	9/13/99	
				Total this claim	\$32.91		
18490	706	UNIVERSITY MICROFILMS INT	Operating fund	Periodicals & Newspapers	\$238.89	9/13/99	Call Leader on Microfilm 1/1/99-6/30/99
				Total this claim	\$238.89		
18491	704	US OFFICE PRODUCTS	Operating fund	*Other Office Supplies	\$47.64	9/13/99	
				Total this claim	\$47.64		
18492	707	VIDEO BREAD	Operating fund	Elwood AV	\$123.90	9/13/99	Elwood videos
				Total this claim	\$123.90		
18493	716	INDIANA DEFERRED COMPEN	Annuity	Payroll Deductions	\$195.00	9/13/99	P/R ending 9/11/99
				Total this claim	\$195.00		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
18494	718	INDIANA-AMERICAN WATER C	Operating fund	Water	\$44.27	9/13/99	Service for period 8/3/99 to 9/2/99
					Total this claim		
					\$44.27		
18495	717	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$768.37	9/13/99	P/R ending 9/11/99
					Total this claim		
					\$768.37		
					Total Amount of Claims		
					\$55,192.55		

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.

Sunday, September 12, 1999

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 _____, 19____

Kevin M. Dixon Amelia Bullender
Linda Anderson _____
Sharon Pace _____

SIGNATURES OF GOVERNING BOARD

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

Sept. 13, 1999

Board of Directors
Elwood Public Library

Dear Pam and Board Members,

The Adult Summer Reading Program "So Many Books...So Little Time!" was a great success. Here is a recap of the FIRST adult summer reading program...

146 Adult patrons signed up for the program
688 "Books Read" entries
417 "Critic's Corner" reviews turned in

80 items were donated from area merchants
20 tote bags purchased through grant from board
20 coffee mugs purchased through grant from board
200 plastic book bags purchased through grant from board.

Programming attendance;

June - 2 programs - 12 attending
July - 5 programs - 38 attending
Aug. - 5 programs - 33 attending
Total 12 programs - 83 patrons attending

Expenses: Beginning Grant Balance \$500.00

Upstart
tote bags, mugs, plastic bags \$414.08
Marsh Supermarkets
final party supplies and cake 38.73
Balance \$47.19

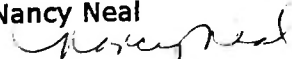
Additional Expense:

Ram Graphics - 50 T-Shirts \$428.00
Shirts Sold - 255.70
Balance \$<172.30>

22 Shirts Unsold

Even though not all of the shirts were sold, which resulted in an overall monetary loss, the patrons response was FANTASTIC!! The Elwood Call-Leader even played a part in the success with all the free PR!!

Sincerely,
Nancy Neal



Elwood Public Library
1600 Main Street, Elwood, Indiana 46036-2023

Phone: 765/552-5001

FAX: 765/552-0955

"SO MANY BOOKS...SO LITTLE TIME!"

The Elwood Public Library would like to thank you for your donation to the Adult Summer Reading Program. Your contribution helped make it a success.

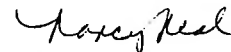
This was our first year in this type of programing and it surpassed our expectations. There were 146 adults who enrolled in the program. We had 9 weekly drawings and a grand prize drawing and party to hand out all the nice items we received. In addition, there were 11 evening and Saturday programs open to the public.

The following is a list of participating merchants:

Blair's Flowers - tea cup arrangement
Dairy Queen - 5 Treatzza Pizzas
Goldsberry's Flowers - floral basket
Jim Dandy Restaurant - 5 dinner meals
Just Wright Shirts & Sports -
embroidered sweatshirt
Loves Flowers, Inc. - angel
Marsh Supermarkets - 2 gift certificates
Moser Jewelers, Inc - 9 jars of cleaner
Papa Johns Pizza - 3 large pizzas
Pizza Hut - 9 personal pan pizzas
Subway Sandwich Shop - 2 value meals
Sun of a Beach Beauty - tanning session
Wyant Ford - oil-lube change
CVS Downtown - 9 gift items
Elwood Tire & Auto - oil-lube change
Jerry's Beauty Salon - shaping lotion
Jim's Drive-In - 9 root beer gallons
K-Mart - 2 Kodak Max cameras
Kutche's Auto - 2 oil-lube change
Lucky Strike Lanes - 6 games of
bowling and 2 coffee mugs
Movietime Video - 2 movie rentals
Patrick Miller & Assoc. - hair cut
Prestige Crystal Art Glass - glass bird
and a glass paperweight
Venus Chocolate Shop - 2 1/2lb box

We look forward to your contribution again next year.

Sincerely,


Nancy Neal
Elwood Public Library

DEAR

8-17-1999

JUST A NOTE TO THANK YOU FOR
BEING A PART OF OUR FIRST ADULT SUMMER
READING PROGRAM AT THE ELWOOD LIBRARY.
EVEN THOUGH THE ATTENDANCE WAS NOT
WHAT I HAD HOPED. YOUR PROGRAM WAS
ENJOYABLE. MAYBE OUR SECOND YEAR
WILL GROW.

Sincerely,
Nancy Neal

With Appreciation

NMCPLS MEETING ROOM POLICY

June, 1996

INFORMATION TO THE BOARD

Leak - As per Linda's suggestion, I called Edwards' Maintenance (they call on us quarterly). They had made a call in June, therefore, the manager said they would take responsibility for the repair and damage to books. The book damage for the paperbacks lost was \$56.82, plumbing bill was \$79.90 and repair to the ceiling and wallpaper \$75.00. Edwards sent us a check for the total - \$211.72.

Keys - As you know, we have had trouble with our keys and locks since Day 1 in our new building. We are finally having some work done on them. The front and back door locks were put in wrong (so this repairperson says), therefore, he had to order new parts to install to fix them. It may take several more weeks but hopefully, then we will be ok. This same company is going to work with Jerry to install a new sill on our outside North Door.

Youth Services - Our new person in Youth Services is Priscilla Frazier. She is working part-time.

I. ACCESS:

- A. The room designated as the "meeting room" in the North Madison County Public Library facilities may be reserved for use by educational, civic/cultural, and governmental entities.
- B. The meeting room shall be available to any person residing in Pipecreek, Duck Creek, Boone, Van Buren and Lafayette townships.
- C. Library functions take precedence over all other usage.
- D. Children's groups are permitted use of the room provided they are supervised by one or more adult sponsors AT ALL TIMES.
- E. When adults using meeting room facilities are accompanied by their children, those children should have adult supervision other than library personnel at all times.

II. RESTRICTIONS:

- A. No more than 49 persons are to occupy the Elwood Public Library meeting room at any given time or 29 persons at the Ralph E. Hazelbaker Library at Summitville.
- B. Buying, selling, advertising, or trading of products or services is permitted on library property - see III.B. *numerous groups*
- C. *out* In fairness to the numerous groups in the community, the library will not accept reservations for a series of meetings which would designate the library as the regular meeting place for any organization. Reservations will be taken no more than 30 days in advance except with board approval.
- D. Smoking is prohibited.
- E. Alcoholic beverages are prohibited.
- F. The library director is authorized to deny permission for use of the library meeting room to any group that is disorderly or violates these regulations. *open flames*

III. RESERVATIONS:

- A. Reservations are made on a first come, first served basis (except as noted in II.-D.)
- B. Groups should complete the attached Meeting Room Reservation Form, leaving it and their \$10 deposit, with staff at the front desk. There will be a \$10.00 fee (non-refundable) for profit-making groups.
- C. The library should be notified as soon as possible in the event a meeting is canceled by the group for which the room is reserved.
- D. The library reserves the right to cancel reservations for the meeting room at any time. Every effort will be made to give as much notice as possible to the individual(s) listed on the reservation form.

IV. RESPONSIBILITIES:

- A. The building is to be kept locked at all times after regular hours of operation. Therefore, when using the meeting room after the rest of the library is closed, the person signing this agreement will be held responsible for
 - 1) getting a key for the exterior entrance not more than 24 hours prior to the meeting;
 - 2) leaving the key(s) in the bookdrop upon vacating the facility; and
 - 3) making sure all doors and windows are securely shut and locked upon vacating the facility.
- B. The library assumes no liability for any loss or damage arising from the use of the meeting

room by the applicant, affiliated group members and guests.

C. Groups are responsible for providing all supplies necessary to conduct planned activities. Tables, chairs, and audio-visual (AV) equipment may be requested when reserving the meeting room, but must be requested no less than one library business day in advance of meeting room use.

D. Library facilities include meeting room, tables, chairs, and access to kitchen and restroom. Facilities must be left in the same condition in which they were found or deposit will be forfeited. Custodial services are NOT included with the reservation of the meeting room and adjoining conveniences.

E. Any damage should be reported promptly. Damages or charges in excess of the amount of the deposit will be billed to the person who signed the reservation form. Compensation at replacement cost, labor cost, or both must be made within 30 days. The full amount must be paid before another request will be granted for the affiliated group.

F. Deposit must be retrieved within 10 business days following use of the meeting room, or it will be considered a donation to the library. Deposit will be released only to the person who signed the original reservation form.

NMCPLS MEETING ROOM RESERVATION FORM

_____ request permission to use the meeting room of the _____ Library on _____ 19____ from _____ a.m./p.m. (please circle) to _____ a.m./p.m. in accordance with the rules and regulations set forth by the North Madison County Public Library System Board of Trustees.

I, _____ (signature) agree to honor all the rules and regulations governing the use of the North Madison County Public Library's meeting rooms as described above, and to ensure that no member of the group violates the rules set forth. I understand that the group will be held responsible for any and all losses incurred by the library as a result of leaving the building unlocked.

(Please print)

NAME _____

ADDRESS _____

BUS.PHONE _____ HOME _____

GROUP NAME _____

ADDITIONAL CONTACT _____

NMCPLS MEETING ROOM POLICY

June, 1996

The following equipment is requested:

___TV ___VCR ___Overhead projector ___Slide projector ___Manual filmstrip projector

___Projection screen ___Cassette tape recorder/player ___Polaroid camera ___Chairs

___Tables ___Table-top podium ___Markerboard (special markers & eraser provided)

Reservation taken by (staff) _____

Date & Time _____

Post-meeting check conducted by (staff) _____

Date & Time _____

___Satisfactory ___Not Satisfactory

Describe _____

Deposit returned by (staff) _____

Date and Time _____

I. ACCESS:

A. The room designated as the "meeting room" in the North Madison County Public Library facilities may be reserved for use by educational, civic, cultural, and governmental entities.

B. ~~All meetings shall be open and free of charge to any person residing in Pipecreek, Duck Creek, Boone, Van Buren and Lafayette townships.~~ *The meeting room is available*

C. Library functions take precedence over all other usage.

D. Children's groups are permitted use of the room provided they are supervised by one or more adult sponsors AT ALL TIMES.

E. When adults using meeting room facilities are accompanied by their children, those children should have adult supervision other than library personnel at all times.

II. RESTRICTIONS:

A. No more than 49 persons are to occupy the room at any given time.

B. ~~This room is not available for any religious, political or partisan purposes, or for the benefit of private individual or commercial concerns.~~

C. Buying, selling, advertising, or trading of products or services is permitted on library property only in support of the library.

D. In fairness to the numerous groups in the community, the library will not accept reservations for a series of meetings which would designate the library as the regular meeting place for any organization. Reservations will be taken no more than 30 days in advance.

E. Smoking is prohibited.

F. Alcoholic beverages are prohibited.

G. The library director is authorized to deny permission for use of the library meeting room to any group that is disorderly or violates these regulations.

III. RESERVATIONS:

A. Reservations are made on a first come, first served basis (except as noted in II.-D.)

B. Groups should complete the attached Meeting Room Reservation Form, leaving it and their \$10 deposit, with staff at the front desk. *for profit will be charged \$10 = for use of room*

C. The library should be notified as soon as possible in the event a meeting is canceled by the group for which the room is reserved.

D. The library reserves the right to cancel reservations for the meeting room at any time. Every effort will be made to give as much notice as possible to the individual(s) listed on the reservation form.

IV. RESPONSIBILITIES:

A. The building is to be kept locked at all times after regular hours of operation. Therefore, when using the meeting room after the rest of the library is closed, the person signing this agreement will be held responsible for

1) getting a key for the exterior entrance not more than 24 hours prior to the meeting;

2) leaving the key(s) in the bookdrop upon vacating the facility; and

3) making sure all doors and windows are securely shut and locked upon vacating the facility.

B. The library assumes no liability for any loss or damage arising from the use of the meeting room by the applicant, affiliated group members and guests.

C. Groups are responsible for providing all supplies necessary to conduct planned activities. Tables, chairs, and audio-visual (AV) equipment may be requested when reserving the meeting room, but must be requested no less than one library business day in advance of meeting room use.

D. Library facilities include meeting room, tables, chairs, and access to kitchen and restroom. Facilities must be left in the same condition in which they were found or deposit will be forfeited. Custodial services are NOT included with the reservation of the meeting room and adjoining conveniences.

E. Any damage should be reported promptly. Damages or charges in excess of the amount of the deposit will be billed to the person who signed the reservation form. Compensation at replacement cost, labor cost, or both must be made within 30 days. The full amount must be paid before another request will be granted for the affiliated group.

F. Deposit must be retrieved within 10 business days following use of the meeting room, or it will be considered a donation to the library. Deposit will be released only to the person who signed the original reservation form.

NMCPLS MEETING ROOM RESERVATION FORM

_____ request permission to use the meeting room of the Elwood Public Library on _____ 19 ____ from ____ a.m./p.m. (please circle) to _____ a.m./p.m. in accordance with the rules and regulations set forth by the North Madison County Public Library System Board of Trustees.

I, _____ (signature) agree to honor all the rules and regulations governing the use of the Elwood Public Library Meeting Room as described above, and to ensure that no member of the group violates the rules set forth. I understand that the group will be held responsible for any and all losses incurred by the library as a result of leaving the building unlocked.

(Please print)

NAME _____

ADDRESS _____

BUS. PHONE _____ HOME _____

GROUP NAME _____

ADDITIONAL CONTACT _____

The following equipment is requested:

___ TV ___ VCR ___ Overhead projector ___ Slide projector ___ Manual filmstrip projector

___ Projection screen ___ Cassette tape recorder/player ___ Polaroid camera ___ Chairs

___ Tables ___ Table-top podium ___ Markerboard (special markers & eraser provided)

Reservation taken by (staff) _____

Date & Time _____

Post-meeting check conducted by (staff) _____

Date & Time _____

___ Satisfactory ___ Not Satisfactory

Describe _____

Deposit returned by (staff) _____

Date and Time _____

Memorandum

To: NMCPLS Staff
From: Kathi Wittkamper
Date: *Sept 17, 1997*
May 18, 1999
Re: Clarification of Meeting Room Policy

My apologies for confusion over the item re: Meeting Room Policy in this week's Update. The item appeared in response to information that private parties have been held in meeting room facilities – this is “inappropriate use,” which should be obvious from the material which follows. If questions remain, please contact me immediately. All staff are held accountable for accurate application of library policies.

Quotations from Meeting Room Policy appear in bold face type.
Explanations follow in light face type.

I. A. The room designated as the “meeting room” in the North Madison County Public Library facilities may be reserved for use by educational, civic, cultural, and governmental entities.

This applies to both Elwood & Summitville, obviously not Frankton. Examples, but by no means an exhaustive listing of every group in each category: Educational entities may be classes from local schools, preschool children from the local YMCA, Girl Scout Troops, etc. Civic entities may be Lions, Kiwanis, local sororities, etc. Cultural entities are groups such as the Elwood-PipeCreek Historical Society and Genealogy Group, a book discussion group, a local arts council, etc. Governmental entities include the IRS (which has held training sessions at Elwood), elected officials (holding a “town hall” style meeting for example, but not persons running for office), the WIC (Women, Infants & Children's nutrition program) holding educational classes, etc. A good rule of thumb, except for church affiliated groups, would be to determine whether or not the entity is non-profit, tax-exempt.

I. B. All meetings shall be open and free of charge to any person residing in Pipecreek, Duck Creek, Boone, Van Buren and Lafayette townships.

NO group using the facility for any purpose may charge a fee for admittance. The group must freely admit anyone from our service area to the function being held in the meeting room, although it is not necessary for a general invitation to be extended to the public. In other words, should an individual who is NOT a member of the Lions Club wish to “sit-in” on a meeting, the Library expects the Lions to accommodate that individual within the guidelines set for their own members. For example, I might want to sit-in on a meeting just to see what the group is all about, but I can't expect a free meal if everyone else has had to pay in advance.

II. B. This room is not available for any religious, political or partisan purposes, or for the benefit of private individual or commercial concerns.

No church services, no Sunday School, no prayer or Bible study groups. No campaigning, no meetings of the Women Republicans, no neo-Nazi programs. No baby showers, no wedding showers, no receptions, no anniversary parties, no birthday parties, no family reunions, no Tupperware (etc.) parties. No multi-level marketing meetings, no businesses doing business of any kind – even gratis educational programs because of the subtle self-promotion – no selling or profit-making activities.

II. C. Buying, selling, advertising, or trading of products or services is permitted on library property only in support of the library.

The Library can sell, buy, advertise or trade in our facilities – but no one else can.

II. D. In fairness to the numerous groups in the community, the library will not accept reservations for a series of meetings which would designate the library as the regular meeting place for any organization. Reservations will be taken no more than 30 days in advance.

The Library will not commit the meeting room facility on a regular basis in advance. For example, a Scout leader cannot reserve the meeting room for “every third Thursday during the school year.” However, each time the group meets, the room may be scheduled for the next meeting if it is to be held no more than 30 days in the future. An exception – I will entertain appropriate requests for individual functions that require long-term advance planning, such as our District 8 Conference would have required.

The rest of the policy should be fairly self-explanatory. Please make certain that persons reserving the meeting room have read the policy and completed the reservation form – even if it is your mother. This is for their protection as well as ours!

In the event that someone protests refusal to schedule a private party because they know one was previously held in a Library facility, simply tell the person “I’m sorry. That was a mistake and should not have happened. Here’s a copy of the policy which everyone is expected to follow. If we can accommodate your request within these guidelines, we certainly will be happy to do so.” If the transaction turns ugly, refer it to me.

DAMAGED BOOKS

Following is a list of paperback books damaged from a ceiling leak on July 29, 1999. All of the books were purchased from L. M. Montgomery Co.

<u>Title</u>	<u>Cost</u>
Anne of Green Gables	3.99
Emily's Quest	5.95
Emily of New Moon	3.99
The Blue Castle	4.50
Along the Shore	4.95
Anne of Avonlea	4.99
Kelmeny of the Orchard	3.99
Mistress Pat	3.99
Pat of Silver Bush	4.50
Emily Climbs	4.99
Against the Odds	6.99
Anne of the Island	3.99
	<hr/>
Total	\$ 56.82

Rec'd payment from Edwards 8-30-99 - 56.82

*How about asking for
reservations*

*Look at this for
possible revision*

NMCPUS MEETING ROOM POLICY

June, 1996

*Simple, so - 1st time
first served basis*

I. ACCESS:

- A. The room designated as the "meeting room" in the North Madison County Public Library facilities may be reserved for use by educational, civic, cultural, and governmental entities.
- B. All ~~meetings~~ ^{meetings} shall be open and free of charge to any person residing in Pipecreek, Duck Creek, Boone, Van Buren and Lafayette townships.
- C. Library functions take precedence over all other usage.
- D. Children's groups are permitted use of the room provided they are supervised by one or more adult sponsors AT ALL TIMES.
- E. When adults using meeting room facilities are accompanied by their children, those children should have adult supervision other than library personnel at all times.

II. RESTRICTIONS:

- A. No more than 49 persons are to occupy the room at any given time.
- ~~B. This room is not available for any religious, political or partisan purposes, or for the benefit of private individual or commercial concerns.~~
- C. Buying, selling, advertising, or trading of products or services is permitted on library property only in support of the library.
- D. In fairness to the numerous groups in the community, the library will not accept reservations for a series of meetings which would designate the library as the regular meeting place for any organization. Reservations will be taken no more than 30 days in advance.
- E. Smoking is prohibited.
- F. Alcoholic beverages are prohibited.
- G. The library director is authorized to deny permission for use of the library meeting room to any group that is disorderly or violates these regulations.

III. RESERVATIONS:

- A. Reservations are made on a first come, first served basis (except as noted in II.-D.)
- B. Groups should complete the attached Meeting Room Reservation Form, leaving it and their \$10 deposit, with staff at the front desk. *There will be a \$10 fee for (non-refundable) for for people groups.*
- C. The library should be notified as soon as possible in the event a meeting is canceled by the group for which the room is reserved.
- D. The library reserves the right to cancel reservations for the meeting room at any time. Every effort will be made to give as much notice as possible to the individual(s) listed on the reservation form.

IV. RESPONSIBILITIES:

- A. The building is to be kept locked at all times after regular hours of operation. Therefore, when using the meeting room after the rest of the library is closed, the person signing this agreement will be held responsible for
 - 1) getting a key for the exterior entrance not more than 24 hours prior to the meeting;
 - 2) leaving the key(s) in the bookdrop upon vacating the facility; and
 - 3) making sure all doors and windows are securely shut and locked upon vacating the facility.
- B. The library assumes no liability for any loss or damage arising from the use of the meeting room by the applicant, affiliated group members and guests.

C. Groups are responsible for providing all supplies necessary to conduct planned activities. Tables, chairs, and audio-visual (AV) equipment may be requested when reserving the meeting room, but must be requested no less than one library business day in advance of meeting room use.

D. Library facilities include meeting room, tables, chairs, and access to kitchen and restroom. Facilities must be left in the same condition in which they were found or deposit will be forfeited. Custodial services are NOT included with the reservation of the meeting room and adjoining conveniences.

E. Any damage should be reported promptly. Damages or charges in excess of the amount of the deposit will be billed to the person who signed the reservation form. Compensation at replacement cost, labor cost, or both must be made within 30 days. The full amount must be paid before another request will be granted for the affiliated group.

F. Deposit must be retrieved within 10 business days following use of the meeting room, or it will be considered a donation to the library. Deposit will be released only to the person who signed the original reservation form.

