

Agenda

June 15, 2015

North Madison County Public Library System
Board of Trustees

Ralph E. Hazelbaker Library

Regular Meeting
5:30 P.M.

Call to Order

Call for Quorum

Consent Agenda

Minutes

Claims Register & Checks

Personnel

Old Business

New Business

1. Time Line for 2016 Budget Approval
2. Circulation Policy and Duplicate Patron Accounts

Director's Report

Public Comment

Adjournment

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES

Regular Meeting

June 15, 2015

5:45 p.m.

Ralph E. Hazelbaker Library

CALL TO ORDER

President Leslie Rittenhouse called a regular meeting of the North Madison County Public Library Board of Trustees to order on June 15th at 5:45 p.m. in the meeting room of the Ralph E. Hazelbaker Library.

CALL FOR QUORUM

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

CONSENT AGENDA

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

OLD BUSINESS

No old business was brought forward.

NEW BUSINESS

Time Line for 2016 Budget Approval

The 2016 budget time line was reviewed. Approval for publication will be at the August 17, 2015 board meeting. The public hearing will be held at the September 21, 2015 board meeting. Budget adoption will be at the October 19, 2015 board meeting.

Circulation Policy and Duplicate Patron Accounts

Item 3 of the NMCPLS circulation policy states: *Parents or legal guardians of children under the age of 18 are responsible for the fines/fees of the children. Beginning July 1, 2014, any child who turns 18 is not issued an adult card until juvenile fines are paid.* Due to staff concerns and duplicate cards that were issued before July 1, 2014 the policy was reviewed. The board elected to make no changes to this policy.

Director's Report

Director Jamie Scott will be appearing in court at 6:00 p.m. June 25th for an ongoing matter with a patron with a no trespass order. It was decided no legal representation will be needed.

Statistics are down at all three libraries. It could be because of budget cuts. Budgets were recently increased which may increase circulation. Circulation is increasing during the 7:00 to 8:00 hour on Mondays.

According to DLGF our loss of funding due to Circuit Breaker will be \$100,167.00 for 2016. This is a slight increase over 2015.

We have renewed our health insurance contract with United Healthcare. Our monthly premium dropped nearly \$100.00.

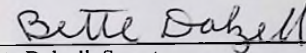
VoIP will be live on Tuesday June 16th, 2015. Frankton will have their old number until July 1, 2015. After July 1 callers will get a recording with the new number for 60 days.

Public Comment

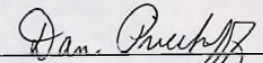
Public comment was sought. None was forthcoming.

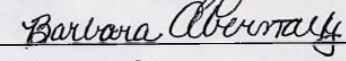
Adjournment

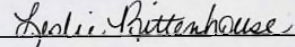
Mike Robertson made a motion to adjourn. Beverly Austin made a second and the motion carried.

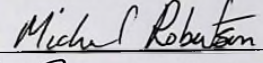


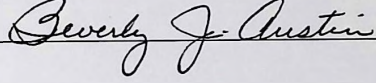
Bette Dalzell, Secretary











Register Of Claims

North Madison County Public Library System

Report Date: From 05/19/15 To 06/15/15

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	346	CLINT TRICE	Operating Fund	Traveling Expense	\$176.88	06/15/15	Mileage reimbursement 402 miles @ \$.44 = 176.88
					Total this claim =		
					\$176.88		
0	354	SAFE HIRING SOLUTIONS	Operating Fund	Professional Services	\$28.95	06/15/15	Background check-Lori Davis
					Total this claim =		
					\$28.95		
0	353	MARSH SUPERMARKET	Operating Fund	Frankton Programing	\$16.26	06/15/15	Frankton programming
					Total this claim =		
					\$16.26		
0	352	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$17.13	06/15/15	Service for Summitville & Elwood
			Operating Fund	Electricity	\$446.83		
			Operating Fund	Electricity	\$2,424.51		
					Total this claim =		
					\$2,888.47		
0	351	INDIANA HISTORICAL SOCIET	Operating Fund	Dues	\$50.00	06/15/15	Membership dues
					Total this claim =		
					\$50.00		
0	350	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$21.14	06/15/15	Service for Summitville
					Total this claim =		
					\$21.14		
0	349	JOHNSON COUNTY PUBLIC LI	Operating Fund	Elwood Adult	\$23.99	06/15/15	Lost Book
					Total this claim =		
					\$23.99		
0	355	TEI LANDMARK AUDIO	Operating Fund	Frankton AV	\$63.25	06/15/15	Audiobooks/Frankton & Summitville
			Operating Fund	Summitville AV	\$63.00		
					Total this claim =		
					\$126.25		
0	374	TRISHA SHULER	Operating Fund	Operating Supplies	\$32.99	06/15/15	Petty Cash
			Operating Fund	Fuel, Oil and Lubricants	\$13.22		
			Operating Fund	Postage & UPS	\$3.45		
					Total this claim =		
					\$49.66		
0	347	ENA SERVICES LLC	St Technology Fund Gra	Telephone & Telegraph	\$1,209.80	06/15/15	Telcomm & Internet
					Total this claim =		
					\$1,209.80		
0	319	PAYROLL	Operating Fund	Salary of Director	\$2,115.55	05/20/15	PAYROLL
			Operating Fund	Salary of Assistants	\$16,318.88		
			Operating Fund	Wages of Janitor	\$1,225.43		
					Total this claim =		
					\$19,659.86		

<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	344	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$43.29	06/15/15	As per attached invoices.
			Operating Fund	Elwood Childrens	\$642.25		
			Operating Fund	Elwood YA	\$418.19		
			Operating Fund	Frankton	\$766.44		
			Operating Fund	Summitville	\$493.72		
				Total this claim =	<u>\$2,363.89</u>		
0	343	PAYROLL	Operating Fund	Salary of Director	\$2,115.55	06/03/15	PAYROLL
			Operating Fund	Salary of Assistants	\$16,436.10		
			Operating Fund	Wages of Janitor	\$1,221.69		
				Total this claim =	<u>\$19,773.34</u>		
0	342	STAR FINANCIAL BANK	Operating Fund	Professional Services	\$10.08	06/03/15	May Service Charge
				Total this claim =	<u>\$10.08</u>		
0	322	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$95.00	06/03/15	Payroll ending 5/30/15
				Total this claim =	<u>\$95.00</u>		
0	321	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,506.85	06/03/15	Payroll ending 5/30/15
			FICA	Payroll Deductions	\$1,221.25		
			Federal Taxes Withheld	Payroll Deductions	\$1,943.14		
			Medicare	Payroll Deductions	\$285.60		
				Total this claim =	<u>\$4,956.84</u>		
0	320	INDIANA PUBLIC RETIREMENT	PERF	Payroll Deductions	\$419.74	06/03/15	Payroll ending 5/30/15
			Operating Fund	Emp Cont PERF	\$1,567.04		
				Total this claim =	<u>\$1,986.78</u>		
0	348	HARPER'S LAWN CARE	Operating Fund	Professional Services	\$200.00	06/15/15	Lawn care at Frankton for May
				Total this claim =	<u>\$200.00</u>		
0	373	SYNCB/AMAZON	Operating Fund	Elwood AV	\$1,457.85	06/15/15	May invoice
			Operating Fund	Frankton AV	\$510.06		
			Operating Fund	Summitville AV	\$507.99		
				Total this claim =	<u>\$2,475.90</u>		
0	345	BAXTER PEST PROFESSIONA	Operating Fund	Professional Services	\$90.00	06/15/15	Frankton Alltra Quarterly
			Operating Fund	Professional Services	\$90.00		
				Total this claim =	<u>\$180.00</u>		
0	356	TOPS HOME CENTER	Operating Fund	Operating Supplies	\$32.76	06/15/15	As per attached invoices.
				Total this claim =	<u>\$32.76</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	372	TRISHA SHULER	Operating Fund	Traveling Expense	\$46.34	06/15/15	Mileage reimbursement 105.32 miles @ .44
				Total this claim =	<u>\$46.34</u>		
0	370	INDIANAPOLIS COLTS	Gift	Professional Services	\$450.00	06/15/15	Summer Reading Kickoff Program @ Frankton Community Library
				Total this claim =	<u>\$450.00</u>		
0	369	HERALD BULLETIN, THE	Operating Fund	Frankton Per. & Newsp.	\$283.93	06/15/15	52 week subscription for Frankton
				Total this claim =	<u>\$283.93</u>		
0	368	H & H Signs	Operating Fund	Rentals	\$65.00	06/15/15	Sign for Frankton
				Total this claim =	<u>\$65.00</u>		
0	367	ORIENTAL TRADING COMPAN	Operating Fund	Elwood Children's Programing	\$272.16	06/15/15	Summer Reading
				Total this claim =	<u>\$272.16</u>		
0	366	GLOBAL GOV'T/ED SOLUTION	Operating Fund	Technology Equipment	\$27.49	06/15/15	POE Splitter Adapter
				Total this claim =	<u>\$27.49</u>		
0	358	VAN AUSDALL & FARRAR, INC.	Operating Fund	Office Supplies	\$127.17	06/15/15	Copies Elwood
				Total this claim =	<u>\$127.17</u>		
0	371	JILL MURRAY	Gift	Summitville Programing	\$24.76	06/15/15	Petty Cash
			Operating Fund	Fuel, Oil and Lubricants	\$7.00		
			Operating Fund	Postage & UPS	\$11.52		
				Total this claim =	<u>\$43.28</u>		
0	365	MADISON COUNTY CLERK	Garnishment	Payroll Deductions	\$25.00	06/15/15	Garnishment Payroll ending 6/13/15
				Total this claim =	<u>\$25.00</u>		
0	357	U.S. BANK EQUIPMENT FINAN	Operating Fund	Equipment/Rental	\$149.00	06/15/15	Copier Lease Elwood
				Total this claim =	<u>\$149.00</u>		
0	359	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$191.44	06/15/15	Service for Elwood & Summitville & Frankton
			Operating Fund	Gas	\$20.94		
			Operating Fund	Gas	\$23.71		
				Total this claim =	<u>\$236.09</u>		
0	360	DOLLAR GENERAL-REGIONS	Gift	Summitville Programing	\$10.00	06/15/15	As per attached invoices.
			Operating Fund	Elwood Children's Programing	\$80.64		
			Operating Fund	Summitville Programing	\$24.00		
			Operating Fund	Operating Supplies	\$44.85		
				Total this claim =	<u>\$159.49</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>
0	361	PERSONNEL CONCEPTS	Operating Fund	Office Supplies	\$35.80	06/15/15	Employment posters
				Total this claim =	<u>\$35.80</u>		
0	362	INDIANA PUBLIC RETIREMENT	PERF	Payroll Deductions	\$415.39	08/15/15	Payroll ending 6/13/15
			Operating Fund	Emp Cont PERF	\$1,550.79		
				Total this claim =	<u>\$1,966.18</u>		
0	363	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,501.10	06/15/15	Payroll ending 6/13/15
			FICA	Payroll Deductions	\$1,216.60		
			Federal Taxes Withheld	Payroll Deductions	\$1,910.59		
			Medicare	Payroll Deductions	\$284.51		
				Total this claim =	<u>\$4,912.80</u>		
0	364	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$95.00	06/15/15	Payroll ending 6/13/15
				Total this claim =	<u>\$95.00</u>		
29627	324	AT&T LONG DISTANCE	Operating Fund	Telephone & Telegraph	\$112.25	06/03/15	Service for Elwood
			Operating Fund	Telephone & Telegraph	\$0.00		
				Total this claim =	<u>\$112.25</u>		
29628	325	CARDMEMBER SERVICE	Operating Fund	Operating Supplies	\$26.95	06/03/15	As per attached invoices.
				Total this claim =	<u>\$26.95</u>		
29629	326	CHAPMAN ELECTRIC SUPPLY,	Operating Fund	Operating Supplies	\$172.39	06/03/15	As per attached invoices.
				Total this claim =	<u>\$172.39</u>		
29630	327	CHESTER INFORMATION TEC	Operating Fund	Technology Equipment	\$119.00	06/03/15	Cisco Smartnet Extended service agreement
				Total this claim =	<u>\$119.00</u>		
29631	329	CITY OF ELWOOD	Operating Fund	Water	\$133.56	06/03/15	Service for Elwood
			Operating Fund	Waste Disposal Services	\$202.62		
				Total this claim =	<u>\$336.18</u>		
29632	330	DISCOUNT PAPER PRODUCT	Operating Fund	Operating Supplies	\$75.06	06/03/15	Receipt printer tape
				Total this claim =	<u>\$75.06</u>		
29633	328	FRONTIER	Operating Fund	Telephone & Telegraph	\$137.76	06/03/15	Service for Frankton
				Total this claim =	<u>\$137.76</u>		
29634	331	GE CAPITAL INFORMATION TE	Operating Fund	Equipment/Rental	\$60.60	06/03/15	Copier lease Frankton & Summitville
			Operating Fund	Equipment/Rental	\$60.60		
				Total this claim =	<u>\$121.20</u>		
29635	332	GLOBAL GOV'T/ED SOLUTION	Operating Fund	Technology Equipment	\$230.83	06/03/15	Crucial Ram for Frankton laptops
				Total this claim =	<u>\$230.83</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
29636	333	HARPER'S LAWN CARE	Operating Fund	Professional Services	\$150.00	06/03/15	Lawn care for Frankton 4/16, 4/22, 4/29
				Total this claim =	\$150.00		
29637	334	HERALD BULLETIN, THE	Operating Fund	Summitville Period. & Newsp.	\$283.93	06/03/15	52 week subscription for Summitville
				Total this claim =	\$283.93		
29638	323	MADISON COUNTY CLERK	Garnishment	Payroll Deductions	\$25.00	06/03/15	Payroll ending 5/30/15 - Garnishment
				Total this claim =	\$25.00		
29639	335	SPRINK INC	Operating Fund	Professional Services	\$300.00	06/03/15	Service for Elwood
				Total this claim =	\$300.00		
29640	336	STAPLES ADVANTAGE	Operating Fund	Operating Supplies	\$120.78	06/03/15	As per attached invoices.
				Total this claim =	\$120.78		
29641	337	TECHSOUP GLOBAL	Operating Fund	Techology Software	\$1,440.00	06/03/15	Office Standard/Office Professional Plus
				Total this claim =	\$1,440.00		
29642	338	THOMAS OFFICE SOLUTIONS	Operating Fund	Office Supplies	\$10.00	06/03/15	Copies
				Total this claim =	\$10.00		
29643	339	TOWN OF FRANKTON	Operating Fund	Electricity	\$546.15	06/03/15	Service for Frankton
			Operating Fund	Water	\$18.00		
			Operating Fund	Waste Disposal Services	\$8.75		
				Total this claim =	\$572.90		
29644	340	TOWN OF SUMMITVILLE	Operating Fund	Waste Disposal Services	\$43.80	06/03/15	Service for Summitville
			Operating Fund	Waste Disposal Services	\$11.50		
				Total this claim =	\$55.30		
29645	341	VAN AUSDALL & FARRAR, INC.	Operating Fund	Office Supplies	\$75.78	06/03/15	Toner for Indiana room copier
				Total this claim =	\$75.78		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
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Total Amount of Claims \$69,585.89

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 15, 2015

Michael Robertson
Fiscal Officer

ALLOWANCE OF VOUCHERS

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

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

Date this _____ day of _____, 20_____.

<u>Michael Robertson</u>	<u>Deanna J. Eddleman</u>
<u>Lynne Pittman</u>	
<u>George J. Austin</u>	

SIGNATURES OF GOVERNING BOARD

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

Financial Report
North Madison County Public Library System

Report Dates = 05/01/15 to 05/31/15

Fund	Start of year	Disbursements this month	Disbursements YTD	Receipts this month	Receipts YTD	Balance
100 Operating Fund	\$536,578.12	\$65,369.54	\$337,170.93	\$19,858.49	\$101,553.41	\$300,960.60
Subtotal	\$536,578.12	\$65,369.54	\$337,170.93	\$19,858.49	\$101,553.41	\$300,960.60
1. Operating Fund						
102 Petty Cash & Cash Drawer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
105 Operating Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2. Main						
103 Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
106 Evergreen Indiana	\$21.50	\$0.00	\$290.21	\$29.65	\$301.36	\$32.65
107 PLAC	\$0.00	\$0.00	\$65.00	\$65.00	\$195.00	\$130.00
110 LIRF Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
115 LIRF	\$54,370.99	\$0.00	\$0.00	\$0.00	\$0.00	\$54,370.99
117 Rainy Day Fund	\$48,573.19	\$0.00	\$0.00	\$0.00	\$0.00	\$48,573.19
118 Rainy Day Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
120 Gift	\$41,419.27	\$712.30	\$1,549.93	\$125.00	\$2,221.15	\$42,090.49
121 Frnk Bldg Project Gift	\$1,313.58	\$0.00	\$0.00	\$0.00	\$0.00	\$1,313.58
122 Gates Gift Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
123 Madison Co Comm Foundation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
124 Frnk Bldg Project Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
125 St Technology Fund Grant Fund	\$0.00	\$1,209.80	\$6,017.35	\$0.00	\$7,944.00	\$1,926.65
130 Debt Service Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$145,698.53	\$1,922.10	\$7,922.49	\$219.65	\$10,661.51	\$148,437.55
4. Withholding						
201 Federal Taxes Withheld	\$0.00	\$3,873.88	\$19,297.72	\$3,873.88	\$19,297.72	\$0.00
202 FICA	\$0.00	\$2,435.29	\$12,266.16	\$2,435.29	\$12,266.16	\$0.00
203 State Tax Withheld	\$0.00	\$1,308.23	\$6,592.87	\$1,308.23	\$6,592.87	\$0.00
204 County Taxes Withheld	\$0.00	\$645.33	\$3,244.06	\$645.33	\$3,244.06	\$0.00
205 PERF	\$0.00	\$836.81	\$4,221.85	\$836.81	\$4,221.85	\$0.00
206 Credit Union	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
207 Annuity	\$0.00	\$190.00	\$950.00	\$190.00	\$950.00	\$0.00
208 Insurance	\$0.00	\$439.16	\$2,247.64	\$439.16	\$2,247.64	\$0.00
209 Medicare	\$0.00	\$569.50	\$2,868.51	\$569.50	\$2,868.51	\$0.00
210 Other Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
211 Garnishment	\$0.00	\$50.00	\$250.00	\$50.00	\$250.00	\$0.00
212 AFLAC	\$0.00	\$411.60	\$2,161.20	\$411.60	\$2,161.20	\$0.00
Subtotal	\$0.00	\$10,759.80	\$54,100.01	\$10,759.80	\$54,100.01	\$0.00
Grand Total	\$682,276.65	\$78,051.44	\$399,193.43	\$30,837.94	\$166,314.93	\$449,398.15

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

Bank Balances

North Madison County Public Library System

Report as of: 05/31/15

Bank	Balance
1 Star Financial Bank	\$192,799.96
2 Star Financial Bank (2)	\$62,316.82
3 Community Bank/Summitville	\$0.00
4 First Farmers Bank & Trust	\$194,016.37
5 PNC Bank	\$0.00
6 Main Source Bank	\$0.00
7 Petty Cash & Cash Drawer	\$265.00
8 National City Bank (2)	\$0.00
9 First Farmers Bank & Trust (2)	\$0.00
Total all banks =	\$449,398.15

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

Appropriation Report for 100 Operating Fund

North Madison County Public Library System

Report Date: From 05/01/15 To 05/31/15

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>1. Personal Services</i>							
1.11 Salary of Director	\$55,600.00	\$0.00	\$55,600.00	\$4,231.10	\$21,155.50	\$34,444.50	38.0
1.12 Salary of Assistants	\$587,700.00	\$0.00	\$587,700.00	\$32,754.36	\$164,715.02	\$422,984.98	28.0
1.13 Wages of Janitor	\$30,600.00	\$0.00	\$30,600.00	\$2,445.11	\$12,830.10	\$17,769.90	41.9
1.14 Employee Benefits	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$1,855.63	\$4,144.37	30.9
1.16 Empl.Share FICA&Medicare	\$51,000.00	\$0.00	\$51,000.00	\$3,004.80	\$15,134.58	\$35,865.42	29.7
1.17 Unemployment comp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
1.18 Emp Cont PERF	\$46,000.00	\$0.00	\$46,000.00	\$3,124.07	\$15,761.51	\$30,238.49	34.3
1.19 Emp Cont Group Ins	\$100,000.00	\$0.00	\$100,000.00	\$4,350.93	\$22,080.24	\$77,919.76	22.1
1.2 Salary of Board Treasurer	\$300.00	\$0.00	\$300.00	\$0.00	\$0.00	\$300.00	0.0
Subtotal	\$877,200.00		\$877,200.00	\$49,910.37	\$253,532.58	\$623,667.42	28.9
<i>2. Supplies</i>							
2.1 Office Supplies	\$15,000.00	\$0.00	\$15,000.00	\$614.87	\$2,214.47	\$12,785.53	14.8
2.12 Stationary & Supplies	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
2.2 Operating Supplies	\$9,500.00	\$0.00	\$9,500.00	\$184.12	\$2,731.62	\$6,768.38	28.8
2.21 Cleaning & Sanitation Supplies	\$4,000.00	\$0.00	\$4,000.00	\$130.99	\$785.51	\$3,214.49	19.6
2.23 Fuel, Oil and Lubricants	\$150.00	\$0.00	\$150.00	\$0.00	\$0.00	\$150.00	0.0
2.24 Bldg. Matl. And Supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.25 Paint and painting supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.26 Repair Parts/Maintenance	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$279.15	\$720.85	27.9
2.27 Other Repair & mainten supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.31 Book Processing	\$9,500.00	\$0.00	\$9,500.00	\$212.94	\$1,293.88	\$8,206.12	13.6

<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>
2.32 Automation	\$19,400.00	\$0.00	\$19,400.00	\$0.00	\$0.00	\$19,400.00	0.0
Subtotal	\$59,800.00		\$59,800.00	\$1,142.92	\$7,304.63	\$52,495.37	12.2
<i>2. Supplies</i>							
2.11 Official Records	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$13.95	\$986.05	1.4
Subtotal	\$1,000.00		\$1,000.00	\$0.00	\$13.95	\$986.05	1.4
<i>3. Other Services and Charges</i>							
3.1 Professional Services	\$55,000.00	\$0.00	\$55,000.00	\$2,507.89	\$13,485.24	\$41,514.76	24.5
3.11 Consulting Services	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
3.12 Legal Services	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$118.00	\$2,382.00	4.7
3.14 Engineering & Architects	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	0.0
3.145 Databases	\$6,650.00	\$0.00	\$6,650.00	\$0.00	\$2,663.46	\$3,986.54	40.1
3.146 Ebook Services	\$6,000.00	\$0.00	\$6,000.00	\$1,500.00	\$1,500.00	\$4,500.00	25.0
3.21 Telephone & Telegraph	\$38,200.00	\$0.00	\$38,200.00	\$113.81	\$959.60	\$37,240.40	2.5
3.22 Postage & UPS	\$3,800.00	\$0.00	\$3,800.00	\$31.17	\$749.14	\$3,050.86	19.7
3.23 Traveling Expense	\$3,000.00	\$0.00	\$3,000.00	\$279.18	\$629.11	\$2,370.89	21.0
3.24 Professional Meetings	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$450.00	\$2,550.00	15.0
3.26 Elwood Children's Programming	\$5,000.00	\$0.00	\$5,000.00	\$33.50	\$861.03	\$4,138.97	17.2
3.27 Elwood Adult Programming	\$2,900.00	\$0.00	\$2,900.00	\$79.89	\$689.11	\$2,210.89	23.8
3.28 Frankton Programming	\$4,000.00	\$0.00	\$4,000.00	\$272.48	\$861.79	\$3,138.21	21.5
3.29 Summitville Programming	\$2,900.00	\$0.00	\$2,900.00	\$37.64	\$534.79	\$2,365.21	18.4
3.3 Title Source	\$3,100.00	\$0.00	\$3,100.00	\$0.00	(\$122.92)	\$3,222.92	-4.0
3.31 Advertising & Public Notices	\$1,200.00	\$0.00	\$1,200.00	\$0.00	\$515.88	\$684.12	43.0
3.4 Insurance	\$18,000.00	\$0.00	\$18,000.00	\$0.00	\$3,899.00	\$14,101.00	21.7
3.41 Official Bonds	\$400.00	\$0.00	\$400.00	\$0.00	\$200.00	\$200.00	50.0
3.51 Gas	\$20,000.00	\$0.00	\$20,000.00	\$520.34	\$5,352.89	\$14,647.11	26.8
3.52 Electricity	\$35,000.00	\$0.00	\$35,000.00	\$2,905.37	\$12,812.60	\$22,187.40	36.6

<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>
3.53 Water	\$6,000.00	\$0.00	\$6,000.00	\$171.36	\$897.50	\$5,102.50	15.0
3.54 Waste Disposal Services	\$3,000.00	\$0.00	\$3,000.00	\$261.41	\$1,024.79	\$1,975.21	34.2
3.61 Bldg. & Structure/Maint.	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.0
3.62 Equipment/Maint.	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$99.00	\$4,901.00	2.0
3.72 Equipment/Rental	\$7,000.00	\$0.00	\$7,000.00	\$411.20	\$1,633.00	\$5,367.00	23.3
3.8 Dues	\$2,700.00	\$0.00	\$2,700.00	\$125.00	\$247.60	\$2,452.40	9.2
3.81 Taxes	\$500.00	\$0.00	\$500.00	\$170.90	\$310.90	\$189.10	62.2
3.82 Interest on Temporary Loans	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
3.9 Transfer to LIRF	\$7,000.00	\$0.00	\$7,000.00	\$0.00	\$0.00	\$7,000.00	0.0
Subtotal	\$245,450.00		\$245,450.00	\$9,421.14	\$50,371.51	\$195,078.49	20.5

4. Capitol Outlays

4.1 Land Buildings Improvements	\$10,814.00	\$0.00	\$10,814.00	\$0.00	\$0.00	\$10,814.00	0.0
4.2 Furniture & Equipment	\$22,314.00	\$0.00	\$22,314.00	\$0.00	\$0.00	\$22,314.00	0.0
4.21 Technology Equipment	\$22,000.00	\$0.00	\$22,000.00	\$166.05	\$1,356.39	\$20,643.61	6.2
4.31 Etwood Adult	\$33,500.00	\$0.00	\$33,500.00	\$1,031.65	\$4,562.65	\$28,937.35	13.6
4.32 Etwood Childrens	\$14,000.00	\$0.00	\$14,000.00	\$28.80	\$2,131.62	\$11,868.38	15.2
4.33 Etwood YA	\$6,200.00	\$0.00	\$6,200.00	\$0.00	\$720.49	\$5,479.51	11.6
4.34 Frankton	\$19,500.00	\$0.00	\$19,500.00	\$563.73	\$2,525.01	\$16,974.99	12.9
4.35 Summitville	\$16,500.00	\$0.00	\$16,500.00	\$505.14	\$2,500.19	\$13,999.81	15.2
4.4 Etwood Period. & News.	\$9,500.00	\$0.00	\$9,500.00	\$12.00	\$648.38	\$8,851.62	6.8
4.41 Frankton Per. & Newsp.	\$2,800.00	\$0.00	\$2,800.00	\$0.00	\$0.00	\$2,800.00	0.0
4.42 Summitville Period. & Newsp.	\$1,700.00	\$0.00	\$1,700.00	\$201.21	\$201.21	\$1,498.79	11.8
4.51 Etwood AV	\$35,000.00	\$0.00	\$35,000.00	\$956.16	\$5,701.53	\$29,298.47	16.3
4.52 Frankton AV	\$18,800.00	\$0.00	\$18,800.00	\$436.24	\$3,177.98	\$15,622.02	16.9
4.53 Summitville AV	\$14,400.00	\$0.00	\$14,400.00	\$994.13	\$2,422.81	\$11,977.19	16.8
4.54 Techology Software	\$8,000.00	\$0.00	\$8,000.00	\$0.00	\$0.00	\$8,000.00	0.0

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
Subtotal	\$235,028.00		\$235,028.00	\$4,895.11	\$25,948.26	\$209,079.74	11.0
Grand Total	\$1,418,478.00	\$0.00	\$1,418,478.00	\$65,369.54	\$337,170.93	\$1,081,307.07	23.8

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

Time Line for 2016 Budget

- July 20, 2015:** Regular monthly meeting at the Elwood Public Library for Initial Budget Discussion.
- July 27, 2015 Noon to 1 pm Sheri and I will meet with Judy Robertson from the Department of Local Government Finance.
- August 17, 2015:** Regular monthly meeting at the Elwood Public Library (5:30 pm). Approve 2016 Budget for publication. **Quorum is required.** Submit Form 3 and County Council Review Worksheet in Gateway for County Council nonbinding recommendation according to IC 6-1.1-17-3.5 if budget does not exceed AVGQ. Last date to submit is September 1st, 2015
- Sept. 14th, 2015 Last day to submit notice to taxpayers of proposed 2016 budgets and tax levies and notice to taxpayers of public hearing (Budget Form 3) to the Department through Gateway. (At least ten days before the public hearing.) IC 6-1.1-17-3
- Sept. 21, 2015:** 5:30 pm Public Hearing required for budget at the Elwood Public Library. **Quorum is required.**
5:45 pm Regular Board Meeting
(Must be completed at least 10 days before the library board meets to adopt the budget. [IC 6-1.1-17-5 (a)])
- ??: 6:00 pm Madison County Council non-binding recommendations. Budget cannot be adopted before this review.
- Oct. 1st, 2015: Last day for Madison County Council to complete review and issue non-binding recommendations.
- Oct. 19th, 2015:** 5:30 pm regular monthly meeting at the Elwood Public Library. Adopt 2016 Budget. **Quorum is required.**
- Oct. 20th, 2015: Library budget must be adopted by library board and all budgets forms submitted through Gateway within **two** days after library board adopts the budget. [IC 36-12-3-12] Last date to adopt budget November 2, 2015.

Board signs Budget Form 4 – Ordinance for Appropriations and Tax Rates- at the adoption meeting which is then uploaded to Gateway.

NMCPLS Circulation Policy

The North Madison County Public Library System shall endeavor to provide the means through which all eligible persons may have free access to any library materials that it owns, within the constraints of current library policy.

Effective October 21, 2014 the North Madison County Public Library System (NMCPLS) adopts the Evergreen Indiana (EI) circulation policies and procedures including the EI Circulation and Patron Matrix. At the present time, the NMCPLS library district consists of the following five Madison County townships: Boone, Van Buren, Pipe Creek, Duck Creek and Lafayette. By joining Evergreen Indiana, patrons of NMCPLS are allowed access to over 100 other Evergreen Indiana Libraries' collections.

The following items further explain and define the Evergreen Indiana policies and procedures:

1. Residents and/or property owners applying for library borrowing privileges must complete and sign a library application card and must present one (1) accepted form of photo ID and one (1) accepted proof of residency document. If the applicant's address is not correct on the photo ID, two proof of residency documents with current address will be required.
 - a. EI Accepted Forms of Photo ID
 - i. Valid Indiana Driver's License which displays a current address
 - ii. Valid Indiana State ID which displays a current address
 - iii. Current government issued photo ID (e.g., military ID, passport)
 - iv. Valid identification issued by another State (e.g., Driver's License)
 - v. Valid current university or college identification (e.g., Student identification)
 - b. EI Accepted Proof of Residency Documents
 - i. Valid voter registration card
 - ii. Computer generated bank statement issued in applicant's name within the last 30 days
 - iii. Computer generated utility, credit card company, doctor or hospital bill, issued in applicant's name within the last 30 days and containing address of residence
 - iv. Medicaid or Medicare benefit statement issued in the applicant's name within the last 30 days
 - v. Change-of- address confirmation from the United States Postal Service showing prior and current address of residence (a P.O. Box is not acceptable as a residence address)
 - vi. Apartment lease signed within the last 30 days
 - vii. Property tax receipt issued in applicant's name

2. Parental or legal guardian permission is required for patrons under the age of 18 to check out DVDs. All minors will be designated as "limited access" unless permission has been given.
3. Parents or legal guardians of children under the age of 18 are responsible for the fines/fees of the children. Beginning July 1, 2014, any child who turns 18 is not issued an adult card until juvenile fines are paid.
4. Reference materials, including materials from the Indiana Collection, will not be loaned to any patron. These items are to be used while in the library only.
5. The Library reserves the right to require a \$10.00 deposit before loaning items highly vulnerable to theft such as GED books. Provided the materials are returned on time and in good condition, the deposit will be fully refunded. However, any accumulated fines and/or fees will be deducted from the deposit before refunding.
6. During Evergreen Indiana updates or if the Evergreen Indiana server is down patrons will be limited to checking out a maximum of 5 items.
7. Patrons owing \$10 or more are blocked from computer access until the fine is at or below \$9.99. Patrons may pay \$1.00 per day towards the fine to gain daily computer access. An expired patron's account with a fine of \$10 or more will be renewed in order to allow the patron computer access by paying \$1.00 per day towards the fine. The patron's borrowing privileges will be reinstated once the fine balance is below \$10.
8. Recognizing the Evergreen Indiana policy to charge a processing fee for lost items, the Library charges a \$3 processing fee in addition to up to \$10 overdue fees and the cost of the lost item.
9. If an item is returned damaged beyond repair, the patron is responsible for the cost of the item and a \$3 processing fee. Patron will be informed via mailed letter of the assessed charges. The damaged item will be kept for 30 days to allow patron to view the item and then discarded. If the damaged item can still be circulated after repairing or replacing parts, the patron will only be charged the processing fee. For example, the DVD case is damaged and needs replaced, but the DVD stills functions properly.

OVERDUE NOTIFICATION PROCEDURE

When materials become overdue, the Library cannot tell if patrons have simply forgotten to return them in a timely manner, or if they intend to never bring them back. And because taxpayers' money is involved, the Library feels a legal and moral obligation to make every effort to recover those materials. Items that are missing are denied to other patrons and if they cannot be recovered in a timely fashion, the Library often must spend additional funds to purchase duplicate materials.

The recovery of overdue materials is a labor-intensive and time-consuming process. While the Library will make every effort to work with patrons to lessen or dismiss accumulated fines/fees if extenuating circumstances are involved, the Library cannot allow patrons to retain possession of materials for indefinite periods and then expect to have all penalties forgiven. Patrons should understand that the burden of responsibility for returning past due items falls upon themselves.

The following rules are established to expedite the process of recovering overdue materials:

1. When an item is checked out, the patron is given a date due slip. This constitutes the FIRST NOTICE.
2. Borrowing privileges are revoked immediately after fine on material(s) becomes greater than \$9.99.
3. The Library will mail reminders to the borrower. Overdue notices are generated to send via USPS mail at the following intervals: 14, 28 and 45 days. These notices will list each overdue item separately and the amount owed on the date of the notice. The 14 and 28 day notices are sent via first class mail. The 45 day notice alerts the patron that the item(s) is now considered lost. This notice is sent via certified mail to the patron's last known address along with a copy of IC 35-43-4-3.5 – Failure to return or pay for articles borrowed from library, gallery, museum, collection, or exhibition.
4. The Library will also mail a collections notice seven days after the patron's fines have reached \$25. This notice informs the patron that fines on this account have not been paid and may be turned over to a collection agency.

Adopted: October 13, 2014 to become effective October 17th, 2014

Updated: November 10, 2014

Updated: March 23, 2014

LIBRARY ACCESS POLICY

Libraries are part of this nation's educational system, and provide an opportunity for community members to enhance their cultural and intellectual development in a variety of media formats beyond what they could get through formal educational programs. The public library has a special responsibility to the community to supplement the cultural, informational and recreational needs of individuals and groups in its community. In this sense, the public library is unique for no other community agency provides that service to citizens.

The North Madison County Public Library System shall endeavor to provide the means through which all eligible persons may have free access to any library materials that it owns, within the constraints of current library policy.

WHO MAY USE THE LIBRARY

Because the public library is accessible to so many of a community's individuals, patrons are placed in one of the following categories:

Resident Borrowers

Any resident and/or property owner within the confines of the North Madison County Public Library System's legally defined district may obtain a green Evergreen Indiana resident card if an accepted current photo ID and accepted proof of residency can be provided. See NMCPLS and Evergreen Indiana Circulation Policies and Procedures for more information. At the present time, the library district consists of the following five Madison County townships: Boone, Van Buren, Pipe Creek, Duck Creek and Lafayette. If a property owner does not reside in the library's legally defined district, but owns property within our district, an accepted current photo ID, proof of ownership and property tax receipt issued in applicant's name and address of the property owned will be required to be issued a green Evergreen Indiana resident card.

Reciprocal Borrowers

In an effort to share resources the Library signed a reciprocal borrowing covenant with the Fairmount Public Library and the Statewide Reciprocal Borrowing Covenant which allows reciprocal borrowing with the Alexandria-Monroe Public Library, Pendleton Public Library, Tipton County Public Library, Hamilton North Public Library and several additional libraries currently on the Statewide Reciprocal Borrowing Covenant list. To receive a reciprocal borrower's card the patron must be in good standing with their home library.

Evergreen Indiana patrons with a home library currently on the Statewide Reciprocal Borrowing Covenant will not be issued an additional reciprocal borrowers card since the green Evergreen Indiana card allows reasonable access to the Library's collection. Patrons meeting these conditions can be issued a computer usage only card for access to the Library's databases.

PLAC Card Borrowers

The North Madison County Public Library System will issue a one year Evergreen Indiana resident borrower's card to any individual living outside of Madison County with which NMCPLS has reciprocal borrowing upon presentation of a current Public Library Access Card from their home library or purchase of a PLAC card from a NMCPLS Library and providing accepted photo ID and proof of residency within a served area. Patrons living in an unserved area must first purchase a non-resident card.

Special Patrons

The library reserves the right to provide full or partial library service to any other individual. Such individuals may include long-term, non-resident visitors and non-resident researchers.

Non-resident, Non-reciprocal Patrons

Individuals who reside in areas where no library service exists may purchase an individual borrower's card from the North Madison County Public Library System for an annual charge of \$60.

The library reserves the right to deny full or partial service to any individual who can not provide proof of address, has an outstanding fine/fee balance, or who fails to comply with the general and specific rules of the North Madison County Public Library System as outlined in the NMCPLS Circulation Policy and Evergreen Indiana Circulation Policies and Procedures.

APPLICATION PROCEDURES

Adult Card

Adult patrons can be issued a borrower's card when accepted photo ID and proof of residency has been presented. Patrons applying for library borrowing privileges must complete and sign a library application card. Resident, reciprocal, non-resident, outreach and PLAC are different types of cards that can be issued according to the patron's address.

Card for Minors

Patrons under the age of 18 years old can be issued a borrower's card when parent or guardian has provided accepted photo ID and proof of residency. Resident, reciprocal and non-resident student cards are three different types of cards that can be issued according to the address of parent or guardian. Parents will be required to sign the completed application card in the presence of the librarian. By his/her signature on the child's application card, a parent also agrees to be financially responsible for any library and attorney debts incurred by that child.

Non-Resident Student Card

In accordance with IC 36-12-2-25 (d), the non-resident student card can be issued to a student enrolled in Elwood Community School Corporation, Frankton-Lapel Community Schools, or Madison-Grant United School Corporation that is not a resident of the library district. Cost \$5.00 a year. Student must be only holder of the card when checking out materials. Adult borrowers will need to purchase a non-resident card for \$60.00. This card will allow students enrolled in any one of our three school districts to use the North Madison County Public Library for a nominal fee. Non-resident students will receive an Evergreen Indiana reciprocal borrower's card valid for a period of 1 year.

In accordance with IC 36-12-2-25 (e), the non-resident student card can be issued to a student enrolled in a nonpublic school that is located at least in part in the library district.

Teacher Card

Teachers employed by the Elwood Community Schools, Frankton Schools, the Madison-Grant H.S./Middle School and Summitville Elementary School who are not residents of the North Madison County Public Library District may apply for the Teacher Card which will be a blue Evergreen Indiana card.

Teachers applying for the library borrowing privileges must complete and sign a library application card, and have two forms of identification as proof of address. A valid driver's license and current school identification will be required. In addition to listing the home address, the applicant should list the school address and phone number on the application. Teachers shall assume responsibility for fines accrued on their classroom card and any loss or damage to library materials. The Teacher Card will be issued for twelve months. Application may be made beginning August 1st of one school year and expires on July 31st of the following year.

Public Library Access Card - PLAC

The PLAC program allows an individual to purchase a card which allows them to borrow materials directly from any public library in Indiana. These cards are good for one year only, and must be presented to the Library in order to qualify for an Evergreen Indiana resident borrower's card. The holder of a Public Library Access Card must complete a library application card and provide current photo ID and proof of address as outlined above, and have their home library good-standing status verified, before a resident card, good for the term of the Public Library Access Card, will be issued. The North Madison County Public Library System will not require patrons under the age of 18 to have a Public Library Access Card; parents may check out materials for children under the age of 18 using their own card.

Madison County Residents

Three public libraries in Madison County have signed the Statewide Reciprocal Borrowing Covenant in an effort to share resources. Patrons residing in Fall Creek, Green, Adams or Monroe Townships, are welcome to use the North Madison County Public Library System. Qualified patrons will receive a reciprocal borrower's card which will normally be valid for a period of 1 year from date of issue. Residents of Jackson and Richland Townships do not pay library taxes and are not eligible for reciprocal borrowing.

All library users from the Anderson Public Library System must obtain a PLAC Card in order to qualify for borrowing privileges. Information about the PLAC Card may be obtained from any public library.

PATRON DRESS CODE

For reasons of public health and safety, the library reserves the right to ask patrons to leave who are not attired appropriately. Final judgment of what is or is not proper attire shall rest with the library director.

HANDICAPPED ACCESSIBILITY

The Library will make every effort to remove any barriers that tend to deny access to its facilities and services. While the Board of Trustees and the library staff are continually monitoring the library and its services to remove unnecessary barriers, customers are encouraged to notify the Library when they encounter barriers that hinder their use and enjoyment of the facilities and services so that we may work towards removing them.

If you have questions or concerns regarding handicapped access to our facilities, the Board of Trustees has designated the library director as the ADA Contact Person.

Revised: April 2011, June 2014, October 2014

MONTHLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

	MAY 2014	MAY 2015	Amount of Change	% OF Change	YTD 2014	YTD 2015	Amount of Change	YTD % OF Change
ELWOOD								
ADULT	2,557	2,137	-420	-16%	13,470	11,211	-2,259	-17%
JUVENILE	1,260	967	-293	-23%	6,984	6,058	-926	-13%
Y. A.	332	260	-72	-22%	1,817	1,529	-288	-16%
PERIOD.	423	238	-185	-44%	2,285	1,822	-463	-20%
AUDIO	188	172	-16	-9%	982	968	-14	-1%
VIDEO	4,634	5,092	458	10%	24,352	30,638	6,286	26%
DIGITAL MEDIA	179	286	107	60%	1,026	1,040	14	1%
TOTAL	9,573	9,152	-421	-4%	50,916	53,266	2,350	5%

	MAY 2014	MAY 2015	Amount of Change	% OF Change	YTD 2014	YTD 2015	Amount of Change	YTD % OF Change
FRANKTON								
ADULT	868	570	-298	-34%	4,185	3,101	-1084	-26%
JUVENILE	560	335	-225	-40%	2,830	2,146	-684	-24%
Y. A.	287	113	-174	-61%	950	600	-350	-37%
PERIOD.	259	146	-113	-44%	1,020	641	-379	-37%
AUDIO	121	60	-61	-50%	324	279	-45	-14%
VIDEO	1,542	1,050	-492	-32%	6,404	7,488	1084	17%
DIGITAL MEDIA	90	144	54	60%	514	522	8	2%
TOTAL	3,727	2,418	-1309	-35%	16,227	14,777	-1,450	-9%

	MAY 2014	MAY 2015	Amount of Change	% OF Change	YTD 2014	YTD 2015	Amount of Change	YTD % OF Change
HAZELBAKER								
ADULT	430	338	-92	-21%	2,241	1700	-541	-24%
JUVENILE	167	202	35	21%	1,244	1158	-86	-7%
Y. A.	76	62	-14	-18%	336	292	-44	-13%
PERIOD.	74	85	11	15%	457	374	-83	-18%
AUDIO	24	36	12	50%	108	169	61	56%
VIDEO	935	1,239	304	33%	5,528	7147	1619	29%
DIGITAL MEDIA	90	143	53	59%	513	519	6	1%
TOTAL	1,796	2,105	309	17%	10,427	11,359	932	9%

	MAY 2014	MAY 2015	Amount of Change	% OF Change	YTD 2014	YTD 2015	Amount of Change	YTD % OF Change
SYSTEM								
ADULT	3,855	3,045	-810	-21%	19,896	16,012	-3,884	-20%
JUVENILE	1,987	1,504	-483	-24%	11,058	9,362	-1,696	-15%
Y. A.	695	435	-260	-37%	3103	2421	-682	-22%
PERIOD.	756	469	-287	-38%	3762	2837	-925	-25%
AUDIO	333	268	-65	-20%	1414	1416	2	0%
VIDEO	7,111	7,381	270	4%	36,284	45,273	8,989	25%
DIGITAL MEDIA	359	573	214	60%	2,053	2,081	28	1%
TOTAL	15,096	13,675	-1421	-9%	77,570	79,402	1,832	2%

	Comp. Use	Wireless	Traffic	Ref.	Assists	Prog. A.	Prog. YA	Prog. J
Elwood	1,667	731	6,559	13	995	11	-	4
						55	-	46
Frankton	291	199	2,477	12	183	4	-	6
						35	-	56
Summitville	190	172	1,453	1	157	6	1	3
						37	-	12

Tech Services Processed 982 Items
Transits to Other Libraries: 447

Processed by Trisha Shuler
Transits From Other Libraries: 433

TRANSMISSION VERIFICATION REPORT

TIME : 06/10/2015 13:43
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BROF2V374540

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

06/10 13:43
FRANKTON
00:00:14
01
OK
STANDARD
ECM

Agenda

June 15, 2015

North Madison County Public Library System
Board of Trustees

Ralph E. Hazelbaker Library

Regular Meeting
5:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
 - Minutes
 - Claims Register & Checks
 - Personnel
- Old Business
- New Business
 1. Time Line for 2016 Budget Approval
 2. Circulation Policy and Duplicate Patron Accounts
- Director's Report
- Public Comment

TRANSMISSION VERIFICATION REPORT

TIME : 06/10/2015 13:42
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BROF2V374540

DATE, TIME 06/10 13:42
FAX NO./NAME HERALD
DURATION 00:00:18
PAGE(S) 01
RESULT OK
MODE STANDARD
ECM

TRANSMISSION VERIFICATION REPORT

TIME : 06/10/2015 13:41
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BROF2V374540

DATE, TIME 06/10 13:41
FAX NO./NAME CALL LEADER
DURATION 00:00:14
PAGE(S) 01
RESULT OK
MODE STANDARD
ECM

Agenda

June 15, 2015

North Madison County Public Library System
Board of Trustees

Ralph E. Hazelbaker Library

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Agenda

June 15, 2015

North Madison County Public Library System
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TRANSMISSION VERIFICATION REPORT

TIME : 06/10/2015 13:43
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BROF2V374540

DATE, TIME	06/10 13:43
FAX NO./NAME	SUMMITVILLE
DURATION	00:00:13
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RESULT	OK
MODE	STANDARD ECM

Agenda

June 15, 2015

North Madison County Public Library System
Board of Trustees

Ralph E. Hazelbaker Library

Regular Meeting
5:30 P.M.

Call to Order
Call for Quorum
Consent Agenda
 Minutes
 Claims Register & Checks
 Personnel
Old Business
New Business
 1. Time Line for 2016 Budget Approval
 2. Circulation Policy and Duplicate Patron Accounts
Director's Report

Agenda

August 17, 2015

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
5:30 P.M.

Call to Order

Call for Quorum

Consent Agenda

Minutes

Claims Register & Checks

Personnel

Old Business

New Business

1. Approve 2016 Budget for Publication
2. Interlibrary Loan Policy
3. Indiana State Library Consortium Resolution for Public Internet Access
4. AdTec Contract
5. Evergreen Training In-service Day
6. Amazon Smile

Director's Report

Public Comment

Adjournment

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES

Regular Meeting

August 17, 2015

5:25 p.m.

Elwood Public Library

CALL TO ORDER

President Leslie Rittenhouse called a regular meeting of the North Madison County Public Library Board of Trustees to order on August 17, 2015 at 5:25 p.m. in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

Present were members Leslie Rittenhouse, Dan Prieshoff, Beverly Austin, and Diana Eddleman. Also in attendance were Director Jamie Scott and Administrative Assistant Sheri Wallace.

CONSENT AGENDA

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

OLD BUSINESS

No old business was brought forward.

NEW BUSINESS

Approve 2016 Budget for Publication

The following 2016 budget was requested for publication:

Operating Fund Budget--\$1,455,350

The maximum estimate funds to be raised are \$785,000 with a tax rate of .1272

The current tax levy is \$763,360

The current tax rate is .1051

Rainy Day Fund estimate \$29,000. There is no maximum estimated amount to be raised or any current tax levy.

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

Beverly Austin made a motion to approve the 2016 budget for publication. Dan Prieshoff made a second and the motion carried.

Interlibrary Loan Policy

The Interlibrary Loan Policy was reviewed. Changes were suggested to add IN-SHARE and instructions for Non Resident student card holders and Reciprocal card holders. Beverly Austin made a motion to accept the changes to the Interlibrary Loan Policy. Dan Prieshoff made second and the motion carried.

Diana Eddleman was elected secretary pro tem.

Indiana State Library Consortium Resolution for Public Internet Access.

The Indiana State Library Consortium Resolution for Public Internet Access was read. Dan Prieshoff made a motion to accept the resolution as read. Diana Eddleman made a second and the motion carried.

AdTec Contract

Director Jamie Scott would like approval to hire AdTec to complete forms for Category 2 eRate funding. Director Scott will complete all Category 1 forms, as it is no longer cost effective to use AdTec for Category 1. Category 2 funding is for hardware and will have a higher percentage of return. Beverly Austin made a motion to accept the AdTec contract. Diana Eddleman made a second and the motion carried.

Evergreen In Service Training

Director Scott requested the library be closed on October 21, 2015 for Evergreen training for all staff members. Beverly Austin made a motion to close the library on October 21, 2015. Dan Prieshoff made a second and the motion carried.

Amazon Smile

Amazon Smile is an account through Amazon where a percentage of the purchase price is donated to the designated institution. Director Scott found that the organization had to be a 501c3 entity. We will be looking into this to see if libraries are eligible.

Director's Report

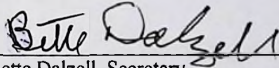
We received an apology letter from the juvenile who was caught stealing books and videos as part of his punishment. He also received probation and 30 hours community service. Upon further discussion, the Board of Trustees feel we will not be able to recover our losses and do not need to pursue this matter in civil court. Upon receiving a Business Entity Report for North Madison County Public Library Leasing Corp., it was discovered the deed needed to be changed from the NMCPLS Leasing Corp to the North Madison County Public Library System. Ice Miller has issued a release of mortgage and we are having a new deed drawn up in the library name. We had a leak in the roof at the Elwood Public Library dripping into the reception area. The cupola had to be sealed and that took care of the problem. Repair on the gutters has not yet started. We have one area being monitored because of chemicals from Vest cleaners. We just received an additional request to monitor in front of the library because of a leaky gas tank at Village Pantry. Director Jamie Scott has been assured our water quality is good because it is under constant pressure. Our book sale at the Glass Festival made \$704.69.

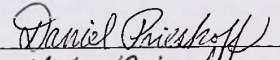
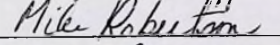
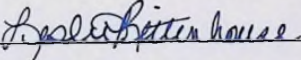
Public Comment

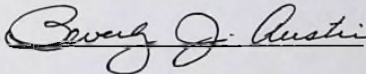
Public comment was sought. None was forthcoming.

Adjournment

Dan Prieshoff left the meeting at 6:05 p.m. At that time we no longer had a quorum. The meeting adjourned.


Bette Dalzell, Secretary



Register Of Claims

North Madison County Public Library System

Report Date: From 07/21/15 To 08/17/15

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	480	GREAT-WEST RETIREMENT S	Annunity	Payroll Deductions	\$95.00	08/10/15	Payroll ending 8/10/15
				Total this claim =	<u>\$95.00</u>		
0	452	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,495.45	07/28/15	Payroll ending 7/25/15
			FICA	Payroll Deductions	\$1,212.03		
			Federal Taxes Withheld	Payroll Deductions	\$1,895.98		
			Medicare	Payroll Deductions	\$283.43		
				Total this claim =	<u>\$4,886.89</u>		
0	453	GREAT-WEST RETIREMENT S	Annunity	Payroll Deductions	\$95.00	07/28/15	Payroll ending 7/25/15
				Total this claim =	<u>\$95.00</u>		
0	456	AFLAC	AFLAC	Payroll Deductions	\$617.40	07/28/15	Insurance
				Total this claim =	<u>\$617.40</u>		
0	457	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$1,956.22	07/28/15	July Withholdings
			County Taxes Withheld	Payroll Deductions	\$964.76		
				Total this claim =	<u>\$2,920.98</u>		
0	463	PAYROLL	Operating Fund	Salary of Director	\$2,115.55	07/29/15	PAYROLL
			Operating Fund	Salary of Assistants	\$16,300.94		
			Operating Fund	Wages of Janitor	\$1,208.07		
				Total this claim =	<u>\$19,624.56</u>		
0	464	STAR FINANCIAL BANK	Operating Fund	Professional Services	\$15.48	08/03/15	July Service Charge
				Total this claim =	<u>\$15.48</u>		
0	451	INDIANA PUBLIC RETIREMENT	PERF	Payroll Deductions	\$414.72	07/28/15	Payroll ending 7/25/15
			Operating Fund	Emp Cont PERF	\$1,548.30		
				Total this claim =	<u>\$1,963.02</u>		
0	479	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,505.37	08/10/15	Payroll ending 8/10/15
			FICA	Payroll Deductions	\$1,220.06		
			Federal Taxes Withheld	Payroll Deductions	\$1,908.85		
			Medicare	Payroll Deductions	\$285.32		
				Total this claim =	<u>\$4,919.60</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	507	PAYROLL	Operating Fund	Salary of Director	\$2,115.55	08/12/15	PAYROLL
			Operating Fund	Salary of Assistants	\$16,436.63		
			Operating Fund	Wages of Janitor	\$1,201.75		
				Total this claim =	<u>\$19,753.93</u>		
0	478	INDIANA PUBLIC RETIREMENT	PERF	Payroll Deductions	\$419.38	08/10/15	Payroll ending 8/8/15
			Operating Fund	Emp Cont PERF	\$1,565.70		
				Total this claim =	<u>\$1,985.08</u>		
29737	458	AT&T LONG DISTANCE	Operating Fund	Telephone & Telegraph	\$79.10	07/28/15	Service for Elwood
			Operating Fund	Telephone & Telegraph	\$0.00		
				Total this claim =	<u>\$79.10</u>		
29738	460	CARDMEMBER SERVICE	Operating Fund	Elwood Adult Programing	\$74.24	07/28/15	As per attached invoices.
			Operating Fund	Fuel, Oil and Lubricants	\$15.08		
			Gift	Elwood Children's Programing	\$60.00		
			Operating Fund	Frankton Programing	\$90.34		
			Operating Fund	Office Supplies	\$49.45		
				Total this claim =	<u>\$289.11</u>		
29739	454	MADISON COUNTY CLERK	Garnishment	Payroll Deductions	\$25.00	07/28/15	Payroll ending 7/25/15
				Total this claim =	<u>\$25.00</u>		
29740	461	SHERI WALLACE	Operating Fund	Elwood Children's Programing	\$76.55	07/28/15	Reimbursement for Summer Reading
			Operating Fund	Elwood Adult Programing	\$76.55		
				Total this claim =	<u>\$153.10</u>		
29741	462	STAPLES ADVANTAGE	Operating Fund	Furniture & Equipment	\$119.89	07/28/15	As per attached invoices.
				Total this claim =	<u>\$119.89</u>		
29742	459	TOWN OF FRANKTON	Operating Fund	Electricity	\$516.07	07/28/15	Service for Frankton
			Operating Fund	Water	\$18.00		
			Operating Fund	Waste Disposal Services	\$8.75		
				Total this claim =	<u>\$542.82</u>		
29743	455	UNITED HEALTHCARE	Insurance	Payroll Deductions	\$667.83	07/28/15	Health Insurance August
			Operating Fund	Emp Cont Group Ins	\$4,188.07		
				Total this claim =	<u>\$4,855.90</u>		
29744	477	AT&T	Operating Fund	Telephone & Telegraph	\$54.61	08/10/15	Service for Summitville & Elwood
			Operating Fund	Telephone & Telegraph	\$242.85		
				Total this claim =	<u>\$297.46</u>		
29745	475	CHAPMAN ELECTRIC SUPPLY,	Operating Fund	Operating Supplies	\$264.62	08/10/15	As per attached invoices.
				Total this claim =	<u>\$264.62</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
29746	474	ENA SERVICES LLC	Operating Fund	Telephone & Telegraph	\$833.00	08/10/15	Internet & VoIP
			Operating Fund	Telephone & Telegraph	\$159.02		
				Total this claim =	<u>\$992.02</u>		
29747	473	FRONTIER	Operating Fund	Telephone & Telegraph	\$120.59	08/10/15	Service for Frankton
				Total this claim =	<u>\$120.59</u>		
29748	472	GE CAPITAL INFORMATION TE	Operating Fund	Equipment/Rental	\$60.60	08/10/15	Copier Lease Frankton & Summitville
			Operating Fund	Equipment/Rental	\$60.60		
				Total this claim =	<u>\$121.20</u>		
29749	471	H & H Signs	Gift	Elwood Adult Programing	\$397.50	08/10/15	Book bags & Fly swatters
			Gift	Elwood Adult Programing	\$285.50		
				Total this claim =	<u>\$683.00</u>		
29750	470	INDIANA MEDIA GROUP	Operating Fund	Advertising & Public Notices	\$173.10	08/10/15	Employment Ad
				Total this claim =	<u>\$173.10</u>		
29751	469	KMART 9124	Operating Fund	Elwood Children's Programing	\$5.29	08/10/15	Gorilla Glue-Juv Programing
				Total this claim =	<u>\$5.29</u>		
29752	481	MADISON COUNTY CLERK	Garnishment	Payroll Deductions	\$25.00	08/10/15	Garnishment-Payroll ending 8/8/15
				Total this claim =	<u>\$25.00</u>		
29753	476	MANIFOLD REFUSE, INC.	Operating Fund	Waste Disposal Services	\$84.00	08/10/15	Trash removal for Frankton
				Total this claim =	<u>\$84.00</u>		
29754	465	MARSH SUPERMARKET	Operating Fund	Elwood Adult Programing	\$15.36	08/10/15	As per attached invoices.
			Operating Fund	Elwood Children's Programing	\$31.27		
			Operating Fund	Elwood Children's Programing	\$11.78		
			Operating Fund	Frankton Programing	(\$16.26)		
				Total this claim =	<u>\$42.15</u>		
29755	468	ORIENTAL TRADING COMPAN	Operating Fund	Summitville Programing	\$252.42	08/10/15	Programing Summitville
				Total this claim =	<u>\$252.42</u>		
29756	466	TEI LANDMARK AUDIO	Operating Fund	Frankton AV	\$63.25	08/10/15	As per attached invoices.
			Operating Fund	Summitville AV	\$63.50		
				Total this claim =	<u>\$126.75</u>		
29757	467	TOPS HOME CENTER	Operating Fund	Operating Supplies	\$53.57	08/10/15	As per attached invoices.
				Total this claim =	<u>\$53.57</u>		
29758	482	ADTEC	Operating Fund	Professional Services	\$330.00	08/10/15	Phase 3 E Rate funding
				Total this claim =	<u>\$330.00</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>
29759	484	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$1,418.83	08/10/15	As per attached invoices.
			Operating Fund	Elwood Childrens	\$567.18		
			Operating Fund	Elwood YA	\$268.36		
			Operating Fund	Frankton	\$698.55		
			Operating Fund	Summitville	\$742.14		
				Total this claim =	<u>\$3,695.06</u>		
29760	485	BAXTER PEST PROFESSIONA	Operating Fund	Professional Services	\$90.00	08/10/15	Quarterly treatment - Elwood
				Total this claim =	<u>\$90.00</u>		
29761	486	CLINT TRICE	Operating Fund	Traveling Expense	\$179.96	08/10/15	Mileage 409 @ \$.44= 179.96
				Total this claim =	<u>\$179.96</u>		
29762	487	DEMCO	Gift	Other Supplies	\$107.96	08/10/15	As per attached invoices.
			Operating Fund	Operating Supplies	\$47.67		
				Total this claim =	<u>\$155.63</u>		
29763	488	DOLLAR GENERAL-REGIONS 4	Operating Fund	Operating Supplies	\$70.50	08/10/15	As per attached invoices.
			Operating Fund	Summitville Programing	\$18.12		
			Operating Fund	Elwood Children's Programing	\$8.10		
				Total this claim =	<u>\$96.72</u>		
29764	489	H & H Signs	Gift	Elwood Adult Programing	\$77.50	08/10/15	Shirts for Glass Festival
				Total this claim =	<u>\$77.50</u>		
29765	491	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$2,601.51	08/10/15	Service for Elwood & Summitville
			Operating Fund	Electricity	\$17.15		
			Operating Fund	Electricity	\$524.12		
				Total this claim =	<u>\$3,142.78</u>		
29766	490	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$21.86	08/10/15	
				Total this claim =	<u>\$21.86</u>		
29767	505	JILL MURRAY	Operating Fund	Postage & UPS	\$15.76	08/10/15	Petty Cash
				Total this claim =	<u>\$15.76</u>		
29768	492	LIBRARY STORE INC., THE	Operating Fund	Book Processing	\$75.40	08/10/15	As per attached invoices.
				Total this claim =	<u>\$75.40</u>		
29769	493	LMC SERVICE SOLUTIONS	Operating Fund	Professional Services	\$450.00	08/10/15	Quarterly Service
				Total this claim =	<u>\$450.00</u>		
29770	494	MIDWEST TAPE	Operating Fund	Book Processing	\$324.96	08/10/15	As per attached invoices.
				Total this claim =	<u>\$324.96</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
29771	504	ORIENTAL TRADING COMPAN	Gift	Summitville Programing	\$83.63	08/10/15	Program supplies
				Total this claim =	<u>\$83.63</u>		
29772	495	PITNEY BOWES	Operating Fund	Equipment/Rental	\$141.00	08/10/15	Postage meter lease
				Total this claim =	<u>\$141.00</u>		
29773	506	POSTMASTER	Operating Fund	Postage & UPS	\$49.00	08/10/15	Postage
			Operating Fund	Postage & UPS	\$49.00		
				Total this claim =	<u>\$98.00</u>		
29774	496	PURCHASE POWER	Operating Fund	Postage & UPS	\$820.99	08/10/15	Postage
				Total this claim =	<u>\$820.99</u>		
29775	497	STAPLES ADVANTAGE	Operating Fund	Office Supplies	\$96.33	08/10/15	As per attached invoices.
			Operating Fund	Cleaning & Sanitation Supplies	\$28.99		
			Operating Fund	Operating Supplies	\$109.86		
				Total this claim =	<u>\$235.18</u>		
29776	483	SYNCB/AMAZON	Gift	Elwood AV	\$321.60	08/10/15	As per attached invoices.
			Operating Fund	Elwood AV	\$1,164.03		
			Operating Fund	Frankton AV	\$465.21		
			Operating Fund	Summitville AV	\$441.01		
			Operating Fund	Operating Supplies	\$20.34		
				Total this claim =	<u>\$2,412.19</u>		
29777	498	TOPS HOME CENTER	Operating Fund	Operating Supplies	\$86.04	08/10/15	As per attached invoices.
				Total this claim =	<u>\$86.04</u>		
29778	499	U.S. BANK EQUIPMENT FINAN	Operating Fund	Equipment/Rental	\$149.00	08/10/15	Copier Lease Elwood
				Total this claim =	<u>\$149.00</u>		
29779	501	UPSTART	Gift	Operating Supplies	\$79.34	08/10/15	Bags for Frankton
				Total this claim =	<u>\$79.34</u>		
29780	500	USI, INC	Operating Fund	Operating Supplies	\$89.09	08/10/15	Laminating Film
				Total this claim =	<u>\$89.09</u>		
29781	502	VAN AUSDALL & FARRAR, INC.	Operating Fund	Office Supplies	\$175.87	08/10/15	Copies for Elwood
				Total this claim =	<u>\$175.87</u>		
29782	503	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$121.33	08/10/15	Service for Summitville, Frankton & Elwood
			Operating Fund	Gas	\$24.70		
			Operating Fund	Gas	\$20.83		
				Total this claim =	<u>\$166.86</u>		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
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Total Amount of Claims \$79,375.85

I hereby certify that each of the above listed vouchers and the invoices, or bills attached thereto, are true and correct and I have audited same in accordance with IC 5-11-10-1,6.

Monday, August 17, 2015

Danielle Priddy

Fiscal Officer

ALLOWANCE OF VOUCHERS

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

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

Date this _____ day of _____, 20____.

Devin J. Cadden _____
George J. Austin _____
Leslie Pittman _____

SIGNATURES OF GOVERNING BOARD

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

Personnel Report

August 17, 2015

- Upon Mary Kiplinger's retirement, her 20 hour position will become 32 hours per week. This change will cover 12 hours of the unfilled part-time permanent 20 hour position at Frankton, will hopefully make this position more appealing to applicants and allow Judi Litsey to continue working 28 hours per week.
- Lori Davis, part-time temporary clerk at Frankton, has agreed to continue to work 12 to 15 hours per week until Mary Kiplinger's December retirement.
- After assessing the applicants for Outreach Clerk, the 8 week training period for any new clerk and the extensive responsibilities of the Outreach Clerk position, we will begin the successful applicant as a full-time clerk without the outreach responsibilities. Existing staff members will take over these responsibilities for a temporary time period.

2016 Budget Approval for publication:

I am requesting the Board of Trustees of the North Madison County Public Library Board approve for publication the following 2016 Budget:

The Library Operating Fund Budget for **\$1,455,350**
The maximum estimate funds to be raised are **\$785,000** with a tax rate of **.1272**
The current tax levy is **\$763, 360**
The current tax rate is **.1051**

The Rainy Day Fund estimate is **\$29,000**. There is no maximum estimated amount to be raised or any current tax levy.

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

August 17, 2015



Interlibrary Loan Policy

Card holders of the North Madison County Public Library System are encouraged to request materials that are not available through the library's regular collection. When a patron requests an item not found in our collection, the library staff will first search the entire Evergreen catalog. If the item is holdable at another Evergreen library, the staff member or patron can place a request for the item. If the item is not available at another Evergreen library, the staff member, when time allows, will perform ADD: an IN-SHARE search for the item. This service is free of charge if the item is found at a library within the state of Indiana. If the item is found at an out-of-state library, the library staff will only request the item if the patron has agreed to pay the postage.

Add: Non-resident student card holders can only request items from our library system's branch libraries through the Evergreen catalog. If the requested item is not available at one of our branches, an IN-SHARE search will be initiated.

Add: Reciprocal card holders and Evergreen Indiana card holders from other Evergreen Libraries can request items from each of our branches. If the requested item is not available at one of our branches, the patron will need to initiate an interlibrary loan request with their home library.

1. Current library policies concerning checking out in-house materials will also apply to materials loaned from lending libraries.
2. The number of active interlibrary loan requests per patron is limited to 3 items.
3. Interlibrary loan requests will be borrowed for two weeks and will not be renewed, except DVD interlibrary loans, which will be checked out for 7 days, may be renewed once and count towards the 10 DVD limit.
4. This service is dependent upon several factors; therefore, there is no guarantee of when the item will arrive.
5. Patrons will be notified via phone when the item arrives. It is the patron's responsibility to ensure the library has a current and active phone number.
6. As with Evergreen requests, the item will be held for seven days.
7. If the item is not collected within that time frame, the item will be sent back to the lending library.
8. Any fees or fines received from the lending library will be passed onto the borrowing patron.
9. Failure to return an item will result in replacement cost and any additional fees assessed by the lending library to be added to the borrowing patron's account.
10. Abuse of the library's interlibrary loan service will result in loss of interlibrary loan privileges which includes not returning items by the two week due date on a regular basis.
11. Postage on out-of-state requests must be paid for by the patron before material will be checked out.

Approved February 13, 2012
Revised March 23, 2015

**COMMITMENT TO JOIN INDIANA STATE LIBRARY CONSORTIUM FOR
PUBLIC LIBRARY INTERNET ACCESS for
FUNDING YEAR JULY 1, 2016 THROUGH JUNE 30, 2017**

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

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

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

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

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

DULY ADOPTED by the Board of Trustees of the North Madison County Public Library at its regular meeting held on the 17th day of August, 2015, at which meeting a quorum was present.