NMCPLS MEETING ROOM RESERVATION FORM

_____ request permission to use the meeting room of the Elwood Public Library on _____ 19____ from _____ a.m./p.m. (please circle) to _____ a.m./p.m. in accordance with the rules and regulations set forth by the North Madison County Public Library System Board of Trustees.

I, _____ (signature) agree to honor all the rules and regulations governing the use of the Elwood Public Library Meeting Room as described above, and to ensure that no member of the group violates the rules set forth. I understand that the group will be held responsible for any and all losses incurred by the library as a result of leaving the building unlocked.

(Please print)

NAME _____

ADDRESS _____

BUS. PHONE _____ HOME _____

GROUP NAME _____

ADDITIONAL CONTACT _____

The following equipment is requested:

___TV ___VCR ___Overhead projector ___Slide projector ___Manual filmstrip projector

___Projection screen ___Cassette tape recorder/player ___Polaroid camera ___Chairs

___Tables ___Table-top podium ___Markerboard (special markers & eraser provided)

Reservation taken by (staff) _____

Date & Time _____

Post-meeting check conducted by (staff) _____

Date & Time _____

___Satisfactory ___Not Satisfactory

Describe _____

Deposit returned by (staff) _____

Date and Time _____

AGENDA
NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
October 11, 1999
Executive Meeting
5:30pm
Ralph E. Hazelbaker Library - Summitville

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
Board of Trustees
Regular Meeting
October 11, 1999
Ralph E. Hazelbaker Library, Summitville, IN
7:00pm

BOARD TRAINING TAPE

CALL TO ORDER
CALL FOR QUORUM
BUSINESS

- A. Purchase or Lease of Real Property
IC 5-14-1.5-6-(b) (2) (d)
- B. Personnel
IC 5-14-1.5-6-(b) (6)

**Regular Meeting
7:00PM**

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

- 1. Catalog Sale — *jump*
- 2. REH Library - Computers

NEW BUSINESS

- ✓1. Budget Report
- ✓2. Frankton School - Architech
- 3. DialCat
- 4. Universal Service Fund
- 5. Carolyn Lambertson - Genealogy Dept. plans

Director's Report

CALL TO ORDER

President Pam Bohlander called a regular meeting to order at the Ralph E. Hazelbaker Library at Summitville on October 11, 1999 at 7:00pm.

CALL FOR QUORUM

Present with President Bohlander were: board members Linda Sizelove, Jerry Kaiser and Kevin Sipe, Interim Director Jan Helpling and Call-Leader reporter Sharon Lagana.

MINUTES were approved with a motion from Linda Sizelove, seconded by Jerry Kaiser.

CLAIMS REGISTER was signed by board members and checks signed by Treasurer Jerry Kaiser.

OLD BUSINESS

The old card catalog was offered to the public on a "highest bid" basis for this past month. The only bid received was from Jerry Kaiser for \$35.00, therefore, he is the owner of the card catalog.

REH Computers - Interim Director Jan Helpling reported the wiring for the computers given to the REH library by Mr. Hazelbaker is completed. We are waiting for the special tables ordered by Carolyn to arrive for the project to be complete.

NEW BUSINESS

Jan reported the 2000 Budget has completed its process with a visit to the Madison County Auditor's office last week (Hearing for public comment). We will now hear between Oct. 15 and Dec. 15 the decision of the State Board of Tax Comm.

President Bohlander announced any plans for a Frankton project will be postponed until next month.

Internet - Raising questions asked me to ask if it had to allow jump in bid. From, would a have suite.

Carolyn Lambertson, REH Library's branch manager explained to board members how she would like to rearrange the lounge area of the library to make a Genealogy Room for the Summitville patrons. She said patrons would like to give the library items of historical value to Summitville and she has no place for them. She also has some local interest books and some papers of interest to the local patrons. Board members discussed ideas with Carolyn and suggested she begin the project.

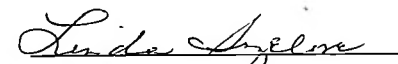

Jan explained the *DIALCAT* project and passed instructions to board members. The *DIALCAT* will allow members of the public to access our collection with their own computers. She explained Jamie Scott has created instructions which will allow a person to set it up in their own computer..

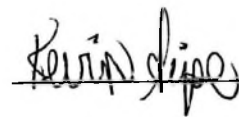
Jan also announced Jamie Scott was notified our library system has been granted funding under the Universal Service Fund for E-Rates, that is, discounts for IndyNet, Ameritech and GTE for the next year. IndyNet's discount is 57%, Ameritech's discount is 60% and GTE's discount is 50%.

A patron has requested the board consider restricting the general public from using the Indiana Room computers. His concern was that the room will be hard to supervise. Board members felt the room could not be restricted to people only working on genealogy. They did however, feel patrons should be over 18 years old to use the computers in that room and that the staff would needs to make periodic checks when they know patrons are in the room..

The meeting was adjourned with a motion from Jerry Kaiser, seconded by Linda Sizelove.


David Hoffman, Secretary



E-Rate Funding Commitments: Year 2, Wave 13 (State List)

State IN

E-Rate Funding Commitments: Wave Thirteen

Applicant Name COWAN COMM SCHOOL CORPORATION

Service	Address	City	Zip	\$ Amount	Discount (%)
Telecomm And Dedicated	1000 W COUNTY ROAD 600 S	MUNCIE	47302	\$4,237.50	50
Sum				\$4,237.50	

Applicant Name MONROE-GREGG SCHOOL DISTRICT

Service	Address	City	Zip	\$ Amount	Discount (%)
Internet Access	135 S. Chestnut St. P.O. Box 468	MONROVIA	46157	\$504.00	40
Telecomm And Dedicated	135 S. Chestnut St. P.O. Box 468	MONROVIA	46157	\$513.60	40
Sum				\$1,017.60	

Applicant Name N MADISON COUNTY PUB LIB SYS

Service	Address	City	Zip	\$ Amount	Discount (%)
Internet Access	1600 MAIN STREET	ELWOOD	46036	\$1,436.40	57
Telecomm And Dedicated	1600 MAIN STREET	ELWOOD	46036	\$6,133.80	60
Telecomm And Dedicated	1600 MAIN STREET	ELWOOD	46036	\$1,731.50	50
Sum				\$9,301.70	

Indy Net
Ameritech
GTE

Applicant Name SOUTH ADAMS SCHOOL DISTRICT

Service	Address	City	Zip	\$ Amount	Discount (%)
Telecomm And Dedicated	1027 US HIGHWAY 27 S	BERNE	46711	\$5,538.40	40
Sum				\$5,538.40	

Sum for State

\$20,095.20

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
MONTHLY STATISTICS

	SEP 1998	SEP 1999	AMOUNT OF CHANGE	PERCENT OF CHANGE	YTD
ELWOOD					
ADULT	3129	2933	-196	-6%	28019
JUV.	2441	2016	-425	-17%	18401
Y.A.	96	135	+39	+41%	1166
PER.	454	436	-18	-4%	3925
AUDIO	276	201	-75	-27%	2054
VIDEO	1472	1844	+372	+25%	17640
TOTAL	7868	7565	-303	-4%	71205
F'TON					
ADULT	1101	1199	+98	-9%	9746
JUV.	672	660	-12	-2%	6440
Y.A.	32	33	+1	-3	219
PER.	275	287	+12	+4%	2712
AUDIO	26	16	-10	-38%	194
VIDEO	791	723	-68	-9%	7718
TOTAL	2897	2918	+21	+1%	27029
H'BAK					
ADULT	724	623	-101	-14%	6080
JUV.	630	454	-176	-28%	4343
Y.A.	18	21	+3	-17%	259
PER.	131	161	+30	+23%	1379
AUDIO	36	30	-6	-17%	221
VIDEO	445	440	-5	-1%	3806
TOTAL	1984	1729	-255	-13%	16088
SYSTEM					
ADULT	4954	4755	-199	-4%	43845
JUV.	3743	3130	-613	-16%	29184
Y.A.	146	189	+43	+29%	1644
PER.	860	884	+24	+3%	8016
AUDIO	328	247	-91	-27%	2469
VIDEO	2708	3007	+299	+11%	29164
TOTAL	12749	12212	-537	-4%	114322
TRAFFIC	ELWOOD 7923	FRANKTON 1758	HAZELBAKER 1017		
REFERENCE	90	36	17		
ASSISTANCE	746	137	92		
COMPUTER: ADULT	597	115	175		
JUV.	316	—	—		
PROGRAMMING: ADULT	0	0	2/20		
JUV.	15/340	0	2/82		



Search our catalog from home with DialCat

What is DialCat?

It is an easy and fun way for you to search our catalog from your home or office.

What do you need?

- ❖ Computer with Windows 95/98
- ❖ Modem
- ❖ Telephone line

How do you connect once you have these items?

1. Click Start/Programs/Accessories (Windows 95 users skip #2)
2. Go to "Communications"
3. Go to "Hyper Terminal"
4. The "Hyper Terminal" window will then appear.
5. Double click the icon labeled "Hypertm".
6. When the "Connection Description" window appears type in a name for this connection. For instance, "NMCPLS Catalog"
7. Pick an icon that you would like to represent your connection to the North Madison County Public Library System.
8. Click on the "OK" button.
9. When the "Connect To" window appears type in this phone number, 557-2506.
10. Then click on the "OK" button.
11. When the "Connect" window appears click on the "Dial" button. If you receive a busy signal please be patient as we only have one phone line for the DialCat.
12. Once you are connected press the "Enter" key twice.
13. The screen should say "R2host v 3.0".
14. Type in "VT100" as the User ID.
15. Press the "Enter" key.
16. The screen that appears looks very similar to our old Public Access Catalog.

17. Before doing your search for the first time, follow these simple steps to give your screen the best look.
 - A. Click on File.
 - B. Click on Properties
 - C. Once the "Properties" window appears, click on the "Settings" tab.
 - D. Make sure your emulation is set at "VT100".
 - E. Click on the "OK" button.
18. Follow the instructions on the screen to do your search and happy hunting.
19. When you are done searching our catalog you can disconnect by clicking on the icon that looks like a phone off the hook.
20. It will ask if you want to save this session. If you save it you can...
 - A. Easily return to it and search our catalog again.
 - B. Also create a shortcut on your desktop for easy access.
21. If you have any questions please call one of the following libraries.

Elwood Public Library

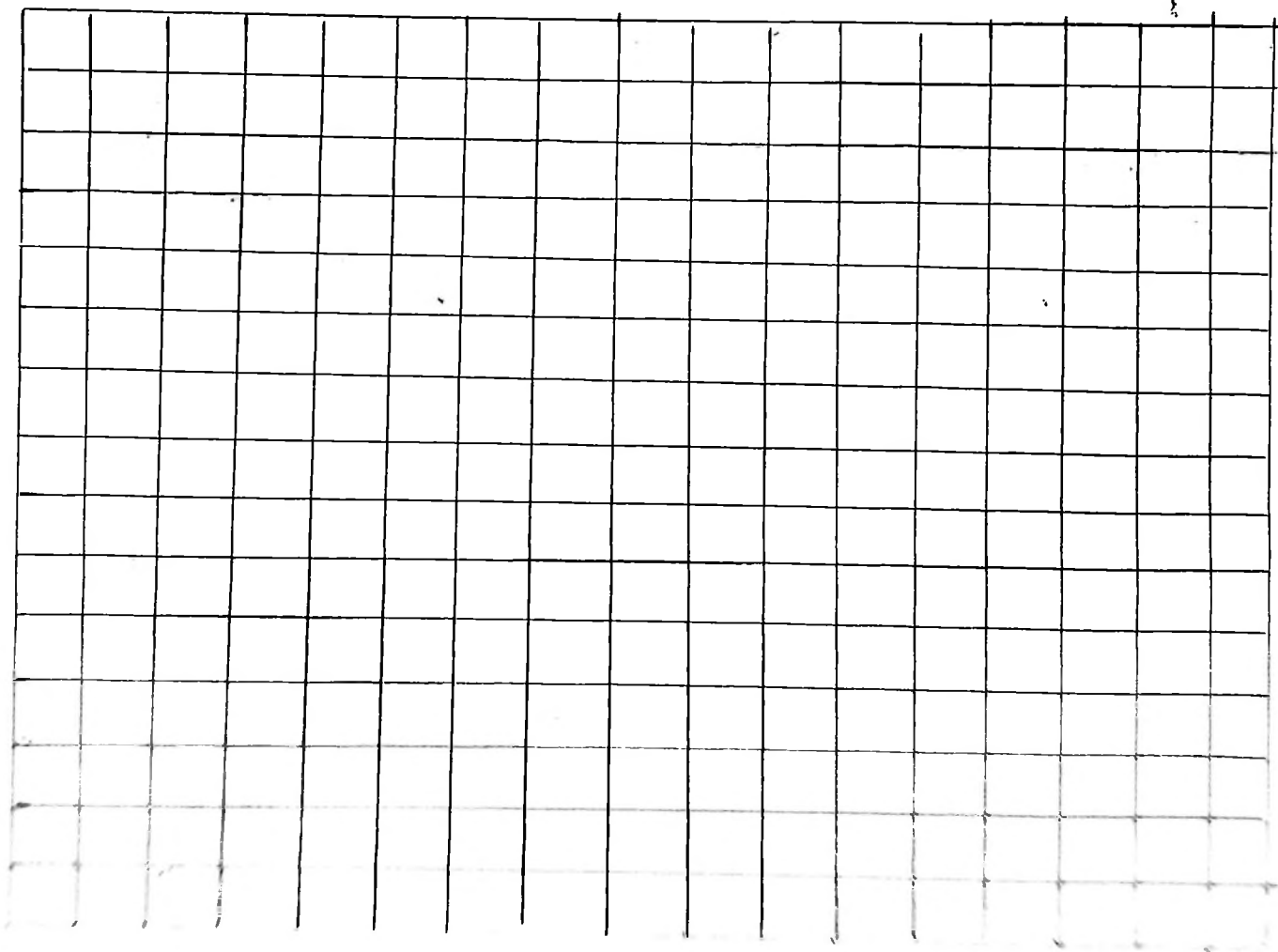
1600 Main Street Elwood, IN 46036-2023
Phone: 765-552-3001 FAX: 765-552-0955
M-Th 9-8 • Friday 9-6 • Saturday 9-4

Frankton Community Library

111 Sigler Street Frankton, IN 46011
Phone: 765-754-7116 FAX: 765-754-3312
M-Th 9-7 • Friday 9-5 • Saturday 9-1

Ralph E. Hazelbaker Library

1013 W. Church St Summitville, IN 46070
Phone: 765-536-2335 FAX: 765-536-9050
M-Th 9-7 • Friday 9-5 • Saturday 9-1





Library Developments

Information Memo from the Library Development Office
Indiana State Library

July 1999

New Library Districts

Congratulations go out to Greenfield, Fremont and Corydon for expanding their library districts. The total population now taxed for library service in Indiana is 92.62%.



New Listserv for Trustees

Announcing the Indiana State Library's latest listserv for the library community!!

The Trustee listserv is now operational. To subscribe, send a message to trustee@www.state.lib.in.us, write subscribe in the subject line and leave the body of the message blank (no signature, v-card or anything else). We are publicizing this through FOCUS, the quarterly mailing to the public library directors and any other way possible. It would be helpful if public library directors or other staff subscribing to the listserv, inpublib, would pass the word to their board members. Also, if libraries have a way to give trustees without home computers an email address, that would be a wonderful new service.

This listserv is a forum for trustees to ask questions, make comments, and use for their education and betterment of their libraries.

PLAC

Enclosed is this quarterly mailing are PLAC Quarterly Report Forms, PLAC Restrictions Form to be returned to the Library Development Office and the 1999 PLAC Distribution based on net loans list. Call the Library Development Office if you have any questions regarding this information. Checks will be mailed by August 1, 1999.

1999 State Distribution List

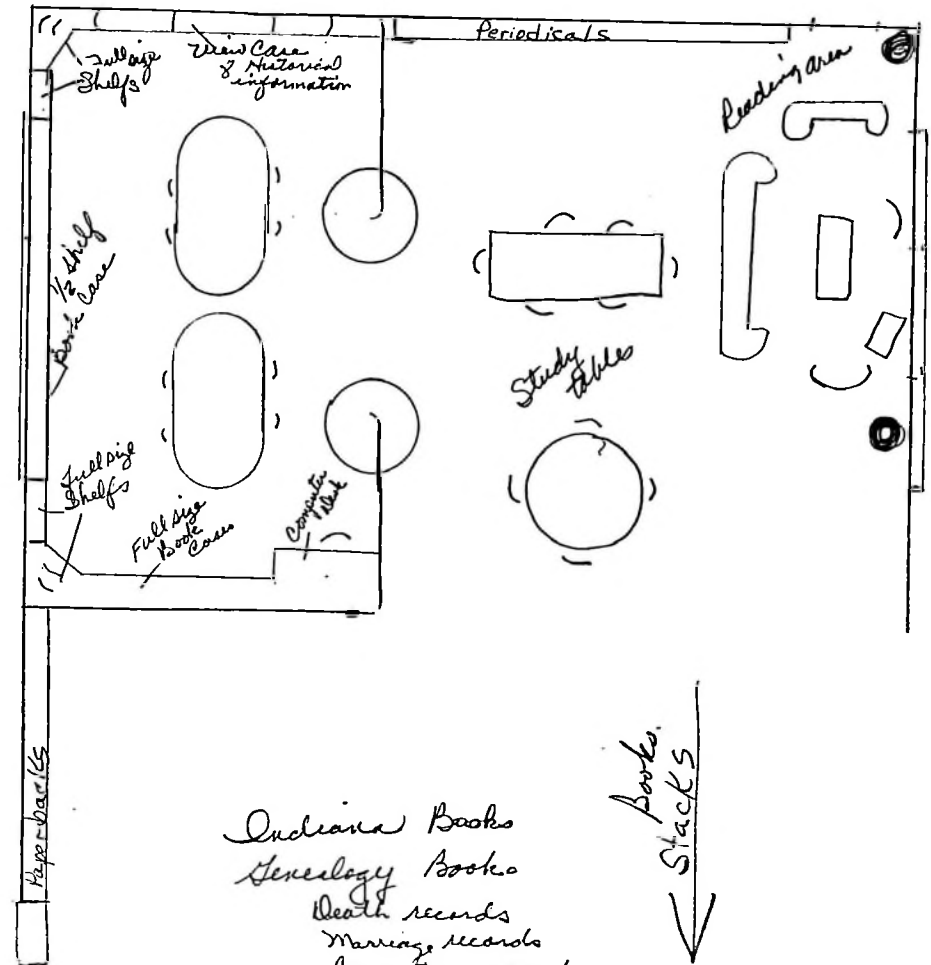
The 1999 State Distribution to Public Libraries list is enclosed. If you have any questions, contact the Library Development Office at 1-800-451-6028 or 317-232-3697. Checks will be mailed by August 1, 1999.

Reciprocal Borrowing

Enclosed is a list of Reciprocal Borrowing Participants and the Reciprocal Borrowing Restrictions Form to be returned to the Library Development Office. Contact the Library Development Office if you have any questions.

LSTA Reports Due

Attention 1998 LSTA grantees! Final evaluations are due July 15, 1999. The form is in your LSTA handbook (or use the form on the web). If you have any questions, call Rose Marie Kelsey-Traylor at 1-800-451-6028 or 317-232-3694.



Indiana Books
Genealogy Books
Death records
Marriage records
Cemetery records
School Annuals
Display shelves
Computer (software for Genealogy)

Genealogy and Indiana room

ESTIMATES AND EXPENSES - HAZELBAKER COMPUTER PROJECT

Paragon Deluxe Workstations	3	@499.95	\$ 1,499.85
Pull-out keyboards	6	64.95	324.75
Cook Electric Co. - Electricity		605.00	605.00
Lucent Technologies - New Phone Lines			638.00
		Total	<u>\$ 3,067.60</u>

Jerry Kaiser

Bid Card 5/9.

35.⁰⁰

Because of our recent automation, we no longer need the card catalog in the library.