NAY

AYE

Devin J. Eddleman
Beverly J. Austin
Leslie K. Hutterhouse
Daniel A. Pineschiff

ATTEST:

Devin J. Eddleman

pro-tem Secretary

Original Sent
to Karen Anstie
Indiana State
Library.
Open



Financial Report
North Madison County Public Library System

Report Dates = 07/01/15 to 07/31/15

Fund	Start of year	Disbursements this month	Disbursements YTD	Receipts this month	Receipts YTD	Balance
100 Operating Fund	\$536,578.12	\$107,043.64	\$503,935.27	\$20,571.98	\$526,006.47	\$558,649.32
Subtotal	\$536,578.12	\$107,043.64	\$503,935.27	\$20,571.98	\$526,006.47	\$558,649.32
1. Operating Fund						
102 Petty Cash & Cash Drawer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
105 Operating Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2. Main						
103 Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
106 Evergreen Indiana	\$21.50	\$91.10	\$381.31	\$35.50	\$393.31	\$33.50
107 PLAC	\$0.00	\$130.00	\$195.00	\$65.00	\$260.00	\$65.00
110 LIRF Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
115 LIRF	\$54,370.99	\$0.00	\$0.00	\$0.00	\$0.00	\$54,370.99
117 Rainy Day Fund	\$48,573.19	\$0.00	\$0.00	\$0.00	\$0.00	\$48,573.19
118 Rainy Day Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
120 Gift	\$41,419.27	\$882.37	\$2,917.06	\$1,155.67	\$3,776.82	\$42,279.03
121 F'nk Bldg Project Gift	\$1,313.58	\$0.00	\$0.00	\$0.00	\$0.00	\$1,313.58
122 Gates Gift Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
123 Madison Co Comm Foundation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
124 F'nk Bldg Project Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
125 St Technology Fund Grant Fund	\$0.00	\$716.85	\$7,944.00	\$0.00	\$7,944.00	\$0.00
130 Debt Service Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$145,698.53	\$1,820.32	\$11,437.37	\$1,256.17	\$12,374.13	\$146,635.29
4. Withholding						
201 Federal Taxes Withheld	\$0.00	\$5,723.36	\$28,874.81	\$5,723.36	\$28,874.81	\$0.00
202 FICA	\$0.00	\$3,655.74	\$18,359.75	\$3,655.74	\$18,359.75	\$0.00
203 State Tax Withheld	\$0.00	\$3,263.26	\$9,856.13	\$1,956.22	\$9,856.13	\$0.00
204 County Taxes Withheld	\$0.00	\$1,609.49	\$4,853.55	\$964.76	\$4,853.55	\$0.00
205 PERF	\$0.00	\$1,254.46	\$6,311.44	\$1,254.46	\$6,311.44	\$0.00
206 Credit Union	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
207 Annuity	\$0.00	\$285.00	\$1,425.00	\$285.00	\$1,425.00	\$0.00
208 Insurance	\$0.00	\$1,106.99	\$3,354.63	\$667.83	\$3,354.63	\$0.00
209 Medicare	\$0.00	\$854.92	\$4,293.54	\$854.92	\$4,293.54	\$0.00
210 Other Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
211 Garnishment	\$0.00	\$75.00	\$375.00	\$75.00	\$375.00	\$0.00
212 AFLAC	\$0.00	\$1,029.00	\$3,190.20	\$617.40	\$3,190.20	\$0.00
Subtotal	\$0.00	\$18,857.22	\$80,894.05	\$16,054.69	\$80,894.05	\$0.00
Grand Total	\$682,276.65	\$127,721.18	\$596,266.69	\$37,882.84	\$619,274.65	\$705,284.61

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

Bank Balances

North Madison County Public Library System

Report as of: 07/31/15

Bank		
1	Star Financial Bank	\$448,617.65
2	Star Financial Bank (2)	\$62,318.63
3	Community Bank/Summitville	\$0.00
4	First Farmers Bank & Trust	\$194,083.33
5	PNC Bank	\$0.00
6	Main Source Bank	\$0.00
7	Petty Cash & Cash Drawer	\$265.00
8	National City Bank (2)	\$0.00
9	First Farmers Bank & Trust (2)	\$0.00
Total all banks =		\$705,284.61

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

Appropriation Report for 100 Operating Fund

North Madison County Public Library System

Report Date: From 07/01/15 To 07/31/15

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>1. Personal Services</i>							
1.11 Salary of Director	\$55,600.00	\$0.00	\$55,600.00	\$6,346.65	\$31,733.25	\$23,866.75	57.1
1.12 Salary of Assistants	\$587,700.00	\$0.00	\$587,700.00	\$49,201.74	\$246,729.28	\$340,970.72	42.0
1.13 Wages of Janitor	\$30,600.00	\$0.00	\$30,600.00	\$3,642.29	\$18,900.32	\$11,699.68	61.8
1.14 Employee Benefits	\$6,000.00	\$0.00	\$6,000.00	\$1,305.48	\$3,161.11	\$2,838.89	52.7
1.16 Empl.Share FICA&Medicare	\$51,000.00	\$0.00	\$51,000.00	\$4,510.65	\$22,653.18	\$28,346.82	44.4
1.17 Unemployment comp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
1.18 Emp Cont PERF	\$46,000.00	\$0.00	\$46,000.00	\$4,683.26	\$23,562.60	\$22,437.40	51.2
1.19 Emp Cont Group Ins	\$100,000.00	\$0.00	\$100,000.00	\$8,604.81	\$30,685.05	\$69,314.95	30.7
1.2 Salary of Board Treasurer	\$300.00	\$0.00	\$300.00	\$0.00	\$0.00	\$300.00	0.0
Subtotal	\$877,200.00		\$877,200.00	\$78,294.88	\$377,424.79	\$499,775.21	43.0
<i>2. Supplies</i>							
2.1 Office Supplies	\$15,000.00	\$0.00	\$15,000.00	\$634.47	\$3,097.69	\$11,902.31	20.7
2.12 Stationary & Supplies	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
2.2 Operating Supplies	\$9,500.00	\$0.00	\$9,500.00	\$464.21	\$3,701.61	\$5,798.39	39.0
2.21 Cleaning & Sanitation Supplies	\$4,000.00	\$0.00	\$4,000.00	\$81.79	\$867.30	\$3,132.70	21.7
2.23 Fuel, Oil and Lubricants	\$150.00	\$0.00	\$150.00	\$35.58	\$55.80	\$94.20	37.2
2.24 Bldg. Matl. And Supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.25 Paint and painting supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.26 Repair Parts/Maintenance	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$279.15	\$720.85	27.9
2.27 Other Repair & mainten.supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.31 Book Processing	\$9,500.00	\$0.00	\$9,500.00	\$410.15	\$1,704.03	\$7,795.97	17.9

<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>
2.32 Automation	\$19,400.00	\$0.00	\$19,400.00	\$0.00	\$0.00	\$19,400.00	0.0
Subtotal	\$59,800.00		\$59,800.00	\$1,626.20	\$9,705.58	\$50,094.42	16.2
<i>2. Supplies</i>							
2.11 Official Records	\$1,000.00	\$0.00	\$1,000.00	\$292.06	\$306.01	\$693.99	30.6
Subtotal	\$1,000.00		\$1,000.00	\$292.06	\$306.01	\$693.99	30.6
<i>3. Other Services and Charges</i>							
3.1 Professional Services	\$55,000.00	\$0.00	\$55,000.00	\$4,671.33	\$19,025.60	\$35,974.40	34.6
3.11 Consulting Services	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
3.12 Legal Services	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$118.00	\$2,382.00	4.7
3.14 Engineering & Architects	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	0.0
3.145 Databases	\$6,650.00	\$0.00	\$6,650.00	\$0.00	\$2,663.46	\$3,986.54	40.1
3.146 Ebook Services	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$1,500.00	\$4,500.00	25.0
3.21 Telephone & Telegraph	\$38,200.00	\$0.00	\$38,200.00	\$852.81	\$2,062.42	\$36,137.58	5.4
3.22 Postage & UPS	\$3,800.00	\$0.00	\$3,800.00	\$17.44	\$781.55	\$3,018.45	20.6
3.23 Traveling Expense	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$852.33	\$2,147.67	28.4
3.24 Professional Meetings	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$450.00	\$2,550.00	15.0
3.26 Etwood Children's Programing	\$5,000.00	\$0.00	\$5,000.00	\$851.07	\$1,792.74	\$3,207.26	35.9
3.27 Etwood Adult Programing	\$2,900.00	\$0.00	\$2,900.00	\$435.98	\$1,075.09	\$1,824.91	37.1
3.28 Frankton Programing	\$4,000.00	\$0.00	\$4,000.00	\$504.92	\$1,432.97	\$2,567.03	35.8
3.29 Summitville Programing	\$2,900.00	\$0.00	\$2,900.00	\$44.26	\$603.05	\$2,296.95	20.8
3.3 Title Source	\$3,100.00	\$0.00	\$3,100.00	\$0.00	(\$122.92)	\$3,222.92	-4.0
3.31 Advertising & Public Notices	\$1,200.00	\$0.00	\$1,200.00	\$0.00	\$515.88	\$684.12	43.0
3.4 Insurance	\$18,000.00	\$0.00	\$18,000.00	\$268.00	\$4,167.00	\$13,833.00	23.2
3.41 Official Bonds	\$400.00	\$0.00	\$400.00	\$0.00	\$200.00	\$200.00	50.0
3.51 Gas	\$20,000.00	\$0.00	\$20,000.00	\$237.29	\$5,826.27	\$14,173.73	29.1
3.52 Electricity	\$35,000.00	\$0.00	\$35,000.00	\$3,946.04	\$20,193.26	\$14,806.74	57.7

<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>
3.53 Water	\$6,000.00	\$0.00	\$6,000.00	\$326.73	\$1,396.93	\$4,603.07	23.3
3.54 Waste Disposal Services	\$3,000.00	\$0.00	\$3,000.00	\$524.02	\$1,815.48	\$1,184.52	60.5
3.61 Bldg. & Structure/Maint.	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.0
3.62 Equipment/Maint.	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$99.00	\$4,901.00	2.0
3.7 Rentals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
3.72 Equipment/Rental	\$7,000.00	\$0.00	\$7,000.00	\$310.20	\$2,278.40	\$4,721.60	32.5
3.8 Dues	\$2,700.00	\$0.00	\$2,700.00	\$0.00	\$297.60	\$2,402.40	11.0
3.81 Taxes	\$500.00	\$0.00	\$500.00	\$0.00	\$310.90	\$189.10	62.2
3.82 Interest on Temporary Loans	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
3.9 Transfer to LIRF	\$7,000.00	\$0.00	\$7,000.00	\$0.00	\$0.00	\$7,000.00	0.0
Subtotal	\$245,450.00		\$245,450.00	\$12,990.09	\$69,335.01	\$176,114.99	28.2

4. Capitol Outlays

4.1 Land Buildings Improvements	\$10,814.00	\$0.00	\$10,814.00	\$0.00	\$0.00	\$10,814.00	0.0
4.2 Furniture & Equipment	\$22,314.00	\$0.00	\$22,314.00	\$3,048.86	\$3,048.86	\$19,265.14	13.7
4.21 Technology Equipment	\$22,000.00	\$0.00	\$22,000.00	\$1,375.11	\$3,108.82	\$18,891.18	14.1
4.31 Elwood Adult	\$33,500.00	\$0.00	\$33,500.00	\$2,228.59	\$6,858.52	\$26,641.48	20.5
4.32 Elwood Childrens	\$14,000.00	\$0.00	\$14,000.00	\$658.29	\$3,432.16	\$10,567.84	24.5
4.33 Elwood YA	\$6,200.00	\$0.00	\$6,200.00	\$269.38	\$1,408.06	\$4,791.94	22.7
4.34 Frankton	\$19,500.00	\$0.00	\$19,500.00	\$744.29	\$4,035.74	\$15,464.26	20.7
4.35 Summitville	\$16,500.00	\$0.00	\$16,500.00	\$925.70	\$3,919.61	\$12,580.39	23.8
4.4 Elwood Period. & News.	\$9,500.00	\$0.00	\$9,500.00	\$0.00	\$648.38	\$8,851.62	6.8
4.41 Frankton Per. & Newsp.	\$2,800.00	\$0.00	\$2,800.00	\$0.00	\$283.93	\$2,516.07	10.1
4.42 Summitville Period. & Newsp.	\$1,700.00	\$0.00	\$1,700.00	\$0.00	\$485.14	\$1,214.86	28.5
4.51 Elwood AV	\$35,000.00	\$0.00	\$35,000.00	\$911.02	\$8,070.40	\$26,929.60	23.1
4.52 Frankton AV	\$18,800.00	\$0.00	\$18,800.00	\$429.44	\$4,180.73	\$14,619.27	22.2
4.53 Summitville AV	\$14,400.00	\$0.00	\$14,400.00	\$1,074.89	\$4,068.69	\$10,331.31	28.3

<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>
4.54 Technology Software	\$8,000.00	\$0.00	\$8,000.00	\$2,174.84	\$3,614.84	\$4,385.16	45.2
Subtotal	\$235,028.00		\$235,028.00	\$13,840.41	\$47,163.88	\$187,864.12	20.1
Grand Total	\$1,418,478.00	\$0.00	\$1,418,478.00	\$107,043.64	\$603,935.27	\$914,542.73	35.5

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

TRANSMISSION VERIFICATION REPORT

TIME : 08/12/2015 13:16
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BROF2V374540

DATE, TIME 08/12 13:16
FAX NO./NAME SUMMITVILLE
DURATION 00:00:14
PAGE(S) 01
RESULT OK
MODE STANDARD
ECM

TRANSMISSION VERIFICATION REPORT

TIME : 08/12/2015 13:15
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BROF2V374540

DATE, TIME 08/12 13:15
FAX NO./NAME FRANKTON
DURATION 00:00:15
PAGE(S) 01
RESULT OK
MODE STANDARD
ECM

Agenda

August 17, 2015

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
5:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
 - Minutes
 - Claims Register & Checks
 - Personnel
- Old Business
- New Business
 1. Approve 2016 Budget for Publication
 2. Interlibrary Loan Policy
 3. Indiana State Library Consortium Resolution for Public

Agenda

August 17, 2015

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
5:30 P.M.

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TRANSMISSION VERIFICATION REPORT

TIME : 08/12/2015 13:14
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER. # : BROF2V374540

DATE, TIME 08/12 13:14
FAX NO./NAME HERALD
DURATION 00:00:21
PAGE(S) 01
RESULT OK
MODE STANDARD
ECM

Agenda

August 17, 2015

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
5:30 P.M.

- Call to Order
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 - Minutes
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 1. Approve 2016 Budget for Publication
 2. Interlibrary Loan Policy
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TRANSMISSION VERIFICATION REPORT

TIME : 08/12/2015 13:13
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER. # : BROF2V374540

DATE, TIME 08/12 13:13
FAX NO./NAME CALL LEADER
DURATION 00:00:15
PAGE(S) 01
RESULT OK
MODE STANDARD
ECM

Agenda

August 17, 2015

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
5:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
 - Minutes
 - Claims Register & Checks
 - Personnel
- Old Business
- New Business
 1. Approve 2016 Budget for Publication
 2. Interlibrary Loan Policy
 3. Indiana State Library Consortium Resolution for Public

Agenda

September 21, 2015

North Madison County Public Library System
Board of Trustees

Elwood Public Library

2016 Budget Hearing
5:30 P.M.
Agenda

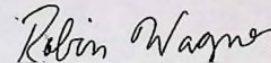
- Call to Order
- Call for Quorum
- Presentation of Budget Estimates and Tax Levies for the 2016 Budget
- Public Comment
- Adjourn

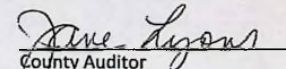
Regular Meeting
Immediately Following Public Hearing

- Call to Order
- Call for Quorum
- Consent Agenda
 - Minutes
 - Claims Register & Checks
 - Personnel
- Old Business
 - 1. Long Range Plan
 - 2. In-Service Day Change
 - 3. Network RFP
 - 4. Circulation Policy
 - 5. Wireless Internet Policy
 - 6. Interlibrary Loan Policy
- New Business
 - Director's Report
 - Public Comment
 - Adjournment

The Madison County Council in accordance with I.C. 6-1.17-3.5 and direction of the DLGF has reviewed the 2016 proposed budget and finds they compare with other taxing units within the County. Your budgets have been compared in 3 ways: 1) As it compares to the other taxing units with the County; 2) As it compares to the 6 year non-farm income growth for Madison County; and 3) As it compares to the 6 year non-farm income growth for the State of Indiana.

Based upon these reviews and on current information available to it, the Madison County Council makes a non-binding recommendation at this time that your Taxing Unit budget be within the income growth, taking into account the 2016 property tax caps, the reduction in COIT/Public Safety LOIT income, and not to exceed the maximum levy. Accordingly, your proposed budget should be revisited.


County Council President


County Auditor

9-15-15
Date

MADISON COUNTY COUNCIL CIVIL TAXING UNITS 2015
REVIEW OF BUDGETS AND COMPARISON TO OTHER UNITS

TAXING UNIT	PROPOSED 2016 BUDGET	% INCREASE OR DECREASE	2.60% DIFF ST GROWTH	1.00% DIFF CO GROWTH
ADAMS TOWNSHIP	652,499	334.42%	331.82%	333.42%
ANDERSON TOWNSHIP	704,488	3.46%	0.86%	2.46%
BOONE TOWNSHIP	113,290	13.16%	10.56%	12.16%
DUCK CREEK TOWNSHIP	132,996	14.12%	11.52%	13.12%
FALL CREEK TOWNSHIP	696,282	-3.39%	-5.99%	-4.39%
GREEN TOWNSHIP	450,986	102.64%	100.04%	101.64%
JACKSON TOWNSHIP	66,523	25.81%	23.21%	24.81%
LAFAYETTE TOWNSHIP	97,285	2.42%	-0.18%	1.42%
MONROE TOWNSHIP	559,779	4.62%	2.02%	3.62%
PIPE CREEK TOWNSHIP	562,777	3.27%	0.67%	2.27%
RICHLAND TOWNSHIP	622,570	20.85%	18.26%	19.85%
STONY CREEK TOWNSHIP	354,894	22.58%	19.98%	21.58%
UNION TOWNSHIP	911,854	0.55%	-2.05%	-0.45%
VAN BUREN TOWNSHIP	436,305	38.11%	35.51%	37.11%
ALEXANDRIA CIVIL CITY	5,054,427	14.23%	11.63%	13.23%
ANDERSON CIVIL CITY	56,790,985	26.88%	24.28%	25.88%
CHESTERFIELD CIVIL TOWN	1,237,537	12.54%	9.94%	11.54%
COUNTRY CLUB HEIGHTS CIVIL TOWN	48,350	57.18%	54.58%	56.18%
EDGEWOOD CIVIL TOWN	734,500	1.70%	-0.90%	0.70%
ELWOOD CIVIL CITY	7,613,681	2.79%	0.13%	1.73%
FRANKTON CIVIL TOWN	691,270	1.05%	-1.56%	0.05%
INGALLS CIVIL TOWN	750,465	-8.73%	-11.33%	-9.73%
LAPEL CIVIL TOWN	867,633	15.11%	12.51%	14.11%
MARKLEVILLE CIVIL TOWN	682,983	6.01%	3.41%	6.01%
ORESTES CIVIL TOWN	233,244	-26.18%	-28.78%	-27.18%
PENDLETON CIVIL TOWN	4,166,544	7.19%	4.59%	6.19%
RIVER FOREST CIVIL TOWN	12,335	3.53%	0.93%	2.53%
SUMMITVILLE CIVIL TOWN	503,050	13.50%	10.90%	12.50%
WOODLAWN HEIGHTS CIVIL TOWN	15,200	2.01%	-0.59%	1.01%
ALEXANDRIA COMMUNITY SCHOOL CORP	13,692,244	8.20%	5.60%	7.20%
ANDERSON COMMUNITY SCHOOL CORP	92,000,000	6.56%	3.96%	5.56%
ELWOOD COMMUNITY SCHOOL CORP	16,725,970	9.64%	7.04%	8.64%
FRANKTON -LAPEL COMMUNITY SCHOOL CORP	30,408,171	16.28%	13.68%	15.28%
SOUTH MADISON SCHOOL COMMUNITY SCHOOL CORP	44,560,070	-0.08%	-2.68%	-1.08%
ALEXANDRIA-MONROE PUBLIC LIBRARY (Binding)				
ANDERSON CITY, ANDERSON, STONY CREEK, UNION TWPS PUB LIB	4,826,910	2.60%	0.00%	1.60%
NORTH MADISON COUNTY LIBRARY SYSTEM	1,538,350	2.46%	-0.14%	1.46%
PENDLETON COMMUNITY PUBLIC LIBRARY (Binding)				

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES

Regular Meeting
September 21, 2015
5:35 p.m.
Elwood Public Library

CALL TO ORDER

President Leslie Rittenhouse called a regular meeting of the North Madison County Public Library Board of Trustees to order on September 21, 2015 at 5:35 p.m. in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

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

CONSENT AGENDA

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

OLD BUSINESS

Long Range Plan-Director Jamie Scott and Administrative Assistant Sheri Wallace attended DIY Strategic Planning workshop. Part 2 will be held on October 21st, 2015. We are putting a committee together to go out into the community to conduct interviews. We are accepting nominees for this committee. We plan to have members from Frankton, Summitville and Elwood.

In-Service Day Change-Director Jamie Scott would like to move the in-service date from October 21, 2015 to November 11, 2015 to allow for attendance of Part 2 of the DIY Strategic Planning workshop. Beverly Austin made a motion to change the in-service date to November 11, 2015. Bette Dalzell made a second and the motion carried. Beverly Austin made a motion to allow for expenses for an overnight stay to attend the DIY Strategic Planning workshop in Merrillville, IN. Mike Robertson made a second and the motion carried.

Network RFP-This is the same network proposal that we tried in January. Since we only received one quote we are trying earlier to give vendors time to walk through and assess our needs. Marilyn Hobbs from Adtec will prepare a new 470 form with revised dates. Bids will be due and opened at the November 16, 2015 board meeting. Recommendations will be made at the December 21, 2015 board meeting after the quotes have been reviewed. Bette Dalzell made a motion to approve the updates for the network RFP. Mike Robertson made a second and the motion carried.

Circulation Policy-Director Jamie Scott would like to add NMCLPS to the Evergreen Indiana policies and procedures. Director Scott would also add that the Patron's current Evergreen Indiana card is required to check out items. Beverly Austin made a motion to accept the additions to the Circulation Policy. Bette Dalzell made a second and the motion carried.

Wireless Internet Policy-Director Jamie Scott would like to add: This policy including all other Library policies are available on the Library's website at www.elwood.lib.in.us. Use of the Library's Wi-Fi and Internet access constitutes adherence to this policy and the Public Access Computer Policy. Beverly Austin made a motion to accept the addition to the Wireless Internet Policy. Mike Robertson made a second and the motion carried.

Interlibrary Loan Policy-Director Jamie Scott would like to add the following items to the Interlibrary Loan Policy.

1. Patrons at or over 12 years old and with a fine balance of \$5.00 or less can request and pickup an interlibrary loan. The interlibrary loan will only be checked out to the requesting patron's account.
11. The reputation of the North Madison County Public Library is at stake when performing interlibrary loans. Libraries that consistently have patrons who lose, damage, or do not return items may be denied future loans. Therefore, patrons who habitually abuse interlibrary loan will be denied the privilege of interlibrary loan service.
 - a. Patrons with overdue interlibrary loan(s) cannot request a new interlibrary loan until the overdue item is returned.
 - b. Patrons returning interlibrary loans after the two week due date on a consistent basis or failing to pick up two or more interlibrary loans will be denied future requests for the period of six months.

Bette Dalzell made a motion to accept the changes to the Interlibrary Loan Policy. Beverly Austin made a second and the motion carried.

NEW BUSINESS

There was no new business.

Director's Report

Circulation statistics are up 3% for July and August of 2015 over last year. July transits to other libraries were 599 items. We received 701 items from other libraries. August transits to other libraries were 573 items. We received 559 items from other libraries. Megan Millikan was hired and will start on September 29th. Debbie Fox is now training at Frankton. Barb McAdams last day will be September 30th.

Public Comment

Public comment was sought. None was forthcoming.

Adjournment

Beverly Austin made a motion to adjourn. Mike Robertson made a second and the meeting adjourned.

Bette Dalzell
Bette Dalzell, Secretary

Michael Robertson
Leslie Rittenhouse
Debbie J. Edler

Beverly Austin

NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM
BOARD OF TRUSTEES
2016 Public Budget Hearing
5:30pm
Elwood Public Library

CALL TO ORDER

President Leslie Rittenhouse called the 2016 budget hearing of the North Madison County Public Library System Board of Trustees to order at 5:30pm on September 21st, 2015 in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

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

PRESENTATION OF BUDGET ESTIMATES AND TAX LEVIES FOR THE 2016 BUDGET

The following budget estimates and tax levies were publicized on the Indiana Gateway for Budget Notices for Local Government website, www.budgetnotices.in.gov, for the purpose of notifying taxpayers of North Madison County Public Library System, that officers of said library would conduct a public hearing at the library in Elwood on the 2016 budget at 5:30 p.m. on September 21st, 2015.

Following this meeting, any ten or more taxpayers may object to a budget, tax rate, or tax levy by filing an objecting petition with the proper officers of the library within seven days after this hearing. The final date to file would be September 28th, 2015. The objection petition must identify the provisions of the budget, tax rate, or tax levy that tax payers object. If a petition is filed, the library board shall adopt with its budget a finding concerning the objections filed and testimony presented. Following this hearing, the Library Board of Trustees will hold a special meeting at the Elwood Public Library on October 19th, 2015 at 5:30 p.m. to adopt the following budget.

The 2015 pay 2016 Certified Net Assessed Valuation estimate is \$617,371,000.

The Library Operating Fund Budget estimate is \$1,455,350. The maximum estimated funds to be raised are \$785,000 with a current tax levy of \$763,360.

The Rainy Day Fund estimate is \$29,000.

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

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

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

The total maximum estimated funds to be raised are \$785,000.

Public comment was sought, none was forthcoming.

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

Bette Dalzell
Secretary, Bette Dalzell

Michael Robertson
Leslie Rittenhouse
Dean J. Edleman
Beverly Austin

Register Of Claims

North Madison County Public Library System

Report Date: From 08/18/15 To 09/21/15

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	528	PAYROLL	Operating Fund	Salary of Director	\$2,115.55	08/26/15	PAYROLL
			Operating Fund	Salary of Assistants	\$16,702.85		
			Operating Fund	Wages of Janitor	\$1,209.56		
			Total this claim =		\$20,027.96		
0	509	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,526.34	08/24/15	Payroll ending 8/22/15
			FICA	Payroll Deductions	\$1,237.05		
			Federal Taxes Withheld	Payroll Deductions	\$1,957.07		
			Medicare	Payroll Deductions	\$289.30		
			Total this claim =		\$5,009.76		
0	510	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$95.00	08/24/15	Payroll ending 8/22/59
				Total this claim =			
0	512	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$1,314.76	08/24/15	Payroll ending 8/22/15
			County Taxes Withheld	Payroll Deductions	\$648.81		
			Total this claim =		\$1,963.57		
0	513	AFLAC	AFLAC	Payroll Deductions	\$411.60	08/24/15	Payroll ending 8/22/15
				Total this claim =			
0	508	INDIANA PUBLIC RETIREMENT	PERF	Payroll Deductions	\$420.22	08/24/15	Payroll ending 8/22/15
			Operating Fund	Emp Cont PERF	\$1,568.83		
			Total this claim =		\$1,989.05		
0	546	PAYROLL	Operating Fund	Salary of Director	\$2,115.55	09/09/15	PAYROLL
			Operating Fund	Salary of Assistants	\$16,704.20		
			Operating Fund	Wages of Janitor	\$1,122.65		
			Total this claim =		\$19,942.40		
0	529	STAR FINANCIAL BANK	Operating Fund	Professional Services	\$10.44	09/02/15	August service charge
				Total this claim =			
0	530	INDIANA PUBLIC RETIREMENT	PERF	Payroll Deductions	\$425.31	09/09/15	Payroll ending 9/5/15
			Operating Fund	Emp Cont PERF	\$1,587.86		
			Total this claim =		\$2,013.17		

<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	531	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,519.79	09/09/15	Payroll ending 9/5/15
			FICA	Payroll Deductions	\$1,231.74		
			Federal Taxes Withheld	Payroll Deductions	\$1,952.14		
			Medicare	Payroll Deductions	\$288.06		
				Total this claim =	<u>\$4,991.73</u>		
0	532	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$95.00	09/09/15	Payroll ending 9/5/15
				Total this claim =	<u>\$95.00</u>		
29783	525	ADTEC	Operating Fund	Professional Services	\$330.00	08/24/15	Phase 2 FY 2015
				Total this claim =	<u>\$330.00</u>		
29784	524	BARBARA MCADAMS	Operating Fund	Frankton Programing	\$20.75	08/24/15	Petty Cash
			Operating Fund	Postage & UPS	\$13.80		
				Total this claim =	<u>\$34.55</u>		
29785	523	CARDMEMBER SERVICE	Gift	Elwood Adult Programing	\$83.76	08/24/15	As per attached invoices.
			Operating Fund	Elwood Children's Programing	\$125.42		
			Gift	Elwood Children's Programing	\$30.00		
				Total this claim =	<u>\$239.18</u>		
29786	526	ELWOOD CALL LEADER	Operating Fund	Advertising & Public Notices	\$26.40	08/24/15	Help wanted ad-Adult Services Outreach Clerk
				Total this claim =	<u>\$26.40</u>		
29787	522	GERALDINE B. SMITH	Operating Fund	Operating Supplies	\$32.00	08/24/15	Custom Fabric Bags
				Total this claim =	<u>\$32.00</u>		
29788	521	H & H Signs	Operating Fund	Operating Supplies	\$6.00	08/24/15	Nametag
				Total this claim =	<u>\$6.00</u>		
29789	520	HARPER'S LAWN CARE	Operating Fund	Professional Services	\$200.00	08/24/15	Lawn Care for Frankton
				Total this claim =	<u>\$200.00</u>		
29790	511	MADISON COUNTY CLERK	Garnishment	Payroll Deductions	\$25.00	08/24/15	Payroll ending 8/22/15
				Total this claim =	<u>\$25.00</u>		
29791	519	MARSH SUPERMARKET	Gift	Elwood Children's Programing	\$83.31	08/24/15	As per attached invoices.
			Gift	Elwood Adult Programing	\$10.97		
				Total this claim =	<u>\$94.28</u>		
29792	518	RICOH USA, INC	Operating Fund	Office Supplies	\$23.21	08/24/15	Copies Frankton & Summitville
			Operating Fund	Office Supplies	\$24.85		
				Total this claim =	<u>\$48.06</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
29793	517	STAPLES ADVANTAGE	Operating Fund	Office Supplies	\$56.64	08/24/15	As per attached invoices.
			Operating Fund	Cleaning & Sanitation Supplies	\$3.46		
				Total this claim =	<u>\$60.10</u>		
29794	516	THOMAS OFFICE SOLUTIONS	Operating Fund	Office Supplies	\$10.00	08/24/15	Copies
				Total this claim =	<u>\$10.00</u>		
29795	527	TOWN OF FRANKTON	Operating Fund	Electricity	\$612.51	08/24/15	Service for Frankton
			Operating Fund	Water	\$18.00		
			Operating Fund	Waste Disposal Services	\$8.75		
				Total this claim =	<u>\$639.26</u>		
29796	515	TOWN OF SUMMITVILLE	Operating Fund	Waste Disposal Services	\$43.80	08/24/15	Service for Summitville
			Operating Fund	Waste Disposal Services	\$11.50		
				Total this claim =	<u>\$55.30</u>		
29797	514	UNITED HEALTHCARE	Insurance	Payroll Deductions	\$445.22	08/24/15	Payroll ending 8/22/15
			Operating Fund	Emp Cont Group Ins	\$4,410.68		
				Total this claim =	<u>\$4,855.90</u>		
29798	541	AT&T LONG DISTANCE	Operating Fund	Telephone & Telegraph	\$94.15	09/09/15	Service for Elwood
			Operating Fund	Telephone & Telegraph	\$0.00		
				Total this claim =	<u>\$94.15</u>		
29799	540	BOOK PAGE	Gift	Elwood Adult Programing	\$360.00	09/09/15	Subscription to Book Page 8/15-7/16
			Gift	Frankton Programing	\$120.00		
				Total this claim =	<u>\$480.00</u>		
29800	539	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$133.56	09/09/15	Service for Elwood
			Operating Fund	Waste Disposal Services	\$207.28		
				Total this claim =	<u>\$340.84</u>		
29801	538	CREATIVE PRODUCT SOURC	Operating Fund	Elwood Adult Programing	\$116.85	09/09/15	Calendars
				Total this claim =	<u>\$116.85</u>		
29802	537	FRONTIER	Operating Fund	Telephone & Telegraph	\$108.09	09/09/15	Service for Frankton
				Total this claim =	<u>\$108.09</u>		
29803	536	GE CAPITAL INFORMATION TE	Operating Fund	Equipment/Rental	\$60.60	09/09/15	Copier lease Frankton & Summitville
			Operating Fund	Equipment/Rental	\$60.60		
				Total this claim =	<u>\$121.20</u>		
29804	544	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$20.55	09/09/15	Service for Summitville
				Total this claim =	<u>\$20.55</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
29805	533	MADISON COUNTY CLERK	Garnishment	Payroll Deductions	\$25.00	09/09/15	Payroll ending 9/5/15
				Total this claim =	<u>\$25.00</u>		
29806	535	STAPLES ADVANTAGE	Operating Fund	Cleaning & Sanitation Supplies	\$35.26	09/09/15	As per attached invoices.
			Operating Fund	Office Supplies	\$33.04		
				Total this claim =	<u>\$68.30</u>		
29807	534	TOPS HOME CENTER	Operating Fund	Operating Supplies	\$5.57	09/09/15	As per attached invoices.
				Total this claim =	<u>\$5.57</u>		
29808	542	U.S. BANK EQUIPMENT FINAN	Operating Fund	Equipment/Rental	\$149.00	09/09/15	Copier Lease Elwood
				Total this claim =	<u>\$149.00</u>		
29809	543	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$20.92	09/09/15	Service for Summitville
				Total this claim =	<u>\$20.92</u>		
29810	545	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$97.43	09/09/15	Service for Elwood
				Total this claim =	<u>\$97.43</u>		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
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Total Amount of Claims \$64,853.61

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

Monday, September 21, 2015

Daniel A. Priskoff

Fiscal Officer

ALLOWANCE OF VOUCHERS

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

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

Date this _____ day of _____, 20____.

<i>Mike Robutson</i> _____	<i>Brett DeBell</i> _____
<i>Leslie Britton House</i> _____	<i>Boyd J. Austin</i> _____

SIGNATURES OF GOVERNING BOARD

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

REQUEST FOR PROPOSAL (RFP)

North Madison County Public Library System

Board Approval Date: September 21, 2015

Issue Date: September 23, 2015

Network Infrastructure Upgrade

The purpose of this Request for Proposal (RFP) is to solicit sealed proposals to establish a contract through fair and competitive negotiations for Network Infrastructure upgrades. The goods and services requested in these documents are part of the E-Rate filings for the North Madison County Public Library System (NMCPLS) for the 2016 funding year. Further information can be found at the USAC Website www.universalservice.org. The vendor must provide their E-Rate Service Provider Identification Number (SPIN) number on proposal in order to be eligible for consideration.

BACKGROUND

- NMCPLS will be upgrading their network infrastructure
- As part of this project, the system will be replacing old cabling with new CAT6 cabling and the necessary patch panels, jacks, switches, and racks to support it.
- Questions or arrangement for a site visit to look at any installation may be submitted to Clint Trice, IT Manager, through email ctrice@elwood.lib.in.us.

DUE DATE

Sealed proposals will be received at the NMCPLS Elwood Branch at the following address 1600 Main ST Elwood, IN 46036 until 4:30 p.m. EST Monday, November 16th, 2015. Proposals will be opened and publicly acknowledged at the NMCPLS Board of Trustees meeting held on Monday, November 16th, 2015 at 5:30 pm. The NMCPLS Board of Trustees reserves the right to reject any or all bids.

SPECIFICATIONS

Listed below are part numbers and quantities for proposal. **Vendors may submit alternative equipment as long as the equipment is an equivalent make and model or serves a similar functionality.** The North Madison County Public Library System reserves the right to adjust quantities prior to purchasing to meet the needs of the library system. Walk-throughs are highly recommended due to structural differences between buildings and will be conducted by appointment beginning Oct 5th 2015 at the NMCPLS Elwood Branch 1600 Main Street Elwood, IN and proceeding to the NMCPLS Frankton Branch 102 South Church Street Frankton IN and finally to the NMCPLS Summitville Branch 1013 West Church Street, Summitville, IN. When evaluating vendors, walk-throughs will receive higher evaluation points. Please see [Point of Contact](#) information on Clint Trice to set up your appointment time.

Primary

Elwood Branch

Part Number	Description	Quantity
HP 2530-48G	48 port, gigabit, rack mountable, POE, managed, switch	1
C2G HP J4858C	1000Base-SX MMF SFP (mini-GBIC) fiber-optic insert for switch	1
Tripp Lite Smart Pro 1000	UPS rack mountable- AC 120 V – 800 Watt- 1000 VA- 6 output connectors	1
CAT 6 Plenum Cable		10,000'
24 Port Cat 6 Patch Panels		3
Cat 6 Jacks		144
2 Port Faceplates		50
2 Port SMB		22
4 Port SMB		4
Cat 6 Black Gel Filled-for Wet Conduit		1000'
Wire Management Front		2
5' Cat 6 Patch Cords		72
10' Cat 6 Patch Cords		72
J-Hooks, Ty wraps, etc.		

Primary

Frankton Branch

Part Number	Description	Quantity
HP 2530-48G	48 port, gigabit, rack mountable, managed, switch	1
C2G HP J4858C	1000Base-SX MMF SFP (mini-GBIC) fiber-optic insert for switch	1
Tripp Lite Smart Pro 1000	UPS rack mountable- AC 120 V – 800 Watt- 1000 VA- 6 output connectors	1
CAT 6 Plenum Cable		9500'
24 Port Cat 6 Patch Panels		3
Cat 6 Jacks		144
2 Port Faceplates		50
2 Port SMB		22
4 Port SMB		4
Wire Management Front		2
5' Cat 6 Patch Cords		72
10' Cat 6 Patch Cords		72
J-Hooks, Ty wraps, etc.		

Primary

Summitville Branch

Part Number	Description	Quantity
HP 2530-48G	48 port, gigabit, rack mountable, POE, managed, switch	1
Tripp Lite Smart Pro 1000	UPS rack mountable- AC 120 V – 800 Watt- 1000 VA- 6 output connectors	1
CAT 6 Plenum Cable		6000'
24 Port Cat 6 Patch Panels		2
Cat 6 Jacks		96
2 Port Faceplates		30
2 Port SMB		18
Plywood Backboard		1
Wall Mount Rack		1
Wire Management Front		2
5' Cat 6 Patch Cords		48
10' Cat 6 Patch Cords		48
J-Hooks, Ty wraps, etc.		

Alternative #1

Frankton Branch

Part Number	Description	Quantity
HP 2530-48G	48 port, gigabit, rack mountable, managed, switch	1

Alternative #1

Summitville Branch

Part Number	Description	Quantity
Tripp Lite Smart Pro 1000	UPS rack mountable- AC 120 V – 800 Watt- 1000 VA- 6 output connectors	1
CAT 6 Plenum Cable		4000'
24 Port Cat 6 Patch Panels		2
Cat 6 Jacks		96
4 Port Faceplates		10
2 Port SMB		18
Plywood Backboard		1
Wall Mount Rack		1
Wire Management Front		2
5' Cat 6 Patch Cords		48
10' Cat 6 Patch Cords		48
J-Hooks, Ty wraps, etc.		

Pricing

- Each proposal shall provide a separate section listing all costs associated with the proposal separated out by branch and alternatives with the exception of the accessories.
- Labor pricing for installation of cable and other equipment must be listed separately by location.
- Itemized costs for cable and equipment by location.
- NMCPLS reserves the right to award the bid to the best-qualified vendor and not necessarily based on lowest price.
- If applicable, vendor to specify change fees, freight assurance fees, shipping charges, taxes, surcharges and contingency fees for eligible equipment.
- Vendors are expected to warranty their work for no less than a period of one year after completion of the job and to show additional costs for this warranty separately on the proposal.

Timeline

- Bids Due November 16th, 2015 at 4:30 PM EST at the Elwood Public Library
- Bids Opened November 16th, 2015 at 5:30 PM EST
- Anticipated selection of vendor December 21st, 2015

Contract Requirements

- As required by IC 22-5-1.7, the contractor will certify participation in the E-verify program.
- As required by IC 5-22-16.5-13, the contractor will certify no investment activity in Iran.
- Contractor will invoice NMCPLS only the non-e-rate portion and seek direct reimbursement of the e-rate portion from Universal Service Administrative Company (USAC.org).
- Contract will be subject to e-rate approval.

Point of Contact

Any questions concerning technical specifications or Statement of Work (SOW) requirements must be directed to:

Clint Trice, Information Technology Manager

Address: 1600 Main ST Elwood, IN 46036

Email: ctrice@elwood.lib.in.us

Dear Service Contractor,

During the 2011 Indiana General Assembly, Indiana Code 22-5-1.7 was passed into law. Effective July 1, 2011, this law requires businesses that provide services to Indiana libraries to participate in the E-Verify program. Taken directly from Indiana Code: "E-Verify program" means the electronic verification of work authorization program of the Illegal Immigration Reform and Immigration Responsibility Act of 1996 (P.L. 104-208), Division C, Title IV, s. 403(a), as amended, operated by the United States Department of Homeland Security or a successor work authorization program designated by the United States Department of Homeland Security or other federal agency authorized to verify the work authorization status of newly hired employees under the Immigration Reform and Control Act of 1986 (P.L. 99-603).

Furthermore the code requires any new or renewed public contract for services after June 30, 2011 contain:

- A provision requiring the contractor to enroll in and verify that work eligibility status of all newly hired employees of the contractor through the E-Verify program.
- A provision that provides that a contractor is not required to verify the work eligibility status of all newly hired employees of the contractor through the E-Verify program if the E-Verify program no longer exists.

In order for the North Madison County Public Library System, which includes libraries in Elwood, Frankton and Summitville, to contract for services from you, please return the signed and dated E-Verify Affidavit of Compliance to:

North Madison County Public Library System

Attn: Jamie Scott
1600 Main Street
Elwood, IN 46036

Questions should be directed to Jamie Scott at 765-552-5001 ext. 13 or by e-mail at jscott@elwood.lib.in.us.

Sincerely,

Jamie Scott
Director

**E-Verify Affidavit of Compliance for the
North Madison County Public Library System**

The Contractor affirms under the penalties of perjury that he/she/it does not knowingly employ an unauthorized alien.

The Contractor shall enroll in and verify the work eligibility status of all his/her/its newly hired employees through the E-Verify program as defined in IC 22-5-1.7-3. The Contractor is not required to participate should the E-Verify program cease to exist. Additionally, the Contractor is not required to participate if the Contractor is self-employed and does not employ any employees.

The Contractor shall not knowingly employ or contract with an unauthorized alien. The Contractor shall not retain an employee or contract with a person that the Contractor subsequently learns is an unauthorized alien.

The Contractor shall require his/her/its subcontractors, who perform work under this contract, to certify to the Contractor that the subcontractor does not knowingly employ or contract with an unauthorized alien and that the subcontractor has enrolled and is participating in the E-Verify program. The Contractor agrees to maintain this certification throughout the duration of the term of a contract with a subcontractor.

The North Madison County Public Library System may terminate the Contract for default if the Contractor fails to cure a breach of this provision no later than thirty (30) days after being notified by the library.

Printed Name of Company

Printed Name of Contractor

Signature of Contractor

____/____/____
Date of Signature

Additional Contract Clause Attachment

The following clause is added and incorporated as an additional contract term to:

Contract # _____

No Investment in Iran. As required by IC 5-22-16.5-13, the Contractor hereby certifies that the Contractor is not engaged in investment activities in Iran.

[Contractor Name, Printed]
Signed: _____
Printed Name: _____
Title: _____
Date: _____

North Madison County Public Library
[Indiana Agency Name]
Initials: _____
Printed Name: ____ Jamie Scott _____

NMCPLS Circulation Policy

The North Madison County Public Library System shall endeavor to provide the means through which all eligible persons may have free access to any library materials that it owns, within the constraints of current library policy.

Effective October 21, 2014 the North Madison County Public Library System (NMCPLS) adopts the Evergreen Indiana (EI) circulation policies and procedures including the EI Circulation and Patron Matrix. At the present time, the NMCPLS library district consists of the following five Madison County townships: Boone, Van Buren, Pipe Creek, Duck Creek and Lafayette. By joining Evergreen Indiana, patrons of NMCPLS are allowed access to over 100 other Evergreen Indiana Libraries' collections.

The following items further explain and define the Evergreen Indiana add: and NMCPLS policies and procedures:

1. Residents and/or property owners applying for library borrowing privileges must complete and sign a library application card and must present one (1) accepted form of photo ID and one (1) accepted proof of residency document. If the applicant's address is not correct on the photo ID, two proof of residency documents with current address will be required.
 - a. EI Accepted Forms of Photo ID
 - i. Valid Indiana Driver's License which displays a current address
 - ii. Valid Indiana State ID which displays a current address
 - iii. Current government issued photo ID (e.g., military ID, passport)
 - iv. Valid identification issued by another State (e.g., Driver's License)
 - v. Valid current university or college identification (e.g., Student identification)
 - b. EI Accepted Proof of Residency Documents
 - i. Valid voter registration card
 - ii. Computer generated bank statement issued in applicant's name within the last 30 days
 - iii. Computer generated utility, credit card company, doctor or hospital bill, issued in applicant's name within the last 30 days and containing address of residence
 - iv. Medicaid or Medicare benefit statement issued in the applicant's name within the last 30 days
 - v. Change-of- address confirmation from the United States Postal Service showing prior and current address of residence (a P.O. Box is not acceptable as a residence address)
 - vi. Apartment lease signed within the last 30 days
 - vii. Property tax receipt issued in applicant's name

2. ADD: Patron's current Evergreen Indiana card is required to check out items.

3. Parental or legal guardian permission is required for patrons under the age of 18 to check out DVDs. All minors will be designated as "limited access" unless permission has been given.
4. Parents or legal guardians of children under the age of 18 are responsible for the fines/fees of the children. Beginning July 1, 2014, any child who turns 18 is not issued an adult card until juvenile fines are paid.
5. Reference materials, including materials from the Indiana Collection, will not be loaned to any patron. These items are to be used while in the library only.
6. The Library reserves the right to require a \$10.00 deposit before loaning items highly vulnerable to theft such as GED books. Provided the materials are returned on time and in good condition, the deposit will be fully refunded. However, any accumulated fines and/or fees will be deducted from the deposit before refunding.
7. During Evergreen Indiana updates or if the Evergreen Indiana server is down patrons will be limited to checking out a maximum of 5 items.
8. Patrons owing \$10 or more are blocked from computer access until the fine is at or below \$9.99. Patrons may pay \$1.00 per day towards the fine to gain daily computer access. An expired patron's account with a fine of \$10 or more will be renewed in order to allow the patron computer access by paying \$1.00 per day towards the fine. The patron's borrowing privileges will be reinstated once the fine balance is below \$10.
9. Recognizing the Evergreen Indiana policy to charge a processing fee for lost items, the Library charges a \$3 processing fee in addition to up to \$10 overdue fees and the cost of the lost item.
10. If an item is returned damaged beyond repair, the patron is responsible for the cost of the item and a \$3 processing fee. Patron will be informed via mailed letter of the assessed charges. The damaged item will be kept for 30 days to allow patron to view the item and then discarded. If the damaged item can still be circulated after repairing or replacing parts, the patron will only be charged the processing fee. For example, the DVD case is damaged and needs replaced, but the DVD stills functions properly.

OVERDUE NOTIFICATION PROCEDURE

When materials become overdue, the Library cannot tell if patrons have simply forgotten to return them in a timely manner, or if they intend to never bring them back. And because taxpayers' money is involved, the Library feels a legal and moral obligation to make every effort to recover those materials. Items that are missing are denied to other patrons and if they cannot be recovered in a timely fashion, the Library often must spend additional funds to purchase duplicate materials.

The recovery of overdue materials is a labor-intensive and time-consuming process. While the Library will make every effort to work with patrons to lessen or dismiss accumulated fines/fees if extenuating circumstances are involved, the Library cannot allow patrons to retain possession of materials for indefinite periods and then expect to have all penalties forgiven. Patrons should understand that the burden of responsibility for returning past due items falls upon themselves.

The following rules are established to expedite the process of recovering overdue materials:

1. When an item is checked out, the patron is given a date due slip. This constitutes the FIRST NOTICE.
2. Borrowing privileges are revoked immediately after fine on material(s) becomes greater than \$9.99.
3. The Library will mail reminders to the borrower. Overdue notices are generated to send via USPS mail at the following intervals: 14, 28 and 45 days. These notices will list each overdue item separately and the amount owed on the date of the notice. The 14 and 28 day notices are sent via first class mail. The 45 day notice alerts the patron that the item(s) is now considered lost. This notice is sent via certified mail to the patron's last known address along with a copy of IC 35-43-4-3.5 – Failure to return or pay for articles borrowed from library, gallery, museum, collection, or exhibition.
4. The Library will also mail a collections notice seven days after the patron's fines have reached \$25. This notice informs the patron that fines on this account have not been paid and may be turned over to a collection agency.

Adopted: October 13, 2014 to become effective October 17th, 2014

Updated: November 10, 2014

Updated: March 23, 2014

NMCPLS Wireless Internet Policy

The North Madison County Public Library System (hereafter identified as NMCPLS) offers FREE wireless access for library patrons to use with their own personal notebooks, laptops and other mobile devices. These access points are unsecured, accessible only during library operating hours and filtered to comply with the Children's Internet Protection Act (CIPA). A patron's use of this service is governed by this wireless policy as well as the NMCPLS's Public Access Computer Policy. By choosing to use this free wireless service you agree to abide by both policies.

Library staff can provide general information or handouts for connecting your device to the wireless network, but cannot troubleshoot problems related to your wireless device or assist in making changes to your device's network settings and/or hardware configuration. The Library cannot guarantee that your device will work with the Library's wireless access points.

All wireless access users should have up-to-date protection on their laptop computers or wireless devices. The library will not be responsible for any information (i.e. credit card) that is compromised, or for any damage caused to your hardware or software due to electric surges, security issues or consequences caused by the aforementioned.

Printing access is available via the wireless connection. If you need to print, please ask a staff member for assistance.

Wireless users requiring sound must provide their own headphones so as to not disturb others.

Each facility of the NMCPLS has limited access to electrical outlets. Wireless patrons may have access to these outlets for use in charging device batteries, so long as cords aren't presenting a potential hazard. NMCPLS staff has the authority to ask patrons to relocate or remove cords if they observe a potential hazard.

Use of the NMCPLS's wireless network is entirely at the risk of the user. The library disclaims all liability for loss of confidential information or damages resulting from that loss as well as liability for the physical hardware used in these facilities.

ADD: This policy including all other Library policies are available on the Library's website at www.elwood.lib.in.us. Use of the Library's Wi-Fi and Internet access constitutes adherence to this policy and the Public Access Computer Policy.

Adopted by the NMCPLS Board of Trustees 07/22/09

Revised 06/11/12



Interlibrary Loan Policy

Card holders of the North Madison County Public Library System are encouraged to request materials that are not available through the library's regular collection. When a patron requests an item not found in our collection, the library staff will first search the entire Evergreen catalog. If the item is holdable at another Evergreen library, the staff member or patron can place a request for the item. If the item is not available at another Evergreen library, the staff member, when time allows, will perform an IN-SHARE search for the item. This service is free of charge if the item is found at a library within the state of Indiana. If the item is found at an out-of-state library, the library staff will only request the item if the patron has agreed to pay the postage.

Non-resident student card holders can only request items from our library system's branch libraries through the Evergreen catalog. If the requested item is not available at one of our branches, an IN-SHARE search will be initiated.

Reciprocal card holders and Evergreen Indiana card holders from other Evergreen Libraries can request items from each of our branches. If the requested item is not available at one of our branches, the patron will need to initiate an interlibrary loan request with their home library.

1. **ADD: Patrons at or over 12 years old and with a fine balance of \$5.00 or less can request and pickup an interlibrary loan. The interlibrary loan will only be checked out to the requesting patron's account.**
2. Current library policies concerning checking out in-house materials will also apply to materials loaned from lending libraries.
3. The number of active interlibrary loan requests per patron is limited to 3 items.
4. Interlibrary loan requests will be borrowed for two weeks and will not be renewed, except DVD interlibrary loans, which will be checked out for 7 days, may be renewed once and count towards the 10 DVD limit.
5. This service is dependent upon several factors; therefore, there is no guarantee of when the item will arrive.
6. Patrons will be notified via phone when the item arrives. It is the patron's responsibility to ensure the library has a current and active phone number.
7. As with Evergreen requests, the item will be held for seven days.
8. If the item is not collected within that time frame, the item will be sent back to the lending library.
9. Any fees or fines received from the lending library will be passed onto the borrowing patron.
10. Failure to return an item will result in replacement cost and any additional fees assessed by the lending library to be added to the borrowing patron's account.



Interlibrary Loan Policy

11. ADD: The reputation of the North Madison County Public Library is at stake when performing interlibrary loans. Libraries that consistently have patrons who lose, damage, or do not return items may be denied future loans. Therefore, patrons who habitually abuse interlibrary loan will be denied the privilege of interlibrary loan service. Remove: Abuse of the library's interlibrary loan service will result in loss of interlibrary loan privileges which includes not returning items by the two week due date on a regular basis.
- a. ADD: Patrons with overdue interlibrary loan(s) cannot request a new interlibrary loan until the overdue item is returned.
 - b. Patrons returning interlibrary loans after the two week due date on a consistent basis or failing to pick up two or more interlibrary loans will be denied future requests for the period of six months.
12. Postage on out-of-state requests must be paid for by the patron before material will be checked out.

Approved February 13, 2012

Revised March 23, 2015

Revised August 17, 2015

Agenda

September 21, 2015

North Madison County Public Library System
Board of Trustees

Elwood Public Library

2016 Budget Hearing
5:30 P.M.
Agenda

Call to Order
Call for Quorum
Presentation of Budget Estimates and Tax Levies for the 2016 Budget
Public Comment
Adjourn

Regular Meeting
Immediately Following Public Hearing

Call to Order
Call for Quorum
Consent Agenda
Minutes
Claims Register & Checks
Personnel
Old Business
1. Long Range Plan
2. In-Service Day Change
3. Network RFP
4. Circulation Policy
5. Wireless Internet Policy
6. Interlibrary Loan Policy
New Business
Director's Report
Public Comment
Adjournment

North Madison County Public Library System

Board of Trustees
Public Budget Hearing
September 21, 2015
5:30 pm
Director's Agenda

Call to Order
Call for Quorum
Presentation of Budget Estimates and Tax Levies for the 2016 Budget
Director states:

The following budget estimates and tax levies were publicized on the Indiana Gateway for Budget Notices for Local Government website, www.budgetnotices.in.gov, for the purpose of notifying taxpayers of North Madison County Public Library System, that officers of said library would conduct a public hearing at the library in Elwood on the 2016 budget at 5:30 p.m. on September 21st, 2015.

Following this meeting, any ten or more taxpayers may object to a budget, tax rate, or tax levy by filing an objecting petition with the proper officers of the library within seven days after this hearing. The final date to file would be September 28th, 2015. The objection petition must identify the provisions of the budget, tax rate, or tax levy that tax payers object. If a petition is filed, the library board shall adopt with its budget a finding concerning the objections filed and testimony presented. Following this hearing, the Library Board of Trustees will hold a special meeting at the Elwood Public Library on October 19th, 2015 at 5:30 p.m. to adopt the following budget.

The 2015 pay 2016 Certified Net Assessed Valuation estimate is \$617,371,000.

The Library Operating Fund Budget estimate is \$1,455,350. The maximum estimate funds to be raised are \$785,000 with a current tax levy of \$763, 360.

The Rainy Day Fund estimate is \$29,000
There is no maximum estimated amount to be raised or any current tax levy.

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

The total maximum estimated funds to be raised are \$785,000

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

Public Comment
Adjourn

NOTICE TO TAXPAYERS

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

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

Notice is hereby given to taxpayers of **NORTH MADISON COUNTY LIBRARY SYSTEM, Madison County, Indiana** that the proper officers of **NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM** will conduct a public hearing on the year **2016** budget. Following this meeting, any ten or more taxpayers may object to a budget, tax rate, or tax levy by filing an objection petition with the proper officers of **NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM** not more than seven days after the hearing. The objection petition must identify the provisions of the budget, tax rate, or tax levy to which taxpayers object. If a petition is filed, **NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM** shall adopt with the budget a finding concerning the objections in the petition and testimony presented. Following the aforementioned hearing, the proper officers of **NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM** will meet to adopt the following budget:

Public Hearing Date	Monday, September 21, 2015
Public Hearing Time	5:30 PM
Public Hearing Location	1600 MAIN ST, ELWOOD

Adoption Meeting Date	Monday, October 19, 2015
Adoption Meeting Time	5:30 PM
Adoption Meeting Location	1600 MAIN ST, ELWOOD

Estimated Civil Max Levy	\$783,203
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1 Fund Name	2 Budget Estimate	3 Maximum Estimated Funds to be Raised (including appeals and levies exempt from maximum levy limitations)	4 Excessive Levy Appeals	5 Current Tax Levy
0061-RAINY DAY	\$29,000	\$0	\$0	\$0
0101-GENERAL	\$1,455,350	\$785,000	\$0	\$763,360
2011-LIBRARY IMPROVEMENT RESERVE	\$54,000	\$0	\$0	\$0
Totals	\$1,538,350	\$785,000	\$0	\$763,360

Financial Report
North Madison County Public Library System

Report Dates = 08/01/15 to 08/31/15

<i>Fund</i>	<i>Start of year</i>	<i>Disbursements this month</i>	<i>Disbursements YTD</i>	<i>Receipts this month</i>	<i>Receipts YTD</i>	<i>Balance</i>
100 Operating Fund	\$536,578.12	\$66,997.34	\$570,932.61	\$21,536.46	\$547,542.93	\$513,188.44
Subtotal	\$536,578.12	\$66,997.34	\$570,932.61	\$21,536.46	\$547,542.93	\$513,188.44
1. Operating Fund						
102 Petty Cash & Cash Drawer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
105 Operating Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2. Main						
103 Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
106 Evergreen Indiana	\$21.50	\$0.00	\$381.31	\$6.94	\$400.25	\$40.44
107 PLAC	\$0.00	\$0.00	\$195.00	\$0.00	\$260.00	\$65.00
110 LIRF Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
115 LIRF	\$54,370.99	\$0.00	\$0.00	\$0.00	\$0.00	\$54,370.99
117 Rainy Day Fund	\$48,573.19	\$0.00	\$0.00	\$0.00	\$0.00	\$48,573.19
118 Rainy Day Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
120 Gift	\$41,419.27	\$1,561.07	\$4,478.13	\$350.00	\$4,126.82	\$41,067.96
121 F'nk Bldg Project Gift	\$1,313.58	\$0.00	\$0.00	\$0.00	\$0.00	\$1,313.58
122 Gates Gift Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
123 Madison Co Comm Foundation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
24 F'nk Bldg Project Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
125 St Technology Fund Grant Fund	\$0.00	\$0.00	\$7,944.00	\$0.00	\$7,944.00	\$0.00
130 Debt Service Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$145,698.53	\$1,561.07	\$12,998.44	\$356.94	\$12,731.07	\$145,431.16
4. Withholding						
201 Federal Taxes Withheld	\$0.00	\$3,865.92	\$32,740.73	\$3,865.92	\$32,740.73	\$0.00
202 FICA	\$0.00	\$2,457.11	\$20,816.86	\$2,457.11	\$20,816.86	\$0.00
203 State Tax Withheld	\$0.00	\$1,314.76	\$11,170.89	\$1,314.76	\$11,170.89	\$0.00
204 County Taxes Withheld	\$0.00	\$648.81	\$5,502.36	\$648.81	\$5,502.36	\$0.00
205 PERF	\$0.00	\$839.60	\$7,151.04	\$839.60	\$7,151.04	\$0.00
206 Credit Union	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
207 Annuity	\$0.00	\$190.00	\$1,615.00	\$190.00	\$1,615.00	\$0.00
208 Insurance	\$0.00	\$445.22	\$3,799.85	\$445.22	\$3,799.85	\$0.00
209 Medicare	\$0.00	\$574.62	\$4,868.16	\$574.62	\$4,868.16	\$0.00
210 Other Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
211 Garnishment	\$0.00	\$50.00	\$425.00	\$50.00	\$425.00	\$0.00
212 AFLAC	\$0.00	\$411.60	\$3,601.80	\$411.60	\$3,601.80	\$0.00
Subtotal	\$0.00	\$10,797.64	\$91,691.69	\$10,797.64	\$91,691.69	\$0.00
Grand Total	\$682,276.65	\$79,356.05	\$675,622.74	\$32,691.04	\$651,965.69	\$658,619.60

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

Appropriation Report for 100 Operating Fund

North Madison County Public Library System

Report Date: From 08/01/15 To 08/31/15

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>1. Personal Services</i>							
1.11 Salary of Director	\$55,600.00	\$0.00	\$55,600.00	\$4,231.10	\$35,964.35	\$19,635.65	64.7
1.12 Salary of Assistants	\$587,700.00	\$0.00	\$587,700.00	\$33,139.48	\$279,868.76	\$307,831.24	47.6
1.13 Wages of Janitor	\$30,600.00	\$0.00	\$30,600.00	\$2,411.31	\$21,311.63	\$9,288.37	69.6
1.14 Employee Benefits	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$3,161.11	\$2,838.89	52.7
1.16 Empl.Share FICA&Medicare	\$51,000.00	\$0.00	\$51,000.00	\$3,031.71	\$25,684.89	\$25,315.11	50.4
1.17 Unemployment comp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
1.18 Emp Cont PERF	\$46,000.00	\$0.00	\$46,000.00	\$3,134.53	\$26,697.13	\$19,302.87	58.0
1.19 Emp Cont Group Ins	\$100,000.00	\$0.00	\$100,000.00	\$4,410.68	\$35,095.73	\$64,904.27	35.1
1.2 Salary of Board Treasurer	\$300.00	\$0.00	\$300.00	\$0.00	\$0.00	\$300.00	0.0
Subtotal	\$877,200.00		\$877,200.00	\$50,358.81	\$427,783.60	\$449,416.40	48.8
<i>2. Supplies</i>							
2.1 Office Supplies	\$15,000.00	\$0.00	\$15,000.00	\$386.90	\$3,484.59	\$11,515.41	23.2
2.12 Stationary & Supplies	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
2.2 Operating Supplies	\$9,500.00	\$0.00	\$9,500.00	\$779.69	\$4,481.30	\$5,018.70	47.2
2.21 Cleaning & Sanitation Supplies	\$4,000.00	\$0.00	\$4,000.00	\$32.45	\$899.75	\$3,100.25	22.5
2.23 Fuel, Oil and Lubricants	\$150.00	\$0.00	\$150.00	\$0.00	\$55.80	\$94.20	37.2
2.24 Bldg. Matl. And Supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.25 Paint and painting supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.26 Repair Parts/Maintenance	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$279.15	\$720.85	27.9
2.27 Other Repair & mainten.supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.31 Book Processing	\$9,500.00	\$0.00	\$9,500.00	\$400.36	\$2,104.39	\$7,395.61	22.2

<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>
2.32 Automation	\$19,400.00	\$0.00	\$19,400.00	\$0.00	\$0.00	\$19,400.00	0.0
Subtotal	\$59,800.00		\$59,800.00	\$1,599.40	\$11,304.98	\$48,495.02	18.9
<i>2. Supplies</i>							
2.11 Official Records	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$306.01	\$693.99	30.6
Subtotal	\$1,000.00		\$1,000.00	\$0.00	\$306.01	\$693.99	30.6
<i>3. Other Services and Charges</i>							
3.1 Professional Services	\$55,000.00	\$0.00	\$55,000.00	\$1,415.48	\$20,441.08	\$34,558.92	37.2
3.11 Consulting Services	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
3.12 Legal Services	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$118.00	\$2,382.00	4.7
3.14 Engineering & Architects	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	0.0
3.145 Databases	\$6,650.00	\$0.00	\$6,650.00	\$0.00	\$2,663.46	\$3,986.54	40.1
3.146 Ebook Services	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$1,500.00	\$4,500.00	25.0
3.21 Telephone & Telegraph	\$38,200.00	\$0.00	\$38,200.00	\$1,410.07	\$3,472.49	\$34,727.51	9.1
3.22 Postage & UPS	\$3,800.00	\$0.00	\$3,800.00	\$948.55	\$1,730.10	\$2,069.90	45.5
3.23 Traveling Expense	\$3,000.00	\$0.00	\$3,000.00	\$179.96	\$1,032.29	\$1,967.71	34.4
3.24 Professional Meetings	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$450.00	\$2,550.00	15.0
3.26 Elwood Children's Programing	\$5,000.00	\$0.00	\$5,000.00	\$181.86	\$1,974.60	\$3,025.40	39.5
3.27 Elwood Adult Programing	\$2,900.00	\$0.00	\$2,900.00	\$15.36	\$1,090.45	\$1,809.55	37.6
3.28 Frankton Programing	\$4,000.00	\$0.00	\$4,000.00	\$4.49	\$1,437.46	\$2,562.54	35.9
3.29 Summitville Programing	\$2,900.00	\$0.00	\$2,900.00	\$270.54	\$873.59	\$2,026.41	30.1
3.3 Title Source	\$3,100.00	\$0.00	\$3,100.00	\$0.00	(\$122.92)	\$3,222.92	-4.0
3.31 Advertising & Public Notices	\$1,200.00	\$0.00	\$1,200.00	\$199.50	\$715.38	\$484.62	59.6
3.4 Insurance	\$18,000.00	\$0.00	\$18,000.00	\$0.00	\$4,167.00	\$13,833.00	23.2
3.41 Official Bonds	\$400.00	\$0.00	\$400.00	\$0.00	\$200.00	\$200.00	50.0
3.51 Gas	\$20,000.00	\$0.00	\$20,000.00	\$166.86	\$5,993.13	\$14,006.87	30.0
3.52 Electricity	\$35,000.00	\$0.00	\$35,000.00	\$3,755.29	\$23,948.55	\$11,051.45	68.4

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
3.53 Water	\$6,000.00	\$0.00	\$6,000.00	\$39.86	\$1,436.79	\$4,563.21	23.9
3.54 Waste Disposal Services	\$3,000.00	\$0.00	\$3,000.00	\$148.05	\$1,963.53	\$1,036.47	65.5
3.61 Bldg. & Structure/Maint.	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.0
3.62 Equipment/Maint.	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$99.00	\$4,901.00	2.0
3.7 Rentals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
3.72 Equipment/Rental	\$7,000.00	\$0.00	\$7,000.00	\$411.20	\$2,689.60	\$4,310.40	38.4
3.8 Dues	\$2,700.00	\$0.00	\$2,700.00	\$0.00	\$297.60	\$2,402.40	11.0
3.81 Taxes	\$500.00	\$0.00	\$500.00	\$0.00	\$310.90	\$189.10	62.2
3.82 Interest on Temporary Loans	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
3.9 Transfer to LIRF	\$7,000.00	\$0.00	\$7,000.00	\$0.00	\$0.00	\$7,000.00	0.0
Subtotal	\$245,450.00		\$245,450.00	\$9,147.07	\$78,482.08	\$166,967.92	32.0

4. Capitol Outlays

4.1 Land Buildings Improvements	\$10,814.00	\$0.00	\$10,814.00	\$0.00	\$0.00	\$10,814.00	0.0
4.2 Furniture & Equipment	\$22,314.00	\$0.00	\$22,314.00	\$0.00	\$3,048.86	\$19,265.14	13.7
4.21 Technology Equipment	\$22,000.00	\$0.00	\$22,000.00	\$0.00	\$3,108.82	\$18,891.18	14.1
4.31 Elwood Adult	\$33,500.00	\$0.00	\$33,500.00	\$1,418.83	\$8,277.35	\$25,222.65	24.7
4.32 Elwood Childrens	\$14,000.00	\$0.00	\$14,000.00	\$567.18	\$3,999.34	\$10,000.66	28.6
4.33 Elwood YA	\$6,200.00	\$0.00	\$6,200.00	\$268.36	\$1,676.42	\$4,523.58	27.0
4.34 Frankton	\$19,500.00	\$0.00	\$19,500.00	\$698.55	\$4,734.29	\$14,765.71	24.3
4.35 Summitville	\$16,500.00	\$0.00	\$16,500.00	\$742.14	\$4,661.75	\$11,838.25	28.3
4.4 Elwood Period. & News.	\$9,500.00	\$0.00	\$9,500.00	\$0.00	\$648.38	\$8,851.62	6.8
4.41 Frankton Per. & Newsp.	\$2,800.00	\$0.00	\$2,800.00	\$0.00	\$283.93	\$2,516.07	10.1
4.42 Summitville Period. & Newsp.	\$1,700.00	\$0.00	\$1,700.00	\$0.00	\$485.14	\$1,214.86	28.5
4.51 Elwood AV	\$35,000.00	\$0.00	\$35,000.00	\$1,164.03	\$9,234.43	\$25,765.57	26.4
4.52 Frankton AV	\$18,800.00	\$0.00	\$18,800.00	\$528.46	\$4,709.19	\$14,090.81	25.0
4.53 Summitville AV	\$14,400.00	\$0.00	\$14,400.00	\$504.51	\$4,573.20	\$9,826.80	31.8

<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>
4.54 Technology Software	\$8,000.00	\$0.00	\$8,000.00	\$0.00	\$3,614.84	\$4,385.16	45.2
Subtotal	\$235,028.00		\$235,028.00	\$5,892.06	\$53,055.94	\$181,972.06	22.6
Grand Total	\$1,418,478.00	\$0.00	\$1,418,478.00	\$66,997.34	\$570,932.61	\$847,545.39	40.2

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

Bank Balances

North Madison County Public Library System

Report as of: 08/31/15

Bank	
1 Star Financial Bank	\$401,921.74
2 Star Financial Bank (2)	\$62,319.76
3 Community Bank/Summitville	\$0.00
4 First Farmers Bank & Trust	\$194,113.10
5 PNC Bank	\$0.00
6 Main Source Bank	\$0.00
7 Petty Cash & Cash Drawer	\$265.00
8 National City Bank (2)	\$0.00
9 First Farmers Bank & Trust (2)	\$0.00
Total all banks =	\$658,619.60

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

Receipt Listing

North Madison County Public Library System

Report Date: From 08/01/15 To 08/31/15

Receipt #	Date	Name	Explanation	Bank	Total
372	08/12/15	First Farmers Bank & Trust	July Interest	4	\$29.77
373	08/12/15	PAYROLL		1	\$5,356.91
374	08/03/15	Debbie Fox	FINES & FEES - RECEIPT #11154	1	\$48.60
375	08/01/15	Star Financial Bank	July Interest	1	\$4.52
376	08/01/15	Star Financial Bank	July Interest	2	\$1.13
377	08/03/15	Jill Murray	FINES & FEES - RECEIPT #11155	1	\$78.50
378	08/03/15	Dennis Johnson	FINES & FEES - RECEIPT #11156	1	\$27.26
379	08/03/15	Better World Books	Book sales	1	\$65.01
380	08/03/15	Auditor of State of Indiana	1 Qtr payment from Evergreen Indiana Fines collected	1	\$150.31
381	08/04/15	Jamie Scott	FINES & FEES - RECEIPT #11159	1	\$81.40
382	08/04/15	Trisha Shuler	FINES & FEES - RECEIPT #11160	1	\$36.25
383	08/05/15	Dennis Johnson	FINES & FEES - RECEIPT #11161	1	\$57.89
384	08/06/15	Debbie Fox	FINES & FEES - RECEIPT #11162	1	\$68.65
385	08/07/15	Dennis Johnson	FINES & FEES - RECEIPT #11163	1	\$56.96
386	08/07/15	Trisha Shuler	FINES & FEES - RECEIPT #11164	1	\$26.95
387	08/07/15	Barbara McAdams	FINES & FEES - RECEIPT #11165	1	\$172.95
388	08/10/15	Jamie Scott	FINES & FEES - RECEIPT #11166	1	\$93.11
389	08/10/15	Dennis Johnson	FINES & FEES - RECEIPT #11167	1	\$30.50
390	08/10/15	Jill Murray	FINES & FEES - RECEIPT #11168	1	\$42.25
391	08/11/15	Debbie Fox	FINES & FEES - RECEIPT #11169	1	\$85.00
392	08/12/15	Trisha Shuler	FINES & FEES - RECEIPT #11170	1	\$20.49
393	08/12/15	Dennis Johnson	FINES & FEES - RECEIPT #11171	1	\$98.36
394	08/17/15	Dennis Johnson	FINES & FEES - RECEIPT #11172	1	\$37.40
395	08/17/15	Dennis Johnson	FINES & FEES - RECEIPT #11173	1	\$61.90
396	08/17/15	Debbie Fox	FINES & FEES - RECEIPT #11174	1	\$40.55
397	08/17/15	Jill Murray	FINES & FEES - RECEIPT #11175	1	\$48.34
398	08/21/15	Dennis Johnson	Glass Festival Book Sale	1	\$704.69
399	08/17/15	Dennis Johnson	FINES & FEES - RECEIPT #11177	1	\$29.60
400	08/18/15	Trisha Shuler	FINES & FEES - RECEIPT #11178	1	\$30.65
401	08/18/15	Dennis Johnson	FINES & FEES - RECEIPT #11179	1	\$72.30
402	08/18/15	Barbara McAdams	FINES & FEES - RECEIPT #11180	1	\$71.49
403	08/18/15	Sigma Phi Gamma	Donation Frankton Community Library	1	\$50.00
404	08/20/15	Dennis Johnson	FINES & FEES - RECEIPT #11182	1	\$103.45

Receipt #	Date	Name	Explanation	Bank	Total
405	08/20/15	Dennis Johnson	FINES & FEES - RECEIPT #11183	1	\$54.75
406	08/21/15	Mary Kiplinger	FINES & FEES - RECEIPT #11184	1	\$154.79
407	08/26/15	PAYROLL		1	\$5,440.73
408	08/21/15	Dennis Johnson	FINES & FEES - RECEIPT #11185	1	\$77.44
409	08/14/15	Treasurer of Madison County	August 2015 COIT Distribution	1	\$17,538.33
410	08/24/15	Sara Ashby	FINES & FEES - RECEIPT #11187	1	\$122.90
411	08/24/15	Trisha Shuler	Book Sale Youth Services- Receipt #11188	1	\$90.00
412	08/24/15	Dennis Johnson	Book Sale Adult Services-Receipt #11189	1	\$90.19
413	08/24/15	Dennis Johnson	FINES & FEES - RECEIPT #11190	1	\$29.55
414	08/24/15	Foot 1 Mechanix	Fees for NSF check-Receipt #11191	1	\$13.60
415	08/24/15	Class of 1965-Elwood	Donation-Elwood Public Library-Receipt # 11192	1	\$300.00
416	08/25/15	Jill Murray	Book Sale-Summitville-Receipt #11193	1	\$94.50
417	08/25/15	Jill Murray	FINES & FEES - RECEIPT #11194	1	\$78.45
418	08/25/15	Trisha Shuler	Book Sale Youth Services-Receipt #11195	1	\$8.33
419	08/25/15	Dennis Johnson	FINES & FEES - RECEIPT #11196	1	\$85.65
420	08/26/15	Dennis Johnson	FINES & FEES - RECEIPT #11197	1	\$120.30
421	08/27/15	Dennis Johnson	FINES & FEES - RECEIPT #11198	1	\$36.30
422	08/27/15	Debbie Fox	Book saleAdult Services-Receipt #11199	1	\$27.50
423	08/28/15	Trisha Shuler	FINES & FEES - RECEIPT #11200	1	\$15.80
424	08/28/15	Dennis Johnson	FINES & FEES - RECEIPT #11201	1	\$74.35
425	08/28/15	Mary Kiplinger	FINES & FEES - RECEIPT #11202	1	\$119.29
426	08/31/15	Dennis Johnson	FINES & FEES - RECEIPT #11203	1	\$83.20
427	08/31/15	Jill Murray	FINES & FEES - RECEIPT #11204	1	\$98.30
428	08/31/15	Dennis Johnson	FINES & FEES - RECEIPT #11205	1	\$53.65
Total All Receipts					\$32,691.04

Wednesday, September 02, 2015

Fiscal Officer

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

Voucher List

North Madison County Public Library System

Report Date: From 08/01/15 To 08/31/15

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
0	464	STAR FINANCIAL BANK	08/03/15	July Service Charge	\$15.48
29754	465	MARSH SUPERMARKET	08/10/15	As per attached invoices.	\$42.15
29756	466	TEI LANDMARK AUDIO	08/10/15	As per attached invoices.	\$126.75
29757	467	TOPS HOME CENTER	08/10/15	As per attached invoices.	\$53.57
29755	468	ORIENTAL TRADING COMPAN	08/10/15	Programming Summitville	\$252.42
29751	469	KMART 9124	08/10/15	Gorilla Glue-Juv Programming	\$5.29
29750	470	INDIANA MEDIA GROUP	08/10/15	Employment Ad	\$173.10
29749	471	H & H Signs	08/10/15	Book bags & Fly swatters	\$683.00
29748	472	GE CAPITAL INFORMATION TE	08/10/15	Copier Lease Frankton & Summitville	\$121.20
29747	473	FRONTIER	08/10/15	Service for Frankton	\$120.59
29746	474	ENA SERVICES LLC	08/10/15	Internet & VoIP	\$992.02
29745	475	CHAPMAN ELECTRIC SUPPLY,	08/10/15	As per attached invoices.	\$264.62
29753	476	MANIFOLD REFUSE, INC.	08/10/15	Trash removal for Frankton	\$84.00
29744	477	AT&T	08/10/15	Service for Summitville & Elwood	\$297.46
0	478	INDIANA PUBLIC RETIREMENT	08/10/15	Payroll ending 8/8/15	\$1,985.08
0	479	EFTPS	08/10/15	Payroll ending 8/10/15	\$4,919.60
0	480	GREAT-WEST RETIREMENT S	08/10/15	Payroll ending 8/10/15	\$95.00
29752	481	MADISON COUNTY CLERK	08/10/15	Garnishment-Payroll ending 8/8/15	\$25.00
29758	482	ADTEC	08/10/15	Phase 3 E Rate funding	\$330.00
29776	483	SYNCB/AMAZON	08/10/15	As per attached invoices.	\$2,412.19
29759	484	BAKER & TAYLOR	08/10/15	As per attached invoices.	\$3,695.06
29760	485	BAXTER PEST PROFESSIONA	08/10/15	Quarterly treatment - Elwood	\$90.00
29761	486	CLINT TRICE	08/10/15	Mileage 409 @ \$.44= 179.96	\$179.96
29762	487	DEMCO	08/10/15	As per attached invoices.	\$155.63
29763	488	DOLLAR GENERAL-REGIONS	08/10/15	As per attached invoices.	\$96.72
29764	489	H & H Signs	08/10/15	Shirts for Glass Festival	\$77.50
29766	490	INDIANA-AMERICAN WATER C	08/10/15		\$21.86
29765	491	INDIANA MICHIGAN POWER C	08/10/15	Service for Elwood & Summitville	\$3,142.78
29768	492	LIBRARY STORE INC., THE	08/10/15	As per attached invoices.	\$75.40
29769	493	LMC SERVICE SOLUTIONS	08/10/15	Quarterly Service	\$450.00
29770	494	MIDWEST TAPE	08/10/15	As per attached invoices.	\$324.96
29772	495	PITNEY BOWES	08/10/15	Postage meter lease	\$141.00
29774	496	PURCHASE POWER	08/10/15	Postage	\$820.99
29775	497	STAPLES ADVANTAGE	08/10/15	As per attached invoices.	\$235.18
29777	498	TOPS HOME CENTER	08/10/15	As per attached invoices.	\$86.04
29778	499	U.S. BANK EQUIPMENT FINAN	08/10/15	Copier Lease Elwood	\$149.00
29780	500	USI, INC	08/10/15	Laminating Film	\$89.09
29779	501	UPSTART	08/10/15	Bags for Frankton	\$79.34
29781	502	VAN AUSDALL & FARRAR, INC.	08/10/15	Copies for Elwood	\$175.87
29782	503	VECTREN ENERGY DELIVERY	08/10/15	Service for Summitville, Frankton & Elwood	\$166.86
29771	504	ORIENTAL TRADING COMPAN	08/10/15	Program supplies	\$83.63
29767	505	JILL MURRAY	08/10/15	Petty Cash	\$15.76
29773	506	POSTMASTER	08/10/15	Postage	\$98.00
0	507	PAYROLL	08/12/15	PAYROLL	\$19,753.93
0	508	INDIANA PUBLIC RETIREMENT	08/24/15	Payroll ending 8/22/15	\$1,989.05
0	509	EFTPS	08/24/15	Payroll ending 8/22/15	\$5,009.76
0	510	GREAT-WEST RETIREMENT S	08/24/15	Payroll ending 8/22/15	\$95.00
29790	511	MADISON COUNTY CLERK	08/24/15	Payroll ending 8/22/15	\$25.00
0	512	INDIANA DEPARTMENT OF RE	08/24/15	Payroll ending 8/22/15	\$1,963.57

Printed on Wednesday, September 02, 2015

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
0	513	AFLAC	08/24/15	Payroll ending 8/22/15	\$411.60
29797	514	UNITED HEALTHCARE	08/24/15	Payroll ending 8/22/15	\$4,855.90
29796	515	TOWN OF SUMMITVILLE	08/24/15	Service for Summitville	\$55.30
29794	516	THOMAS OFFICE SOLUTIONS	08/24/15	Copies	\$10.00
29793	517	STAPLES ADVANTAGE	08/24/15	As per attached invoices.	\$60.10
29792	518	RICOH USA, INC	08/24/15	Copies Frankton & Summitville	\$48.06
29791	519	MARSH SUPERMARKET	08/24/15	As per attached invoices.	\$94.28
29789	520	HARPER'S LAWN CARE	08/24/15	Lawn Care for Frankton	\$200.00
29788	521	H & H Signs	08/24/15	Namatag	\$6.00
29787	522	GERALDINE B. SMITH	08/24/15	Custom Fabric Bags	\$32.00
29785	523	CARDMEMBER SERVICE	08/24/15	As per attached invoices.	\$239.18
29784	524	BARBARA MCADAMS	08/24/15	Petty Cash	\$34.55
29783	525	ADTEC	08/24/15	Phase 2 FY 2015	\$330.00
29786	526	ELWOOD CALL LEADER	08/24/15	Help wanted ad-Adult Services Outreach Clerk	\$26.40
29795	527	TOWN OF FRANKTON	08/24/15	Service for Frankton	\$639.26
0	528	PAYROLL	08/26/15	PAYROLL	\$20,027.96
Total Amount of Claims					\$79,356.05

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

Wednesday, September 02, 2015

Fiscal Officer

ALLOWANCE OF VOUCHERS

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

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

Date this _____ day of _____, 20____.

SIGNATURES OF GOVERNING BOARD

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

TRANSMISSION VERIFICATION REPORT

TIME : 09/17/2015 15:42
 NAME : ELWOOD LIBRARY
 FAX : 7655520955
 TEL : 7655525001
 SER. # : BROF2V374540

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

09/17 15:42
 SUMMITVILLE
 00:00:15
 01
 OK
 STANDARD
 ECM

Agenda

September 21, 2015

North Madison County Public Library System
 Board of Trustees

Elwood Public Library

2016 Budget Hearing
 5:30 P.M.
 Agenda

Call to Order
 Call for Quorum
 Presentation of Budget Estimates and Tax Levies for the 2016 Budget
 Public Comment
 Adjourn

Regular Meeting
 Immediately Following Public Hearing

Call to Order
 Call for Quorum
 Consent Agenda

TRANSMISSION VERIFICATION REPORT

TIME : 09/17/2015 15:42
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER. # : BROF2V374540

TRANSMISSION VERIFICATION REPORT

TIME : 09/17/2015 15:44
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER. # : BROF2V374540

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

09/17 15:41
FRANKTON
00:00:15
01
OK
STANDARD
ECM

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

09/17 15:43
CALL LEADER
00:00:15
01
OK
STANDARD
ECM

Agenda

September 21, 2015

North Madison County Public Library System
Board of Trustees

Elwood Public Library

2016 Budget Hearing
5:30 P.M.
Agenda

Call to Order
Call for Quorum
Presentation of Budget Estimates and Tax Levies for the 2016 Budget
Public Comment
Adjourn

Regular Meeting
Immediately Following Public Hearing

Call to Order
Call for Quorum
Consent Agenda
Minutes

Agenda

September 21, 2015

North Madison County Public Library System
Board of Trustees

Elwood Public Library

2016 Budget Hearing
5:30 P.M.
Agenda

Call to Order
Call for Quorum
Presentation of Budget Estimates and Tax Levies for the 2016 Budget
Public Comment
Adjourn

Regular Meeting
Immediately Following Public Hearing

Call to Order
Call for Quorum
Consent Agenda
Minutes

TRANSMISSION VERIFICATION REPORT

TIME : 09/17/2015 15:45
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER. # : BROF2V374540

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Agenda

September 21, 2015

North Madison County Public Library System
Board of Trustees

Elwood Public Library

2016 Budget Hearing
5:30 P.M.
Agenda

Call to Order
Call for Quorum
Presentation of Budget Estimates and Tax Levies for the 2016 Budget
Public Comment
Adjourn

Regular Meeting
Immediately Following Public Hearing

Call to Order
Call for Quorum
Consent Agenda

Agenda

October 19, 2015

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
5:30 P.M.

Call to Order

Call for Quorum

Consent Agenda

Minutes

Claims Register & Checks

Personnel

Old Business

1. Long Range Plan
2. Network RFP

New Business

1. Adopt 2016 Budget
2. Petty Cash Custodian
3. January 2016 Board Meeting Date and Time
4. Nominating Committee
5. Wage Scale

Director's Report

Public Comment

Adjournment

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES

Regular Meeting
October 19, 2015
5:30pm

CALL TO ORDER

President Leslie Rittenhouse called a regular meeting of the North Madison County Public Library Board of Trustees to order on October 19, 2015 at 5:30 pm in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

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

MINUTES

Beverly Austin made a motion to approve the minutes from the 2016 Public Budget Hearing and the September 21, 2015 regular meeting. Diana Eddleman made a second and the motion carried.

CLAIMS REGISTER & CHECKS

The members signed the claims register and Assistant Treasurer Mike Robertson signed checks.

OLD BUSINESS

Long Range Plan

Director Jamie Scott and Administrative Assistant Sheri Wallace will be attending DIY Strategic Planning Part 2 at Lake County Public Library in Merrillville this week. Possible committee members and meeting times were discussed.

Network RFP

Due to a glitch in EPC software the dates on Form 470 for the network RFP need to be revised to stay in compliance. We will take proposals on December 21, 2015. We will make our recommendation at the January 2016 board meeting. Diana Eddleman made a motion to accept the date changes for the RFP. Mike Robertson made a second and the motion carried.

NEW BUSINESS

Adopt 2016 Budget

The following 2016 budget was read and a motion to adopt the following budget was made by Secretary Bette Dalzell. Library Operating Fund Budget; \$1,455,350: Rainy Day Budget; \$29,000: Library Improvement Reserve Fund; \$54,000. Diana Eddleman made a second to adopt the 2016 budget and the motion carried.

Petty Cash Custodian

The custodian for petty cash at the Frankton Community Library needs to be changed from Barbara McAdams, retired, to Debbie Fox, Branch Manager. Beverly Austin made a motion to approve Debbie Fox as petty cash custodian. Bette Dalzell made a second and the motion carried.

January 2016 Board Meeting Date and Time

Director Scott asks that the January 2016 board meeting be moved from January 18, 2016 to January 11, 2016. Mike Robertson made a motion to move the January meeting from January 18, 2016 to January 11, 2016. Bette Dalzell made a second and the motion carried.

Beverly Austin made a motion to change the December 2015 board meeting from December 21, 2015 to December 14, 2015 and to change the due date of the network RFP to December 14, 2015. Bette Dalzell made a second and the motion carried.

Nominating Committee

Beverly Austin will be the chairman of the nominating committee. Mrs. Austin will present nominees for officers at the November 16, 2015 meeting of the NMCPLS Board of Trustees.

Wage Scale

Director Jamie Scott would like to ask for the following changes to the Wage Scale. Page/Temporary Part time-Hourly/Non Exempt wage be the same as the starting wage according to the job title. Clerk-Hourly/Non Exempt Base rate changed from \$8.93 to \$9.00, 90 day rate changed from \$9.92 to \$10.00, the range will be changed from \$8.93-13.50 to \$9.00 - \$13.50. Remove item 5. Beverly Austin made a motion to accept the changes to the wage scale. Bette Dalzell made a second and the motion carried.

DIRECTOR'S REPORT

The trial for the patron with the No Trespass order has been postponed to November 12, 2016 at 6:00 p.m.

A social worker who uses the library after hours to meet with clients asked permission to meet with the patron who was caught stealing books from the library. Her request was denied.

Dave Crockett is nearly finished with repairing our down spouts. He is going to run extensions to divert the water from the sidewalks. This project is nearly completed. Compliance Incorporated installed 2 monitoring wells to monitor a gas leak at Village Pantry. Currently all levels are good. Enviro Forensics are monitoring 2 wells for Vest Cleaners. They will be meeting with IDEM and possibly will be removing soil in the spring.

The library is still in the name of the Leasing Corp. I have contacted our local attorney for a deed and the process is drawing out longer than necessary. When I received the release of trust indenture, I found a discrepancy in the legal descriptions. I spoke to the assessor's office and it became apparent our building has never been assessed.

Statistics overall are up by 3%

Register Of Claims

North Madison County Public Library System

Report Date: From 09/22/15 To 10/19/15

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	636	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,488.15	10/19/15	Payroll ending 10/17/15
			FICA	Payroll Deductions	\$1,206.11		
			Federal Taxes Withheld	Payroll Deductions	\$1,749.97		
			Medicare	Payroll Deductions	\$282.05		
				Total this claim =	<u>\$4,726.28</u>		
0	585	INDIANA PUBLIC RETIREMENT	PERF	Payroll Deductions	\$777.73	10/07/15	Payroll ending 10/3/15
			Operating Fund	Emp Cont PERF	\$2,903.52		
				Total this claim =	<u>\$3,681.25</u>		
0	583	PAYROLL	Operating Fund	Salary of Director	\$2,115.55	09/23/15	PAYROLL
			Operating Fund	Salary of Assistants	\$16,708.25		
			Operating Fund	Wages of Janitor	\$1,117.67		
				Total this claim =	<u>\$19,941.47</u>		
0	584	BAXTER PEST PROFESSIONA	Operating Fund	Professional Services	(\$90.00)	09/30/15	Void Check #29814
				Total this claim =	<u>(\$90.00)</u>		
0	547	INDIANA PUBLIC RETIREMENT	PERF	Payroll Deductions	\$426.20	09/23/15	Payroll ending 9/19/15
			Operating Fund	Emp Cont PERF	\$1,591.20		
				Total this claim =	<u>\$2,017.40</u>		
0	586	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$2,427.29	10/07/15	Payroll ending 10/3/15
			FICA	Payroll Deductions	\$1,967.24		
			Federal Taxes Withheld	Payroll Deductions	\$5,401.98		
			Medicare	Payroll Deductions	\$460.06		
				Total this claim =	<u>\$10,256.57</u>		
0	635	INDIANA PUBLIC RETIREMENT	PERF	Payroll Deductions	\$415.06	10/19/15	Payroll ending 10/17/15
			Operating Fund	Emp Cont PERF	\$1,549.54		
				Total this claim =	<u>\$1,964.60</u>		
0	637	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$270.00	10/19/15	Payroll ending 10/17/15
				Total this claim =	<u>\$270.00</u>		
0	552	AFLAC	AFLAC	Payroll Deductions	\$411.60	09/23/15	September payroll
				Total this claim =	<u>\$411.60</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	551	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$1,318.14	09/23/15	Payroll withholding for September
			County Taxes Withheld	Payroll Deductions	\$650.58		
				Total this claim =	<u>\$1,968.72</u>		
0	587	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$295.00	10/07/15	Payroll ending 10/3/15
				Total this claim =	<u>\$295.00</u>		
0	549	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$95.00	09/23/15	Payroll ending 9/19/15
				Total this claim =	<u>\$95.00</u>		
0	548	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,519.72	09/23/15	Payroll ending 9/19/15
			FICA	Payroll Deductions	\$1,231.67		
			Federal Taxes Withheld	Payroll Deductions	\$1,943.83		
			Medicare	Payroll Deductions	\$288.05		
				Total this claim =	<u>\$4,983.27</u>		
0	600	PAYROLL	Operating Fund	Salary of Director	\$2,115.55	10/07/15	PAYROLL
			Operating Fund	Salary of Assistants	\$28,508.04		
			Operating Fund	Wages of Janitor	\$1,191.68		
				Total this claim =	<u>\$31,815.27</u>		
29811	555	AT&T	Operating Fund	Telephone & Telegraph	\$71.67	09/23/15	Service for Elwood & Summitville
			Operating Fund	Telephone & Telegraph	\$275.37		
				Total this claim =	<u>\$347.04</u>		
29812	560	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$1,052.69	09/23/15	As per attached invoices.
			Operating Fund	Elwood Childrens	\$492.41		
			Operating Fund	Elwood YA	\$201.77		
			Operating Fund	Frankton	\$756.88		
			Operating Fund	Summitville	\$542.28		
				Total this claim =	<u>\$3,046.03</u>		
29813	558	BARBARA MCADAMS	Operating Fund	Postage & UPS	\$10.35	09/23/15	Petty Cash
			Gift	Operating Supplies	\$30.00		
				Total this claim =	<u>\$40.35</u>		
29814	556	BAXTER PEST PROFESSIONA	Operating Fund	Professional Services	\$90.00	09/23/15	Qtrly treatment - Frankton
				Total this claim =	<u>\$90.00</u>		
29815	559	BINGHAM, FARRER & WILSON	Operating Fund	Legal Services	\$74.00	09/23/15	As per attached invoices.
				Total this claim =	<u>\$74.00</u>		
29816	557	BURNETTE - DELLINGER INC.	Operating Fund	Insurance	\$13,239.00	09/23/15	Package Policy Renewal
				Total this claim =	<u>\$13,239.00</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>
29817	561	CHAPMAN ELECTRIC SUPPLY,	Operating Fund	Operating Supplies	\$111.57	09/23/15	As per attached invoices.
				Total this claim =	<u>\$111.57</u>		
29818	562	DEMCO	Operating Fund	Book Processing	\$166.00	09/23/15	As per attached invoices.
				Total this claim =	<u>\$166.00</u>		
29819	563	DISCOUNT PAPER PRODUCT	Operating Fund	Office Supplies	\$75.06	09/23/15	Receipt printer tape
				Total this claim =	<u>\$75.06</u>		
29820	564	DOLLAR GENERAL-REGIONS	Operating Fund	Summitville Programing	\$50.95	09/23/15	As per attached invoices.
				Total this claim =	<u>\$50.95</u>		
29821	566	ELWOOD FIRE EQUIPMENT C	Operating Fund	Professional Services	\$37.50	09/23/15	System Inspection Elwood
			Operating Fund	Professional Services	\$250.00		
				Total this claim =	<u>\$287.50</u>		
29822	565	ENA SERVICES LLC	Operating Fund	Telephone & Telegraph	\$833.00	09/23/15	Telecomm/Internet
			Operating Fund	Telephone & Telegraph	\$159.02		
				Total this claim =	<u>\$992.02</u>		
29823	567	GLOBAL GOVT/ED SOLUTION	Operating Fund	Technology Equipment	\$944.58	09/23/15	Lenovo ThinkCentre-All in one computer
				Total this claim =	<u>\$944.58</u>		
29824	568	HARPER'S LAWN CARE	Operating Fund	Professional Services	\$100.00	09/23/15	Service for Frankton
				Total this claim =	<u>\$100.00</u>		
29825	569	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$2,664.97	09/23/15	Service for Summitville and Elwood
			Operating Fund	Electricity	\$522.44		
				Total this claim =	<u>\$3,187.41</u>		
29826	570	JAN ROLAND	Operating Fund	Elwood Adult Programing	\$10.00	09/23/15	Programming for Elwood and Frankton
			Operating Fund	Frankton Programing	\$10.00		
				Total this claim =	<u>\$20.00</u>		
29827	571	JILL MURRAY	Operating Fund	Summitville Programing	\$42.39	09/23/15	Petty Cash
				Total this claim =	<u>\$42.39</u>		
29828	572	LIBRARY STORE INC., THE	Operating Fund	Book Processing	\$105.98	09/23/15	As per attached invoices.
				Total this claim =	<u>\$105.98</u>		
29829	550	MADISON COUNTY CLERK	Garnishment	Payroll Deductions	\$25.00	09/23/15	Payroll ending 9/19/15
				Total this claim =	<u>\$25.00</u>		
29830	573	MADISON COUNTY HISTORIC	Operating Fund	Elwood AV	\$30.00	09/23/15	Wendell Wilkie Returns to Elwood DVD's
				Total this claim =	<u>\$30.00</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
29831	576	MARSH SUPERMARKET	Operating Fund	Elwood Children's Programing	\$56.15	09/23/15	As per attached invoices.
			Operating Fund	Summitville Programing	\$14.29		
			Operating Fund	Elwood Children's Programing	\$5.99		
				Total this claim =	\$76.43		
29832	575	MIDWEST COLLABORATIVE F	Operating Fund	Professional Services	\$198.00	09/23/15	Strategic Planning Workshop 9/9/15
				Total this claim =	\$198.00		
29833	574	MIDWEST TAPE	Operating Fund	Book Processing	\$197.98	09/23/15	DVD cases
				Total this claim =	\$197.98		
29834	577	POPULAR SUBSCRIPTION SE	Operating Fund	Elwood Period. & News.	\$2,334.29	09/23/15	Magazine renewals
			Operating Fund	Frankton Per. & Newsp.	\$743.44		
			Operating Fund	Summitville Period. & Newsp.	\$486.58		
				Total this claim =	\$3,564.31		
29835	578	RICOH USA, INC	Operating Fund	Office Supplies	\$11.15	09/23/15	As per attached invoices.
			Operating Fund	Office Supplies	\$12.33		
				Total this claim =	\$23.48		
29836	579	STAPLES ADVANTAGE	Operating Fund	Cleaning & Sanitation Supplies	\$63.65	09/23/15	As per attached invoices.
			Operating Fund	Operating Supplies	\$89.82		
			Operating Fund	Office Supplies	\$53.14		
			Operating Fund	Operating Supplies	\$55.45		
			Operating Fund	Elwood Children's Programing	\$103.14		
			Operating Fund	Operating Supplies	\$63.65		
				Total this claim =	\$428.85		
29837	554	SYNCB/AMAZON	Operating Fund	Elwood AV	\$1,086.24	09/23/15	As per attached invoices.
			Operating Fund	Frankton AV	\$408.00		
			Operating Fund	Summitville AV	\$415.71		
				Total this claim =	\$1,909.95		
29838	580	TEI LANDMARK AUDIO	Operating Fund	Frankton AV	\$49.75	09/23/15	As per attached invoices.
			Operating Fund	Summitville AV	\$57.75		
				Total this claim =	\$107.50		
29839	581	TOWN OF SUMMITVILLE	Operating Fund	Waste Disposal Services	\$43.80	09/23/15	Service for Summitville
			Operating Fund	Waste Disposal Services	\$11.50		
				Total this claim =	\$55.30		
29840	553	UNITED HEALTHCARE	Insurance	Payroll Deductions	\$445.22	09/23/15	September payroll
			Operating Fund	Emp Cont Group Ins	\$4,410.68		
				Total this claim =	\$4,855.90		

<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>
29841	582	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$24.23	09/23/15	Service for Frankton
				Total this claim =	<u>\$24.23</u>		
29842	599	AT&T LONG DISTANCE	Operating Fund	Telephone & Telegraph	\$67.01	10/07/15	Service for Elwood
			Operating Fund	Telephone & Telegraph	\$0.00		
				Total this claim =	<u>\$67.01</u>		
29843	598	CARDMEMBER SERVICE	Operating Fund	Professional Services	\$99.00	10/07/15	As per attached invoices.
			Operating Fund	Elwood Adult	\$91.54		
			Operating Fund	Frankton	\$46.52		
			Operating Fund	Summitville	\$46.52		
			Operating Fund	Furniture & Equipment	\$521.98		
			Operating Fund	Fuel, Oil and Lubricants	\$18.00		
				Total this claim =	<u>\$823.56</u>		
29844	597	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$133.56	10/07/15	Service for Elwood
			Operating Fund	Waste Disposal Services	\$197.96		
				Total this claim =	<u>\$331.52</u>		
29845	596	CLINT TRICE	Operating Fund	Traveling Expense	\$200.64	10/07/15	Mileage 456 x .44 = \$200.64
				Total this claim =	<u>\$200.64</u>		
29846	594	GE CAPITAL INFORMATION TE	Operating Fund	Equipment/Rental	\$60.60	10/07/15	Copier Lease Frankton & Summitville
			Operating Fund	Equipment/Rental	\$60.60		
				Total this claim =	<u>\$121.20</u>		
29847	595	GLOBAL GOV'T/ED SOLUTION	Operating Fund	Technology Equipment	\$320.40	10/07/15	As per attached invoices.
				Total this claim =	<u>\$320.40</u>		
29848	593	INDIANA DEPARTMENT OF W	Operating Fund	Employee Benefits	\$318.80	10/07/15	3rd Quarter Unemployment
				Total this claim =	<u>\$318.80</u>		
29849	588	MADISON COUNTY CLERK	Garnishment	Payroll Deductions	\$25.00	10/07/15	Payroll ending 10/3/15
				Total this claim =	<u>\$25.00</u>		
29850	591	SHERI WALLACE	Operating Fund	Traveling Expense	\$300.83	10/07/15	Mileage 683.7 x \$.44=\$300.83
				Total this claim =	<u>\$300.83</u>		
29851	592	STAPLES ADVANTAGE	Operating Fund	Office Supplies	\$108.96	10/07/15	As per attached invoices.
				Total this claim =	<u>\$108.96</u>		
29852	590	THOMAS OFFICE SOLUTIONS	Operating Fund	Office Supplies	\$10.00	10/07/15	Copies for Elwood
				Total this claim =	<u>\$10.00</u>		
29853	589	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$20.72	10/07/15	Service for Summitville
				Total this claim =	<u>\$20.72</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>
29854	601	AT&T	Operating Fund	Telephone & Telegraph	\$71.62	10/19/15	Service for Summitville & Elwood
			Operating Fund	Telephone & Telegraph	<u>\$50.94</u>		
				Total this claim =	\$122.56		
29855	602	AVC TECHNOLOGY CORPORA	Operating Fund	Professional Services	<u>\$471.00</u>	10/19/15	Accounting Support
				Total this claim =	\$471.00		
29856	604	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$268.90	10/19/15	As per attached invoices.
			Operating Fund	Elwood Childrens	\$430.41		
			Operating Fund	Elwood YA	\$191.26		
			Operating Fund	Frankton	\$643.03		
			Operating Fund	Summitville	\$676.53		
			Operating Fund	Title Source	\$2,400.00		
			Operating Fund	Summitville Programing	<u>\$22.12</u>		
				Total this claim =	\$4,632.25		
29857	634	BAXTER PEST PROFESSIONA	Operating Fund	Professional Services	<u>\$90.00</u>	10/19/15	Alltra Quarterly for Frankton
				Total this claim =	\$90.00		
29858	603	BOYCE FORMS/SYSTEMS	Operating Fund	Office Supplies	<u>\$43.92</u>	10/19/15	2015 W2's & 1099's
				Total this claim =	\$43.92		
29859	606	CAROLYN HARRIS	Operating Fund	Other	<u>\$24.00</u>	10/19/15	Refund of fines
				Total this claim =	\$24.00		
29860	607	DOLLAR GENERAL-REGIONS	Operating Fund	Summitville Programing	\$51.55	10/19/15	As per attached invoices.
			Operating Fund	Operating Supplies	<u>\$125.75</u>		
				Total this claim =	\$177.30		
29861	609	EDC EDUCATIONAL SERVICE	Operating Fund	Elwood Childrens	\$314.76	10/19/15	As per attached invoices.
			Operating Fund	Elwood YA	<u>\$151.93</u>		
				Total this claim =	\$466.69		
29862	610	ELWOOD FIRE EQUIPMENT C	Operating Fund	Professional Services	<u>\$150.00</u>	10/19/15	Backflow Prevention Test
				Total this claim =	\$150.00		
29863	608	ENA SERVICES LLC	Operating Fund	Telephone & Telegraph	\$833.00	10/19/15	Internet & VoIP
			Operating Fund	Telephone & Telegraph	<u>\$159.02</u>		
				Total this claim =	\$992.02		
29864	611	H & H Signs	Operating Fund	Operating Supplies	<u>\$5.00</u>	10/19/15	Name tag
				Total this claim =	\$5.00		
29865	615	INDIANA LIBRARY FEDERATIO	Operating Fund	Professional Meetings	<u>\$30.00</u>	10/19/15	2015 Legislative Fall Forum
				Total this claim =	\$30.00		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
29868	816	INDIANA MICHIGAN POWER C	Operating Fund Operating Fund	Electricity Electricity	\$2,264.93 <u>\$490.65</u>	10/19/15	Service for Summitville & Elwood
				Total this claim =	<u>\$2,745.58</u>		
29869	815	INDIANA STATE LIBRARY	PLAC	Office	<u>\$95.00</u>	10/19/15	As per attached invoice
				Total this claim =	<u>\$95.00</u>		
29870	814	INDIANA STATE LIBRARY	Evergreen Indiana	Office	<u>\$11.00</u>	10/19/15	As per attached invoice
				Total this claim =	<u>\$11.00</u>		
29871	813	INDIANA-MICHIGAN WATER C	Operating Fund	Water	<u>\$22.00</u>	10/19/15	Service for Summitville
				Total this claim =	<u>\$22.00</u>		
29872	812	LANE TOWN	Operating Fund	Franklin Programming	<u>\$10.00</u>	10/19/15	As per attached invoice
				Total this claim =	<u>\$10.00</u>		
29873	811	ALL SERVICE	Operating Fund	Postage & UPS	<u>\$27.58</u>	10/19/15	As per attached invoice
				Total this claim =	<u>\$27.58</u>		
29874	810	ELWOOD CHILDREN LLC	Operating Fund Operating Fund Operating Fund	Elwood Childrens Franklin Summitville	\$95.00 \$95.00 <u>\$95.00</u>	10/19/15	As per attached invoice
				Total this claim =	<u>\$195.00</u>		
29875	809	LIBRARY STORE INC, THE	Operating Fund	Book Processing	<u>\$64.18</u>	10/19/15	As per attached invoice
				Total this claim =	<u>\$64.18</u>		
29876	808	ABC SERVICE SOLUTIONS	Operating Fund Operating Fund	Professional Services Professional Services	\$271.25 <u>\$271.25</u>	10/19/15	As per attached invoice
				Total this claim =	<u>\$542.50</u>		
29877	807	MADISON COUNTY CLERK	Compensation	Payroll Deductions	\$25.00 <u>\$25.00</u>	10/19/15	Payroll ending 10/17/15
				Total this claim =	<u>\$25.00</u>		
29878	806	MANFOLD REFUSE, INC.	Operating Fund	Waste Disposal Services	<u>\$84.00</u>	10/19/15	Service for Franklin
				Total this claim =	<u>\$84.00</u>		
29879	805	MARSH SUPERMARKET	Operating Fund Operating Fund	Franklin Programing Summitville Programing	\$11.96 <u>\$18.54</u>	10/19/15	As per attached invoices
				Total this claim =	<u>\$30.50</u>		
29880	804	MIDWEST TAPE	Operating Fund Operating Fund Operating Fund	Book Processing Elwood AV Summitville AV	\$197.98 \$395.91 <u>\$80.00</u>	10/19/15	As per attached invoices
				Total this claim =	<u>\$593.89</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
29879	623	NUGENT ELECTRIC INC.	Operating Fund	Professional Services	\$727.54	10/19/15	As per attached invoices.
			Operating Fund	Professional Services	\$808.89		
			Operating Fund	Professional Services	\$451.12		
				Total this claim =	<u>\$1,987.55</u>		
29880	624	OVERDRIVE, INC	Operating Fund	Ebook Services	\$3,000.00	10/19/15	eIndiana Digital Consortium October 2015-September 2016
				Total this claim =	<u>\$3,000.00</u>		
29881	641	RICOH USA, INC	Operating Fund	Office Supplies	\$33.89	10/19/15	Copies for Frankton & Summitville
			Operating Fund	Office Supplies	\$24.83		
				Total this claim =	<u>\$58.72</u>		
29882	626	SCHOOL SPECIALTY	Gift	Frankton Programing	\$127.06	10/19/15	Flannel Board
				Total this claim =	<u>\$127.06</u>		
29883	625	SPRINK INC	Operating Fund	Professional Services	\$281.25	10/19/15	As per attached invoices.
				Total this claim =	<u>\$281.25</u>		
29884	627	STAPLES ADVANTAGE	Operating Fund	Office Supplies	\$256.27	10/19/15	As per attached invoices.
			Operating Fund	Operating Supplies	\$59.70		
				Total this claim =	<u>\$315.97</u>		
29885	642	SYNCB/AMAZON	Gift	Summitville Programing	\$42.65	10/19/15	As per attached invoices.
			Operating Fund	Elwood AV	\$1,089.30		
			Operating Fund	Frankton AV	\$381.94		
			Operating Fund	Summitville AV	\$341.32		
			Operating Fund	Furniture & Equipment	\$67.22		
				Total this claim =	<u>\$1,922.43</u>		
29886	628	U.S. BANK EQUIPMENT FINAN	Operating Fund	Equipment/Rental	\$149.00	10/19/15	Copier Lease Elwood
				Total this claim =	<u>\$149.00</u>		
29887	639	UNITED HEALTHCARE	Insurance	Payroll Deductions	\$464.89	10/19/15	Health insurance November 2015
			Operating Fund	Emp Cont Group Ins	\$4,820.30		
				Total this claim =	<u>\$5,285.19</u>		
29888	631	UNSEENPRESS.COM	Operating Fund	Frankton Programing	\$65.00	10/19/15	Ghost Hauntins of Madison Co
				Total this claim =	<u>\$65.00</u>		
29889	629	VAN AUSDALL & FARRAR, INC.	Operating Fund	Office Supplies	\$118.85	10/19/15	Copies-Elwood
				Total this claim =	<u>\$118.85</u>		
29890	630	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$122.57	10/19/15	As per attached invoices.
			Operating Fund	Gas	\$21.19		
				Total this claim =	<u>\$143.76</u>		

**Warrant
Number** **Claim
Number**

Name of Claimant

Fund

Account

Amount

Date

Explanation

29891	605	W B CORNWELL	Operating Fund	Elwood Adult	\$26.00	10/19/15	6 Copies of A Chill in the Air
			Operating Fund	Frankton	\$26.00		
			Operating Fund	Summitville	\$26.00		
			Total this claim =		<u>\$78.00</u>		
29892	632	YOUR AUTOMATIC DOOR CO	Operating Fund	Professional Services	\$311.50	10/19/15	As per attached invoices.
			Operating Fund	Professional Services	\$113.00		
			Total this claim =		<u>\$424.50</u>		
29893	643	POSTMASTER	Operating Fund	Postage & UPS	\$49.00	10/19/15	Postage Frankton & Summitville
			Operating Fund	Postage & UPS	\$49.00		
			Total this claim =		<u>\$98.00</u>		

Total Amount of Claims \$145,048.99

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

Monday, October 19, 2015

Michael Robinson

Fiscal Officer

ALLOWANCE OF VOUCHERS

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

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

Date this 19th day of October, 2015.

Leslie Brittonhouse
Diana J. Eddleman

Bette Duffell
Beverly Austin

SIGNATURES OF GOVERNING BOARD

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

REQUEST FOR PROPOSAL (RFP)

North Madison County Public Library System

Issue Date: October 21st, 2015

Network Infrastructure Upgrade

The purpose of this Request for Proposal (RFP) is to solicit sealed proposals to establish a contract through fair and competitive negotiations for Network Infrastructure upgrades.

The goods and services requested in these documents are part of the E-Rate filings for the North Madison County Public Library System (NMCPLS) for the 2016 funding year.

Further information can be found at the USAC Website www.universalservice.org. The vendor must provide their E-Rate Service Provider Identification Number (SPIN) number on proposal in order to be eligible for consideration.

BACKGROUND

- NMCPLS will be upgrading their network infrastructure
- As part of this project, the system will be replacing old cabling with new CAT6 cabling and the necessary patch panels, jacks, switches, and racks to support it.
- Questions or arrangement for a site visit to look at any installation maybe submitted to Clint Trice, IT Manager, through email ctrice@elwood.lib.in.us.

DUE DATE

Sealed proposals will be received at the NMCPLS Elwood Branch at the following address 1600 Main ST Elwood, IN 46036 until 4:30 p.m. EST Monday, December 21st, 2015. Proposals will be opened and publicly acknowledged at the NMCPLS Board of Trustees meeting held on Monday, December 21st, 2015 at 5:30 pm. The NMCPLS Board of Trustees reserves the right to reject any or all bids.

SPECIFICATIONS

Listed below are part numbers and quantities for proposal. **Vendors may submit alternative equipment as long as the equipment is an equivalent make and model or serves a similar functionality.** The North Madison County Public Library System reserves the right to adjust quantities prior to purchasing to meet the needs of the library system. Walk-throughs are highly recommended due to structural differences between buildings and will be conducted by appointment beginning Oct 22nd, 2015 at the NMCPLS Elwood Branch 1600 Main Street Elwood, IN and proceeding to the NMCPLS Frankton Branch 102 South Church Street Frankton IN and finally to the NMCPLS Summitville Branch 1013 West Church Street, Summitville, IN.

When evaluating vendors, walk-throughs will receive higher evaluation points. Please see **Point of Contact** information on Clint Trice to set up your appointment time.

Primary

Elwood Branch

Part Number	Description	Quantity
HP 2530-48G	48 port, gigabit, rack mountable, POE, managed, switch	1
C2G HP J4858C	1000Base-SX MMF SFP (mini-GBIC) fiber-optic insert for switch	1
Tripp Lite Smart Pro 1000	UPS rack mountable- AC 120 V – 800 Watt- 1000 VA- 6 output connectors	1
CAT 6 Plenum Cable		10,000'
24 Port Cat 6 Patch Panels		3
Cat 6 Jacks		144
2 Port Faceplates		50
2 Port SMB		22
4 Port SMB		4
Cat 6 Black Gel Filled-for Wet Conduit		1000'
Wire Management Front		2
5' Cat 6 Patch Cords		72
10' Cat 6 Patch Cords		72
J-Hooks, Ty wraps, etc.		

Primary

Frankton Branch

Part Number	Description	Quantity
HP 2530-48G	48 port, gigabit, rack mountable, managed, switch	1
C2G HP J4858C	1000Base-SX MMF SFP (mini-GBIC) fiber-optic insert for switch	1
Tripp Lite Smart Pro 1000	UPS rack mountable- AC 120 V – 800 Watt- 1000 VA- 6 output connectors	1
CAT 6 Plenum Cable		9500'
24 Port Cat 6 Patch Panels		3
Cat 6 Jacks		144
2 Port Faceplates		50
2 Port SMB		22
4 Port SMB		4
Wire Management Front		2
5' Cat 6 Patch Cords		72
10' Cat 6 Patch Cords		72
J-Hooks, Ty wraps, etc.		

Primary

Summitville Branch

Part Number	Description	Quantity
HP 2530-48G	48 port, gigabit, rack mountable, POE, managed, switch	1
Tripp Lite Smart Pro 1000	UPS rack mountable- AC 120 V – 800 Watt- 1000 VA- 6 output connectors	1
CAT 6 Plenum Cable		6000'
24 Port Cat 6 Patch Panels		2
Cat 6 Jacks		96
2 Port Faceplates		30
2 Port SMB		18
Plywood Backboard		1
Wall Mount Rack		1
Wire Management Front		2
5' Cat 6 Patch Cords		48
10' Cat 6 Patch Cords		48
J-Hooks, Ty wraps, etc.		

Alternative

Frankton Branch

Part Number	Description	Quantity
HP 2530-48G	48 port, gigabit, rack mountable, managed, switch	1

Alternative

Summitville Branch

Part Number	Description	Quantity
Tripp Lite Smart Pro 1000	UPS rack mountable- AC 120 V – 800 Watt- 1000 VA- 6 output connectors	1
CAT 6 Plenum Cable		4000'
24 Port Cat 6 Patch Panels		2
Cat 6 Jacks		96
4 Port Faceplates		10
2 Port SMB		18
Plywood Backboard		1
Wall Mount Rack		1
Wire Management Front		2
5' Cat 6 Patch Cords		48
10' Cat 6 Patch Cords		48
J-Hooks, Ty wraps, etc.		

Pricing

- Each proposal shall provide a separate section listing all costs associated with the proposal separated out by branch and alternatives with the exception of the accessories.
- Labor pricing for installation of cable and other equipment must be listed separately by location.
- Itemized costs for cable and equipment by location.
- NMCPLS reserves the right to award the bid to the best-qualified vendor and not necessarily based on lowest price.
- If applicable, vendor to specify change fees, freight assurance fees, shipping charges, taxes, surcharges and contingency fees for eligible equipment.
- Vendors are expected to warranty their work for no less than a period of one year after completion of the job and to show additional costs for this warranty separately on the proposal.

Timeline

- Bids Due December 21st, 2015 at 4:30 PM EST at the Elwood Public Library
- Bids Opened December 21st, 2015 at 5:30 PM EST
- Anticipated selection of vendor January 11th, 2015

Contract Requirements

- As required by IC 22-5-1.7, the contractor will certify participation in the E-verify program.
- As required by IC 5-22-16.5-13, the contractor will certify no investment activity in Iran.
- Contractor will invoice NMCPLS only the non-e-rate portion and seek direct reimbursement of the e-rate portion from Universal Service Administrative Company (USAC.org).
- Contract will be subject to e-rate approval.

Point of Contact

Any questions concerning technical specifications or Statement of Work (SOW) requirements must be directed to:

Clint Trice, Information Technology Manager

Address: 1600 Main ST Elwood, IN 46036

Email: ctrice@elwood.lib.in.us

Dear Service Contractor,

During the 2011 Indiana General Assembly, Indiana Code 22-5-1.7 was passed into law. Effective July 1, 2011, this law requires businesses that provide services to Indiana libraries to participate in the E-Verify program. Taken directly from Indiana Code: "E-Verify program" means the electronic verification of work authorization program of the Illegal Immigration Reform and Immigration Responsibility Act of 1996 (P.L. 104-208), Division C, Title IV, s. 403(a), as amended, operated by the United States Department of Homeland Security or a successor work authorization program designated by the United States Department of Homeland Security or other federal agency authorized to verify the work authorization status of newly hired employees under the Immigration Reform and Control Act of 1986 (P.L. 99-603).

Furthermore the code requires any new or renewed public contract for services after June 30, 2011 contain:

- A provision requiring the contractor to enroll in and verify that work eligibility status of all newly hired employees of the contractor through the E-Verify program.
- A provision that provides that a contractor is not required to verify the work eligibility status of all newly hired employees of the contractor through the E-Verify program if the E-Verify program no longer exists.

In order for the North Madison County Public Library System, which includes libraries in Elwood, Frankton and Summitville, to contract for services from you, please return the signed and dated E-Verify Affidavit of Compliance to:

North Madison County Public Library System

Attn: Jamie Scott

1600 Main Street

Elwood, IN 46036

Questions should be directed to Jamie Scott at 765-552-5001 ext. 13 or by e-mail at jscott@elwood.lib.in.us .

Sincerely,

Jamie Scott

Director

**E-Verify Affidavit of Compliance for the
North Madison County Public Library System**

The Contractor affirms under the penalties of perjury that he/she/it does not knowingly employ an unauthorized alien.

The Contractor shall enroll in and verify the work eligibility status of all his/her/its newly hired employees through the E-Verify program as defined in IC 22-5-1.7-3. The Contractor is not required to participate should the E-Verify program cease to exist. Additionally, the Contractor is not required to participate if the Contractor is self-employed and does not employ any employees.

The Contractor shall not knowingly employ or contract with an unauthorized alien. The Contractor shall not retain an employee or contract with a person that the Contractor subsequently learns is an unauthorized alien.

The Contractor shall require his/her/its subcontractors, who perform work under this contract, to certify to the Contractor that the subcontractor does not knowingly employ or contract with an unauthorized alien and that the subcontractor has enrolled and is participating in the E-Verify program. The Contractor agrees to maintain this certification throughout the duration of the term of a contract with a subcontractor.

The North Madison County Public Library System may terminate the Contract for default if the Contractor fails to cure a breach of this provision no later than thirty (30) days after being notified by the library.

Printed Name of Company

Printed Name of Contractor

Signature of Contractor

____/____/____
Date of Signature

Additional Contract Clause Attachment

The following clause is added and incorporated as an additional contract term to:

Contract # _____

No Investment in Iran. As required by IC 5-22-16.5-13, the Contractor hereby certifies that the Contractor is not engaged in investment activities in Iran.

[Contractor Name, Printed]

North Madison County Public Library
[Indiana Agency Name]

Signed: _____

Initials: _____

Printed Name: _____

Printed Name: ___ Jamie Scott _____

Title: _____

Date: _____

ORDINANCE OR RESOLUTION FOR APPROPRIATIONS AND TAX RATES

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

Budget Form No. 4

Ordinance Number: 2016

Be it ordained/resolved by the **North Madison County Public Library System** that for the expenses of **NORTH MADISON COUNTY LIBRARY SYSTEM** for the year ending December 31, 2016 the sums herein specified are hereby appropriated and ordered set apart out of the several funds herein named and for the purposes herein specified, subject to the laws governing the same. Such sums herein appropriated shall be held to include all expenditures authorized to be made during the year, unless otherwise expressly stipulated and provided for by law. In addition, for the purposes of raising revenue to meet the necessary expenses of **NORTH MADISON COUNTY LIBRARY SYSTEM**, the property tax levies and property tax rates as herein specified are included herein. Budget Form 4-B for all funds must be completed and submitted in the manner prescribed by the Department of Local Government Finance.

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

Name of Adopting Entity / Fiscal Body	Type of Adopting Entity / Fiscal Body	Date of Adoption
North Madison County Public Library System	Library Board	10/19/2015

DLGF-Reviewed Funds				
Fund Code	Fund Name	Adopted Budget	Adopted Tax Levy	Adopted Tax Rate
0061	RAINY DAY	\$29,000	\$0	0.0000
0101	GENERAL	\$1,455,350	\$785,000	0.1272
2011	LIBRARY IMPROVEMENT RESERVE	\$54,000	\$0	0.0000
		\$1,538,350	\$785,000	0.1272

Name		Signature
Leslie Rittenhouse	Aye <input checked="" type="checkbox"/>	<i>Leslie Rittenhouse</i>
	Nay <input type="checkbox"/>	
	Abstain <input type="checkbox"/>	
Beverly Austin	Aye <input checked="" type="checkbox"/>	<i>Beverly Austin</i>
	Nay <input type="checkbox"/>	
	Abstain <input type="checkbox"/>	
Bette Dalzell	Aye <input checked="" type="checkbox"/>	<i>Bette Dalzell</i>
	Nay <input type="checkbox"/>	
	Abstain <input type="checkbox"/>	
Dan Prieshoff	Aye <input type="checkbox"/>	
	Nay <input type="checkbox"/>	
	Abstain <input type="checkbox"/>	
Michael Robertson	Aye <input checked="" type="checkbox"/>	<i>Michael Robertson</i>
	Nay <input type="checkbox"/>	
	Abstain <input type="checkbox"/>	
Diana Eddleman	Aye <input checked="" type="checkbox"/>	<i>Diana G. Eddleman</i>
	Nay <input type="checkbox"/>	
	Abstain <input type="checkbox"/>	
Barbara Abernathy	Aye <input type="checkbox"/>	
	Nay <input type="checkbox"/>	
	Abstain <input type="checkbox"/>	

ORDINANCE OR RESOLUTION FOR APPROPRIATIONS AND TAX RATES

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

Budget Form No. 4

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

**MADISON COUNTY COUNCIL CIVIL TAXING UNITS 2015
REVIEW OF BUDGETS AND CAMPARISON TO OTHER UNITS**

TAXING UNIT	PROPOSED 2016 BUDGET	% INCREASE OR DECREASE	2.60% DIFF ST GROWTH	1.00% DIFF CO GROWTH
ADAMS TOWNSHIP	652,499	334.42%	331.82%	333.42%
ANDERSON TOWNSHIP	704,488	3.46%	0.86%	2.46%
BOONE TOWNSHIP	113,290	13.16%	10.56%	12.16%
DUCK CREEK TOWNSHIP	132,996	14.12%	11.52%	13.12%
FALL CREEK TOWNSHIP	696,282	-3.39%	-5.99%	-4.39%
GREEN TOWNSHIP	450,986	102.64%	100.04%	101.64%
JACKSON TOWNSHIP	66,523	25.81%	23.21%	24.81%
LAFAYETTE TOWNSHIP	97,285	2.42%	-0.18%	1.42%
MONROE TOWNSHIP	559,779	4.62%	2.02%	3.62%
PIPE CREEK TOWNSHIP	562,777	3.27%	0.67%	2.27%
RICHLAND TOWNSHIP	622,570	20.85%	18.26%	19.85%
STONY CREEK TOWNSHIP	354,894	22.58%	19.98%	21.58%
UNION TOWNSHIP	911,854	0.55%	-2.05%	-0.45%
VAN BUREN TOWNSHIP	436,305	38.11%	35.51%	37.11%
ALEXANDRIA CIVIL CITY	5,054,427	14.23%	11.63%	13.23%
ANDERSON CIVIL CITY	56,790,985	26.88%	24.28%	25.88%
CHESTERFIELD CIVIL TOWN	1,237,537	12.54%	9.94%	11.54%
COUNTRY CLUB HEIGHTS CIVIL TOWN	48,350	57.18%	54.58%	56.18%
EDGEWOOD CIVIL TOWN	734,500	1.70%	-0.90%	0.70%
ELWOOD CIVIL CITY	7,613,681	2.79%	0.13%	1.73%
FRANKTON CIVIL TOWN	691,270	1.05%	-1.56%	0.05%
INGALLS CIVIL TOWN	750,465	-8.73%	-11.33%	-9.73%
LAPEL CIVIL TOWN	867,633	15.11%	12.51%	14.11%
MARKLEVILLE CIVIL TOWN	682,983	6.01%	3.41%	6.01%
ORESTES CIVIL TOWN	233,244	-26.18%	-28.78%	-27.18%
PENDLETON CIVIL TOWN	4,166,544	7.19%	4.59%	6.19%
RIVER FOREST CIVIL TOWN	12,335	3.53%	0.93%	2.53%
SUMMITVILLE CIVIL TOWN	503,050	13.50%	10.90%	12.50%
WOODLAWN HEIGHTS CIVIL TOWN	15,200	2.01%	-0.59%	1.01%
ALEXANDRIA COMMUNITY SCHOOL CORP	13,692,244	8.20%	5.60%	7.20%
ANDERSON COMMUNITY SCHOOL CORP	92,000,000	6.56%	3.96%	5.56%
ELWOOD COMMUNITY SCHOOL CORP	16,725,970	9.64%	7.04%	8.64%
FRANKTON -LAPEL COMMUNITY SCHOOL CORP	30,408,171	16.28%	13.68%	15.28%
SOUTH MADISON SCHOOL COMMUNITY SCHOOL CORP	44,560,070	-0.08%	-2.68%	-1.08%
ALEXANDRIA-MONROE PUBLIC LIBRARY (Binding)				
ANDERSON CITY, ANDERSON, STONY CREEK, UNION TWPS PUB LIB	4,826,910	2.60%	0.00%	1.60%
NORTH MADISON COUNTY LIBRARY SYSTEM	1,538,350	2.46%	-0.14%	1.46%
PENDLETON COMMUNITY PUBLIC LIBRARY (Binding)				

The Madison County Council in accordance with I.C. 6-1.17-3.5 and direction of the DLGF has reviewed the 2016 proposed budget and finds they compare with other taxing units within the County. Your budgets have been compared in 3 ways: 1) As it compares to the other taxing units with the County; 2) As it compares to the 6 year non-farm income growth for Madison County; and 3) As it compares to the 6 year non-farm income growth for the State of Indiana.

Based upon these reviews and on current information available to it, the Madison County Council makes a non-binding recommendation at this time that your Taxing Unit budget be within the income growth, taking into account the 2016 property tax caps, the reduction in COIT/Public Safety LOIT income, and not to exceed the maximum levy. Accordingly, your proposed budget should be revisited.

Robin Wagner

County Council President

Jane Lyons

County Auditor

9-15-15

Date

NMCP LS WAGE SCALE

Adopted by the Board of Trustees, May 14, 1997

Revised January 18, 1999

General Guidelines

1. Both part-time and full-time employees are compensated in accordance with this wage scale.
2. Part-time is considered 20 hours per week, not to exceed 40 hours per week.
3. Effective May 14, 1997, new part-time hires receive no benefits. AMENDED 4/17/00
(Benefits reinstated)
4. Full-time employment is considered 40 hours per week.
5. 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.
6. 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.
7. Dollar figures will be adjusted by the Cost-of-Living increase each January 1.
8. Years of experience (change to "service") 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

(+4%) (+5%) (3% Clerk) (+5%) (2% Mgr)

3% Cost

of Living

2008

No

Wage

2009

11/9/2009

No

Increment

Wage

2010

2011

Board
Approved

Mgr

Wage

Adjustment

Plus

(+1%)

2012

Manager (Branch/Department)—Hourly/Non-exempt: Range \$13.50-\$18.50

	2005	2006	2007	2008	2009	2010	2011	2012
Start	\$10.04	\$10.54	\$11.06	\$11.62	\$11.62	\$11.62	Mgr	Mgr
90 day	\$10.23	\$10.74	\$11.27	\$11.83	\$11.83	Range	Range	90 day
1 Year	\$10.44	\$10.96	\$11.50	\$12.07	\$12.07	\$13.00	\$13.39	\$15.00
2 Year	\$10.63	\$11.16	\$11.71	\$12.30	\$12.30	thru	thru	Range
3 Year	\$11.37	\$11.94	\$12.53	\$13.16	\$13.16	\$14.70	\$15.14	\$13.50
4 Year	\$12.02	\$12.62	\$13.25	\$13.91	\$13.91			thru
5 Year	\$12.70	\$13.34	\$14.00	\$14.70	\$14.70			\$18.50

Clerk—Hourly/Non-exempt: Range \$8.93-\$13.50

	2005	2006	2007	2008	2009	2010	2011	2012
Start	\$8.65	\$8.91	\$9.35	\$9.63	\$9.63	Clerk	Clerk	Start
90 day	\$8.84	\$9.11	\$9.56	\$9.84	\$9.84	Range	Range	\$8.93 \$9.00
1 Year	\$9.03	\$9.30	\$9.76	\$10.05	\$10.05	\$9.63	\$9.92	90 day
2 Year	\$9.24	\$9.52	\$9.99	\$10.28	\$10.28	thru	thru	\$9.92 \$10.00
3 Year	\$9.97	\$10.27	\$10.78	\$11.10	\$11.10	\$12.58	\$12.96	Range
4 Year	\$10.63	\$10.95	\$11.49	\$11.83	\$11.83			\$8.93 \$9.00
5 Year	\$11.30	\$11.64	\$12.22	\$12.58	\$12.58			thru
								\$13.50

Custodian—Hourly/Non-exempt: Range \$7.65-\$13.00

	2005	2006	2007	2008	2009	2010	2011	2012
Start	\$8.31	\$8.56	\$8.98	\$9.24	\$9.24	Custodian	Custodian	Start
90 Day	\$8.50	\$8.76	\$9.19	\$9.46	\$9.46	Range	Range	\$7.65
1 Year	\$8.72	\$8.98	\$9.42	\$9.70	\$9.70	\$9.24	\$9.52	90 day
2 Year	\$8.90	\$9.17	\$9.62	\$9.90	\$9.90	thru	thru	\$8.50
3 Year	\$9.63	\$9.92	\$10.41	\$10.72	\$10.72	\$12.20	\$12.57	Range
4 Year	\$10.30	\$10.61	\$11.14	\$11.47	\$11.47			\$7.65
5 Year	\$10.96	\$11.29	\$11.85	\$12.20	\$12.20			thru
								\$13.00

Page/Temporary Part-time—Hourly/Non-exempt:

Minimum Wage - \$7.25

Start wage according to job title, e.g., part-time temporary clerk wage - \$9.00

Financial Report
North Madison County Public Library System

Report Dates = 09/01/15 to 09/30/15

Fund	Start of year	Disbursements this month	Disbursements YTD	Receipts this month	Receipts YTD	Balance
100 Operating Fund	\$536,578.12	\$81,082.37	\$652,014.98	\$21,046.36	\$568,589.29	\$453,152.43
Subtotal	\$536,578.12	\$81,082.37	\$652,014.98	\$21,046.36	\$568,589.29	\$453,152.43
1. Operating Fund						
102 Petty Cash & Cash Drawer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
105 Operating Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2. Main						
103 Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
106 Evergreen Indiana	\$21.50	\$0.00	\$381.31	\$30.69	\$430.94	\$71.13
107 PLAC	\$0.00	\$0.00	\$195.00	\$0.00	\$260.00	\$65.00
110 LIRF Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
115 LIRF	\$54,370.99	\$0.00	\$0.00	\$0.00	\$0.00	\$54,370.99
117 Rainy Day Fund	\$48,573.19	\$0.00	\$0.00	\$0.00	\$0.00	\$48,573.19
118 Rainy Day Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
120 Gift	\$41,419.27	\$510.00	\$4,988.13	\$100.00	\$4,226.82	\$40,657.96
121 Fnk Bldg Project Gift	\$1,313.58	\$0.00	\$0.00	\$0.00	\$0.00	\$1,313.58
122 Gates Gift Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
123 Madison Co Comm Foundation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
124 Fnk Bldg Project Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
125 St Technology Fund Grant Fund	\$0.00	\$0.00	\$7,944.00	\$0.00	\$7,944.00	\$0.00
130 Debt Service Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$145,698.53	\$510.00	\$13,508.44	\$130.69	\$12,861.76	\$145,051.85
4. Withholding						
201 Federal Taxes Withheld	\$0.00	\$3,895.97	\$36,636.70	\$3,895.97	\$36,636.70	\$0.00
202 FICA	\$0.00	\$2,463.41	\$23,280.27	\$2,463.41	\$23,280.27	\$0.00
203 State Tax Withheld	\$0.00	\$1,318.14	\$12,489.03	\$1,318.14	\$12,489.03	\$0.00
204 County Taxes Withheld	\$0.00	\$650.58	\$6,152.94	\$650.58	\$6,152.94	\$0.00
205 PERF	\$0.00	\$851.51	\$8,002.55	\$851.51	\$8,002.55	\$0.00
206 Credit Union	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
207 Annuity	\$0.00	\$190.00	\$1,805.00	\$190.00	\$1,805.00	\$0.00
208 Insurance	\$0.00	\$445.22	\$4,245.07	\$445.22	\$4,245.07	\$0.00
209 Medicare	\$0.00	\$576.11	\$5,444.27	\$576.11	\$5,444.27	\$0.00
210 Other Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
211 Garnishment	\$0.00	\$50.00	\$475.00	\$50.00	\$475.00	\$0.00
212 AFLAC	\$0.00	\$411.60	\$4,013.40	\$411.60	\$4,013.40	\$0.00
Subtotal	\$0.00	\$10,852.54	\$102,544.23	\$10,852.54	\$102,544.23	\$0.00
Grand Total	\$682,276.65	\$92,444.91	\$768,067.65	\$32,029.59	\$683,995.28	\$598,204.28

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

Bank Balances

North Madison County Public Library System

Report as of: 09/30/15

Bank	Balance
1 Star Financial Bank	\$341,466.47
2 Star Financial Bank (2)	\$62,322.46
3 Community Bank/Summitville	\$0.00
4 First Farmers Bank & Trust	\$194,150.35
5 PNC Bank	\$0.00
6 Main Source Bank	\$0.00
7 Petty Cash & Cash Drawer	\$265.00
8 National City Bank (2)	\$0.00
9 First Farmers Bank & Trust (2)	\$0.00
Total all banks =	\$598,204.28

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

Appropriation Report for 100 Operating Fund

North Madison County Public Library System

Report Date: From 09/01/15 To 09/30/15

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>1. Personal Services</i>							
1.11 Salary of Director	\$55,600.00	\$0.00	\$55,600.00	\$4,231.10	\$40,195.45	\$15,404.55	72.3
1.12 Salary of Assistants	\$587,700.00	\$0.00	\$587,700.00	\$33,412.45	\$313,281.21	\$274,418.79	53.3
1.13 Wages of Janitor	\$30,600.00	\$0.00	\$30,600.00	\$2,240.32	\$23,551.95	\$7,048.05	77.0
1.14 Employee Benefits	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$3,161.11	\$2,838.89	52.7
1.16 Empl.Share FICA&Medicare	\$51,000.00	\$0.00	\$51,000.00	\$3,039.51	\$28,724.40	\$22,275.60	56.3
1.17 Unemployment comp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
1.18 Emp Cont PERF	\$46,000.00	\$0.00	\$46,000.00	\$3,179.06	\$29,876.19	\$16,123.81	64.9
1.19 Emp Cont Group Ins	\$100,000.00	\$0.00	\$100,000.00	\$4,410.68	\$39,506.41	\$60,493.59	39.5
1.2 Salary of Board Treasurer	\$300.00	\$0.00	\$300.00	\$0.00	\$0.00	\$300.00	0.0
Subtotal	\$877,200.00		\$877,200.00	\$50,513.12	\$478,296.72	\$398,903.28	54.5
<i>2. Supplies</i>							
2.1 Office Supplies	\$15,000.00	\$0.00	\$15,000.00	\$184.72	\$3,669.31	\$11,330.69	24.5
2.12 Stationary & Supplies	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
2.2 Operating Supplies	\$9,500.00	\$0.00	\$9,500.00	\$326.06	\$4,807.36	\$4,692.64	50.6
2.21 Cleaning & Sanitation Supplies	\$4,000.00	\$0.00	\$4,000.00	\$98.91	\$998.66	\$3,001.34	25.0
2.23 Fuel, Oil and Lubricants	\$150.00	\$0.00	\$150.00	\$0.00	\$55.80	\$94.20	37.2
2.24 Bldg. Maint. And Supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.25 Paint and painting supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.26 Repair Parts/Maintenance	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$279.15	\$720.85	27.9
2.27 Other Repair & mainten.supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.31 Book Processing	\$9,500.00	\$0.00	\$9,500.00	\$469.96	\$2,574.35	\$6,925.65	27.1

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
2.32 Automation	\$19,400.00	\$0.00	\$19,400.00	\$0.00	\$0.00	\$19,400.00	0.0
Subtotal	\$59,800.00		\$59,800.00	\$1,079.65	\$12,384.63	\$47,415.37	20.7
<i>2. Supplies</i>							
2.11 Official Records	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$306.01	\$693.99	30.6
Subtotal	\$1,000.00		\$1,000.00	\$0.00	\$306.01	\$693.99	30.6
<i>3. Other Services and Charges</i>							
3.1 Professional Services	\$55,000.00	\$0.00	\$55,000.00	\$595.94	\$21,037.02	\$33,962.98	38.2
3.11 Consulting Services	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
3.12 Legal Services	\$2,500.00	\$0.00	\$2,500.00	\$74.00	\$192.00	\$2,308.00	7.7
3.14 Engineering & Architects	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	0.0
3.145 Databases	\$6,650.00	\$0.00	\$6,650.00	\$0.00	\$2,663.46	\$3,986.54	40.1
3.146 Ebook Services	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$1,500.00	\$4,500.00	25.0
3.21 Telephone & Telegraph	\$38,200.00	\$0.00	\$38,200.00	\$1,541.30	\$5,013.79	\$33,186.21	13.1
3.22 Postage & UPS	\$3,800.00	\$0.00	\$3,800.00	\$10.35	\$1,740.45	\$2,059.55	45.8
3.23 Traveling Expense	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$1,032.29	\$1,967.71	34.4
3.24 Professional Meetings	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$450.00	\$2,550.00	15.0
3.26 Elwood Children's Programing	\$5,000.00	\$0.00	\$5,000.00	\$165.28	\$2,139.88	\$2,860.12	42.8
3.27 Elwood Adult Programing	\$2,900.00	\$0.00	\$2,900.00	\$126.85	\$1,217.30	\$1,682.70	42.0
3.28 Frankton Programing	\$4,000.00	\$0.00	\$4,000.00	\$10.00	\$1,447.46	\$2,552.54	36.2
3.29 Summitville Programing	\$2,900.00	\$0.00	\$2,900.00	\$107.63	\$981.22	\$1,918.78	33.8
3.3 Title Source	\$3,100.00	\$0.00	\$3,100.00	\$0.00	(\$122.92)	\$3,222.92	-4.0
3.31 Advertising & Public Notices	\$1,200.00	\$0.00	\$1,200.00	\$0.00	\$715.38	\$484.62	59.6
3.4 Insurance	\$18,000.00	\$0.00	\$18,000.00	\$13,238.00	\$17,406.00	\$594.00	96.7
3.41 Official Bonds	\$400.00	\$0.00	\$400.00	\$0.00	\$200.00	\$200.00	50.0
3.51 Gas	\$20,000.00	\$0.00	\$20,000.00	\$142.58	\$6,135.71	\$13,864.29	30.7
3.52 Electricity	\$35,000.00	\$0.00	\$35,000.00	\$3,187.41	\$27,135.96	\$7,864.04	77.5

<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>
3.53 Water	\$6,000.00	\$0.00	\$6,000.00	\$154.11	\$1,590.90	\$4,409.10	26.5
3.54 Waste Disposal Services	\$3,000.00	\$0.00	\$3,000.00	\$262.58	\$2,226.11	\$773.89	74.2
3.61 Bldg. & Structure/Maint.	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.0
3.62 Equipment/Maint.	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$99.00	\$4,901.00	2.0
3.7 Rentals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
3.72 Equipment/Rental	\$7,000.00	\$0.00	\$7,000.00	\$270.20	\$2,959.80	\$4,040.20	42.3
3.8 Dues	\$2,700.00	\$0.00	\$2,700.00	\$0.00	\$297.60	\$2,402.40	11.0
3.81 Taxes	\$500.00	\$0.00	\$500.00	\$0.00	\$310.90	\$189.10	62.2
3.82 Interest on Temporary Loans	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
3.9 Transfer to LIRF	\$7,000.00	\$0.00	\$7,000.00	\$0.00	\$0.00	\$7,000.00	0.0
Subtotal	\$245,450.00		\$245,450.00	\$19,887.23	\$98,369.31	\$147,080.69	40.1

4. Capitol Outlays

4.1 Land Buildings Improvements	\$10,814.00	\$0.00	\$10,814.00	\$0.00	\$0.00	\$10,814.00	0.0
4.2 Furniture & Equipment	\$22,314.00	\$0.00	\$22,314.00	\$0.00	\$3,048.86	\$19,265.14	13.7
4.21 Technology Equipment	\$22,000.00	\$0.00	\$22,000.00	\$944.58	\$4,053.40	\$17,946.60	18.4
4.31 Etwood Adult	\$33,500.00	\$0.00	\$33,500.00	\$1,052.69	\$9,330.04	\$24,169.96	27.9
4.32 Etwood Childrens	\$14,000.00	\$0.00	\$14,000.00	\$492.41	\$4,491.75	\$9,508.25	32.1
4.33 Etwood YA	\$6,200.00	\$0.00	\$6,200.00	\$201.77	\$1,878.19	\$4,321.81	30.3
4.34 Frankton	\$19,500.00	\$0.00	\$19,500.00	\$756.88	\$5,491.17	\$14,008.83	28.2
4.35 Summitville	\$16,500.00	\$0.00	\$16,500.00	\$542.28	\$5,204.03	\$11,295.97	31.5
4.4 Etwood Period. & News.	\$9,500.00	\$0.00	\$9,500.00	\$2,334.29	\$2,982.67	\$6,517.33	31.4
4.41 Frankton Per. & Newsp.	\$2,800.00	\$0.00	\$2,800.00	\$743.44	\$1,027.37	\$1,772.63	36.7
4.42 Summitville Period. & Newsp.	\$1,700.00	\$0.00	\$1,700.00	\$486.58	\$971.72	\$728.28	57.2
4.51 Etwood AV	\$35,000.00	\$0.00	\$35,000.00	\$1,116.24	\$10,350.67	\$24,649.33	29.6
4.52 Frankton AV	\$18,800.00	\$0.00	\$18,800.00	\$457.75	\$5,166.94	\$13,633.06	27.5
4.53 Summitville AV	\$14,400.00	\$0.00	\$14,400.00	\$473.46	\$5,046.66	\$9,353.34	35.0

<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>
4.54 Technology Software	\$8,000.00	\$0.00	\$8,000.00	\$0.00	\$3,614.84	\$4,385.16	45.2
Subtotal	\$235,026.00		\$235,026.00	\$9,602.37	\$62,658.31	\$172,369.69	26.7
Grand Total	\$1,418,478.00	\$0.00	\$1,418,478.00	\$81,082.37	\$652,014.98	\$766,463.02	46.0

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

Receipt Listing
North Madison County Public Library System
Report Date: From **09/01/15** *To* **09/30/15**

<i>Receipt #</i>	<i>Date</i>	<i>Name</i>	<i>Explanation</i>	<i>Bank</i>	<i>Total</i>
429	09/02/15	Star Financial	Returned check Violet Kirby	1	(\$24.00)
430	09/02/15	Star Financial	August Interest	1	\$3.46
431	09/01/15	First Farmers Bank & Trust	August Interest	4	\$37.25
432	09/01/15	Star Financial Bank	August Interest	2	\$2.70
433	09/09/15	PAYROLL		1	\$5,430.04
434	09/23/15	PAYROLL		1	\$5,422.50
435	09/01/15	Dennis Johnson	FINES & FEES - RECEIPT #11206	1	\$71.10
436	09/02/15	Dennis Johnson	FINES & FEES - RECEIPT #11207	1	\$97.05
437	09/03/15	Dennis Johnson	FINES & FEES - RECEIPT #11208	1	\$71.50
438	09/08/15	Jill Murray	FINES & FEES - RECEIPT #11209	1	\$86.11
439	09/08/15	Debbie Fox	FINES & FEES - RECEIPT #11210	1	\$98.56
440	09/08/15	Jamie Scott	FINES & FEES - RECEIPT #11211	1	\$28.00
441	09/08/15	Square Trade	Payment for computer warranty- Receipt #11212	1	\$690.93
442	09/08/15	Barbara McAdams	FINES & FEES - RECEIPT #11213	1	\$47.30
443	09/08/15	Barbara McAdams	FINES & FEES - RECEIPT #11214	1	\$51.29
444	09/10/15	Jordan Arehart	FINES & FEES - RECEIPT #11215	1	\$105.90
445	09/10/15	Dennis Johnson	FINES & FEES - RECEIPT #11216	1	\$70.53
446	09/10/15	Jamie Scott	FINES & FEES - RECEIPT #11217	1	\$15.62
447	09/11/15	Barbara McAdams	FINES & FEES - RECEIPT #11218	1	\$53.94
448	09/11/15	Jordan Arehart	FINES & FEES - RECEIPT #11219	1	\$51.50
449	09/21/15	Jill Murray	FINES & FEES - RECEIPT #11220	1	\$59.75
450	09/21/15	Jill Murray	FINES & FEES - RECEIPT #11221	1	\$50.49
451	09/21/15	Barb McAdams	FINES & FEES - RECEIPT #11222	1	\$78.78
452	09/21/15	Trisha Shuler	FINES & FEES - RECEIPT #11223	1	\$73.40
453	09/21/15	Jamie Scott	FINES & FEES - RECEIPT #11224	1	\$34.90
454	09/21/15	Jamie Scott	FINES & FEES - RECEIPT #11225	1	\$108.39
455	09/21/15	Dennis Johnson	FINES & FEES - RECEIPT #11226	1	\$300.23
456	09/21/15	Jill Murray	Violet Kirby NSF check- Receipt #11227	1	\$24.00
457	09/21/15	Carol Maibach	Memorial Donation Don Hill-Receipt #11228	1	\$100.00
458	09/21/15	United Healthcare	Refund-Premium Rebate 2014-Receipt #11229	1	\$83.70
459	09/21/15	Jamie Scott	FINES & FEES - RECEIPT #11230	1	\$24.50
460	09/21/15	Desk Receipts	FINES & FEES - RECEIPT #11231	1	\$37.30
461	09/22/15	Jamie Scott	FINES & FEES - RECEIPT #11232	1	\$60.70
462	09/23/15	Jamie Scott	FINES & FEES - RECEIPT #11233	1	\$57.40

<i>Receipt #</i>	<i>Date</i>	<i>Name</i>	<i>Explanation</i>	<i>Bank</i>	<i>Total</i>
463	09/24/15	Dennis Johnson	FINES & FEES - RECEIPT #11234	1	\$102.84
464	09/25/15	Dennis Johnson	FINES & FEES - RECEIPT #11235	1	\$72.96
465	09/25/15	Barb McAdams	FINES & FEES - RECEIPT #11236	1	\$52.24
466	09/25/15	Barb McAdams	Book Sale-Frankton-Receipt #11237	1	\$260.10
467	09/25/15	Frankton Pythian Sisters	Donation-Frankton-Receipt #11238	1	\$50.00
468	09/25/15	Debbie Fox	FINES & FEES - RECEIPT #11239	1	\$97.90
469	09/28/15	Jill Murray	FINES & FEES - RECEIPT #11240	1	\$42.60
470	09/28/15	Dennis Johnson	FINES & FEES - RECEIPT #11241	1	\$68.85
471	09/28/15	Jamie Scott	FINES & FEES - RECEIPT #11242	1	\$23.65
472	09/28/15	Jamie Scott	FINES & FEES - RECEIPT #11243	1	\$39.25
473	09/11/15	Madison Co Treasurer	September 2015 COIT Distribution	1	\$17,538.33
474	09/29/15	Jamie Scott	FINES & FEES - RECEIPT #11245	1	\$70.05
475	09/30/15	Jamie Scott	FINES & FEES - RECEIPT #11246	1	\$106.00

Total All Receipts

\$32,029.59

Thursday, October 08, 2015

Fiscal Officer

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

Voucher List

North Madison County Public Library System

Report Date: From **09/01/15** To **09/30/15**

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
0	529	STAR FINANCIAL BANK	09/02/15	August service charge	\$10.44
0	530	INDIANA PUBLIC RETIREMENT	09/09/15	Payroll ending 9/5/15	\$2,013.17
0	531	EFTPS	09/09/15	Payroll ending 9/5/15	\$4,991.73
0	532	GREAT-WEST RETIREMENT S	09/09/15	Payroll ending 9/5/15	\$95.00
29805	533	MADISON COUNTY CLERK	09/09/15	Payroll ending 9/5/15	\$25.00
29807	534	TOPS HOME CENTER	09/09/15	As per attached invoices.	\$5.57
29806	535	STAPLES ADVANTAGE	09/09/15	As per attached invoices.	\$88.30
29803	536	GE CAPITAL INFORMATION TE	09/09/15	Copier lease Frankton & Summitville	\$121.20
29802	537	FRONTIER	09/09/15	Service for Frankton	\$108.09
29801	538	CREATIVE PRODUCT SOURC	09/09/15	Calendars	\$116.85
29800	539	CITY OF ELWOOD UTILITIES	09/09/15	Service for Elwood	\$340.84
29799	540	BOOK PAGE	09/09/15	Subscription to Book Page 8/15-7/16	\$480.00
29798	541	AT&T LONG DISTANCE	09/09/15	Service for Elwood	\$94.15
29808	542	U.S. BANK EQUIPMENT FINAN	09/09/15	Copier Lease Elwood	\$149.00
29809	543	VECTREN ENERGY DELIVERY	09/09/15	Service for Summitville	\$20.92
29804	544	INDIANA-AMERICAN WATER C	09/09/15	Service for Summitville	\$20.55
29810	545	VECTREN ENERGY DELIVERY	09/09/15	Service for Elwood	\$97.43
0	546	PAYROLL	09/09/15	PAYROLL	\$19,942.40
0	547	INDIANA PUBLIC RETIREMENT	09/23/15	Payroll ending 9/19/15	\$2,017.40
0	548	EFTPS	09/23/15	Payroll ending 9/19/15	\$4,983.27
0	549	GREAT-WEST RETIREMENT S	09/23/15	Payroll ending 9/19/15	\$95.00
29829	550	MADISON COUNTY CLERK	09/23/15	Payroll ending 9/19/15	\$25.00
0	551	INDIANA DEPARTMENT OF RE	09/23/15	Payroll withholding for September	\$1,968.72
0	552	AFLAC	09/23/15	September payroll	\$411.60
29840	553	UNITED HEALTHCARE	09/23/15	September payroll	\$4,855.90
29837	554	SYNCB/AMAZON	09/23/15	As per attached invoices.	\$1,909.95
29811	555	AT&T	09/23/15	Service for Elwood & Summitville	\$347.04
29814	556	BAXTER PEST PROFESSIONA	09/23/15	Qtrly treatment - Frankton	\$80.00
29816	557	BURNETTE - DELLINGER INC.	09/23/15	Package Policy Renewal	\$13,239.00
29813	558	BARBARA MCADAMS	09/23/15	Petty Cash	\$40.35
29815	559	BINGHAM, FARRER & WILSON	09/23/15	As per attached invoices.	\$74.00
29812	560	BAKER & TAYLOR	09/23/15	As per attached invoices.	\$3,046.03
29817	561	CHAPMAN ELECTRIC SUPPLY,	09/23/15	As per attached invoices.	\$111.57
29818	562	DEMCO	09/23/15	As per attached invoices.	\$166.00
29819	563	DISCOUNT PAPER PRODUCT	09/23/15	Receipt printer tape	\$75.06
29820	564	DOLLAR GENERAL-REGIONS	09/23/15	As per attached invoices.	\$50.95
29822	565	ENA SERVICES LLC	09/23/15	Telecomm/Internet	\$992.02
29821	566	ELWOOD FIRE EQUIPMENT C	09/23/15	System Inspection Elwood	\$287.50
29823	567	GLOBAL GOV'T/ED SOLUTION	09/23/15	Lenovo ThinkCentre-All in one computer	\$944.58
29824	568	HARPER'S LAWN CARE	09/23/15	Service for Frankton	\$100.00
29825	569	INDIANA MICHIGAN POWER C	09/23/15	Service for Summitville and Elwood	\$3,187.41
29826	570	JAN ROLAND	09/23/15	Programming for Elwood and Frankton	\$20.00
29827	571	JILL MURRAY	09/23/15	Petty Cash	\$42.39
29828	572	LIBRARY STORE INC., THE	09/23/15	As per attached invoices.	\$105.98
29830	573	MADISON COUNTY HISTORIC	09/23/15	Wendell Wilkie Returns to Elwood DVD's	\$30.00
29833	574	MIDWEST TAPE	09/23/15	DVD cases	\$197.98
29832	575	MIDWEST COLLABORATIVE F	09/23/15	Strategic Planning Workshop 9/9/15	\$198.00
29831	576	MARSH SUPERMARKET	09/23/15	As per attached invoices.	\$76.43
29834	577	POPULAR SUBSCRIPTION SE	09/23/15	Magazine renewals	\$3,564.31

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
29835	578	RICOH USA, INC	09/23/15	As per attached invoices.	\$23.48
29836	579	STAPLES ADVANTAGE	09/23/15	As per attached invoices.	\$428.85
29838	580	TEI LANDMARK AUDIO	09/23/15	As per attached invoices.	\$107.50
29839	581	TOWN OF SUMMITVILLE	09/23/15	Service for Summitville	\$55.30
29841	582	VECTREN ENERGY DELIVERY	09/23/15	Service for Frankton	\$24.23
0	583	PAYROLL	09/23/15	PAYROLL	\$19,941.47
0	584	BAXTER PEST PROFESSIONA	09/30/15	Void Check #29814	(\$90.00)

Total Amount of Claims \$92,444.91

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, October 08, 2015

Fiscal Officer

ALLOWANCE OF VOUCHERS

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

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 2 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of **\$92,444.91**

Date this _____ day of _____, 20____.