Sealed bids will be accepted in the library until September 30, 1999 for it. The highest bid will be accepted and bidder notified.

see Emily

Register Of Claims

North Madison County Public Library System

Report Date: From 10/1/99 To 10/31/99

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
18505	735	22ND STREET HARDWARE	OPERATING FUND	Other Repair & mainten.supplies	\$11.64	10/11/99	
			OPERATING FUND	Cleaning & Sanitation Supplies	\$5.10		
Total this claim					\$16.74		
18506	736	AMERITECH	OPERATING FUND	Telephone & Telegraph	\$456.22	10/11/99	SERVICE FOR 8/26/99 - 9/25/99 ELWO SERVICE FOR 8/5/99 - 9/4/99 SUMMITVILLE
			OPERATING FUND	Telephone & Telegraph	\$227.70		
Total this claim					\$683.92		
18507	737	ANDREW HARPER	OPERATING FUND	*Other Professional Services	\$50.00	10/11/99	MOWING FOR JULY AND AUGUST
Total this claim					\$50.00		
18508	738	AT&T	OPERATING FUND	Telephone & Telegraph	\$39.46	10/11/99	SERVICE FOR 9/24/99 ELWOOD SERVICE FOR 9/22/99 FRANKTON
			OPERATING FUND	Telephone & Telegraph	\$15.97		
Total this claim					\$55.43		
18509	793	AUDIO VISUAL COMMUNICATI	OPERATING FUND	*Other Professional Services	\$119.00	10/11/99	SERVICE AGREEMENT FOR OCTOBE
Total this claim					\$119.00		
18510	792	BAKER & TAYLOR	OPERATING FUND	Elwood Adult	\$836.09	10/11/99	
			OPERATING FUND	Elwood Childrens	\$84.48		
			OPERATING FUND	Elwood YA	\$508.41		
			OPERATING FUND	Frankton	\$1,313.76		
			OPERATING FUND	Summitville	\$138.33		
			Gift	Elwood Childrens	\$33.60		
			Gift	Summitville	\$50.64		
Total this claim					\$2,965.31		
18511	739	BARBARA MCADAMS	OPERATING FUND	Traveling Expense	\$10.50	10/11/99	MILEAGE FOR 7/6/99 - 8/31/99
Total this claim					\$10.50		
18512	740	BARBARA SNIPES	OPERATING FUND	Travelling Expense	\$49.20	10/11/99	MILEAGE 9/1/99 - 9/29/99
Total this claim					\$49.20		
18513	741	BON PRINTING	OPERATING FUND	Stationary & Supplies	\$86.00	10/11/99	LIBRARY LETTERHEAD
Total this claim					\$86.00		
18514	742	BRODART COMPANY	OPERATING FUND	Furniture & Equipment	\$37.09	10/11/99	FRANKTON SHELF LABELS
Total this claim					\$37.09		

<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>
✓ 18515	785	CALL-LEADER	OPERATING FUND	Advertising & Public Notices	\$23.50	10/11/99	POSITION OPENING ADVERTISEMENT
				Total this claim	\$23.50		
-18516	743	CINDA HORINE	OPERATING FUND	Traveling Expense	\$27.50	10/11/99	MILEAGE 9/27/99
				Total this claim	\$27.50		
-18517	744	CONCENTRIC COMPUTER SE	OPERATING FUND	Furniture & Equipment	\$8,417.85	10/11/99	5 COMPAC 96MG COMPUTERS
				Total this claim	\$8,417.85		
• 18518	745	COOK ELECTRIC, INC.	OPERATING FUND	*Other Professional Services	\$605.00	10/11/99	HOOKUP AT SUMMITVILLE
				Total this claim	\$605.00		
• 18519	746	COVEY INC.	OPERATING FUND	*Other Office Supplies	\$55.00	10/11/99	REFILL TONER FOR COMPUTERS
				Total this claim	\$55.00		
• 18520	747	CREATIVE PUBLISHING INTER	OPERATING FUND	Frankton	\$28.91	10/11/99	CRAFTS SERIES
				Total this claim	\$28.91		
✓ 18521	748	CVS PHARMACY INC.	OPERATING FUND	*Other Operating Supplies	\$43.44	10/11/99	
				Total this claim	\$43.44		
✓ 18522	749	DIANA L. SHEPARD	OPERATING FUND	Traveling Expense	\$26.00	10/11/99	MILEAGE BOOKKEEPING WORKSHO
				Total this claim	\$26.00		
✓ 18523	750	DK FAMILY LEARNING	Gift	Elwood Childrens	\$122.54	10/11/99	
			OPERATING FUND	Elwood Childrens	\$258.79		
				Total this claim	\$381.33		
✓ 18524	751	EDWARDS ELECTRICAL & ME	OPERATING FUND	Equipment/Maint.	\$387.00	10/11/99	
				Total this claim	\$387.00		
✓ 18525	753	ELWOOD COMMUNITY HIGH S	OPERATING FUND	Elwood Adult	\$30.00	10/11/99	1998-1999 YEARBOOK
				Total this claim	\$30.00		
• 18526	752	ELWOOD HERITAGE PRESER	OPERATING FUND	Elwood Indiana Room	\$16.00	10/11/99	REPLICA OF THE METHODIST CHUR
				Total this claim	\$16.00		
✓ 18527	754	GALE RESEARCH	OPERATING FUND	Elwood Adult	\$148.66	10/11/99	
			OPERATING FUND	Frankton	\$142.95		
				Total this claim	\$291.61		
• 18528	755	GAYLORD BROS.	OPERATING FUND	*Other Operating Supplies	\$56.69	10/11/99	
				Total this claim	\$56.69		
• 18529	756	GRUNAU COMPANY	OPERATING FUND	*Other Professional Services	\$245.00	10/11/99	QUARTERLY SPRINKLER INSPECTIO
				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>
18530	786	GTE	OPERATING FUND	Telephone & Telegraph	\$284.52	10/11/99	SERVICE DUE 10/21/99
				Total this claim	<u>\$284.52</u>		
18531	760	INCOLSA	OPERATING FUND	Professional Meetings	\$20.00	10/11/99	PUBLIC LIBRARY BOOKKEEPING WO
				Total this claim	<u>\$20.00</u>		
18532	779	INDIANA 4-H FOUNDATION	OPERATING FUND	Summitville	\$21.95	10/11/99	POTLUCKS & PRIZEWINNERS
				Total this claim	<u>\$21.95</u>		
18533	758	INDIANA GAS COMPANY	OPERATING FUND	Gas	\$9.13	10/11/99	SERVICE FOR FRANKTON 8/17/99 - 9/
			OPERATING FUND	Gas	\$14.44		SERVICE FOR SUMMITVILLE 8/27/99
				Total this claim	<u>\$23.57</u>		
18534	761	INDYNET	OPERATING FUND	Consulting Services	\$115.00	10/11/99	SERVICE 9/1/99 - 10/199
				Total this claim	<u>\$115.00</u>		
18535	759	INSPIRATIONAL BOOK DISTRI	OPERATING FUND	Elwood Adult	\$9.49	10/11/99	
				Total this claim	<u>\$9.49</u>		
18536	788	J.P. SOUSA	OPERATING FUND	Summitville AV	\$208.72	10/11/99	PURCHASE OF COMPUTER SOFTWA
				Total this claim	<u>\$208.72</u>		
18537	762	K MART	OPERATING FUND	*Other Operating Supplies	\$112.89	10/11/99	
			OPERATING FUND	Summitville AV	\$245.54		
				Total this claim	<u>\$358.43</u>		
18538	763	LIBRARY STORE INC., THE	OPERATING FUND	*Other Operating Supplies	\$61.72	10/11/99	
			OPERATING FUND	Book Processing	\$3.15		
				Total this claim	<u>\$64.87</u>		
18539	764	LIBRARY VIDEO COMPANY	OPERATING FUND	Frankton AV	\$57.95	10/11/99	
				Total this claim	<u>\$57.95</u>		
18540	765	LINDA KEMPER	OPERATING FUND	Traveling Expense	\$7.00	10/11/99	MILEAGE
				Total this claim	<u>\$7.00</u>		
18541	789	LUCENT TECHNOLOGIES	OPERATING FUND	Telephone & Telegraph	\$137.64	10/11/99	SERVICE FOR ELWOOD STATEMENT
				Total this claim	<u>\$137.64</u>		
18542	766	MARY KIPLINGER	OPERATING FUND	Traveling Expense	\$7.00	10/11/99	MILEAGE 7/21/99 - 7/28/99
				Total this claim	<u>\$7.00</u>		
18543	768	MIDWEST HIGHWAYS AND BY	OPERATING FUND	Periodicals & Newspapers	\$11.95	10/11/99	NEW SUBSCRIPTION
				Total this claim	<u>\$11.95</u>		

<i>Warra 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>
18544	767	MIDWEST TAPE	OPERATING FUND	Frankton AV	\$280.91	10/11/99	
			OPERATING FUND	Elwood AV	\$540.73		
				Total this claim	\$821.64		
18545	769	OXMOOR HOUSE	OPERATING FUND	Frankton	\$5.00	10/11/99	ALL ABOUT MEMORY ALBUMS
				Total this claim	\$5.00		
18546	787	PENWORTHY CO.	OPERATING FUND	Elwood Childrens	\$320.10	10/11/99	BOOKS
				Total this claim	\$320.10		
18547	771	PITNEY BOWES	OPERATING FUND	Equipment/Rental	\$151.00	10/11/99	QUARTERLY CHARGES FOR PERIOD
				Total this claim	\$151.00		
18548	770	PITNEYWORKS	OPERATING FUND	Postage & UPS	\$237.83	10/11/99	
				Total this claim	\$237.83		
18549	773	POPULAR SUBSCRIPTION SE	OPERATING FUND	Periodicals & Newspapers	\$2,569.70	10/11/99	YEARLY MAGAZINE SUBSCRIPTIONS
			OPERATING FUND	Periodicals & Newspapers	\$1,225.32		
			OPERATING FUND	Periodicals & Newspapers	\$993.87		
				Total this claim	\$4,788.89		
18550	790	POSTMASTER	OPERATING FUND	Postage & UPS	\$26.50	10/11/99	POSTAGE STAMPS FOR FRANKTON
				Total this claim	\$26.50		
18551	772	POSTMASTER - SUMMITVILL	OPERATING FUND	Equipment/Rental	\$44.00	10/11/99	ANNUAL POSTAL BOX FEE - BOX NU
				Total this claim	\$44.00		
18552	791	PUBLIC EMP. RETIREMENT F	OPERATING FUND	Emp Cont PERF	\$5,587.53	10/11/99	3RD QUARTER PAYMENT
			PERF	Payroll Deductions	\$1,915.72		
				Total this claim	\$7,503.25		
18553	774	QUILL CORPORATION	OPERATING FUND	*Other Office Supplies	\$313.33	10/11/99	INVOICE # 4683505, 4427093, 453352
				Total this claim	\$313.33		
18554	775	RADIO SHACK	OPERATING FUND	*Other Office Supplies	\$11.94	10/11/99	INVOICE # 92580007
				Total this claim	\$11.94		
18555	776	RALPH MALEY	OPERATING FUND	Traveling Expense	\$28.00	10/11/99	MILEAGE 2/25/99 - 10/1/99
				Total this claim	\$28.00		
18556	780	READER'S DIGEST ASSOC., IN	OPERATING FUND	Periodicals & Newspapers	\$24.76	10/11/99	RENEWAL TERM 01/00 - 12/00
				Total this claim	\$24.76		
18557	778	STATE CHEMICAL MANUFACT	OPERATING FUND	Cleaning & Sanitation Supplies	\$248.27	10/11/99	CLEANING SUPPLIES
				Total this claim	\$248.27		

<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>
18558	757	THE HEARST CORPORATION	OPERATING FUND	Periodicals & Newspapers	\$25.20	10/11/99	SUBSCRIPTION MR. FOOD'S EASY C
				Total this claim	\$25.20		
18559	782	THE KNOWLEDGE SHOPPE	OPERATING FUND	*Other Office Supplies	\$20.43	10/11/99	BULLETIN BOARD SUPPLIES
				Total this claim	\$20.43		
18560	781	THOMSON INDIANA	OPERATING FUND	Periodicals & Newspapers	\$78.00	10/11/99	26 WEEKS RENEWAL - FRANKTON
				Total this claim	\$78.00		
18561	783	UNITOG RENTAL SERVICES	OPERATING FUND	Cleaning & Sanitation Supplies	\$32.30	10/11/99	CLEANING SUPPLIES ELWOOD AND
			OPERATING FUND	Cleaning & Sanitation Supplies	\$32.91		
				Total this claim	\$65.21		
18562	784	WEIGHT WATCHERS	OPERATING FUND	Periodicals & Newspapers	\$16.00	10/11/99	ONE YEAR SUBSCRIPTION
				Total this claim	\$16.00		
18563	794	AUDIO VISUAL COMMUNICATI	OPERATING FUND	Furniture & Equipment	\$387.00	10/11/99	PRINTER
				Total this claim	\$387.00		
18564	796	PARSONS TECHNOLOGY	OPERATING FUND	Elwood Indiana Room	\$24.94	10/11/99	FAMILY TREE MAKER UPGRADE 7.0
				Total this claim	\$24.94		
18565	795	RAMSAY BUSINESS PRODUC	OPERATING FUND	*Other Professional Services	\$205.47	10/11/99	
			OPERATING FUND	*Other Office Supplies	\$222.94		
				Total this claim	\$428.41		

Warrant Claim
Number Number

Name of Claimant

Fund

Account

Amount

Date

Explanation

Total Amount of Claims \$31,605.81

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, October 06, 1999

Mary J. Kelping, Int. Dir.
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 _____, 19____.

Jerry Kasper Amelia Ballander
Lisa _____
Kim _____

SIGNATURES OF GOVERNING BOARD

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 = 9/1/99 to 9/30/99

<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	\$255,253.41	\$64,194.27	\$626,023.50	\$14,711.84	\$518,923.26	\$148,153.17
105 Operating Fund Investment	\$0.00	\$0.00	\$100,000.00	\$0.00	\$150,000.00	\$50,000.00
Subtotal	\$255,253.41	\$64,194.27	\$726,023.50	\$14,711.84	\$668,923.26	\$198,153.17
2. Main						
103 Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
107 PLAC	\$110.00	\$0.00	\$317.00	\$46.00	\$276.00	\$69.00
110 LIRF Investment	\$40,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,000.00
115 LIRF	\$21,329.92	\$0.00	\$30,000.00	\$0.00	\$1,800.88	(\$6,869.20)
120 Gift	\$11,164.28	\$299.99	\$2,016.88	\$399.45	\$3,463.59	\$12,610.99
130 Construction Fund	\$13,226.53	\$0.00	\$121,000.00	\$0.00	\$120,070.46	\$12,296.99
Subtotal	\$85,830.73	\$299.99	\$153,333.88	\$445.45	\$125,610.93	\$58,107.78
4. Withholding						
201 Federal Taxes Withheld	\$0.00	\$4,498.05	\$31,710.10	\$4,498.05	\$31,710.10	\$0.00
202 FICA	(\$0.03)	\$2,441.20	\$16,654.94	\$2,441.20	\$16,654.97	\$0.00
203 State Tax Withheld	\$0.00	\$1,325.37	\$9,046.99	\$1,325.37	\$9,046.99	\$0.00
204 County Taxes Withheld	\$0.00	\$342.93	\$2,150.76	\$342.93	\$2,150.76	\$0.00
205 PERF	\$49.82	\$0.00	\$4,192.73	\$759.28	\$5,993.11	\$1,850.20
206 Credit Union	\$0.00	\$2,300.93	\$29,475.08	\$2,300.93	\$29,475.08	\$0.00
207 Annuity	\$0.00	\$585.00	\$3,825.00	\$585.00	\$3,825.00	\$0.00
208 Insurance	\$0.00	\$793.38	\$6,013.23	\$793.38	\$6,013.23	\$0.00
209 Medicare	\$0.00	\$570.99	\$3,895.18	\$570.99	\$3,895.18	\$0.00
210 Other Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$49.79	\$12,857.85	\$106,964.01	\$13,617.13	\$108,764.42	\$1,850.20
Grand Total	\$341,133.93	\$77,352.11	\$986,321.39	\$28,774.42	\$903,298.61	\$258,111.15

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 9/1/99 To 9/30/99

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
1. Personal Services							
1.11 Salary of Director	\$30,300.00	\$0.00	\$30,300.00	\$0.00	\$19,799.86	\$10,500.14	65.3
1.12 Salary of Assistants	\$300,725.00	\$6,082.00	\$306,807.00	\$37,513.05	\$237,165.51	\$69,641.49	77.3
1.13 Wages of Janitor	\$16,286.00	\$0.00	\$16,286.00	\$1,861.62	\$11,665.12	\$4,620.88	71.6
1.14 *Employee Benefits	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$953.62	\$546.38	63.6
1.15 Payroll Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
1.16 Empl.Share FICA&Medicare	\$26,569.00	\$0.00	\$26,569.00	\$3,012.19	\$20,550.15	\$6,018.85	77.3
1.18 Emp Cont PERF	\$27,785.00	\$0.00	\$27,785.00	\$0.00	\$11,689.73	\$16,095.27	42.1
1.19 Emp Cont Group Ins	\$8,000.00	\$0.00	\$8,000.00	\$239.08	\$5,665.93	\$2,334.07	70.8
Subtotal	\$411,165.00	\$6,082.00	\$417,247.00	\$42,625.94	\$307,489.92	\$109,757.08	73.7
2. Supplies							
2.12 Stationary & Supplies	\$750.00	\$0.00	\$750.00	\$0.00	\$0.00	\$750.00	0.0
2.13 *Other Office Supplies	\$8,000.00	\$0.00	\$8,000.00	\$560.79	\$7,983.26	\$16.74	99.8
2.21 Cleaning & Sanitation Supplies	\$2,000.00	\$0.00	\$2,000.00	\$93.52	\$1,601.36	\$398.64	80.1
2.22 *Other Operating Supplies	\$5,500.00	\$0.00	\$5,500.00	\$38.19	\$5,411.74	\$88.26	98.4
2.23 Fuel, Oil and Lubricants	\$50.00	\$0.00	\$50.00	\$27.85	\$44.95	\$5.05	89.9
2.24 Bldg. Matl. And Supplies	\$500.00	\$0.00	\$500.00	\$0.00	\$413.33	\$86.67	82.7
2.25 Paint and painting supplies	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	0.0
2.26 Repair Parts/Maintenance	\$600.00	\$0.00	\$600.00	\$87.81	\$1,470.16	(\$870.16)	245.0
2.27 Other Repair & mainten.supplies	\$400.00	\$0.00	\$400.00	\$35.80	\$593.06	(\$193.06)	148.3

<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>
2.3 Other Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
2.31 Book Processing	\$3,500.00	\$0.00	\$3,500.00	\$182.00	\$2,478.91	\$1,021.09	70.8
2.32 Automation	\$20,000.00	\$0.00	\$20,000.00	\$0.00	\$7,462.97	\$12,537.03	37.3
Subtotal	\$41,400.00		\$41,400.00	\$1,025.96	\$27,459.74	\$13,940.26	66.3
2. Supplies							
2.11 Official Records	\$1,500.00	\$0.00	\$1,500.00	\$278.26	\$1,058.90	\$441.10	70.6
Subtotal	\$1,500.00		\$1,500.00	\$278.26	\$1,058.90	\$441.10	70.6
3. Other Services and Charge							
3.11 Consulting Services	\$1,000.00	\$0.00	\$1,000.00	\$115.00	\$1,120.00	(\$120.00)	112.0
3.12 Legal Services	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$312.00	\$4,688.00	6.2
3.13 *Other Professional Services	\$12,000.00	\$155.00	\$12,155.00	\$3,060.34	\$11,608.70	\$546.30	95.5
3.21 Telephone & Telegraph	\$10,000.00	\$9,044.00	\$19,044.00	\$794.20	\$8,651.17	\$10,392.83	45.4
3.22 Postage & UPS	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$1,288.11	\$711.89	64.4
3.23 Traveling Expense	\$2,000.00	\$0.00	\$2,000.00	\$110.50	\$1,524.04	\$475.96	76.2
3.24 Professional Meetings	\$2,000.00	\$0.00	\$2,000.00	\$304.00	\$767.16	\$1,232.84	38.4
3.26 Programing	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$603.65	\$396.35	60.4
3.3 Printing & Advertising	\$0.00	\$0.00	\$0.00	\$23.50	\$138.50	(\$138.50)	#Div/0!
3.31 Advertising & Public Notices	\$250.00	\$0.00	\$250.00	\$54.27	\$576.12	(\$326.12)	230.4
3.32 Printing, other than Office	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.4 Insurance	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$7,776.34	\$2,223.66	77.8
3.41 Official Bonds	\$350.00	\$0.00	\$350.00	\$0.00	\$300.00	\$50.00	85.7
3.51 Gas	\$9,500.00	\$0.00	\$9,500.00	\$55.20	\$2,181.67	\$7,318.33	23.0
3.52 Electricity	\$20,000.00	\$0.00	\$20,000.00	\$3,569.05	\$15,031.36	\$4,968.64	75.2
3.53 Water	\$2,000.00	\$0.00	\$2,000.00	\$425.87	\$1,976.96	\$23.04	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>
3.54 Waste Disposal Services	\$250.00	\$0.00	\$250.00	\$18.62	\$358.40	(\$108.40)	143.4
3.61 Bldg. & Structure/Maint.	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$1,006.63	(\$6.63)	100.7
3.62 Equipment/Maint.	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$1,130.32	\$369.68	75.4
3.72 Equipment/Rental	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$2,228.64	\$771.36	74.3
3.8 Dues	\$700.00	\$0.00	\$700.00	\$0.00	\$676.41	\$23.59	96.6
3.81 Taxes	\$2,800.00	\$0.00	\$2,800.00	\$360.29	\$1,918.21	\$881.79	68.5
3.9 Transfer to LIRF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Numl
Subtotal	\$86,350.00	\$9,199.00	\$95,549.00	\$8,890.84	\$61,174.39	\$34,374.61	64.0
4. Capitol Outlays							
4.1 Land Buildings Improvements	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$240.00	\$760.00	24.0
4.2 Furniture & Equipment	\$2,500.00	\$10,600.00	\$13,100.00	\$5,203.17	\$18,897.80	(\$5,797.80)	144.3
4.31 Elwood Adult	\$28,000.00	\$0.00	\$28,000.00	\$1,887.52	\$17,634.44	\$10,365.56	63.0
4.32 Elwood Childrens	\$10,000.00	\$0.00	\$10,000.00	\$1,245.71	\$7,334.63	\$2,665.37	73.3
4.33 Elwood YA	\$2,000.00	\$56.82	\$2,056.82	\$269.83	\$1,074.41	\$982.41	52.2
4.34 Frankton	\$23,000.00	\$0.00	\$23,000.00	\$696.14	\$16,167.06	\$6,832.94	70.3
4.35 Summitville	\$11,740.00	\$0.00	\$11,740.00	\$364.56	\$6,436.34	\$5,303.66	54.8
4.36 Elwood Indiana Room	\$2,000.00	\$0.00	\$2,000.00	\$681.29	\$1,276.42	\$723.58	63.8
4.4 Periodicals & Newspapers	\$10,000.00	\$0.00	\$10,000.00	\$367.30	\$1,508.83	\$8,491.17	15.1
4.51 Elwood AV	\$8,380.00	\$0.00	\$8,380.00	\$388.76	\$4,465.26	\$3,914.74	53.3
4.52 Frankton AV	\$4,480.00	\$0.00	\$4,480.00	\$268.99	\$2,208.54	\$2,271.46	49.3
4.53 Summitville AV	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$1,304.87	\$695.13	65.2
Subtotal	\$105,100.00	\$10,656.82	\$115,756.82	\$11,373.27	\$78,548.60	\$37,208.22	67.9

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
<i>Grand Total</i>	\$645,515.00	\$25,937.82	\$671,452.82	\$64,194.27	\$475,731.55	\$195,721.27	70.9