SIGNATURES OF GOVERNING BOARD

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

TRANSMISSION VERIFICATION REPORT

TIME : 10/15/2015 13:01
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER. # : BROF2V374540

DATE, TIME	10/15 13:01
FAX NO./NAME	FRANKTON
DURATION	00:00:14
PAGE(S)	01
RESULT	OK
MODE	STANDARD ECM

TRANSMISSION VERIFICATION REPORT

TIME : 10/15/2015 12:59
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER. # : BROF2V374540

DATE, TIME	10/15 12:59
FAX NO./NAME	CALL LEADER
DURATION	00:00:15
PAGE(S)	01
RESULT	OK
MODE	STANDARD ECM

Agenda

October 19, 2015

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
5:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
 - Minutes
 - Claims Register & Checks
 - Personnel
- Old Business
 - 1. Long Range Plan
 - 2. Network RFP
- New Business
 - 1. Adopt 2016 Budget

*2. Petty Cash Custodian
Jan*

Agenda

October 19, 2015

North Madison County Public Library System
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TRANSMISSION VERIFICATION REPORT

TIME : 10/15/2015 13:00
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BROF2V374540

DATE, TIME	10/15 13:00
FAX NO./NAME	HERALD
DURATION	00:00:19
PAGE(S)	01
RESULT	OK
MODE	STANDARD ECM

TRANSMISSION VERIFICATION REPORT

TIME : 10/15/2015 13:02
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BROF2V374540

DATE, TIME	10/15 13:01
FAX NO./NAME	SUMMITVILLE
DURATION	00:00:14
PAGE(S)	01
RESULT	OK
MODE	STANDARD ECM

Agenda

October 19, 2015

North Madison County Public Library System
Board of Trustees

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October 19, 2015

North Madison County Public Library System
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Agenda

November 16, 2015

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
5:30 P.M.

Call to Order

Call for Quorum

Consent Agenda

Minutes

Claims Register & Checks

Personnel

Old Business

1. Long Range Plan

2. Network RFP

New Business

1. Nominating Committee Report

2. Outreach Clerk

3. Personnel Policy

4. Employee Raises/Director and Administrative Assistant

5. 2016 Holiday Calendar for Adoption

Director's Report

Public Comment

Adjournment

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
Regular Meeting
November 16, 2015
5:30pm

CALL TO ORDER

Vice President Beverly Austin called a regular meeting of the North Madison County Public Library Board of Trustees to order on November 16, 2015 at 5:30 pm in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

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

CONSENT AGENDA

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

OLD BUSINESS

Long Range Plan

Director Jamie Scott and Administrative Assistant Sheri Wallace attended DIY Strategic Planning Part 2 at Lake County Public Library in Merrillville. We will begin committee meetings after the first of the year.

Network RFP

Three vendors have responded and walked through all three locations. Thomas Office Solution is currently doing a network analysis. Sealed quotes will be received at the December 14, 2015 board meeting. We will make our recommendation at the January 2016 board meeting.

NEW BUSINESS

Nominating Committee Report

Beverly Austin made a motion for the following 2016 slate of officers. President, Leslie Rittenhouse; Vice President, Beverly Austin; Treasurer, Dan Prieshoff, and Assistant Treasurer, Mike Robertson; Secretary, Bette Dalzell. The 2015 slate of officers was approved as submitted.

Outreach Clerk

The Outreach Clerk position will be a 20 hour a week position. The clerk will be traveling to home bound patrons and the nursing home as well as occasionally working in Adult Services. Janet Brunnermer will be hired for this position.

Personnel Policy

Director Scott has been in communication with our employment lawyer Mr. Mays to review and update our personnel policy. There is an issue with staff not returning items in a timely fashion. Director Scott would like to add the following to the Waiver of Fines Policy, Section 49 : **Failure to return Library materials within the allotted time afforded Library patrons or otherwise failure to follow the Library's circulation policies shall result in disciplinary action up to and including termination of employment. This provision also applies to materials obtained by a minor child for which the employee is responsible.**

Barbara Abernathy made a motion to accept the change as written. A second was made by Mike Robertson and the motion carried.

Employee raises were discussed and Mr. Mays suggested the following change to the Personnel Policy: **The Board Budget Committee will review increases and the wage schedule on an annual basis. The Board will use the wage classification schedule and the budget to determine wage adjustments. Any wage or salary adjustments will be made effective January 1 of each year. Furthermore, any increase in compensation for the Administrative Assistant and Director must be made by separate motion. Employees, including the Administrative Assistant and Director, who receive disciplinary action, including but not limited to any written warnings for being late three times during a payroll period, are ineligible for a wage or salary increase for the calendar year following the disciplinary action.**

Mike Robertson made a motion to accept this change to the Personnel Policy. Bette Dalzell made a second and the motion carried.

Employee Raises/Director and Administrative Assistant

Director Scott would like to remove out dated language from the Wage Scale. Mike Robertson made a motion to accept these changes. Diana Eddleman made a second and the motion carried

Bette Dalzell made a motion that all eligible employees receive 2.6% raise effective January 2016. A second was made by Barbara Abernathy and the motion carried.

Mike Robertson made a motion that the Director and Administrative Assistant receive a 2.6% raise effective January 2016. Bette Dalzell made a second and the motion carried.

Holiday Calendar

Mike Robertson made a motion to adopt the 2016 holiday closings as submitted. Diana Eddleman made a second and the motion carried. This gives a total of 11 ½ days closed and closed for In-Service days held on the first Wednesday of May and November.

DIRECTOR'S REPORT

Please see attached report.

Director's Report

November 16, 2015

- I contacted Lesley Middleton from the assessor's office concerning the status of our eight lots and the fact the building at Elwood had not been assessed. Due to the assessor's office not having Lot 1 as part of our lots and stating that we owned Lot 0 located on highway 28 right behind St. Joseph Catholic Church, I was directed to speak to Brenda Palmer in the Madison Co. Mapping Department. Brenda helped fix the lot errors, but also found that parts of two different alleys had not been vacated.
- I questioned Jane Herndon from Ice Miller about the steps to take after getting the deed from Mr. Graham. I informed her that we still did not have deed after 3 months of waiting. She mailed via Federal Express within two days a proper deed. I also informed her of the issue with the alleys. She directed me to get the deed in the Library's name and then get the alleys closed. Unfortunately after Mr. Michael Williams and Mrs. Fran Huebner signed the deed, Sheri tried to deliver to the recorder's office. Brenda Palmer would not accept it due to the legal description containing the non-vacated alleys. Evelyn Hili is currently working to find the ordinances that Mr. Jim Wilson believes vacates these two alleys. I have read 1995 and 1993 board meeting minutes and have found mention of the alleys needing to be vacation at the November 1993 meeting. I will be moving on to 1994 minutes later this week.
- October circulation stats are significantly down from last October.
- Sheri and I attended the Annual Report and Bookkeeping Workshop on November 4th, 2015. An Internal Controls Policy will be required soon. New library standards are expected to be effective January 2017.
- The November 12th, 2016 trial of a Library patron that violated a no trespass order was continued until May 12, 2016. The prosecutor, Mr. Jamerson, informed me that the charges against the patron would be dropped if he stayed away from the Library for another year.
- We have continued to have quality of service issues with our new ENA VoIP phone service. After I returned a very detailed survey sent by ENA providing positive criticisms about their service and the poor quality of

phone service, I have received several phone calls from ENA about the problems and how they are going to correct them. ENA has found more than one problem with the VoIP phone service and has corrected them. While the service has improved, we are still experiencing quality of service issues.

- Dave Crockett has finished taking down and caulking each downspout at Elwood. He is still working on the gutters on the east side of the building to have the downspouts drain into the landscape not the sidewalks. Some of the bricks on the patio will have to be removed to place a grate along the sidewalk to assist in directing the rain water into the grass. He found several of the downspouts blocked due to plastic bottles which apparently had been thrown on top of the building and eventually found their way into the downspout. We will be monitoring the downspouts over the winter to see if these improvements help with the ice buildup. The next step is to look into heat tape similar to what Frankton has in one of their downspouts. Dave also placed a rock behind a bench at the parking lot entrance. He said over the weekend he witnessed several times kids parking their bikes behind the bench and damaging the downspout. He thought placing a big rock in front of the downspout might deter this activity. I'm not sure if the rock is going to stay.
- Baker & Taylor is our major vendor for ordering books. The web-based software to order items was recently changed. Since the change we have experienced several problems ordering books. We have informed Joan Stubbs our Baker & Taylor representative. Web pages loading slowly are still an issue.
- The staff seemed to really enjoy the in-service held last Wednesday. We had group discussion about customer service, patron privacy, several topics concerning Evergreen (circulation, bills, and registration), Interlibrary loans and team building exercises.

Public comment was sought. None was forthcoming.

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

Bette Dalzell, Secretary

Dan Brinkhoff
Barbara O'Rourke
Leslie Giffenhouse

Conrad J. Austin
Michael Robertson

Register Of Claims

North Madison County Public Library System

Report Date: From 10/20/15 To 11/16/15

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	645	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$1,667.36	11/04/15	Payroll tax withheld for October 2015
			County Taxes Withheld	Payroll Deductions	\$844.87		
				Total this claim =	<u>\$2,512.23</u>		
0	646	AFLAC	AFLAC	Payroll Deductions	\$431.64	11/04/15	October payroll
				Total this claim =	<u>\$431.64</u>		
0	647	INDIANA PUBLIC RETIREMENT	PERF	Payroll Deductions	\$387.19	11/04/15	Payroll ending 10/31/15
			Operating Fund	Emp Cont PERF	\$1,445.50		
				Total this claim =	<u>\$1,832.69</u>		
0	648	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,437.12	11/04/15	Payroll ending 10/31/15
			FICA	Payroll Deductions	\$1,164.76		
			Federal Taxes Withheld	Payroll Deductions	\$1,705.98		
			Medicare	Payroll Deductions	\$272.37		
				Total this claim =	<u>\$4,580.23</u>		
0	649	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$270.00	11/04/15	Payroll ending 10/31/15
				Total this claim =	<u>\$270.00</u>		
0	695	PAYROLL	Operating Fund	Salary of Director	\$2,115.55	11/04/15	PAYROLL
			Operating Fund	Salary of Assistants	\$15,487.12		
			Operating Fund	Salary of Assistants	\$94.50		
			Operating Fund	Wages of Janitor	\$1,175.00		
				Total this claim =	<u>\$18,872.17</u>		
0	644	PAYROLL	Operating Fund	Salary of Director	\$2,115.55	10/21/15	PAYROLL
			Operating Fund	Salary of Assistants	\$16,273.51		
			Operating Fund	Wages of Janitor	\$1,150.02		
				Total this claim =	<u>\$19,539.08</u>		
0	669	STAR FINANCIAL BANK	Operating Fund	Professional Services	\$10.44	11/01/15	Service charge October
				Total this claim =	<u>\$10.44</u>		
29894	664	AT&T LONG DISTANCE	Operating Fund	Telephone & Telegraph	\$105.81	11/04/15	Service for Elwood & Summitville
			Operating Fund	Telephone & Telegraph	\$0.00		
				Total this claim =	<u>\$105.81</u>		
29895	662	CARDMEMBER SERVICE	Operating Fund	Operating Supplies	\$32.73	11/04/15	Fall Décor
				Total this claim =	<u>\$32.73</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>
29886	665	CHRONICLE TRIBUNE	Operating Fund	Summitville Period. & Newsp.	\$240.80	11/04/15	Summitville
				Total this claim =	\$240.80		
29897	663	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$133.56	11/04/15	Service for Elwood
			Operating Fund	Waste Disposal Services	\$197.96		
				Total this claim =	\$331.52		
29898	661	DAVID CROWDER	Operating Fund	Other	\$14.48	11/04/15	Refund for movie
				Total this claim =	\$14.48		
29899	667	DEBBIE FOX	Operating Fund	Postage & UPS	\$27.60	11/04/15	Petty Cash
			Operating Fund	Frankton Programing	\$6.99		
				Total this claim =	\$34.59		
29900	660	FRONTIER	Operating Fund	Telephone & Telegraph	\$223.53	11/04/15	Service for Frankton
				Total this claim =	\$223.53		
29901	666	GE CAPITAL INFORMATION TE	Operating Fund	Equipment/Rental	\$60.60	11/04/15	Copier lease Summitville/Frankton
			Operating Fund	Equipment/Rental	\$60.60		
				Total this claim =	\$121.20		
29902	659	HARPER'S LAWN CARE	Operating Fund	Professional Services	\$150.00	11/04/15	Lawn care Frankton
				Total this claim =	\$150.00		
29903	658	HENSLEY'S TREE SERVICE	Operating Fund	Professional Services	\$150.00	11/04/15	Tree removal-Summitville
				Total this claim =	\$150.00		
29904	657	INDIANA LIBRARY FEDERATIO	Operating Fund	Dues	\$582.96	11/04/15	2016 Membership
				Total this claim =	\$582.96		
29905	650	MADISON COUNTY CLERK	Garnishment	Payroll Deductions	\$25.00	11/04/15	Garnishment payroll ending 10/31/15
				Total this claim =	\$25.00		
29906	656	MIDWEST COLLABORATIVE F	Operating Fund	Professional Meetings	\$198.00	11/04/15	Strategic Planning Workshop Part 2
				Total this claim =	\$198.00		
29907	654	STAPLES ADVANTAGE	Operating Fund	Office Supplies	\$90.08	11/04/15	As per attached invoices.
			Operating Fund	Cleaning & Sanitation Supplies	\$200.24		
			Operating Fund	Operating Supplies	\$239.96		
				Total this claim =	\$530.28		
29908	655	STAR FINANCIAL BANK	Operating Fund	Rentals	\$25.00	11/04/15	Safe Deposit Rental
				Total this claim =	\$25.00		
29909	653	THOMAS OFFICE SOLUTIONS	Operating Fund	Office Supplies	\$10.00	11/04/15	Copies
				Total this claim =	\$10.00		

<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>
29910	651	TOWN OF FRANKTON	Operating Fund	Electricity	\$1,005.99	11/04/15	Service for Frankton
			Operating Fund	Water	\$42.41		
			Operating Fund	Waste Disposal Services	\$33.52		
				Total this claim =	<u>\$1,081.92</u>		
29911	652	TOWN OF SUMMITVILLE	Operating Fund	Water	\$0.00	11/04/15	Service for Summitville
			Operating Fund	Waste Disposal Services	\$55.30		
				Total this claim =	<u>\$55.30</u>		
29912	670	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$1,803.88	11/16/15	As per attached invoices.
			Operating Fund	Elwood Childrens	\$65.53		
			Operating Fund	Elwood YA	\$21.96		
			Operating Fund	Frankton	\$524.04		
			Operating Fund	Summitville	\$48.81		
				Total this claim =	<u>\$2,464.22</u>		
29914	671	BINGHAM, FARRER & WILSON	Operating Fund	Legal Services	\$46.25	11/16/15	Legal services
				Total this claim =	<u>\$46.25</u>		
29916	672	CREATIVE PRODUCT SOURC	Operating Fund	Elwood Adult Programing	\$94.82	11/16/15	Library Bags
				Total this claim =	<u>\$94.82</u>		
29917	673	DOLLAR GENERAL-REGIONS 4	Operating Fund	Summitville Programing	\$23.00	11/16/15	As per attached invoices.
			Operating Fund	Elwood Children's Programing	\$6.00		
			Operating Fund	Elwood Children's Programing	\$71.05		
				Total this claim =	<u>\$100.05</u>		
29918	674	DON CARMER	Operating Fund	Summitville Programing	\$60.00	11/16/15	Children's Chrstmas program
				Total this claim =	<u>\$60.00</u>		
29920	675	ELWOOD FIRE EQUIPMENT C	Operating Fund	Professional Services	\$75.00	11/16/15	As per attached invoices.
				Total this claim =	<u>\$75.00</u>		
29921	676	ENA SERVICES LLC	Operating Fund	Telephone & Telegraph	\$159.02	11/16/15	Internet & Telephone
			Operating Fund	Telephone & Telegraph	\$833.00		
				Total this claim =	<u>\$992.02</u>		
29922	677	H & H Signs	Operating Fund	Operating Supplies	\$10.00	11/16/15	As per attached invoices.
			Operating Fund	Rentals	\$55.00		
				Total this claim =	<u>\$65.00</u>		
29923	680	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$2,086.61	11/16/15	Service for Summitville & Elwood
			Operating Fund	Electricity	\$367.92		
			Operating Fund	Electricity	\$17.19		
				Total this claim =	<u>\$2,471.72</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>
29924	681	INDIANA NEWSPAPERS, INC.	Operating Fund	Frankton Per. & Newsp.	\$369.07	11/16/15	Star Newspaper for Frankton
				Total this claim =	<u>\$369.07</u>		
29925	679	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$21.86	11/16/15	Service for Summitville
				Total this claim =	<u>\$21.86</u>		
29926	678	ITSAVVY LLC	Operating Fund	Technology Equipment	\$86.68	11/16/15	Headphones
				Total this claim =	<u>\$86.68</u>		
29927	682	JILL MURRAY	Operating Fund	Summitville Programing	\$44.09	11/16/15	Petty Cash
				Total this claim =	<u>\$44.09</u>		
29928	683	KMART 9124	Operating Fund	Elwood Children's Programing	\$13.35	11/16/15	As per attached invoices.
			Operating Fund	Operating Supplies	\$39.63		
				Total this claim =	<u>\$52.98</u>		
29929	689	LIBRARY STORE INC., THE	Operating Fund	Book Processing	\$143.35	11/16/15	Book Processing
				Total this claim =	<u>\$143.35</u>		
29930	684	LMC SERVICE SOLUTIONS	Operating Fund	Professional Services	\$450.00	11/16/15	As per attached invoices.
			Operating Fund	Professional Services	\$336.50		
				Total this claim =	<u>\$786.50</u>		
29932	686	MARSH SUPERMARKET	Operating Fund	Elwood Children's Programing	\$130.31	11/16/15	As per attached invoices.
			Operating Fund	Summitville Programing	\$13.37		
				Total this claim =	<u>\$143.68</u>		
29933	685	MIDWEST TAPE	Operating Fund	Book Processing	\$98.99	11/16/15	As per attached invoices.
			Operating Fund	Book Processing	\$197.98		
				Total this claim =	<u>\$296.97</u>		
29936	687	STAPLES ADVANTAGE	Operating Fund	Operating Supplies	\$32.50	11/16/15	As per attached invoices.
			Operating Fund	Cleaning & Sanitation Supplies	\$140.93		
			Operating Fund	Office Supplies	\$150.73		
			Operating Fund	Cleaning & Sanitation Supplies	(\$9.98)		
				Total this claim =	<u>\$314.18</u>		
29937	688	TEI LANDMARK AUDIO	Operating Fund	Elwood AV	\$99.25	11/16/15	As per attached invoices.
			Operating Fund	Frankton AV	\$58.25		
			Operating Fund	Summitville AV	\$109.75		
				Total this claim =	<u>\$267.25</u>		
29938	690	TOPS HOME CENTER	Operating Fund	Operating Supplies	\$26.98	11/16/15	Lawn care
				Total this claim =	<u>\$26.98</u>		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
29939	692	U.S. BANK EQUIPMENT FINAN	Operating Fund	Equipment/Rental	\$149.00	11/16/15	Copier Lease Elwood
				Total this claim =	\$149.00		
29940	691	UPSTART	Operating Fund	Office Supplies	\$22.45	11/16/15	Youth Services Calendar
				Total this claim =	\$22.45		
29941	693	VAN AUSDALL & FARRAR, INC.	Operating Fund	Office Supplies	\$178.20	11/16/15	Copies
				Total this claim =	\$178.20		
29942	694	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$392.86	11/16/15	Service for Elwood, Summitville and Frankton
			Operating Fund	Gas	\$20.29		
			Operating Fund	Gas	\$28.59		
				Total this claim =	\$441.74		
Total Amount of Claims					\$61,675.66		

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

Monday, November 16, 2015

Michael Robertson

Fiscal Officer

ALLOWANCE OF VOUCHERS

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

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

Date this _____ day of _____, 20____.

Barbara Abramowitz _____
Devin G. Eddlemon _____
Beth Sabell _____

SIGNATURES OF GOVERNING BOARD

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

**NMCPLS
Job Description**

Job Title: Outreach Clerk
Department: Any
Reports To: Branch/Department Manager
FLSA Status: Nonexempt
Prepared By: Director
Prepared Date: July 2015
Approved By: Board of Trustees
Review & Approval Date: July 20, 2015

SUMMARY: Organizes library materials and provides patron services by performing the following duties. **ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following. Other duties may be assigned.

1. Answers telephone and directs calls, schedules meeting and seminar rooms, assists patrons in use of computers, fax, photocopiers, printer-readers, etc.
2. Issues borrowers' library identifications, locates and checks out materials to patrons, inspects returned materials for damage, and computes, records, and receives fines.
3. Executes daily reports which include statistics, overdue and fine reports and prepares overdue notices to send to borrowers.
4. Balances and totals daily collections.
5. Processes and maintains reserve materials and interlibrary loans.
6. Sorts returned materials according to classification code and need for repair, and returns them to shelves, files, or other designated storage area.
7. Repairs materials.
8. Checks patron requests for new materials against existing collection and outstanding patron requests.
9. Prepares new materials for circulation.
10. Sorts and shelves new materials, maintains vertical files, keeps up scrapbook which documents library history, prepares displays.
11. Answers inquiries of nonprofessional nature and refers persons requiring professional assistance to librarian.
12. Maintains regular communication, both formal and informal with all other personnel.
13. Participates in professional development activities.
14. Develops and presents programs for adult patrons.
15. Markets the library through monthly article of events to the local newspaper and posting weekly events to e-newsletter.
16. Selects, gathers and delivers library materials to homebound patrons which includes residents at the nursing home.

SUPERVISORY RESPONSIBILITIES: None.

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

EDUCATION and/or EXPERIENCE: High school diploma or general education degree (GED) required.

LANGUAGE SKILLS: Ability to read and comprehend simple instructions, short correspondence, and memos. Ability to write simple correspondence. Ability to effectively present information on one-on-one and small groups situations to customers, clients, and other employees of the organization.

MATHEMATICAL SKILLS: Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to create and interpret bar graphs.

REASONING ABILITY: Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

OTHER: Strong interpersonal and human relations skills, written and oral communication skills. High degree of flexibility, organization, and capacity to multi-task. All employees are expected to demonstrate/develop basic keyboard skills; operate automated circulation stations, AV equipment, telephones, microfilm printer-readers, FAX machines, photocopiers and laminators.

CERTIFICATES, LICENSES, REGISTRATIONS: A valid Indiana driver's license, proof of insurance and acceptable driving record.

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

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually moderate.

Library system is officially debt free

The North Madison County Public Library System (NMCPLS) which includes the Elwood Public Library, Frankton Community Library and the Ralph E. Hazelbaker Library in Summitville held true to its promise. The final debt payment for constructing the new facilities at Elwood and Frankton was paid on Dec. 30, 2013. For the past 20 years the NMCPLS Leasing Corporation held the deed to the library. Last Friday, the President, Michael Williams, and Secretary, Frances Huebner, of the Leasing Corporation, signed the deed back to the library. The NMCPLS Library Board and Leasing Corporation members as well as the library staff are proud to inform the residents of the Madison County townships, Pipe Creek, Lafayette, Duck Creek, Boone and Van Buren, the library system is officially debt free. Huebner, Williams and Jamie Scott, director, are shown in the right photo.

(Magen Idlewine photo)



2016 HOLIDAY CLOSINGS

January 1, 2016	New Year's Day, Friday
January 18, 2016	Martin Luther King, Jr. Day
February 15, 2016	President's Day
May 23, 2016	Memorial Day
July 4, 2016	Independence Day, Monday
September 3, 2016	Labor Day Saturday
September 5, 2016	Labor Day
November 23, 2016	Thanksgiving Eve (Close at 1 pm)
November 24, 2016	Thanksgiving Day
December 24, 2016	Christmas Eve Saturday
December 25, 2016	Christmas Day Sunday
December 26, 2016	Monday after Christmas Day
December 31, 2016	New Year's Eve Saturday
January 1, 2017	New Year's Day Sunday
January 2, 2017	Monday after New Year's Day

11 ½ DAYS TOTAL (NOT INCLUDING 2017 NEW YEAR'S DAY)
Closed for In-Service Days held each year on the first Wednesday of May and November

Bank Balances

North Madison County Public Library System

Report as of: 10/31/15

<i>Bank</i>	
1	Star Financial Bank \$277,924.62
2	Star Financial Bank (2) \$62,324.91
3	Community Bank/Summitville \$0.00
4	First Farmers Bank & Trust \$194,180.15
5	PNC Bank \$0.00
6	Main Source Bank \$0.00
7	Petty Cash & Cash Drawer \$265.00
8	National City Bank (2) \$0.00
9	First Farmers Bank & Trust (2) \$0.00
<i>Total all banks = \$534,694.68</i>	

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

Financial Report
North Madison County Public Library System

Report Dates = 10/01/15 to 10/31/15

Fund	Start of year	Disbursements this month	Disbursements YTD	Receipts this month	Receipts YTD	Balance
100 Operating Fund	\$536,578.12	\$87,208.31	\$739,223.29	\$21,037.74	\$589,627.03	\$386,981.86
Subtotal	\$536,578.12	\$87,208.31	\$739,223.29	\$21,037.74	\$589,627.03	\$386,981.86
1. Operating Fund						
102 Petty Cash & Cash Drawer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
105 Operating Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2. Main						
103 Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
106 Evergreen Indiana	\$21.50	\$71.13	\$452.44	\$22.94	\$453.88	\$22.94
107 PLAC	\$0.00	\$65.00	\$260.00	\$0.00	\$260.00	\$0.00
110 LIRF Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
115 LIRF	\$54,370.99	\$0.00	\$0.00	\$0.00	\$0.00	\$54,370.99
117 Rainy Day Fund	\$48,573.19	\$0.00	\$0.00	\$0.00	\$0.00	\$48,573.19
118 Rainy Day Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
120 Gift	\$41,419.27	\$169.71	\$5,157.84	\$0.00	\$4,226.82	\$40,488.25
121 F'nk Bldg Project Gift	\$1,313.58	\$0.00	\$0.00	\$0.00	\$0.00	\$1,313.58
122 Gates Gift Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
123 Madison Co Comm Foundation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
124 F'nk Bldg Project Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
125 St Technology Fund Grant Fund	\$0.00	\$0.00	\$7,944.00	\$0.00	\$7,944.00	\$0.00
130 Debt Service Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$145,698.53	\$305.84	\$13,814.28	\$22.94	\$12,884.70	\$144,768.95
4. Withholding						
201 Federal Taxes Withheld	\$0.00	\$7,151.95	\$43,788.65	\$7,151.95	\$43,788.65	\$0.00
202 FICA	\$0.00	\$3,173.35	\$26,453.62	\$3,173.35	\$26,453.62	\$0.00
203 State Tax Withheld	\$0.00	\$0.00	\$12,489.03	\$1,667.36	\$14,156.39	\$1,667.36
204 County Taxes Withheld	\$0.00	\$0.00	\$6,152.94	\$844.87	\$6,997.81	\$844.87
205 PERF	\$0.00	\$1,192.79	\$9,195.34	\$1,192.79	\$9,195.34	\$0.00
206 Credit Union	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
207 Annuity	\$0.00	\$565.00	\$2,370.00	\$565.00	\$2,370.00	\$0.00
208 Insurance	\$0.00	\$464.89	\$4,709.96	\$464.89	\$4,709.96	\$0.00
209 Medicare	\$0.00	\$742.11	\$6,186.38	\$742.11	\$6,186.38	\$0.00
210 Other Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
211 Gamishment	\$0.00	\$50.00	\$525.00	\$50.00	\$525.00	\$0.00
212 AFLAC	\$0.00	\$0.00	\$4,013.40	\$431.64	\$4,445.04	\$431.64
Subtotal	\$0.00	\$13,340.09	\$115,884.32	\$16,283.96	\$118,828.19	\$2,943.87
Grand Total	\$682,276.65	\$100,854.24	\$868,921.89	\$37,344.64	\$721,339.92	\$534,694.68

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

Receipt Listing
North Madison County Public Library System

Report Date: From 10/01/15 To 10/31/15

Receipt #	Date	Name	Explanation	Bank	Total
476	10/07/15	PAYROLL		1	\$10,939.35
477	10/12/15	Star Financial Bank	September Interest	2	\$2.45
478	10/12/15	First Farmers Bank & Trust	September Interest	4	\$29.80
479	10/01/15	Jamie Scott	FINES & FEES - RECEIPT #11248	1	\$72.90
480	10/02/15	Debbie Fox	FINES & FEES - RECEIPT #11249	1	\$115.55
481	10/02/15	Dennis Johnson	FINES & FEES - RECEIPT #11250	1	\$61.45
482	10/05/15	Dennis Johnson	FINES & FEES - RECEIPT #11251	1	\$57.70
483	10/05/15	Jill Murray	FINES & FEES - RECEIPT #11252	1	\$57.76
484	10/05/15	Trisha Shuler	FINES & FEES - RECEIPT #11253	1	\$27.71
485	10/05/15	Dennis Johnson	FINES & FEES - RECEIPT #11254	1	\$35.80
486	10/05/15	Frontier Communications	Refund for Frankton phone service-Receipt #11255	1	\$406.03
487	10/07/15	Jamie Scott	FINES & FEES - RECEIPT #11256	1	\$142.91
488	10/07/15	Trisha Shuler	FINES & FEES - RECEIPT #11257	1	\$26.78
489	10/07/15	Jordan Arehart	FINES & FEES - RECEIPT #11258	1	\$63.95
490	10/08/15	Dennis Johnson	FINES & FEES - RECEIPT #11259	1	\$64.80
491	10/09/15	Dennis Johnson	FINES & FEES - RECEIPT #11260	1	\$99.10
492	10/09/15	Debbie Fox	FINES & FEES - RECEIPT #11261	1	\$198.75
493	10/12/15	Treasurer of Madison County	October 2015 COIT-Receipt #11262	1	\$17,538.33
494	10/27/15	Dennis Johnson	FINES & FEES - RECEIPT #11263	1	\$57.60
495	10/12/15	Jill Murray	FINES & FEES - RECEIPT #11264	1	\$41.35
496	10/12/15	Dennis Johnson	FINES & FEES - RECEIPT #11265	1	\$36.60
497	10/13/15	Trisha Shuler	FINES & FEES - RECEIPT #11266	1	\$23.87
498	10/13/15	Dennis Johnson	FINES & FEES - RECEIPT #11267	1	\$47.35
499	10/14/15	Dennis Johnson	FINES & FEES - RECEIPT #11268	1	\$120.70
500	10/15/15	Dennis Johnson	FINES & FEES - RECEIPT #11269	1	\$113.39
501	10/15/15	Dennis Johnson	FINES & FEES - RECEIPT #11270	1	\$77.50
502	10/16/15	Debbie Fox	FINES & FEES - RECEIPT #11271	1	\$173.65
503	10/19/15	Jill Murray	FINES & FEES - RECEIPT #11272	1	\$68.65
504	10/19/15	Jamie Scott	FINES & FEES - RECEIPT #11273	1	\$112.15
505	10/19/15	Trisha Shuler	FINES & FEES - RECEIPT #11274	1	\$27.25
506	10/19/15	Dennis Johnson	FINES & FEES - RECEIPT #11275	1	\$34.31
507	10/20/15	Dennis Johnson	FINES & FEES - RECEIPT #11276	1	\$67.00
508	10/22/15	Dennis Johnson	FINES & FEES - RECEIPT #11277	1	\$38.40

Voucher List

North Madison County Public Library System

Report Date: From **10/01/15** To **10/31/15**

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
0	585	INDIANA PUBLIC RETIREMENT	10/07/15	Payroll ending 10/3/15	\$3,681.25
0	586	EFTPS	10/07/15	Payroll ending 10/3/15	\$10,256.57
0	587	GREAT-WEST RETIREMENT S	10/07/15	Payroll ending 10/3/15	\$295.00
29849	588	MADISON COUNTY CLERK	10/07/15	Payroll ending 10/3/15	\$25.00
29853	589	VECTREN ENERGY DELIVERY	10/07/15	Service for Summitville	\$20.72
29852	590	THOMAS OFFICE SOLUTIONS	10/07/15	Copies for Elwood	\$10.00
29850	591	SHERI WALLACE	10/07/15	Mileage 683.7 x \$.44=\$300.83	\$300.83
29851	592	STAPLES ADVANTAGE	10/07/15	As per attached invoices.	\$108.96
29848	593	INDIANA DEPARTMENT OF W	10/07/15	3rd Quarter Unemployment	\$318.80
29846	594	GE CAPITAL INFORMATION TE	10/07/15	Copier Lease Frankton & Summitville	\$121.20
29847	595	GLOBAL GOVT/ED SOLUTION	10/07/15	As per attached invoices.	\$320.40
29845	596	CLINT TRICE	10/07/15	Mileage 456 x .44 = \$200.64	\$200.64
29844	597	CITY OF ELWOOD UTILITIES	10/07/15	Service for Elwood	\$331.52
29843	598	CARDMEMBER SERVICE	10/07/15	As per attached invoices.	\$823.56
29842	599	AT&T LONG DISTANCE	10/07/15	Service for Elwood	\$67.01
0	600	PAYROLL	10/07/15	PAYROLL	\$31,815.27
29854	601	AT&T	10/19/15	Service for Summitville & Elwood	\$122.56
29855	602	AVC TECHNOLOGY CORPORA	10/19/15	Accounting Support	\$471.00
29858	603	BOYCE FORMS/SYSTEMS	10/19/15	2015 W2's & 1099's	\$43.92
29856	604	BAKER & TAYLOR	10/19/15	As per attached invoices.	\$4,632.25
29891	605	W B CORNWELL	10/19/15	6 Copies of A Chill in the Air	\$78.00
29859	606	CAROLYN HARRIS	10/19/15	Refurd of fines	\$24.00
29860	607	DOLLAR GENERAL-REGIONS	10/19/15	As per attached invoices.	\$177.30
29863	608	ENA SERVICES LLC	10/19/15	Internet & VolP	\$992.02
29861	609	EDC EDUCATIONAL SERVICE	10/19/15	As per attached invoices.	\$466.69
29862	610	ELWOOD FIRE EQUIPMENT C	10/19/15	Backflow Prevention Test	\$150.00
29864	611	H & H Signs	10/19/15	Name tag	\$5.00
29869	612	INDIANA-AMERICAN WATER C	10/19/15	Service for Summitville	\$22.73
29867	613	INDIANA STATE LIBRARY	10/19/15	3rd Quarter PLAC report	\$65.00
29868	614	INDIANA STATE LIBRARY	10/19/15	3rd Quarter Evergreen Indiana Payment	\$71.13
29865	615	INDIANA LIBRARY FEDERATIO	10/19/15	2015 Legislative Fall Forum	\$30.00
29866	616	INDIANA MICHIGAN POWER C	10/19/15	Service for Summitville & Elwood	\$2,745.58
29870	617	JAN ROLAND	10/19/15	Water color class - Frankton	\$10.00
29871	618	JILL MURRAY	10/19/15	Petty Cash	\$27.58
29873	619	LIBRARY STORE INC., THE	10/19/15	As per attached invoices.	\$64.18
29872	620	LELAND P GAMSON LLC	10/19/15	Childrens books	\$105.00
29874	621	LMC SERVICE SOLUTIONS	10/19/15	As per attached invoices.	\$542.50
29878	622	MIDWEST TAPE	10/19/15	As per attached invoices.	\$593.89
29879	623	NUGENT ELECTRIC INC.	10/19/15	As per attached invoices.	\$1,987.55
29880	624	OVERDRIVE, INC	10/19/15	eIndiana Digital Consortium October 2015-September 2016	\$3,000.00
29883	625	SPRINK INC	10/19/15	As per attached invoices.	\$281.25
29882	626	SCHOOL SPECIALTY	10/19/15	Flannel Board	\$127.06
29884	627	STAPLES ADVANTAGE	10/19/15	As per attached invoices.	\$315.97
29886	628	U.S. BANK EQUIPMENT FINAN	10/19/15	Copier Lease Elwood	\$149.00
29889	629	VAN AUSDALL & FARRAR, INC.	10/19/15	Copies-Elwood	\$118.85
29890	630	VECTREN ENERGY DELIVERY	10/19/15	As per attached invoices.	\$143.76
29888	631	UNSEENPRESS.COM	10/19/15	Ghost Haunlins of Madison Co	\$65.00
29892	632	YOUR AUTOMATIC DOOR CO	10/19/15	As per attached invoices.	\$424.50
29876	633	MANIFOLD REFUSE, INC.	10/19/15	Service for Frankton	\$84.00

<i>Receipt #</i>	<i>Date</i>	<i>Name</i>	<i>Explanation</i>	<i>Bank</i>	<i>Total</i>
509	10/22/15	Jamie Scott	FINES & FEES - RECEIPT #11278	1	\$86.65
510	10/26/15	Jill Murray	FINES & FEES - RECEIPT #11279	1	\$79.15
511	10/26/15	Debbie Fox	FINES & FEES - RECEIPT #11280	1	\$144.40
512	10/26/15	Trisha Shuler	FINES & FEES - RECEIPT #11281	1	\$37.98
513	10/26/15	Jamie Scott	FINES & FEES - RECEIPT #11282	1	\$58.45
514	10/26/15	Trisha Shuler	FINES & FEES - RECEIPT #11283	1	\$22.11
515	10/26/15	Jamie Scott	FINES & FEES - RECEIPT #11284	1	\$48.10
516	10/27/15	Jamie Scott	FINES & FEES - RECEIPT #11285	1	\$81.10
517	10/28/15	Jamie Scott	FINES & FEES - RECEIPT #11286	1	\$72.45
518	10/28/15	Trisha Shuler	FINES & FEES - RECEIPT #11287	1	\$20.99
519	10/29/15	Jamie Scott	FINES & FEES - RECEIPT #11288	1	\$104.76
520	10/30/15	Jamie Scott	FINES & FEES - RECEIPT #11289	1	\$88.19
521	10/30/15	Debbie Fox	FINES & FEES - RECEIPT #11290	1	\$171.64
522	10/21/15	PAYROLL		1	\$5,344.61
523	10/01/15	Star Finanacial Bank	September Interest	1	\$3.17
Total All Receipts					\$37,344.64

Tuesday, November 03, 2015

Fiscal Officer

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

Appropriation Report for 100 Operating Fund

North Madison County Public Library System

Report Date: From 10/01/15 To 10/31/15

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>1. Personal Services</i>							
1.11 Salary of Director	\$55,600.00	\$0.00	\$55,600.00	\$4,231.10	\$44,426.55	\$11,173.45	79.9
1.12 Salary of Assistants	\$587,700.00	\$0.00	\$587,700.00	\$44,781.55	\$358,062.76	\$229,637.24	60.9
1.13 Wages of Janitor	\$30,600.00	\$0.00	\$30,600.00	\$2,341.70	\$25,893.65	\$4,706.35	84.6
1.14 Employee Benefits	\$6,000.00	\$0.00	\$6,000.00	\$318.80	\$3,479.91	\$2,520.09	58.0
1.16 Empl.Share FICA&Medicare	\$51,000.00	\$0.00	\$51,000.00	\$3,915.44	\$32,639.84	\$18,360.16	64.0
1.17 Unemployment comp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
1.18 Emp Cont PERF	\$46,000.00	\$0.00	\$46,000.00	\$4,453.06	\$34,329.25	\$11,670.75	74.6
1.19 Emp Cont Group Ins	\$100,000.00	\$0.00	\$100,000.00	\$4,820.30	\$44,326.71	\$55,673.29	44.3
1.2 Salary of Board Treasurer	\$300.00	\$0.00	\$300.00	\$0.00	\$0.00	\$300.00	0.0
Subtotal	\$877,200.00		\$877,200.00	\$64,861.95	\$543,158.67	\$334,041.33	61.9
<i>2. Supplies</i>							
2.1 Office Supplies	\$15,000.00	\$0.00	\$15,000.00	\$586.72	\$4,266.03	\$10,733.97	28.4
2.12 Stationary & Supplies	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
2.2 Operating Supplies	\$9,500.00	\$0.00	\$9,500.00	\$190.45	\$4,997.81	\$4,502.19	52.6
2.21 Cleaning & Sanitation Supplies	\$4,000.00	\$0.00	\$4,000.00	\$0.00	\$998.66	\$3,001.34	25.0
2.23 Fuel, Oil and Lubricants	\$150.00	\$0.00	\$150.00	\$18.00	\$73.80	\$76.20	49.2
2.24 Bldg. Matl. And Supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.25 Paint and painting supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.26 Repair Parts/Maintenance	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$279.15	\$720.85	27.9
2.27 Other Repair & mainten.supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.31 Book Processing	\$9,500.00	\$0.00	\$9,500.00	\$262.16	\$2,836.51	\$6,663.49	29.9

<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>
2.32 Automation	\$19,400.00	\$0.00	\$19,400.00	\$0.00	\$0.00	\$19,400.00	0.0
Subtotal	\$59,800.00		\$59,800.00	\$1,067.33	\$13,451.96	\$46,348.04	22.5
<i>2. Supplies</i>							
2.11 Official Records	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$306.01	\$693.99	30.6
Subtotal	\$1,000.00		\$1,000.00	\$0.00	\$306.01	\$693.99	30.6
<i>3. Other Services and Charges</i>							
3.1 Professional Services	\$55,000.00	\$0.00	\$55,000.00	\$4,056.24	\$25,093.26	\$29,906.74	45.6
3.11 Consulting Services	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
3.12 Legal Services	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$192.00	\$2,308.00	7.7
3.14 Engineering & Architects	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	0.0
3.145 Databases	\$6,650.00	\$0.00	\$6,650.00	\$0.00	\$2,663.46	\$3,986.54	40.1
3.146 Ebook Services	\$6,000.00	\$0.00	\$6,000.00	\$3,000.00	\$4,500.00	\$1,500.00	75.0
3.21 Telephone & Telegraph	\$38,200.00	\$0.00	\$38,200.00	\$1,181.59	\$6,195.38	\$32,004.62	16.2
3.22 Postage & UPS	\$3,800.00	\$0.00	\$3,800.00	\$125.58	\$1,866.03	\$1,933.97	49.1
3.23 Traveling Expense	\$3,000.00	\$0.00	\$3,000.00	\$501.47	\$1,533.76	\$1,466.24	51.1
3.24 Professional Meetings	\$3,000.00	\$0.00	\$3,000.00	\$30.00	\$480.00	\$2,520.00	16.0
3.26 Elwood Children's Programing	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$2,139.88	\$2,860.12	42.8
3.27 Elwood Adult Programing	\$2,900.00	\$0.00	\$2,900.00	\$0.00	\$1,217.30	\$1,682.70	42.0
3.28 Frankton Programing	\$4,000.00	\$0.00	\$4,000.00	\$86.96	\$1,534.42	\$2,465.58	38.4
3.29 Summitville Programing	\$2,900.00	\$0.00	\$2,900.00	\$92.21	\$1,073.43	\$1,826.57	37.0
3.3 Title Source	\$3,100.00	\$0.00	\$3,100.00	\$2,400.00	\$2,277.08	\$822.92	73.5
3.31 Advertising & Public Notices	\$1,200.00	\$0.00	\$1,200.00	\$0.00	\$715.38	\$484.62	59.6
3.4 Insurance	\$18,000.00	\$0.00	\$18,000.00	\$0.00	\$17,406.00	\$594.00	96.7
3.41 Official Bonds	\$400.00	\$0.00	\$400.00	\$0.00	\$200.00	\$200.00	50.0
3.51 Gas	\$20,000.00	\$0.00	\$20,000.00	\$164.48	\$6,300.19	\$13,699.81	31.5
3.52 Electricity	\$35,000.00	\$0.00	\$35,000.00	\$2,745.58	\$29,881.54	\$5,118.46	85.4

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
3.53 Water	\$6,000.00	\$0.00	\$6,000.00	\$156.29	\$1,747.19	\$4,252.81	29.1
3.54 Waste Disposal Services	\$3,000.00	\$0.00	\$3,000.00	\$281.96	\$2,508.07	\$491.93	83.6
3.61 Bldg. & Structure/Maint.	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.0
3.62 Equipment/Maint.	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$99.00	\$4,901.00	2.0
3.7 Rentals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
3.72 Equipment/Rental	\$7,000.00	\$0.00	\$7,000.00	\$270.20	\$3,230.00	\$3,770.00	46.1
3.8 Dues	\$2,700.00	\$0.00	\$2,700.00	\$0.00	\$297.60	\$2,402.40	11.0
3.81 Taxes	\$500.00	\$0.00	\$500.00	\$0.00	\$310.90	\$189.10	62.2
3.82 Interest on Temporary Loans	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
3.9 Transfer to LIRF	\$7,000.00	\$0.00	\$7,000.00	\$0.00	\$0.00	\$7,000.00	0.0
Subtotal	\$245,450.00		\$245,450.00	\$15,092.56	\$113,461.87	\$131,988.13	46.2

4. Capitol Outlays

4.1 Land Buildings Improvements	\$10,814.00	\$0.00	\$10,814.00	\$0.00	\$0.00	\$10,814.00	0.0
4.2 Furniture & Equipment	\$22,314.00	\$0.00	\$22,314.00	\$589.20	\$3,638.06	\$18,675.94	16.3
4.21 Technology Equipment	\$22,000.00	\$0.00	\$22,000.00	\$320.40	\$4,373.80	\$17,626.20	19.9
4.31 Elwood Adult	\$33,500.00	\$0.00	\$33,500.00	\$386.44	\$9,716.48	\$23,783.52	29.0
4.32 Elwood Childrens	\$14,000.00	\$0.00	\$14,000.00	\$780.17	\$5,271.92	\$8,728.08	37.7
4.33 Elwood YA	\$6,200.00	\$0.00	\$6,200.00	\$343.19	\$2,221.38	\$3,978.62	35.8
4.34 Frankton	\$19,500.00	\$0.00	\$19,500.00	\$750.55	\$6,241.72	\$13,258.28	32.0
4.35 Summitville	\$16,500.00	\$0.00	\$16,500.00	\$784.05	\$5,988.08	\$10,511.92	36.3
4.4 Elwood Period. & News.	\$9,500.00	\$0.00	\$9,500.00	\$0.00	\$2,982.67	\$6,517.33	31.4
4.41 Frankton Per. & Newsp.	\$2,800.00	\$0.00	\$2,800.00	\$0.00	\$1,027.37	\$1,772.63	36.7
4.42 Summitville Period. & Newsp.	\$1,700.00	\$0.00	\$1,700.00	\$0.00	\$971.72	\$728.28	57.2
4.51 Elwood AV	\$35,000.00	\$0.00	\$35,000.00	\$1,485.21	\$11,835.88	\$23,164.12	33.8
4.52 Frankton AV	\$18,800.00	\$0.00	\$18,800.00	\$381.94	\$5,548.88	\$13,251.12	29.5
4.53 Summitville AV	\$14,400.00	\$0.00	\$14,400.00	\$341.32	\$5,387.98	\$9,012.02	37.4

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
4.54 Technology Software	\$8,000.00	\$0.00	\$8,000.00	\$0.00	\$3,614.84	\$4,385.16	45.2
Subtotal	\$235,028.00		\$235,028.00	\$6,162.47	\$68,820.78	\$166,207.22	29.3
Grand Total	\$1,418,478.00	\$0.00	\$1,418,478.00	\$87,184.31	\$739,199.29	\$679,278.71	52.1

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

TRANSMISSION VERIFICATION REPORT

TIME : 11/12/2015 15:51
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER. # : BROF2V374540

DATE, TIME 11/12 15:51
FAX NO./NAME SUMMITVILLE
DURATION 00:00:14
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RESULT OK
MODE STANDARD
ECM

TRANSMISSION VERIFICATION REPORT

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FAX : 7655520955
TEL : 7655525001
SER. # : BROF2V374540

DATE, TIME 11/12 15:50
FAX NO./NAME FRANKTON
DURATION 00:00:15
PAGE(S) 01
RESULT OK
MODE STANDARD
ECM

Agenda

November 16, 2015

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
5:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
 - Minutes
 - Claims Register & Checks
 - Personnel
- Old Business
 - 1. Long Range Plan
 - 2. Network RFP
- New Business
 - 1. Nominating Committee Report

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TRANSMISSION VERIFICATION REPORT

TIME : 11/12/2015 15:50
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BROF2V374540

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DURATION 00:00:19
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MODE STANDARD
ECM

TRANSMISSION VERIFICATION REPORT

TIME : 11/12/2015 15:49
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FAX : 7655520955
TEL : 7655525001
SER.# : BROF2V374540

DATE, TIME 11/12 15:49
FAX NO./NAME CALL LEADER
DURATION 00:00:14
PAGE(S) 01
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MODE STANDARD
ECM

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Agenda

December 14, 2015

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
5:30 P.M.

Call to Order

Call for Quorum

Consent Agenda

Minutes

Claims Register & Checks

Personnel

Old Business

1. Long Range Plan
2. Network RFP – Open Sealed Bids

New Business

1. End of Year Purchase Audio Books, Playaways and Programming Supplies
2. Resolutions to Reduce 2015 Appropriations to Support the 2016 Budget
 - a. 2015 Operating Budget
 - b. 2015 Rainy Day Budget
 - c. 2015 Library Improvement Reserve Fund
3. Transfer of Appropriations Resolution
4. Items to Donate to Other Libraries or Schools
5. Statewide Remote Circulation System – SRCS

Director's Report

Public Comment

Adjournment

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
Regular Meeting
December 14, 2015
5:30pm

CALL TO ORDER

President Leslie Rittenhouse called a regular meeting of the North Madison County Public Library Board of Trustees to order on December 14, 2015 at 5:30 pm in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

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

CONSENT AGENDA

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

OLD BUSINESS

Long Range Plan

The current long range plan for NMCPLS expires December 2015 which meets public library standards for 2015. After the first of the year we will begin committee meetings to draft a new long range plan.

Network RFP-Open Sealed Bids

We have received bids from three vendors. Ricoh bid \$33,598.25 for Elwood Public Library, \$29,459.50 for Frankton Community Library, and \$22,971.76 for Ralph E. Hazelbaker Library.

Roeing Corporation bid 15,600.00 for Elwood Public Library, \$9,594.00 for Frankton Community Library, and \$10,722.00 for Ralph E. Hazelbaker Library.

Integrity Network Solutions bid \$22,228.58 for Elwood Public Library, \$8,451.38 for Frankton Community Library and \$16,172.32 for Ralph E. Hazelbaker Library.

Director Jamie Scott and IT Manager Clint Trice will review the bids and make a recommendation to the board at the January 2016 board meeting.

NEW BUSINESS

End of Year Purchase Audio Books, Playaways and Programming Supplies

Each branch will be purchasing several items to be paid from the 2015 budget with the final payroll of 2015. Beverly Austin made a motion to pay for these items with the final 2015 payroll. Barbara Abernathy made a second and the motion carried.

Resolutions to Reduce the 2015 Appropriations to Support the 2016 Budget

Pro Tem Secretary Barbara Abernathy read the Resolution to Reduce Appropriations for 2015 Budget which would reduce the 2015 Operating Fund budget by \$370,000.00. Mike Robertson made a motion to adopt this resolution. Dan Prieshoff made a second and the motion carried.

Pro Tem Secretary Barbara Abernathy read the Resolution to Reduce Appropriation for 2015 Budget which would reduce the 2015 Rainy Day Fund budget by \$10,000.00. Barbara Abernathy made a motion to adopt this resolution. Beverly Austin made a second and the motion carried.

Pro Tem Secretary Barbara Abernathy read the Resolution to Reduce Appropriations for 2014 Budget which would reduce the 2014 Library Improvement Reserve Fund budget by \$54,000.00 Mike Robertson made a motion to adopt this resolution. Beverly Austin made a second and the motion carried.

Transfer of Appropriations Resolution

Pro Tem Secretary Barbara Abernathy read the Resolution to Transfer Funds Within the library Operating Fund Major Categories which would transfer \$4750.00. Mike Robertson made a motion to adopt this resolution. Barbara Abernathy made a second and the motion carried.

Items to Donate to Other Libraries or Schools

There are several items that are no longer in use that we would like to donate to another library or school. These items include 3 time clocks, 1 Blue Socket wireless controller, 4 telephones and a magazine rack. Mike Robertson made a motion these items be donated. Barbara Abernathy made a second and the motion carried.

Statewide Remote Circulation System-SRCS

SRCS is a statewide patron request system that will show the combined collections of all participating libraries that patrons can link through our catalog. There is no cost to participating libraries. Beverly Austin made a motion that NMCPLS participate in the Statewide Remote Circulation System. Barbara Abernathy made a second and the motion carried.

DIRECTOR'S REPORT

There was an active fire alarm at 1:00 a.m. on Friday, December 11. The compressor in the sprinkler room failed. There was also a leak in the sprinkler system. The pipe was replaced. More pipe will need to be replaced in the future. Installation of the new compressor will cost \$1400.00.

We are at a standstill getting the alleys vacated and recording the new deed. We are working with the city, Mr. Wilson and Mr. Ward. Mr. Ward's office will not be able to look anything up until after the first of the year.

Our statistics are down for this month. We have no explanation as to why. We are going to take the beep off the scanners so everyone will have to look at the screen when checking things in and out. Hopefully this will ensure every item is checked in and out. Memorial Day is changed on the 2016 Holiday Closing list from May 23, 2016 to May 30, 2016.

Public comment was sought. None was forthcoming.

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

Bette Dalzell, Secretary

Michael Robertson
Leslie Bitterhaus
Barbara Abernethy

Beverly J. Austin

Register Of Claims

North Madison County Public Library System

Report Date: From 11/17/15 To 12/14/15

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	709	AFLAC	AFLAC	Payroll Deductions	\$431.64	12/02/15	November payroll
				Total this claim =	\$431.64		
0	696	INDIANA PUBLIC RETIREMENT	PERF Operating Fund	Payroll Deductions Emp Cont PERF	\$385.94 \$1,440.82	11/18/15	Payroll ending 11/14/15
				Total this claim =	\$1,826.76		
0	722	STAR FINANCIAL BANK	Operating Fund	Professional Services	\$10.26	12/02/15	November Service Charge
				Total this claim =	\$10.26		
0	721	PAYROLL	Operating Fund Operating Fund Operating Fund Operating Fund	Salary of Director Salary of Assistants Salary of Assistants Wages of Janitor	\$2,115.55 \$15,361.22 \$720.00 \$1,155.16	12/02/15	PAYROLL
				Total this claim =	\$19,351.93		
0	710	INDIANA DEPARTMENT OF RE	State Tax Withheld County Taxes Withheld	Payroll Deductions Payroll Deductions	\$1,208.55 \$609.53	12/02/15	November withholding
				Total this claim =	\$1,818.08		
0	707	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$270.00	12/02/15	Payroll ending 11/28/15
				Total this claim =	\$270.00		
0	706	EFTPS	Operating Fund FICA Federal Taxes Withheld Medicare	Empl.Share FICA&Medicare Payroll Deductions Payroll Deductions Payroll Deductions	\$1,473.84 \$1,194.51 \$1,703.58 \$279.34	12/02/15	Payroll ending 11/28/15
				Total this claim =	\$4,651.27		
0	705	INDIANA PUBLIC RETIREMENT	PERF Operating Fund	Payroll Deductions Emp Cont PERF	\$410.32 \$1,531.86	12/02/15	Payroll ending 11/28/15
				Total this claim =	\$1,942.18		
0	704	PAYROLL	Operating Fund Operating Fund Operating Fund Operating Fund	Salary of Director Salary of Assistants Salary of Assistants Wages of Janitor	\$2,115.55 \$15,351.20 \$423.00 \$1,196.65	11/18/15	PAYROLL
				Total this claim =	\$19,086.40		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	760	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,794.98	12/14/15	Payroll ending 12/12/15
			FICA	Payroll Deductions	\$1,454.76		
			Federal Taxes Withheld	Payroll Deductions	\$2,577.81		
			Medicare	Payroll Deductions	\$340.22		
				Total this claim =	<u>\$6,167.77</u>		
0	759	INDIANA PUBLIC RETIREMENT	PERF	Payroll Deductions	\$411.89	12/14/15	Payroll ending 12/12/15
			Operating Fund	Emp Cont PERF	\$1,537.73		
				Total this claim =	<u>\$1,949.62</u>		
0	698	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$270.00	11/18/15	Payroll ending 11/14/15
				Total this claim =	<u>\$270.00</u>		
0	761	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$270.00	12/14/15	Payroll ending 12/12/15
				Total this claim =	<u>\$270.00</u>		
29913	703	BAXTER PEST PROFESSIONA	Operating Fund	Professional Services	\$180.00	11/18/15	Alltra Quarterly for Elwood & Summitville
				Total this claim =	<u>\$180.00</u>		
29915	702	BOSE, McKINNEY & EVANS LL	Operating Fund	Legal Services	\$432.00	11/18/15	Legal Services
				Total this claim =	<u>\$432.00</u>		
29919	697	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,453.54	11/18/15	Payroll ending 11/14/15
			FICA	Payroll Deductions	\$1,178.04		
			Federal Taxes Withheld	Payroll Deductions	\$1,704.13		
			Medicare	Payroll Deductions	\$275.50		
				Total this claim =	<u>\$4,611.21</u>		
29931	699	MADISON COUNTY CLERK	Garnishment	Payroll Deductions	\$25.00	11/18/15	Payroll ending 11/14/15
				Total this claim =	<u>\$25.00</u>		
29934	701	PITNEY BOWES	Operating Fund	Equipment/Rental	\$141.00	11/18/15	Lease payment on Postage meter
				Total this claim =	<u>\$141.00</u>		
29935	700	RICOH USA, INC	Operating Fund	Office Supplies	\$23.79	11/18/15	Copies Frankton & Summitville
			Operating Fund	Office Supplies	\$18.23		
				Total this claim =	<u>\$42.02</u>		
29943	719	AT&T LONG DISTANCE	Operating Fund	Telephone & Telegraph	\$18.27	12/02/15	As per attached invoices.
			Operating Fund	Telephone & Telegraph	\$86.38		
				Total this claim =	<u>\$104.65</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>
29944	716	CARDMEMBER SERVICE	Operating Fund	Operating Supplies	\$124.54	12/02/15	As per attached invoices.
			Operating Fund	Official Records	\$12.00		
			Operating Fund	Professional Meetings	\$259.98		
			Operating Fund	Frankton Programing	\$50.00		
				Total this claim =	\$446.52		
29945	717	ELWOOD CALL LEADER	Operating Fund	Advertising & Public Notices	\$30.70	12/02/15	Employment Ad
				Total this claim =	\$30.70		
29946	711	GE CAPITAL INFORMATION TE	Operating Fund	Equipment/Rental	\$60.60	12/02/15	Copier Lease Frankton & Summitville
			Operating Fund	Equipment/Rental	\$60.60		
				Total this claim =	\$121.20		
29947	714	GERALDINE B. SMITH	Operating Fund	Operating Supplies	\$60.00	12/02/15	4 tote bags
				Total this claim =	\$60.00		
29948	708	MADISON COUNTY CLERK	Garnishment	Payroll Deductions	\$25.00	12/02/15	Payroll ending 11/28/15
				Total this claim =	\$25.00		
29949	715	MARSH SUPERMARKET	Operating Fund	Summitville Programing	\$30.95	12/02/15	As per attached invoices.
				Total this claim =	\$30.95		
29950	720	SYNCB/AMAZON	Operating Fund	Elwood Children's Programing	\$168.27	12/02/15	As per attached invoices.
			Operating Fund	Elwood Adult	\$145.74		
			Operating Fund	Frankton	\$145.74		
			Operating Fund	Summitville	\$145.74		
			Operating Fund	Operating Supplies	\$100.95		
			Operating Fund	Elwood AV	\$1,645.27		
			Operating Fund	Frankton AV	\$536.10		
			Operating Fund	Summitville AV	\$595.87		
				Total this claim =	\$3,483.68		
29951	718	TOWN OF FRANKTON	Operating Fund	Electricity	\$539.08	12/02/15	Service for Frankton
			Operating Fund	Water	\$18.00		
			Operating Fund	Waste Disposal Services	\$13.75		
				Total this claim =	\$570.83		
29952	713	TOWN OF SUMMITVILLE	Operating Fund	Waste Disposal Services	\$43.80	12/02/15	Service for Summitville
			Operating Fund	Waste Disposal Services	\$11.50		
				Total this claim =	\$55.30		
29953	712	UNITED HEALTHCARE	Insurance	Payroll Deductions	\$464.89	12/02/15	December Health Insurance
			Operating Fund	Emp Cont Group Ins	\$3,961.72		
				Total this claim =	\$4,426.61		

<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>
29954	723	AT&T	Operating Fund	Telephone & Telegraph	\$56.06	12/14/15	Service for Elwood & Summitville
			Operating Fund	Telephone & Telegraph	\$31.47		
				Total this claim =	\$87.53		
29955	724	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$1,274.81	12/14/15	As per attached invoices.
			Operating Fund	Elwood Childrens	\$428.96		
			Operating Fund	Elwood YA	\$204.41		
			Operating Fund	Frankton	\$801.96		
			Operating Fund	Summitville	\$692.25		
				Total this claim =	\$3,402.39		
29956	725	BAXTER PEST PROFESSIONA	Operating Fund	Professional Services	\$90.00	12/14/15	Quarterly Alltra-Frankton
				Total this claim =	\$90.00		
29957	757	BOSE, McKinNEY & EVANS LL	Operating Fund	Professional Services	\$528.00	12/14/15	Legal services
				Total this claim =	\$528.00		
29958	726	CHAPMAN ELECTRIC SUPPLY,	Operating Fund	Operating Supplies	\$229.72	12/14/15	As per attached invoices.
				Total this claim =	\$229.72		
29959	727	CHESTER INFORMATION TEC	Operating Fund	Technology Software	\$1,691.00	12/14/15	Trend Micro WFB
				Total this claim =	\$1,691.00		
29960	728	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$133.56	12/14/15	Service for Elwood
			Operating Fund	Waste Disposal Services	\$197.96		
				Total this claim =	\$331.52		
29961	742	DAN PRIESHOFF	Operating Fund	Salary of Board Treasurer	\$300.00	12/14/15	Salary of Board Treasurer
				Total this claim =	\$300.00		
29962	751	DEMCO	Operating Fund	Book Processing	\$182.06	12/14/15	Book Processing
				Total this claim =	\$182.06		
29963	753	DOLLAR GENERAL-REGIONS	Operating Fund	Operating Supplies	\$15.60	12/14/15	As per attached invoices.
			Operating Fund	Cleaning & Sanitation Supplies	\$5.50		
			Operating Fund	Summitville Programing	\$64.62		
				Total this claim =	\$85.72		
29964	729	ELWOOD FIRE EQUIPMENT C	Operating Fund	Professional Services	\$285.00	12/14/15	Fire equipment inspection Frankton & Elwood
			Operating Fund	Professional Services	\$250.00		
				Total this claim =	\$535.00		
29965	730	ENA SERVICES LLC	St Technology Fund Gra	Telephone & Telegraph	\$833.00	12/14/15	As per attached invoices.
			Operating Fund	Telephone & Telegraph	\$159.02		
				Total this claim =	\$992.02		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
29966	731	FRONTIER	Operating Fund	Telephone & Telegraph	\$107.94	12/14/15	Service for Frankton
				Total this claim =	<u>\$107.94</u>		
29967	732	HARPER'S LAWN CARE	Operating Fund	Professional Services	\$100.00	12/14/15	Lawn care-October 2015
				Total this claim =	<u>\$100.00</u>		
29968	733	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$417.98	12/14/15	Service for Elwood & Summitville
			Operating Fund	Electricity	\$1,729.95		
				Total this claim =	<u>\$2,147.93</u>		
29969	754	INDIANA NEWSPAPERS, INC.	Operating Fund	Elwood Period. & News.	\$421.43	12/14/15	Subscription for Elwood 01/01/16-12/31/16
				Total this claim =	<u>\$421.43</u>		
29970	734	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$20.55	12/14/15	Service for Summitville
				Total this claim =	<u>\$20.55</u>		
29971	756	ITSAVVY LLC	Operating Fund	Technology Equipment	\$662.80	12/14/15	Axiom AX Hard drive
				Total this claim =	<u>\$662.80</u>		
29972	735	JILL MURRAY	Operating Fund	Summitville Programing	\$32.90	12/14/15	Petty cash reimbursement
			Operating Fund	Postage & UPS	\$3.94		
				Total this claim =	<u>\$36.84</u>		
29973	736	KEITH BALDWIN	Operating Fund	Furniture & Equipment	\$475.00	12/14/15	Shelving for Summitville
				Total this claim =	<u>\$475.00</u>		
29974	737	LIBRARY STORE INC., THE	Operating Fund	Book Processing	\$263.37	12/14/15	As per attached invoices.
				Total this claim =	<u>\$263.37</u>		
29975	762	MADISON COUNTY CLERK	Garnishment	Payroll Deductions	\$25.00	12/14/15	Garnishment
				Total this claim =	<u>\$25.00</u>		
29976	738	MARSH SUPERMARKET	Operating Fund	Elwood Children's Programing	\$58.11	12/14/15	As per attached invoices.
				Total this claim =	<u>\$58.11</u>		
29977	739	MATTHEW SHULER	Operating Fund	Summitville Programing	\$80.00	12/14/15	20 LBS of Legos
				Total this claim =	<u>\$80.00</u>		
29978	740	MIDWEST TAPE	Operating Fund	Book Processing	\$759.87	12/14/15	As per attached invoices.
				Total this claim =	<u>\$759.87</u>		
29979	741	ORIENTAL TRADING COMPAN	Operating Fund	Summitville Programing	\$182.90	12/14/15	As per attached invoices.
				Total this claim =	<u>\$182.90</u>		
29980	743	SPRINK INC	Operating Fund	Professional Services	\$112.50	12/14/15	Remove log files, research space issue
				Total this claim =	<u>\$112.50</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>
29981	755	STAPLES ADVANTAGE	Operating Fund	Office Supplies	\$232.20	12/14/15	As per attached invoices.
			Operating Fund	Cleaning & Sanitation Supplies	\$12.00		
				Total this claim =	<u>\$244.20</u>		
29982	746	TEI LANDMARK AUDIO	Operating Fund	Frankton AV	\$57.75	12/14/15	As per attached invoices.
			Operating Fund	Summitville AV	\$47.75		
			Operating Fund	Frankton AV	\$47.25		
				Total this claim =	<u>\$152.75</u>		
29983	745	THOMAS OFFICE SOLUTIONS	Operating Fund	Office Supplies	\$10.00	12/14/15	Copies
				Total this claim =	<u>\$10.00</u>		
29984	747	TOPS HOME CENTER	Operating Fund	Furniture & Equipment	\$146.00	12/14/15	Shelving material for Frankton
			Operating Fund	Operating Supplies	\$26.50		
			Operating Fund	Operating Supplies	\$9.68		
				Total this claim =	<u>\$182.18</u>		
29985	744	TRISHA SHULER	Operating Fund	Traveling Expense	\$79.20	12/14/15	Mileage 180 miles @ \$.44 = 79.20
				Total this claim =	<u>\$79.20</u>		
29986	758	TRISHA SHULER	Operating Fund	Fuel, Oil and Lubricants	\$15.00	12/14/15	Petty Cash
			Operating Fund	Traveling Expense	\$24.00		
				Total this claim =	<u>\$39.00</u>		
29987	752	TRUE CHEM, INC.	Operating Fund	Professional Services	\$100.00	12/14/15	Water Treatment Testing
				Total this claim =	<u>\$100.00</u>		
29988	750	U.S. BANK EQUIPMENT FINAN	Operating Fund	Equipment/Rental	\$149.00	12/14/15	Copier lease Elwood
				Total this claim =	<u>\$149.00</u>		
29989	749	VAN AUSDALL & FARRAR, INC.	Operating Fund	Office Supplies	\$139.00	12/14/15	Copies & Fax Option
			Operating Fund	Furniture & Equipment	\$381.29		
				Total this claim =	<u>\$520.29</u>		
29990	748	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$584.70	12/14/15	Service for Elwood, Frankton & Summitville
				Total this claim =	<u>\$584.70</u>		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
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Total Amount of Claims \$88,803.10

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

Monday, December 14, 2015

Daniel A. Prieshoff

Fiscal Officer

ALLOWANCE OF VOUCHERS

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

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

Date this _____ day of _____, 20_____.

<i>Barbara Abramowitz</i>	<i>Michael Robertson</i>	
_____	_____	_____
<i>Janice Kittenhouse</i>		

<i>Craig Austin</i>		

SIGNATURES OF GOVERNING BOARD

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

Personnel Report

December 14, 2015

- Bessie Faucett, will be leaving her part-time position in the Youth Services Department on December 31st, 2015.
- Sara Ashby will be having a baby sometime in March. Her last day is March 4, 2016.
- Jamie Scott has an upcoming surgery and will need two weeks off in January 2016 to recover.

Proposal for Network Infrastructure and Cabling



North
Madison
County
Public
Library



PREPARED BY:

Dan Swift

Services Executive, Major Accounts

Phone: (765) 433-3108

Fax: (260)483-7404

Email: Dan.Swift@ricoh-usa.com

Proposal Submitted: December 14, 2015

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SPIN- 143031652

Elwood Public Library

Structured Cabling

Installation

Elwood, IN

PROPOSAL

To: Elwood Public Library

Project Title: Structured Cabling Installation - Elwood, IN

General Scope of Work Description

MindSHIFT will provide:

Structured cabling services for – Elwood Public Library location in Elwood, IN.

- 1 HP 2530-48G managed - 48 x 10/100/1000 (PoE+) + 4 x Gigabit SFP - desktop, rack-mountable, wall-mountable
- 1 C2G mini GBIC
- 1 Tripp Lite Smart Pro 1000 UPS

Structured Cabling Labor	\$ 15,887.00
Structured Cabling Materials	\$ 15,076.25
HP 2530-48G managed - 48 x 10/100/1000 + 4 x Gigabit SFP - rack-mountable	\$ 1,953.00
C2G mini-GBIC	\$ 77.00
Tripp Lite Smart Pro 1000UPS - rack mountable	\$ 605.00

MindSHIFT will provide structured cabling services for Elwood Public Library location in Elwood, IN.

Scope of Work Details

1. Cleanup Telco room as specified during the Site Survey
2. Install Qty. 2 – Wire management in existing rack to support new cabling (front)
3. Install Qty. 3 – 24 port cat 6 patch panels in existing rack
4. Install J-Hooks along all proposed pathways to support new cabling
5. Install Qty. 72 – Cat 6 cables from patch panels to locations specified during the Site Survey along newly established pathways
6. Secure cabling as needed along pathways
7. Terminate, test and label all new cabling

Material List

- Qty. 10,000' - Cat 6 Plenum Cable
- Qty. 3 - 24 Port Cat 6 Patch Panels
- Qty. 144 - Cat 6 Jacks
- Qty. 50 - 2 Port Faceplates
- Qty. 22 - 2 Port SMB
- Qty. 4 - 4 Port SMB
- Qty. 1000' - Cat 6 Black Gel Filled-for Wet Conduit
- Qty. 2 - Wire Management Front
- Qty. 72 - 5' Cat 6 Patch Cords
- Qty. 72 - 10' Cat 6 Patch Cords
- Misc. - J-Hooks, Ty wraps, etc.

Project Pricing

MindSHIFT Responsibilities

1. Conduct work between the hours of 8:00AM and 5:00PM local time Monday through Friday with the intent to do the work.
2. Provide Project Management as required for the project.
3. Technician is required to take pictures of all work performed.

Customer Responsibilities

1. Provide access to the site between the times of 8:00AM and 5:00PM.
2. Provide single point of contact for the project team for issues resolution.

3. Provide, in advance, notification of any unique requirements, hazardous locations, security precautions, access restrictions or other extraordinary conditions that may exist and which may affect the execution of the project.
4. Provide a resource for access to the site if after hours work is required.

Project Assumptions

1. All prices are in U.S. Dollars.
2. Price does not include shipping or taxes and will be billed as incurred.
3. This quote is good for 30 days from the date listed above.
4. MindSHIFT provides a 30 day warranty for workmanship that begins with the completion of the scope of work detailed in this proposal. Materials are not covered under this warranty.
5. The building and work area is assumed to be free from any hazardous materials.
6. This quote does not include parking and toll fees which will be invoiced to the customer at the conclusion of the project if assessed by the technician.
7. This quote does not include local permits.
8. Coordination with MindSHIFT – Elwood Public Library and onsite personnel as necessary to assure timely completion.
9. Modification to this SOW requires the approval of both MindSHIFT – Elwood Public Library and prior to any changes being implemented on-site. Should this Scope of Work change due to MindSHIFT – Elwood Public Library requirements or unforeseen field conditions, deletions and/or additions, they will be addressed via the change management process.
10. Pricing is based on clear and accessible working space for the installation of cable and performing the scope of work as detailed in this proposal.
11. MindSHIFT provided Elwood Public Library with accurate quotes and pricing. However, the accuracy and completeness of all final quotes is dependent upon the information provided to us.
12. Elwood Public Library to provide a project timeline.
13. *Cancellation/Re-schedule Notice* - In the event a site is canceled with less than one- (1) business days' notice, a cancellation fee will be assessed. Should the site be re-scheduled, previously stated lead-time and schedule change guidelines apply. Cancellations or rescheduling requests by Elwood Public Library with less than 48 hours' notice will be billed a one (1) hour minimum at agreed upon T&M rates, plus a trip charge if the tech has been dispatched (tech is in route). Cancellations with more than 48 hours' notice will not incur any charges.
15. *Site Abort* - Should our crews arrive on-site and for some unplanned reason we are unable to start our scheduled work, MindSHIFT reserves the right *to invoice – Elwood Public Library for costs incurred.*
16. *Delay/Wait Time* - If prior to installation a technician must wait longer than fifteen (15) minutes on site, or during the course of installation we are delayed in starting or unable to continue once started (as a result of another's work), failure of Elwood Public Library supplied equipment/supplies, inability to access the work place, or an unforeseen circumstance, Charges will occur. MindSHIFT will bill in fifteen (15) minute increments, at \$90 per hour.

Contract Notes

- As required by IC 22-5-1.7, mindSHIFT Technologies has certified participation in the E-verify program.
- As required by IC 5-22-16.5-13, mindSHIFT Technologies has certified no investment activity in Iran.
- mindSHIFT Technologies will invoice NMCPLS only the non-e-rate portion and seek direct reimbursement of the e-rate portion from Universal Service Administrative Company (USAC.org).
- Contract will be subject to e-rate approval.

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SPIN- 143031652

Frankton Community Library
Structured Cabling
Installation
Frankton, IN

PROPOSAL

To: Frankton Community Library

Project Title: Structured Cabling Installation - Frankton, IN

General Scope of Work Description

MindSHIFT will provide:

Structured cabling services for – Frankton Library location in Frankton, IN.

1 HP 2530-48G managed - 48 x 10/100/1000 + 4 x Gigabit SFP - desktop, rack-mountable, wall-mountable

1 C2G mini-GBIC

1 Tripp Lite Smart Pro 1000 UPS

Structured Cabling Labor	\$ 13,848.75
Structured Cabling Materials	\$ 13,803.75
HP 2530-48G managed - 48 x 10/100/1000 + 4 x Gigabit SFP - rack-mountable	\$ 1,125.00
C2G mini-GBIC	\$ 77.00
Tripp Lite Smart Pro 1000UPS - rack mountable	\$ 605.00

***Alternative #1

HP 2530-48G managed - 48 x 10/100/1000 + 4 x Gigabit SFP - rack-mountable	\$ 1,125.00
Mounting and Installation of the switch	\$ 300.00

MindSHIFT will provide structured cabling services for Frankton Community Library location in Frankton, IN.

Scope of Work Details

1. Cleanup Telco room as specified during the Site Survey
2. Install Qty. 2 – Wire management in existing rack to support new cabling (front)
3. Install Qty. 3 – 24 port cat 6 patch panels in existing rack
4. Install J-Hooks along all proposed pathways to support new cabling
5. Install Qty. 72 – Cat 6 cables from patch panels to locations specified during the Site Survey along newly established pathways
6. Secure cabling as needed along pathways
7. Terminate, test and label all new cabling

Material List

Qty. 9500' - Cat 6 Plenum Cable
Qty. 3 - 24 Port Cat 6 Patch Panels
Qty. 144 - Cat 6 Jacks
Qty. 50 - 2 Port Faceplates
Qty. 22 - 2 Port SMB
Qty. 4 - 4 Port SMB
Qty. 2 - Wire Management Front
Qty. 72 - 5' Cat 6 Patch Cords
Qty. 72 - 10' Cat 6 Patch Cords
Misc. - J-Hooks, Tywraps, etc.

Project Pricing

MindSHIFT Responsibilities

1. Conduct work between the hours of 8:00AM and 5:00PM local time Monday through Friday with the intent to do the work.
2. Provide Project Management as required for the project.
3. Technician is required to take pictures of all work performed.

Customer Responsibilities

1. Provide access to the site between the times of 8:00AM and 5:00PM.
2. Provide single point of contact for the project team for issues resolution.
3. Provide, in advance, notification of any unique requirements, hazardous locations, security precautions, access restrictions or other extraordinary conditions that may exist and which may affect the execution of the project.
4. Provide a resource for access to the site if after hours work is required.

Project Assumptions

1. All prices are in U.S. Dollars.
2. Price does not include shipping or taxes and will be billed as incurred.
3. This quote is good for 30 days from the date listed above.
4. MindSHIFT provides a 30 day warranty for workmanship that begins with the completion of the scope of work detailed in this proposal. Materials are not covered under this warranty.
5. The building and work area is assumed to be free from any hazardous materials.
6. This quote does not include parking and toll fees which will be invoiced to the customer at the conclusion of the project if assessed by the technician.
7. This quote does not include local permits.
8. Coordination with mindSHIFT – Frankton Community Library and onsite personnel as necessary to assure timely completion.
9. Modification to this SOW requires the approval of both MindSHIFT and Frankton Community Library prior to any changes being implemented on-site. Should this Scope of Work change due to MindSHIFT– Frankton Community Library requirements or unforeseen field conditions, deletions and/or additions, they will be addressed via the change management process.
10. The project team will be the first point of contact for all questions and concerns.
11. Pricing is based on Frankton Community Library providing clear and accessible working space for the installation of cable and performing the scope of work as detailed in this proposal.
12. MindSHIFT has made every effort to provide Frankton Community Library with accurate quotes and pricing. However, the accuracy and completeness of all final quotes is dependent upon the information provided to us.
13. Frankton Community Library to provide a project timeline.
14. *Cancellation/Re-schedule Notice* - In the event a site is canceled with less than one- (1) business days' notice, a cancellation fee will be assessed. Should the site be re-scheduled, previously stated lead-time and schedule change guidelines apply. Cancellations or rescheduling requests by Frankton Community Library with less than 48 hours' notice will be billed a one (1) hour minimum at agreed upon T&M rates, plus a trip charge if the tech has been dispatched (tech is in route). Cancellations with more than 48 hours' notice will not incur any charges.
15. *Site Abort* - Should our crews arrive on-site and for some unplanned reason we are unable to start our scheduled work, MindSHIFT reserves the right *to invoice Frankton Community Library for costs incurred.*
16. *Delay/Wait Time* - If prior to installation a technician must wait longer than fifteen (15) minutes on site, or during the course of MindSHIFT's installation we are delayed in starting or unable to continue once started (as a result of another's work), failure of Frankton Community Library supplied equipment/supplies, inability to access the work place, or an unforeseen circumstance, MindSHIFT technician will contact the project team, who will contact Frankton Community Library. If the total time exceeds one hour, MindSHIFT will invoice Frankton Community Library for the delay time in excess of one hour, in fifteen (15) minute increments, at \$90 per hour. Delay/Wait will be addressed via the change management process. mindSHIFT – Frankton Community Library and performed by mindSHIFT and/or situations which cause mindSHIFT to incur unplanned additional expense through no fault of mindSHIFT, will be covered on a Time, Materials, and Expense basis. Labor will be billed at \$90.00 per hour. Materials and Expenses will be billed as incurred.

Contract Notes

- As required by IC 22-5-1.7, mindSHIFT Technologies has certified participation in the E-verify program.
- As required by IC 5-22-16.5-13, mindSHIFT Technologies has certified no investment activity in Iran.
- mindSHIFT Technologies will invoice NMCPHS only the non-e-rate portion and seek direct reimbursement of the e-rate portion from Universal Service Administrative Company (USAC.org).
- Contract will be subject to e-rate approval.

mindSHIFT – a Ricoh Company

SPIN- 143031652

Ralph E.Hazelbaker Library

Structured Cabling

Installation

Summitville, IN

PROPOSAL

To: Ralph E. Hazelbaker Library

Project Title: Structured Cabling Installation - Summitville, IN

General Scope of Work Description

MindSHIFT will provide structured cabling services for Ralph E. Hazelbaker Library location in Summitville, IN.

MindSHIFT will provide:

Structured cabling services for – Ralph E. Hazelbaker Library location in Summitville, IN.

1 HP 2530-48G managed - 48 x 10/100/1000 (PoE+) + 4 x Gigabit SFP - desktop, rack-mountable, wall-mountable

1 Tripp Lite Smart Pro 1000 UPS

Structured Cabling Labor	\$ 10,697.50
Structured Cabling Materials	\$ 9,716.26
HP 2530-48G managed - 48 x 10/100/1000 (PoE+) + 4 x Gigabit SFP - rack-mountable	\$ 1,953.00
Tripp Lite Smart Pro 1000UPS - rack mountable	\$ 605.00

Scope of Work Details

mindSHIFT will:

1. Cleanup Telco room as specified during the Site Survey
2. Install Qty. 1 – Plywood backboard in Telco room
3. Install Qty. 1 – Wall mount rack on newly installed backboard
4. Install Qty. 2 – Wire management in new rack (front)
5. Install Qty. 2 – 24 port cat 6 patch panels in newly installed rack
6. Install J-Hooks along all proposed pathways to support new cabling
7. Install Qty. 48 – Cat 6 cables from patch panels to locations specified during the Site Survey along newly established pathways
8. Secure cabling as needed along pathways
9. Terminate, test and label all new cabling

Material List

- Qty. 6000' - Cat 6 Plenum Cable
- Qty. 2 - 24 Port Cat 6 Patch Panels
- Qty. 96 - Cat 6 Jacks
- Qty. 30 - 2 Port Faceplates
- Qty. 18 - 2 Port SMB
- Qty. 1 - Plywood Backboard
- Qty. 1 - Wall Mount Rack
- Qty. 2 - Wire Management Front
- Qty. 48 - 5' Cat 6 Patch Cords
- Qty. 48 - 10' Cat 6 Patch Cords
- Misc. - J-Hooks, Ty wraps, etc.

*******Alternate Scope of Work Description*******

MindSHIFT will provide structured cabling services for Ralph E. Hazelbaker Library location in Summitville, IN.

MindSHIFT will provide:

Structured cabling services for – Ralph E. Hazelbaker Library location in Summitville, IN.
1 Tripp Lite Smart Pro 1000 UPS

Structured Cabling Labor	\$ 10,697.50
Structured Cabling Materials	\$ 9,572.63
Tripp Lite Smart Pro 1000UPS - rack mountable	\$ 605.00

Scope of Work Details

mindSHIFT will:

1. Cleanup Telco room as specified during the Site Survey
2. Install Qty. 1 – Plywood backboard in Telco room
3. Install Qty. 1 – Wall mount rack on newly installed backboard
4. Install Qty. 2 – Wire management in new rack (front)
5. Install Qty. 2 – 24 port cat 6 patch panels in newly installed rack
6. Install J-Hooks along all proposed pathways to support new cabling
7. Install Qty. 48 – Cat 6 cables from patch panels to locations specified during the Site Survey along newly established pathways
8. Secure cabling as needed along pathways
9. Terminate, test and label all new cabling

Material List

Qty. 4000' - Cat 6 Plenum Cable
Qty. 2 - 24 Port Cat 6 Patch Panels
Qty. 96 - Cat 6 Jacks
Qty. 10- 4 Port Faceplates
Qty. 18 - 2 Port SMB
Qty. 1 - Plywood Backboard
Qty. 1 - Wall Mount Rack
Qty. 2 - Wire Management Front
Qty. 48 - 5' Cat 6 Patch Cords
Qty. 48 - 10' Cat 6 Patch Cords
Misc. - J-Hooks, Ty wraps, etc.

Project Pricing

MindSHIFT Responsibilities

1. Conduct work between the hours of 8:00AM and 5:00PM local time Monday through Friday with the intent to do the work.
2. Provide Project Management as required for the project.
3. Technician is required to take pictures of all work performed.

Customer Responsibilities

1. Provide access to the site between the times of 8:00AM and 5:00PM.
2. Provide single point of contact for the project team for issues resolution.
3. Provide, in advance, notification of any unique requirements, hazardous locations, security precautions, access restrictions or other extraordinary conditions that may exist and which may affect the execution of the project.
4. Provide a resource for access to the site if after hours work is required.

Project Assumptions

1. All prices are in U.S. Dollars.
2. Price does not include shipping or taxes and will be billed as incurred.
3. This quote is good for 30 days from the date listed above.

4. MindSHIFT a 30 day warranty for workmanship that begins with the completion of the scope of work detailed in this proposal. Materials are not covered under this warranty.
5. The building and work area is assumed to be free from any hazardous materials.
6. This quote does not include parking and toll fees which will be invoiced to the customer at the conclusion of the project if assessed by the technician.
7. This quote does not include local permits.
8. MindSHIFT will coordinate with Ralph E. Hazelbaker Library and onsite personnel as necessary to assure timely completion.
9. Modification to this SOW requires the approval of both MindSHIFT and Ralph E. Hazelbaker Library prior to any changes being implemented on-site. Should this Scope of Work change due to Ralph E. Hazelbaker Library requirements or unforeseen field conditions, deletions and/or additions, they will be addressed via the change management process.
10. The project team will be the first point of contact for all questions and concerns.
11. Pricing is based on Ralph E. Hazelbaker Library providing clear and accessible working space for the installation of cable and performing the scope of work as detailed in this proposal.
12. MindSHIFT has made every effort to provide Ralph E. Hazelbaker Library with accurate quotes and pricing. However, the accuracy and completeness of all final quotes is dependent upon the information provided to us.
13. Ralph E. Hazelbaker Library to provide a with a project timeline.
14. **Cancellation/Re-schedule Notice** - In the event a site is canceled with less than one- (1) business days' notice, a cancellation fee will be assessed. Should the site be re-scheduled, previously stated lead-time and schedule change guidelines apply. Cancellations or rescheduling requests by Ralph E. Hazelbaker Library with less than 48 hours' notice will be billed a one (1) hour minimum at agreed upon T&M rates, plus a trip charge if the tech has been dispatched (tech is in route). Cancellations with more than 48 hours' notice will not incur any charges.
15. **Site Abort** - Should our crews arrive on-site and for some unplanned reason we are unable to start our scheduled work, MindSHIFT reserves the right to invoice Ralph E. Hazelbaker Library for costs incurred.
16. **Delay/Wait Time** - If prior to installation a technician must wait longer than fifteen (15) minutes on site, or during the course of MindSHIFT's installation we are delayed in starting or unable to continue once started (as a result of another's work), failure of Summitville Library supplied equipment/supplies, inability to access the work place, or an unforeseen circumstance, MindSHIFT technician will contact the project team, who will contact Summitville Library. If the total time exceeds one hour, mindSHIFT will invoice Summitville Library for the delay time in excess of one hour, in fifteen (15) minute increments, at \$90 per hour. Delay/Wait will be addressed via the change management process. mindSHIFT - Summitville Library and performed by mindShift and/or situations which cause mindSHIFT to incur unplanned additional expense through no fault of mindSHIFT, will be covered on a Time, Materials, and Expense basis. Labor will be billed at \$90.00 per hour. Materials and Expenses will be billed as incurred.

Contract Notes

- As required by IC 22-5-1.7, mindSHIFT Technologies has certified participation in the E-verify program.
- As required by IC 5-22-16.5-13, mindSHIFT Technologies has certified no investment activity in Iran.
- mindSHIFT Technologies will invoice NMCPCL only the non-e-rate portion and seek direct reimbursement of the e-rate portion from Universal Service Administrative Company (USAC.org).
- Contract will be subject to e-rate approval.

**E-Verify Affidavit of Compliance for the
North Madison County Public Library System**

The Contractor affirms under the penalties of perjury that he/she/it does not knowingly employ an unauthorized alien.

The Contractor shall enroll in and verify the work eligibility status of all his/her/its newly hired employees through the E-Verify program as defined in IC 22-5-1.7-3. The Contractor is not required to participate should the E-Verify program cease to exist. Additionally, the Contractor is not required to participate if the Contractor is self-employed and does not employ any employees.

The Contractor shall not knowingly employ or contract with an unauthorized alien. The Contractor shall not retain an employee or contract with a person that the Contractor subsequently learns is an unauthorized alien.

The Contractor shall require his/her/its subcontractors, who perform work under this contract, to certify to the Contractor that the subcontractor does not knowingly employ or contract with an unauthorized alien and that the subcontractor has enrolled and is participating in the E-Verify program. The Contractor agrees to maintain this certification throughout the duration of the term of a contract with a subcontractor.

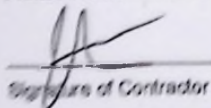
The North Madison County Public Library System may terminate the Contract for default if the Contractor fails to cure a breach of this provision no later than thirty (30) days after being notified by the library.

mindSHIFT Technologies

Printed Name of Company

John Stewart

Printed Name of Contractor


Signature of Contractor

12/14/15

Date of Signature

Additional Contract Clause Attachment

The following clause is added and incorporated as an additional contract term to:

Contract # _____

No Investment in Iran. As required by IC 5-22-16.5-13, the Contractor hereby certifies that the Contractor is not engaged in investment activities in Iran.

mindSHIFT Technologies
[Contractor Name, Printed]

North Madison County Public Library
[Indiana Agency Name]

Signed: [Signature]

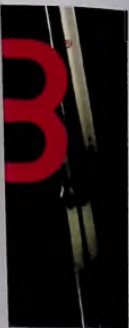
Initials: _____

Printed Name: John Stewart

Printed Name: Jamie Scott

Title: Managing Director

Date: 12/14/15



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E

BROCADE ESSENTIAL SUPPORT



DIRECT SUPPORT

Enabling Non-Stop Networking with Flexible Support Options

HIGHLIGHTS

- Provides 24x7 access to Brocade Technical Support expertise, reducing time to resolution
- Provides unmatched expertise in data center networking to optimize network performance
- Offers a variety of Service Level Agreements (SLAs) tailored to meet organizations' unique support needs
- Simplifies network management through online technical support tools

Brocade understands that every network is unique and requires a different level of technical support to meet the customer's business requirements. Brocade Direct Support provides a single support contact for SAN and IP networking products purchased through Brocade, Brocade OEM Partners, or Brocade Solution Providers. Organizations facing the challenges of maintaining large or complex networking environments gain immediate access to Brocade expertise and resources to accelerate problem resolution, increase uptime, and improve overall efficiency

BROCADE ESSENTIAL SUPPORT SERVICE-LEVEL OPTIONS

Brocade® Essential Support provides software and hardware support to customers with Brocade equipment. Essential Support includes 24x7 access to the Technical Assistance Center (TAC) (available through phone, e-mail, and Web), software updates, online self-service tools, and offers several hardware replacement options.

SERVICE-LEVELS DEFINED

To help customers meet critical business objectives, Essential Support offers several SLA options, providing increased flexibility and choice:

- **4-hour Onsite (4OS):** Provides 4-hour response for onsite parts and labor from the time Brocade has determined a replacement is required and confirmed dispatch with the customer. 4OS is available in most major metropolitan areas worldwide and is available 24x7, including holidays. Offer also includes 24x7 access to the TAC, software updates, and online self-service tools.
- **4-hour Parts (4P):** Provide 4-hour response for parts replacement from the time Brocade has determined a replacement is required and confirmed dispatch with the customer. Physical installation of the replacement part and defective product return are to be performed by the customer. 4P is available in most major metropolitan areas worldwide and is available 24x7, including holidays. Offer also includes 24x7 access to the TAC, software updates, and online self-service tools.

BROCADE

- Next-business-Day Onsite (NDO):**
 Provides next-business-day response for onsite parts and labor from the time Brocade has determined a replacement is required and confirmed dispatch with the customer. NDO is available in most major metropolitan areas worldwide and is available on business days 9×5 local time to customer site. Offer also includes 24×7 access to the TAC, software updates, and online self-service tools.
- Next-business-Day Parts (NDP):**
 Provide next-business-day response for parts replacement from the time Brocade has determined a replacement is required and confirmed dispatch with the customer. Physical installation of the replacement part and defective product return are to be performed by the customer. NDP is available in most major metropolitan areas worldwide and is available on business days 9×5 local time to customer site. Offer also includes 24×7 access to the TAC, software updates, and online self-service tools.

- Return to Factory (RTF):** Provides a five-business-day reshipment for parts replacement from the time Brocade has physically received the defective material and confirmed dispatch with customer. Customer is responsible for return shipping costs as well as items lost or damaged in transit. Delivery times may vary due to customs and regulations that are outside of Brocade control. RTF is available worldwide and includes 24×7 access to the TAC, software updates, and online self-service tools.
- Remote Support (RMT):** Provides 24×7 access to the TAC, software updates, and online self-service tools. RMT is available worldwide and 24×7, including holidays. RMT is only available on selected products. Any required hardware repairs would be performed under warranty or on a time and material basis.
- Software Technical Support (SW):**
 Provides 24×7 access to the TAC, software updates, and online self-service tools. SW is available worldwide and 24×7, including holidays. SW is only available for software applications.

ONLINE TECHNICAL SUPPORT TOOLS

Customers with a valid Brocade Technical Support contract have 24×7 access to several online tools through MyBrocade®:

- My Cases:** Provides access to a case management tool, allowing customers to open, update, and track cases in real time.
- Downloads:** Allows customers to obtain OS firmware and code updates as well as drivers, MIBs, utilities, and documentation.
- Knowledge base:** Enables customers to research and solve technical questions through a robust database of articles.

WORLD-CLASS SUPPORT INFRASTRUCTURE

Brocade Technical Support is designed to provide optimal support for Essential Support customers. They can leverage the Brocade worldwide support infrastructure, expertise, best-practice guidance, and commitment to quality to maximize their network uptime.

Table 1. Summary of Brocade Essential Support service-level options.

Support Level Agreements (SLAs) [*]	Technical Assistance Center	MyBrocade: Online Self Service, KB, and Case Management	Software Updates and Downloads
<ul style="list-style-type: none"> 4-hour^{1,2} Onsite (4OS) 4-hour^{1,2} Parts (4P) Next-business-Day² Onsite (NDO) Next-business-Day² Parts (NDP) Return to Factory (RTF) Remote Support³ (RMT) Software Support (SW) 	24×7 access	Unlimited	Unlimited

^{*} 2-hour response times are available in limited locations throughout the United States upon request.

¹ To determine if your specific location is within the required distance for a 4-hour response, please visit: www.brocade.com/support/availability.

² Next-business-day delivery is available when Brocade receives a case by 2:00 p.m. local time and customer distance from the nearest parts depot is within commercial carrier's standard next-business-day delivery area (some restrictions may apply). If customer location is outside the commercial carrier's next-business-day delivery area parts will ship same or next day (2:00 p.m. local time cutoff for same day shipping, some restrictions may apply). Delivery times may vary due to customs and local regulations which are outside of the Brocade control. Customers may be responsible for importation costs, brokerage fees, import duties, and taxes. Next-business-day is not available on selected holidays. To determine if your specific location is within the required distance for next-business-day delivery please visit: www.brocade.com/support/availability.

³ Subject to customer providing Brocade with a description of the repair problem, part number, serial number, and return address.

⁴ Only available on select products.

Table 2. Severity levels and Brocade Technical Support response and escalation times.⁵

Case Severity	Technical Engagement Time	Communication Frequency	Management Escalation
Severity 1 Critical	Within 1 hour	Updates every 6 hours	8 business hours
Severity 2 High	Within 1 hour	Updates every 2 days	2 business days
Severity 3 Medium	Within 8 hours	Updates every 4 days	7 business days
Severity 4 Low	Within 8 hours	Updates every 14 days	Not applicable

⁵ The times listed are targets only and not a guarantee that Brocade will respond or escalate within the target time. See www.brocade.com for Case Severity definitions.

Worldwide Coverage

With multiple TACs located around the world and more than 170 parts depots in over 40 countries, Brocade is capable of delivering effective support. Through this worldwide support infrastructure, Essential Support customers have access to a strong partner ecosystem capable of performing onsite repair and/or replacement. In addition, toll-free numbers and local language support enable easy communication with Brocade Technical Support.

Brocade Expertise

Brocade Technical Support engineers have deep networking expertise and are trained to resolve network problems as quickly as possible to minimize downtime. Furthermore, Brocade Technical Support engineers receive ongoing training and certification to provide customers with the most skilled team to address their issues.

Commitment to Quality

Leveraging best practices and fostering a culture of continuous improvement, Brocade offers high-quality technical support for its networking solutions by investing in its processes, people, and partnerships. Brocade gathers customer feedback on service delivery, procedures, systems, products, and offerings, and makes necessary adjustments to optimize its processes. In addition, Brocade invests in its people through continuous education, providing customers a professional team with the networking expertise to quickly resolve issues. Brocade also invests in its partnerships, performing quarterly business reviews with partners to identify areas for improvement.

MAXIMIZING INVESTMENTS

To help optimize technology investments, Brocade and its partners offer complete solutions that include professional services, technical support, and education. For more information, contact a Brocade sales partner or visit www.brocade.com.

Corporate Headquarters

San Jose, CA USA
T: +1-408-333-8000
info@brocade.com

European Headquarters

Geneva, Switzerland
T: +41-22-799-56-40
emea-info@brocade.com

Asia Pacific Headquarters

Singapore
T: +65-6538-4700
apac-info@brocade.com

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Roeing Corporation
2433 S Ninth ST
Lafayette, IN 47909
P: 765-474-5402 F: 765-474-4485
www.roeing.com

North Madison County Public Library System

470 Application# 160002100

Network Infrastructure Upgrade

Prepared by:



Roeing Corporation
Your Technology Solutions Provider

2433 South 9th Street
Lafayette IN 47909
Phone 765-474-5402 • Fax 765-474-4485

Roeing Spin# 143005719



Prepared For:

N Madison County Public Library System
 Clint Trice
 1600 Main St
 Elwood, IN 46036-1537
 ctrice@elwood.lib.in.us

Quote ID: 014511

Date: Monday, December 14, 2015

Expires: Sunday, December 20, 2015

Prepared By

Steve Stierwalt
 Phone: 317-777-4751
 Email: sstierwalt@roeing.com

Elwood Branch

Qty	Description	Price	Ext. Price
1	HP 2530-48G Switch - 48 Ports - Manageable - 48 x RJ-45 - 4 x Expansion Slots - 10/100/1000Base-T - Desktop, Rack-mountable, Wall Mountable	\$810.00	\$810.00
1	C2G HP J4858C compatible 1000Base-SX SFP Transceiver (MMF, 850nm, 550m, LC) - For Data Networking, Optical Network - 1 x 1000Base-SX, SFP, Duplex LC MMF, 850nm, 550m, J4858C	\$73.00	\$73.00
1	Tripp Lite SmartPro 1000RM1U UPS - 1000 VA/800 W - 120 V AC - 4 Minute - 1U - 4 Minute - 6 x NEMA 5-15R	\$488.00	\$488.00
1	Hubbell NEXTSPEED 24-Port Cat 6 Network Patch Panel	\$150.00	\$150.00
2	Hubbell NEXTSPEED 48-Port Cat 6 Network Patch Panel	\$325.00	\$650.00
3000	Uniprise® Media 6® 6NF4+ Category 6 U/UTP filled Cable, outdoor direct burial	\$0.35	\$1,050.00
10000	Berk-Tek LANMARK-6 Cat 6 smartPAK 1500 Plenum - Blue - 11074702	\$0.30	\$3,000.00
74	Hubbell Xcelerator Cat.6 Jack - 1 Pack - 1 x RJ-45 Female - Blue	\$7.00	\$518.00
4	Hubbell IFP 2-Port Faceplate 1-gang - Office White	\$3.00	\$12.00
10	Hubbell IFP 4-Port Faceplate 1-gang - Office White	\$3.00	\$30.00
1	Hubbell 1-Port Surface Box - Access Point	\$4.00	\$4.00
10	Hubbell 2-Port Surface Box - Floor Outlets	\$5.00	\$50.00
3	Wire Organizer - Front/back	\$55.00	\$165.00
1	Chatsworth Standard 36" Swing Gate Wall Rack, 38.5"H x 19"W x 25"D	\$425.00	\$425.00
1	VMP Universal Economy Rack Shelf - 19" 2U Wide - Black - 40 lb x Maximum Weight Capacity	\$25.00	\$25.00
72	Cat 6 Patch Cord 5' - Blue	\$3.00	\$216.00
72	Cat 6 Patch Cord 10' - Blue	\$3.50	\$252.00
1	Misc Cable Support Hardware: J-Hooks, Ty Wraps & etc.	\$300.00	\$300.00
74	Installation of Cat 6 Cabling - Rough-in to drop locations identified on drawings	\$55.00	\$4,070.00
74	Termination of Cat 6 Module Jack	\$15.00	\$1,110.00
74	Termination of Cat 6 Patch Panel	\$18.00	\$1,332.00
74	Test & Label Cat 6 Cables	\$5.00	\$370.00



Elwood Branch

Qty	Description	Price	Ext. Price
1	Installation & Setup of Switches	\$500.00	\$500.00
Elwood Branch Subtotal			\$5,600.00

Frankton Branch

Qty	Description	Price	Ext. Price
1	HP 2530-48G Switch - 48 Ports - Manageable - 48 x RJ-45 - 4 x Expansion Slots - 10/100/1000Base-T - Desktop, Rack-mountable, Wall Mountable	\$810.00	\$810.00
1	Tripp Lite SmartPro 1000RM1U UPS - 1000 VA/800 W - 120 V AC - 4 Minute - 1U - 4 Minute - 6 x NEMA 5-15R	\$488.00	\$488.00
1	Hubbell NEXTSPEED 48-Port Cat 6 Network Patch Panel	\$325.00	\$325.00
9500	Berk-Tek LANMARK-6 Cat 6 smartPAK 1500 Plenum - Blue - 11074702	\$0.30	\$2,850.00
39	Hubbell Xcelerator Cat.6 Jack - 1 Pack - 1 x RJ-45 Female - Blue	\$7.00	\$273.00
3	Hubbell IFP 2-Port Faceplate 1-gang - Office White	\$3.00	\$9.00
6	Hubbell IFP 4-Port Faceplate 1-gang - Office White	\$3.00	\$18.00
1	Hubbell 1-Port Surface Box - Access Point	\$4.00	\$4.00
4	Hubbell 2-Port Surface Box - Floor Outlets	\$5.00	\$20.00
2	Wire Organizer - Front/back	\$55.00	\$110.00
40	Cat 6 Patch Cord 5' - Blue	\$3.00	\$120.00
40	Cat 6 Patch Cord 10' - Blue	\$3.50	\$140.00
1	Misc Cable Support Hardware: J-Hooks, Ty Wraps & etc.	\$300.00	\$300.00
39	Installation of Cat 6 Cabling - Rough-in to drop locations identified on drawings	\$55.00	\$2,145.00
39	Termination of Cat 6 Module Jack	\$15.00	\$585.00
39	Termination of Cat 6 Patch Panel	\$18.00	\$702.00
39	Test & Label Cat 6 Cables	\$5.00	\$195.00
1	Installation & Setup of Switches	\$500.00	\$500.00
Frankton Branch Subtotal			\$9,594.00

Summitville Branch

Qty	Description	Price	Ext. Price
1	HP 2530-48G Switch - 48 Ports - Manageable - 48 x RJ-45 - 4 x Expansion Slots - 10/100/1000Base-T - Desktop, Rack-mountable, Wall Mountable	\$810.00	\$810.00
1	Tripp Lite SmartPro 1000RM1U UPS - 1000 VA/800 W - 120 V AC - 4 Minute - 1U - 4 Minute - 6 x NEMA 5-15R	\$488.00	\$488.00
1	Hubbell NEXTSPEED 48-Port Cat 6 Network Patch Panel	\$325.00	\$325.00
6000	Berk-Tek LANMARK-6 Cat 6 smartPAK 1500 Plenum - Blue - 11074702	\$0.30	\$1,800.00



Roeing Corporation
 2433 S Ninth ST
 Lafayette, IN 47909
 P: 765-474-5402 F: 765-474-4485
 www.roeing.com

Summitville Branch

Qty	Description	Price	Ext. Price
40	Hubbell Xcelerator Cat.6 Jack - 1 Pack - 1 x RJ-45 Female - Blue	\$7.00	\$280.00
9	Hubbell IFP 4-Port Faceplate 1-gang - Office White	\$3.00	\$27.00
2	Wire Organizer - Front/back	\$55.00	\$110.00
1	Chatsworth Standard 36" Swing Gate Wall Rack, 38.5"H x 19"W x 25"D	\$425.00	\$425.00
1	VMP Universal Economy Rack Shelf - 19" 2U Wide - Black - 40 lb x Maximum Weight Capacity	\$25.00	\$25.00
48	Cat 6 Patch Cord 5' - Blue	\$3.00	\$144.00
48	Cat 6 Patch Cord 10' - Blue	\$3.50	\$168.00
1	Misc Cable Support Hardware: J-Hooks, Ty Wraps & etc.	\$300.00	\$300.00
40	Installation of Cat 6 Cabling - Rough-in to drop locations identified on drawings	\$95.00	\$3,800.00
40	Termination of Cat 6 Module Jack	\$15.00	\$600.00
40	Termination of Cat 6 Patch Panel	\$18.00	\$720.00
40	Test & Label Cat 6 Cables	\$5.00	\$200.00
1	Installation & Setup of Switches	\$500.00	\$500.00
Summitville Branch Subtotal			\$19,722.00

Quote Summary

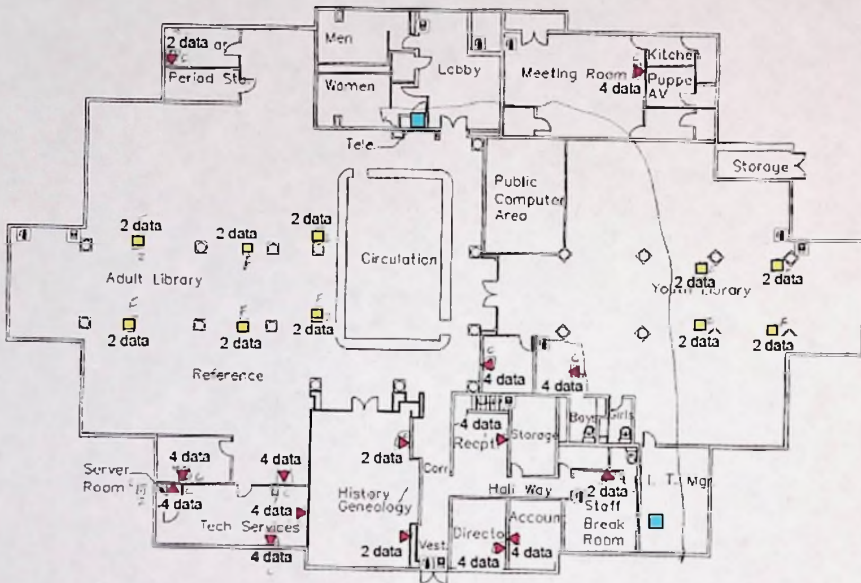
Description	Amount
Elwood Branch	\$15,600.00
Frankton Branch	\$9,594.00
Summitville Branch	\$10,722.00
Subtotal	\$35,916.00
Shipping	\$0.00
Tax	\$1,939.14
Total	\$37,855.14

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

Signature _____

Date _____

Elwood Library Map

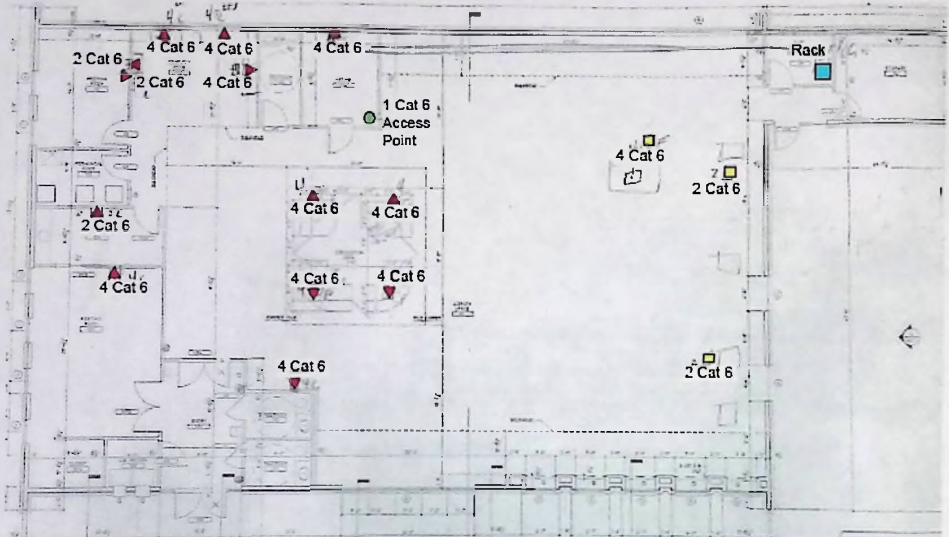


Locations that are not identified on map that might need to be added:

- Circulation Desk
- Public Computer Area
- IT Manager Office

Installation of new data rack at IT closet at woman's bathrooms. Will use existing data rack at IT Manager Office.

Frankton Library Map



Summitville Library Map





Roeing Corporation
2433 S Ninth ST
Lafayette, IN 47909
P: 765-474-5402 F: 765-474-4485
www.roeing.com

References

Roeing Corporation has provided similar services to the following:

Jasper County Public Library
208 West Susan Street
Rensselaer, IN 47978
Sheila Maxwell
sheila@myicpl.org
219-866-5881

Starke County Public Library
152 W. Culver Road
Knox, IN 46534
Rob Pitts
rpitts@starkecountylibrary.org
574-772-7323

Training

Roeing has trained service technicians on staff to support the provided hardware services.

Repair center

Roeing has two offices with a service department in our Lafayette office to provide technical support and repair services.

Procurement

Roeing will purchase equipment upon request in a timely manner. Delivery of equipment will depend on produce availability at time of order.

Costs

Roeing is providing cost for hardware and service below in quote section.

Itemized pricing

Itemized cost is listed in the quote provided.

Delivery

Roeing will purchase equipment and either dropship to desired location or deliver directly.

Warranty

Roeing is not providing any warranty services, but all hardware has warranties that vary.

**E-Verify Affidavit of Compliance for the
North Madison County Public Library System**

The Contractor affirms under the penalties of perjury that he/she/it does not knowingly employ an unauthorized alien.

The Contractor shall enroll in and verify the work eligibility status of all his/her/its newly hired employees through the E-Verify program as defined in IC 22-5-1.7-3. The Contractor is not required to participate should the E-Verify program cease to exist. Additionally, the Contractor is not required to participate if the Contractor is self-employed and does not employ any employees.

The Contractor shall not knowingly employ or contract with an unauthorized alien. The Contractor shall not retain an employee or contract with a person that the Contractor subsequently learns is an unauthorized alien.

The Contractor shall require his/her/its subcontractors, who perform work under this contract, to certify to the Contractor that the subcontractor does not knowingly employ or contract with an unauthorized alien and that the subcontractor has enrolled and is participating in the E-Verify program. The Contractor agrees to maintain this certification throughout the duration of the term of a contract with a subcontractor.

The North Madison County Public Library System may terminate the Contract for default if the Contractor fails to cure a breach of this provision no later than thirty (30) days after being notified by the library.

Roening Corporation
Printed Name of Company

David Roetker
Printed Name of Contractor

David Roetker
Signature of Contractor

12, 14, 2015
Date of Signature

Additional Contract Clause Attachment

The following clause is added and incorporated as an additional contract term to:

Contract # _____

No Investment in Iran. As required by IC 5-22-16.5-13, the Contractor hereby certifies that the Contractor is not engaged in investment activities in Iran.

Roening Corporation

[Contractor Name, Printed]

Signed: David Roether

Printed Name: David Roether

Title: Director of Communications

Date: 12-14-15

North Madison County Public Library

[Indiana Agency Name]

Initials: _____

Printed Name: Jamie Scott



INTEGRITY
NETWORK SOLUTIONS

PROPOSAL FOR SERVICES

for



Abstract
Network Infrastructure Upgrade

Rich Barker
rbarker@nteg.net

COMPANY HISTORY AND ORGANIZATION – SPIN 143030553

Staying Connected since 2003, our aim is “great service at a good price” delivered by true IT professionals to public sector and commercial organizations. Integrity’s holistic approach to the customers’ environments ensures the design and recommendation of complete solutions that integrate seamlessly with existing, or newly configured, server rooms/data centers. Our valued clients invest their IT dollars, with confidence, in carefully planned infrastructure, which is thoughtfully laid out by our experienced industry advisors. At Integrity, your money buys you big city expertise with a hometown feel. We never charge to answer the phone or reply to an email. Furthermore, our staff is an extension of your own company/department...a resource at your disposal.

Integrity Network Solutions is continually proven to be a technology leader for networking solutions and managed service in the following ways and our staff is certified to be able to install, support and train on the select products we choose to stand by and recommend.

QUALIFICATIONS

Integrity Network Solutions is continually proven to be a technology leader for networking solutions and managed service in the following ways:

- Customer Satisfaction
- Longevity of Relationships
- Tight integration with our vendors
- Superior work provided by qualified people

Our staff is certified to be able to install, support and train on the select products we choose to stand by and recommend.

EQUIPMENT PROPOSED / COST PROPOSAL

Integrity Network Solutions completed a walk-through on December 3rd, 2015 at the Elwood, Frankton and Summitville Branches.

The following table details the pricing for delivery of the services outlined in this proposal. This pricing is valid for 30 days from the date of this proposal:

Integrity Network Solutions will cover all shipping and freight charges for the recommended hardware proposed.

*Disclaimer: The prices listed in the preceding table are an estimate for the services discussed. This summary is not a warranty of final price. Estimates are subject to change if project specifications are changed or costs for outsourced services change before a contract is executed.

Elwood Branch					
ITEM NAME	QTY	UNIT PRICE	UNIT DISCOUNT	ADJUSTED UNIT PRICE	EXTENDED PRICE
Tripp Lite SmartPro - UPS - AC 120 V - 700 Watt - 1000 VA - RS-232, USB - 8 output connector(s) - 2U	1	828.00	237.74	590.26	590.26
Brocade - SFP (mini-GBIC) transceiver module - 1000Base-SX - LC multi-mode - up to 1800 ft -	1	525.00	73.94	451.06	451.06
Brocade ICX 7250-48P - Switch - L3 - managed - 48 x 10/100/1000 (PoE+) + 8 x 1 Gigabit Ethernet SFP+ - rack-mountable - PoE+	1	4,600.00	660.77	3,939.23	3,939.23
Brocade ICX 7250-48 - Switch - L3 - managed - 48 x 10/100/1000 + 8 x 1 Gigabit Ethernet SFP+ - rack-mountable	1	3,200.00	454.17	2,745.83	2,745.83
Integrity Professional Services - Design, configuration, installation, and test services to be performed by Integrity technical staff - Fixed Fee	1	725.00	0.00	725.00	725.00
Cabling Installation -Labor for cut-over and to remove existing CAT5 cables after cut-over -Labor to label and test new cables -All work to be completed during normal business hours	1	6,954.00	0.00	6,954.00	6,954.00
Cabling Installation Materials: -Provide miscellaneous materials (pull string, electrical tape, nut, bolt, fasteners, etc.) required to install all items. -Provide sufficient quantities of j-hooks and install through the cable pathways every five feet as required to properly support all new cables. -(2) 48 port modular patch panels in existing rack in MDF -(14) Dual CAT6 UTP cable outlets from MDF to wall and floor locations -(11) Quad CAT6 UTP cable outlets from MDF to wall locations -Provide wire management -Patch cords as requested in RFP -Existing CAT5e cables will remain in use until cut-over date. New cables will need to be coiled up and stored until existing cables can be removed	1	6,823.20	0.00	6,823.20	6,823.20
\$22,228.58					

Summitville Branch					
ITEM NAME	QTY	UNIT PRICE	UNIT DISCOUNT	ADJUSTED UNIT PRICE	EXTENDED PRICE
Tripp Lite SmartPro - UPS - AC 120 V - 700 Watt - 1000 VA - RS-232, USB - 8 output connector(s) - 2U	1	828.00	237.74	590.26	590.26
Brocade ICX 7250-48P - Switch - L3 - managed - 48 x 10/100/1000 (PoE+) + 8 x 1 Gigabit Ethernet SFP+ - rack-mountable - PoE+	1	4,600.00	660.77	3,939.23	3,939.23

Brocade ICX 7250-48 - Switch - L3 - managed - 48 x 10/100/1000 + 8 x 1 Gigabit Ethernet SFP+ - rack-mountable	1	3,200.00	454.17	2,745.83	2,745.83
Integrity Professional Services - Design, configuration, installation, and test services to be performed by Integrity technical staff - Fixed Fee	1	725.00	0.00	725.00	725.00
Cabling Installation Labor: -Provide labor for cut-over and to remove existing CAT5 cables after cut-over -Provide labor to label and test new cables -All work to be completed during normal business hours	1	3,870.00	0.00	3,870.00	3,870.00
Cabling Installation Materials: -Provide miscellaneous materials (pull string, electrical tape, nut, bolt, fasteners, etc.) required to install all items -Provide sufficient quantities of j-hooks and install through the cable pathways every five feet as required to properly support all new cables -Wall-mount swing gate rack in MDF -(1) 48 port modular patch panel in new bracket -(5) Quad CAT6 UTP cable outlets from MDF to wall locations. -(1) Quad CAT6 UTP cable outlet from MDF to power pole in south area -(1) Eight-cable CAT6 UTP outlet from MDF to power pole in north area -(1) Eight-cable CAT6 UTP cable outlet from MDF to front desk location -Provide patch cords as required in RFP -Existing CAT5e cables will remain in use until cut-over date. New cables will need to be coiled up and stored until existing cables can be removed.	1	4,302.00	0.00	4,302.00	4,302.00
\$16,172.32					

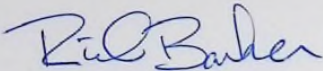
Frankton Branch						
ITEM NAME	QTY	UNIT PRICE	UNIT DISCOUNT	ADJUSTED UNIT PRICE	EXTENDED PRICE	
Tripp Lite SmartPro - UPS - AC 120 V - 700 Watt - 1000 VA - RS-232, USB - 8 output connector(s) - 2U	1	828.00	237.74	590.26	590.26	
Brocade - SFP (mini-GBIC) transceiver module - 1000Base-SX - LC multi-mode - up to 1800 ft -	1	525.00	73.94	451.06	451.06	
Brocade ICX 7250-48P - Switch - L3 - managed - 48 x 10/100/1000 (PoE+) + 8 x 1 Gigabit Ethernet SFP+ - rack-mountable - PoE+	1	4,600.00	660.77	3,939.23	3,939.23	
Brocade ICX 7250-48 - Switch - L3 - managed - 48 x 10/100/1000 + 8 x 1 Gigabit Ethernet SFP+ - rack-mountable	1	3,200.00	454.17	2,745.83	2,745.83	
Integrity Professional Services - Design, configuration, installation, and test services to be performed by Integrity technical staff - Fixed Fee	1	725.00	0.00	725.00	725.00	
Total						\$8,451.38

CONCLUSION

We look forward to working with North Madison County Public Library System. We are confident that we can meet the challenges ahead, and stand ready to partner with you in delivering an effective IT support solution.

If you have questions on this proposal, feel free to contact Rich Barker at your convenience by email at rbarker@nteq.net or by phone at 317.758.0307 x 101. We will be in touch with you shortly to arrange a follow-up conversation on the proposal.

Thank you for your consideration,



Rich Barker
President

**E-Verify Affidavit of Compliance for the
North Madison County Public Library System**

The Contractor affirms under the penalties of perjury that he/she/it does not knowingly employ an unauthorized alien.

The Contractor shall enroll in and verify the work eligibility status of all his/her/its newly hired employees through the E-Verify program as defined in IC 22-5-1.7-3. The Contractor is not required to participate should the E-Verify program cease to exist. Additionally, the Contractor is not required to participate if the Contractor is self-employed and does not employ any employees.

The Contractor shall not knowingly employ or contract with an unauthorized alien. The Contractor shall not retain an employee or contract with a person that the Contractor subsequently learns is an unauthorized alien.

The Contractor shall require his/her/its subcontractors, who perform work under this contract, to certify to the Contractor that the subcontractor does not knowingly employ or contract with an unauthorized alien and that the subcontractor has enrolled and is participating in the E-Verify program. The Contractor agrees to maintain this certification throughout the duration of the term of a contract with a subcontractor.

The North Madison County Public Library System may terminate the Contract for default if the Contractor fails to cure a breach of this provision no later than thirty (30) days after being notified by the library.

Integrity Network Solutions

Printed Name of Company

Rich Barber

Printed Name of Contractor

RO Barber

Signature of Contractor

12/10/2015

Date of Signature

Additional Contract Clause Attachment

The following clause is added and incorporated as an additional contract term to:

Contract # _____

No Investment in Iran. As required by IC 5-22-16.5-13, the Contractor hereby certifies that the Contractor is not engaged in investment activities in Iran.

Integrity Network Solutions
[Contractor Name, Printed]

North Madison County Public Library
[Indiana Agency Name]

Signed: 

Initials: _____

Printed Name: Rich Barber

Printed Name: Jamie Scott

Title: President

Date: 12/10/2015

Brocade Solution Overview

North Madison County Public Library System E-Rate RFP 160002100

- 1) Introduction
- 2) Brocade Solution Design Highlight
- 3) Brocade Edge Switch Solution Overview
- 4) Feature Matrix: Brocade Edge ICX7250 to HP 5120/2920
- 5) Brocade Command Line Interface (CLI) Comparison
- 6) Brocade Open Mobility Solutions
- 7) Brocade Network Management Overview

Introduction

The proposed Brocade network switching solution presented for North Madison County Public Library System consists of enterprise class core and edge switches designed to provide a highly reliable fault tolerant switching infrastructure that delivers 99.999% uptime. In addition to a highly fault tolerant design, this solution is highly scalable, easy to manage, simple to deploy and maintain, and provides superior density, performance, efficiency, and investment protection. Based on open standards and differentiated technology, Brocade's Network solutions offer many advantages for school district IT staffs, exceeding the agility and reliability demands of next-generation networks.

The solution we are proposing is an alternative solution to support the requirements given in the information presented in the North Madison County Public Library System Form 470 #160002100. The solution presented is based on proven technology that Brocade has deployed in many of its K-12 customers' networks to support digital learning initiatives. Brocade and its customers have been participating in the E-Rate program since 1998. Thousands of schools have deployed Brocade K-12 Networking solutions to support their student and faculty data demands. This proposal presents a networking solution utilizing Brocade products for the wired infrastructure within your school district.

Brocade Solution Design Highlights

Open

Brocade is committed to networking standards. Proprietary solutions create vendor lock-in, restricts innovation, and elevates costs for customers. With Brocade's solutions, your school district can utilize best of breed solutions from multiple vendors as networking requirements demand.

Cost Effective

Brocade's offerings for the K-12 requirements are extremely cost competitive. K-12 customers will realize cost savings upon initial purchase and annually in support of the network with Brocade's Assurance Limited Lifetime Warranty.

SDN-Ready

The networking industry is going through rapid change. Brocade is at the forefront of these changes with adoption of Software Defined Networking (SDN). The campus networking components offered by Brocade for the K-12 market are SDN-ready. With K-12 school districts receiving funding for network refreshes approximately every 5-7 years, ensuring your network infrastructure is SDN-ready is essential.

Scalable

Anticipating what digital learning demands will put on your network 5 years from now is anyone's guess. Over-building the network today in anticipation of future demands is not practical either. Brocade's solutions allow K-12 districts to scale your network on demand and as budgets allow.

Simple to Manage, Easy to Deploy

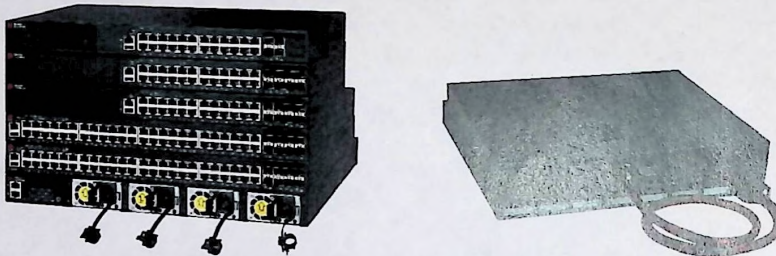
K-12 IT staffs are perpetually stretched to their limits. With new digital learning initiatives being evaluated and deployed, they will be tested even more. Brocade's campus product family incorporates a number of features that allows K-12 IT staffs to spend more time concentrating on improving student outcomes and less time installing and managing the network. Features like zero-touch provisioning and switch port extender will free up your IT staff resources.

Brocade Edge Switch Solution Overview

Brocade ICX 7250 Edge Switch Solution Overview

The ICX 7250 is an entry-level access switch which provides a very competitive option in the wiring closet. Supports up to 8x10G ports and 10G based stacking for up to 12 switches. This switch supports full POE on all 48 ports, and while only has one fixed power supply, it can be fitted with an External Power supply which is an extended power unit that provides power redundancy and complements POE budget.

The EPS 4000 is a single 1RU form factor EPS that can support up to 16 switches and back up to 4 switches concurrently.



ICX 7250 stack and EPS 4000

The ICX 7250 Switch delivers the performance, flexibility, and scalability required for enterprise Gigabit Ethernet (GbE) access deployment. It offers stacking density with up to 12 switches (576 1GbE and 96 10GbE ports) per stack for High performance and reliability with the flexibility, cost-effectiveness, and “pay as you grow” scalability.

Each Brocade ICX 7250 provides 8 x 1/10Gig uplink/stacking ports built in, and either 24 or 48 10/100/1000 BaseT PoE+ ports, and enough PoE budget to drive full PoE on all 48 ports.

The Brocade ICX 7250 is an ideal network solution for campus network 1GbE access with the ability to enable the district to scale to 10Gig uplinks to the core in the future **without adding costly modules.**

A selection of standard SFP+ copper cables or standard SFP+ optics can be used to stack Brocade ICX 7250 Switches together, enabling stacking over distance and thereby eliminating the need for stacked switches to be collocated in the same wiring closet. This stacked logical switch can be managed as single network entity via one IP address to simplify management. Also offers transparent STP-free traffic forwarding and shared Link Aggregation Groups (LAG) across a pool of up to 576 1GbE ports and 96 10 GbE ports.

Brocade stacking technology also delivers high availability, enabling instantaneous hitless failover to a standby stack controller if the master stack controller fails. In addition, organizations can use hot-insertion and removal of stack members to avoid interrupting network services.

The Brocade ICX 7250 provides simplified, standards-based management capabilities that help organizations reduce administrative time and effort while securing their networks. The ICX 7250 supports sFlow for end to end conversation monitoring. By embedding sFlow hardware support into the Brocade ICX 7250, Brocade delivers an “always-on” technology that operates with wire-speed performance. sFlow dramatically reduces implementation costs compared to traditional network monitoring solutions that rely on mirrored ports, probes, and line-tap technologies. Moreover, sFlow gives organizations full, enterprise-wide monitoring capability for every port in the network.

The Brocade ICX 7250 supports auto-configuration, simplifying deployment with a truly plug-and-play experience. Organizations can use this feature to automate IP address and feature configuration of the switches without requiring a highly trained network engineer onsite. DHCP Auto-install is a feature that allows customers to deploy new switches in the network without the need for IT staff to manually add the device to the network. This feature guarantees that a new device can receive its IT approved latest operating image version and proper configuration file automatically.

The Brocade ICX 7250 can deliver both power and data across network connections, providing a single-cable solution for the latest edge devices.

The ICX 7250 supports full interoperability with both old and new Cisco IP Phone models including support for CDP (Cisco Discovery Protocol) as well as Brocade’s FDP and industry standard LLDP. This provides full integration for the school district’s E911 requirements.

With Brocade, customers can use a single set of tools for both wired and wireless networks, to provide consistent security and policy management for all users—whether they connect via wire or wirelessly—thus avoiding potential single-vendor lock-in. The ICX 7250 provides the infrastructure for your wireless mobility full integration with Aruba Wireless, Ruckus, and Aerohive. This includes Support for CoA, Policy managers, and Captive portals.

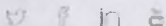
Feature Matrix: Brocade Edge ICX7250 to HP 5120/2920

Brocade ICX 7250 Mid level Edge Switch L2 Base compared to HP						
Product	Brocade ICX 7250-24/48 POE/Non POE		HP 5120-24/48 POE/Non POE		HP 2920-24/48 POE/Non POE	
Warranty	Hardware - Free NBD 5 yr past EOL Software - Free 5 yr past EOL TAC - 3yr 8x5, Free online 24x7x364		Hardware - Free NBD 5yr past EOL Software - Free 5yr past EOL TAC - 90day 8x5, Free online 24x7x364		Hardware - Free NBD 5yr past EOL Software - Free 5yr past EOL TAC - 90day 8x5, Free online 24x7x364	
10/100/1000 Ports	24/48		24/48 if uplnk ports are not used. Otherwise 20/44		24/48 if uplink ports are not used. Otherwise 20/44	
Uplink Ports	2x 10Gig up to Optional		4 x 1Gig 2x1/10Gig Optional		4 x 1Gig 2x1/10Gig Optional	
Stacking	Yes		Yes		Yes	
Max Switches In Stack	12		4		4	
Stacking Bandwidth	120Gig		40Gig		80Gig	
Distance Stacking	Yes		Yes		No	
Hot Swap Power/Fan	No		No		No	
Max POE 15W	24 port =24	48 port =48	24 port =24	48 port =24	24 port =24	48 port =48
Max POE+ 30W	24 port =24	48 port =48	24 port =12	48 port =12	24 port =12	48 port =24
Throughput	154 Mpps	190 Mpps	107Mpps	142 Mpps	96 Mpps	130 Mpps
Switching capacity	208Gb/s	256Gb/s	144Gb/s	192Gb/s	128Gb/s	176Gb/s
L2 MAC Entries	15,000		15,000		15,000	
Max VLAN's	4,095		4,095		512	
Port based VLANs	Yes		Yes		Yes	
MAC based VLANs	Yes		Yes		Yes	
Private VLAN	Yes		No		Yes	
CDP Compatability	Yes		Yes		Yes	
Jumbo Frame	9,216		9,216		9,220	
MAC Sec encryption	Yes		No		No	
sFlow	Yes		Yes		Yes	

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BROCADE 

Brocade Command Line Interface (CLI) Comparison

A common concern for customers interested in migrating from one switch vendor to another is the potential learning curve involved.

Your District will be pleasantly surprised to find that the Brocade ICX platform has a very familiar Command Line Interface (CLI). The Brocade CLI is about 85% equivalent to the Industry Standard switch CLI. Even some of the more complex configurations can be cut from another vendor's switch and translated into a Brocade switch.

Brocade has CLI guides and video demonstrations to help with configuration, and local System Engineering (SE) resources are available to answer questions. Brocade also offers a formal training class that is available to the District that focuses on implementing the Brocade CLI configuration.

Brocade Open Mobility Solutions

Brocade delivers the best-in-class open wired network underlay infrastructure upon which to deploy your Wireless Local Area Network (WLAN). Brocade is committed to working with industry-standard wireless networks to deliver open and secure multivendor wired and wireless network solutions. Brocade continues to invest in and develop engineering and testing partnerships with industry-leading WLAN vendors to achieve these goals.

Open Standards for Interoperability

Supporting wireless mobility means continually addressing new devices in a rapidly advancing industry. Brocade believes that standards compliance is the best way to do that. Compliance with open standards lets Brocade work with the best-of-breed vendors that are critical to a wireless network, such as the high-caliber companies you find in the Brocade partner ecosystem.

Because a multivendor strategy is inherently an open-standards strategy, vendors must continue to innovate to create competitive advantage, driving new advances that result in higher performance and higher-value solutions. Brocade has built a reputation for innovating high-performance networking solutions that address the needs and requirements of network infrastructures both now and in the future. At the core of this reputation is the Brocade commitment to open standards solutions.

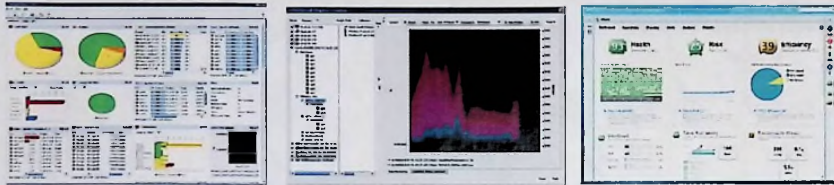
Joint Wired/Wireless Support Services

By their nature, all networks are comprised of hardware and software from multiple vendors. Brocade is committed to supporting customer networks no matter whose equipment and applications the customer runs over their network. Brocade joins in partnership with multiple wireless network vendors to provide a single point of contact for technical support for questions and problems. Brocade works closely with these partners to ensure that Brocade products interoperate. Brocade support organizations are trained to work with our partner to resolve customer issues. Contact Brocade to see if your wireless network vendor offers this integrated support option.

Brocade offers a robust, flexible network underlay that is scalable, open, and automated. The network is scalable to allow customers to grow and expand their networks for the future without having to use a “rip and replace” strategy. Brocade open standards-based solutions ensure multivendor interoperability and are automated to simplify management and reduce TCO. Brocade Open Mobility Solutions provide the best-of-breed network underlay for any wireless network.

Brocade Network Management Overview

To simplify day-to-day management operation of the network, K-12 IT staffs can utilize Brocade’s enterprise network management application BNA (Brocade Network Advisor).



Brocade Network Advisor will help IT staffs simplify daily network operations and focus on strategic IT initiatives. This software management tool features customizable dashboards that enable organizations to identify network problems quickly and optimize their network resources. It also unifies management for the entire Brocade IP and SAN portfolio as well as integrates with third-party solutions, reducing the number of tools that organizations need to gain visibility and control. With its feature-rich, easy-to-use interface, Brocade Network Advisor automates repetitive tasks while helping organizations proactively manage their networks

Brocade Network Advisor provides a number of very useful tools while continuing to be very easy to operate and maneuver through, unlike some management applications that require hours of training and tweaking to get use out of it. Some of the key utilities in BNA are:

- 1 Intelligent dashboards that provide at-a-glance information to proactively identify problem areas for both Brocade and 3rd party devices.
- 2 Additional integration for Aruba Wireless products such as performance and troubleshooting aids, and customizable dashboards with the ability to drill down, isolate, and fix both wired and wireless issues.
- 3 Performance and historical data reporting.
- 4 Network time and scope for easy troubleshooting and correlation of errors.
- 5 Virtual Machine (VM) visibility allows visibility to your VM environment and integration into VMware vCenter.
- 6 Event Management lets administrators receive SNMP traps, syslog event messages, and customizable event alerts for reporting, analysis, monitoring, and remediation.
- 7 Advanced Call Home. Brocade Network Advisor can automatically collect diagnostic information and send notifications for faster fault diagnosis, isolation, and remote support operations.

- 8 sFlow collection agent leverages sFlow data for integration of end to end conversations and application utilization.
- 9 VLAN Management allows Administrators to create, edit, and delete VLANs to switches or groups of switches, reducing the time spent on manual tasks.
- 10 Firmware and configuration management provides a single point of management for rolling out bulk upgrades and configuration changes across the network.
- 11 VCS Virtual fabric management allows full visibility of traffic and connectivity within the fabric and a single point of management.

RESOLUTION TO REDUCE APPROPRIATIONS FOR 2015 BUDGET

WHEREAS, the Board of Trustees of the North Madison County Public Library System finds that it is necessary to reduce the 2015 Operating Fund to fund the 2016 budget.

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

Operating Fund	Original	Reduction	New
Personal Services	Appropriation		Appropriation
Salary of Assistants	\$587,700.00	\$125,000.00	\$462,700.00
Employer Share			
FICA & Medicare	\$ 51,000.00	\$ 5,000.00	\$ 46,000.00
Employer Cont			
Group Insurance	\$100,000.00	\$ 45,000.00	\$ 55,000.00
Supplies			
Office Supplies	\$ 15,000.00	\$ 7,000.00	\$ 8,000.00
Operating Supplies	\$ 9,500.00	\$ 1,500.00	\$ 8,000.00
Cleaning & Sanitation			
Supplies	\$ 4,000.00	\$ 2,000.00	\$ 2,000.00
Book Processing	\$ 9,500.00	\$ 4,000.00	\$ 5,000.00
Automation	\$ 19,400.00	\$ 18,000.00	\$ 1,400.00
Other Services and			
Charges			
Professional Services	\$ 55,000.00	\$ 20,000.00	\$ 35,000.00
Telephone &			
Telegraph	\$ 38,200.00	\$ 25,000.00	\$ 13,200.00
Professional Meetings	\$ 3,000.00	\$ 1,500.00	\$ 1,500.00
Gas	\$ 20,000.00	\$ 9,000.00	\$ 11,000.00
Equipment/Maint	\$ 5,000.00	\$ 3,000.00	\$ 2,000.00
Equipment/Rental	\$ 7,000.00	\$ 2,000.00	\$ 5,000.00
Transfer to LIRF	\$ 7,000.00	\$ 7,000.00	\$ 0.00
Capital Outlays			
Land Buildings	\$ 10,814.00	\$ 10,000.00	\$ 814.00
Furniture/			
Equipment	\$ 22,314.00	\$ 10,000.00	\$ 12,314.00
Technology Equip	\$ 22,000.00	\$ 15,000.00	\$ 17,000.00
Elwood Adult	\$ 33,500.00	\$ 10,000.00	\$ 13,500.00
Elwood Childrens	\$ 14,000.00	\$ 5,000.00	\$ 9,000.00
Elwood YA	\$ 6,200.00	\$ 3,000.00	\$ 3,200.00
Frankton	\$ 19,500.00	\$ 10,000.00	\$ 9,500.00
Summitville	\$ 16,500.00	\$ 9,000.00	\$ 7,500.00
Elwood Periodical	\$ 9,500.00	\$ 5,000.00	\$ 4,500.00
Elwood AV	\$ 35,000.00	\$ 8,000.00	\$ 27,000.00
Frankton AV	\$ 18,800.00	\$ 5,000.00	\$ 13,800.00
Summitville AV	\$ 14,400.00	\$ 5,000.00	\$ 9,400.00

BE IT FURTHER RESOLVED, the total reduction reduces the appropriation of \$1,418,478.00 in the 2015 budget to \$1,048,478.00.