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	Fund	Account	Amount	Date	Explanation
0	663	INDIANA LIBRARY FEDERATIO	Operating fund	Professional Meellngs	\$144.00	9/13/99	Registration for District 8 conference 9/2 Davidson, Loretta Dodd, Jan Helping, C Jamie Scott, Glenna Stewart
Total this claim					<u>\$144.00</u>		
0	652	PAYROLL	Operating fund	Salary of Assistants	\$12,491.54	9/1/99	PAYROLL
			Operating fund	Wages of Janitor	\$616.00		
Total this claim					<u>\$13,107.54</u>		
0	674	ELWOOD BUILDING SUPPLY	Operating fund	Other Repair & mainten.supplies	\$26.64	9/13/99	
Total this claim					<u>\$26.64</u>		
0	653	EFTPS	Medicare	Payroll Deductions	\$190.08	9/1/99	P/R ending 8/28/99
			Operating fund	Empl.Share FICA&Medicare	\$1,002.73		
			FICA	Payroll Deductions	\$812.65		
			Federal Taxes Withheld	Payroll Deductions	\$1,486.18		
Total this claim					<u>\$3,491.64</u>		
0	729	PAYROLL	Operating fund	Salary of Assistants	\$12,462.80	9/29/99	PAYROLL
			Operating fund	Wages of Janitor	\$616.00		
Total this claim					<u>\$13,078.80</u>		
0	730	PARSONS TECHNOLOGY	Operating fund	Elwood Adult	(\$34.99)	9/29/99	CHANGE OF ACCOUNT NUMBER - R 367
			Operating fund	Elwood Indiana Room	\$34.99		
Total this claim					<u>\$0.00</u>		
0	731	PARSONS TECHNOLOGY	Operating fund	Elwood Adult	(\$203.92)	9/29/99	CHANGE OF ACCOUNT NUMBER - R 450
			Operating fund	Elwood Indiana Room	\$203.92		
Total this claim					<u>\$0.00</u>		
0	732	ALDEAN ENTERPRISES	Operating fund	Elwood Adult	(\$41.00)	9/29/99	CHANGE OF ACCOUNT NUMBER - R 576
			Operating fund	Elwood Indiana Room	\$41.00		
Total this claim					<u>\$0.00</u>		
0	733	HERITAGE QUEST	Operating fund	Elwood Adult	(\$73.80)	9/29/99	CHANGE OF ACCOUNT NUMBER - R 574
			Operating fund	Elwood Indiana Room	\$73.80		
Total this claim					<u>\$0.00</u>		
18441	657	AMERICAN ELECTRIC POWER	Operating fund	Electricity	\$1,350.67	9/1/99	Service for period 7/14/99 - 8/13/99
			Operating fund	Electricity	\$388.20		
Total this claim					<u>\$1,738.87</u>		
18442	658	FRESH START INTERIORS	Operating fund	*Other Professional Services	\$75.00	9/1/99	Repairs caused by water from leaking fu Services
Total this claim					<u>\$75.00</u>		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
18443	654	INDIANA DEFERRED COMPEN	Annunity	Payroll Deductions	\$195.00	9/1/99	P/R ending 8/28/99
				Total this claim	\$195.00		
18444	655	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$763.15	9/1/99	P/R ending 8/28/99
				Total this claim	\$763.15		
18445	656	UNITED STATES TREASURY	Operating fund	Taxes	\$360.29	9/1/99	Penalty for failure to deposit EFTPS for Taxpayer ID # 35-1127995
				Total this claim	\$360.29		
18446	659	22ND STREET HARDWARE	Operating fund	Other Repair & mainten.supplies	\$2.99	9/13/99	Maintenance supplies for Elwood and Fr
			Operating fund	Other Repair & mainten.supplies	\$6.17		
				Total this claim	\$9.16		
18447	667	A.E. BOYCE CO., INC.	Operating fund	Official Records	\$278.26	9/13/99	Accounts payable checks
				Total this claim	\$278.26		
18448	660	AMERJTECH	Operating fund	Telephone & Telegraph	\$456.12	9/13/99	Telephone service for period 9/26/99-8/
				Total this claim	\$456.12		
18449	708	ARAB TERMITE & PEST CONT	Operating fund	*Other Professional Services	\$175.00	9/13/99	Pest control for Elwood
				Total this claim	\$175.00		
18450	661	AT&T	Operating fund	Telephone & Telegraph	\$39.18	9/13/99	Telephone service for Elwood and Frank
			Operating fund	Telephone & Telegraph	\$11.89		
				Total this claim	\$51.07		
18451	662	AUDIO VISUAL COMMUNICATI	Operating fund	*Other Professional Services	\$238.00	9/13/99	Service Agreement for August and Sept
				Total this claim	\$238.00		
18452	665	BAKER & TAYLOR	Operating fund	Elwood Adult	\$1,253.30	9/13/99	Books for August, 1999
			Operating fund	Elwood Childrens	\$1,245.71		
			Operating fund	Elwood YA	\$269.83		
			Operating fund	Frankton	\$696.14		
			Operating fund	Summitville	\$294.56		
			Gift	Summitville	\$24.51		
				Total this claim	\$3,784.05		
18453	666	BARBARA SNIPES	Operating fund	Traveling Expense	\$56.50	9/13/99	Mileage allowance for 7/28/99 - 8/27/99
				Total this claim	\$56.50		
18454	673	CALL-LEADER	Operating fund	Advertising & Public Notices	\$54.27	9/13/99	Budget notice in newspaper
			Operating fund	Printing & Advertising	\$23.50		Ad for PT clerk in Youth Services
				Total this claim	\$77.77		

<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>
18455	669	CAROLYN LAMBERTSON	Operating fund	Traveling Expense	\$15.00	9/13/99	Mileage allowance 8/4/99-8/18/99
				Total this claim	<u>\$15.00</u>		
18456	709	CINDA HORINE	Operating fund	Traveling Expense	\$39.00	9/13/99	Mileage allowance
				Total this claim	<u>\$39.00</u>		
18457	668	CITY OF ELWOOD	Operating fund	Water	\$59.14	9/13/99	Water and sewage for period ending 8/2
			Operating fund	Water	\$126.70		
				Total this claim	<u>\$185.84</u>		
18458	670	CONCENTRIC COMPUTER SE	Operating fund	Furniture & Equipment	\$5,203.17	9/13/99	Invoice #406576 & 406683
				Total this claim	<u>\$5,203.17</u>		
18459	671	CONGRESSIONAL QUARTERL	Operating fund	Periodicals & Newspapers	\$25.45	9/13/99	Current American Govt Fall 1999
				Total this claim	<u>\$25.45</u>		
18460	713	COVEY INC.	Operating fund	*Other Office Supplies	\$112.50	9/13/99	INK JETS REFILLED
				Total this claim	<u>\$112.50</u>		
18461	672	DELONG PHOTOGRAPHY	Gift	*Other Professional Services	\$275.48	9/13/99	Photo to be hung in library
				Total this claim	<u>\$275.48</u>		
18462	675	FAIRMOUNT HISTORICAL MUS	Operating fund	Summitville	\$70.00	9/13/99	HISTORY OF FAIRMOUNT
				Total this claim	<u>\$70.00</u>		
18463	676	FILIP, INC.	Operating fund	Cleaning & Sanitation Supplies	\$60.61	9/13/99	Cleaning supplies
				Total this claim	<u>\$60.61</u>		
18464	678	GALE RESEARCH	Operating fund	Elwood Adult	\$297.77	9/13/99	Contemporary authors v 174 Contemporary literary criticism v 119
				Total this claim	<u>\$297.77</u>		
18465	677	GTE NORTH INDIANA OPERAT	Operating fund	Telephone & Telegraph	\$287.01	9/13/99	Telephone service for Frankton through
				Total this claim	<u>\$287.01</u>		
18466	679	HORTON'S & SONS OF ELWO	Operating fund	Repair Parts/Maintenance	\$6.51	9/13/99	
				Total this claim	<u>\$6.51</u>		
18467	681	INDIANA GAS COMPANY	Operating fund	Gas	\$22.78	9/13/99	Service for Summitville for the period of
				Total this claim	<u>\$22.78</u>		
18468	682	INDIANA SCHOOL BOARDS AS	Operating fund	Elwood Adult	\$85.00	9/13/99	1999-2000 Indiana School Laws and Ru
				Total this claim	<u>\$85.00</u>		
18469	683	INDIANA UNIVERSITY PRESS	Operating fund	Elwood Adult	\$219.50	9/13/99	Books for Indiana Collection
				Total this claim	<u>\$219.50</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>
18470	710	INDIANAPOLIS NEWSPAPERS	Operating fund	Periodicals & Newspapers	\$102.96	9/13/99	Indianapolis newspaper for Summitville
				Total this claim	<u>\$102.96</u>		
18471	684	INDYNET	Operating fund	Consulting Services	\$115.00	9/13/99	Services for September, 1999 - Elwood,
				Total this claim	<u>\$115.00</u>		
18472	685	INTERNATIONAL BUS. DIRECT	Operating fund	Elwood Adult	\$214.00	9/13/99	US Business Comm. Dir & CD
				Total this claim	<u>\$214.00</u>		
18473	712	LEXIS LAW PUBLISHING	Operating fund	Elwood Adult	\$392.94	9/13/99	Burns In Stats, 1999
				Total this claim	<u>\$392.94</u>		
18474	687	LIBRARY CORPORATION, THE	Operating fund	Book Processing	\$182.00	9/13/99	Equipment, support and barcodes
			Operating fund	*Other Office Supplies	\$41.00		
			Operating fund	*Other Professional Services	\$1,928.00		
				Total this claim	<u>\$2,151.00</u>		
18475	686	LUCENT TECHNOLOGIES	Operating fund	*Other Professional Services	\$137.64	9/13/99	Service agreement for Elwood
				Total this claim	<u>\$137.64</u>		
18476	688	MARSH SUPERMARKET	Operating fund	*Other Operating Supplies	\$38.19	9/13/99	Supplies summer reading program
				Total this claim	<u>\$38.19</u>		
18477	689	MARVIN SAUBERT	Operating fund	*Other Professional Services	\$200.00	9/13/99	Lawncare for August, 1999-Summitville
				Total this claim	<u>\$200.00</u>		
18478	690	MICROMARKETING ASSOCIAT	Operating fund	Frankton AV	\$101.05	9/13/99	Video cassettes - Frankton
				Total this claim	<u>\$101.05</u>		
18479	691	MICROSOFT OFFICE 2000	Operating fund	*Other Office Supplies	\$7.50	9/13/99	MICROSOFT OFFICE 97
				Total this claim	<u>\$7.50</u>		
18480	692	MIDWEST TAPE	Operating fund	Frankton AV	\$167.94	9/13/99	Video cassette tapes - Elwood, Frankto
			Operating fund	Elwood AV	\$264.86		
				Total this claim	<u>\$432.80</u>		
18481	711	OXFORD UNIVERSITY PRESS	Operating fund	Elwood Adult	\$19.32	9/13/99	WORLD ATLAS
				Total this claim	<u>\$19.32</u>		
18482	693	PARSONS TECHNOLOGY	Operating fund	Elwood Indiana Room	\$86.98	9/13/99	
				Total this claim	<u>\$86.98</u>		
18483	694	PENWORTHY CO.-Void				9/13/99	Elwood childrens books - Check voided
				Total this claim	<u></u>		
18484	696	QUILL CORPORATION	Operating fund	*Other Office Supplies	\$319.37	9/13/99	
				Total this claim	<u>\$319.37</u>		

Claim Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
18485	897	RADIO SHACK	Operating fund	*Other Office Supplies	\$11.99	9/13/99	
				Total this claim	\$11.99		
18486	895	RAMSAY BUSINESS PRODUC	Operating fund	*Other Professional Services	\$293.26	9/13/99	Service agreement for Elwood and Sum
			Operating fund	*Other Professional Services	\$13.44		
			Operating fund	*Other Office Supplies	\$20.79		
				Total this claim	\$327.49		
18487	702	ROBY'S INC	Operating fund	Repair Parts/Maintenance	\$81.30	9/13/99	Clean drain
				Total this claim	\$81.30		
18488	703	TOWN OF FRANKTON	Operating fund	Electricity	\$147.04	9/13/99	Service ending 8/22/99
			Operating fund	Water	\$7.83		
			Operating fund	Waste Disposal Services	\$9.92		
				Total this claim	\$164.79		
18489	705	UNITOG RENTAL SERVICES	Operating fund	Cleaning & Sanitation Supplies	\$32.91	9/13/99	
				Total this claim	\$32.91		
18490	706	UNIVERSITY MICROFILMS INT	Operating fund	Periodicals & Newspapers	\$238.89	9/13/99	Call Leader on Microfilm 1/1/99-6/30/99
				Total this claim	\$238.89		
18491	704	US OFFICE PRODUCTS	Operating fund	*Other Office Supplies	\$47.64	9/13/99	
				Total this claim	\$47.64		
18492	707	VIDEO BREAD	Operating fund	Elwood AV	\$123.90	9/13/99	Elwood videos
				Total this claim	\$123.90		
18493	716	INDIANA DEFERRED COMPEN	Annuity	Payroll Deductions	\$195.00	9/13/99	P/R ending 9/11/99
				Total this claim	\$195.00		
18494	718	INDIANA-AMERICAN WATER C	Operating fund	Water	\$44.27	9/13/99	Service for period 8/3/99 to 9/2/99
				Total this claim	\$44.27		
18495	717	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$768.37	9/13/99	P/R ending 9/11/99
				Total this claim	\$768.37		
18496	719	JAMIE B. SCOTT	Insurance	Payroll Deductions	\$255.54	9/17/99	Refund of Insurance Deductions made f Dropped coverage.
				Total this claim	\$255.54		
18497	725	AMERICAN ELECTRIC POWER	Operating fund	Electricity	\$1,248.55	9/29/99	Service for Elwood 8/16/99 - 9/3/99
			Operating fund	Electricity	\$11.95		Service for Summitville 8/12/99 - 9/13/99
			Operating fund	Electricity	\$311.33		
				Total this claim	\$1,571.83		

Account	Account	Name of Claimant	Fund	Account	Amount	Date	Explanation
1850	76	CITY OF ELWOOD	Operating fund	Water	\$165.24	9/29/99	Water bill - Elwood, Ohio 9/25/99
			Operating fund	Water	\$25.29		
				Total this claim	\$180.53		
1850	72	CITY OF ELWOOD NON-REVE	Operating fund	Emp Cont Group Ins	\$239.08	9/29/99	Premium payment for September
			Insurance	Emp Cont Group Ins	\$537.84		
				Total this claim	\$776.92		
1850	722	INDIANA DEFERRED COMPEN	Annuity	Payroll Deductions	\$195.00	9/29/99	P/R ending 9/25/99
				Total this claim	\$195.00		
18501	723	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$1,325.37	9/29/99	September payment for State and Cou
			County Taxes Withheld	Payroll Deductions	\$342.93		
				Total this claim	\$1,668.30		
18502	727	INDIANA GAS COMPANY	Operating fund	Gas	\$32.42	9/29/99	Service for period 8/9/99 - 9/8/99
				Total this claim	\$32.42		
18503	721	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$769.41	9/29/99	P/R ending 9/25/99
				Total this claim	\$769.41		
18504	728	TOWN OF FRANKTON	Operating fund	Electricity	\$111.31	9/29/99	Service for period 8/1/99 - 9/1/99
			Operating fund	Water	\$7.40		
			Operating fund	Waste Disposal Services	\$6.70		
				Total this claim	\$127.41		

<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>
-----------------------	---------------------	-------------------------	-------------	----------------	---------------	-------------	--------------------

Total Amount of Claims \$77,352.11

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

Wednesday, September 29, 1999

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 _____, 19____.

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: 9/30/99

<i>Bank</i>		
1	Star Financial Bank	\$228,710.99
2	Huntington Bank	\$17,968.05
3	Community Bank/Summitville	\$11,432.11
<i>Total all banks =</i>		<i>\$258,111.15</i>

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

AGENDA
NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
November 8, 1999
Executive Meeting
6:00pm

CALL TO ORDER
CALL FOR QUORUM
BUSINESS

- A. Purchase or Lease of Real Property
IC 5-14-1.5-6-(b) (2) (d)
- B. Personnel
IC 5-14-1.5-6-(b) (6)
 - 1. Request for a full-time position
 - 2. Director

**Regular Meeting
7:00PM**

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

- 1. Frankton project

NEW BUSINESS

- 1. Jamie - Update on Technology
- 2. Unattended Child Policy
- 3. Amnesty - overdue books and videos
- 4. Frankton Counter-Top
- 5. Permission to purchase:
 - a. Bookcase made from 3 pcs. Of furniture.
(quote coming from N&K cabinets)
 - b. Reader-Printer
- 6. Anderson/No more reciprical borrowing./PLAC ONLY
- 7. Tipton/West Elwood?
- 8. Director

Director's Report

ADJOURN

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
Board of Trustees
Executive Meeting
November 8, 1999
6:00pm

CALL TO ORDER

President Pam Bohlander called an executive meeting to order at the Elwood Public Library at 6:00pm on November 8, 1999.

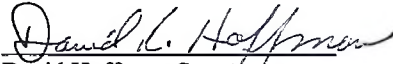
CALL FOR QUORUM

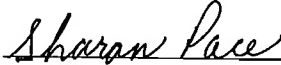
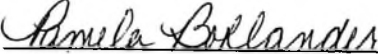
Present with President Bohlander were: board members Linda Sizelove, Kevin Sipe, Sharan Pace, Dave Hoffman, Interim Director Jan Helpling and Tom and Beverly Austin. Sharon Lagana.

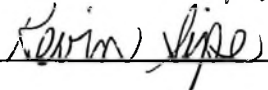
BUSINESS

- A. Purchase or Lease of Real Property
IC 5-14-1.5-6-(b) (2) (d)
- B. Personnel
IC 5-14-1.5-6-(b) (6)
 - 1. Discussion was held about a full-time position for Adult Services.
 - 2. Details were discussed regarding hiring the new director.

Meeting was adjourned at 6:30pm.


David Hoffman, Secretary



NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
Regular Meeting for Business
November 8, 1999
7:00pm

CALL TO ORDER

President Pamela Bohlander called a regular business meeting to order at 7:00pm in the Elwood Public Library meeting room November 8, 1999.

CALL FOR QUORUM

Present with President Bohlander were: Sharan Pace, David Hoffman, Linda Sizelove and Kevin Sipe. Also present were: Jan Helpling, Interim Director and Tom and Beverly Austin.

MINUTES were approved with a motion from Linda Sizelove seconded by Sharan Pace.

CLAIMS REGISTER was signed by board members and checks signed by Assistant Treasurer Linda Sizelove.

OLD BUSINESS
NEW BUSINESS

Jamie Scott gave a report to board members on Technology in the system. She told board members the Elwood Library has thirteen computers that can access the internet with 11 phone lines and eleven accounts. Summitville has six computers that can access with two phone lines and two accounts and Frankton has three computers that can access with one phone line and one account. She just installed a Baker & Taylor order line and we have a World Book database which is a great tool for students. In June, usage was at 10-15 people each day. In October, usage is at 25-40 each day. Jamie explained we have received a Universal Service Fund grant which will give us discounts on our phone and internet account bills. We also will receive a grant for \$13,500. - a grant which helped us fund making our library Y2K compliant. The Indiana State Library will be keeping us informed about the Bill Gates grant. Jamie would like to offer some computer classes at the library in the future. She is interested in finding more out about NCCL who would become our computer service provider and who she would set up an as-needed contract with. Linda Sizelove complimented Jamie on her work this year and said she felt she was a big asset to the library.

Unattended Child Policy - Jan Helpling asked board members to think about an Unattended Child Policy again since there have been more incidents lately of parents dropping children off in

the Youth Services area for long periods of time. These times seem to occur lately when parents are using the computers. Board members felt the subject had come up before and they were reluctant to write a policy when each incident could be handled separately. They asked Jan to talk to the staff members asking for it, have them write up what they would like the policy to say and the board would look at it next month.

Frankton Counter-Top Keith Baldwin installed a counter-top on the cabinet he recently finished that does not match the one already there. Pam asked board members to stop in at Frankton to see the top and then they could make a decision to replace it or not.

Jan explained to board members at present there is a need for a new reader-printer for the microfilm or consider putting the information on CD Roms. She explained the State Library Archives Director said we should have both microfilm and CDs for the good of the patrons. If we have the information on CDs, we would still need to keep the microfilm for preservation.. We have been given a quote from US Office Products for a used reader-printer. A motion was made by David Hoffman to buy a reader-printer, the choice of a used or new up to Jan. Linda Sizelove seconded and it passed.

Jan announced the Anderson Public Library will no longer honor the recipricol agreement made by the County Librarians several years ago. Patrons will now need a PLAC card to use the Anderson Library. Jan suggested we talk to Alexandria and Tipton about having a recipricol agreement.

Motion by Linda Sizelove: After interviewing several people, the board would like to hire as its Director, Beverly Austin as of June 1, 2000. David Hoffman seconded the motion and it passed. Mrs. Austin spoke to the board saying she was very excited about taking the position and would be working on a part-time basis until June.

President Bohlander asked Linda Sizelove to present the slate of officers for election in December. Linda presented: Sharan Pace - President, Kevin Sipe, Vice-President, David Hoffman, Secretary, Jerry Kaiser, Treasurer and Linda Sizelove Assistant Treasurer.

Linda Sizelove announced during the week of December 6, there will be musical groups singing in the library for Christmas. The library will be functioning. She said she would like to decorate the library the Monday after Thanksgiving and asked board members to donate a poinsetta. She has been working with Loretta Dodd on the project. Loretta will be asking the Friends of the Library for help also.

President Bohlander asked if there was any public comment and Mr. Austin spoke to the board. He said he would like to offer the school computer lab to Jamie Scott if she would like to offer

computer classes to the public. Also, Mrs. Austin mentioned she would like Jamie to talk to Nina Huntsinger at the high school about a cooperative grant.

Mrs. Austin donated the book Mourning and Dancing by Sally Downham Miller to the library on behalf of Mrs. Miller. The book is about a former coach at Elwood, Robert Downham.

The meeting was adjourned with a motion from Sharan Pace, seconded by David Hoffman.

Sharan Pace
Amila Bollander

David R. Hoffman
David Hoffman, Secy.

Kevin Lipe

Interim Director's Report

We have one new employee - Meagan Burkebild-Guy who replaced Priscilla Frazier in youth services...

Ralph and Barbara (custodians) washed the windows in the building - inside and outside. It cost a few more hours, however, saved a lot of money rather than having them professionally done by an outside company. They are going to shampoo REH Library's carpet the day before Thanksgiving (giving it a day to dry). Their carpet has not been shampooed since they have moved.