RESOLUTION TO REDUCE APPROPRIATIONS FOR 2015 BUDGET

WHEREAS, the Board of Trustees of the North Madison County Public Library System finds that it is necessary to reduce the 2015 Library Improvement Reserve Fund to fund the 2016 budget.

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

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

BE IT FURTHER RESOLVED, the total reduction reduces the appropriation of \$54,000.00 in the 2015 budget to \$0.00

DULY ADOPTED by the Board of Trustees of the North Madison County Public Library System at its regular meeting held on the 14th day of December, 2015, at which meeting a quorum was present.

NAY

AYE

Barbara Abernathy

Leslie Hutchinson

Beverly Austin

Michael Robertson

ATTEST:

Barbara Abernathy

Secretary Pro Tem

DULY ADOPTED by the Board of Trustees of the North Madison County Public Library System at its regular meeting held on the 14th day of December, 2015, at which meeting a quorum was present.

NAY

AYE

Barbara Abernathy

Leslie Hutchinson

Beverly Austin

Michael Robertson

ATTEST:

Barbara Abernathy

Secretary Pro Tem

RESOLUTION TO REDUCE APPROPRIATIONS FOR 2015 BUDGET

WHEREAS, the Board of Trustees of the North Madison County Public Library System finds that it is necessary to reduce the 2015 Rainy Day Fund to fund the 2016 budget.

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

Rainy Day Fund	Original Appropriation	Reduction	New Appropriation
Personal Services	\$14,500.00	\$5,000.00	\$ 9,500.00
Capital Outlays	\$14,500.00	\$5,000.00	\$ 9,500.00

BE IT FURTHER RESOLVED, the total reduction reduces the appropriation of \$29,000.00 in the 2015 budget to \$19,000.00

DULY ADOPTED by the Board of Trustees of the North Madison County Public Library System at its regular meeting held on the 14th day of December, 2015, at which meeting a quorum was present.

NAY

AYE

Barbara Abernathy
Leslie Bittanhouse
Brenda J. Austin
Michael Robertson

ATTEST:

Barbara Abernathy
 Secretary Pro Tem

Resolution to Transfer Funds Within the Library Operating Fund Major Category

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

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

Transfer from Personal Services	
Salary of Assistants	<u>\$2,000</u>
Transfer to Personal Services	
Wages of Janitor	<u>\$2,000</u>
Transfer from Other Services and Charges	
Gas	<u>\$2,500</u>
Transfer to Other Services and Charges	
Electricity	<u>\$2,500</u>
Transfer from Other Services and Charges	
Water	<u>\$ 250</u>
Transfer to Other Services and Charges	
Waste Disposal Services	<u>\$ 250</u>
Total Transfers from line items	<u>\$4,750</u>
Total Transfers to line items	<u>\$4,750</u>

ADOPTED THIS 14th DAY OF DECEMBER 2015.

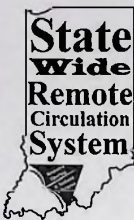
NAY

AYE

Barbara Abernathy
Leslie Bittanhouse
Brenda J. Austin
Michael Robertson

ATTEST:

Barbara Abernathy
 Secretary Pro Tem, North Madison County Public Library Board of Trustees



SRCS

Statewide Remote Circulation Service

Participating Libraries To-Date: 56
Academic: 12 Public 43 Other: 1

Participating ILS systems: AG Verso, Evergreen Indiana, Horizon Koha, Millennium, OCLC WMS, Polaris, Sierra, Symphony, Voyager, and TLC

Virtual Union Catalog:
7,611,200

[List of Participating SRCS Libraries](#)

What is SRCS?

- SRCS (Statewide Remote Circulation Service) is an overlay for the most popular integrated library systems (ILS) which allows end users to place requests for materials owned by libraries other than their home library system and to have them delivered to a convenient library near them to pick up.

How do you pronounce SRCS?

SRCS is pronounced like "Circs"

How did this come about?

In the spring of 2015, the Indiana State Library (ISL) issued an RFP for a statewide patron initiated request system that could work with a variety of ILS systems. A review committee consisting of representatives from academic and public libraries in addition to representatives from the State Library reviewed the RFP bids. After an extensive review process, ISL selected the Auto-Graphics Share-It product as the winning vendor.

Is this something new for libraries?

No. This type of patron service is not new in libraries. Many states have similar functionality already in place. Our selected vendor, Auto-Graphics has been providing

similar patron-initiated request services across multiple ILS platforms in a number of states for almost 30 years.

What ILS does Auto-Graphics work with?

The Auto-Graphics solution, SHARE-it, works with most of the major ILS currently in use in Indiana, including:

- Auto-Graphics Verso
- Evergreen Indiana
- ExLibris Aleph
- ExLibris Alma
- ExLibris Voyager
- Innovative Millennium
- Innovative Polaris
- Innovative Sierra
- Koha*
- OCLC WMS
- Polaris Library Systems
- SIRSI/Dynix Horizon
- SIRSI/Dynix Symphony
- TLC Library Solutions

* The connection with Koha is currently under development.

What does SRCS do?

The purpose of SRCS is to offer a virtual Indiana union catalog for participating libraries through which patrons can request materials from other participating library systems and have them delivered via the InfoExpress courier to their local library.

What is this Virtual Union Catalog?

SRCS creates a virtual union catalog which will show the current, accurate holdings of all the participating libraries in Indiana. Patron can see what libraries in the state actually own, and can place unmediated requests for permitted materials.

How big will this "Union" catalog be?

That depends upon how many libraries choose to participate. Indiana has almost 300 public and academic libraries. If all of them chose to participate in SRCS, that would create a union catalog of over 50 million items. That is larger than the collections of Library of Congress or Harvard.

Why would a library want to participate in SRCS?

There are a number of positive benefits to this type of system, including:

- Breaking down the silos that have grown up between various library types in the state (i.e. between academic and public libraries or between different public libraries);
- Extending user discovery and patron-initiated access to materials beyond their local libraries collection;

- Reducing the need for expensive staff mediated interlibrary processing;
- Transfer the bulk of the current mediated ILL volume to existing, less expensive, circulation processes.
- Reduce turnaround time by removing the need for staff mediation;
- Providing an infrastructure for potential cooperative collection development opportunities.

How could this save library's money?

Right now, your library is probably borrowing materials from other libraries using a mediated interlibrary loan system, where a specially trained member of your staff locates and requests the item. Once it arrives, the item is specially processed for use by the patron, then tracked and returned to the owning library. Studies have put the typical cost of this type of process at \$18 - \$25 per request.

SRCS treats these requests as circulation transactions. The patron requests the item and specifies where they would like to pick it up. The system automatically routes the request to a library which has the item on the shelf. Staff at the owning library pull it, check it out and put it in the courier. Your staff receives it and checks it in, which triggers a notice to the patron. They come in and check it out normally. When they are done, the patron returns it, your staff checks it in, and are told to route it back to the owning library. Upon receipt, the owning library checks the item in, ending the transaction. Within the Evergreen Network the cost of this type of lending is less than \$1.00 in time, personnel and transportation.

What about overdues and notices?

Since SRCS materials circulate through your regular circulation system, all notices and renewals are between your library and the borrower. However, to simplify the process and to avoid a complicated system for the payment of small fines directly to distant libraries, the Resource Sharing Committee recommends treating these transactions as interlibrary loan request and not charging daily fines. Owning libraries are free to bill borrowers for lost and damaged materials.

Does this mean that I have to circulate all of my collections?

No. Each library can identify which of its collections are available to these external borrowers. As a general rule, the Resource Sharing Committee is recommending that if the item would circulate to someone coming in off of the street, then it should be available to SRCS patrons.

How long do materials circulate on SRCS?

One of the advantages of being a late adopter of this type of service is that we get to take advantage of the experience of the other states and organizations that have operated this type of services for years. The State Library, and the Resource Sharing Committee, are drawing up a list of recommended guidelines for SRCS participants, based upon the best practices

established by other states that have this type of service, including Michigan, Ohio and Illinois, and others.

What are the rules if I want to participate?

The requirements for participation are simple.

- Libraries must be running one of the listed ILS systems.
- Libraries can join as an individual library or as a complete consortium.
- Participating libraries must be willing to:
 - Provide a contact person who can work with the vendor to load or map their data with the new "union" catalog.
 - Loan at least part of their collection to other participating libraries.
 - Subscribe to InfoExpress.

How much will this cost to join?

At the present time there is no cost to the participating libraries for this service. The State Library has agreed to pay for the setup and annual connection fee for all participants. Support will be continued if participation and use warrant it and if continuing funding can be found.

Are there any hidden costs?

There are no hidden costs, however based upon our experience with a similar functionality in Evergreen Indiana; we are advising that participating libraries could see an increase in the volume of resource sharing both from their collection and for their patrons.

When will SRCS start?

Plans are for the State Library to determine interest for participation between now and the end of January 2016, and to roll out the initial instance of the statewide SRCS service in the second quarter of 2016.

How do I sign up to participate?

If your library is interested in participating in SRCS, please complete a copy of the Letter of Intent form available at http://in.gov/library/files/SRCS_Interest_Form.pdf.

These letters will be accepted until January 31, 2016.

Presentations

[Everything you ever wanted to Know about SRCS. \(ILF 2015\)](#)

How do I get more information about SRCS?

If you need more information about the SRCS program, please contact

Steven Schmidt
Library Development Office
Indiana State Library
315 West Ohio Street
Indianapolis, IN 46202
317.232.3715
steschmidt@library.in.gov

**Participating SRCS Libraries
(as of 10 December 2015)**

- 1 Alexandria Monroe Public Library
- 2 Anabaptist Mennonite Biblical Seminary
- 3 Anderson Public Library
- 4 Andrew-Dallas Township Public Library
- 5 Avon-Washington Township Public Library
- 6 Bartholomew County Public Library
- 7 Barton Rees Pogue Memorial Library
- 8 Bedford Public Library
- 9 Boswell Grant Township Public Library
- 10 Bristol Public Library
- 11 Brownsburg Public Library
- 12 Brownstown Public Library
- 13 Cambridge City Public Library
- 14 Carnegie Public Library of Steuben County
- 15 Centerville Center Township Public Library
- 16 Charlestown Clark County Public Library
- 17 Crown Point Community Library
- 18 Danville Public Library
- 19 Delphi Public Library
- 20 Earlham College
- 21 Fairmount Public Library
- 22 Fayette County Public Library
- 23 Flora Public Library
- 24 Fremont Public Library
- 25 Grace College & Seminary
- 26 Greenstown Public Library
- 27 Huntington City Township Public Library
- 28 Indiana State Library
- 29 Ivy Tech Community College – Lawrence campus
- 30 Ivy Tech Community College – North Central (Elkhart)
- 31 Ivy Tech Community College – North Central (South Bend)
- 32 Ivy Tech Community College – North Central (Warsaw)
- 33 Ivy Tech Community College – North Meridian campus
- 34 Jackson County Public Library
- 35 Jasper-Dubois Co. Contractual Public Library
- 36 La Porte County Public Library
- 37 Lake County Public Library
- 38 Lebanon Public Library
- 39 Middlebury Community Public Library
- 40 Montezuma Public Library
- 41 Monticello-Union Township Public Library
- 42 Morgan County Public Library
- 43 Muncie Public Library

- 44 Otterbein Public Library
- 45 Owen County Public Library
- 46 Peabody Public Library
- 47 Pendleton Community Public Library
- 48 Tyson Library
- 49 University of Indianapolis
- 50 Valparaiso University
- 51 Vincennes University
- 52 Wabash College Library
- 53 Warsaw Community Public Library
- 54 West Lafayette Public Library
- 55 West Lebanon Pike Township Public Library
- 56 Westfield Washington Public Library

MONTHLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

	NOV 2014	NOV 2015	Amount of Change	% OF Change	YTD 2014	YTD 2015	Amount of Change	YTD % OF Change
ELWOOD								
ADULT	2,171	1,971	-200	-9%	28,832	25,130	-3,702	-13%
JUVENILE	1,763	1,188	-575	-33%	18,281	14,694	-3,587	-20%
Y. A.	283	255	-28	-10%	4,085	3,750	-335	-8%
PERIOD.	336	297	-39	-12%	4,776	3,628	-1148	-24%
AUDIO	201	221	20	10%	2,279	2,412	133	6%
VIDEO	5,826	5,181	-645	-11%	57,188	68,302	11,114	19%
DIGITAL MEDIA	188	212	24	13%	2,248	2,626	378	17%
TOTAL	10,768	9,325	-1443	-13%	117,689	120,542	2,853	2%

FRANKTON								
ADULT	597	717	120	20%	8,892	7,397	-1495	-17%
JUVENILE	396	459	63	16%	6,673	5,475	-1198	-18%
Y. A.	213	130	-83	-39%	2,642	1,798	-844	-32%
PERIOD.	166	129	-37	-22%	2,149	1,435	-714	-33%
AUDIO	18	68	50	278%	630	672	42	7%
VIDEO	1,627	1,355	-272	-17%	15,389	17,115	1726	11%
DIGITAL MEDIA	95	107	12	13%	1,128	1,319	191	17%
TOTAL	3,112	2,965	-147	-5%	37,503	35,211	-2,292	-6%

HAZELBAKER								
ADULT	307	389	82	27%	4,774	3972	-802	-17%
JUVENILE	185	463	278	150%	3,587	3822	235	7%
Y. A.	53	47	-6	-11%	679	708	29	4%
PERIOD.	69	62	-7	-10%	950	772	-178	-19%
AUDIO	28	30	2	7%	389	341	-48	-12%
VIDEO	1,339	1,317	-22	-2%	13,021	15465	2444	19%
DIGITAL MEDIA	94	106	12	13%	1125	1312	187	17%
TOTAL	2,075	2,414	339	16%	24,525	26,392	1,867	8%

SYSTEM								
ADULT	3,075	3,077	2	0%	42,498	36,499	-5,999	-14%
JUVENILE	2,344	2,110	-234	-10%	28,541	23,991	-4,550	-16%
Y. A.	549	432	-117	-21%	7406	6256	-1150	-16%
PERIOD.	571	488	-83	-15%	7875	5835	-2040	-26%
AUDIO	247	319	72	29%	3298	3425	127	4%
VIDEO	8,792	7,853	-939	-11%	85,598	100,882	15,284	18%
DIGITAL MEDIA	377	425	48	13%	4,501	5,257	756	17%
TOTAL	15,955	14,704	-1251	-8%	179,717	182,145	2,428	1%

	Comp. Use	Wireless	Traffic	Ref.	Assists	Prog. A.	Prog. YA	Prog. J
Elwood	1,430	725	6,178	17	1,016	12	1	9
						52	4	49
Frankton	262	401	2,297	11	201	8	2	10
						36	4	20
Summitville	193	279	1,797	2	167	4	1	33
						30	2	160

Tech Services Processed 586 Items

Transits to Other Libraries:

496

Processed by Trisha Shuler

Transits From Other Libraries:

533

TRANSMISSION VERIFICATION REPORT

TIME : 12/10/2015 09:44
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BRDF2V374540

DATE, TIME 12/10 09:44
FAX NO./NAME HERALD
DURATION 00:00:17
PAGE(S) 01
RESULT OK
MODE STANDARD
ECM

Agenda

December 14, 2015

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
5:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
 - Minutes
 - Claims Register & Checks
 - Personnel
- Old Business
 1. Long Range Plan
 2. Network RFP – Open Sealed Bids
- New Business
 1. End of Year Purchase Audio Books, Playaways and Programming Supplies

Please Publish & this week & again on Monday Thank you

TRANSMISSION VERIFICATION REPORT

TIME : 12/10/2015 09:43
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BRDF2V374540

DATE, TIME 12/10 09:43
FAX NO./NAME CALL LEADER
DURATION 00:00:16
PAGE(S) 01
RESULT OK
MODE STANDARD
ECM

Agenda

December 14, 2015

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
5:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
 - Minutes
 - Claims Register & Checks
 - Personnel
- Old Business
 1. Long Range Plan
 2. Network RFP – Open Sealed Bids
- New Business
 1. End of Year Purchase Audio Books, Playaways and Programming Supplies

Please Publish & this week & again on Monday Thank you

TRANSMISSION VERIFICATION REPORT

TIME : 12/10/2015 09:45
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER. # : BROF2V374540

DATE, TIME 12/10 09:45
FAX NO./NAME FRANKTON
DURATION 00:00:16
PAGE(S) 01
RESULT OK
MODE STANDARD
ECM

TRANSMISSION VERIFICATION REPORT

TIME : 12/10/2015 09:46
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER. # : BROF2V374540

DATE, TIME 12/10 09:46
FAX NO./NAME SUMMITVILLE
DURATION 00:00:15
PAGE(S) 01
RESULT OK
MODE STANDARD
ECM

Agenda

December 14, 2015

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
5:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
 - Minutes
 - Claims Register & Checks
 - Personnel
- Old Business
 1. Long Range Plan
 2. Network RFP – Open Sealed Bids
- New Business
 1. End of Year Purchase Audio Books, Playaways and Programming Supplies

Agenda

December 14, 2015

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
5:30 P.M.

- Call to Order
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 1. End of Year Purchase Audio Books, Playaways and Programming Supplies

AGENDA

BOARD OF FINANCE MEETING January 12, 2015 Elwood Public Library 5:00 PM

CALL TO ORDER CALL FOR QUORUM BUSINESS

1. Elect President & Secretary of Board of Finance
2. Investment Policy and register distributed & reviewed
3. Motion for depositories
 - a. Frankton PNC Bank closing on March 20th, 2015
 - b. Business Premium Money Market Transfer
4. Motion for newspapers as official notification
5. Motion for regular meeting date and time
6. Motion for regular meetings at the branches

ADJOURNMENT

BOARD OF FINANCE ANNUAL MEETING January 12, 2015 5:00 p.m.

CALL TO ORDER

President Leslie Rittenhouse called the annual board of finance meeting to order on January 12, 2015 in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

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

BUSINESS

Elect President & Secretary of Board of Finance

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

Investment Policy and register distributed and reviewed

The investment policy was reviewed. Beverly Austin made a motion to accept the changes to the investment policy as written. Barbara Abernathy made a second and the motion carried. The 2014 financial report was distributed. The library has a cash balance of \$682,276.65 and tax revenue of \$940,058.73 for the operating fund.

Motion for Depositories

Due to the closing of PNC Bank in Frankton, Beverly Austin made a motion to move the library funds invested with PNC Bank to First Merchants Bank in Summitville. Barbara Abernathy made a second and the motion carried. Barbara Abernathy made a motion to accept First Merchants Bank in Summitville, First Farmers Bank & Trust and Star Financial Bank of Elwood as the library depositories. Mike Robertson made a second and the motion carried.

Motion for newspapers as official notification

Mike Robertson made a motion to use the Elwood Call Leader and the Anderson Herald Bulletin as official notification. Barbara Abernathy made a second and the motion carried.

Motion for regular meeting date and time

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

Motion for regular meetings at the branches

Beverly Austin made a motion to hold March and May meetings at the Frankton Community Library and April and June meetings at the Ralph E. Hazelbaker Library. Mike Robertson made a second and the motion carried.

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

Barbara Abernathy, Secretary

Michael Robertson
Bette Dabell
Dewey J. Austin

Leslie Pittenhouse
Doris J. Eddleman

INVESTMENT POLICY

ADD: Policy Statement and Scope

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

Board of Finance

The duly appointed members of the North Madison County Public Library System Board of Trustees are the fiscal body of the Library and thus constitute "The Board of Finance" of the NMCPLS. (IC5-13-7-5, IC36-1-2-6)

Annual Meeting

The North Madison County Public Library System Board of Finance shall meet annually after the first Monday and on or before the last day of January to elect a president and secretary; review the written report of the Library's investments during the previous calendar year; review the library's investment policy; and adopt a resolution to designate financial institutions approved for NMCPLS deposits. (IC5-13-7-6~~7~~)

Treasurer

The duly elected treasurer of the NMCPLS Board of Trustees is the fiscal officer of the library.
~~REMOVE: (IC 20-14-2-5)~~ ADD: (IC 36-12-2-22)

Deposits

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

Investments

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

Securities ~~REMOVE: or discount notes~~ backed by the full faith and credit of the United States Treasury or fully guaranteed by the United States and issued by ADD: any of the following:

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

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

Investment Cash Management

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

Prohibited Investments

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

Transaction Accounts

ADD: All public funds of the Library shall be deposited in the designated depositories located in the territorial limits of the Library District. The fiscal officer of the library shall maintain deposits that are invested or reinvested in at least two (2) of the library's designated depositories. ~~REMOVE: (IC 5-13-9-4)~~ ADD:(IC 5-13-8-9)

Interest

All interest derived from a library investment shall be receipted to the library fund of which it is a part. (IC5-13-9-6)

Bidding Procedure

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

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

2014 FINANCIAL REPORT

Bank		
Star Financial Bank		
Beginning Balance		\$ 437,652.23
Receipts	\$ 1,151,941.85	
Expenditures	\$ 1,163,795.11	
Ending Balance		\$ 425,798.97
Star Financial Bank (2)		
Beginning Balance		\$ 62,285.72
Receipts	\$ 25.19	
Ending Balance		\$ 62,310.91
First Farmers Bank & Trust		
Beginning Balance		\$ 39,380.00
Receipts	\$ 150.21	
Ending Balance		\$ 39,530.21
PNC Bank		
Beginning Balance		\$ 154,085.05
Receipts	\$ 286.51	
Ending Balance		\$ 154,371.56
Petty Cash		
Beginning Balance		\$ 265.00
Ending Balance		\$ 265.00
Total all Banks		
Beginning Balance		\$ 693,668.00
Receipts	\$ 1,152,403.76	
Expenditures	\$ 1,163,795.11	
Ending Balance		\$ 682,276.65
Tax Revenue Received in 2014		
		Operating Fund
Property Tax 6/16/14		\$ 368,793.91
Property Tax 12/29/14		\$ 272,304.18
Total Property Tax		\$ 641,098.09
County Option Income Tax		\$ 231,777.60
Financial Institution Tax		\$ 3,749.39
License Excise Tax		\$ 56,528.65
Commercial Vehicle Tax		\$ 6,905.00
Total Tax Revenue		\$ 940,058.73

Type of Account
Business Now Checking Annual Percentage Yield .01%
Preferred Liquidity Commercial Annual Percentage Yield .02%
Personal Investor Account Annual Percentage Yield .15%
Business Premium Money Market Annual Percentage Yield 0.16%

Agenda

January 12, 2015

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
Immediately Following Board of Finance Meeting

- Call to Order
- Call for Quorum
- Consent Agenda
 - Minutes
 - Claims Register & Checks
 - Personnel
- Old Business
- New Business
 - 1. LMC Service Repair Estimate – McQuay Fan Assembly
 - 2. VoIP Contract with Educational Networks of America (ENA)
 - 3. Network Infrastructure Upgrade RFP
 - 4. Add: AdTec Contract for Category 2 Services
- Director's Report
- Public Comment
- Adjournment

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES

Regular Meeting
January 12, 2015

Immediately following Board of Finance meeting

CALL TO ORDER

President Leslie Rittenhouse called a regular meeting of the North Madison County Public Library Board of Trustees to order on January 12th, immediately following the Board of Finance meeting in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

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

CONSENT AGENDA

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

OLD BUSINESS

No old business was brought forward.

NEW BUSINESS

LMC Service Repair Estimate-McQuay Fan Assembly

The estimate to replace the McQuay fan assembly in the women's restroom was reviewed. Beverly Austin made a motion to accept the repair estimate from LMC. Barbara Abernathy made a second and the motion carried.

VoIP Contract with Educational Networks of America (ENA)

The current telephone system is outdated and no longer supported by Avaya. Upgrading the phone system to VoIP is included in the technology plan for the library. The monthly expense will be less than our current phone system. We will keep two telephone lines for emergency contact and the postage meter. Installation will coincide with the expiration of the AT&T contract. Mike Robertson made a motion to upgrade the current phone system to VoIP. Barbara Abernathy made a second and the motion carried.

Network Infrastructure Upgrade RFP

Due to the modernization of e-rate, the library has an increased opportunity to receive federal funding for internal connections also known as Category 2 funding at an 80% discount. The telecommunication closets at Elwood and Summitville libraries need to be updated and organized. In 2013 upgrades began at Elwood Public Library but were not completed due to lack of funding. These upgrades will be contingent on e-rate funding. Mike Robertson made a motion to accept the RFP for network infrastructure upgrades. Barbara Abernathy made a second and the motion carried

AdTec Contract for Category 2 Services

The contract for AdTec Category 2 services was reviewed. Beverly Austin made a motion to accept the AdTec contract. Mike Robertson made a second and the motion carried.

Director's Report

We are still working on reporting and statistics in Evergreen. There has been some difficulty pulling the information we need to calculate our statistics for circulation.

PUBLIC COMMENT

Public comment was sought. None was forthcoming

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

Michael Robertson

Beverly J. Austin

Leslie Pittenhouse

Bette Dalzell
Bette Dalzell, Secretary

Kevin J. Edleman

Register Of Claims

North Madison County Public Library System

Report Date: From 12/09/14 To 12/31/14

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	747	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,472.67	12/30/14	Payroll ending 12/27/14
			FICA	Payroll Deductions	\$1,193.51		
			Federal Taxes Withheld	Payroll Deductions	\$1,842.18		
			Medicare	Payroll Deductions	\$279.14		
				Total this claim =	<u>\$4,787.50</u>		
0	735	PAYROLL	Operating Fund	Salary of Director	\$2,063.95	12/17/14	PAYROLL
			Operating Fund	Salary of Assistants	\$16,147.27		
			Operating Fund	Wages of Janitor	\$1,168.34		
				Total this claim =	<u>\$19,379.56</u>		
0	771	INDIANA DEPARTMENT OF W	Operating Fund	Employee Benefits	\$198.77	12/30/14	4th Quarter Unemployment
				Total this claim =	<u>\$198.77</u>		
0	751	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$1,967.79	12/30/14	December 2014 Withholdings
			County Taxes Withheld	Payroll Deductions	\$942.29		
				Total this claim =	<u>\$2,910.08</u>		
0	752	AFLAC	AFLAC	Payroll Deductions	\$694.80	12/30/14	December 2014 payroll
				Total this claim =	<u>\$694.80</u>		
0	748	INDIANA PUBLIC RETIREMENT	PERF	Payroll Deductions	\$411.47	12/30/14	Payroll ending 12/27/2014
			Operating Fund	Emp Cont PERF	\$1,536.11		
				Total this claim =	<u>\$1,947.58</u>		
0	738	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$95.00	12/17/14	Payroll ending 12/13/14
				Total this claim =	<u>\$95.00</u>		
0	737	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,474.75	12/17/14	Payroll ending 12/13/14
			FICA	Payroll Deductions	\$1,195.20		
			Federal Taxes Withheld	Payroll Deductions	\$1,849.42		
			Medicare	Payroll Deductions	\$279.52		
				Total this claim =	<u>\$4,798.89</u>		
0	736	INDIANA PUBLIC RETIREMENT	PERF	Payroll Deductions	\$412.09	12/17/14	Payroll ending 12/13/14
			Operating Fund	Emp Cont PERF	\$1,538.40		
				Total this claim =	<u>\$1,950.49</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>
0	770	PAYROLL	Operating Fund	Salary of Director	\$2,063.95	12/31/14	PAYROLL
			Operating Fund	Salary of Assistants	\$16,098.46		
			Operating Fund	Wages of Janitor	\$1,189.59		
				Total this claim =	<u>\$19,352.00</u>		
0	749	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$95.00	12/30/14	Payroll ending 12/27/2014
				Total this claim =	<u>\$95.00</u>		
29341	742	BARBARA MCADAMS	Operating Fund	Frankton Programing	\$60.14	12/17/14	Petty cash reimbursement
				Total this claim =	<u>\$60.14</u>		
29342	744	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$1,581.92	12/17/14	Service for Elwood
				Total this claim =	<u>\$1,581.92</u>		
29343	745	INDIANA NEWSPAPERS, INC.	Operating Fund	Elwood Period. & News.	\$384.03	12/17/14	1/1/15-12/31/15 Service Indianapolis Star
				Total this claim =	<u>\$384.03</u>		
29344	739	MADISON COUNTY CLERK	Garnishment	Payroll Deductions	\$25.00	12/17/14	12/13/14-Garnishment
				Total this claim =	<u>\$25.00</u>		
29345	743	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$194.27	12/17/14	Service for Frankton
				Total this claim =	<u>\$194.27</u>		
29346	746	POSTMASTER	Operating Fund	Postage & UPS	\$49.00	12/17/14	Postage for Frankton & Summitville
			Operating Fund	Postage & UPS	\$49.00		
				Total this claim =	<u>\$98.00</u>		
29347	755	BOYCE FORMS/SYSTEMS	Operating Fund	Official Records	\$144.29	12/30/14	Receipt books
				Total this claim =	<u>\$144.29</u>		
29348	756	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$336.18	12/30/14	Service for Elwood
				Total this claim =	<u>\$336.18</u>		
29349	757	ELWOOD CALL LEADER	Operating Fund	Frankton Per. & Newsp.	\$146.00	12/30/14	52 Week Supscription for Frankton Library
				Total this claim =	<u>\$146.00</u>		
29350	758	JILL MURRAY	Operating Fund	Summitville Programing	\$38.46	12/30/14	Petty Cash
			Operating Fund	Postage & UPS	\$9.90		
				Total this claim =	<u>\$48.36</u>		
29351	759	KMART 9124	Operating Fund	Operating Supplies	\$17.98	12/30/14	As per attached invoices.
			Operating Fund	Cleaning & Sanitation Supplies	\$87.34		
			Operating Fund	Elwood Children's Programing	\$8.79		
			Operating Fund	Elwood Adult Programing	\$28.97		
				Total this claim =	<u>\$143.08</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>
29352	750	MADISON COUNTY CLERK	Garnishment	Payroll Deductions	\$25.00	12/30/14	Payroll ending 12/27/2014-Garnishment Trisha Shuler
					Total this claim =	<u>\$25.00</u>	
29353	760	MARSH SUPERMARKET	Operating Fund	Summitville Programing	\$26.57	12/30/14	Programing
			Operating Fund	Elwood Children's Programing	\$51.76		
					Total this claim =	<u>\$78.33</u>	
29354	761	PITNEY BOWES	Operating Fund	Equipment/Rental	\$141.00	12/30/14	Postage meter lease
					Total this claim =	<u>\$141.00</u>	
29355	762	STAPLES ADVANTAGE	Operating Fund	Office Supplies	\$104.43	12/30/14	As per attached invoices.
					Total this claim =	<u>\$104.43</u>	
29356	754	SYNCB/AMAZON	Operating Fund	Elwood AV	\$840.54	12/30/14	As per attached invoices.
			Operating Fund	Frankton AV	\$457.15		
			Operating Fund	Summitville AV	\$381.16		
					Total this claim =	<u>\$1,678.85</u>	
29357	763	TEI LANDMARK AUDIO	Operating Fund	Elwood AV	\$453.84	12/30/14	As per attached invoices.
			Operating Fund	Frankton AV	\$162.78		
			Operating Fund	Summitville AV	\$254.30		
					Total this claim =	<u>\$870.92</u>	
29358	764	THOMAS OFFICE SOLUTIONS	Operating Fund	Office Supplies	\$10.00	12/30/14	copy contract
					Total this claim =	<u>\$10.00</u>	
29359	765	TOPS HOME CENTER	Operating Fund	Operating Supplies	\$130.74	12/30/14	As per attached invoices.
					Total this claim =	<u>\$130.74</u>	
29360	768	TOWN OF FRANKTON	Operating Fund	Electricity	\$377.86	12/30/14	Service for Frankton
			Operating Fund	Water	\$18.00		
			Operating Fund	Waste Disposal Services	\$8.75		
					Total this claim =	<u>\$404.61</u>	
29361	767	TOWN OF SUMMITVILLE	Operating Fund	Water	\$43.80	12/30/14	Service for Summitville
			Operating Fund	Waste Disposal Services	\$11.50		
					Total this claim =	<u>\$55.30</u>	
29362	766	TRISHA SHULER	Operating Fund	Operating Supplies	\$15.42	12/30/14	Petty Cash
					Total this claim =	<u>\$15.42</u>	
29363	753	UNITED HEALTHCARE	Insurance	Payroll Deductions	\$710.58	12/30/14	December 2014 payroll
			Operating Fund	Emp Cont Group Ins	\$4,458.94		
					Total this claim =	<u>\$5,169.52</u>	

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
29364	769	JAMIE B. SCOTT	Operating Fund	Traveling Expense	\$428.80	12/30/14	Mileage for 2014 1072 miles x .40
Total this claim =					\$428.80		

Total Amount of Claims \$68,481.86

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

Monday, January 12, 2015

Daniel A. Pirechko
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 12th day of January, 20 15.

Daniel A. Pirechko *Beverly Austin*
Michael Roberts *Barbara K. Brennan*
Leslie M. Pinkhouse

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/15.

Register Of Claims

North Madison County Public Library System

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

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	37	GREAT-WEST RETIREMENT S	Annunity	Payroll Deductions	\$95.00	01/12/15	Payroll ending 1/10/15
				Total this claim =	<u>\$95.00</u>		
0	36	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,518.25	01/12/15	Payroll ending 01/10/2015
			Federal Taxes Withheld	Payroll Deductions	\$1,904.71		
			FICA	Payroll Deductions	\$1,230.50		
			Medicare	Payroll Deductions	\$287.76		
				Total this claim =	<u>\$4,941.22</u>		
0	35	INDIANA PUBLIC RETIREMENT	Operating Fund	Emp Cont PERF	\$1,575.06	01/12/15	Payroll ending 1/10/2015
			PERF	Payroll Deductions	\$421.90		
				Total this claim =	<u>\$1,996.96</u>		
0	1	STAR FINANCIAL BANK	Operating Fund	Professional Services	\$9.72	01/05/15	December Service Charge
				Total this claim =	<u>\$9.72</u>		
29365	2	AT&T	Operating Fund	Telephone & Telegraph	\$57.19	01/12/15	Service for Elwood
				Total this claim =	<u>\$57.19</u>		
29366	3	AT&T LONG DISTANCE	Operating Fund	Telephone & Telegraph	\$27.45	01/12/15	Service for Summitville
			Operating Fund	Telephone & Telegraph	\$0.00		
				Total this claim =	<u>\$27.45</u>		
29367	4	AVC TECHNOLOGY CORPORA	Operating Fund	Professional Services	\$411.00	01/12/15	Quarterly billing Jan through March-Accounting/payroll support
				Total this claim =	<u>\$411.00</u>		
29368	6	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$646.81	01/12/15	As per attached invoices.
			Operating Fund	Elwood Childrens	\$468.49		
			Operating Fund	Elwood YA	\$164.19		
			Operating Fund	Frankton	\$593.27		
			Operating Fund	Summitville	\$475.69		
				Total this claim =	<u>\$2,348.45</u>		
29369	5	BARBARA MCADAMS	Operating Fund	Postage & UPS	\$23.10	01/12/15	Petty Cash Reimbursement-Frankton
				Total this claim =	<u>\$23.10</u>		
29370	32	BURNETTE - DELLINGER INC.	Operating Fund	Insurance	\$3,899.00	01/12/15	Workers Comp Insurance
				Total this claim =	<u>\$3,899.00</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>
29371	33	CLINT TRICE	Operating Fund	Traveling Expense	\$110.80	01/12/15	277 miles @.40
				Total this claim =	<u>\$110.80</u>		
29372	7	COVELL CONSTRUCTION & S	Operating Fund	Professional Services	\$130.00	01/12/15	Snow plowing 1/6/15
				Total this claim =	<u>\$130.00</u>		
29373	8	CREATIVE PRODUCT SOURC	Operating Fund	Elwood Adult Programing	\$155.43	01/12/15	Summer Reading Bookmarks
			Operating Fund	Elwood Children's Programing	\$35.00		
				Total this claim =	<u>\$190.43</u>		
29374	9	DOLLAR GENERAL-REGIONS	Operating Fund	Operating Supplies	\$93.90	01/12/15	As per attached invoices.
			Operating Fund	Operating Supplies	\$12.65		
				Total this claim =	<u>\$106.55</u>		
29375	10	ELWOOD CALL LEADER	Operating Fund	Elwood Period. & News.	\$127.00	01/12/15	1 year subscription for Elwood
				Total this claim =	<u>\$127.00</u>		
29376	11	ELWOOD CHAMBER OF COM	Operating Fund	Dues	\$72.60	01/12/15	Membership dues 2015
				Total this claim =	<u>\$72.60</u>		
29377	12	ENA SERVICES LLC	St Technology Fund Gra	Telephone & Telegraph	\$1,200.80	01/12/15	Internet
				Total this claim =	<u>\$1,200.80</u>		
29378	13	FILIP, INC.	Operating Fund	Cleaning & Sanitation Supplies	\$95.42	01/12/15	As per attached invoices.
				Total this claim =	<u>\$95.42</u>		
29379	14	FRONTIER	Operating Fund	Telephone & Telegraph	\$73.11	01/12/15	Service for Frankton
				Total this claim =	<u>\$73.11</u>		
29380	15	GE CAPITAL INFORMATION TE	Operating Fund	Equipment/Rental	\$60.60	01/12/15	Copier Lease Summitville and Frankton
			Operating Fund	Equipment/Rental	\$60.60		
				Total this claim =	<u>\$121.20</u>		
29381	16	GLOBAL GOV'T/ED SOLUTION	Operating Fund	Technology Equipment	\$462.94	01/12/15	Datalogic ADC Quikscan Elwood AS
			Operating Fund	Technology Equipment	\$90.00		
				Total this claim =	<u>\$552.94</u>		
29382	17	HARPER'S LAWN CARE	Operating Fund	Professional Services	\$50.00	01/12/15	Lawn Maintenance November
				Total this claim =	<u>\$50.00</u>		
29383	18	HERALD BULLETIN, THE	Operating Fund	Elwood Period. & News.	\$15.00	01/12/15	52 weeks-Digital
				Total this claim =	<u>\$15.00</u>		
29384	19	IDLEWINE LAWNMOWER SAL	Operating Fund	Equipment/Maint.	\$99.00	01/12/15	Repairs for snow blower
				Total this claim =	<u>\$99.00</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>
29385	21	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$453.36	01/12/15	Service for Summitville
				Total this claim =	<u>\$453.36</u>		
29386	34	INDIANA STATE LIBRARY	Evergreen Indiana	Other	\$21.50	01/12/15	4th Quarter Evergreen Invoice
				Total this claim =	<u>\$21.50</u>		
29387	20	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$21.06	01/12/15	Service for Summitville
				Total this claim =	<u>\$21.06</u>		
29388	22	LMC SERVICE SOLUTIONS	Operating Fund	Professional Services	\$721.50	01/12/15	As per attached invoices.
			Operating Fund	Professional Services	\$812.05		
				Total this claim =	<u>\$1,533.55</u>		
29389	38	MADISON COUNTY CLERK	Garnishment	Payroll Deductions	\$25.00	01/12/15	Paryroll ending 1/10/15 Garnishment
				Total this claim =	<u>\$25.00</u>		
29390	23	MIDWEST TAPE	Operating Fund	Book Processing	\$136.98	01/12/15	DVD cases/earbuds
				Total this claim =	<u>\$136.98</u>		
29391	24	PRONUNCIATOR	Operating Fund	Databases	\$1,029.60	01/12/15	Database
				Total this claim =	<u>\$1,029.60</u>		
29392	25	RICOH USA, INC	Operating Fund	Office Supplies	\$42.31	01/12/15	Copies Frankton
				Total this claim =	<u>\$42.31</u>		
29393	26	STAPLES ADVANTAGE	Operating Fund	Operating Supplies	\$17.24	01/12/15	Cable Ties
				Total this claim =	<u>\$17.24</u>		
29394	28	TEI LANDMARK AUDIO	Operating Fund	Frankton AV	\$1,332.00	01/12/15	Audiobook Lease 1/3/15 through 1/2/16
				Total this claim =	<u>\$1,332.00</u>		
29395	27	TOPS HOME CENTER	Operating Fund	Operating Supplies	\$18.48	01/12/15	As per attached invoices.
				Total this claim =	<u>\$18.48</u>		
29396	29	U.S. BANK EQUIPMENT FINAN	Operating Fund	Equipment/Rental	\$149.00	01/12/15	Copier Lease Elwood
				Total this claim =	<u>\$149.00</u>		
29397	30	VAN AUSDALL & FARRAR, INC.	Operating Fund	Office Supplies	\$170.52	01/12/15	Copies Elwood
				Total this claim =	<u>\$170.52</u>		
29398	31	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$177.23	01/12/15	Service for Summitville and Elwood
			Operating Fund	Gas	\$891.34		
				Total this claim =	<u>\$1,068.57</u>		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
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Total Amount of Claims \$22,773.11

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.

Monday, January 12, 2015

Daniel A. Prineff
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 12th day of January, 20 15.

Michelle Roberts
Asst. Dir. of Finance
Beverly J. Austin

Barbara Albertally

SIGNATURES OF GOVERNING BOARD

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

Financial Report
North Madison County Public Library System

Report Dates = 12/01/14 to 12/31/14

Fund	Start of year	Disbursements this month	Disbursements YTD	Receipts this month	Receipts YTD	Balance
100 Operating Fund	\$538,182.94	\$103,033.13	\$975,981.50	\$328,144.31	\$974,376.68	\$536,578.12
Subtotal	\$538,182.94	\$103,033.13	\$975,981.50	\$328,144.31	\$974,376.68	\$536,578.12
1. Operating Fund						
102 Petty Cash & Cash Drawer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
105 Operating Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2. Main						
103 Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
106 Evergreen Indiana	\$0.00	\$0.00	\$0.00	\$9.50	\$21.50	\$21.50
107 PLAC	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00	\$0.00
110 LIRF Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
115 LIRF	\$54,370.99	\$0.00	\$0.00	\$0.00	\$0.00	\$54,370.99
117 Rainy Day Fund	\$50,221.12	\$0.00	\$1,847.93	\$0.00	\$0.00	\$48,573.19
118 Rainy Day Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
120 Gift	\$39,148.37	\$453.97	\$4,304.96	\$432.01	\$6,575.86	\$41,419.27
121 Fnk Bldg Project Gift	\$1,313.58	\$0.00	\$0.00	\$0.00	\$0.00	\$1,313.58
122 Gates Gift Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
123 Madison Co Comm Foundation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
124 F'nk Bldg Project Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
125 St Technology Fund Grant Fund	\$10,431.00	\$0.00	\$10,431.00	\$0.00	\$0.00	\$0.00
130 Debt Service Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$155,485.06	\$453.97	\$16,633.89	\$441.51	\$6,847.36	\$145,698.53
4. Withholding						
201 Federal Taxes Withheld	\$0.00	\$5,533.56	\$56,329.02	\$5,533.56	\$56,329.02	\$0.00
202 FICA	\$0.00	\$3,580.14	\$34,208.58	\$3,580.14	\$34,208.58	\$0.00
203 State Tax Withheld	\$0.00	\$1,967.79	\$18,986.94	\$1,967.79	\$18,986.94	\$0.00
204 County Taxes Withheld	\$0.00	\$942.29	\$9,163.80	\$942.29	\$9,163.80	\$0.00
205 PERF	\$0.00	\$1,235.60	\$11,587.28	\$1,235.60	\$11,587.28	\$0.00
206 Credit Union	\$0.00	\$0.00	\$15,784.53	\$0.00	\$15,784.53	\$0.00
207 Annuity	\$0.00	\$285.00	\$2,565.00	\$285.00	\$2,565.00	\$0.00
208 Insurance	\$0.00	\$710.58	\$7,923.71	\$710.58	\$7,923.71	\$0.00
209 Medicare	\$0.00	\$837.32	\$8,000.86	\$837.32	\$8,000.86	\$0.00
210 Other Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
211 Garnishment	\$0.00	\$75.00	\$150.00	\$75.00	\$150.00	\$0.00
212 AFLAC	\$0.00	\$694.80	\$6,480.00	\$694.80	\$6,480.00	\$0.00
Subtotal	\$0.00	\$15,862.08	\$171,179.72	\$15,862.08	\$171,179.72	\$0.00
Grand Total	\$693,668.00	\$119,349.18	\$1,163,795.11	\$344,447.90	\$1,152,403.76	\$682,276.65

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

Bank Balances

North Madison County Public Library System

Report as of: 12/31/14

Bank	Balance
1 Star Financial Bank	\$425,798.97
2 Star Financial Bank (2)	\$62,310.91
3 Community Bank/Summitville	\$0.00
4 First Farmers Bank & Trust	\$39,530.21
5 PNC Bank	\$154,371.56
6 Main Source Bank	\$0.00
7 Petty Cash & Cash Drawer	\$265.00
8 National City Bank (2)	\$0.00
9 First Farmers Bank & Trust (2)	\$0.00
Total all banks =	\$682,276.65

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

Appropriation Report for 100 Operating Fund

North Madison County Public Library System

Report Date: From 12/01/14 To 12/31/14

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
1. Personal Services							
1.11 Salary of Director	\$55,600.00	\$500.00	\$56,100.00	\$6,191.85	\$55,726.65	\$373.35	99.3
1.12 Salary of Assistants	\$587,700.00	(\$100,000.00)	\$487,700.00	\$48,327.80	\$468,618.32	\$19,081.68	96.1
1.13 Wages of Janitor	\$30,600.00	\$0.00	\$30,600.00	\$3,530.52	\$30,156.30	\$443.70	98.6
1.14 Employee Benefits	\$6,000.00	\$0.00	\$6,000.00	\$198.77	\$4,047.43	\$1,952.57	67.5
1.15 Payroll Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
1.16 Empl.Share FICA&Medicare	\$51,000.00	\$0.00	\$51,000.00	\$4,417.54	\$42,209.88	\$8,790.12	82.8
1.17 Unemployment comp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
1.18 Emp Cont PERF	\$46,000.00	\$0.00	\$46,000.00	\$4,612.73	\$43,257.60	\$2,742.40	94.0
1.19 Emp Cont Group Ins	\$100,000.00	(\$25,500.00)	\$74,500.00	\$4,456.94	\$69,866.43	\$4,633.57	93.8
1.2 Salary of Board Treasurer	\$300.00	\$0.00	\$300.00	\$300.00	\$300.00	\$0.00	100.0
Subtotal	\$877,200.00	(\$125,000.00)	\$752,200.00	\$72,036.15	\$714,182.61	\$38,017.39	94.9
2. Supplies							
2.1 Office Supplies	\$15,000.00	(\$5,000.00)	\$10,000.00	\$573.07	\$6,321.79	\$3,678.21	63.2
2.12 Stationary & Supplies	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
2.2 Operating Supplies	\$9,500.00	\$0.00	\$9,500.00	\$741.83	\$9,339.06	\$160.94	98.3
2.21 Cleaning & Sanitation Supplies	\$4,000.00	\$1,000.00	\$5,000.00	\$152.56	\$4,827.97	\$172.03	96.6
2.23 Fuel, Oil and Lubricants	\$150.00	\$0.00	\$150.00	\$0.00	\$145.92	\$4.08	97.3
2.24 Bldg. Mall. And Supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$45.35	\$204.65	18.1
2.25 Paint and painting supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.26 Repair Parts/Maintenance	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$65.09	\$934.91	6.5
2.27 Other Repair & mainten.supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	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>
2.31 Book Processing	\$9,500.00	(\$3,000.00)	\$6,500.00	\$395.56	\$3,381.82	\$3,118.18	52.0
2.32 Automation	\$19,400.00	(\$6,000.00)	\$13,400.00	\$0.00	\$10,467.50	\$2,932.50	78.1
Subtotal	\$59,800.00	(\$13,000.00)	\$46,800.00	\$1,863.02	\$34,594.50	\$12,205.50	73.9

2. Supplies

2.11 Official Records	\$1,000.00	\$0.00	\$1,000.00	\$144.29	\$591.20	\$408.80	59.1
Subtotal	\$1,000.00		\$1,000.00	\$144.29	\$591.20	\$408.80	59.1

3. Other Services and Charges

3.1 Professional Services	\$55,000.00	(\$15,300.00)	\$39,700.00	\$1,229.05	\$28,841.51	\$10,858.49	72.6
3.11 Consulting Services	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
3.12 Legal Services	\$2,500.00	\$432.00	\$2,932.00	\$0.00	\$2,684.00	\$248.00	91.5
3.14 Engineering & Architects	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	0.0
3.145 Databases	\$6,650.00	\$0.00	\$6,650.00	\$1,318.00	\$3,840.75	\$2,809.25	57.8
3.146 Ebook Services	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$3,000.00	\$3,000.00	50.0
3.21 Telephone & Telegraph	\$38,200.00	(\$15,000.00)	\$23,200.00	\$1,459.83	\$9,238.09	\$13,961.91	39.8
3.22 Postage & UPS	\$3,800.00	\$0.00	\$3,800.00	\$107.90	\$2,039.70	\$1,760.30	53.7
3.23 Traveling Expense	\$3,000.00	\$0.00	\$3,000.00	\$450.77	\$1,089.04	\$1,910.96	36.3
3.24 Professional Meetings	\$3,000.00	(\$2,500.00)	\$500.00	\$0.00	\$45.00	\$455.00	9.0
3.26 Elwood Children's Programing	\$5,000.00	\$0.00	\$5,000.00	\$406.75	\$2,877.76	\$2,122.24	57.6
3.27 Elwood Adult Programing	\$2,900.00	\$0.00	\$2,900.00	\$113.32	\$1,393.37	\$1,506.63	48.0
3.28 Frankton Programing	\$4,000.00	\$0.00	\$4,000.00	\$60.14	\$1,758.13	\$2,241.87	44.0
3.29 Summitville Programing	\$2,900.00	\$0.00	\$2,900.00	\$82.99	\$1,259.13	\$1,640.87	43.4
3.3 Title Source	\$3,100.00	\$0.00	\$3,100.00	\$0.00	\$295.00	\$2,805.00	9.5
3.31 Advertising & Public Notices	\$1,200.00	\$0.00	\$1,200.00	\$0.00	\$944.99	\$255.01	78.7
3.4 Insurance	\$18,000.00	\$0.00	\$18,000.00	\$916.00	\$17,685.00	\$315.00	98.3
3.41 Official Bonds	\$400.00	\$0.00	\$400.00	\$0.00	\$100.00	\$300.00	25.0
3.51 Gas	\$20,000.00	(\$5,000.00)	\$15,000.00	\$816.26	\$8,513.15	\$6,486.85	56.8

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
3.52 Electricity	\$35,000.00	\$0.00	\$35,000.00	\$2,842.28	\$33,417.53	\$1,582.47	95.5
3.53 Water	\$6,000.00	\$0.00	\$6,000.00	\$817.93	\$5,191.96	\$808.04	86.5
3.54 Waste Disposal Services	\$3,000.00	\$0.00	\$3,000.00	\$40.50	\$974.69	\$2,025.31	32.5
3.61 Bldg. & Structure/Maint.	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$418.78	\$1,581.22	20.9
3.62 Equipment/Maint.	\$5,000.00	\$0.00	\$5,000.00	\$473.00	\$574.52	\$4,425.48	11.5
3.72 Equipment/Rental	\$7,000.00	\$0.00	\$7,000.00	\$653.60	\$2,900.60	\$4,099.40	41.4
3.8 Dues	\$2,700.00	\$0.00	\$2,700.00	\$0.00	\$1,612.17	\$1,087.83	59.7
3.81 Taxes	\$500.00	\$0.00	\$500.00	\$0.00	\$347.20	\$152.80	69.4
3.82 Interest on Temporary Loans	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
3.9 Transfer to LIRF	\$7,000.00	(\$7,000.00)	\$0.00	\$0.00	\$0.00	\$0.00	0.0
Subtotal	\$245,450.00	(\$44,368.00)	\$201,082.00	\$11,788.32	\$131,042.07	\$70,039.93	65.2

4. *Capitol Outlays*

4.1 Land Buildings Improvements	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
4.2 Furniture & Equipment	\$12,000.00	(\$5,000.00)	\$7,000.00	\$0.00	\$1,848.91	\$5,151.09	26.4
4.21 Technology Equipment	\$22,000.00	(\$5,000.00)	\$17,000.00	\$8,486.72	\$12,066.96	\$4,933.04	71.0
4.31 Elwood Adult	\$33,500.00	(\$10,000.00)	\$23,500.00	\$1,690.83	\$15,175.26	\$8,324.74	64.6
4.32 Elwood Childrens	\$14,000.00	(\$3,000.00)	\$11,000.00	\$323.70	\$6,380.39	\$4,619.61	58.0
4.33 Elwood YA	\$6,200.00	(\$1,000.00)	\$5,200.00	\$182.77	\$2,667.52	\$2,532.48	51.3
4.34 Frankton	\$19,500.00	(\$5,000.00)	\$14,500.00	\$445.53	\$7,689.01	\$6,810.99	53.0
4.35 Summitville	\$16,500.00	(\$3,000.00)	\$13,500.00	\$398.27	\$8,225.37	\$5,274.63	60.9
4.4 Elwood Period. & News.	\$9,500.00	(\$4,000.00)	\$5,500.00	\$667.96	\$3,440.23	\$2,059.77	62.5
4.41 Frankton Per. & Newsp.	\$2,800.00	\$0.00	\$2,800.00	\$146.00	\$1,542.30	\$1,257.70	55.1
4.42 Summitville Period. & Newsp.	\$1,700.00	\$0.00	\$1,700.00	\$240.80	\$1,189.97	\$510.03	70.0
4.51 Elwood AV	\$35,000.00	(\$10,000.00)	\$25,000.00	\$1,294.38	\$15,559.76	\$9,440.24	62.2
4.52 Frankton AV	\$18,800.00	(\$5,000.00)	\$13,800.00	\$619.93	\$8,991.92	\$4,808.08	65.2
4.53 Summitville AV	\$14,400.00	(\$3,000.00)	\$11,400.00	\$635.46	\$6,415.00	\$4,985.00	56.3

<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>
4.54 Technology Software	\$8,000.00	\$0.00	\$8,000.00	\$2,069.00	\$4,338.54	\$3,661.46	54.2
4.7 Additional Appropriation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
Subtotal	\$214,400.00	(\$54,000.00)	\$160,400.00	\$17,201.35	\$95,531.14	\$64,868.86	59.6
Grand Total	\$1,397,850.00	(\$236,368.00)	\$1,161,482.00	\$103,033.13	\$975,941.52	\$185,540.48	84.0

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

Receipt Listing
North Madison County Public Library System
 Report Date: From 12/01/14 To 12/31/14

Receipt #	Date	Name	Explanation	Bank	Total
570	12/03/14	PAYROLL		1	\$5,280.95
571	12/02/14	Star Financial Bank	Interest-November	1	\$1.70
572	12/10/14	First Farmer's Bank & Trust	November Interest	4	\$4.56
573	12/10/14	PNC Bank	November Interest	5	\$18.95
574	12/17/14	PAYROLL		1	\$5,296.24
575	12/01/14	Jill Murray	FINES & FEES - RECEIPT #10621	1	\$25.25
576	12/17/14	Debbie Fox	FINES & FEES - RECEIPT #10622	1	\$18.50
577	12/01/14	Debbie Fox	FINES & FEES - RECEIPT #10623	1	\$45.70
578	12/02/14	Trisha Shuler	FINES & FEES - RECEIPT #10624	1	\$53.49
579	12/02/14	Jordan Arehart	FINES & FEES - RECEIPT #10625	1	\$106.85
580	12/02/14	Barbara McAdams	FINES & FEES - RECEIPT #10626	1	\$20.20
581	12/03/14	Debbie Fox	FINES & FEES - RECEIPT #10627	1	\$48.35
582	12/04/14	Jamie Scott	FINES & FEES - RECEIPT #10628	1	\$84.95
583	12/05/14	Debbie Fox	FINES & FEES - RECEIPT #10629	1	\$74.70
584	12/05/14	Barbara McAdams	FINES & FEES - RECEIPT #10630	1	\$106.59
585	12/05/14	Jill Murray	FINES & FEES - RECEIPT #10631	1	\$76.00
586	12/08/14	Bethane Toney	FINES & FEES - RECEIPT #10632	1	\$82.30
587	12/08/14	Dennis Johnson	FINES & FEES - RECEIPT #10633	1	\$44.50
588	12/09/14	Barbara McAdams	FINES & FEES - RECEIPT #10634	1	\$62.10
589	12/09/14	Dennis Johnson	FINES & FEES - RECEIPT #10635	1	\$72.55
590	12/08/14	Treasurer of Madison County	COIT, CVET & FIT Receipt #10636	1	\$24,550.77
591	12/10/14	Trisha Shuler	FINES & FEES - RECEIPT #10637	1	\$15.95
592	12/10/14	Dennis Johnson	FINES & FEES - RECEIPT #10638	1	\$97.37
593	12/12/14	Trisha Shuler	FINES & FEES - RECEIPT #10639	1	\$30.55
594	12/12/14	Trisha Shuler	YS BOOK SALE - RECEIPT #10640	1	\$42.50
595	12/12/14	Barbara McAdams	FINES & FEES - RECEIPT #10641	1	\$28.80
596	12/12/14	Dennis Johnson	FINES & FEES - RECEIPT #10642	1	\$50.76
597	12/12/14	Dennis Johnson	FINES & FEES - RECEIPT #10643	1	\$46.32
598	12/15/14	Jordan Arehart	FINES & FEES - RECEIPT #10644	1	\$50.90
599	12/15/14	Jill Murray	FINES & FEES - RECEIPT #10645	1	\$21.65
600	12/15/14	Trisha Shuler	AS BOOK SALE - RECEIPT #10646	1	\$64.50
601	12/15/14	Trisha Shuler	YS BOOK SALE - RECEIPT #10647	1	\$15.00
602	12/15/14	Debbie Fox	FINES & FEES - RECEIPT #10648	1	\$23.45
603	12/16/14	Barbara McAdams	FINES & FEES - RECEIPT #10649	1	\$58.25

Receipt #	Date	Name	Explanation	Bank	Total
604	12/16/14	Dennis Johnson	FINES & FEES - RECEIPT #10650	1	\$70.10
605	12/16/14	Trisha Shuler	YS BOOK SALE - RECEIPT # 10801	1	\$32.00
606	12/17/14	Trisha Shuler	FINES & FEES - RECEIPT #10802	1	\$20.75
607	12/17/14	Dennis Johnson	FINES & FEES - RECEIPT #10803	1	\$69.10
608	12/18/14	Barbara McAdams	FINES & FEES - RECEIPT #10804	1	\$13.00
609	12/18/14	Dennis Johnson	FINES & FEES - RECEIPT #10805	1	\$25.10
610	12/19/14	Bethane Toney	FINES & FEES - RECEIPT #10806	1	\$46.25
611	12/19/14	Trisha Shuler	BOOK SALE YOUTH SERVICES - RECEIPT #10807	1	\$17.04
612	12/19/14	Trisha Shuler	BOOK SALE ADULT SERVICE - RECEIPT #10808	1	\$62.00
613	12/22/14	Bethane Toney	FINES & FEES - RECEIPT #10809	1	\$51.60
614	12/22/14	Jill Murray	FINES & FEES - RECEIPT #10810	1	\$36.00
615	12/22/14	Dennis Johnson	BOOK SALE ADULT SERVICES - RECEIPT # 10811	1	\$36.29
616	12/22/14	Dennis Johnson	FINES & FEES - RECEIPT #10812	1	\$25.65
617	12/22/14	Barbara McAdams	FINES & FEES - RECEIPT #10813	1	\$41.95
618	12/23/14	Dennis Johnson	FINES & FEES - RECEIPT #10814	1	\$79.05
619	12/23/14	Trisha Shuler	FINES & FEES - RECEIPT #10815	1	\$63.44
620	12/23/14	Trisha Shuler	Book Sale Youth Services - Receipt #10816	1	\$12.68
621	12/31/14	PAYROLL		1	\$5,284.89
622	12/26/14	Dennis Johnson	FINES & FEES - RECEIPT #10817	1	\$90.80
623	12/26/14	Barbara McAdams	Donation-David Dyehouse-Frankton Receipt #10808	1	\$150.00
624	12/29/14	Jill Murray	FINES & FEES - RECEIPT #10819	1	\$75.40
625	12/29/14	Jordan Arehart	FINES & FEES - RECEIPT #10820	1	\$36.80
626	12/29/14	Madison County Auditor	December Settlement 2014	1	\$301,319.11
627	12/29/14	Dennis Johnson	FINES & FEES - RECEIPT #10822	1	\$6.20
628	12/30/14	Debbie Fox	FINES & FEES - RECEIPT #10823	1	\$81.50
629	12/30/14	Barbara McAdams	FINES & FEES - RECEIPT #10824	1	\$79.05
630	12/05/14	Star Financial Bank	November Interest	2	\$0.95

Total All Receipts \$344,447.90

Monday, January 05, 2015

Fiscal Officer

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

Voucher List

North Madison County Public Library System

Report Date: From 12/01/14 To 12/31/14

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
0	689	PAYROLL	12/03/14	PAYROLL	\$19,318.61
0	690	EFTPS	12/03/14	Payroll ending 11/29/2014	\$4,782.17
0	691	INDIANA PUBLIC RETIREMENT	12/03/14	Payroll ending 11/29/2014	\$1,950.26
0	692	GREAT-WEST RETIREMENT S	12/03/14	Payroll ending 11/29/2014	\$95.00
29304	693	MADISON COUNTY CLERK	12/03/14	Payroll ending 11/29/2014	\$25.00
29301	694	CHRONICLE TRIBUNE	12/03/14	52 weeks subscription to Chronicle-Tribune-Summitville	\$240.80
29303	695	HERALD BULLETIN, THE	12/03/14	52 Week Subscription-Elwood	\$283.93
29305	696	TOWN OF FRANKTON	12/03/14	Service for Frankton	\$536.47
29306	697	TOWN OF SUMMITVILLE	12/03/14	Service for Summitville	\$55.30
29300	698	CARDMEMBER SERVICE	12/03/14	As per attached invoices.	\$409.93
29302	699	GE CAPITAL INFORMATION TE	12/03/14	Copier Lease Frankton and Summitville	\$363.60
0	700	STAR FINANCIAL BANK	12/03/14	Service Charge	\$9.90
29315	701	DAN PRIESHOFF	12/08/14	Board of Trustees Treasurer	\$300.00
29309	702	AT&T LONG DISTANCE	12/08/14	Long Distance for Elwood & Summitville	\$128.73
29308	703	AT&T	12/08/14	Telephone for Elwood	\$57.19
29310	704	BAKER & TAYLOR	12/08/14	As per attached invoices.	\$3,041.10
29311	705	BAXTER PEST PROFESSIONA	12/08/14	Quarterly contract Frankton & Summitville	\$180.00
29312	706	CHAPMAN ELECTRIC SUPPLY,	12/08/14	As per attached invoices.	\$328.61
29313	707	CHESTER INFORMATION TEC	12/08/14	Symantec Software	\$2,069.00
29314	708	CITY OF ELWOOD UTILITIES	12/08/14	Service for Elwood	\$336.18
29317	709	EBSCO	12/08/14	Core Collections	\$1,318.00
29318	710	ENA SERVICES LLC	12/08/14	Internet	\$1,200.80
29319	711	FILIP, INC.	12/08/14	As per attached invoices.	\$65.22
29320	712	FRANKTON JR/SR HIGH SCHO	12/08/14	Yearbook Ad Frankton Library	\$100.00
29321	713	FRONTIER	12/08/14	Telephone for Frankton	\$73.11
29322	714	GAYLORD BROS.	12/08/14	Book Truck	\$246.04
29323	715	GLOBAL GOV'T/IED SOLUTION	12/08/14	Staff computers	\$8,486.72
29327	716	KMART 9124	12/08/14	Christmas Lights	\$59.96
29316	717	DOLLAR GENERAL-REGIONS	12/08/14	As per attached invoices.	\$235.15
29307	718	ARTHUR J GALLAGHER & CO	12/08/14	DIRECTOR & TRUSTEE LIABILITY POLICY	\$916.00
29324	719	IDLEWINE LAWNMOWER SAL	12/08/14	Lawn tractor tune up and installation of snow thrower	\$473.00
29326	720	INDIANA-AMERICAN WATER C	12/08/14	Service for Summitville	\$21.97
29325	721	INDIANA MICHIGAN POWER C	12/08/14	Service for Summitville	\$372.78
29328	722	LIBRARY STORE INC., THE	12/08/14	As per attached invoices.	\$197.58
29329	723	LMC SERVICE SOLUTIONS	12/08/14	As per attached invoices.	\$910.20
29331	724	MIDWEST TAPE	12/08/14	DVD Cases	\$197.98
29330	725	MARSH SUPERMARKET	12/08/14	Programing	\$52.51
29332	726	SAFE HIRING SOLUTIONS	12/08/14	Sara Ashby	\$28.95
29333	727	STAPLES ADVANTAGE	12/08/14	As per attached invoices.	\$348.75
29334	728	THOMAS OFFICE SOLUTIONS	12/08/14	Copies	\$10.00
29335	729	TOPS HOME CENTER	12/08/14	Christmas lights Frankton	\$47.97
29336	730	TRISHA SHULER	12/08/14	Mileage 54.92 miles x .40	\$21.97
29337	731	TRUE CHEM, INC.	12/08/14	Water Treatment testing	\$100.00
29338	732	U.S. BANK EQUIPMENT FINAN	12/08/14	Ricoh copier Elwood	\$149.00
29339	733	VAN AUSDALL & FARRAR, INC.	12/08/14	Copies Ricoh	\$99.89
29340	734	VECTREN ENERGY DELIVERY	12/08/14	Service for Elwood and Summitville	\$621.99
0	735	PAYROLL	12/17/14	PAYROLL	\$19,379.56
0	736	INDIANA PUBLIC RETIREMENT	12/17/14	Payroll ending 12/13/14	\$1,950.49
0	737	EFTPS	12/17/14	Payroll ending 12/13/14	\$4,798.89

Printed on Monday, January 05, 2015

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
0	738	GREAT-WEST RETIREMENT S	12/17/14	Payroll ending 12/13/14	\$95.00
29344	739	MADISON COUNTY CLERK	12/17/14	12/13/14-Garnishment	\$25.00
0	740	MARY HOFER	12/08/14		\$0.00
0	741	SHERI WALLACE	12/08/14		\$0.00
29341	742	BARBARA MCADAMS	12/17/14	Petty cash reimbursement	\$60.14
29345	743	VECTREN ENERGY DELIVERY	12/17/14	Service for Frankton	\$194.27
29342	744	INDIANA MICHIGAN POWER C	12/17/14	Service for Elwood	\$1,581.92
29343	745	INDIANA NEWSPAPERS, INC.	12/17/14	11/11/15-12/31/15 Service Indianapolis Star	\$384.03
29346	746	POSTMASTER	12/17/14	Postage for Frankton & Summitville	\$98.00
0	747	EFTPS	12/30/14	Payroll ending 12/27/14	\$4,787.50
0	748	INDIANA PUBLIC RETIREMENT	12/30/14	Payroll ending 12/27/2014	\$1,947.58
0	749	GREAT-WEST RETIREMENT S	12/30/14	Payroll ending 12/27/2014	\$25.00
29352	750	MADISON COUNTY CLERK	12/30/14	Payroll ending 12/27/2014-Garnishment Trisha Shuler	\$95.00
0	751	INDIANA DEPARTMENT OF RE	12/30/14	December 2014 Withholdings	\$2,910.08
0	752	AFLAC	12/30/14	December 2014 payroll	\$694.80
29363	753	UNITED HEALTHCARE	12/30/14	December 2014 payroll	\$5,167.52
29356	754	SYNCR/AMAZON	12/30/14	As per attached invoices.	\$1,678.85
29347	755	BOYCE FORMS/SYSTEMS	12/30/14	Receipt books	\$144.29
29348	756	CITY OF ELWOOD UTILITIES	12/30/14	Service for Elwood	\$336.18
29349	757	ELWOOD CALL LEADER	12/30/14	52 Week Supscription for Frankton Library	\$146.00
29350	758	JILL MURRAY	12/30/14	Petty Cash	\$48.36
29351	759	KMART 9124	12/30/14	As per attached invoices.	\$143.08
29353	760	MARSH SUPERMARKET	12/30/14	Programing	\$78.33
29354	761	PITNEY BOWES	12/30/14	Postage meter lease	\$141.00
29355	762	STAPLES ADVANTAGE	12/30/14	As per attached invoices.	\$104.43
29357	763	TEI LANDMARK AUDIO	12/30/14	As per attached invoices.	\$870.92
29358	764	THOMAS OFFICE SOLUTIONS	12/30/14	copy contract	\$10.00
29359	765	TOPS HOME CENTER	12/30/14	As per attached invoices.	\$130.74
29362	766	TRISHA SHULER	12/30/14	Petty Cash	\$15.42
29361	767	TOWN OF SUMMITVILLE	12/30/14	Service for Summitville	\$55.30
29360	768	TOWN OF FRANKTON	12/30/14	Service for Frankton	\$404.61
29364	769	JAMIE B. SCOTT	12/30/14	Mileage for 2014 1072 miles x .40	\$428.80
0	770	PAYROLL	12/31/14	PAYROLL	\$19,352.00
0	771	INDIANA DEPARTMENT OF W	12/30/14	4th Quarter Unemployment	\$198.77

Printed on Monday, January 05, 2015

Why are needing to upgrade to VoIP?

Elwood's phone system has not been updated for 18 years and is currently not supported by Avaya due to the age of equipment. To investigate and implement VoIP was approved in the July 2014 to June 2017 Technology Plan. We would no longer have long distance costs as we would be using our broadband to make our phone calls. To call another branch would be simply calling another extension. This would avoid the long distance cost from Summitville to Frankton.

Why choose Education Networks of America?

Education Networks of America (ENA) has successfully provided our broadband and Internet services for several years. By hiring ENA for our VoIP services, we will have only one vendor to go to if we have problem with our broadband and VoIP services which depend on each other to operate properly.

POTS			vs.	VOIP			
AT&T				AT&T			
	Summitville	Elwood	Total		Summitville	Elwood	Total
POTS	\$ 115.00	\$ 282.00	\$ 397.00	POTS	\$ -	\$ 115.00	\$ 115.00
Long Distance	\$ 20.00	\$ 100.00	\$ 120.00	Long Distance	\$ -	\$ -	\$ -
Frontier				Frontier			
	Frankton				Frankton		\$ 100.00
POTS and Long Distance	\$ 300.00		\$ 300.00	POTS and Long Distance	\$ 75.00		\$ 75.00
Avaya				ENA			
Elwood	\$ 305.00		\$ 305.00	Elwood, Frankton and Summitville			
				VOIP	\$ 800.00		\$ 562.80
			\$ 1,122.00				\$ 852.80



Voice Services Order Form

Service Attachment 1

Date Prepared: Thursday, December 11, 2014
 District: North Madison County Public Library System

Form Number:

Installation Site
 Site Name: North Madison County Public Library System
 Site Address: 1600 Main St, Elwood, IN 46036
 Contact:

Ship To Site
 Site Name: North Madison County Public Library System
 Site Address: 1600 Main St, Elwood, IN 46036
 ATTN:

Term of Service Requested: Three (3) Years
 E-Rate Billing Method Requested for eligible charges: Service Provider Invoice

Description	One-time	Monthly	Quantity	Total	
				One-time	Monthly

ENA SmartFax Services

Includes unlimited local and domestic LD³, installation of the ENA-provided ATA and either a new ENA-assigned fax number or LNP of your existing fax number

ENA SmartFax ^{3,5}		\$25.00	3		\$75.00
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ENA SmartVoice Services

All ENA SmartVoice services include LNP and on-line management interfaces, both Administrator's and individual User Portals

Interconnected VoIP Extension Types

Prime (includes 100 minutes)		\$10.50	15		\$157.50
Plus (includes 500 minutes)		\$25.00	3		\$75.00
Pro (includes 500 minutes)		\$40.00	3		\$120.00
Auto Attendant		\$35.00	3		\$105.00
Installation and Configuration of Eligible ENA SmartVoice Services (required per site) includes Basic Site Assessment ⁶ , Site Turn-up and Project Management	\$500.00		1	\$500.00	

Add On Services

Training

Admin/ End User Portal/ Phone Training - half day	\$600.00		1	\$600.00	
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IP Handsets and ATA's (phone models and pricing subject to change; price includes configuration and testing)

AC-Powered Handsets (can use PoE or the included AC-power adapter)

Polycom SoundPoint IP 331 or equivalent	\$125.00		15	\$1,875.00	
Polycom SoundPoint IP 650 or equivalent	\$270.00		3	\$810.00	

Warranties

1 Year Advanced Replacement Warranty	Included		18	\$0.00	
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Voice Services Order Form

Service Attachment 1

Description	One-time	Monthly	Quantity	Total	
				One-time	Monthly
Subtotal Ordered Services	\$1,100.00	\$532.50			
Subtotal Ordered Equipment	\$2,685.00				
911/E-911 Local Government Fees - based on location ¹	location rate: \$1.00	\$9.00			
USF and Government Fees Estimate - based on monthly voice service ¹	4.00%	\$21.30			
Total Ground-service Shipping Charges	\$126.00				
Total Ordered	\$3,911.00	\$562.80			
Estimated Eligible Amount	\$500.00	\$562.80			
Estimated Local Portion After 50% E-Rate Discount	\$3,661.00	\$281.40			
Estimated Annual Local Portion After 50% E-Rate Discount		\$3,376.80			

Service Order Acknowledged:


 Customer Signature 1/12/15
Date
 Jamie Scott
 Customer Printed Name

 ENA Signature Date

 ENA Printed Name

¹ USF fees & taxes, 911 local county taxes, 411 (Directory Assisted) Calls, International & non-Continental US LD calls are billed in addition to the flat monthly rate. See Master Agreement for per call & per minute charges not included.

² Availability of additional telephone numbers vary per LATA. Please see your ENA Account Manager for more details. Additional numbers are available with SmartLink service

³ By default, service comes w/ International LD and 900/976 Calls disabled. International LD can be re-enabled upon customer request. 411 Calls can be disabled upon customer request.

⁴ May not be available in all markets

⁵ Customer must provide the end device; i.e. fax machine, paging adapter, analog handset, headset, etc. ENA does not provide, sell, install nor service these devices.

⁶ The Basic Site Assessment will include a essential review of each site's network infrastructure including the network switching environment, Ethernet switch configurations and requirements to enable 802.1Q, P802.1p and 802.1af (VLAN, QoS and PoE) capabilities. ENA Field Services may also perform basic tests on the fiber and copper uplinks between the MDF and each of the IDF's and may place a test VoIP call from each LAN segment.



Voice Services Order Form

Service Attachment 1

Description	One-time	Monthly	Quantity	Total	
				One-time	Monthly

7 Enhanced PinPoint 911 requires each extension across the entire site participate and have its own telephone number. Customer must provide and actively maintain the PinPoint E911 database information.

Why are we seeking quotes on an RFP for Network Infrastructure Upgrades?

1. Due to the modernization of the e-rate program, we have an increased opportunity to receive federal funding for internal connections or what is commonly known as Category 2 funding at an 80% discount.
2. Elwood Public Library's and the Ralph E. Hazelbaker Library's telecommunication closets are needing updated and organized. We began the process of updating Elwood's telecommunication closet in 2013. Due to limited available funds we were not able to complete this project. Frankton Community Library's telecommunication closet is needing a switch and some updating.

What are the costs and what funds can we receive from the e-rate program?

The square footage of each of our facilities times \$2.30 determines the 5 year pre-discount budget per building. Eighty percent of this amount will be supported by the e-rate program and the remaining 20 % to be supported by the Library's funds.

Building	Square Footage (IMLS)	Pre-discount Amount	Maximum Reimbursement	Library's Responsibility
Elwood Public Library	15,500	\$35,650	\$28,520	\$7,130
Ralph E. Hazelbaker Library	5,200	\$11,960	\$9,568	\$2,392
Frankton Community Library	5,600	\$12,880	\$10,304	\$2,576
Total Amounts		\$60,490	\$48,392	\$12,098

It will also cost \$1,470 to hire AdTec to file the e-rate forms.

What is the projected timeline for this project?

January 12th, 2015 – Approve the Network Infrastructure Upgrade Request for Proposal and AdTec quote.

January 13th, 2015 – AdTec will post Form 470 to begin the 28 day bidding process.

February's Board Meeting – Open sealed quotes

Between February and March meeting, Clint and I will review quotes.

March's Board Meeting – Clint and I will bring our recommendations.

If Library Board approves recommendations, approved contracts will be signed and AdTec will post Form 471.

Begin wait for e-rate approval. Category 1 requests are approved first and then Category 2 requests are approved. This process can take over 1 year.

REQUEST FOR PROPOSAL (RFP)

Issue Date: January 12, 2015

Network Infrastructure Upgrade

The purpose of this Request for Proposal (RFP) is to solicit sealed proposals to establish a contract through fair and competitive negotiations for Network Infrastructure upgrades. The goods and services requested in these documents are part of the E-Rate filings for the North Madison County Public Library System (NMCPLS) for the 2015 funding year. Further information can be found at the USAC Website www.universalservice.org. The specific filing is 470 application # 639380001290698. The vendor must provide their E-Rate Service Provider Identification Number (SPIN) number on proposal in order to be eligible for consideration.

BACKGROUND

- NMCPLS will be upgrading their network infrastructure
- As part of this project, the system will be replacing old cabling with new CAT6 cabling and the necessary patch panels, jacks, switches, and racks to support it.
- Questions or arrangement for a site visit to look at any installation maybe submitted to Clint Trice, IT Manager, through email ctrice@elwood.lib.in.us.

DUE DATE

Sealed proposals will be received at the NMCPLS Elwood Branch at the following address 1600 Main ST Elwood, IN 46036 until 4:30 p.m. EST Monday, February 16th or 23rd, 2015. Proposals will be opened and publicly acknowledged at the NMCPLS Board of Trustees meeting held on February 16th or 23rd at 5 o'clock (5:00 pm). The NMCPLS Board of Trustees reserves the right to reject any or all bids.

SPECIFICATIONS

Listed below are part numbers and quantities for proposal. **Vendors may submit alternative equipment as long as the equipment is an equivalent make and model or serves a similar functionality.** The North Madison County Public Library System reserves the right to adjust quantities prior to purchasing to meet the needs of the library system. Walk-throughs are highly recommended due to structural differences between buildings and will be conducted Friday, February 6th and again on Tuesday, February 10th at 9 am beginning at the NMCPLS Elwood Branch 1600 Main Street Elwood, IN and proceeding to the NMCPLS Frankton Branch 102 South Church Street Frankton IN and finally to the NMCPLS Summitville Branch 1013 West Church Street, Summitville, IN.

Alternative #1

Frankton Branch

Part Number	Description	Quantity
HP 2530-48G	48 port, gigabit, rack mountable, managed, switch	1

Primary

Summitville Branch

Part Number	Description	Quantity
HP 2530-48G	48 port, gigabit, rack mountable, POE, managed, switch	1
Tripp Lite Smart Pro 1000	UPS rack mountable- AC 120 V – 800 Watt- 1000 VA- 6 output connectors	1
CAT 6 Plenum Cable		6000'
24 Port Cat 6 Patch Panels		2
Cat 6 Jacks		96
2 Port Faceplates		30
2 Port SMB		18
Plywood Backboard		1
Wall Mount Rack		1
Wire Management Front		2
5' Cat 6 Patch Cords		48
10' Cat 6 Patch Cords		48
J-Hooks, Ty wraps, etc.		

Alternative #1

Summitville Branch

Part Number	Description	Quantity
Tripp Lite Smart Pro 1000	UPS rack mountable- AC 120 V – 800 Watt- 1000 VA- 6 output connectors	1
CAT 6 Plenum Cable		4000'
24 Port Cat 6 Patch Panels		2
Cat 6 Jacks		96
4 Port Faceplates		10
2 Port SMB		18
Plywood Backboard		1
Wall Mount Rack		1
Wire Management Front		2
5' Cat 6 Patch Cords		48
10' Cat 6 Patch Cords		48
J-Hooks, Ty wraps, etc.		

Primary

Elwood Branch

Part Number	Description	Quantity
HP 2530-48G	48 port, gigabit, rack mountable, POE, managed, switch	1
C2G HP J4858C	1000Base-SX MMF SFP (mini-GBIC) fiber-optic insert for switch	1
Tripp Lite Smart Pro 1000	UPS rack mountable- AC 120 V – 800 Watt- 1000 VA- 6 output connectors	1
CAT 6 Plenum Cable		10,000'
24 Port Cat 6 Patch Panels		3
Cat 6 Jacks		144
2 Port Faceplates		50
2 Port SMB		22
4 Port SMB		4
Cat 6 Black Gel Filled-for Wet Conduit		1000'
Wire Management Front		2
5' Cat 6 Patch Cords		72
10' Cat 6 Patch Cords		72
J-Hooks, Ty wraps, etc.		

Primary

Frankton Branch

Part Number	Description	Quantity
HP 2530-48G	48 port, gigabit, rack mountable, managed, switch	1
C2G HP J4858C	1000Base-SX MMF SFP (mini-GBIC) fiber-optic insert for switch	1
Tripp Lite Smart Pro 1000	UPS rack mountable- AC 120 V – 800 Watt- 1000 VA- 6 output connectors	1
CAT 6 Plenum Cable		9500'
24 Port Cat 6 Patch Panels		3
Cat 6 Jacks		144
2 Port Faceplates		50
2 Port SMB		22
4 Port SMB		4
Wire Management Front		2
5' Cat 6 Patch Cords		72
10' Cat 6 Patch Cords		72
J-Hooks, Ty wraps, etc.		

Pricing

- Each proposal shall provide a separate section listing all costs associated with the proposal separated out by branch and alternatives with the exception of the accessories.
- Labor pricing for installation of cable and other equipment must be listed separately by location.
- Itemized costs for cable and equipment by location.
- NMCPLS reserves the right to award the bid to the best-qualified vendor and not necessarily based on lowest price.
- If applicable, vendor to specify change fees, freight assurance fees, shipping charges, taxes, surcharges and contingency fees for eligible equipment.
- Vendors are expected to warranty their work for no less than a period of one year after completion of the job and to show additional costs for this warranty separately on the proposal.

Timeline

- Bids Due February 16th or 23rd, 2015 at 4:30 PM EST
- Bids Opened February 16th or 23rd, 2015 at 5:00 PM EST
- Anticipated selection of vendor March 16th or 23rd, 2015

Contract Requirements

- As required by IC 22-5-1.7, the contractor will certify participation in the E-verify program.
- As required by IC 5-22-16.5-13, the contractor will certify no investment activity in Iran.
- Contractor will invoice NMCPLS only the non-e-rate portion and seek direct reimbursement of the e-rate portion from Universal Service Administrative Company (USAC.org).
- Contract will be subject to e-rate approval.

Point of Contact

Any questions concerning technical specifications or Statement of Work (SOW) requirements must be directed to:

Clint Trice, Information Technology Manager
Address: 1600 Main ST Elwood, IN 46036
Email: ctrice@elwood.lib.in.us

Category 2 Two Addendum

Year 2015(18) Schedule of Fees for Category Two Services Internal Connections and Maintenance Agreement

North Madison County Public Library
BEN 130191

Category Two Services: Internal Connections and Maintenance Agreement

Category Two fees: **\$1,470.00**

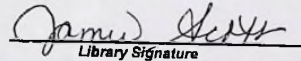
*Category Two services, if elected, will be invoiced in accordance with the schedule below.
Phase 3 will not be billed if applications are not funded.*

<u>Phase 1 (470)</u>	<u>Phase 2 (471)</u>	<u>Phase 3 (486 & 472)</u>
\$490.00	\$490.00	\$490.00

Complete, sign and return this to request application for Category Two Services for Internal Connections and Maintenance Agreement. North Madison County Public Library will provide a RFP that includes the eligible equipment. The RFP will serve as a basis for the FCC Form 470 filing.

Total Category Two application fees: **\$1,470.00**

North Madison County Public Library
Library Name


Library Signature

Jamie Scott
Printed Name

1/12/15
Date

Please email this signed page to marilyn@adtecerate.com or fax to 765-855-1615.

AdTec Remittance address:
AdTec Inc.
PO Box 97
Centerville, IN 47330

Ph. 765-855-1612
Fax: 765-855-1615
Toll free: 866-855-1845

TRANSMISSION VERIFICATION REPORT

TIME : 01/09/2015 07:10
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BROF2V374540

DATE, TIME 01/09 07:10
FAX NO./NAME SUMMITVILLE
DURATION 00:00:00
PAGE(S) 00
RESULT BUSY
MODE STANDARD

BUSY: BUSY/NO RESPONSE

Agenda

January 12, 2015

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
Immediately Following Board of Finance Meeting

Call to Order
Call for Quorum
Consent Agenda
Minutes
Claims Register & Checks
Personnel
Old Business
New Business
1. LMC Service Repair Estimate – McQuay Fan Assembly
2. VoIP Contract with Educational Networks of America (ENA)
3. Network Infrastructure Upgrade RFP
Director's Report

TRANSMISSION VERIFICATION REPORT

TIME : 01/09/2015 07:08
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BROF2V374540

DATE, TIME 01/09 07:08
FAX NO./NAME FRANKTON
DURATION 00:00:22
PAGE(S) 02
RESULT OK
MODE STANDARD
ECM

Agenda

January 12, 2015

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
Immediately Following Board of Finance Meeting

Call to Order
Call for Quorum
Consent Agenda
Minutes
Claims Register & Checks
Personnel
Old Business
New Business
1. LMC Service Repair Estimate – McQuay Fan Assembly
2. VoIP Contract with Educational Networks of America (ENA)
3. Network Infrastructure Upgrade RFP
Director's Report

TRANSMISSION VERIFICATION REPORT

TIME : 01/09/2015 07:07
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BROF2V374540

DATE, TIME 01/09 07:07
FAX NO./NAME HERALD
DURATION 00:00:24
PAGE(S) 02
RESULT OK
MODE STANDARD
ECM

TRANSMISSION VERIFICATION REPORT

TIME : 01/09/2015 07:06
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BROF2V374540

DATE, TIME 01/09 07:06
FAX NO./NAME CALL LEADER
DURATION 00:00:19
PAGE(S) 02
RESULT OK
MODE STANDARD
ECM

Agenda

January 12, 2015

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting

Immediately Following Board of Finance Meeting

Call to Order
Call for Quorum
Consent Agenda
Minutes
Claims Register & Checks
Personnel
Old Business
New Business
1. LMC Service Repair Estimate – McQuay Fan Assembly
2. VoIP Contract with Educational Networks of America (ENA)
3. Network Infrastructure Upgrade RFP
Director's Report

Agenda

January 12, 2015

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting

Immediately Following Board of Finance Meeting

Call to Order
Call for Quorum
Consent Agenda
Minutes
Claims Register & Checks
Personnel
Old Business
New Business
1. LMC Service Repair Estimate – McQuay Fan Assembly
2. VoIP Contract with Educational Networks of America (ENA)
3. Network Infrastructure Upgrade RFP
Director's Report

Agenda

February 16, 2015

North Madison County Public Library System
Board of Trustees

Elwood Public Library

Regular Meeting
5:30 P.M.

Call to Order
Call for Quorum
Consent Agenda
 Minutes
 Claims Register & Checks
 Personnel
Old Business
New Business
 1. Network Infrastructure Upgrade Quotes
 2. Mileage Reimbursement Policy
 3. American Heart Association HeartSaver CPR AED Course
 4. Non-Resident Fee Resolution
 5. 2015 Annual Report
Director's Report
Public Comment
Adjournment

AGENDA

BOARD OF FINANCE

February 16th, 2015
(Held Immediately Following the Regular Meeting)

CALL TO ORDER
CALL FOR QUORUM
BUSINESS
 1. Motion for Depositories
 2. Business Premium Money Market Transfer
ADJOURNMENT

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
Regular Meeting
February 16, 2015
5:30 p.m.

CALL TO ORDER

President Leslie Rittenhouse called a regular meeting of the North Madison County Public Library Board of Trustees to order on February 16, 2015 at 5:30 p.m. in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

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

CONSENT AGENDA

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

OLD BUSINESS

No old business was brought forward.

NEW BUSINESS

Network Infrastructure Upgrade Quotes

We received two sealed quotes for upgrading the network infrastructure at Elwood Public Library, Frankton Community Library, and Ralph E. Hazelbaker Library. Roeing Corporation quoted Elwood Public Library \$1281.00, Frankton Community Library \$1281.00 and Ralph E. Hazelbaker Library \$1208.00 for a total bid of \$4,033.90. Ricoh USA quoted Elwood Public Library \$33,408.75, Frankton Community Library \$29,426.50, Ralph E. Hazelbaker Library \$22,781.76. Director Jamie Scott and IT Manager Clint Trice will review these quotes and present their findings at the March meeting.

Mileage Reimbursement Policy

The Mileage Reimbursement Policy was reviewed. Beverly Austin made a motion to update the current policy from \$.40 per mile to \$.44 per mile. Diana Eddleman made a second and the motion carried.

American Heart Association HeartSaver CPR AED Course

Director Jamie Scott would like to offer CPR certification to all employees during the staff in service day in March. The cost would be \$25.00 per person. It was discussed that each location needs to be equipped with an automated external defibrillator (AED). Director Scott will look into funding and possible donations of this equipment for each location. Bette Dalzell made a motion to fund the CPR classes for staff members. Mike Robertson made a second and the motion carried.

Non-Resident Fee Resoluion

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

2015 Annual Report

The library system's compliance with the Public Library Standards were reviewed. The library is required to meet all standards at the basic level. Basic service levels are met for age based population for children, young adults and adults. Collection development expenditures at 8.6%, open service hours, telecommunication and website requirements and interlibrary loan participation are all being met at the basic level. Library sponsored programming was met in the exceptional standard level with 436 programs for the year. Technology is in the exceptional standard level with 60 public access computers in the system. While these plans meet current standards, the long range plan will need to be updated by January 2016 and the technology plan has been approved until June 2017.

Agenda Item Added-Closing early complaint

A library trustee received a complaint from a patron using the small seminar room. The patron claims that on more than one occasion the lights were turned out on them at five minutes before closing.

Director's Report

The library by-laws were reviewed and changes approved at the regular board meeting in October 2014. At that time the by-laws were not signed. I am presenting the previously approved library by-laws for signature at this meeting. No other business to report at this time.

PUBLIC COMMENT

Public comment was sought. None was forthcoming

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

Bette Dalzell
Bette Dalzell, Secretary

Don Prichoff
Barbara Abernathy
Judie Bittenhouse

BOARD OF FINANCE
February 16, 2015
Immediately following the Regular Meeting.

CALL TO ORDER

President Leslie Rittenhouse called the board of finance meeting to order on February 16, 2015 in the meeting room of the Elwood Public Library.

CALL FOR QUORUM

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

BUSINESS

Motion for Depositories

First Merchants Bank in Summitville will be closing in April 2015. Beverly Austin made a motion to accept First Farmers Bank & Trust and Star Financial Bank of Elwood as the library depositories. Mike Robertson made a second and the motion carried.

Business Premium Money Market Transfer

PNC Bank in Frankton will be closing in March. Mike Robertson made a motion to transfer the Business Premium Money Market account from PNC Bank to First Farmers Bank & Trust in Elwood. Beverly Austin made a second and the motion carried.

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

Barbara Abernathy, Secretary

Daniel Prieskoff

Leslie Rittenhouse

Register Of Claims

North Madison County Public Library System

Report Date: From 01/12/15 To 02/16/15

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	91	FILIP, INC.	Operating Fund	Cleaning & Sanitation Supplies	\$246.00	02/16/15	As per attached invoices.
				Total this claim =	<u>\$246.00</u>		
0	42	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$95.00	01/28/15	Payroll ending 1/24/15
				Total this claim =	<u>\$95.00</u>		
0	99	MIDWEST TAPE	Operating Fund	Book Processing	\$136.98	02/16/15	Benefit Denial Case
				Total this claim =	<u>\$136.98</u>		
0	106	HUMPHRIES AUTOMOTIVE SE	Operating Fund	Professional Services	\$340.00	02/16/15	Snow removal
				Total this claim =	<u>\$340.00</u>		
0	97	LMC SERVICE SOLUTIONS	Operating Fund	Professional Services	\$1,423.10	02/16/15	As per attached invoices.
			Operating Fund	Professional Services	\$271.25		
			Operating Fund	Professional Services	\$271.25		
			Operating Fund	Professional Services	\$450.00		
				Total this claim =	<u>\$2,415.60</u>		
0	96	ITSAVVY LLC	Operating Fund	Technology Equipment	\$121.81	02/16/15	HP Power Adapter
				Total this claim =	<u>\$121.81</u>		
0	95	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$439.25	02/16/15	Service for Summitville & Elwood
			Operating Fund	Electricity	\$1,698.21		
				Total this claim =	<u>\$2,137.46</u>		
0	94	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$20.19	02/16/15	Service for Summitville
				Total this claim =	<u>\$20.19</u>		
0	59	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$95.00	02/11/15	Payroll ending 2/7/15
				Total this claim =	<u>\$95.00</u>		
0	92	IDLEWINE LAWNMOWER SAL	Operating Fund	Repair Parts/Maintenance	\$279.15	02/16/15	As per attached invoices.
				Total this claim =	<u>\$279.15</u>		
0	100	PROQUEST LLC	Operating Fund	Elwood Period. & News.	\$494.38	02/16/15	Microfilm newspapers
				Total this claim =	<u>\$494.38</u>		
0	90	ENA SERVICES LLC	St Technology Fund Gra	Telephone & Telegraph	\$1,200.80	02/16/15	Internet & Telecomm
				Total this claim =	<u>\$1,200.80</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>
0	89	ELWOOD FIRE EQUIPMENT C	Operating Fund	Professional Services	\$40.00	02/16/15	As per attached invoices.
			Operating Fund	Professional Services	\$221.00		
				Total this claim =	<u>\$261.00</u>		
0	88	ELITE CONSTRUCTION	Operating Fund	Professional Services	\$420.00	02/16/15	Snow removal
				Total this claim =	<u>\$420.00</u>		
0	87	DOLLAR GENERAL-REGIONS 4	Operating Fund	Operating Supplies	\$48.20	02/16/15	As per attached invoices.
			Operating Fund	Summitville Programing	\$21.20		
			Operating Fund	Elwood Children's Programing	\$49.40		
				Total this claim =	<u>\$118.80</u>		
0	86	CHAPMAN ELECTRIC SUPPLY,	Operating Fund	Operating Supplies	\$347.67	02/16/15	As per attached invoices.
				Total this claim =	<u>\$347.67</u>		
0	85	BOSE, MCKINNEY & EVANS LL	Operating Fund	Legal Services	\$46.00	02/16/15	Legal Service
				Total this claim =	<u>\$46.00</u>		
0	84	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$1,023.63	02/16/15	As per attached invoices.
			Operating Fund	Elwood Childrens	\$437.90		
			Operating Fund	Elwood YA	\$183.83		
			Operating Fund	Frankton	\$386.32		
			Operating Fund	Summitville	\$446.79		
			Operating Fund	Title Source	(\$122.92)		
				Total this claim =	<u>\$2,355.55</u>		
0	93	PAYROLL	Operating Fund	Salary of Director	\$2,115.55	02/11/15	PAYROLL
			Operating Fund	Salary of Assistants	\$16,737.17		
			Operating Fund	Wages of Janitor	\$1,297.18		
				Total this claim =	<u>\$20,149.90</u>		
0	55	PAYROLL	Operating Fund	Salary of Director	\$2,115.55	01/28/15	PAYROLL
			Operating Fund	Salary of Assistants	\$16,478.00		
			Operating Fund	Wages of Janitor	\$1,297.18		
				Total this claim =	<u>\$19,890.73</u>		
0	105	ADTEC	Operating Fund	Professional Services	\$820.00	02/16/15	E-Rate funding Phase 1 and Category 2
				Total this claim =	<u>\$820.00</u>		
0	104	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$222.21	02/16/15	Service for Summitville & Elwood
			Operating Fund	Gas	\$970.94		
			Operating Fund	Gas	\$266.67		
				Total this claim =	<u>\$1,459.82</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	103	VAN AUSDALL & FARRAR, INC.	Operating Fund	Office Supplies	\$94.53	02/16/15	Copies
				Total this claim =	\$94.53		
0	102	U.S. BANK EQUIPMENT FINAN	Operating Fund	Equipment/Rental	\$149.00	02/16/15	Elwood copier lease
				Total this claim =	\$149.00		
0	101	STAPLES ADVANTAGE	Operating Fund	Office Supplies	\$52.12	02/16/15	As per attached invoices.
				Total this claim =	\$52.12		
0	98	LIBRARY STORE INC., THE	Operating Fund	Book Processing	\$101.53	02/16/15	As per attached invoices.
			Operating Fund	Operating Supplies	\$157.68		
				Total this claim =	\$259.21		
0	56	STAR FINANCIAL BANK	Operating Fund	Professional Services	\$14.58	02/02/15	January service charge/deposit slips
			Operating Fund	Official Records	\$13.95		
				Total this claim =	\$28.53		
0	44	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$1,331.49	01/28/15	January withholding
			County Taxes Withheld	Payroll Deductions	\$647.58		
				Total this claim =	\$1,979.07		
0	46	AFLAC	AFLAC	Payroll Deductions	\$463.20	01/28/15	January Payroll
				Total this claim =	\$463.20		
0	57	INDIANA PUBLIC RETIREMENT	Operating Fund	Emp Cont PERF	\$1,654.15	02/11/15	Payroll ending 2/7/15
			PERF	Payroll Deductions	\$443.08		
				Total this claim =	\$2,097.23		
0	58	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,533.69	02/11/15	Payroll ending 2/7/15
			Federal Taxes Withheld	Payroll Deductions	\$1,926.14		
			FICA	Payroll Deductions	\$1,243.02		
			Medicare	Payroll Deductions	\$290.69		
				Total this claim =	\$4,993.54		
0	35	INDIANA PUBLIC RETIREMENT	Operating Fund	Emp Cont PERF	\$1,575.06	01/12/15	Payroll ending 1/10/2015
			PERF	Payroll Deductions	\$421.90		
				Total this claim =	\$1,996.96		
0	41	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,513.85	01/28/15	Payroll ending 1/24/2015
			Federal Taxes Withheld	Payroll Deductions	\$1,895.00		
			FICA	Payroll Deductions	\$1,226.96		
			Medicare	Payroll Deductions	\$286.92		
				Total this claim =	\$4,922.73		

<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>
0	40	INDIANA PUBLIC RETIREMENT	Operating Fund PERF	Emp Cont PERF Payroll Deductions	\$1,573.55 <u>\$421.49</u>	01/28/15	Payroll ending 1/24/2015
				Total this claim =	<u>\$1,995.04</u>		
0	39	PAYROLL	Operating Fund Operating Fund Operating Fund	Salary of Director Salary of Assistants Wages of Janitor	\$2,115.55 \$16,544.33 <u>\$1,288.25</u>	01/14/15	PAYROLL
				Total this claim =	<u>\$19,948.13</u>		
0	37	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	<u>\$95.00</u>	01/12/15	Payroll ending 1/10/15
				Total this claim =	<u>\$95.00</u>		
0	36	EFTPS	Operating Fund Federal Taxes Withheld FICA Medicare	Empl.Share FICA&Medicare Payroll Deductions Payroll Deductions Payroll Deductions	\$1,518.25 \$1,904.71 \$1,230.50 <u>\$287.76</u>	01/12/15	Payroll ending 01/10/2015
				Total this claim =	<u>\$4,941.22</u>		
29365	2	AT&T	Operating Fund	Telephone & Telegraph	<u>\$57.19</u>	01/12/15	Service for Elwood
				Total this claim =	<u>\$57.19</u>		
29366	3	AT&T LONG DISTANCE	Operating Fund Operating Fund	Telephone & Telegraph Telephone & Telegraph	\$27.45 <u>\$0.00</u>	01/12/15	Service for Summitville
				Total this claim =	<u>\$27.45</u>		
29367	4	AVC TECHNOLOGY CORPORA	Operating Fund	Professional Services	\$411.00	01/12/15	Quarterly billing Jan through March- Accounting/payroll support
				Total this claim =	<u>\$411.00</u>		
29368	6	BAKER & TAYLOR	Operating Fund Operating Fund Operating Fund Operating Fund Operating Fund	Elwood Adult Elwood Childrens Elwood YA Frankton Summitville	\$646.81 \$468.49 \$164.19 \$593.27 <u>\$475.69</u>	01/12/15	As per attached invoices.
				Total this claim =	<u>\$2,348.45</u>		
29369	5	BARBARA MCADAMS	Operating Fund	Postage & UPS	<u>\$23.10</u>	01/12/15	Petty Cash Reimbursement-Frankton
				Total this claim =	<u>\$23.10</u>		
29370	32	BURNETTE - DELLINGER INC.	Operating Fund	Insurance	<u>\$3,899.00</u>	01/12/15	Workers Comp Insurance
				Total this claim =	<u>\$3,899.00</u>		
29371	33	CLINT TRICE	Operating Fund	Traveling Expense	<u>\$110.80</u>	01/12/15	277 miles @.40
				Total this claim =	<u>\$110.80</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>
29372	7	COVELL CONSTRUCTION & S	Operating Fund	Professional Services	\$130.00	01/12/15	Snow plowing 1/6/15
				Total this claim =	\$130.00		
29373	8	CREATIVE PRODUCT SOURC	Operating Fund	Elwood Adult Programming	\$155.43	01/12/15	Summer Reading Bookmarks
			Operating Fund	Elwood Children's Programming	\$35.00		
				Total this claim =	\$190.43		
29374	9	DOLLAR GENERAL-REGIONS 4	Operating Fund	Operating Supplies	\$93.90	01/12/15	As per attached invoices.
			Operating Fund	Operating Supplies	\$12.65		
				Total this claim =	\$106.55		
29375	10	ELWOOD CALL LEADER	Operating Fund	Elwood Period. & News.	\$127.00	01/12/15	1 year subscription for Elwood
				Total this claim =	\$127.00		
29376	11	ELWOOD CHAMBER OF COM	Operating Fund	Dues	\$72.60	01/12/15	Membership dues 2015
				Total this claim =	\$72.60		
29377	12	ENA SERVICES LLC	St Technology Fund Gra	Telephone & Telegraph	\$1,200.80	01/12/15	Internet
				Total this claim =	\$1,200.80		
29378	13	FILIP, INC.	Operating Fund	Cleaning & Sanitation Supplies	\$95.42	01/12/15	As per attached invoices.
				Total this claim =	\$95.42		
29379	14	FRONTIER	Operating Fund	Telephone & Telegraph	\$73.11	01/12/15	Service for Frankton
				Total this claim =	\$73.11		
29380	15	GE CAPITAL INFORMATION TE	Operating Fund	Equipment/Rental	\$60.60	01/12/15	Copier Lease Summitville and Frankton
			Operating Fund	Equipment/Rental	\$60.60		
				Total this claim =	\$121.20		
29381	16	GLOBAL GOVT/ED SOLUTION	Operating Fund	Technology Equipment	\$462.94	01/12/15	Datalogic ADC Quikscan Elwood AS
			Operating Fund	Technology Equipment	\$90.00		
				Total this claim =	\$552.94		
29382	17	HARPER'S LAWN CARE	Operating Fund	Professional Services	\$50.00	01/12/15	Lawn Maintenance November
				Total this claim =	\$50.00		
29383	18	HERALD BULLETIN, THE	Operating Fund	Elwood Period. & News.	\$15.00	01/12/15	52 weeks-Digital
				Total this claim =	\$15.00		
29384	19	IDLEWINE LAWNMOWER SAL	Operating Fund	Equipment/Maint.	\$99.00	01/12/15	Repairs for snow blower
				Total this claim =	\$99.00		
29385	21	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$453.36	01/12/15	Service for Summitville
				Total this claim =	\$453.36		

<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>
29386	34	INDIANA STATE LIBRARY	Evergreen Indiana	Other	\$21.50	01/12/15	4th Quarter Evergreen Invoice
				Total this claim =	\$21.50		
29387	20	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$21.06	01/12/15	Service for Summitville
				Total this claim =	\$21.06		
29388	22	LMC SERVICE SOLUTIONS	Operating Fund	Professional Services	\$721.50	01/12/15	As per attached invoices.
			Operating Fund	Professional Services	\$812.05		
				Total this claim =	\$1,533.55		
29389	38	MADISON COUNTY CLERK	Garnishment	Payroll Deductions	\$25.00	01/12/15	Paryroll ending 1/10/15 Garnishment
				Total this claim =	\$25.00		
29390	23	MIDWEST TAPE	Operating Fund	Book Processing	\$136.98	01/12/15	DVD cases/earbuds
				Total this claim =	\$136.98		
29391	24	PRONUNCIATOR	Operating Fund	Databases	\$1,029.60	01/12/15	Database
				Total this claim =	\$1,029.60		
29392	25	RICOH USA, INC	Operating Fund	Office Supplies	\$42.31	01/12/15	Copies Frankton
				Total this claim =	\$42.31		
29393	26	STAPLES ADVANTAGE	Operating Fund	Operating Supplies	\$17.24	01/12/15	Cable Ties
				Total this claim =	\$17.24		
29394	28	TEI LANDMARK AUDIO	Operating Fund	Frankton AV	\$1,332.00	01/12/15	Audiobook Lease 1/3/15 through 1/2/16
				Total this claim =	\$1,332.00		
29395	27	TOPS HOME CENTER	Operating Fund	Operating Supplies	\$18.48	01/12/15	As per attached invoices.
				Total this claim =	\$18.48		
29396	29	U.S. BANK EQUIPMENT FINAN	Operating Fund	Equipment/Rental	\$149.00	01/12/15	Copier Lease Elwood
				Total this claim =	\$149.00		
29397	30	VAN AUSDALL & FARRAR, INC.	Operating Fund	Office Supplies	\$170.52	01/12/15	Copies Elwood
				Total this claim =	\$170.52		
29398	31	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$177.23	01/12/15	Service for Summitville and Elwood
			Operating Fund	Gas	\$891.34		
				Total this claim =	\$1,068.57		
29399	47	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$133.56	01/28/15	Service for Elwood
			Operating Fund	Waste Disposal Services	\$202.62		
				Total this claim =	\$336.18		
29400	48	CLINT TRICE	Operating Fund	Technology Equipment	\$104.50	01/28/15	Reimbursement for video screen
				Total this claim =	\$104.50		

<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>
29401	49	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$1,665.63	01/28/15	Service for Elwood
				Total this claim =	<u>\$1,665.63</u>		
29402	43	MADISON COUNTY CLERK	Garnishment	Payroll Deductions	\$25.00	01/28/15	Payroll ending 1/24/15
				Total this claim =	<u>\$25.00</u>		
29403	50	MANIFOLD REFUSE, INC.	Operating Fund	Waste Disposal Services	\$78.00	01/28/15	Service for Frankton
				Total this claim =	<u>\$78.00</u>		
29404	51	STATE CHEMICAL SOLUTIONS	Operating Fund	Operating Supplies	\$771.06	01/28/15	Ice Remover/Fragrance Pak
				Total this claim =	<u>\$771.06</u>		
29405	52	SYNCB/AMAZON	Operating Fund	Elwood AV	\$752.14	01/28/15	Amazon January
			Operating Fund	Frankton AV	\$336.99		
			Operating Fund	Summitville AV	\$352.60		
				Total this claim =	<u>\$1,441.73</u>		
29406	53	TOWN OF FRANKTON	Operating Fund	Electricity	\$522.26	01/28/15	Service for Frankton
			Operating Fund	Water	\$18.00		
			Operating Fund	Waste Disposal Services	\$8.75		
				Total this claim =	<u>\$549.01</u>		
29407	45	UNITED HEALTHCARE	Operating Fund	Emp Cont Group Ins	\$4,693.80	01/28/15	Health Insurance
			Insurance	Payroll Deductions	\$473.72		
				Total this claim =	<u>\$5,167.52</u>		
29408	54	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$236.84	01/28/15	Service for Frankton
				Total this claim =	<u>\$236.84</u>		
29409	61	AT&T	Operating Fund	Telephone & Telegraph	\$57.39	02/11/15	Service for Elwood
				Total this claim =	<u>\$57.39</u>		
29410	62	BALL STATE UNIVERSITY	Operating Fund	Elwood Adult	\$5.00	02/11/15	Damaged materials
				Total this claim =	<u>\$5.00</u>		
29411	63	BURNETTE - DELLINGER INC.	Operating Fund	Official Bonds	\$200.00	02/11/15	Treasurer & Asst Treasurer Bond Renewal
				Total this claim =	<u>\$200.00</u>		
29412	64	COVELL CONSTRUCTION & S	Operating Fund	Professional Services	\$655.00	02/11/15	Snow removal
				Total this claim =	<u>\$655.00</u>		
29413	65	DISCOUNT PAPER PRODUCT	Operating Fund	Operating Supplies	\$75.06	02/11/15	Receipt tape
				Total this claim =	<u>\$75.06</u>		
29414	66	ELWOOD CHAMBER OF COM	Gift	Dues	\$100.00	02/11/15	2015 Elwood Downtown Banner Renew
				Total this claim =	<u>\$100.00</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>
29415	67	FRONTIER	Operating Fund	Telephone & Telegraph	\$73.61	02/11/15	Service for Frankton
				Total this claim =	<u>\$73.61</u>		
29416	68	GE CAPITAL INFORMATION TE	Operating Fund	Equipment/Rental	\$60.60	02/11/15	Copier Lease 2/13/15-3/12/15 Frankton
			Operating Fund	Equipment/Rental	\$60.60		& Summitville
				Total this claim =	<u>\$121.20</u>		
29417	69	GLOBAL GOV'T/ED SOLUTION	Operating Fund	Technology Equipment	\$112.53	02/11/15	10 Surgearrest 6 outlet surge protectors
				Total this claim =	<u>\$112.53</u>		
29418	70	JOE RASTETTER	Gift	Frankton	\$19.99	02/11/15	Refund for lost book
				Total this claim =	<u>\$19.99</u>		
29419	60	MADISON COUNTY CLERK	Garnishment	Payroll Deductions	\$25.00	02/11/15	Payroll ending 2/7/15 Garnishment
				Total this claim =	<u>\$25.00</u>		
29420	72	MARSH SUPERMARKET	Operating Fund	Summitville Programing	\$7.98	02/11/15	Programing snacks
			Operating Fund	Summitville Programing	\$11.94		
			Operating Fund	Elwood Children's Programing	\$14.70		
				Total this claim =	<u>\$34.62</u>		
29421	73	MIDDLEBURY COMMUNITY PU	Operating Fund	Dues	\$50.00	02/11/15	NICCL Dues
				Total this claim =	<u>\$50.00</u>		
29422	71	MOVIE LICENSING USA	Operating Fund	Elwood Children's Programing	\$126.00	02/11/15	Compliance Site License 2/15/15-2/14/1
			Operating Fund	Elwood Adult Programing	\$126.00		
			Operating Fund	Frankton Programing	\$126.00		
			Operating Fund	Summitville Programing	\$126.00		
				Total this claim =	<u>\$504.00</u>		
29423	74	ORIENTAL TRADING COMPAN	Operating Fund	Frankton Programing	\$80.50	02/11/15	Story time crafts-Frankton
				Total this claim =	<u>\$80.50</u>		
29424	75	PUMPKIN BOOKS	Operating Fund	Elwood Childrens	\$122.65	02/11/15	Little people shape board books
				Total this claim =	<u>\$122.65</u>		
29425	76	RICOH USA, INC	Operating Fund	Office Supplies	\$48.56	02/11/15	Copies for Frankton and Summitville
			Operating Fund	Office Supplies	\$19.11		
				Total this claim =	<u>\$67.67</u>		
29426	77	STAPLES ADVANTAGE	Operating Fund	Office Supplies	\$98.29	02/11/15	As per attached invoices.
			Operating Fund	Operating Supplies	\$85.52		
				Total this claim =	<u>\$183.81</u>		
29427	78	TEI LANDMARK AUDIO	Operating Fund	Elwood AV	\$1,110.00	02/11/15	Audiobook Lease-Elwood
				Total this claim =	<u>\$1,110.00</u>		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
29428	79	THOMAS OFFICE SOLUTIONS	Operating Fund	Office Supplies	\$30.00	02/11/15	Copy contract
				Total this claim =	\$30.00		
29429	80	TOPS HOME CENTER	Operating Fund	Operating Supplies	\$214.88	02/11/15	As per attached invoices.
			Operating Fund	Operating Supplies	\$0.00		
				Total this claim =	\$214.88		
29430	81	TOWN OF SUMMITVILLE	Operating Fund	Water	\$43.80	02/11/15	Service for Summitville
			Operating Fund	Waste Disposal Services	\$11.50		
				Total this claim =	\$55.30		
29431	82	UPSTART	Operating Fund	Frankton Programming	\$319.07	02/11/15	2015 Programming
				Total this claim =	\$319.07		
29432	83	USI, INC	Operating Fund	Office Supplies	\$195.79	02/11/15	Letter size laminating pouches
				Total this claim =	\$195.79		
Total Amount of Claims					\$127,986.10		

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, February 16, 2015

Fiscal Officer

ALLOWANCE OF VOUCHERS

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

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 9 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$127,986.10

Date this 16TH day of February, 2015.

<u>Michael Robertson</u> <u>Bella Daboll</u> <u>Beverly J. Austin</u>	<u>Leslie Stettin</u> <u>Devin J. Edler</u>
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SIGNATURES OF GOVERNING BOARD

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

Bank Balances

North Madison County Public Library System

Report as of: 01/31/15

Bank	Balance
1 Star Financial Bank	\$382,026.96
2 Star Financial Bank (2)	\$62,311.97
3 Community Bank/Summitville	\$0.00
4 First Farmers Bank & Trust	\$39,535.91
5 PNC Bank	\$154,393.89
6 Main Source Bank	\$0.00
7 Petty Cash & Cash Drawer	\$265.00
8 National City Bank (2)	\$0.00
9 First Farmers Bank & Trust (2)	\$0.00
Total all banks =	\$638,533.73

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

Financial Report North Madison County Public Library System

Report Dates = 01/01/15 to 01/31/15

Fund	Start of year	Disbursements this month	Disbursements YTD	Receipts this month	Receipts YTD	Balance
100 Operating Fund	\$536,578.12	\$70,388.95	\$70,388.95	\$19,713.83	\$19,713.83	\$485,903.00
Subtotal	\$536,578.12	\$70,388.95	\$70,388.95	\$19,713.83	\$19,713.83	\$485,903.00
1. Operating Fund						
102 Petty Cash & Cash Drawer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
105 Operating Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2. Main						
103 Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
106 Evergreen Indiana	\$21.50	\$21.50	\$21.50	\$0.50	\$0.50	\$0.50
107 PLAC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
110 LIRF Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
115 LIRF	\$54,370.99	\$0.00	\$0.00	\$0.00	\$0.00	\$54,370.99
117 Rainy Day Fund	\$48,573.19	\$0.00	\$0.00	\$0.00	\$0.00	\$48,573.19
118 Rainy Day Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
120 Gift	\$41,419.27	\$0.00	\$0.00	\$210.00	\$210.00	\$41,629.27
121 F'nk Bldg Project Gift	\$1,313.58	\$0.00	\$0.00	\$0.00	\$0.00	\$1,313.58
122 Gates Gift Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
123 Madison Co Comm Foundation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
24 F'nk Bldg Project Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
125 St Technology Fund Grant Fund	\$0.00	\$1,200.80	\$1,200.80	\$7,944.00	\$7,944.00	\$6,743.20
130 Debt Service Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$145,698.53	\$1,222.30	\$1,222.30	\$8,154.50	\$8,154.50	\$152,630.73
4. Withholding						
201 Federal Taxes Withheld	\$0.00	\$3,799.71	\$3,799.71	\$3,799.71	\$3,799.71	\$0.00
202 FICA	\$0.00	\$2,457.46	\$2,457.46	\$2,457.46	\$2,457.46	\$0.00
203 State Tax Withheld	\$0.00	\$1,331.49	\$1,331.49	\$1,331.49	\$1,331.49	\$0.00
204 County Taxes Withheld	\$0.00	\$647.58	\$647.58	\$647.58	\$647.58	\$0.00
205 PERF	\$0.00	\$843.39	\$843.39	\$843.39	\$843.39	\$0.00
206 Credit Union	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
207 Annuity	\$0.00	\$190.00	\$190.00	\$190.00	\$190.00	\$0.00
208 Insurance	\$0.00	\$473.72	\$473.72	\$473.72	\$473.72	\$0.00
209 Medicare	\$0.00	\$574.68	\$574.68	\$574.68	\$574.68	\$0.00
210 Other Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
211 Garnishment	\$0.00	\$50.00	\$50.00	\$50.00	\$50.00	\$0.00
212 AFLAC	\$0.00	\$463.20	\$463.20	\$463.20	\$463.20	\$0.00
Subtotal	\$0.00	\$10,831.23	\$10,831.23	\$10,831.23	\$10,831.23	\$0.00
Grand Total	\$682,276.65	\$82,442.48	\$82,442.48	\$38,699.56	\$38,699.56	\$638,533.73

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

Appropriation Report for 100 Operating Fund

North Madison County Public Library System

Report Date: From 01/01/15 To 01/31/15

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>1. Personal Services</i>							
1.11 Salary of Director	\$55,600.00	\$0.00	\$55,600.00	\$4,231.10	\$4,231.10	\$51,368.90	7.6
1.12 Salary of Assistants	\$587,700.00	\$0.00	\$587,700.00	\$33,022.33	\$33,022.33	\$554,677.67	5.6
1.13 Wages of Janitor	\$30,600.00	\$0.00	\$30,600.00	\$2,585.43	\$2,585.43	\$28,014.57	8.4
1.14 Employee Benefits	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00	0.0
1.16 Empl.Share FICA&Medicare	\$51,000.00	\$0.00	\$51,000.00	\$3,032.10	\$3,032.10	\$47,967.90	5.9
1.18 Emp Cont PERF	\$46,000.00	\$0.00	\$46,000.00	\$3,148.61	\$3,148.61	\$42,851.39	6.8
1.19 Emp Cont Group Ins	\$100,000.00	\$0.00	\$100,000.00	\$4,693.80	\$4,693.80	\$95,306.20	4.7
1.2 Salary of Board Treasurer	\$300.00	\$0.00	\$300.00	\$0.00	\$0.00	\$300.00	0.0
Subtotal	\$877,200.00		\$877,200.00	\$50,713.37	\$50,713.37	\$826,486.63	5.8
<i>2. Supplies</i>							
2.1 Office Supplies	\$15,000.00	\$0.00	\$15,000.00	\$212.83	\$212.83	\$14,787.17	1.4
2.12 Stationary & Supplies	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
2.2 Operating Supplies	\$9,500.00	\$0.00	\$9,500.00	\$913.33	\$913.33	\$8,586.67	9.6
2.21 Cleaning & Sanitation Supplies	\$4,000.00	\$0.00	\$4,000.00	\$95.42	\$95.42	\$3,904.58	2.4
2.23 Fuel, Oil and Lubricants	\$150.00	\$0.00	\$150.00	\$0.00	\$0.00	\$150.00	0.0
2.24 Bldg. Matl. And Supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.25 Paint and painting supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.26 Repair Parts/Maintenance	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
2.27 Other Repair & mainten.supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.31 Book Processing	\$9,500.00	\$0.00	\$9,500.00	\$136.98	\$136.98	\$9,363.02	1.4
2.32 Automation	\$19,400.00	\$0.00	\$19,400.00	\$0.00	\$0.00	\$19,400.00	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>
Subtotal	\$59,800.00		\$59,800.00	\$1,358.56	\$1,358.56	\$58,441.44	2.3
<i>2. Supplies</i>							
2.11 Official Records	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
Subtotal	\$1,000.00		\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
<i>3. Other Services and Charges</i>							
3.1 Professional Services	\$55,000.00	\$0.00	\$55,000.00	\$2,134.27	\$2,134.27	\$52,865.73	3.9
3.11 Consulting Services	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
3.12 Legal Services	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.0
3.14 Engineering & Architects	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	0.0
3.145 Databases	\$6,650.00	\$0.00	\$6,650.00	\$1,029.60	\$1,029.60	\$5,620.40	15.5
3.146 Ebook Services	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00	0.0
3.21 Telephone & Telegraph	\$38,200.00	\$0.00	\$38,200.00	\$157.75	\$157.75	\$38,042.25	0.4
3.22 Postage & UPS	\$3,800.00	\$0.00	\$3,800.00	\$23.10	\$23.10	\$3,776.90	0.6
3.23 Traveling Expense	\$3,000.00	\$0.00	\$3,000.00	\$110.80	\$110.80	\$2,889.20	3.7
3.24 Professional Meetings	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.0
3.26 Elwood Children's Programing	\$5,000.00	\$0.00	\$5,000.00	\$35.00	\$35.00	\$4,965.00	0.7
3.27 Elwood Adult Programing	\$2,900.00	\$0.00	\$2,900.00	\$155.43	\$155.43	\$2,744.57	5.4
3.28 Frankton Programing	\$4,000.00	\$0.00	\$4,000.00	\$0.00	\$0.00	\$4,000.00	0.0
3.29 Summitville Programing	\$2,900.00	\$0.00	\$2,900.00	\$0.00	\$0.00	\$2,900.00	0.0
3.3 Title Source	\$3,100.00	\$0.00	\$3,100.00	\$0.00	\$0.00	\$3,100.00	0.0
3.31 Advertising & Public Notices	\$1,200.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$1,200.00	0.0
3.4 Insurance	\$18,000.00	\$0.00	\$18,000.00	\$3,899.00	\$3,899.00	\$14,101.00	21.7
3.41 Official Bonds	\$400.00	\$0.00	\$400.00	\$0.00	\$0.00	\$400.00	0.0
3.51 Gas	\$20,000.00	\$0.00	\$20,000.00	\$1,305.41	\$1,305.41	\$18,694.59	6.5
3.52 Electricity	\$35,000.00	\$0.00	\$35,000.00	\$2,641.25	\$2,641.25	\$32,358.75	7.5
3.53 Water	\$6,000.00	\$0.00	\$6,000.00	\$172.62	\$172.62	\$5,827.38	2.9

<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>
3.54 Waste Disposal Services	\$3,000.00	\$0.00	\$3,000.00	\$289.37	\$289.37	\$2,710.63	9.6
3.61 Bldg. & Structure/Maint.	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.0
3.62 Equipment/Maint.	\$5,000.00	\$0.00	\$5,000.00	\$99.00	\$99.00	\$4,901.00	2.0
3.72 Equipment/Rental	\$7,000.00	\$0.00	\$7,000.00	\$270.20	\$270.20	\$6,729.80	3.9
3.8 Dues	\$2,700.00	\$0.00	\$2,700.00	\$72.60	\$72.60	\$2,627.40	2.7
3.81 Taxes	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
3.82 Interest on Temporary Loans	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
3.9 Transfer to LIRF	\$7,000.00	\$0.00	\$7,000.00	\$0.00	\$0.00	\$7,000.00	0.0
Subtotal	\$245,450.00		\$245,450.00	\$12,395.40	\$12,395.40	\$233,054.60	5.1
<i>4. Capitol Outlays</i>							
4.1 Land Buildings Improvements	\$19,000.00	\$0.00	\$19,000.00	\$0.00	\$0.00	\$19,000.00	0.0
4.2 Furniture & Equipment	\$30,500.00	\$0.00	\$30,500.00	\$0.00	\$0.00	\$30,500.00	0.0
4.21 Technology Equipment	\$22,000.00	\$0.00	\$22,000.00	\$657.44	\$657.44	\$21,342.56	3.0
4.31 Elwood Adult	\$33,500.00	\$0.00	\$33,500.00	\$646.81	\$646.81	\$32,853.19	1.9
4.32 Elwood Childrens	\$14,000.00	\$0.00	\$14,000.00	\$468.49	\$468.49	\$13,531.51	3.3
4.33 Elwood YA	\$6,200.00	\$0.00	\$6,200.00	\$164.19	\$164.19	\$6,035.81	2.6
4.34 Frankton	\$19,500.00	\$0.00	\$19,500.00	\$593.27	\$593.27	\$18,906.73	3.0
4.35 Summitville	\$16,500.00	\$0.00	\$16,500.00	\$475.69	\$475.69	\$16,024.31	2.9
4.4 Elwood Period. & News.	\$9,500.00	\$0.00	\$9,500.00	\$142.00	\$142.00	\$9,358.00	1.5
4.41 Frankton Per. & Newsp.	\$2,800.00	\$0.00	\$2,800.00	\$0.00	\$0.00	\$2,800.00	0.0
4.42 Summitville Period. & Newsp.	\$1,700.00	\$0.00	\$1,700.00	\$0.00	\$0.00	\$1,700.00	0.0
4.51 Elwood AV	\$35,000.00	\$0.00	\$35,000.00	\$752.14	\$752.14	\$34,247.86	2.1
4.52 Frankton AV	\$18,800.00	\$0.00	\$18,800.00	\$1,668.99	\$1,668.99	\$17,131.01	8.9
4.53 Summitville AV	\$14,400.00	\$0.00	\$14,400.00	\$352.60	\$352.60	\$14,047.40	2.4
4.54 Technology Software	\$8,000.00	\$0.00	\$8,000.00	\$0.00	\$0.00	\$8,000.00	0.0
Subtotal	\$251,400.00		\$251,400.00	\$5,921.62	\$5,921.62	\$245,478.38	2.4

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
<i>Grand Total</i>	\$1,434,850.00	\$0.00	\$1,434,850.00	\$70,388.95	\$70,388.95	\$1,364,461.05	4.9

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

Jamie Scott

Director

**E-Verify Affidavit of Compliance for the
North Madison County Public Library System**

Dear Service Contractor,

During the 2011 Indiana General Assembly, Indiana Code 22-5-1.7 was passed into law. Effective July 1, 2011, this law requires businesses that provide services to Indiana libraries to participate in the E-Verify program. Taken directly from Indiana Code: "E-Verify program" means the electronic verification of work authorization program of the Illegal Immigration Reform and Immigration Responsibility Act of 1996 (P.L. 104-208), Division C, Title IV, s. 403(a), as amended, operated by the United States Department of Homeland Security or a successor work authorization program designated by the United States Department of Homeland Security or other federal agency authorized to verify the work authorization status of newly hired employees under the Immigration Reform and Control Act of 1986 (P.L. 99-603).

Furthermore the code requires any new or renewed public contract for services after June 30, 2011 contain:

- A provision requiring the contractor to enroll in and verify that work eligibility status of all newly hired employees of the contractor through the E-Verify program.
- A provision that provides that a contractor is not required to verify the work eligibility status of all newly hired employees of the contractor through the E-Verify program if the E-Verify program no longer exists.

In order for the North Madison County Public Library System, which includes libraries in Elwood, Frankton and Summitville, to contract for services from you, please return the signed and dated E-Verify Affidavit of Compliance to:

North Madison County Public Library System

Attn: Jamie Scott

1600 Main Street

Elwood, IN 46036

Questions should be directed to Jamie Scott at 765-552-5001 ext. 13 or by e-mail at jscott@elwood.lib.in.us.

Sincerely,

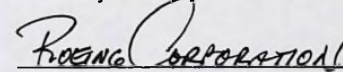
The Contractor affirms under the penalties of perjury that he/she/it does not knowingly employ an unauthorized alien.

The Contractor shall enroll in and verify the work eligibility status of all his/her/its newly hired employees through the E-Verify program as defined in IC 22-5-1.7-3. The Contractor is not required to participate should the E-Verify program cease to exist. Additionally, the Contractor is not required to participate if the Contractor is self-employed and does not employ any employees.

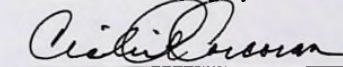
The Contractor shall not knowingly employ or contract with an unauthorized alien. The Contractor shall not retain an employee or contract with a person that the Contractor subsequently learns is an unauthorized alien.

The Contractor shall require his/her/its subcontractors, who perform work under this contract, to certify to the Contractor that the subcontractor does not knowingly employ or contract with an unauthorized alien and that the subcontractor has enrolled and is participating in the E-Verify program. The Contractor agrees to maintain this certification throughout the duration of the term of a contract with a subcontractor.

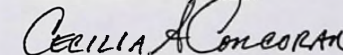
The North Madison County Public Library System may terminate the Contract for default if the Contractor fails to cure a breach of this provision no later than thirty (30) days after being notified by the library.



Printed Name of Company



Printed Name of Contractor





Roeing Corporation
 2433 S Ninth ST
 Lafayette, IN 47909
 P: 765-474-5402 F: 765-474-4485
 www.roeing.com

Signature of Contractor

2/12/15

Date of Signature

Additional Contract Clause Attachment

The following clause is added and incorporated as an additional contract term to:

Contract # _____

No Investment in Iran. As required by IC 5-22-16.5-13, the Contractor hereby certifies that the Contractor is not engaged in investment activities in Iran.

ROEING CORPORATION
Cecilia A. Concoran

[Contractor Name, Printed]

North Madison County Public Library

[Indiana Agency Name]

Signed: *Cecilia Concoran*

Initials: _____

Printed Name: *Cecilia A. Concoran*

Printed Name: _____ Jamie Scott _____

Title: *PRESIDENT*

Date: 2.12.15

NORTH MADISON COUNTY PUBLIC LIBRARY

470 Application 639380001290698

Network Infrastructure Upgrade



2433 South 9th Street
 Lafayette IN 47909
 Phone 765-474-5402 • Fax 765-474-4485

Roeing SPIN# 143005719



Roeing Corporation
 2433 S Ninth ST
 Lafayette, IN 47909
 P: 765-474-5402 F: 765-474-4485
 www.roeing.com



Roeing Corporation
 2433 S Ninth ST
 Lafayette, IN 47909
 P: 765-474-5402 F: 765-474-4485
 www.roeing.com

Prepared For:
 N Madison County Public Library System
 Clint Trice
 1600 Main St
 Elwood, IN 46036-1537
 ctrice@elwood.lib.in.us
 Quote ID: TMR012975
 Date: Monday, February 16, 2015
 Expires: Saturday, March 14, 2015

Prepared By
 Steve Stierwalt
 Phone: 317-777-4751
 Email: sstierwalt@roeing.com

Elwood Branch

Qty	Description	Price	Ext. Price
1	HP 2530-48G Switch - 48 Ports - Manageable - 48 x RJ-45 - 4 x Expansion Slots - 10/100/1000Base-T - Desktop, Rack-mountable, Wall Mountable	\$720.00	\$720.00
1	Tripp Lite SmartPro 1000RM1U UPS - 1000 VA/800 W - 120 V AC - 4 Minute - 1U - 4 Minute - 6 x NEMA 5-15R	\$488.00	\$488.00
1	C2G HP J4858C compatible 1000Base-SX SFP Transceiver (MMF, 850nm, 550m, LC) - For Data Networking, Optical Network - 1 x 1000Base-SX, SFP, Duplex LC MMF, 850nm, 550m, J4858C	\$73.00	\$73.00
Elwood Branch Subtotal			\$1,281.00

Frankton Branch

Qty	Description	Price	Ext. Price
1	HP 2530-48G Switch - 48 Ports - Manageable - 48 x RJ-45 - 4 x Expansion Slots - 10/100/1000Base-T - Desktop, Rack-mountable, Wall Mountable	\$720.00	\$720.00
1	Tripp Lite SmartPro 1000RM1U UPS - 1000 VA/800 W - 120 V AC - 4 Minute - 1U - 4 Minute - 6 x NEMA 5-15R	\$488.00	\$488.00
1	C2G HP J4858C compatible 1000Base-SX SFP Transceiver (MMF, 850nm, 550m, LC) - For Data Networking, Optical Network - 1 x 1000Base-SX, SFP, Duplex LC MMF, 850nm, 550m, J4858C	\$73.00	\$73.00
Frankton Branch Subtotal			\$1,281.00

Summitville Branch

Qty	Description	Price	Ext. Price
1	HP 2530-48G Switch - 48 Ports - Manageable - 48 x RJ-45 - 4 x Expansion Slots - 10/100/1000Base-T - Desktop, Rack-mountable, Wall Mountable	\$720.00	\$720.00
1	Tripp Lite SmartPro 1000RM1U UPS - 1000 VA/800 W - 120 V AC - 4 Minute - 1U - 4 Minute - 6 x NEMA 5-15R	\$488.00	\$488.00
Summitville Branch Subtotal			\$1,208.00

Quote Summary

Description	Amount
Elwood Branch	\$1,281.00
Frankton Branch	\$1,281.00
Summitville Branch	\$1,208.00
Subtotal	\$3,770.00
Shipping	\$0.00
Tax	\$263.90
Total	\$4,033.90

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

Signature _____

Date _____

Proposal for
Network
Infrastructure and
Cabling
Installation



North
Madison
County Public
Library
System



PREPARED BY:

Dan Swift

Major Account Executive

Phone: (765) 433-3108

Fax: (260)483-7404

Email: Dan.Swift@ricoh-usa.com

Proposal Submitted: February 13, 2015

RICOH
imagine. change.

Ricoh Americas Corporation

SPIN- 143024039

Elwood Public Library

**Structured Cabling
Installation
Elwood, IN**

PROPOSAL

To: Elwood Public Library

Project Title: Structured Cabling Installation - Elwood, IN

General Scope of Work Description

Ricoh will provide:

Structured cabling services for – Elwood Public Library location in Elwood, IN.

1 HP 2530 -48G switch

1 C2G HP J4858C – 100Base –SX MMF SFP (mini GBic) fiber optic insert for switch.

1 Tripp Lite Smart Pro 1000 UPS

Structured Cabling Labor.....	\$ 15,887.50
Structured Cabling Materials.....	\$ 15,076.25
HP 2530-48G managed - 48 x 10/100/1000 (PoE+) + 4 x Gigabit SFP - desktop, rack-mountable, wall-mountable.....	\$ 1,796.00
C2G HP J4858C – 100Base –SX MMF SFP (mini GBic).....	\$ 77.00
Tripp Lite Smart Pro 1000UPS.....	\$ 572.00

Scope of Work Details

TailWind Voice and Data will:

1. Cleanup Telco room as specified during the Site Survey
2. Install Qty. 2 – Wire management in existing rack to support new cabling (front)
3. Install Qty. 3 – 24 port cat 6 patch panels in existing rack
4. Install J-Hooks along all proposed pathways to support new cabling
5. Install Qty. 72 – Cat 6 cables from patch panels to locations specified during the Site Survey along newly established pathways
6. Secure cabling as needed along pathways
7. Terminate, test and label all new cabling

Material List

Qty. 10,000' - Cat 6 Plenum Cable
Qty. 3 - 24 Port Cat 6 Patch Panels
Qty. 144 - Cat 6 Jacks
Qty. 50 - 2 Port Faceplates
Qty. 22 - 2 Port SMB
Qty. 4 - 4 Port SMB
Qty. 1000' - Cat 6 Black Gel Filled-for Wet Conduit
Qty. 2 - Wire Management Front
Qty. 72 - 5' Cat 6 Patch Cords
Qty. 72 - 10' Cat 6 Patch Cords
Misc. - J-Hooks, Ty wraps, etc.

Project Pricing

Ricoh Responsibilities

1. Conduct work between the hours of 8:00AM and 5:00PM local time Monday through Friday with the intent to do the work.
2. Provide Project Management as required for the project.
3. Technician is required to take pictures of all work performed.

Customer Responsibilities

1. Provide access to the site between the times of 8:00AM and 5:00PM.
2. Provide single point of contact for the project team for issues resolution.
3. Provide, in advance, notification of any unique requirements, hazardous locations, security precautions, access restrictions or other extraordinary conditions that may exist and which may affect the execution of the project.
4. Provide a resource for access to the site if after hours work is required.

Project Assumptions

1. All prices are in U.S. Dollars.
2. Price does not include shipping or taxes and will be billed as incurred.
3. This quote is good for 30 days from the date listed above.
4. Ricoh provides a 30 day warranty for workmanship that begins with the completion of the scope of work detailed in this proposal. Materials are not covered under this warranty.
5. The building and work area is assumed to be free from any hazardous materials.
6. This quote does not include parking and toll fees which will be invoiced to the customer at the conclusion of the project if assessed by the technician.
7. This quote does not include local permits.
8. Coordination with Ricoh Americas Corporation – Elwood Public Library and onsite personnel as necessary to assure timely completion.
9. Modification to this SOW requires the approval of both Ricoh Americas Corporation – Elwood Public Library and prior to any changes being implemented on-site. Should this Scope of Work change due to Ricoh Americas Corporation – Elwood Public Library requirements or unforeseen field conditions, deletions and/or additions, they will be addressed via the change management process.
10. Pricing is based on clear and accessible working space for the installation of cable and performing the scope of work as detailed in this proposal.
11. Ricoh Americas Corporation provided Elwood Public Library with accurate quotes and pricing. However, the accuracy and completeness of all final quotes is dependent upon the information provided to us.
12. Elwood Public Library to provide a project timeline.
13. *Cancellation/Re-schedule Notice* - In the event a site is canceled with less than one- (1) business days' notice, a cancellation fee will be assessed. Should the site be re-scheduled, previously stated lead-time and schedule change guidelines apply. Cancellations or rescheduling requests by Elwood Public Library with less than 48 hours' notice will be billed a one (1) hour minimum at agreed upon T&M rates, plus a trip charge if the tech has been dispatched (tech is in route). Cancellations with more than 48 hours' notice will not incur any charges.
15. *Site Abort* - Should our crews arrive on-site and for some unplanned reason we are unable to start our scheduled work, Ricoh reserves the right *to invoice* – Elwood Public Library *for costs incurred*.
16. *Delay/Wait Time* - If prior to installation a technician must wait longer than fifteen (15) minutes on site, or during the course of installation we are delayed in starting or unable to continue once started (as a result of another's work), failure of Elwood Public Library supplied equipment/supplies, inability to access the work place, or an unforeseen circumstance, Charges will occur. Ricoh Americas Corporation will bill in fifteen (15) minute increments, at \$90 per hour.

Ricoh Americas Corporation

SPIN- 143024039

Frankton Community Library

Structured Cabling

Installation

Frankton, IN

PROPOSAL

To: Frankton Community Library

Project Title: Structured Cabling Installation - Frankton, IN

General Scope of Work Description

Ricoh will provide:

Structured cabling services for – Frankton Public Library location in Frankton, IN.

1 HP 2530 -48G switch

1 C2G HP J4858C – 100Base –SX MMF SFP (mini GBic) fiber optic insert for switch.

1 Tripp Lite Smart Pro 1000 UPS

Structured Cabling Labor.....	\$ 13,848.75
Structured Cabling Materials.....	\$ 13,803.75
HP 2530-48G managed - 48 x 10/100/1000 + 4 x Gigabit SFP - desktop, rack-mountable, wall-mountable.....	\$ 1,125.00
C2G HP J4858C – 100Base –SX MMF SFP (mini GBic).....	\$ 77.00
Tripp Lite Smart Pro 1000UPS.....	\$ 572.00

***Alternative#1

HP 2530-48G managed - 48 x 10/100/1000 + 4 x Gigabit SFP - desktop, rack-mountable, wall-mountable.....	\$ 1,125.00
Mounting and Installation of the switch.....	\$ 300.00

Ricoh will provide structured cabling services for Frankton Community Library location in Frankton, IN.

Scope of Work Details

1. Cleanup Telco room as specified during the Site Survey
2. Install Qty. 2 – Wire management in existing rack to support new cabling (front)
3. Install Qty. 3 – 24 port cat 6 patch panels in existing rack
4. Install J-Hooks along all proposed pathways to support new cabling
5. Install Qty. 72 – Cat 6 cables from patch panels to locations specified during the Site Survey along newly established pathways
6. Secure cabling as needed along pathways
7. Terminate, test and label all new cabling

Material List

Qty. 9500' - Cat 6 Plenum Cable
Qty. 3 - 24 Port Cat 6 Patch Panels
Qty. 144 - Cat 6 Jacks
Qty. 50 - 2 Port Faceplates
Qty. 22 - 2 Port SMB
Qty. 4 - 4 Port SMB
Qty. 2 - Wire Management Front
Qty. 72 - 5' Cat 6 Patch Cords
Qty. 72 - 10' Cat 6 Patch Cords
Misc. - J-Hooks, Tywraps, etc.

Project Pricing

Ricoh Responsibilities

1. Conduct work between the hours of 8:00AM and 5:00PM local time Monday through Friday with the intent to do the work.
2. Provide Project Management as required for the project.
3. Technician is required to take pictures of all work performed.

Customer Responsibilities

1. Provide access to the site between the times of 8:00AM and 5:00PM.
2. Provide single point of contact for the project team for issues resolution.
3. Provide, in advance, notification of any unique requirements, hazardous locations, security precautions, access restrictions or other extraordinary conditions that may exist and which may affect the execution of the project.
4. Provide a resource for access to the site if after hours work is required.

Project Assumptions

1. All prices are in U.S. Dollars.
2. Price does not include shipping or taxes and will be billed as incurred.
3. This quote is good for 30 days from the date listed above.
4. Ricoh provides a 30 day warranty for workmanship that begins with the completion of the scope of work detailed in this proposal. Materials are not covered under this warranty.
5. The building and work area is assumed to be free from any hazardous materials.
6. This quote does not include parking and toll fees which will be invoiced to the customer at the conclusion of the project if assessed by the technician.
7. This quote does not include local permits.
8. Coordination with Ricoh Americas Corporation – Frankton Community Library and onsite personnel as necessary to assure timely completion.
9. Modification to this SOW requires the approval of both Ricoh Americas Corporation and Frankton Community Library prior to any changes being implemented on-site. Should this Scope of Work change due to Ricoh Americas Corporation – Frankton Community Library requirements or unforeseen field conditions, deletions and/or additions, they will be addressed via the change management process.
10. The project team will be the first point of contact for all questions and concerns.
11. Pricing is based on Frankton Community Library providing clear and accessible working space for the installation of cable and performing the scope of work as detailed in this proposal.
12. Ricoh has made every effort to provide Frankton Community Library with accurate quotes and pricing. However, the accuracy and completeness of all final quotes is dependent upon the information provided to us.
13. Frankton Community Library to provide a project timeline.
14. *Cancellation/Re-schedule Notice* - In the event a site is canceled with less than one- (1) business days' notice, a cancellation fee will be assessed. Should the site be re-scheduled, previously stated lead-time and schedule change guidelines apply. Cancellations or rescheduling requests by Frankton Community Library with less than 48 hours' notice will be billed a one (1) hour minimum at agreed upon T&M rates, plus a tripcharge if the tech has been dispatched (tech is in route). Cancellations with more than 48 hours' notice will not incur any charges.
15. *Site Abort* - Should our crews arrive on-site and for some unplanned reason we are unable to start our scheduled work, Ricoh reserves the right to invoice Frankton Community Library for costs incurred.
16. *Delay/Wait Time* - If prior to installation a technician must wait longer than fifteen (15) minutes on site, or during the course of Ricoh's installation we are delayed in starting or unable to continue once started (as a result of another's work), failure of Frankton Community Library supplied equipment/supplies, inability to access the work place, or an unforeseen circumstance, Ricoh technician will contact the project team, who will contact Frankton Community Library. If the total time exceeds one hour, Ricoh will invoice Frankton Community Library for the delay time in excess of one hour, in fifteen (15) minute increments, at \$90 per hour. Delay/Wait will be addressed via the change management process. Americas Corporation – Frankton Community Library and performed by Tailwind Voice & Data and/or situations which cause Tailwind Voice & Data to incur unplanned additional expense through no fault of Tailwind Voice & Data, will be covered on a Time, Materials, and Expense basis. Labor will be billed at \$90.00 per hour. Materials and Expenses will be billed as incurred.

Ricoh Americas Corporation –

SPIN- 143024039

Ralph E.Hazelbaker Library

**Structured Cabling
Installation
Summitville, IN**

PROPOSAL

To: Ricoh Americas Corporation – Ralph E. Hazelbaker Library

Project Title: Structured Cabling Installation - Summitville, IN

General Scope of Work Description

Ricoh will provide structured cabling services for Ralph E. Hazelbaker Library location in Summitville, IN.

Ricoh will provide:

Structured cabling services for – Ralph E. Hazelbaker Library location in Summitville, IN.