We had to call the ambulance for a 10 yr. old boy 10/29/99 who cut his forehead on a bookshelf. He told us he was not running or jumping, just "turned around" and hit his head on the shelf. They put in 5 stitches. David Goodknight took care of the immediate emergency, had him sit down and applied a paper towel to his forehead. He stayed very calm.. His parents were not at home, only a stepsister and brother. I went to the hospital and so did the brother and sister but when they heard from a parent I left.. His mother called the library later to thank me for going to the hospital and the boy came in to show us his stitches .

I suspended library computer privileges for 3 days to a patron Wed. 11-3-99. This patron and his friend use the computers almost daily and use the chat rooms. They not only bother other patrons because they talk to each other but are a constant source of irritation to the staff. Tues. evening they came in with tobacco (Scoll) and a cup each and proceeded to spit their tobacco juice in the cup at the computers. Emily asked them to stop and got a smart remark back., therefore, I thought the suspension might tell him we are finished with his nonsense.

Also, Frankton has had a problem with a patron who brought up pornography on the computer and then refused to leave. Linda Kemper called Barbara McAdams at home, who came to the library to tell the man to leave. My recommendation was if they have asked a patron to leave and they don't, it is time to call the police.

Diana & I will be gone tomorrow (11-9-99) to the Bookkeeping Workshop in Indianapolis.

Sharon will hold a program November 20 to celebrate 40 years of Dedicated Space and Services to children and Children's Book Week.. Readers will be Mrs. Metzger, Edgewood principal, Mrs. Arrick, Oakland principal and Mayor Jerry Werline. She plans to have refreshments also.

Register Of Claims
North Madison County Public Library System

Report Date: From 11/1/99 To 11/30/99

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	856	PITNEY BOWES				11/8/99	VOID
Total this claim							
18582	821	22ND STREET HARDWARE	OPERATING FUND	Other Repair & mainten.supplies	\$91.23	11/8/99	LIGHTBULBS
			OPERATING FUND	Other Repair & mainten.supplies	\$177.07		INVOICE # 3597 & 13172
Total this claim					\$268.30		
18583	826	A.E. BOYCE CO., INC.	OPERATING FUND	Official Records	\$47.95	11/8/99	GENERAL RECEIPT REGISTER
Total this claim					\$47.95		
18584	823	AMERICAN ELECTRIC POWER	OPERATING FUND	Electricity	\$360.61	11/8/99	SERVICE FOR PERIOD 9/13/99 - 10/12
Total this claim					\$360.61		
18585	873	AMERITECH	OPERATING FUND	Telephone & Telegraph	\$680.19	11/8/99	SERVICE PERIOD 9/28/99-10/25/99 - E
Total this claim					\$680.19		
18586	837	ANDERSON NEWSPAPERS IN	OPERATING FUND	Advertising & Public Notices	\$33.92	11/8/99	PUBLICATION OF TAX LEVIES
			OPERATING FUND	Frankton	\$35.90		TWO COPIES OF D-- YOU REMEMBE
Total this claim					\$69.82		
18587	822	ANDREW HARPER	OPERATING FUND	*Other Professional Services	\$10.00	11/8/99	MOWING AT FRANKTON
Total this claim					\$10.00		
18588	824	ARAB TERMITE & PEST CONT	OPERATING FUND	*Other Professional Services	\$45.00	11/8/99	INVOICE # 101114
Total this claim					\$45.00		
18589	868	AT&T	OPERATING FUND	Telephone & Telegraph	\$16.34	11/8/99	SERVICE DUE 11/22/99-
			OPERATING FUND	Telephone & Telegraph	\$41.82		FRANKTON SERVICE DUE 11/24/99
Total this claim					\$58.16		
18591	870	BAKER & TAYLOR	OPERATING FUND	Elwood Adult	\$1,652.30	11/8/99	VARIOUS INVOICES
			OPERATING FUND	Elwood Childrens	\$303.42		
			OPERATING FUND	Elwood YA	\$135.23		
			OPERATING FUND	Frankton	\$1,067.47		
			OPERATING FUND	Summitville	\$632.48		
Total this claim					\$3,790.90		
18592	825	BARBARA SNIPES	OPERATING FUND	Travelling Expense	\$52.50	11/8/99	MILEAGE - 10/1/99 THROUGH 10/29/99
Total this claim					\$52.50		

Warrant Claim

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
18593	827	CARROLL PUBLISHING COMP	OPERATING FUND	Elwood Adult	\$270.00	11/8/99	STATE DIRECTORY
					Total this claim		
					\$270.00		
18594	829	CITY WATER & SEWAGE DEP	OPERATING FUND	Water	\$162.04	11/8/99	ACCOUNT # 20-70200
			OPERATING FUND	Water	\$43.47		ACCOUNT # 20-70100
					Total this claim		
					\$205.51		
18595	828	COMMUTERS LIBRARY	OPERATING FUND	Frankton AV	\$40.00	11/8/99	AUDIO BOOKS - FRANKTON
					Total this claim		
					\$40.00		
18597	874	DIANA L. SHEPARD	OPERATING FUND	Professional Meetings	\$15.20	11/8/99	PETTY CASH
			OPERATING FUND	*Other Operating Supplies	\$6.19		
			OPERATING FUND	*Other Professional Services	\$1.00		
			OPERATING FUND	Postage & UPS	\$14.36		
					Total this claim		
					\$36.75		
18598	831	DK FAMILY LEARNING	Gift	Elwood Childrens	\$25.99	11/8/99	PURCHASE ORDER # 1466, 1452, 150
			OPERATING FUND	Frankton	\$233.24		
			OPERATING FUND	Elwood AV	\$43.08		
					Total this claim		
					\$302.31		
18599	832	EDWARDS ELECTRICAL & ME	OPERATING FUND	Repair Parts/Maintenance	\$387.00	11/8/99	REFERENCE C-074434 INV INDQUO
					Total this claim		
					\$387.00		
18600	833	FILIP, INC.	OPERATING FUND	Cleaning & Sanitation Supplies	\$88.95	11/8/99	MULTI FOLD TOWELS AND FOAMY Q 85523, 84978
			OPERATING FUND	Furniture & Equipment	\$48.79		
					Total this claim		
					\$137.74		
18601	834	GALE RESEARCH	OPERATING FUND	Elwood Adult	\$298.67	11/8/99	INVOICE # 9266620, 9292978, 923259
			OPERATING FUND	Frankton	\$19.70		
					Total this claim		
					\$318.37		
18602	835	GAYLORD BROS.	OPERATING FUND	*Other Office Supplies	\$114.50	11/8/99	SUPPLIES FOR INDIANA ROOM
					Total this claim		
					\$114.50		
18603	872	GTE	OPERATING FUND	Telephone & Telegraph	\$281.93	11/8/99	SERVICE FOR CHARGES DUE 11/20/
					Total this claim		
					\$281.93		
18604	836	H.W.WILSON COMPANY	OPERATING FUND	Elwood Adult	\$324.00	11/8/99	INVOICE # 52600238
					Total this claim		
					\$324.00		
18605	839	HORTON'S & SONS OF ELWO	OPERATING FUND	*Other Operating Supplies	\$1.71	11/8/99	INVOICE # 2242948
					Total this claim		
					\$1.71		

Warrant Claim
Number Number Name of Claimant

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
18606	840	INDIANA GAS COMPANY	OPERATING FUND	Gas	\$44.17	11/8/99	SERVICE 9/28/99-10/28/99 SUMMITVIL SERVICE 9/16/99-10/18/99 FRANKTO
			OPERATING FUND	Gas	\$27.65		
					Total this claim		
					\$71.82		
18607	841	INDIANAPOLIS NEWSPAPERS	OPERATING FUND	Periodicals & Newspapers	\$187.20	11/8/99	SUBSCRIPTION PAYS THROUGH 11/
					Total this claim		
					\$187.20		
18608	842	INDYNET	OPERATING FUND	Consulting Services	\$115.00	11/8/99	SERVICE FOR PERIOD 10/1/99-11/1/9
					Total this claim		
					\$115.00		
18609	875	J.P. SOUSA	OPERATING FUND	Frankton AV	\$267.46	11/8/99	CD ROMS - FRANKTON
					Total this claim		
					\$267.46		
18610	844	K MART	OPERATING FUND	*Other Operating Supplies	\$22.31	11/8/99	VARIOUS ORDERS
			OPERATING FUND	*Other Operating Supplies	\$132.34		
			OPERATING FUND	Summitville AV	\$71.87		
					Total this claim		
					\$226.52		
18611	843	K-MART	OPERATING FUND	*Other Office Supplies	\$13.92	11/8/99	OFFICE SUPPLIES AND VIDEOS FOR
			OPERATING FUND	*Other Operating Supplies	\$8.99		
			OPERATING FUND	Frankton AV	\$59.94		
					Total this claim		
					\$82.85		
18612	845	LERNER PUBLICATIONS COM	OPERATING FUND	Frankton	\$17.95	11/8/99	INVOICE # L395843
					Total this claim		
					\$17.95		
18613	846	LEXIS LAW PUBLISHING	OPERATING FUND	Elwood Adult	\$222.62	11/8/99	INVOICE # G28212, G42372, G59427
					Total this claim		
					\$222.62		
18614	847	LIBRARY STORE INC., THE	OPERATING FUND	Book Processing	\$84.50	11/8/99	INVOICE # 203235, 205891
			OPERATING FUND	*Other Office Supplies	\$90.95		
					Total this claim		
					\$175.45		
18615	848	LUCENT TECHNOLOGIES	OPERATING FUND	Telephone & Telegraph	\$137.64	11/8/99	STATEMENT # 2703376507, 27035211
			OPERATING FUND	Furniture & Equipment	\$598.00		
					Total this claim		
					\$735.64		
18615	849	MANIFOLD REFUSE, INC.	OPERATING FUND	Waste Disposal Services	\$50.00	11/8/99	TRASH SERVICE FOR 4Q-99
					Total this claim		
					\$50.00		
18617	850	MARSH SUPERMARKET	OPERATING FUND	*Other Operating Supplies	\$22.63	11/8/99	SUMMITVILLE - CHILDRENS PROGRA
					Total this claim		
					\$22.63		
18618	852	MARY ENGELBREIT'S HOME C	OPERATING FUND	Periodicals & Newspapers	\$19.95	11/8/99	ONE YEAR SUBSCRIPTION FOR FRA COMPANION
					Total this claim		
					\$19.95		

<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>
18619	851	MICROMARKETING ASSOCIAT	OPERATING FUND	Frankton	\$67.90	11/8/99	INVOICE # 67666
				Total this claim	\$67.90		
18620	852	MIDWEST TAPE	OPERATING FUND	Frankton AV	\$392.30	11/8/99	VARIOUS INVOICES FOR FRANKTON
			OPERATING FUND	Elwood AV	\$1,351.52		
				Total this claim	\$1,743.82		
18621	853	N & K CABINET INC.	OPERATING FUND	*Other Professional Services	\$240.00	11/8/99	INVOICE # 2239
				Total this claim	\$240.00		
18622	854	PATRIA PRESS ORDER DEPT.	OPERATING FUND	Frankton	\$25.42	11/8/99	FRANKTON BOOKS - CHECK SENT
				Total this claim	\$25.42		
18623	855	PILLSBURY CLASSIC COOKB	OPERATING FUND	Periodicals & Newspapers	\$24.95	11/8/99	12 ISSUES - FRANKTON
				Total this claim	\$24.95		
18624	857	PURDUE UNIVERSITY-COLL O	OPERATING FUND	*Other Professional Services	\$5.00	11/8/99	ILL COPY FEES
				Total this claim	\$5.00		
18625	863	QUICK COOKING	OPERATING FUND	Periodicals & Newspapers	\$11.98	11/8/99	1 YEARS SUBSCRIPTION
				Total this claim	\$11.98		
18626	858	QUILL CORPORATION	OPERATING FUND	*Other Office Supplies	\$458.66	11/8/99	INVOICE # 5137323, 4800072, 505799
			OPERATING FUND	Furniture & Equipment	\$1,629.99		4762397
				Total this claim	\$2,088.65		
18627	869	RAMSAY BUSINESS PRODUC	OPERATING FUND	*Other Office Supplies	\$33.95	11/8/99	FAX MACHINE, SUPPLIES, COPY CO
			OPERATING FUND	*Other Office Supplies	\$82.50		
			OPERATING FUND	Furniture & Equipment	\$245.00		
			OPERATING FUND	*Other Professional Services	\$128.97		
				Total this claim	\$490.42		
18628	859	RUSSELL SUMNER	OPERATING FUND	*Other Professional Services	\$75.00	11/8/99	REPAIR ON FUJI READER PRINTER
				Total this claim	\$75.00		
18629	860	S & S ARTS AND CRAFTS	OPERATING FUND	*Other Operating Supplies	\$36.92	11/8/99	INVOICE # 2383737, 2383737-01
				Total this claim	\$36.92		
18630	861	SPECIALTY STORE SERVICES	OPERATING FUND	*Other Office Supplies	\$114.96	11/8/99	VIDEO CASES
				Total this claim	\$114.96		
18631	862	STAR FINANCIAL BANK	OPERATING FUND	Rentals	\$25.00	11/8/99	SAFE DEPOSIT BOX PAYMENT
				Total this claim	\$25.00		
18632	864	THOMSON INDIANA	OPERATING FUND	Periodicals & Newspapers	\$79.30	11/8/99	26 WEEKS RENEWAL - SUMMITVILLE
				Total this claim	\$79.30		

Warrant Claim
Number Number

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
18633	865	UNITOG RENTAL SERVICES	OPERATING FUND	Cleaning & Sanitation Supplies	\$96.90	11/8/99	SUMMITVILLE, ELWOOD RENTAL
			OPERATING FUND	Cleaning & Sanitation Supplies	\$32.91		
			Total this claim		\$129.81		
18634	866	UPSTART	OPERATING FUND	*Other Office Supplies	\$33.64	11/8/99	INVOICE # 5884525-001
			Total this claim		\$33.64		
18635	867	WORLD BOOK EDUCATIONAL	OPERATING FUND	Elwood Childrens	\$655.00	11/8/99	WORLD BOOK ENCYCLOPEDIA WORLD BOOK ON LINE
			OPERATING FUND	Elwood Adult	\$695.00		
			Total this claim		\$1,350.00		
18636	871	AUDIO VISUAL COMMUNICATI	OPERATING FUND	*Other Professional Services	\$119.00	11/8/99	SERVICE AGREEMENT FOR NOVEM
			Total this claim		\$119.00		
18637	830	COVEY INC.	OPERATING FUND	*Other Office Supplies	\$131.90	11/8/99	REFILL TONER FOR COMPUTERS
			Total this claim		\$131.90		

Total Amount of Claims \$16,792.01

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

Thursday, November 04, 1999

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 _____, 19____.

SIGNATURES OF GOVERNING BOARD

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

Number of Computers with Internet Access
(Not the # of phone lines)

Elwood (11 Internet Accounts and 11 Phone Lines)

13 Computers

Frankton (One Internet Account and One Phone Line)

3 Computers

Summitville (Two Internet Accounts and Two Phone Lines)

6 Computers (By the end of November)

Databases on the Internet – World book and Baker & Taylor

Offering computer classes – Basic Internet, Windows and Word Processing

Elwood Adult Computer Use (Doesn't include Indiana Room)

June – 253 10-15/day

October – 575 25-40/day

Grants

Universal Services Fund

Funding Year 2-July 1, 1999 to June 30, 2000

- ❖ Funding Commitment Decision Letter received on October 5, 1999
- ❖ Sent out Form 486 on October 12, 1999
- ❖ Working on Form 472 for Ameritech and Indy Net
- ❖ Form 472 is required this funding year by Ameritech and Indy Net
- ❖ Filled out Form 471 Data Gathering Form for GTE
- ❖ Waiting for first discounted bill from GTE
- ❖ These discounts should save ~\$10,000 on phone and ISP bills

Funding Year 3-July 1, 2000 to June 30, 2001

- ❖ Researched the possibility for an ISDN line in our area
- ❖ Preparing to fill out Forms 470 and 471 (new forms just became available for Year 3)

LSTA Grants

E-Rate Funding Commitments: Year 2, Wave 13 (State List)

State IN

E-Rate Funding Commitments: Wave Thirteen

Applicant Name COWAN COMM SCHOOL CORPORATION

<i>Service</i>	<i>Address</i>	<i>City</i>	<i>Zip</i>	<i>\$ Amount</i>	<i>Discount (%)</i>
Telecomm And Dedicated	1000 W COUNTY ROAD 600 S	MUNCIE	47302	\$4,237.50	50
Sum				\$4,237.50	

Applicant Name MONROE-GREGG SCHOOL DISTRICT

<i>Service</i>	<i>Address</i>	<i>City</i>	<i>Zip</i>	<i>\$ Amount</i>	<i>Discount (%)</i>
Internet Access	135 S. Chestnut St. P.O. Box 468	MONROVIA	46157	\$504.00	40
Telecomm And Dedicated	135 S. Chestnut St. P.O. Box 468	MONROVIA	46157	\$513.60	40
Sum				\$1,017.60	

Applicant Name N MADISON COUNTY PUB LIB SYS

ndy Net
meritech
GTE

<i>Service</i>	<i>Address</i>	<i>City</i>	<i>Zip</i>	<i>\$ Amount</i>	<i>Discount (%)</i>
Internet Access	1600 MAIN STREET	ELWOOD	46036	\$1,436.40	57
Telecomm And Dedicated	1600 MAIN STREET	ELWOOD	46036	\$6,123.80	60
Telecomm And Dedicated	1600 MAIN STREET	ELWOOD	46036	\$1,731.50	50
Sum				\$9,301.70	

Applicant Name SOUTH ADAMS SCHOOL DISTRICT

<i>Service</i>	<i>Address</i>	<i>City</i>	<i>Zip</i>	<i>\$ Amount</i>	<i>Discount (%)</i>
Telecomm And Dedicated	1027 US HIGHWAY 27 S	BERNE	46711	\$5,538.40	40
Sum				\$5,538.40	

Sum for State

\$20,095.20

BID MEMO

BID NO.

DATE

11/8/99

JOB

LOCATION

Frankton Library

FIRM

PREPARED BY

Cabinets Doctor

ADDRESS

APPROVED BY

TYPE OF WORK

PHONE

724-2050

WORK INCLUDED

AMOUNT OF BID

- NEW SELF Edge tops - Indigo Chromatix

- REMOVE + Install NEW top

- Insured

- TAX included in Price

TOTAL BID \$ 1,587.80

EXCLUSIONS AND QUALIFICATIONS

Work is done to customer Satisfaction

ACKNOWLEDGEMENT
OF ADDENDA:
DELIVERY

TAX

EXCLUDED

INCLUDED

RECEIVED BY:

Cabinet Doctor

48 E 800 N

Alexandria, Ind

46001

FRANKTON LIBRARY

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
MONTHLY STATISTICS

	OCT 1998	OCT 1999	AMOUNT OF CHANGE	PERCENT OF CHANGE	YTD
ELWOOD					
ADULT	3235	2903	-332	-11%	30922
JUV.	2617	2838	221	-8%	21239
Y.A.	107	191	84	79% ✓	1357 <i>computers</i>
PER.	439	464	25	6%	4389
AUDIO	235	230	-5	-2%	2284
VIDEO	2041	2151	110	-5%	19791
TOTAL	8674	8777	103	1%	79982
F'TON					
ADULT	1241	1122	-119	-10%	10868
JUV.	893	842	-51	-6%	7282
Y.A.	23	28	5	22% ✓	247
PER.	323	287	-36	-11%	2999
AUDIO	15	34	19	127% ✓	228
VIDEO	903	847	-56	-6%	8565
TOTAL	3398	3160	-238	-7%	30189
H'BAK					
ADULT	808	616	-192	-24%	6696
JUV.	553	537	-16	-3%	4880
Y.A.	16	26	10	63%	285
PER.	139	113	-26	-19%	1492
AUDIO	26 <i>small</i>	12 <i>to make</i>	-14	-54% ✓	233 <i>small to make</i>
VIDEO	567 <i>July 21st</i>	568	1	0%	4374
TOTAL	2109	1872	-237	-11%	17960
SYSTEM					
ADULT	5384	4641	-643	-12%	48486
JUV.	4063	4217	154	4%	33401
Y.A.	146	245	99	68%	1889
PER.	901	864	-37	-4%	8880
AUDIO	276	276	0	0%	2745
VIDEO	3571	3566	55	16%	32730
TOTAL	14181	13809	-372	-3%	128131
TRAFFIC					
ELWOOD	8931	1720	1064		
REF	122	25	10		
ASST.	854	108	77		
COM. A.	575	135	125		
J.	430	N/A	N/A		
PROG. A.	N/A	N/A	3/20		
J.	12/228	3/21	9/179		

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
MONTHLY STATISTICS

	OCT 1998	OCT 1999	AMOUNT OF CHANGE	PERCENT OF CHANGE	YTD
ELWOOD					
ADULT	3235	2903	-332	-11%	30922
JUV.	2617	2838	221	-8%	21239
Y.A.	107	191	84	79%	1357
PER.	439	464	25	6%	4389
AUDIO	235	230	-5	-2%	2284
VIDEO	2041	2151	110	-5%	19791
TOTAL	8674	8777	103	1%	79982
F'TON					
ADULT	1241	1122	-119	-10%	10868
JUV.	893	842	-51	-6%	7282
Y.A.	23	28	5	22%	247
PER.	323	287	-36	-11%	2999
AUDIO	15	34	19	127%	228
VIDEO	903	847	-56	-6%	8565
TOTAL	3398	3160	-238	-7%	30189
H'BAK					
ADULT	808	616	-192	-24%	6696
JUV.	553	537	-16	-3%	4880
Y.A.	16	26	10	63%	285
PER.	139	113	-26	-19%	1492
AUDIO	26	12	-14	-54%	233
VIDEO	567	568	1	0%	4374
TOTAL	2109	1872	-237	-11%	17960
SYSTEM					
ADULT	5384	4641	-643	-12%	48486
JUV.	4063	4217	154	4%	33401
Y.A.	146	245	99	68%	1889
PER.	901	864	-37	-4%	8880
AUDIO	276	276	0	0%	2745
VIDEO	3571	3566	55	16%	32730
TOTAL	14181	13809	-372	-3%	128131
TRAFFIC					
ELWOOD	8931	1720	1064		
REF	122	25	10		
ASST.	854	108	77		
COM. A.	575	135	125		
J.	430	N/A	N/A		
PROG. A.	N/A	N/A	3/20		
J.	12/228	3/21	9/179		

Financial Report
North Madison County Public Library System

Report Dates **10/1/99** to **10/31/99**

<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	\$255,253.41	\$60,237.22	\$686,260.72	\$16,891.75	\$535,815.01	\$164,807.76
105 Operating Fund Investment	\$0.00	\$0.00	\$100,000.00	\$0.00	\$150,000.00	\$50,000.00
Subtotal	\$255,253.41	\$60,237.22	\$786,260.72	\$16,891.75	\$685,815.01	\$154,807.76
2. Main						
103 Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
107 PLAC	\$110.00	\$69.00	\$386.00	\$0.00	\$276.00	\$0.00
110 LIRF Investment	\$40,000.00	\$40,000.00	\$40,000.00	\$0.00	\$0.00	\$0.00
115 LIRF	\$21,329.92	\$0.00	\$30,000.00	\$40,000.00	\$41,800.88	\$33,130.80
120 Gift	\$11,164.28	\$361.76	\$2,378.64	\$108.80	\$3,572.39	\$12,358.03
130 Construction Fund	\$13,226.53	\$0.00	\$121,000.00	\$0.00	\$120,070.46	\$12,296.99
Subtotal	\$85,830.73	\$40,430.76	\$193,764.64	\$40,108.80	\$165,719.73	\$57,785.82
4. Withholding						
201 Federal Taxes Withheld	\$0.00	\$3,030.92	\$34,741.02	\$3,030.92	\$34,741.02	\$0.00
202 FICA	(\$0.03)	\$1,607.51	\$18,262.45	\$1,607.51	\$18,262.48	\$0.00
203 State Tax Withheld	\$0.00	\$873.97	\$9,920.96	\$873.97	\$9,920.96	\$0.00
204 County Taxes Withheld	\$0.00	\$226.05	\$2,376.81	\$226.05	\$2,376.81	\$0.00
205 PERF	\$49.82	\$1,915.72	\$6,108.45	\$516.52	\$6,509.63	\$451.00
206 Credit Union	\$0.00	\$1,440.76	\$30,915.84	\$1,440.76	\$30,915.84	\$0.00
207 Annuity	\$0.00	\$390.00	\$4,215.00	\$390.00	\$4,215.00	\$0.00
208 Insurance	\$0.00	\$491.88	\$6,505.11	\$491.88	\$6,505.11	\$0.00
209 Medicare	\$0.00	\$375.96	\$4,271.14	\$375.96	\$4,271.14	\$0.00
210 Other Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$49.79	\$10,352.77	\$117,316.78	\$8,953.57	\$117,717.99	\$451.00
Grand Total	\$341,133.93	\$111,020.75	\$1,097,342.14	\$65,954.12	\$969,252.73	\$213,044.52

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 10/1/99 To 10/31/99

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>1. Personal Services</i>							
1.11 Salary of Director	\$30,300.00	\$0.00	\$30,300.00	\$0.00	\$19,799.86	\$10,500.14	65.3
1.12 Salary of Assistants	\$300,725.00	\$6,082.00	\$306,807.00	\$24,567.60	\$261,733.11	\$45,073.89	85.3
1.13 Wages of Janitor	\$16,286.00	\$0.00	\$16,286.00	\$1,360.55	\$13,025.67	\$3,260.33	80.0
1.14 *Employee Benefits	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$953.62	\$546.38	63.6
1.15 Payroll Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
1.16 Empl.Share FICA&Medicare	\$26,569.00	\$0.00	\$26,569.00	\$1,983.47	\$22,533.62	\$4,035.38	84.8
1.18 Emp Cont PERF	\$27,785.00	\$0.00	\$27,785.00	\$5,587.53	\$17,277.26	\$10,507.74	62.2
1.19 Emp Cont Group Ins	\$8,000.00	\$0.00	\$8,000.00	\$573.84	\$6,239.77	\$1,760.23	78.0
Subtotal	\$411,165.00	\$6,082.00	\$417,247.00	\$34,072.99	\$341,562.91	\$75,684.09	81.9
<i>2. Supplies</i>							
2.1 Office Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
2.12 Stationary & Supplies	\$750.00	\$0.00	\$750.00	\$86.00	\$86.00	\$664.00	11.5
2.13 *Other Office Supplies	\$8,000.00	\$0.00	\$8,000.00	\$653.63	\$8,636.89	(\$636.89)	108.0
2.21 Cleaning & Sanitation Supplies	\$2,000.00	\$0.00	\$2,000.00	\$318.58	\$1,919.94	\$80.06	96.0
2.22 *Other Operating Supplies	\$5,500.00	\$0.00	\$5,500.00	\$274.74	\$5,686.48	(\$186.48)	103.4
2.23 Fuel, Oil and Lubricants	\$50.00	\$0.00	\$50.00	\$0.00	\$44.95	\$5.05	89.9
2.24 Bldg. Matl. And Supplies	\$500.00	\$0.00	\$500.00	\$0.00	\$413.33	\$86.67	82.7
2.25 Paint and painting supplies	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	0.0
2.26 Repair Parts/Maintenance	\$600.00	\$0.00	\$600.00	\$0.00	\$1,470.16	(\$870.16)	245.0

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
2.27 Other Repair & mainten.supplies	\$400.00	\$0.00	\$400.00	\$11.64	\$604.70	(\$204.70)	151.2
2.3 Other Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
2.31 Book Processing	\$3,500.00	\$0.00	\$3,500.00	\$3.15	\$2,482.06	\$1,017.94	70.9
2.32 Automation	\$20,000.00	\$0.00	\$20,000.00	\$0.00	\$7,462.97	\$12,537.03	37.3
Subtotal	\$41,400.00		\$41,400.00	\$1,347.74	\$28,807.48	\$12,592.52	69.6
2. Supplies							
2.11 Official Records	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$1,058.90	\$441.10	70.6
Subtotal	\$1,500.00		\$1,500.00	\$0.00	\$1,058.90	\$441.10	70.6
3. Other Services and Charge							
3.11 Consulting Services	\$1,000.00	\$0.00	\$1,000.00	\$115.00	\$1,235.00	(\$235.00)	123.5
3.12 Legal Services	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$312.00	\$4,688.00	6.2
3.13 *Other Professional Services	\$12,000.00	\$155.00	\$12,155.00	\$1,444.47	\$13,053.17	(\$898.17)	107.4
3.21 Telephone & Telegraph	\$10,000.00	\$9,044.00	\$19,044.00	\$1,493.35	\$10,144.52	\$8,899.48	53.3
3.22 Postage & UPS	\$2,000.00	\$0.00	\$2,000.00	\$264.33	\$1,552.44	\$447.56	77.6
3.23 Traveling Expense	\$2,000.00	\$0.00	\$2,000.00	\$209.70	\$1,733.74	\$266.26	86.7
3.24 Professional Meetings	\$2,000.00	\$0.00	\$2,000.00	\$35.00	\$802.16	\$1,197.84	40.1
3.26 Programing	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$603.65	\$396.35	60.4
3.3 Printing & Advertising	\$0.00	\$0.00	\$0.00	\$0.00	\$138.50	(\$138.50)	#Div/0!
3.31 Advertising & Public Notices	\$250.00	\$0.00	\$250.00	\$23.50	\$599.62	(\$349.62)	239.8
3.32 Printing, other than Office	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
3.4 Insurance	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$7,776.34	\$2,223.66	77.8
3.41 Official Bonds	\$350.00	\$0.00	\$350.00	\$0.00	\$300.00	\$50.00	85.7
3.51 Gas	\$9,500.00	\$0.00	\$9,500.00	\$174.93	\$2,356.60	\$7,143.40	24.8
3.52 Electricity	\$20,000.00	\$0.00	\$20,000.00	\$1,349.95	\$16,381.31	\$3,618.69	81.9

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
3.53 Water	\$2,000.00	\$0.00	\$2,000.00	\$76.24	\$2,053.20	(\$53.20)	102.7
3.54 Waste Disposal Services	\$250.00	\$0.00	\$250.00	\$9.66	\$368.06	(\$118.06)	147.2
3.61 Bldg. & Structure/Maint.	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$1,006.63	(\$6.63)	100.7
3.62 Equipment/Maint.	\$1,500.00	\$0.00	\$1,500.00	\$387.00	\$1,517.32	(\$17.32)	101.2
3.72 Equipment/Rental	\$3,000.00	\$0.00	\$3,000.00	\$195.00	\$2,423.64	\$576.36	80.8
3.8 Dues	\$700.00	\$0.00	\$700.00	\$0.00	\$676.41	\$23.59	96.6
3.81 Taxes	\$2,800.00	\$0.00	\$2,800.00	\$0.00	\$1,918.21	\$881.79	68.5
3.9 Transfer to LIRF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
Subtotal	\$86,350.00	\$9,199.00	\$95,549.00	\$5,778.13	\$66,952.52	\$28,596.48	70.1
4. Capitol Outlays							
4.1 Land Buildings Improvements	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$240.00	\$760.00	24.0
4.2 Furniture & Equipment	\$2,500.00	\$10,600.00	\$13,100.00	\$8,841.94	\$27,739.74	(\$14,639.74)	211.8
4.31 Elwood Adult	\$28,000.00	\$0.00	\$28,000.00	\$804.74	\$18,439.18	\$9,560.82	65.9
4.32 Elwood Childrens	\$10,000.00	\$0.00	\$10,000.00	\$663.37	\$7,998.00	\$2,002.00	80.0
4.33 Elwood YA	\$2,000.00	\$56.82	\$2,056.82	\$508.41	\$1,582.82	\$474.00	77.0
4.34 Frankton	\$23,000.00	\$0.00	\$23,000.00	\$1,520.53	\$17,687.59	\$5,312.41	76.9
4.35 Summitville	\$11,740.00	\$0.00	\$11,740.00	\$160.28	\$6,596.62	\$5,143.38	56.2
4.36 Elwood Indiana Room	\$2,000.00	\$0.00	\$2,000.00	\$260.44	\$1,536.86	\$463.14	76.8
4.4 Periodicals & Newspapers	\$10,000.00	\$0.00	\$10,000.00	\$4,944.80	\$6,453.63	\$3,546.37	64.5
4.51 Elwood AV	\$8,380.00	\$0.00	\$8,380.00	\$540.73	\$5,005.99	\$3,374.01	59.7
4.52 Frankton AV	\$4,480.00	\$0.00	\$4,480.00	\$338.86	\$2,547.40	\$1,932.60	56.9
4.53 Summitville AV	\$2,000.00	\$0.00	\$2,000.00	\$454.26	\$1,759.13	\$240.87	88.0
Subtotal	\$105,100.00	\$10,656.82	\$115,756.82	\$19,038.36	\$97,586.96	\$18,169.86	84.3

<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>
<i>Grand Total</i>	\$645,515.00	\$25,937.82	\$671,452.82	\$60,237.22	\$535,968.77	\$135,484.05	79.8

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

Register Of Claims

North Madison County Public Library System

Report Date: From 10/1/99 To 10/31/99

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
	804	STAR FINANCIAL BANK	LIRF Investment	Transfer to LIRF	\$40,000.00	10/11/99	Transfer CD from LIRF INVESTMENT F
				Total this claim	\$40,000.00		
0	806	EFTPS	Medicare	Payroll Deductions	\$185.40	10/25/99	P/R ending 10/23/99
			OPERATING FUND	Empl.Share FICA&Medicare	\$978.13		
			FICA	Payroll Deductions	\$792.73		
			Federal Taxes Withheld	Payroll Deductions	\$1,502.48		
				Total this claim	\$3,458.74		
0	820	OFFICE MAX	Gift	*Other Office Supplies	\$34.99	10/26/99	CD FOR CHILDRENS DEPARTMENT
				Total this claim	\$34.99		
0	797	PAYROLL	OPERATING FUND	Salary of Assistants	\$12,401.53	10/13/99	PAYROLL
			OPERATING FUND	Wages of Janitor	\$740.25		
				Total this claim	\$13,141.78		
0	798	EFTPS	Medicare	Payroll Deductions	\$-90.56	10/11/99	P/R ending 10/9/99
			OPERATING FUND	Empl.Share FICA&Medicare	\$1,005.34		
			FICA	Payroll Deductions	\$814.78		
			Federal Taxes Withheld	Payroll Deductions	\$1,528.44		
				Total this claim	\$3,539.12		
0	805	PAYROLL	OPERATING FUND	Salary of Assistants	\$12,166.07	10/27/99	PAYROLL
			OPERATING FUND	Wages of Janitor	\$620.30		
				Total this claim	\$12,786.37		
0	818	PARSONS TECHNOLOGY	OPERATING FUND	Elwood Adult	(\$219.50)	10/26/99	CHANGE OF ACCOUNT NUMBER - R 683
			OPERATING FUND	Elwood Indiana Room	\$219.50		
				Total this claim	\$0.00		
0	819	OFFICE MAX	Gift	Furniture & Equipment	\$119.99	10/26/99	CHARGE CARD PURCHASE FOR EL
			OPERATING FUND	*Other Office Supplies	\$29.99		CART.
				Total this claim	\$149.98		
18505	735	22ND STREET HARDWARE	OPERATING FUND	Other Repair & mainten.supplies	\$11.64	10/11/99	
			OPERATING FUND	Cleaning & Sanitation Supplies	\$5.10		
				Total this claim	\$16.74		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
18506	786	AMERITECH	OPERATING FUND	Telephone & Telegraph	\$456.22	10/11/99	SERVICE FOR 8/26/99 - 9/25/99 ELWOOD SERVICE FOR 8/25/99 - 9/17/99 SUMMITVILLE
			OPERATING FUND	Telephone & Telegraph	\$227.70		
					Total this claim		
					\$683.92		
18507	787	ANDREW HARPER	OPERATING FUND	*Other Professional Services	\$50.00	10/11/99	MOVING FOR JULY AND AUGUST
					Total this claim		
					\$50.00		
18508	788	AT&T	OPERATING FUND	Telephone & Telegraph	\$39.46	10/11/99	SERVICE FOR 9/24/99 ELWOOD SERVICE FOR 9/22/99 FRANKTON
			OPERATING FUND	Telephone & Telegraph	\$15.97		
					Total this claim		
					\$55.43		
18509	793	AUDIO VISUAL COMMUNICATI	OPERATING FUND	*Other Professional Services	\$119.00	10/11/99	SERVICE AGREEMENT FOR OCTOBE
					Total this claim		
					\$119.00		
18510	792	BAKER & TAYLOR	OPERATING FUND	Elwood Adult	\$836.09	10/11/99	
			OPERATING FUND	Elwood Childrens	\$84.48		
			OPERATING FUND	Elwood YA	\$508.41		
			OPERATING FUND	Frankton	\$1,313.76		
			OPERATING FUND	Summitville	\$138.33		
			Gift	Elwood Childrens	\$33.60		
Gift	Summitville	\$50.64					
					Total this claim		
					\$2,965.31		
18511	739	BARBARA MCADAMS	OPERATING FUND	Traveling Expense	\$10.50	10/11/99	MILEAGE FOR 7/6/99 - 8/31/99
					Total this claim		
					\$10.50		
18512	740	BARBARA SNIPES	OPERATING FUND	Traveling Expense	\$49.20	10/11/99	MILEAGE 9/1/99 - 9/29/99
					Total this claim		
					\$49.20		
18513	741	BON PRINTING	OPERATING FUND	Stationary & Supplies	\$86.00	10/11/99	LIBRARY LETTERHEAD
					Total this claim		
					\$86.00		
18514	742	BRODART COMPANY	OPERATING FUND	Furniture & Equipment	\$37.09	10/11/99	FRANKTON SHELF LABELS
					Total this claim		
					\$37.09		
18515	785	CALL-LEADER	OPERATING FUND	Advertising & Public Notices	\$23.50	10/11/99	POSITION OPENING ADVERTISEMENT
					Total this claim		
					\$23.50		
18516	743	CINDA HORINE	OPERATING FUND	Traveling Expense	\$27.50	10/11/99	MILEAGE 9/27/99
					Total this claim		
					\$27.50		
18517	744	CONCENTRIC COMPUTER SE	OPERATING FUND	Furniture & Equipment	\$8,417.85	10/11/99	5 COMPAC 96MG COMPUTERS
					Total this claim		
					\$8,417.85		

<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>
18518	745	COOK ELECTRIC, INC.	OPERATING FUND	*Other Professional Services	\$605.00	10/11/99	HOOKUP AT SUMMITVILLE
				Total this claim	<u>\$605.00</u>		
18519	746	COVEY INC.	OPERATING FUND	*Other Office Supplies	\$55.00	10/11/99	REFILL TONER FOR COMPUTERS
				Total this claim	<u>\$55.00</u>		
18520	747	CREATIVE PUBLISHING INTER	OPERATING FUND	Frankton	\$28.91	10/11/99	CRAFTS SERIES
				Total this claim	<u>\$28.91</u>		
18521	748	CVS PHARMACY INC.	OPERATING FUND	*Other Operating Supplies	\$43.44	10/11/99	
				Total this claim	<u>\$43.44</u>		
18522	749	DIANA L. SHEPARD	OPERATING FUND	Traveling Expense	\$26.00	10/11/99	MILEAGE BOOKKEEPING WORKSHO
				Total this claim	<u>\$26.00</u>		
18523	750	DK FAMILY LEARNING	Gift	Elwood Childrens	\$122.54	10/11/99	
			OPERATING FUND	Elwood Childrens	\$258.79		
				Total this claim	<u>\$381.33</u>		
18524	751	EDWARDS ELECTRICAL & ME	OPERATING FUND	Equipment/Maint.	\$387.00	10/11/99	
				Total this claim	<u>\$387.00</u>		
18525	753	ELWOOD COMMUNITY HIGH S	OPERATING FUND	Elwood Adult	\$30.00	10/11/99	1998-1999 YEARBOOK
				Total this claim	<u>\$30.00</u>		
18526	752	ELWOOD HERITAGE PRESER	OPERATING FUND	Elwood Indiana Room	\$16.00	10/11/99	REPLICA OF THE METHODIST CHUR
				Total this claim	<u>\$16.00</u>		
18527	754	GALE RESEARCH	OPERATING FUND	Elwood Adult	\$148.66	10/11/99	
			OPERATING FUND	Frankton	\$142.95		
				Total this claim	<u>\$291.61</u>		
18528	755	GAYLORD BROS.	OPERATING FUND	*Other Operating Supplies	\$56.69	10/11/99	
				Total this claim	<u>\$56.69</u>		
18529	756	GRUNAU COMPANY	OPERATING FUND	*Other Professional Services	\$245.00	10/11/99	QUARTERLY SPRINKLER INSPECTIO
				Total this claim	<u>\$245.00</u>		
18530	786	GTE	OPERATING FUND	Telephone & Telegraph	\$284.52	10/11/99	SERVICE DUE 10/21/99
				Total this claim	<u>\$284.52</u>		
18531	760	INCOLSA	OPERATING FUND	Professional Meetings	\$20.00	10/11/99	PUBLIC LIBRARY BOOKKEEPING WO
				Total this claim	<u>\$20.00</u>		
18532	779	INDIANA 4-H FOUNDATION	OPERATING FUND	Summitville	\$21.95	10/11/99	POTLUCKS & PRIZEWINNERS
				Total this claim	<u>\$21.95</u>		

Claim Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
18533	788	INDIANA GAS COMPANY	OPERATING FUND	Gas	\$9.13	10/11/99	SERVICE FOR FRANKTON 8/17/99 - 9/
			OPERATING FUND	Gas	\$14.44		SERVICE FOR SUMMITVILLE 8/20/99
Total this claim					\$23.57		
18534	761	INDYNET	OPERATING FUND	Consulting Services	\$115.00	10/11/99	SERVICE 9/1/99 - 10/1/99
			Total this claim				
18535	759	INSPIRATIONAL BOOK DISTRI	OPERATING FUND	Elwood Adult	\$9.49	10/11/99	
			Total this claim				
18536	788	J.P. SOUSA	OPERATING FUND	Summitville AV	\$208.72	10/11/99	PURCHASE OF COMPUTER SOFTWARE
			Total this claim				
18537	762	K MART	OPERATING FUND	*Other Operating Supplies	\$112.89	10/11/99	
			OPERATING FUND	Summitville AV	\$245.54		
Total this claim					\$358.43		
18538	763	LIBRARY STORE INC., THE	OPERATING FUND	*Other Operating Supplies	\$61.72	10/11/99	
			OPERATING FUND	Book Processing	\$3.15		
Total this claim					\$64.87		
18539	764	LIBRARY VIDEO COMPANY	OPERATING FUND	Frankton AV	\$57.95	10/11/99	
			Total this claim				
18540	765	LINDA KEMPER	OPERATING FUND	Traveling Expense	\$7.00	10/11/99	MILEAGE
			Total this claim				
18541	789	LUCENT TECHNOLOGIES	OPERATING FUND	Telephone & Telegraph	\$137.64	10/11/99	SERVICE FOR ELWOOD STATEMENT
			Total this claim				
18542	766	MARY KIPLINGER	OPERATING FUND	Traveling Expense	\$7.00	10/11/99	MILEAGE 7/21/99 - 7/28/99
			Total this claim				
18543	768	MIDWEST HIGHWAYS AND BY	OPERATING FUND	Periodicals & Newspapers	\$11.95	10/11/99	NEW SUBSCRIPTION
			Total this claim				
18544	767	MIDWEST TAPE	OPERATING FUND	Frankton AV	\$280.91	10/11/99	
			OPERATING FUND	Elwood AV	\$540.73		
Total this claim					\$821.64		
18545	769	OXMOOR HOUSE	OPERATING FUND	Frankton	\$5.00	10/11/99	ALL ABOUT MEMORY ALBUMS
			Total this claim				
18546	787	PENWORTHY CO.	OPERATING FUND	Elwood Childrens	\$320.10	10/11/99	BOOKS
			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>
18547	771	PITNEY BOWES	OPERATING FUND	Equipment/Rental	\$151.00	10/11/99	QUARTERLY CHARGES FOR PERIOD
				Total this claim	<u>\$151.00</u>		
18548	770	PITNEYWORKS	OPERATING FUND	Postage & UPS	\$237.83	10/11/99	
				Total this claim	<u>\$237.83</u>		
18549	773	POPULAR SUBSCRIPTION SE	OPERATING FUND	Periodicals & Newspapers	\$2,569.70	10/11/99	YEARLY MAGAZINE SUBSCRIPTIONS
			OPERATING FUND	Periodicals & Newspapers	\$1,225.32		
			OPERATING FUND	Periodicals & Newspapers	\$993.87		
				Total this claim	<u>\$4,788.89</u>		
18550	790	POSTMASTER	OPERATING FUND	Postage & UPS	\$26.50	10/11/99	POSTAGE STAMPS FOR FRANKTON
				Total this claim	<u>\$26.50</u>		
18551	772	POSTMASTER - SUMMITVILL	OPERATING FUND	Equipment/Rental	\$44.00	10/11/99	ANNUAL POSTAL BOX FEE - BOX NU
				Total this claim	<u>\$44.00</u>		
18552	791	PUBLIC EMP. RETIREMENT F	OPERATING FUND	Emp Cont PERF	\$5,587.53	10/11/99	3RD QUARTER PAYMENT
			PERF	Payroll Deductions	\$1,915.72		
				Total this claim	<u>\$7,503.25</u>		
18553	774	QUILL CORPORATION	OPERATING FUND	*Other Office Supplies	\$313.33	10/11/99	INVOICE # 4683505, 4427093, 453352
				Total this claim	<u>\$313.33</u>		
18554	775	RADIO SHACK	OPERATING FUND	*Other Office Supplies	\$11.94	10/11/99	INVOICE # 92580007
				Total this claim	<u>\$11.94</u>		
18555	776	RALPH MALEY	OPERATING FUND	Traveling Expense	\$28.00	10/11/99	MILEAGE 2/25/99 - 10/1/99
				Total this claim	<u>\$28.00</u>		
18556	780	READER'S DIGEST ASSOC., IN	OPERATING FUND	Periodicals & Newspapers	\$24.76	10/11/99	RENEWAL TERM 01/00 - 12/00
				Total this claim	<u>\$24.76</u>		
18557	778	STATE CHEMICAL MANUFACT	OPERATING FUND	Cleaning & Sanitation Supplies	\$248.27	10/11/99	CLEANING SUPPLIES
				Total this claim	<u>\$248.27</u>		
18558	757	THE HEARST CORPORATION	OPERATING FUND	Periodicals & Newspapers	\$25.20	10/11/99	SUBSCRIPTION MR. FOOD'S EASY C
				Total this claim	<u>\$25.20</u>		
18559	782	THE KNOWLEDGE SHOPPE	OPERATING FUND	*Other Office Supplies	\$20.43	10/11/99	BULLETIN BOARD SUPPLIES
				Total this claim	<u>\$20.43</u>		
18560	781	THOMSON INDIANA	OPERATING FUND	Periodicals & Newspapers	\$78.00	10/11/99	26 WEEKS RENEWAL - FRANKTON
				Total this claim	<u>\$78.00</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>
18561	783	UNITOG RENTAL SERVICES	OPERATING FUND	Cleaning & Sanitation Supplies	\$32.30	10/11/99	CLEANING SUPPLIES ELWOOD AND
			OPERATING FUND	Cleaning & Sanitation Supplies	\$32.91		
				Total this claim	\$65.21		
18562	784	WEIGHT WATCHERS	OPERATING FUND	Periodicals & Newspapers	\$16.00	10/11/99	ONE YEAR SUBSCRIPTION
				Total this claim	\$16.00		
18563	794	AUDIO VISUAL COMMUNICATI	OPERATING FUND	Furniture & Equipment	\$387.00	10/11/99	PRINTER
				Total this claim	\$387.00		
18564	796	PARSONS TECHNOLOGY	OPERATING FUND	Elwood Indiana Room	\$24.94	10/11/99	FAMILY TREE MAKER UPGRADE 7.0
				Total this claim	\$24.94		
18565	795	RAMSAY BUSINESS PRODUC	OPERATING FUND	*Other Professional Services	\$205.47	10/11/99	
			OPERATING FUND	*Other Office Supplies	\$222.94		
				Total this claim	\$428.41		
18566	799	INDIANA DEFERRED COMPEN	Annuity	Payroll Deductions	\$195.00	10/11/99	P/R ending 10/9/99
				Total this claim	\$195.00		
18567	801	JAMIE B. SCOTT	OPERATING FUND	Traveling Expense	\$34.00	10/11/99	MILEAGE 8/3/99 - 10/4/99
			OPERATING FUND	Traveling Expense	\$20.50		
				Total this claim	\$54.50		
18568	800	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$720.38	10/11/99	P/R ending 10/9/99
				Total this claim	\$720.38		
18569	802	MARVIN SAUBERT	OPERATING FUND	*Other Professional Services	\$220.00	10/11/99	LAWN CARE FOR SEPTEMBER, 1999
				Total this claim	\$220.00		
18570	803	OXMOOR HOUSE	OPERATING FUND	Frankton	\$29.91	10/11/99	1999 CHRISTMAS WITH COUNTRY LI
				Total this claim	\$29.91		
18571	811	AMERICAN ELECTRIC POWER	OPERATING FUND	Electricity	\$1,254.70	10/25/99	SERVICE PERIOD 9/14/99-10/13/99 - SERVICE PERIOD 9/13/99-10/12/99-- S
			OPERATING FUND	Electricity	\$12.54		
				Total this claim	\$1,267.24		
18572	812	AMERITECH	OPERATING FUND	Telephone & Telegraph	\$331.84	10/25/99	SERVICE PERIOD DUE 10/27/99
				Total this claim	\$331.84		
18573	809	CITY OF ELWOOD NON-REVE	OPERATING FUND	Emp Cont Group Ins	\$573.84	10/25/99	Insurance for period ending 10/31/99
			Insurance	Emp Cont Group Ins	\$491.88		
				Total this claim	\$1,065.72		
18574	808	INDIANA DEFERRED COMPEN	Annuity	Payroll Deductions	\$195.00	10/25/99	P/R ending 10/23/99
				Total this claim	\$195.00		

<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>
18575	807	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$873.97	10/25/99	P/R ending 10/23/99 - October deductio taxes
			County Taxes Withheld	Payroll Deductions	\$226.05		
				Total this claim	\$1,100.02		
18576	814	INDIANA GAS COMPANY	OPERATING FUND	Gas	\$151.36	10/25/99	SERVICE PERIOD 9/8/99-10/8/99
				Total this claim	\$151.36		
18577	815	INDIANA HISTORICAL SOCIET	OPERATING FUND	Professional Meetings	\$15.00	10/25/99	GRANT WORKSHOP - LORETTA DOD 1999
				Total this claim	\$15.00		
18578	816	INDIANA STATE LIBRARY	PLAC	Other	\$69.00	10/25/99	PLAC 3RD QUARTER REPORT AND P
				Total this claim	\$69.00		
18579	813	INDIANA-AMERICAN WATER C	OPERATING FUND	Water	\$68.84	10/25/99	SERVICE PERIOD DUE 10/25/99
				Total this claim	\$68.84		
18580	810	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$720.38	10/25/99	P/R ending 10/23/99
				Total this claim	\$720.38		
18581	817	TOWN OF FRANKTON	OPERATING FUND	Electricity	\$82.71	10/25/99	SERVICE PERIOD DUE 11/05/99
			OPERATING FUND	Water	\$7.40		
			OPERATING FUND	Waste Disposal Service-	\$9.66		
				Total this claim	\$99.77		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
-------------------	-----------------	------------------	------	---------	--------	------	-------------

Total Amount of Claims \$111,020.75

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.

Sunday, October 31, 1999

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 _____, 19____.

SIGNATURES OF GOVERNING BOARD

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

Receipt Summaries for 100 OPERATING FUND

North Madison County Public Library System

Report Dates = 10/1/99 to 10/31/99

<i>Account</i>	<i>This Month</i>	<i>YTD</i>
310 Tax Distribution		\$2,507.00
311 Property Tax		\$225,890.50
312 County Option Income Tax	\$12,842.62	\$138,469.96
313 Financial Institution Tax		\$1,056.37
314 License Excise Tax		\$31,576.24
334 State Grants		\$726.00
341 Fines	\$522.10	\$7,477.41
342 Replacement Cards	\$65.00	\$234.00
344 Lost, Damaged, Sale of Books	\$47.89	\$1,263.92
345 Other		\$72.68
346 Lamination	\$19.64	\$249.25
347 Reader/Printer Copies	\$30.30	\$317.30
348 Inter-Library Loan	\$9.17	\$123.77
349 Photocopy Fees	\$653.35	\$5,983.10
350 Fax Fees	\$288.00	\$2,704.85
351 PLAC		\$0.00
352 Non-Resident Cards	\$50.00	\$100.00
360 Miscellaneous Revenue		\$11.00
361 Interest on Investment	\$1,356.32	\$4,401.88
363 Rents	\$1,000.00	\$5,500.00
364 Donations & Memorials		\$20.42
396 Refunds		\$822.85
397 Transfer Funds		\$100,000.00
399 Other	\$7.36	\$6,306.51
	<u>\$16,891.75</u>	<u>\$535,815.01</u>

Approved by the State Board Of Accounts for No. 1. Madison County Public Library System on 1/1/98.

Receipt Summaries for 120 Gift

North Madison County Public Library System

Report Dates = 10/1/99 to 10/31/99

<i>Account</i>	<i>This Month</i>	<i>YTD</i>
364 Donations & Memorials	\$100.05	\$3,176.00
396 Refunds		\$387.64
399 Other	\$8.75	\$8.75
	<u>\$108.80</u>	<u>\$3,572.39</u>

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

Receipt Summaries for 115 LIRF

North Madison County Public Library System

Report Dates = 10/1/99 to 10/31/99

<i>Account</i>	<i>This Month</i>	<i>YTD</i>
361 Interest on Investment		\$1,800.88
397 Transfer Funds	\$40,000.00	\$40,000.00
	<u>\$40,000.00</u>	<u>\$41,800.88</u>

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

AGENDA
NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
December 13, 1999
Executive Meeting
6:00pm

CALL TO ORDER
CALL FOR QUORUM
BUSINESS

- A. Personnel
IC 5-14-1.5-6-(b) (6)

**Regular Meeting
7:00PM**

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

1. Unattended Child Policy
2. Amnesty - overdue books and videos
3. Frankton Counter-Top

NEW BUSINESS

1. Election of Officers for 2000
- 2.. Employee Wage Increase for 2000
3. Mileage Allowance
4. Card Catalogs at Branches
5. 2000 Calendar
6. Transfer of Appropriations
7. Reciprical Borrowing/Update

Director's Report

ADJOURN

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES
December 13, 1999
Excutive Meeting
6:00pm

CALL TO ORDER

President Pamela Bohlander called a meeting to order of the North Madison County Public Library System to order on December 13, 1999 at 6:00pm in the Elwood Public Library meeting room.

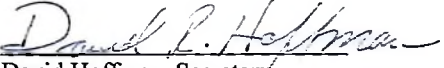
CALL FOR QUORUM


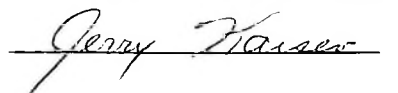
Present with President Bohlander were: Kevin Sipe, Linda Sizelove, Jerry Kaiser, David Hoffman, Director Beverly Austin, Call-Leader reporter Sharon Igana and Interim Director Jan Helping.

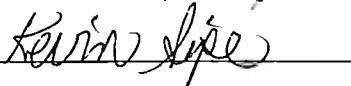
BUSINESS

Personnel - Jan Helping announced Emily Davidson will be on sick leave beginning January 18 for up to six months. Emily and Bev have discussed the disbursement of her duties during this time. Board members discussed the possibility of a sick-leave bank.

Beverly Austin discussed the position of Administrative Assistant with the board. She also explained she is working with the State Library Board on her certification for public library director.


David Hoffman, Secretary



NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES

December 13, 1999
Regular Meeting
7:00pm

CALL TO ORDER

President Pamela Bohlander called a meeting to order of the North Madison County Public Library System Board of Trustees to order on December 13, 1999 at 7:00pm in the Elwood Public Library meeting room.

CALL FOR QUORUM

Present with President Bohlander were: Kevin Sipe, Linda Sizelove, Jerry Kaiser, David Hoffman, Director Beverly Austin, Call-Leader reporter Sharon Igana and Interim Director Jan Helping.

MINUTES were approved with a motion from Linda Sizelove, seconded by David Hoffman and passed.

CLAIMS REGISTER was signed and checks signed by treasurer Jerry Kaiser.

OLD BUSINESS

Unattended Child Policy - After several changes were made, the policy was accepted with a motion from Kevin Sipes, seconded by David Hoffman.

Amnesty Period - David Hoffman made a motion that we have an Amnesty period and it should be determined by the staff when that will be. Kevin Sipe seconded and it passed.

Frankton Counter top - Board members discussed whether to replace the counter top because the new piece does not match the old. Beverly Austin will investigate painting the counter top for an option.

New officers for 2000 were voted on with a motion from David Hoffman to accept the slate as it stands. It was seconded by Linda Sizelove and carried. New officers are: Sharan Pace, President, Vice-President Kevin Sipe, Secretary David Hoffman, Treasurer Pamela Bohlander with Linda Sizelove as back-up Treasurer.

Kevin Sipe made a motion for a 5% wage increase for the library employees in January 2000. Motion was seconded by Linda Sizelove and carried..

A motion was made by David Hoffman to increase the mileage allowance to the State of Indiana allowance of \$.28. Motion was seconded by Jerry Kaiser and passed..

Card Catalogs - Since the card catalogs are no longer needed because of automation, they may be offered to patrons and staff for the best bid. The Elwood card catalog has been sold, therefore, David Hoffman made a motion that branches should accept sealed bids until the end of January and offer the card catalogs to the highest bidders. Jerry Kaiser seconded and it passed.

The 2000 Holiday Closure was presented to the board. On Thanksgiving Eve Day, the board chose to change the closing time to 4:00pm. David Hoffman made a motion to change Thanksgiving Eve Day to close at 4:00pm and then accept the calendar. Linda Sizelove seconded and it passed.

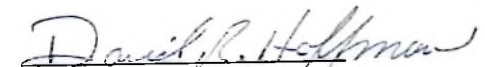
Jerry Kaiser made a motion to accept the Transfer of Appropriations to balance the end of the year accounts and also to encumber \$10,000.00 from the 1999 budget to the 2000 budget for the purpose of buying a new Reader-Printer. Linda Sizelove seconded the motion and it passed.

Jan reported that she has spoken to Nancy Norris, Director at the Alexandria Library. They wish to continue with recipicol borrowing.

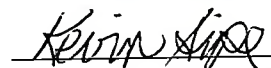
Linda reported the Friends of the Library has been re-activated. She asked board members to be as active as they can. She said she was very pleased with the past week program "Christmas in the Library" and the participation of the musical groups and the patrons as well as the Friends of the Library volunteers..

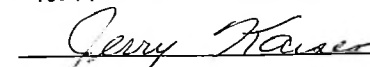
Pam Bohlander, past president, thanked the board for their help this year while she was in office.

Kevin Sipe made a motion to adjourn, David Hoffman seconded and it passed.


David Hoffman, Secretary,







UNATTENDED CHILD POLICY

The North Madison County Public Library System would like the Youth Services Department to be an exciting learning center for children of all ages and for adults who work with children. Out of concern for the safety and security of children using the library, we have implemented these rules:

1. **Parents are responsible for the behavior of their children while they are in the library.**
2. Preschool children must be accompanied by a responsible caregiver.
3. Patrons of any age must abide by the NMCPLS Patron behavior code.
4. When the safety of an unaccompanied child is in doubt, the library staff will attempt to contact the parents. If the parents are unavailable, the staff will contact the local Police department to provide custody.
5. Violations of this policy are grounds for suspension of library privileges.
6. The library is not responsible for the care and safety of minor children traveling to and from library premises.

DIRECTOR'S REPORT

"Christmas in the Library" turned out to be a great success. We had many people in the library last week to listen to the different musical groups. We had several people, adults on staff and children who read stories about Christmas and had refreshments served by FRIENDS OF THE LIBRARY all week. A special thanks should be given to Linda Sizelove, Sharan Pace and Loretta Dodd who were here all four nights as library representatives. I was here two nights. We think now that we have started the program, it will be even better attended next year.

I will be on vacation for a week this month. I will be taking the week to help my daughter with her new baby, therefore, the time is approximate (!) but the baby is due Christmas Day.

Ralph Maley will be off for minor surgery beginning January 4 for two weeks. I think we will be fine while he's gone with Barbara Snipes taking over everything but "heavy" jobs. We have talked to Lester Nicely who does our snow-removing. He is willing to take us as customers again and will use his own judgement as to when he's needed. He knows Ralph has a small tractor and can take care of one-two inch snows. His fee is \$35.00 an hour.

Emily Davidson will be on sick leave beginning January 18, 2000 because of back surgery. She will be off up to six months. Her duties will be divided. Bev is aware and is helping with the situation and coverage.

TRANSFER OF APPROPRIATIONS
December 13, 1999

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:

1.12 Salary of Assistants	\$4,400.00
2.13 Other Office Supplies	2,500.00
2.21 Cleaning & Sanitation Supplies	400.00
2.22 Other Operating Supplies	700.00
2.26 Repair Parts/Maintenance	900.00
2.27 Other Repair & Mainten. Supplies	1300.00
3.11 Consulting Services	500.00
3.13 Other Professional Services	7,500.00
3.23 Traveling Expense	50.00
3.3 Printing & Advertising	150.00
3.31 Advertising & Public Notices	400.00
3.53 Water	600.00
3.54 Waste Disposal Services	200.00
3.61 Bldg. & Structure Maint.	300.00
3.62 Equipment/Maint..	800.00
3.7 Rentals	25.00
4.2 Furniture & Equipment	23,500.00
	\$ 44,225.00

Whereas, it has been shown that certain existing appropriations now have unobligated balances that will not be needed for the purposes for which appropriated, it is further ordained that the following existing appropriations be reduced in the following amounts:

1.11 Salary of Director	\$ 500.00
1.13 Wages of Janitor	350.00
1.14 Employee Benefits	500.00
1.18 Emp. Cont. PERF	4,800.00
1.19 Emp. Cont. Group Ins.	575.00
2.12 Stationery & Supplies	450.00

2.25 Paint & painting supplies	\$ 100.00
2.31 Book Processing	400.00
2.32 Automation	10,300.00
2.11 Official Records	200.00
3.12 Legal Services	4,400.00
3.21 Telephone & Telegraph	6,500.00
3.24 Professional Meetings	1,100.00
3.4 Insurance	1,100.00
3.51 Gas	6,300.00
3.52 Electricity	500.00
3.72 Equipment/Rental	500.00
3.73 Taxes	800.00
4.1 Land Buildings Improvements	700.00
4.36 Indiana Room	150.00
4.4 Periodicals & Newspapers	2,700.00
4.51 Elwood AV	800.00
4.52 Frankton AV	500.00
	\$ 44,225.00
Total	\$ 44,225.00

Adopted this 13th day of December, 1999..

NAY

ATTEST:
Marcy J. Kelpling, Int. Dir.
Director

AYE
Samuel Bellander
Kevin M. Kao
Ferry J. Cooper
Dan R. Hoffman

Register Of Claims

North Madison County Public Library System

Report Date: From 12/1/99 To 12/31/99

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	914	CVS PHARMACY INC.	OPERATING FUND	*Other Operating Supplies	\$11.00	12/13/99	TRANSACTION # 8595, 9638
			OPERATING FUND	*Other Operating Supplies	\$6.99		
				Total this claim	\$17.99		
0	979	ARAB TERMITE & PEST CONT				12/13/99	VOID
				Total this claim			
0	968	PAYROLL	OPERATING FUND	Salary of Assistants	\$12,277.96	12/8/99	PAYROLL
			OPERATING FUND	Wages of Janitor	\$766.25		
				Total this claim	\$13,044.21		
0	969	EFTPS	Medicare	Payroll Deductions	\$189.17	12/6/99	P/R ENDING 12/4/99
			OPERATING FUND	Empl.Share FICA&Medicare	\$997.87		
			FICA	Payroll Deductions	\$808.70		
			Federal Taxes Withheld	Payroll Deductions	\$1,524.98		
				Total this claim	\$3,520.72		
18653	970	INDIANA DEFERRED COMPEN	Annuity	Payroll Deductions	\$195.00	12/6/99	P/R ENDING 12/4/99
				Total this claim	\$195.00		
18654	971	MADISON COUNTY FEDERAL	Credit Union	Payroll Deductions	\$716.19	12/6/99	P/R ENDING 12/4/99
				Total this claim	\$716.19		
18655	901	22ND STREET HARDWARE	OPERATING FUND	Other Repair & mainten.supplies	\$118.26	12/13/99	BULBS - INVOICE # 12454
				Total this claim	\$118.26		
18656	902	3M LIBRARY SYSTEMS	OPERATING FUND	*Other Professional Services	\$1,650.00	12/13/99	SERVICE AGREEMENT: 17133 RENEWAL PERIOD 2/14/00-2/13/01
				Total this claim	\$1,650.00		
18657	983	A.E. BOYCE CO., INC.	OPERATING FUND	Official Records	\$48.07	12/13/99	GENERAL RECEIPT BOOKS
				Total this claim	\$48.07		
18658	903	AMANDA CURTIS	OPERATING FUND	Traveling Expense	\$7.50	12/13/99	MILEAGE CLAIM - 10/12/99
				Total this claim	\$7.50		
18659	904	AMERICAN ELECTRIC POWER	OPERATING FUND	Electricity	\$342.87	12/13/99	SERVICE PERIOD 10/12/99 - 11/10/99
				Total this claim	\$342.87		

<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>
18660	905	AMERICAN STATES INSURAN	OPERATING FUND	Insurance	\$1,060.00	12/13/99	WORKERS COMP OLCY EFFECTIVE ACCOUNT # 815-0831-871-01
				Total this claim	\$1,060.00		
18661	961	AMERITECH	OPERATING FUND	Telephone & Telegraph	\$535.72	12/13/99	SERVICE PERIOD 10/26/99 - 11/25/99
				Total this claim	\$535.72		
18662	906	ANCESTRY INC.	OPERATING FUND	Elwood Indiana Room	\$108.31	12/13/99	INVOICE # 40002964
				Total this claim	\$108.31		
18663	962	ANDREW HARPER	OPERATING FUND	*Other Professional Services	\$10.00	12/13/99	LAWN SERVICE 10/8/99
				Total this claim	\$10.00		
18664	907	ARAB TERMITE & PEST CONT	OPERATING FUND	*Other Professional Services	\$90.00	12/13/99	INVOICE # 122164 PEST CONTROL, NOVEMBER & DEC
				Total this claim	\$90.00		
18665	959	ASI SIGN SYSTEMS	OPERATING FUND	Furniture & Equipment	\$370.13	12/13/99	MAGNETIC SIGN STRIPS
				Total this claim	\$370.13		
18666	972	AT & T	OPERATING FUND	Telephone & Telegraph	\$22.41	12/13/99	BILL DATE 11/22/99 - FRANKTON
			OPERATING FUND	Telephone & Telegraph	\$64.01		BILL DATE 11/24/99 - ELWOOD
				Total this claim	\$86.42		
18667	960	AUDIO VISUAL COMMUNICATI	OPERATING FUND	*Other Professional Services	\$119.00	12/13/99	SERVICE AGREEMENT FOR 12/99
				Total this claim	\$119.00		
18668	982	BAKER & TAYLOR	OPERATING FUND	Elwood Adult	\$1,593.63	12/13/99	
			OPERATING FUND	Elwood Childrens	\$309.17		
			OPERATING FUND	Frankton	\$941.87		
			OPERATING FUND	Summitville	\$802.72		
			OPERATING FUND	Automation	\$2,100.00		
				Total this claim	\$5,747.39		
18669	908	BALDWIN CONSTRUCTION CO	OPERATING FUND	Furniture & Equipment	\$2,118.00	12/13/99	FRANKTON FURNITURE
				Total this claim	\$2,118.00		
18670	909	BARBARA SNIPES	OPERATING FUND	Traveling Expense	\$52.50	12/13/99	MILEAGE CLAIM 11/3/99 - 11/26/99
				Total this claim	\$52.50		
18671	910	BINGHAM, FARRER & WILSON	OPERATING FUND	Legal Services	\$231.99	12/13/99	RE: TAX REFUNDS
				Total this claim	\$231.99		
18672	911	BON PRINTING	OPERATING FUND	Stationary & Supplies	\$154.00	12/13/99	LETTERHEAD ENVELOPES - INVOICE
				Total this claim	\$154.00		

<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>
18673	912	BORDERS BOOK SHOP	OPERATING FUND	Elwood Adult	\$133.12	12/13/99	INVOICE # 24079 ACCOUNT # 6032890160019
			OPERATING FUND	Elwood Childrens	\$279.78		
			OPERATING FUND	Elwood YA	\$102.17		
				Total this claim	\$515.07		
18674	915	CAROLYN LAMBERTSON	OPERATING FUND	Summitville	\$27.13	12/13/99	PETTY CASH
			OPERATING FUND	Summitville	\$10.99		
			OPERATING FUND	Programing	\$17.45		
				Total this claim	\$55.57		
18675	919	CAROLYN LAMBERTSON	OPERATING FUND	Traveling Expense	\$15.00	12/13/99	MILEAGE CLAIM
				Total this claim	\$15.00		
18676	916	CINDA HORINE	OPERATING FUND	Traveling Expense	\$7.50	12/13/99	MILEAGE CLAIM
				Total this claim	\$7.50		
18677	917	CITY WATER & SEWAGE DEP	OPERATING FUND	Water	\$141.64	12/13/99	BILLING DATE 11/25/99
				Total this claim	\$141.64		
18678	918	CLEARFIELD COMPANY	OPERATING FUND	Elwood Indiana Room	\$10.00	12/13/99	INVOICE # 99100859
				Total this claim	\$10.00		
18679	920	CONCENTRIC COMPUTER SC	OPERATING FUND	*Other Professional Services	\$85.00	12/13/99	INVOICE # 054053 ONSITE LABOR
				Total this claim	\$85.00		
18680	921	COVEY INC.	OPERATING FUND	*Other Office Supplies	\$95.00	12/13/99	REFILL TONER FOR COMPUTERS
			OPERATING FUND	*Other Office Supplies	\$28.45		
			OPERATING FUND	*Other Office Supplies	\$15.95		
				Total this claim	\$139.40		
18681	913	CVS PHARMACY INC.	OPERATING FUND	*Other Office Supplies	\$33.98	12/13/99	TRANSACTION # 0164, 1524.
			OPERATING FUND	Programing	\$6.79		
				Total this claim	\$40.77		
18682	923	DEMCO	OPERATING FUND	Furniture & Equipment	\$2,029.67	12/13/99	INVOICE # 707336 SUMMITVILLE - WORKSTATION VIDEO ALBUMS
			OPERATING FUND	Elwood AV	\$42.74		
				Total this claim	\$2,072.41		
18683	963	DIANA L. SHEPARD	OPERATING FUND	Professional Meetings	\$14.28	12/13/99	PETTY CASH
			OPERATING FUND	*Other Operating Supplies	\$6.86		
			OPERATING FUND	Postage & UPS	\$22.28		
				Total this claim	\$43.42		

<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>
18684	922	DK FAMILY LEARNING	OPERATING FUND	Elwood Adult	\$45.01	12/13/99	VARIOUS INVOICES
			OPERATING FUND	Frankton	\$12.71		
			OPERATING FUND	Elwood AV	\$21.54		
				Total this claim	\$79.26		
18685	924	EDWARDS ELECTRICAL & ME	OPERATING FUND	Equipment/Maint.	\$624.74	12/13/99	INVOICE # 00079839, 00125073
				Total this claim	\$624.74		
18686	925	ELWOOD COMMUNITY HIGH S	OPERATING FUND	Elwood Adult	\$30.00	12/13/99	1999-2000 YEARBOOK
				Total this claim	\$30.00		
18687	926	FILIP, INC.	OPERATING FUND	Cleaning & Sanitation Supplies	\$51.32	12/13/99	INVOICE # 86264
				Total this claim	\$51.32		
18688	967	FOX TV & APPLIANCE, INC.	OPERATING FUND	Elwood AV	\$249.95	12/13/99	
				Total this claim	\$249.95		
18689	927	GALE RESEARCH	OPERATING FUND	Elwood Adult	\$700.64	12/13/99	INVOICE # 9389472, 9392240, 945308
			OPERATING FUND	Frankton	\$33.47		
				Total this claim	\$734.11		
18690	964	GAYLORD BROS.	OPERATING FUND	*Other Operating Supplies	\$24.91	12/13/99	INVOICE # OG43053000
				Total this claim	\$24.91		
18691	928	GENEALOGICAL PUBLISHING	OPERATING FUND	Elwood Indiana Room	\$45.20	12/13/99	INVOICE # 10991445
				Total this claim	\$45.20		
18692	973	GTE	OPERATING FUND	Telephone & Telegraph	\$13.00	12/13/99	SERVICE PERIOD ENDING
				Total this claim	\$13.00		
18693	930	HARRIS & SONS ELECTRIC	OPERATING FUND	Bldg. & Structure/Maint.	\$250.00	12/13/99	REPAIRS
				Total this claim	\$250.00		
18694	931	HARRIS INFOSOURCE	OPERATING FUND	Elwood Adult	\$113.30	12/13/99	INDIANA DIRECTORY 2000 INVOICE # 445125
				Total this claim	\$113.30		
18695	932	HIGGINSON BOOK COMPANY	OPERATING FUND	Elwood Indiana Room	\$118.00	12/13/99	INVOICE # 242
				Total this claim	\$118.00		
18696	933	HORTON'S & SONS OF ELWO	OPERATING FUND	Bldg. Matl. And Supplies	\$13.78	12/13/99	INVOICE # 2247088, 2250093, 224764
			OPERATING FUND	Bldg. Matl. And Supplies	\$49.46		
				Total this claim	\$63.24		
18697	929	HP PRODUCTS	OPERATING FUND	Cleaning & Sanitation Supplies	\$69.39	12/13/99	LOT SOAP - INVOICE # 263083
				Total this claim	\$69.39		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
18698	965	IDLEWINE LAWNMOWER SAL	OPERATING FUND	Equipment/Maint.	\$68.43	12/13/99	SERVICE ON LAWN MOWER
				Total this claim	\$68.43		
18699	934	INDIANA GAS COMPANY	OPERATING FUND	Gas	\$58.64	12/13/99	SERVICE PERIOD 10/18-11/17/99
			OPERATING FUND	Gas	\$76.81		FRANKTON SERVICE PERIOD 10/28/99-12/1/99 S
				Total this claim	\$135.45		
18700	935	INDIANAPOLIS NEWSPAPERS	OPERATING FUND	Periodicals & Newspapers	\$102.96	12/13/99	SUBSCRIPTION THROUGH 12/15/200 ACCOUNT # 1840-001
				Total this claim	\$102.96		
18701	936	INDYNET	OPERATING FUND	Consulting Services	\$115.00	12/13/99	STATEMENT DATE 12/1/99
				Total this claim	\$115.00		
18702	937	INSPIRATIONAL BOOK DISTRI	OPERATING FUND	Elwood Adult	\$10.29	12/13/99	INVOICE # 12722, 12867
			OPERATING FUND	Elwood Adult	\$9.49		
				Total this claim	\$19.78		
18703	938	JERRY KAISER	OPERATING FUND	*Other Professional Services	\$300.00	12/13/99	LIBRARY BOARD TREASURER - SER CHECKS
				Total this claim	\$300.00		
18704	939	K MART	OPERATING FUND	*Other Operating Supplies	\$42.19	12/13/99	VARIOUS PO
			OPERATING FUND	Elwood AV	\$11.98		
			OPERATING FUND	Summitville	\$51.84		
			OPERATING FUND	*Other Office Supplies	\$33.79		
				Total this claim	\$139.80		
18705	940	K-MART	OPERATING FUND	Furniture & Equipment	\$79.99	12/13/99	VARIOUS PO
			OPERATING FUND	*Other Operating Supplies	\$39.01		
			OPERATING FUND	Summitville AV	\$169.00		
			OPERATING FUND	Summitville	\$65.93		
			OPERATING FUND	*Other Operating Supplies	\$11.99		
				Total this claim	\$365.92		
18706	941	LEISURE ARTS	OPERATING FUND	Frankton	\$24.91	12/13/99	GOOSEBERRY PATCH CHRISTMAS
			OPERATING FUND	Frankton	\$24.91		CHRISTMAS GIFTS OF GOOD TASTE
				Total this claim	\$49.82		
18707	942	LEXIS LAW PUBLISHING	OPERATING FUND	Elwood Adult	\$39.65	12/13/99	INVOICE # H78816
				Total this claim	\$39.65		

<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>
18708	966	LIBRARY CORPORATION, THE	OPERATING FUND	Automation	\$53.00	12/13/99	SCANNER SUPPORT JAN 2000 - DEC
			OPERATING FUND	Book Processing	\$148.00		
			OPERATING FUND	Book Processing	\$112.00		
			OPERATING FUND	Book Processing	\$112.00		
				Total this claim	\$425.00		
18709	943	LIBRARY STORE INC., THE	OPERATING FUND	*Other Office Supplies	\$29.90	12/13/99	INVOICE # 211798 - CORRUGATED FI
				Total this claim	\$29.90		
18710	944	LORETTA DODD	OPERATING FUND	Traveling Expense	\$22.50	12/13/99	MILEAGE CLAIM
				Total this claim	\$22.50		
18711	974	LUCENT TECHNOLOGIES	OPERATING FUND	*Other Professional Services	\$137.64	12/13/99	SERVICE AGREEMENT
				Total this claim	\$137.64		
18712	945	MARSH SUPERMARKET	OPERATING FUND	Programing	\$43.78	12/13/99	SUPPLIES FOR PROGRAMMING
				Total this claim	\$43.78		
18713	946	MARVIN SAUBERT	OPERATING FUND	*Other Professional Services	\$340.00	12/13/99	LAWN CAR 10/1/99 - 10/30/99 11/5/99 & 11/12/99
				Total this claim	\$340.00		
18714	947	MARY J. HELPLING	OPERATING FUND	Traveling Expense	\$65.83	12/13/99	MILEAGE CLAIM
				Total this claim	\$65.83		
18715	948	MICROMARKETING, LLC	OPERATING FUND	Frankton	\$173.05	12/13/99	INVOICE # 69459, 66974, 73154, 7030
				Total this claim	\$173.05		
18716	949	MIDWEST TAPE	OPERATING FUND	Frankton AV	\$179.91	12/13/99	VARIOUS INVOICES
			OPERATING FUND	Elwood AV	\$590.69		
				Total this claim	\$770.60		
18717	977	OFFICE MAX	OPERATING FUND	Furniture & Equipment	\$199.98	12/13/99	ACCOUNT NUMBER 6011 5842 0015 5
			OPERATING FUND	Furniture & Equipment	\$299.00		PRINTER - ETHERFAST
				Total this claim	\$498.98		
18718	981	PAT STANDRIDGE	OPERATING FUND	Programing	\$50.00	12/13/99	PROGRAMMING FOR 40TH ANNIVER
				Total this claim	\$50.00		
18719	950	PITNEYWORKS	OPERATING FUND	Postage & UPS	\$269.88	12/13/99	ACCOUNT # 2836 9860 20 1
				Total this claim	\$269.88		
18720	951	POLITICAL RESEARCH INC.	OPERATING FUND	Elwood Adult	\$36.50	12/13/99	1999 EDUCATION REFORM INVOICE # 179246
				Total this claim	\$36.50		

Account	Account	Name of Claimant	Fund	Account	Amount	Date	Explanation
1871	90	ANNUAL SUBSCRIPTION SE	OPERATING FUND	Periodicals & Newspapers	\$1.04	12/13/99	MADISON PAPERS FOR 52 WEEKS
			OPERATING FUND	Periodicals & Newspapers	\$12.00		
			OPERATING FUND	Periodicals & Newspapers	\$0.99		
				Total this claim	\$20.03		
1872	90	QUILL CORPORATION	OPERATING FUND	*Other Office Supplies	\$75.82	12/13/99	INVOICE # 551620, 551621, 551622
			OPERATING FUND	*Other Office Supplies	\$155.76		
			OPERATING FUND	*Other Office Supplies	\$98.51		
				Total this claim	\$329.89		
1873	954	RADIO SHACK	OPERATING FUND	*Other Office Supplies	\$6.99	12/13/99	INVOICE # 93145007
				Total this claim	\$6.99		
1874	978	RAMSAY BUSINESS PRODUC	OPERATING FUND	*Other Professional Services	\$21.04	12/13/99	COPY COUNT SF-211, SF-222
			OPERATING FUND	*Other Office Supplies	\$119.29		
				Total this claim	\$140.33		
18725	955	SENTIMENTAL PRODUCTIONS	OPERATING FUND	Elwood AV	\$128.00	12/13/99	INVOICE # 32159
				Total this claim	\$128.00		
18726	976	STAR PRESS, THE	OPERATING FUND	Periodicals & Newspapers	\$213.20	12/13/99	52 WEEK SUBSCRIPTION FOR ELWO
				Total this claim	\$213.20		
18727	956	STATE CHEMICAL MANUFACT	OPERATING FUND	Cleaning & Sanitation Supplies	\$26.68	12/13/99	INVOICE # 90509172
				Total this claim	\$26.68		
18728	957	UNITOG RENTAL SERVICES	OPERATING FUND	Cleaning & Sanitation Supplies	\$32.91	12/13/99	
			OPERATING FUND	Cleaning & Sanitation Supplies	\$32.30		
				Total this claim	\$65.21		
18729	980	WILLIAM HENRY SMITH MEMO	OPERATING FUND	Periodicals & Newspapers	\$178.75	12/13/99	MICROFILM COPIES OF MADISON C NEWSPAPERS
				Total this claim	\$178.75		
18730	975	WORLD BOOK EDUCATIONAL	OPERATING FUND	Elwood Adult	\$786.45	12/13/99	INVOICE # 1011469, 1006643
			OPERATING FUND	Elwood Childrens	\$313.95		
				Total this claim	\$1,100.40		
18731	958	XL SIGNS	Gift	Programing	\$47.50	12/13/99	SIGN RENTAL
				Total this claim	\$47.50		
18732	988	AMERITECH	OPERATING FUND	Telephone & Telegraph	\$242.58	12/13/99	11/5/99 - 12/4/99 ACCOUNT # 765 536-2335 452 9
				Total this claim	\$242.58		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
18733	987	CARTER ELECTRIC CO. INC O	OPERATING FUND	*Other Professional Services	\$2,835.00	12/13/99	LABOR AND PARTS FOR INVOICE DA
			OPERATING FUND	Other Repair & mainten.supplies	\$524.75		
				Total this claim	\$3,359.75		
18734	986	GRUNAU COMPANY	OPERATING FUND	*Other Professional Services	\$245.00	12/13/99	INVOICE # 9732916
				Total this claim	\$245.00		
18735	984	INDIANA GAS COMPANY	OPERATING FUND	Gas	\$340.53	12/13/99	SERVICE PERIOD 11/9/99-12/8/99 ELWOOD
				Total this claim	\$340.53		
18736	989	INDIANA-AMERICAN WATER C	OPERATING FUND	Water	\$40.09	12/13/99	BILLING PERIOD 11/4/99-12/6/99
				Total this claim	\$40.09		
18737	985	LIBRARY STORE INC., THE	OPERATING FUND	Book Processing	\$68.85	12/13/99	INVOICE # 213776
				Total this claim	\$68.85		
Total Amount of Claims					\$46,690.75		

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.

Sunday, December 12, 1999





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 _____, 19____.

SIGNATURES OF GOVERNING BOARD

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

Date	Fund	Account	Amount	Reason
1/1/00	100	4.2 Furniture & Equip	\$10,000.00	Encumbered from 1999 budget
/12/00	100	4.35 Summitville	\$236.76	Refund from Simon & Schuster-Returned
/15/00	100	3.13 Other Professiona	\$19,500.00	Appropriation for Salary of Director-Contract
/15/00	100	1.11 Salary of Director	(\$19,500.00)	Additional appro. As per Charlie Pride St
/12/00	100	1.13 Wages of Janitor	\$1,000.00	End of year transfer of appropriations
/12/00	100	1.16 Empl.Share FICA	\$1,500.00	End of year transfer of appropriations
/12/00	100	1.19 Emp Cont Group	\$500.00	End of year transfer of appropriations
/12/00	100	2.1 Office Supplies	\$650.00	End of year transfer of appropriations
/12/00	100	2.22 Other Operating	\$1,000.00	End of year transfer of appropriations
/12/00	100	2.23 Fuel, Oil and Lubr	\$50.00	End of year transfer of appropriations
/12/00	100	2.24 Bldg. Matl. And S	\$100.00	End of year transfer of appropriations
/12/00	100	2.26 Repair Parts/Mai	\$2,500.00	End of year transfer of appropriations
/12/00	100	2.27 Other Repair & m	\$300.00	End of year transfer of appropriations
/12/00	100	3.1 Professional Servi	\$12,000.00	End of year transfer of appropriations
/12/00	100	3.31 Advertising & Pu	\$200.00	End of year transfer of appropriations
/12/00	100	3.4 Insurance	\$1,250.00	End of year transfer of appropriations
/12/00	100	3.54 Waste Disposal S	\$400.00	End of year transfer of appropriations
/12/00	100	3.8 Dues	\$50.00	End of year transfer of appropriations
/12/00	100	4.2 Furniture & Equip	\$13,500.00	End of year transfer of appropriations
/12/00	100	4.21 Technology Equip	\$11,000.00	End of year transfer of appropriations
/12/00	100	4.42 Summitville Perio	\$350.00	End of year transfer of appropriations

/12/00	100	1.11 Salary of Director	(\$460.00)	End of year transfer of appropriations
/12/00	100	1.12 Salary of Assistan	(\$10,220.00)	End of year transfer of appropriations
/12/00	100	1.14 Employee Benefit	(\$370.00)	End of year transfer of appropriations
/12/00	100	1.18 Emp Cont PERF	(\$3,000.00)	End of year transfer of appropriations
/12/00	100	2.12 Stationary & Sup	(\$500.00)	End of year transfer of appropriations
/12/00	100	2.25 Paint and paintin	(\$450.00)	End of year transfer of appropriations
/12/00	100	2.31 Book Processing	(\$500.00)	End of year transfer of appropriations
/12/00	100	2.32 Automation	(\$2,500.00)	End of year transfer of appropriations
/12/00	100	2.11 Official Records	(\$800.00)	End of year transfer of appropriations
/12/00	100	3.11 Consulting Servic	(\$4,800.00)	End of year transfer of appropriations
/12/00	100	3.12 Legal Services	(\$4,000.00)	End of year transfer of appropriations
/12/00	100	3.14 Engineering & Arc	(\$5,000.00)	End of year transfer of appropriations
/12/00	100	3.21 Telephone & Tele	(\$1,000.00)	End of year transfer of appropriations
/12/00	100	3.22 Postage & UPS	(\$100.00)	End of year transfer of appropriations
/12/00	100	3.23 Traveling Expens	(\$200.00)	End of year transfer of appropriations
/12/00	100	3.24 Professional Meet	(\$2,000.00)	End of year transfer of appropriations
/12/00	100	3.27 Elwood Adult Pro	(\$1,000.00)	End of year transfer of appropriations
/12/00	100	3.51 Gas	(\$1,500.00)	End of year transfer of appropriations
/12/00	100	3.52 Electricity	(\$1,000.00)	End of year transfer of appropriations
/12/00	100	3.61 Bldg. & Structure	(\$500.00)	End of year transfer of appropriations
/12/00	100	3.62 Equipment/Maint	(\$1,500.00)	End of year transfer of appropriations