1 HP 2530-48G managed - 48 x 10/100/1000 (PoE+) + 4 x Gigabit SFP - desktop, rack-mountable, wall-mountable
1 Tripp Lite Smart Pro 1000 UPS

Structured Cabling Labor.....	\$ 10,697.50
Structured Cabling Materials.....	\$ 9,716.26
HP 2530-48G managed - 48 x 10/100/1000 (PoE+) + 4 x Gigabit SFP - desktop, rack-mountable, wall-mountable.....	\$ 1,796.00
Tripp Lite Smart Pro 1000UPS.....	\$ 572.00

Scope of Work Details

TailWind Voice and Data will:

1. Cleanup Telco room as specified during the Site Survey
2. Install Qty. 1 – Plywood backboard in Telco room
3. Install Qty. 1 – Wall mount rack on newly installed backboard
4. Install Qty. 2 – Wire management in new rack (front)
5. Install Qty. 2 – 24 port cat 6 patch panels in newly installed rack
6. Install J-Hooks along all proposed pathways to support new cabling
7. Install Qty. 48 – Cat 6 cables from patch panels to locations specified during the Site Survey along newly established pathways
8. Secure cabling as needed along pathways
9. Terminate, test and label all new cabling

Material List

Qty. 6000' - Cat 6 Plenum Cable
Qty. 2 - 24 Port Cat 6 Patch Panels
Qty. 96 - Cat 6 Jacks
Qty. 30 - 2 Port Faceplates
Qty. 18 - 2 Port SMB
Qty. 1 - Plywood Backboard
Qty. 1 - Wall Mount Rack
Qty. 2 - Wire Management Front
Qty. 48 - 5' Cat 6 Patch Cords
Qty. 48 - 10' Cat 6 Patch Cords
Misc. - J-Hooks, Ty wraps, etc.

*******Alternate Scope of Work Description*******

Ricoh will provide structured cabling services for Ralph E. Hazelbaker Library location in Summitville, IN.

Ricoh will provide:

Structured cabling services for – Ralph E. Hazelbaker Library location in Summitville, IN.

1 Tripp Lite Smart Pro 1000 UPS

Structured Cabling Labor.....	\$ 10,697.50
Structured Cabling Materials.....	\$ 9,716.26
Tripp Lite Smart Pro 1000UPS.....	\$ 572.00

Scope of Work Details

TailWind Voice and Data will:

1. Cleanup Telco room as specified during the Site Survey
2. Install Qty. 1 - Plywood backboard in Telco room
3. Install Qty. 1 - Wall mount rack on newly installed backboard
4. Install Qty. 2 - Wire management in new rack (front)
5. Install Qty. 2 - 24 port cat 6 patch panels in newly installed rack
6. Install J-Hooks along all proposed pathways to support new cabling
7. Install Qty. 48 - Cat 6 cables from patch panels to locations specified during the Site Survey along newly established pathways
8. Secure cabling as needed along pathways
9. Terminate, test and label all new cabling

Material List

Qty. 4000' - Cat 6 Plenum Cable
Qty. 2 - 24 Port Cat 6 Patch Panels
Qty. 96 - Cat 6 Jacks
Qty. 10- 4 Port Faceplates
Qty. 18 - 2 Port SMB
Qty. 1 - Plywood Backboard
Qty. 1 - Wall Mount Rack
Qty. 2 - Wire Management Front
Qty. 48 - 5' Cat 6 Patch Cords
Qty. 48 - 10' Cat 6 Patch Cords
Misc. - J-Hooks, Ty wraps, etc.

Project Pricing

Ricoh Responsibilities

1. Conduct work between the hours of 8:00AM and 5:00PM local time Monday through Friday with the intent to do the work.
2. Provide Project Management as required for the project.
3. Technician is required to take pictures of all work performed.

Customer Responsibilities

1. Provide access to the site between the times of 8:00AM and 5:00PM.
2. Provide single point of contact for the project team for issues resolution.
3. Provide, in advance, notification of any unique requirements, hazardous locations, security precautions, access restrictions or other extraordinary conditions that may exist and which may affect the execution of the project.
4. Provide a resource for access to the site if after hours work is required.

Project Assumptions

1. All prices are in U.S. Dollars.
2. Price does not include shipping or taxes and will be billed as incurred.
3. This quote is good for 30 days from the date listed above.
4. Ricoh a 30 day warranty for workmanship that begins with the completion of the scope of work detailed in this proposal. Materials are not covered under this warranty.
5. The building and work area is assumed to be free from any hazardous materials.
6. This quote does not include parking and toll fees which will be invoiced to the customer at the conclusion of the project if assessed by the technician.
7. This quote does not include local permits.
8. Ricoh will coordinate with Ralph E. Hazelbaker Library and onsite personnel as necessary to assure timely completion.
9. Modification to this SOW requires the approval of both Ricoh Americas Corporation and Ralph E. Hazelbaker Library prior to any changes being implemented on-site. Should this Scope of Work change due to Ralph E. Hazelbaker Library requirements or unforeseen field conditions, deletions and/or additions, they will be addressed via the change management process.
10. The project team will be the first point of contact for all questions and concerns.

11. Pricing is based on Ralph E. Hazelbaker Library providing clear and accessible working space for the installation of cable and performing the scope of work as detailed in this proposal.
12. Ricoh has made every effort to provide Ralph E. Hazelbaker Library with accurate quotes and pricing. However, the accuracy and completeness of all final quotes is dependent upon the information provided to us.
13. Ralph E. Hazelbaker Library to provide a with a project timeline.
14. *Cancellation/Re-schedule Notice* - In the event a site is canceled with less than one- (1) business days' notice, a cancellation fee will be assessed. Should the site be re-scheduled, previously stated lead-time and schedule change guidelines apply. Cancellations or rescheduling requests by Ralph E. Hazelbaker Library with less than 48 hours' notice will be billed a one (1) hour minimum at agreed upon T&M rates, plus a trip charge if the tech has been dispatched (tech is in route). Cancellations with more than 48 hours' notice will not incur any charges.
15. *Site Abort* - Should our crews arrive on-site and for some unplanned reason we are unable to start our scheduled work, Ricoh reserves the right *to invoice* Ralph E. Hazelbaker Library *for costs incurred*.
16. *Delay/Wait Time* - If prior to installation a technician must wait longer than fifteen (15) minutes on site, or during the course of Ricoh's installation we are delayed in starting or unable to continue once started (as a result of another's work), failure of Frankton Community Library supplied equipment/supplies, inability to access the work place, or an unforeseen circumstance, Ricoh technician will contact the project team, who will contact Frankton Community Library. If the total time exceeds one hour, Ricoh will invoice Frankton Community Library for the delay time in excess of one hour, in fifteen (15) minute increments, at \$90 per hour. Delay/Wait will be addressed via the change management process. Americas Corporation - Frankton Community Library and performed by Tailwind Voice & Data and/or situations which cause Tailwind Voice & Data to incur unplanned additional expense through no fault of Tailwind Voice & Data, will be covered on a Time, Materials, and Expense basis. Labor will be billed at \$90.00 per hour. Materials and Expenses will be billed as incurred.

Jamie Scott
Director

**E-Verify Affidavit of Compliance for the
North Madison County Public Library System**

The Contractor affirms under the penalties of perjury that he/she/it does not knowingly employ an unauthorized alien.

The Contractor shall enroll in and verify the work eligibility status of all his/her/its newly hired employees through the E-Verify program as defined in IC 22-5-1.7-3. The Contractor is not required to participate should the E-Verify program cease to exist. Additionally, the Contractor is not required to participate if the Contractor is self-employed and does not employ any employees.

The Contractor shall not knowingly employ or contract with an unauthorized alien. The Contractor shall not retain an employee or contract with a person that the Contractor subsequently learns is an unauthorized alien.

The Contractor shall require his/her/its subcontractors, who perform work under this contract, to certify to the Contractor that the subcontractor does not knowingly employ or contract with an unauthorized alien and that the subcontractor has enrolled and is participating in the E-Verify program. The Contractor agrees to maintain this certification throughout the duration of the term of a contract with a subcontractor.

The North Madison County Public Library System may terminate the Contract for default if the Contractor fails to cure a breach of this provision no later than thirty (30) days after being notified by the library.

Ricoth USA

Printed Name of Company

Printed Name of Contractor

Kimberly D. Gumm

Kimberly D Lucas
Signature of Contractor

2/5/15
Date of Signature

Additional Contract Clause Attachment

The following clause is added and incorporated as an additional contract term to:

Contract # _____

No Investment in Iran. As required by IC 5-22-16.5-13, the Contractor hereby certifies that the Contractor is not engaged in investment activities in Iran.

Ricon USA
[Contractor Name, Printed]
Signed: Kimberly D Lucas
Printed Name: Kimberly D. Lucas
Title: Marketing Vice President
Date: 2/5/15

North Madison County Public Library
[Indiana Agency Name]
Initials: _____
Printed Name: Jamie Scott

MILEAGE REIMBURSEMENT POLICY

It shall be the policy of the North Madison County Public Library System and its governing Board of Library Trustees that staff and board members of the Library System will be reimbursed for authorized mileage charges at the rate of ~~Remove: \$.40~~ ADD: \$.44 per mile as of ~~REMOVE: January 1, 2006~~ ADD: February 16, 2015.

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

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

Adopted the 16th day of February 2015.

AYE

NAY

<u>Michael Robertson</u>	_____
<u>Beverly J. Austin</u>	_____
<u>Paula Hottelhouse</u>	_____
<u>Deana J. Edleman</u>	_____
_____	_____
_____	_____
_____	_____

ATTEST:

Bette DeBell
Secretary of North Madison County Public Library System Board of Trustees

Elwood Public Library (19,500) - Class B Library (10,001 to 39,999 Population)

Standard	Service Levels			Service Level Met
	Basic	Enhanced	Exceptional	2014
Collection Development	7.50%	15%	20%	Basic (8.6%)
Statewide Delivery Service	2 days/wk	3 days/wk	4 days/wk	Enhanced
Service Levels for Age-based Populations	6-week summer Reading Program for Children			Basic
Children	Offer programs by a certified employee	Basic Requirements	Basic Requirements	
Young Adults	Reference Services including INSPIRE	Plus a certified	Plus a certified	
Adults	Collection of materials for each target group	part-time employee	full-time employee	
	Designate of space for each target group	for each target group	for each target group	
	All of the above in each fixed location	in each fixed location	in each fixed location	
Library Sponsored Programming	5 programs per 1,000 people served (97.5)	10 per 1,000 (195)	15 per 1,000 (293)	Exceptional (436)
Technology	1 public access computer connected to Internet per 2,000 people served (10)	1 per 1,000 (20)	1 per 500 (39)	Exceptional 60 Public Access Computers
	Wireless Internet Access in at least one location			
		Scanner	Scanner	Wireless and Scanner at each location
Open Hours	40 hours per week	50 hours per week	55 hours per week	Enhanced
Evening Hours (After 6 pm)	4 evening hours	4 evening hours	6 evening hours and 2 weekend days or	
Weekend Days (4 hours/day)	1 weekend day	1 weekend day	8 evening hours and 1 weekend day	
Telecommunications	Telephone listed in the library's name, Answering machine with library's hours e-mail address, means to provide copies, fax machine			Standard met
Website	Hours of operation, physical address(es), maps for each fixed location, phone numbers, e-mail address(es), access to free electronic resources (INSPIRE), library policies, Access to library's catalog and calendar of events updated monthly			Standard met
Interlibrary Loan is free of charge and each library must participate in at least one of these programs.	Statewide Reciprocal Borrowing			X
	OCLC Resource Sharing Local Reciprocal Borrowing			X

Elwood Public Library (21,031) - Class B Library (10,001 to 39,999 Population)

Standard	Service Level	Service Level Met
3 to 5 year Long Range Plan	Statement of community needs and goals	Update Due by 1/2016
	Measureable objectives and sevice responses to the community needs and goals	Update Due by 1/2016
	An assessment of facilities, services, technology and operations	Update Due by 1/2016
	An ongoing annual evaluation process	Update Due by 1/2016
	Financial resources and sustainability	Update Due by 1/2016
	Collaboration with other public libraries and community partners	Update Due by 1/2016
3 year Technology Plan	Goals and realistic strategy for using telecommunications and information technology	Update Due by 6/2017
	A professional development strategy	Update Due by 6/2017
	Assessment of telecommunication services, hardware, software, and other services needed	Update Due by 6/2017
	An equipment replacement schedule	Update Due by 6/2017
	Financial resources and sustainability	Update Due by 6/2017
	An ongoing annual evaluation process	Update Due by 6/2017
	An automation plan that conforms to national cataloging standards	Update Due by 6/2017

By-laws
North Madison County Public Library System

Article 1 Identification

- Section 1 The Elwood Public Library, Frankton Community Library and the Ralph E. Hazelbaker Library are a system of libraries identified as the North Madison County Public Library System.
- Section 2 The North Madison County Public Library System is a legally established public library and municipal corporation under Indiana law. It is a class 1 library organized under IC 36-12.
- Section 3 The library system's boundaries include Pipe Creek, Duck Creek, Boone, Lafayette and Van Buren townships in northern Madison County.
- Section 4 The library board of trustees that govern this library system is identified as the North Madison County Public Library System Board of Trustees from this point forward known as the NMCPLS Board of Trustees.

Article II Authority and purpose

- Section 1 The NMCPLS Board of Trustees is responsible for governance and policy.
- Section 2 The purpose of the NMCPLS Board of Trustees, with advice and recommendations of the library director, is to adopt the following:
- Job Descriptions for all Employees
 - Wage Scale
 - Proposed Library Budget
 - Library Policies

Article III Personnel

- Section 1 All employees of the North Madison County Public Library System are governed by the library's personnel policy.

Article IV Membership

- Section 1 In accordance with the provisions of IC 36-12, the NMCPLS Board of Trustees shall consist of seven (7) members chosen for their fitness for public library trusteeship.
- Section 2 Members are appointed by the following entities:
County Commissioners- 2 appointments
County Council- 2 appointments
Elwood Community School Corp. - 2 appointments
Frankton-Lapel School Corp. & Madison-Grant School Corp. - 1 joint appointment

- Section 3 Length of term is four (4) years. Members may serve four (4) consecutive terms. (See IC 36-12)
- Section 4 Each member shall have a certificate of appointment filed with the library and which shall be preserved as public record.
- Section 5 Each member shall serve without compensation except the Treasurer. The Treasurer will be paid a stipend of \$300.00 per year (amended 6-14-99).
- Section 6 Attendance is important at all meetings. A member may be removed from the board in accordance to IC 36-12.
- Section 7 Each member will attend one (1) training session per calendar year.

Article V Officers

- Section 1 Officers of the board shall be a President, Vice-president, Secretary, and Treasurer.
- Section 2 Officers slate will be presented in November; officers elected at the December meeting for a term of one (1) year beginning in January. Vacancies in office shall be filled at the next regular meeting of the board after the vacancy occurs.
- Section 3 The duties of the officers shall be such as by custom and law and the rules of this board usually devolve upon such officers in accordance with their titles.
- Section 4 In the absence of the secretary, a secretary pro tem will be elected to serve during that particular meeting.

Article VI Meetings

- Section 1 Regular board meetings are usually held once each month.
- Section 2 Special meetings may be called by the President, or at the request of any two board members, for the transaction of business as stated in the call. Notice stating the time and place of any special meeting and the purpose for which it is called shall be given each member of the board at least two days in advance of such meeting and to the local media 48 hours in advance, as according to law.
- Section 3 A quorum of four members is required for the transaction of business.

- Section 4 Order of business may be:
 - Call to order
 - Consent Agenda
 - Approval of minutes
 - Approval of claims and checks
 - Personnel
 - Old business
 - New business
 - Director's report
 - Public comment
 - Adjourn

- Section 5 Robert's Rules of Order, latest revised edition, shall govern the parliamentary procedure of the board.

- Section 6 Board meeting minutes, agendas and any additional information pertinent to each board meeting will be posted on the library's wiki. Each board member will be given instructions on how to gain access to this wiki. A board member may request for these materials to be mailed to his/her home address. Meeting notices and agendas will continue to be posted in accordance with the Open Door Law, IC 5-14-1.5. Board meeting minutes will also be available according to the NMCPLS Access to Public Records policy.

Article VII Committees

- Section 1 Committees may be appointed at the discretion of the President. They serve to investigate, study and report all matters on which the board can act more expeditiously as a whole. In most matters, the board's most effective operation is as a committee of the whole.

Article VIII Indemnification

- Section 1 The board will take care of legalities, if a board member is sued due to a library matter.

Article IX Conflict of Interest and Nepotism

- Section 1 Each member will avoid conflicts of interest between the interests of the North Madison County Public Library System on one hand, and personal, professional, and business interests on the other.
- Section 2 Each member will refrain from nepotism. Dependents of library board members are ineligible for employment with the library. (See Personnel Policy -- Position Vacancies)

Article X Amendments

Section 1 These by-laws may be amended at any regular meeting of the library board with a quorum present, by majority vote of the members present, providing the amendment was stated in the agenda for the meeting. In accordance with the Indiana Public Library Standards, these by-laws will be reviewed once every three years. Amendments will be submitted with the Annual State Report to the Indiana State Library.

Adopted 09/09/1998

Revised 03/22/2000

Revised 04/08/2009

Revised 07/12/2010

Revised 05/09/2011

Revised 09/10/2012

Revised 05/13/2013

Revised 10/13/2014

These by-laws have been approved by the following members of the North Madison County Public Library system:

Deana J. Cadden
Lydia Kitterhouse
Cecily J. Austin

Bette Dabell
Michael Robinson

Date Signed 02/16/2015

YEARLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

	YTD 2013	YTD 2014	Amount of Change	YTD % OF Change
ELWOOD				
ADULT	33,359	30,969	-2,390	-7%
JUVENILE	19,654	19,726	72	0%
Y. A.	4,615	4,374	-241	-5%
PERIOD.	6,153	5,128	-1025	-17%
AUDIO	2,632	2,448	-184	-7%
VIDEO	59,235	63,314	4,079	7%
DIGITAL MEDIA	2,248	2,428	180	8%
TOTAL	127,896	128,387	491	0%

FRANKTON				
ADULT	10,665	9,525	-1140	-11%
JUVENILE	8,190	7,039	-1151	-14%
Y. A.	2,985	2,814	-171	-6%
PERIOD.	2,621	2,292	-329	-13%
AUDIO	561	683	122	22%
VIDEO	15,268	17,212	1944	13%
DIGITAL MEDIA	1,125	1,218	93	8%
TOTAL	41,415	40,783	-632	-2%

HAZELBAKER				
ADULT	6,345	5,110	-1235	-19%
JUVENILE	3,808	3,758	-50	-1%
Y. A.	718	721	3	0%
PERIOD.	1,007	1,009	2	0%
AUDIO	274	433	159	58%
VIDEO	14,031	14,242	211	2%
DIGITAL MEDIA	1,120	1,215	95	8%
TOTAL	27,303	26,488	-815	-3%

SYSTEM				
ADULT	50,369	45,604	-4,765	-9%
JUVENILE	31,652	30,523	-1,129	-4%
Y. A.	8,318	7,909	-409	-5%
PERIOD.	9,781	8,429	-1352	-14%
AUDIO	3,467	3,564	97	3%
VIDEO	88,534	94,768	6,234	7%
DIGITAL MEDIA	4,493	4,861	368	8%
TOTAL	196,614	195,658	-956	0%

	Comp. Use	Wireless	Traffic	Ref.	Assists	Prog. A.	Prog. YA	Prog. J
Elwood	21,386	6,800	142,132	360	14,595	98	14	122
						784	29	1,295
Frankton	3,884	2,057	27,944	115	3,130	31	7	50
						387	45	698
Summitville	3,476	1,770	17,431	53	2,320	34	8	88
						358	0	594

Tech Services Processed 21,524 Items
Transits to Other Libraries: 1513

Processed by Trisha Shuler
Transits From Other Libraries: 951

TRANSMISSION VERIFICATION REPORT

TIME : 02/12/2015 10:32
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER. # : BROF2V374540

DATE, TIME : 02/12 10:31
FAX NO./NAME : SUMMITVILLE
DURATION : 00:00:17
PAGE(S) : 02
RESULT : OK
MODE : STANDARD
ECM

AGENDA

BOARD OF FINANCE

February 16th, 2015

(Held Immediately Following the Regular Meeting)

CALL TO ORDER
CALL FOR QUORUM
BUSINESS

1. Motion for Depositories
 2. Business Premium Money Market Transfer
- ADJOURNMENT

TRANSMISSION VERIFICATION REPORT

TIME : 02/12/2015 10:31
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BRDF2V374540

DATE, TIME 02/12 10:31
FAX NO./NAME FRANKTON
DURATION 00:00:18
PAGE(S) 02
RESULT OK
MODE STANDARD
ECM

AGENDA
BOARD OF FINANCE

February 16th, 2015
(Held Immediately Following the Regular Meeting)

CALL TO ORDER
CALL FOR QUORUM
BUSINESS
1. Motion for Depositories
2. Business Premium Money Market Transfer
ADJOURNMENT

TRANSMISSION VERIFICATION REPORT

TIME : 02/12/2015 10:30
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BRDF2V374540

DATE, TIME 02/12 10:30
FAX NO./NAME HERALD
DURATION 00:00:28
PAGE(S) 02
RESULT OK
MODE STANDARD
ECM

AGENDA
BOARD OF FINANCE

February 16th, 2015
(Held Immediately Following the Regular Meeting)

CALL TO ORDER
CALL FOR QUORUM
BUSINESS
1. Motion for Depositories
2. Business Premium Money Market Transfer
ADJOURNMENT

Please publish
this week and
again on Monday
Thank you

TRANSMISSION VERIFICATION REPORT

TIME : 02/12/2015 10:29
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BRDF2V374540

DATE, TIME	02/12 10:29
FAX NO./NAME	CALL LEADER
DURATION	00:00:18
PAGE(S)	02
RESULT	OK
MODE	STANDARD ECM

AGENDA

BOARD OF FINANCE

February 16th, 2015

(Held Immediately Following the Regular Meeting)

CALL TO ORDER
CALL FOR QUORUM
BUSINESS

1. Motion for Depositories
2. Business Premium Money Market Transfer

ADJOURNMENT

Please publish
this week and
again on Monday
Thank you

Agenda

March 23, 2015

North Madison County Public Library System
Board of Trustees

Frankton Community Library

Regular Meeting
5:30 P.M.

Call to Order

Call for Quorum

Consent Agenda

Minutes

Claims Register & Checks

Personnel

Old Business

1. Network Infrastructure Upgrade Quotes

New Business

1. AVC Technologies Time Clock Solution
2. NMCPLS Circulation Policy
3. Interlibrary Loan Policy
4. Connect IN
5. Open Hours - Elwood Public Library
6. Patron Behavior Policy

Director's Report

Public Comment

Adjournment

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES

Regular Meeting
March 23, 2015
5:30 p.m.

CALL TO ORDER

President Leslie Rittenhouse called a regular meeting of the North Madison County Public Library Board of Trustees to order on March 23, 2015 at 5:40 p.m. in the meeting room of the Frankton Community Library.

CALL FOR QUORUM

Present were members Leslie Rittenhouse, Bette Dalzell, Barbara Abernathy, and Dan Prieshoff. Also in attendance were Barbara McAdams, Manager of Frankton Community Library, Director Jamie Scott and Administrative Assistant Sheri Wallace.

CONSENT AGENDA

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

OLD BUSINESS

Network Infrastructure Upgrade Quotes

Director Jamie Scott and IT Manager Clint Trice reviewed both bids received. Roing Corporation's bid was incomplete. Ricoh USA bid was over the E-rate allowance at Frankton Community Library and Hazelbaker Library. AdTech has advised us we have five years to complete this project. Barbara Abernathy made a motion to refuse both bids and reopen bidding next year. Bette Dalzell made a second and the motion carried.

NEW BUSINESS

AVC Technologies Time Clock Solution

Our current accounting software vendor has developed time clock software that is integrated with our payroll. The cost is \$1000.00 for software and \$200.00 setup. Bette Dalzell made a motion to purchase the time clock software to be put into service beginning in May. Barbara Abernathy made a second and the motion carried.

NMCPLS Circulation Policy

Director Jamie Scott would like to add the following to the Circulation Policy:

9. If an item is returned damaged beyond repair, the patron is responsible for the cost of the item and a \$3 processing fee. Patron will be informed via mailed letter of the assessed charges. The damaged item will be kept for 30 days to allow patron to view the item and then discarded. If the damaged item can still be circulated after repairing or replacing parts, the patron will only be charged the processing fee. For example, the DVD case is

damaged and need replaced, but the DVD still functions properly. Barbara Abernathy made a motion to accept the addition as written. Dan Prieshoff made a second and the motion carried.

Interlibrary Loan Policy

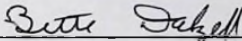
Director Jamie Scott would like to amend the ILL policy to limit request to 3 per patron, DVD interlibrary loans will be included in the 10 DVD limit, and the entire Evergreen catalog will be searched before an interlibrary loan is requested. Barbara Abernathy made a motion to accept the changes as written effective immediately. Bette Dalzell made a second and the motion carried.

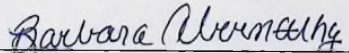
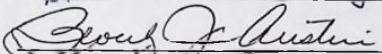
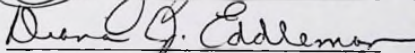
Connect IN

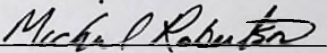
ConnectIN is a free resource provided by the Indiana State Library to help small libraries create and maintain their websites. This is a completely free service and comes with technical support. Barbara Abernathy moved to accept the contract for ConnectIN. Dan Prieshoff made a second and the motion carried.

Adjournment

Dan Prieshoff left the meeting at 6:10 p.m. At that time we no longer had a quorum. The meeting adjourned.


Bette Dalzell, Secretary



Register Of Claims

North Madison County Public Library System

Report Date: From 02/17/15 To 03/23/15

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	181	AFLAC	AFLAC	Payroll Deductions	\$411.60	03/23/15	March Payroll withholdings
				Total this claim =	<u>\$411.60</u>		
0	134	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,512.40	03/11/15	Payroll ending 3/7/15
			Federal Taxes Withheld	Payroll Deductions	\$1,939.54		
			FICA	Payroll Deductions	\$1,225.75		
			Medicare	Payroll Deductions	\$286.65		
				Total this claim =	<u>\$4,964.34</u>		
0	133	INDIANA PUBLIC RETIREMENT	Operating Fund	Emp Cont PERF	\$1,567.59	03/11/15	Payroll ending 3/7/15
			PERF	Payroll Deductions	\$419.89		
				Total this claim =	<u>\$1,987.48</u>		
0	176	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,511.96	03/23/15	Payroll ending 03/21/15
			Federal Taxes Withheld	Payroll Deductions	\$1,939.67		
			FICA	Payroll Deductions	\$1,225.39		
			Medicare	Payroll Deductions	\$286.57		
				Total this claim =	<u>\$4,963.59</u>		
0	177	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$95.00	03/23/15	Payroll ending 3/21/15
				Total this claim =	<u>\$95.00</u>		
0	135	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$95.00	03/11/15	Payroll ending 3/7/15
				Total this claim =	<u>\$95.00</u>		
0	131	PAYROLL	Operating Fund	Salary of Director	\$2,115.55	02/25/15	PAYROLL
			Operating Fund	Salary of Assistants	\$16,513.89		
			Operating Fund	Wages of Janitor	\$1,320.02		
				Total this claim =	<u>\$19,949.46</u>		
0	175	INDIANA PUBLIC RETIREMENT	Operating Fund	Emp Cont PERF	\$1,567.24	03/23/15	Payroll ending 3/21/15
			PERF	Payroll Deductions	\$419.80		
				Total this claim =	<u>\$1,987.04</u>		
0	179	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$1,316.65	03/23/15	March payroll withholdings
			County Taxes Withheld	Payroll Deductions	\$649.81		
				Total this claim =	<u>\$1,966.46</u>		
0	114	AFLAC	AFLAC	Payroll Deductions	\$463.20	02/25/15	Payroll ending 2/21/15
				Total this claim =	<u>\$463.20</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	108	INDIANA PUBLIC RETIREMENT	Operating Fund	Emp Cont PERF	\$1,565.90	02/25/15	Payroll ending 2/21/15
			PERF	Payroll Deductions	\$419.43		
				Total this claim =	<u>\$1,985.33</u>		
0	112	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$1,321.20	02/25/15	February Withholding
			County Taxes Withheld	Payroll Deductions	\$652.25		
				Total this claim =	<u>\$1,973.45</u>		
0	132	STAR FINANCIAL BANK	Operating Fund	Professional Services	\$9.72	03/04/15	February Service Charge
				Total this claim =	<u>\$9.72</u>		
0	110	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$95.00	02/25/15	Payroll ending 2/21/15
				Total this claim =	<u>\$95.00</u>		
0	109	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,518.35	02/25/15	Payroll ending 2/21/15
			Federal Taxes Withheld	Payroll Deductions	\$1,937.40		
			FICA	Payroll Deductions	\$1,230.61		
			Medicare	Payroll Deductions	\$287.78		
				Total this claim =	<u>\$4,974.14</u>		
0	150	PAYROLL	Operating Fund	Salary of Director	\$2,115.55	03/11/15	PAYROLL
			Operating Fund	Salary of Assistants	\$16,425.63		
			Operating Fund	Wages of Janitor	\$1,304.75		
				Total this claim =	<u>\$19,845.93</u>		
29456	115	BARBARA MCADAMS	Operating Fund	Postage & UPS	\$19.80	02/25/15	Petty Cash
				Total this claim =	<u>\$19.80</u>		
29457	116	CARDMEMBER SERVICE	Operating Fund	Operating Supplies	\$15.06	02/25/15	As per attached invoices.
			Operating Fund	Cleaning & Sanitation Supplies	\$36.55		
				Total this claim =	<u>\$51.61</u>		
29458	122	DEBORAH MUSICK	Operating Fund	Elwood Adult Progaming	\$50.00	02/25/15	Program Fee
				Total this claim =	<u>\$50.00</u>		
29459	117	ELWOOD CALL LEADER	Operating Fund	Advertising & Public Notices	\$30.70	02/25/15	Help Wanted ad 1/30-2/2
				Total this claim =	<u>\$30.70</u>		
29460	118	GLOBAL GOV'T/ED SOLUTION	Operating Fund	Technology Equipment	\$25.78	02/25/15	Trendnet Low Profile Gigabit PCI Adapter
				Total this claim =	<u>\$25.78</u>		
29461	119	JILL MURRAY	Operating Fund	Postage & UPS	\$33.02	02/25/15	Petty Cash Reimbursement
			Operating Fund	Summitville Progaming	\$5.97		
				Total this claim =	<u>\$38.99</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>
29462	120	KHELLADAWN OLIVER	Operating Fund	Elwood Childrens	\$22.94	02/25/15	Refund of Book Payment
				Total this claim =	<u>\$22.94</u>		
29463	111	MADISON COUNTY CLERK	Garnishment	Payroll Deductions	\$25.00	02/25/15	Payroll ending 2/21/15
				Total this claim =	<u>\$25.00</u>		
29464	121	MARSH SUPERMARKET	Operating Fund	Frankton Programing	\$19.04	02/25/15	As per attached invoices.
			Operating Fund	Elwood Adult Programing	\$31.53		
				Total this claim =	<u>\$50.57</u>		
29465	123	PITNEY BOWES	Operating Fund	Equipment/Rental	\$141.00	02/25/15	Postage meter rental
				Total this claim =	<u>\$141.00</u>		
29466	124	RICOH USA, INC	Operating Fund	Office Supplies	\$18.48	02/25/15	Copies Frankton & Summitville
			Operating Fund	Office Supplies	\$20.95		
				Total this claim =	<u>\$39.43</u>		
29467	125	SHERI WALLACE	Operating Fund	Traveling Expense	\$144.72	02/25/15	Mileage 361.8 mi x .40
				Total this claim =	<u>\$144.72</u>		
29468	126	SYNCB/AMAZON	Operating Fund	Elwood AV	\$922.51	02/25/15	As per attached invoices.
			Operating Fund	Frankton AV	\$351.02		
			Operating Fund	Summitville AV	\$375.15		
				Total this claim =	<u>\$1,648.68</u>		
29469	127	TEI LANDMARK AUDIO	Operating Fund	Elwood AV	\$90.40	02/25/15	Audio books
				Total this claim =	<u>\$90.40</u>		
29470	128	TOWN OF FRANKTON	Operating Fund	Electricity	\$426.59	02/25/15	Service for Frankton
			Operating Fund	Water	\$18.00		
			Operating Fund	Waste Disposal Services	\$8.75		
				Total this claim =	<u>\$453.34</u>		
29471	129	TOWN OF SUMMITVILLE	Operating Fund	Water	\$48.18	02/25/15	Service for Summitville
			Operating Fund	Waste Disposal Services	\$11.50		
				Total this claim =	<u>\$59.68</u>		
29472	113	UNITED HEALTHCARE	Operating Fund	Emp Cont Group Ins	\$4,333.65	02/25/15	Payroll ending 2/23/15
			Insurance	Payroll Deductions	\$456.44		
				Total this claim =	<u>\$4,790.09</u>		
29473	130	WORLD TRADE PRESS	Operating Fund	Databases	\$267.75	02/25/15	AtoZ the World-1/1/15-12/1/15
				Total this claim =	<u>\$267.75</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
29474	138	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$133.56	03/11/15	Service for Elwood
			Operating Fund	Waste Disposal Services	<u>\$202.62</u>		
				Total this claim =	\$336.18		
29475	139	ELWOOD CALL LEADER	Operating Fund	Advertising & Public Notices	<u>\$77.71</u>	03/11/15	Help wanted/ LAR legal notice
				Total this claim =	\$77.71		
29476	140	FRONTIER	Operating Fund	Telephone & Telegraph	<u>\$105.35</u>	03/11/15	Service for Frankton
				Total this claim =	\$105.35		
29477	141	GE CAPITAL INFORMATION TE	Operating Fund	Equipment/Rental	\$60.60	03/11/15	Copier Lease Frankton & Summitville
			Operating Fund	Equipment/Rental	<u>\$60.60</u>		
				Total this claim =	\$121.20		
29478	142	GLOBAL GOV'T/ED SOLUTION	Operating Fund	Technology Equipment	<u>\$176.52</u>	03/11/15	As per attached invoices.
				Total this claim =	\$176.52		
29479	143	INDIANA MEDIA GROUP	Operating Fund	Advertising & Public Notices	<u>\$60.47</u>	03/11/15	LAR legal notice
				Total this claim =	\$60.47		
29480	148	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$17.23	03/11/15	Service for Summitville
			Operating Fund	Electricity	<u>\$462.43</u>		
				Total this claim =	\$479.66		
29481	137	INDIANA-AMERICAN WATER C	Operating Fund	Water	<u>\$23.09</u>	03/11/15	Service for Summitville
				Total this claim =	\$23.09		
29482	136	MADISON COUNTY CLERK	Garnishment	Payroll Deductions	<u>\$25.00</u>	03/11/15	Payroll ending 3/7/15
				Total this claim =	\$25.00		
29483	144	MARSH SUPERMARKET	Operating Fund	Elwood Adult Programing	\$9.06	03/11/15	As per attached invoices.
			Operating Fund	Elwood Children's Programing	\$10.34		
			Operating Fund	Summitville Programing	<u>\$3.99</u>		
				Total this claim =	\$23.39		
29484	145	PURCHASE POWER	Operating Fund	Postage & UPS	<u>\$420.99</u>	03/11/15	Postage
				Total this claim =	\$420.99		
29485	146	SAFE HIRING SOLUTIONS	Operating Fund	Professional Services	<u>\$28.95</u>	03/11/15	Background check/Faucett
				Total this claim =	\$28.95		
29486	147	TOPS HOME CENTER	Operating Fund	Operating Supplies	<u>\$17.30</u>	03/11/15	As per attached invoices.
				Total this claim =	\$17.30		
29487	149	VECTREN ENERGY DELIVERY	Operating Fund	Gas	<u>\$829.53</u>	03/11/15	Service for Elwood
				Total this claim =	\$829.53		

<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>
29488	153	AMERICAN PATRIOT PICTURE	Operating Fund	Elwood AV	\$19.99	03/16/15	DVD
				Total this claim =	<u>\$19.99</u>		
29489	152	AT&T	Operating Fund	Telephone & Telegraph	\$57.21	03/16/15	Long Distance service for Elwood
				Total this claim =	<u>\$57.21</u>		
29490	154	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$724.45	03/16/15	As per attached invoices.
			Operating Fund	Elwood Childrens	\$27.49		
			Operating Fund	Elwood YA	\$16.63		
			Operating Fund	Frankton	\$489.87		
			Operating Fund	Summitville	\$488.66		
				Total this claim =	<u>\$1,747.10</u>		
29491	155	BARBARA MCADAMS	Operating Fund	Postage & UPS	\$9.90	03/16/15	Petty Cash
				Total this claim =	<u>\$9.90</u>		
29492	156	BAXTER PEST PROFESSIONA	Operating Fund	Professional Services	\$540.00	03/16/15	As per attached invoices.
				Total this claim =	<u>\$540.00</u>		
29493	157	BOSE, McKINNEY & EVANS LL	Operating Fund	Legal Services	\$72.00	03/16/15	Legal services
				Total this claim =	<u>\$72.00</u>		
29494	158	COVELL CONSTRUCTION & S	Operating Fund	Professional Services	\$520.00	03/16/15	Snow Removal for Frankton
				Total this claim =	<u>\$520.00</u>		
29495	159	DOLLAR GENERAL-REGIONS	Operating Fund	Elwood Children's Programing	\$77.30	03/16/15	As per attached invoices.
			Operating Fund	Summitville Programing	\$21.80		
			Operating Fund	Cleaning & Sanitation Supplies	\$12.75		
			Operating Fund	Operating Supplies	\$64.80		
				Total this claim =	<u>\$176.65</u>		
29496	160	DON GARMER	Operating Fund	Summitville Programing	\$60.00	03/16/15	Musician for Senior Social 3/19/15
				Total this claim =	<u>\$60.00</u>		
29497	161	ENA SERVICES LLC	St Technology Fund Gra	Telephone & Telegraph	\$1,200.80	03/16/15	Internet & Telcomm Service
				Total this claim =	<u>\$1,200.80</u>		
29498	162	FILIP, INC.	Operating Fund	Cleaning & Sanitation Supplies	\$52.93	03/16/15	Glove & MF Towels
				Total this claim =	<u>\$52.93</u>		
29499	173	HUMPHRIES AUTOMOTIVE SE	Operating Fund	Professional Services	\$380.00	03/16/15	Snow Removal Summitville
				Total this claim =	<u>\$380.00</u>		
29500	171	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$1,577.01	03/16/15	Service for Elwood
				Total this claim =	<u>\$1,577.01</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>
29501	163	MIDWEST TAPE	Operating Fund	Book Processing	\$197.98	03/16/15	Benefit Denial Cases
			Operating Fund	Book Processing	\$155.98		
			Total this claim =		<u>\$353.96</u>		
29502	170	MY HERITAGE (USA) INC.	Operating Fund	Databases	\$900.00	03/16/15	World Vital Records
			Total this claim =		<u>\$900.00</u>		
29503	164	NEW CASTLE-HENRY COUNT	Operating Fund	Elwood AV	\$21.45	03/16/15	Lost ILL
			Operating Fund	Book Processing	\$30.00		
			Total this claim =		<u>\$51.45</u>		
29504	151	POSTMASTER	Operating Fund	Postage & UPS	\$49.00	03/16/15	Postage for Frankton & Summitville
			Operating Fund	Postage & UPS	\$49.00		
			Total this claim =		<u>\$98.00</u>		
29505	165	STAPLES ADVANTAGE	Operating Fund	Office Supplies	\$269.43	03/16/15	As per attached invoices.
			Operating Fund	Operating Supplies	\$35.16		
			Operating Fund	Cleaning & Sanitation Supplies	\$95.03		
			Total this claim =		<u>\$399.62</u>		
29506	172	SYNCB/AMAZON	Operating Fund	Elwood AV	\$930.33	03/16/15	As per attached invoices.
			Operating Fund	Frankton AV	\$420.39		
			Operating Fund	Summitville AV	\$393.31		
			Operating Fund	Operating Supplies	\$21.13		
			Total this claim =		<u>\$1,765.16</u>		
29507	166	TRISHA SHULER	Operating Fund	Elwood Adult Programing	\$42.00	03/16/15	Petty Cash Reimbursement
			Total this claim =		<u>\$42.00</u>		
29508	167	U.S. BANK EQUIPMENT FINAN	Operating Fund	Equipment/Rental	\$149.00	03/16/15	Copier Lease
			Total this claim =		<u>\$149.00</u>		
29509	168	VAN AUDSALL & FARRAR, INC.	Operating Fund	Office Supplies	\$123.66	03/16/15	Copies
			Total this claim =		<u>\$123.66</u>		
29510	169	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$199.76	03/16/15	Service for Summitville and Frankton
			Operating Fund	Gas	\$266.71		
			Total this claim =		<u>\$466.47</u>		
29511	174	MATT BOYLAND	Operating Fund	Professional Services	\$400.00	03/16/15	Staff CPR classes
			Total this claim =		<u>\$400.00</u>		
29512	184	CARDMEMBER SERVICE	Operating Fund	Elwood Children's Programing	\$89.93	03/23/15	As per attached invoices.
			Operating Fund	Elwood Adult Programing	\$11.95		
			Total this claim =		<u>\$101.88</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
29513	182	ELITE CONSTRUCTION	Operating Fund	Professional Services	\$180.00	03/23/15	Snow removal
				Total this claim =	<u>\$180.00</u>		
29514	186	ELWOOD FIRE EQUIPMENT C	Operating Fund	Professional Services	\$500.00	03/23/15	Fire Alarm and Sprinkler Inspection
				Total this claim =	<u>\$500.00</u>		
29515	185	INDIANA STATE LIBRARY	Operating Fund	Professional Meetings	\$450.00	03/23/15	Evergreen Indiana conference
				Total this claim =	<u>\$450.00</u>		
29516	178	MADISON COUNTY CLERK	Garnishment	Payroll Deductions	\$25.00	03/23/15	Payroll ending 3/21/15
				Total this claim =	<u>\$25.00</u>		
29517	188	RICOH USA, INC	Operating Fund	Office Supplies	\$18.27	03/23/15	Copies
				Total this claim =	<u>\$18.27</u>		
29518	187	ROBY'S, INC.	Operating Fund	Professional Services	\$218.47	03/23/15	Staff Restroom repair
				Total this claim =	<u>\$218.47</u>		
29519	183	TOWN OF SUMMITVILLE	Operating Fund	Water	\$43.80	03/23/15	Service for Summitville
			Operating Fund	Waste Disposal Services	\$11.50		
				Total this claim =	<u>\$55.30</u>		
29520	180	UNITED HEALTHCARE	Operating Fund	Emp Cont Group Ins	\$4,350.93	03/23/15	March payroll
			Insurance	Payroll Deductions	\$439.16		
				Total this claim =	<u>\$4,790.09</u>		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
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Total Amount of Claims \$93,944.48

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

Monday, March 23, 2015

Daniel R. Pischkeff
Fiscal Officer

ALLOWANCE OF VOUCHERS

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

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

Date this _____ day of _____, 20____.

<u><i>Barbara Abrenathy</i></u>	<u><i>Bette Dezell</i></u>	
<u><i>Lillian Horton House.</i></u>		

SIGNATURES OF GOVERNING BOARD

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

Personnel Report

Bethane Toney's last day was February 10, 2015.

Sara Ashby moved from the 32 hour position in Youth Services to the empty full-time position in Youth Services.

Elizabeth Faucett was hired on February 10th, 2015 to take the 32 hour position in Youth Services. Elizabeth has volunteered in the Youth Services Department for 6 years. During this time she assisted with different youth programs.



Sherry,

Thank you for the opportunity to provide you with information about AVC Technologies Time Clock solution.

The Time Clock software was designed by AVC with significant input from several libraries throughout the state and has been updated based on customer comments. The software is very user friendly and includes several built-in reports that are available to help make your work easier.

Pricing:

Time Clock Software: \$700.00 (one location)

Additional Locations: \$300.00 (3 additional locations)

Setup: \$200.00

** \$20 will be added to your monthly service agreement for unlimited support

*One hour of remote training for time clock administrator is included. It will be the responsibility of the administrator to train the users.

* AVC will install the user software on the Time Clock Administrator's computer. It will be the responsibility of the library IT department to install the software on all other computers that will be using the software. AVC can assist with this but there will be additional charges

Installation & Setup Notes:

MS Access runtime will be required for all computers that run the program that don't have Access 2007 or newer software installed on them.

Once you have had a chance to review the above information, feel free to contact me with any questions.

Sincerely,

Lisa Johnson

866-847-4514 Toll Free

317-225-4612 Direct

317-225-4615 Main

www.avctechcorp.com

Putting Together the Pieces of Your Information Technology Puzzle



Time Clock Features:

1. Uses State Board of Accounts "Seven Minute Rule".
2. Allows staff to clock in/out from multiple terminals (can be set up on multiple staff computers or special "Clock In/Out" terminals).
3. Can be set up to work at multiple locations and have all data available to Time Clock Administrators.
4. Allows staff to view or print "Clock In/Out" data for themselves for any time period.
5. Allows staff to enter time that should be included for time off such as vacation or sick leave.
6. Allows staff to enter time that should be included for time spent at conferences, etc. for the library.
7. Time Clock Administrators can view "actual" time that a staff person clocked in to make sure someone isn't always clocking in 7 minutes late and leaving 7 minutes early.
8. Time Clock Administrators can view/change data in case a staff member forgets to clock in or out.
9. Time clock Administrators can add "Vacation", "Sick", etc. for staff members who choose not to enter it themselves.
10. Time Clock Administrators can print staff reports for any time period during the year.
11. Time Clock "Pay Period" reports are coordinated with your payroll software so it can be easily entered into your payroll software.

AVC Technology has been helping businesses with their technology needs for more than 30 years. We "Put together the pieces of your Information Technology puzzle" for you, designed around your business. We can help you save valued time and money by managing all of your IT needs, allowing you to focus on your business. We specialize in flat fee IT managed services, network monitoring, remote backup, SPAM filtering, VoIP Phones, custom software design, as well as hardware and software solutions. Feel free to contact us and we can help you put your puzzle together.



NMCLPS Circulation Policy

The North Madison County Public Library System shall endeavor to provide the means through which all eligible persons may have free access to any library materials that it owns, within the constraints of current library policy.

Effective October 21, 2014 the North Madison County Public Library System (NMCLPS) adopts the Evergreen Indiana (EI) circulation policies and procedures including the EI Circulation and Patron Matrix. At the present time, the NMCLPS library district consists of the following five Madison County townships: Boone, Van Buren, Pipe Creek, Duck Creek and Lafayette. By joining Evergreen Indiana, patrons of NMCLPS are allowed access to over 100 other Evergreen Indiana Libraries' collections.

The following items further explain and define the Evergreen Indiana policies and procedures:

1. Residents and/or property owners applying for library borrowing privileges must complete and sign a library application card and must present one (1) accepted form of photo ID and one (1) accepted proof of residency document. If the applicant's address is not correct on the photo ID, two proof of residency documents with current address will be required.
 - a. EI Accepted Forms of Photo ID
 - i. Valid Indiana Driver's License which displays a current address
 - ii. Valid Indiana State ID which displays a current address
 - iii. Current government issued photo ID (e.g., military ID, passport)
 - iv. Valid identification issued by another State (e.g., Driver's License)
 - v. Valid current university or college identification (e.g., Student identification)
 - b. EI Accepted Proof of Residency Documents
 - i. Valid voter registration card
 - ii. Computer generated bank statement issued in applicant's name within the last 30 days
 - iii. Computer generated utility, credit card company, doctor or hospital bill, issued in applicant's name within the last 30 days and containing address of residence
 - iv. Medicaid or Medicare benefit statement issued in the applicant's name within the last 30 days
 - v. Change-of- address confirmation from the United States Postal Service showing prior and current address of residence (a P.O. Box is not acceptable as a residence address)
 - vi. Apartment lease signed within the last 30 days
 - vii. Property tax receipt issued in applicant's name

2. Parental or legal guardian permission is required for patrons under the age of 18 to check out DVDs. All minors will be designated as "limited access" unless permission has been given.
3. Parents or legal guardians of children under the age of 18 are responsible for the fines/fees of the children. Beginning July 1, 2014, any child who turns 18 is not issued an adult card until juvenile fines are paid.
4. Reference materials, including materials from the Indiana Collection, will not be loaned to any patron. These items are to be used while in the library only.
5. The Library reserves the right to require a \$10.00 deposit before loaning items highly vulnerable to theft such as GED books. Provided the materials are returned on time and in good condition, the deposit will be fully refunded. However, any accumulated fines and/or fees will be deducted from the deposit before refunding.
6. During Evergreen Indiana updates or if the Evergreen Indiana server is down patrons will be limited to checking out a maximum of 5 items.
7. Patrons owing \$10 or more are blocked from computer access until the fine is at or below \$9.99. Patrons may pay \$1.00 per day towards the fine to gain daily computer access. An expired patron's account with a fine of \$10 or more will be renewed in order to allow the patron computer access by paying \$1.00 per day towards the fine. The patron's borrowing privileges will be reinstated once the fine balance is below \$10.
8. Recognizing the Evergreen Indiana policy to charge a processing fee for lost items, the Library charges a \$3 processing fee in addition to up to \$10 overdue fees and the cost of the lost item.
9. ADD: If an item is returned damaged beyond repair, the patron is responsible for the cost of the item and a \$3 processing fee. Patron will be informed via mailed letter of the assessed charges. The damaged item will be kept for 30 days to allow patron to view the item and then discarded. If the damaged item can still be circulated after repairing or replacing parts, the patron will only be charged the processing fee. For example, the DVD case is damaged and needs replaced, but the DVD stills functions properly.

OVERDUE NOTIFICATION PROCEDURE

When materials become overdue, the Library cannot tell if patrons have simply forgotten to return them in a timely manner, or if they intend to never bring them back. And because taxpayers' money is involved, the Library feels a legal and moral obligation to make every effort to recover those materials. Items that are missing are denied to other patrons and if they cannot be recovered in a timely fashion, the Library often must spend additional funds to purchase duplicate materials.

The recovery of overdue materials is a labor-intensive and time-consuming process. While the Library will make every effort to work with patrons to lessen or dismiss accumulated fines/fees if extenuating circumstances are involved, the Library cannot allow patrons to retain possession of materials for indefinite periods and then expect to have all penalties forgiven. Patrons should understand that the burden of responsibility for returning past due items falls upon themselves.

The following rules are established to expedite the process of recovering overdue materials:

1. When an item is checked out, the patron is given a date due slip. This constitutes the FIRST NOTICE.
2. Borrowing privileges are revoked immediately after fine on material(s) becomes greater than \$9.99.
3. The Library will mail reminders to the borrower. Overdue notices are generated to send via USPS mail at the following intervals: 14, 28 and 45 days. These notices will list each overdue item separately and the amount owed on the date of the notice. The 14 and 28 day notices are sent via first class mail. The 45 day notice alerts the patron that the item(s) is now considered lost. This notice is sent via certified mail to the patron's last known address along with a copy of IC 35-43-4-3.5 – Failure to return or pay for articles borrowed from library, gallery, museum, collection, or exhibition.
4. The Library will also mail a collections notice seven days after the patron's fines have reached \$25. This notice informs the patron that fines on this account have not been paid and may be turned over to a collection agency.

Adopted: October 13, 2014 to become effective October 17th, 2014

Updated: November 10, 2014

ADD: Updated: March 16th, 2014



Interlibrary Loan Policy

Remove: Borrowing Policy

Card holders of the North Madison County Public Library System are encouraged to request materials that are not available through the library's regular collection. When a patron requests an item not found in our collection, the library staff **ADD:** will first search the entire Evergreen catalog. If the item is holdable at another Evergreen library, the staff member or patron can place a request for the item. If the item is not available at another Evergreen library, the staff member, when time allows, will perform a search for the item. This service is free of charge if the item is found at a library within the state of Indiana. If the item is found at an out-of-state library, the library staff will only request the item if the patron has agreed to pay the postage.

1. Current library policies concerning checking out in-house materials will also apply to materials loaned from lending libraries.
2. **Remove: The library reserves the right to limit** The number of active interlibrary loan requests per patron **ADD: is limited to 3 items**
3. Interlibrary loan requests will be borrowed for two weeks and will not be renewed, **ADD: except DVD interlibrary loans, which will be checked out for 7 days, may be renewed once and count towards the 10 DVD limit.**
4. This service is dependent upon several factors; therefore, there is no guarantee of when the item will arrive.
5. Patrons will be notified via phone when the item arrives. **ADD: It is the patron's responsibility to ensure the library has a current and active phone number.**
6. **Remove: After notification, the item will be held for one week.** **ADD: As with Evergreen requests, the item will be held for seven days.**
7. If the item is not collected within that time frame, the item will be sent back to the lending library.
8. Any fees or fines received from the lending library will be passed onto the borrowing patron.
9. Failure to return an item will result in replacement cost and any additional fees assessed by the lending library to be added to the borrowing patron's account.
10. Abuse of the library's interlibrary loan service will result in loss of interlibrary loan privileges which includes not returning items by the two week due date on a regular basis.
11. Postage on out-of-state requests must be paid for by the patron before material will be checked out.

Remove: Lending Policy

The North Madison County Public Library will loan circulating materials, exclusions listed below, to Indiana libraries that are a part of the TLC (The Library Corporation) User's Group.

Items that will not be lent:

- DVDs
- Audiobooks
- Periodicals



Interlibrary Loan Policy

- Items not available for check out (Reference and Indiana Room material)
- Items purchased within the last 6 months

The library reserves the right to make judgments on a case by case basis. The library will honor North Madison County Public Library System patron request first. Interlibrary Loan requests will be given secondary consideration. Most materials will be loaned free of charge.

Approved February 13, 2012

Revised March 16, 2015



Program Terms and Conditions

Participating Library: North Madlson County Public Library System (the "Library")

I. Purpose of Service

The availability of online library information and resources are quickly becoming essential public library services. Indiana's public library standards require that public libraries have a functional website. The Indiana State Library ("ISL") offers **Connect IN** (the "Program") free to public libraries without a current online presence and those having difficulty maintaining their existing website.

II. Description of the Program

- a. Ability to create a modern and high quality website featuring:
 - i. easy-to-use content management system that allows you to manage and update your website AND easily create new web pages and online features;
 - ii. web editing software as simple as using a word processor;
 - iii. seamless and instant publishing to the Internet, allowing you to make instantaneous changes to your website; and
 - iv. dozens of customizable templates to help you get the exact design that reflects your library and community.
- b. Technical support and training featuring:
 - i. a helpdesk ticket system
 - ii. Connect IN support blog; and
 - iii. Training offered through ISL's Professional Development Office.
- c. Free website hosting with up to 250 megabytes of server space for your library's site
- d. Free email for library staff including:
 - i. up to 20 email accounts for your library (i.e. yourname@yourlibrary.lib.in.us);
 - ii. email storage that meets industry standards;
 - iii. malware scanning;
 - iv. ability to manage account settings; and
 - v. Microsoft Outlook compatible.

- e. Free daily back-ups of your library's website and email (ISL keeps two weeks of backups for the purpose of data recovery. Libraries are responsible for taking the appropriate steps necessary to retain any email or other document that needs to be kept in accordance with an applicable record retention policy.)

III. General Terms of Use

- a. The Library agrees to use the Program in a manner consistent with the Program's purpose and will not use the Program for any other purpose, such as for general electronic remote storage space.
- b. The Library agrees to provide the name and contact information for a Library representative that will become the Library's Webmaster for the services received under the Program. The Library Webmaster will be the liaison for the Library who shall communicate with the ISL Program Administrator on implementation and operation issues. The ISL Program Administrator will provide the Library Webmaster with a log-in name and password which will enable the Library Webmaster to access the website development pages and email settings for the Library's site. The Library is responsible for ensuring that the Library's Webmaster name and contact information is always up-to-date and agrees to notify the ISL Program Administrator whenever there is a change in the name and/or contact information for the Library's Webmaster.
- c. The Library acknowledges that ISL may establish (and from time to time may modify) general practices and limits concerning the use of the Program, including but not limited to:
 - i. limiting the maximum amount of time that email messages or other uploaded content will be retained by ISL;
 - ii. the maximum number of email messages that may be sent from or received by the Library during any given period of time;
 - iii. the maximum size of any email message that may be sent from or received by the Library;
 - iv. the type of email attachment that may be sent from or received by the Library; and
 - v. the maximum disk space that will be allotted on ISL's servers on the Library's behalf.
- d. The Library is responsible for creating its website and for having and financially maintaining the appropriate computer equipment and network connections to monitor and update the website and receive and send email.
- e. The Library acknowledges that all information, data, text, software, music, sound, photographs, graphics, video, and other materials whether posted publicly or

transmitted privately are the sole responsibility of the person from which such content originated. The Library takes sole ownership and responsibility for all content it transmits via email and all content it posts on its website while using the Program including, but not limited to, (1) any required notices and policies, and (2) any reliance by third parties on the accuracy, completeness, or usefulness of such content. ISL will not pre-screen the content posted by the Library; however, ISL reserves the right to remove content that violates the Program Terms and Conditions or is otherwise objectionable.

- f. The Library agrees that at all times during its use of the Program, the Library will abide by all applicable federal, state and local laws, rules, regulations and ordinances, all of which are hereby incorporated herein.
- g. The Library agrees it will not post or transmit any information, software or other material that violates or infringes the rights of others, including material which is an invasion of privacy or publicity rights or which is protected by copyright, trademark, or other proprietary right without first obtaining permission from the owner or right holder.

IV. Copyright Claims

- a. ISL respects the rights of copyright holders. Anyone who believes their work has been copied in a way that constitutes copyright infringement may report such infringement to ISL's designated agent at Statewideservices@library.IN.gov. The complaint must contain the following:
 - i. a physical or electronic signature of a person authorized to act on behalf of the owner of an exclusive right that is allegedly infringed;
 - ii. identification of the copyrighted work claimed to have been infringed, or, if multiple copyrighted works at a single online site are covered by a single notification, a representative list of such works at that site;
 - iii. identification of the material that is claimed to be infringing or to be the subject of infringing activity and that is to be removed or access to which is to be disabled, and information reasonably sufficient to permit ISL to locate the material;
 - iv. information reasonably sufficient to permit ISL to contact the complaining party, such as an address, telephone number, and, if available, an electronic mail address at which the complaining party may be contacted;
 - v. a statement that the complaining party has a good faith belief that use of the material in the manner complained of is not authorized by the copyright owner, its agent, or the law; and
 - vi. a statement that the information in the notification is accurate, and under penalty of perjury, that the complaining party is authorized to act on behalf of the owner of an exclusive right that is allegedly infringed.

- b. ISL reserves the right to terminate access to the Program to any Library that repeatedly posts and/or transmits infringing material.

V. Security

- a. While the Program includes virus scanning software to help protect against unauthorized intrusions into the email system, the Library is responsible for the security of its own computers and network and should maintain updated safeguards (such as firewalls and virus scanning software) to protect against unauthorized intrusions into the Library's email system and website.
- b. The Library Webmaster is responsible for all activities that occur under his/her account. The Library Webmaster is required to safeguard his/her login and password information to protect against unauthorized access to the Program. If the Library Webmaster becomes aware of any unauthorized access to or use of the Library's Connect IN email account or website, or any other breach of security, the Library Webmaster shall notify the ISL Program Administrator immediately and corrective steps must be taken by the Library Webmaster to prevent future unauthorized access to the Program.
- c. The Library agrees not to interfere with or disrupt the Program, including the Program servers and networks connected to the Program, by uploading, posting, emailing, transmitting or otherwise making available any material that contains software viruses or any other computer code, files or programs designed to interrupt, destroy, or limit the functionality of the Program.
- d. The Library Webmaster agrees not to access another person's or entity's materials, information, or files without the permission of that person or entity.

VI. Privacy

- a. Activity on Connect IN is automatically logged by the Program's servers and software programs. ISL processes, maintains, and stores e-mail messages, contact lists, passwords, user names, and other data necessary to serve Program participants. ISL will not disclose e-mail contents, passwords, or other information obtained by ISL through the Library's use of the Program unless:
 - i. required by law or a governmental regulation, or
 - ii. served with a valid subpoena, search warrant, court order, or under some other legal process,
 - iii. ISL receives written permission from the Library, or
 - iv. the Library has violated the Program Terms and Conditions, in which case information related to the violation may be disclosed to third parties.

- b. If ISL intends to share with a third party information ISL has received solely as a result of the Library's use of the Program, the Library will be notified in advance of such disclosure, unless ISL is prohibited by law or legal process from providing such a notification.
- c. The Program is not directed to children under age 13 and therefore does not knowingly collect personal information from children.

VII. DISCLAIMER OF WARRANTIES

ISL MAKES THE CONNECT IN PROGRAM AVAILABLE FREE AS A COURTESY TO LIBRARIES THAT OTHERWISE WOULD NOT HAVE A WEBSITE OR EMAIL. THE LIBRARY UNDERSTANDS AND ACKNOWLEDGES THAT USE OF THE PROGRAM IS AT THE LIBRARY'S OWN RISK AND THAT THE PROGRAM IS PROVIDED "AS IS" AND "AS AVAILABLE". WHILE ISL WILL USE REASONABLE EFFORTS TO PROVIDE THE PROGRAM FREE OF UNNECESSARY INTERRUPTIONS OR DISTURPTIONS, ISL DOES NOT GUARANTEE THAT ACCESS TO OR USE OF THE PROGRAM WILL BE UNINTERRUPTED, TIMELY, SECURE, OR FREE FROM BUGS, ERRORS OR MALWARE. ISL EXPRESSLY DISCLAIMS ALL WARRANTIES OF ANY KIND WHETHER EXPRESS OR IMPLIED. NO ADVICE OR INFORMATION, WHETHER WRITTEN OR ORAL, OBTAINED BY THE LIBRARY FROM ISL REPRESENTATIVES SHALL CREATE ANY WARRANTY NOT EXPRESSLY STATED IN THESE PROGRAM TERMS AND CONDITIONS.

VIII. LIMITATION OF LIABILITIES

USE OF THE PROGRAM IS AT THE LIBRARY'S OWN DISCRETION AND RISK. ISL ASSUMES NO RESPONSIBILITY FOR ANY DIRECT, INDIRECT, OR INCIDENTAL CONSEQUENCES TO THE LIBRARY OR ANY THIRD PARTY RESULTING FROM THE LIBRARY'S USE OF THE PROGRAM OR THE LIBRARY'S TERMINATION FROM THE PROGRAM, INCLUDING, BUT NOT LIMITED TO: (1) THE DELETION, CORRUPTION OF, OR FAILURE TO STORE ANY CONTENT OR COMMUNICATIONS DATA MAINTAINED OR TRANSMITTED BY OR THROUGH THE PROGRAM; (2) DAMAGE OF ANY KIND TO THE LIBRARY'S COMPUTER EQUIPMENT AND/OR NETWORK; (3) ANY LOSS OF GOODWILL, BUSINESS REPUTATION, OR OTHER INTANGIBLE LOSS; (4) COST OF PROCUREMENT OF SUBSTITUTE GOODS OR SERVICES.

IX. Program Modification/Cancellation/Termination

- a. ISL retains the right to alter the Program Terms and Conditions and/or services provided under the Program with sixty (60) days written notice provided to the Library.
- b. ISL may terminate access to the Program at any time with sixty (60) days written notice provided to the Library. However, termination of access to the Program may be immediate in the event the Library is the source of a security problem or has

violated the Program Terms and Conditions in any way; both of which shall be determined at the sole discretion of ISL. ISL may also immediately suspend or terminate the Program in the event ISL is unable to continue the Program due to natural disaster or decrees of governmental bodies not the fault of ISL.

- c. The Library may terminate its use of the Program with thirty (30) days written notice to ISL.
- d. After a termination notice has been provided, if the Library wants to retain the domain name and email addresses provided under the Program, the Library is responsible for getting the same transferred to another service provider chosen by the Library. The Library is solely responsible for any fees involved in such a transfer as well as any ongoing service fees charged by the subsequent service provider. Transfer must be arranged by the Library and completed by the date of Program termination provided on the written termination notice. ISL retains no responsibility for the retention or transfer of a Library's domain name and email after the effective date of the Library's Program termination.
- e. If the Library chooses not to retain the domain name and email addresses provided under the Program, the Library agrees that it loses all right and interest in the domain name and email addresses upon the effective date of Program termination.
- f. The Library understands that although the Library's access to the Program may be terminated, state record retention laws may require ISL to maintain information about the Library's account for a period of years. ISL will continue to honor the Program's privacy policy as stated in section VI of these Terms and Conditions with regard to, and so long as ISL retains, the information received as a result of the Library's use of the Program.

X. Miscellaneous Legal Provisions

- a. **Severability.** If any clause, section, or provision of these Program Terms and Conditions is found to be invalid or unenforceable, that clause, section, or provision shall be construed in a manner consistent with applicable law to reflect, as nearly as possible, the original intentions of the parties, and the remaining portions shall remain in full force and effect.
- b. **Indemnification.** The Library is responsible for its use of the Program, including but not limited to any content that is created and/or transmitted while using the Program. The Library agrees to indemnify, defend, and hold harmless ISL and ISL's agents, officers, and employees from all claims and suits including court costs, attorney's fees, and other expenses caused by any act or omission of the Library's agents or employees during their use of the Program.

- c. Waiver. ISL's delay or failure to enforce any provision in the Program Terms and Conditions shall not be deemed a waiver of such provision nor of the right to enforce such provision.
- d. Legal Proceedings. All legal proceedings arising out of or in connection with the Program shall be brought solely in Marion County, Indiana and the Library expressly submits to the exclusive jurisdiction and venue of said courts.

XI. Notices/Contact

- a. Notices from the Library to ISL will be sent via email to:
Statewideservices@library.IN.gov
- b. Notices from ISL to the Library will be sent to:
jscott@elwood.lib.in.us
ctrice@elwood.lib.in.us

XII. Signatures

- a. The Library would like to participate in the **Connect IN** Program and agrees to all the Program Terms and Conditions stated herein. The Library's participation in the Program shall be perpetual until such time as the Library or ISL has provided a written notice to the other party terminating the Library's participation in the Program.

Leslie Rittenhouse
Signature of Library Board President

²³
3-16-2015
Date

Leslie Rittenhouse
Printed Name of Library Board President

Clint Trice
Signature of Library Webmaster

²³
3-16-2015
Date

Clint Trice
Printed Name of Library Webmaster

Jamie Scott
Director
3/23/15

- b. On behalf of ISL, the Library is hereby authorized to participate in the Program subject to all the Program Terms and Conditions stated herein. The Library's participation in the Program shall be perpetual until such time as the Library or ISL

has provided a written notice to the other party terminating the Library's participation in the Program.

Signature of Authorized ISL Representative

Date

Printed Name of Authorized ISL Representative

For questions related to the Connect IN program, or to report suspicious or illegal activity on the Connect IN program, please contact: Statewideservices@library.IN.gov

Appropriation Report for 100 Operating Fund

North Madison County Public Library System

Report Date: From 02/01/15 To 02/28/15

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>1. Personal Services</i>							
1.11 Salary of Director	\$55,600.00	\$0.00	\$55,600.00	\$4,231.10	\$8,462.20	\$47,137.80	15.2
1.12 Salary of Assistants	\$587,700.00	\$0.00	\$587,700.00	\$33,251.06	\$66,273.39	\$521,426.61	11.3
1.13 Wages of Janitor	\$30,600.00	\$0.00	\$30,600.00	\$2,617.20	\$5,202.63	\$25,397.37	17.0
1.14 Employee Benefits	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00	0.0
1.16 Empl.Share FICA&Medicare	\$51,000.00	\$0.00	\$51,000.00	\$3,052.04	\$6,084.14	\$44,915.86	11.9
1.18 Emp Cont PERF	\$46,000.00	\$0.00	\$46,000.00	\$3,220.05	\$6,368.66	\$39,631.34	13.8
1.19 Emp Cont Group Ins	\$100,000.00	\$0.00	\$100,000.00	\$4,333.65	\$9,027.45	\$90,972.55	9.0
1.2 Salary of Board Treasurer	\$300.00	\$0.00	\$300.00	\$0.00	\$0.00	\$300.00	0.0
Subtotal	\$877,200.00		\$877,200.00	\$50,705.10	\$101,418.47	\$775,781.53	11.6
<i>2. Supplies</i>							
2.1 Office Supplies	\$15,000.00	\$0.00	\$15,000.00	\$577.83	\$790.66	\$14,209.34	5.3
2.12 Stationary & Supplies	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
2.2 Operating Supplies	\$9,500.00	\$0.00	\$9,500.00	\$944.07	\$1,857.40	\$7,642.60	19.6
2.21 Cleaning & Sanitation Supplies	\$4,000.00	\$0.00	\$4,000.00	\$282.55	\$377.97	\$3,622.03	9.4
2.23 Fuel, Oil and Lubricants	\$150.00	\$0.00	\$150.00	\$0.00	\$0.00	\$150.00	0.0
2.24 Bldg. Matl. And Supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.25 Paint and painting supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.26 Repair Parts/Maintenance	\$1,000.00	\$0.00	\$1,000.00	\$279.15	\$279.15	\$720.85	27.9
2.27 Other Repair & mainten.supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.31 Book Processing	\$9,500.00	\$0.00	\$9,500.00	\$238.51	\$375.49	\$9,124.51	4.0
2.32 Automation	\$19,400.00	\$0.00	\$19,400.00	\$0.00	\$0.00	\$19,400.00	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>
Subtotal	\$59,800.00		\$59,800.00	\$2,322.11	\$3,680.67	\$56,119.33	6.2
<i>2. Supplies</i>							
2.11 Official Records	\$1,000.00	\$0.00	\$1,000.00	\$13.95	\$13.95	\$986.05	1.4
Subtotal	\$1,000.00		\$1,000.00	\$13.95	\$13.95	\$986.05	1.4
<i>3. Other Services and Charges</i>							
3.1 Professional Services	\$55,000.00	\$0.00	\$55,000.00	\$4,926.18	\$7,060.45	\$47,939.55	12.8
3.11 Consulting Services	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
3.12 Legal Services	\$2,500.00	\$0.00	\$2,500.00	\$46.00	\$46.00	\$2,454.00	1.8
3.14 Engineering & Architects	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	0.0
3.145 Databases	\$6,650.00	\$0.00	\$6,650.00	\$267.75	\$1,297.35	\$5,352.65	19.5
3.146 Ebook Services	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00	0.0
3.21 Telephone & Telegraph	\$38,200.00	\$0.00	\$38,200.00	\$131.00	\$288.75	\$37,911.25	0.8
3.22 Postage & UPS	\$3,800.00	\$0.00	\$3,800.00	\$52.82	\$75.92	\$3,724.08	2.0
3.23 Traveling Expense	\$3,000.00	\$0.00	\$3,000.00	\$144.72	\$255.52	\$2,744.48	8.5
3.24 Professional Meetings	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.0
3.26 Elwood Children's Programing	\$5,000.00	\$0.00	\$5,000.00	\$190.10	\$225.10	\$4,774.90	4.5
3.27 Elwood Adult Programing	\$2,900.00	\$0.00	\$2,900.00	\$207.53	\$362.96	\$2,537.04	12.5
3.28 Frankton Programing	\$4,000.00	\$0.00	\$4,000.00	\$544.61	\$544.61	\$3,455.39	13.6
3.29 Summitville Programing	\$2,900.00	\$0.00	\$2,900.00	\$173.09	\$173.09	\$2,726.91	6.0
3.3 Title Source	\$3,100.00	\$0.00	\$3,100.00	(\$122.92)	(\$122.92)	\$3,222.92	-4.0
3.31 Advertising & Public Notices	\$1,200.00	\$0.00	\$1,200.00	\$202.70	\$202.70	\$997.30	16.9
3.4 Insurance	\$18,000.00	\$0.00	\$18,000.00	\$0.00	\$3,899.00	\$14,101.00	21.7
3.41 Official Bonds	\$400.00	\$0.00	\$400.00	\$200.00	\$200.00	\$200.00	50.0
3.51 Gas	\$20,000.00	\$0.00	\$20,000.00	\$1,459.82	\$2,765.23	\$17,234.77	13.8
3.52 Electricity	\$35,000.00	\$0.00	\$35,000.00	\$2,564.05	\$5,205.30	\$29,794.70	14.9
3.53 Water	\$6,000.00	\$0.00	\$6,000.00	\$130.17	\$302.79	\$5,697.21	5.0

<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>
3.54 Waste Disposal Services	\$3,000.00	\$0.00	\$3,000.00	\$31.75	\$321.12	\$2,678.88	10.7
3.61 Bldg. & Structure/Maint.	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.0
3.62 Equipment/Maint.	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$99.00	\$4,901.00	2.0
3.72 Equipment/Rental	\$7,000.00	\$0.00	\$7,000.00	\$411.20	\$681.40	\$6,318.60	9.7
3.8 Dues	\$2,700.00	\$0.00	\$2,700.00	\$50.00	\$122.60	\$2,577.40	4.5
3.81 Taxes	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
3.82 Interest on Temporary Loans	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
3.9 Transfer to LIRF	\$7,000.00	\$0.00	\$7,000.00	\$0.00	\$0.00	\$7,000.00	0.0
Subtotal	\$245,450.00		\$245,450.00	\$11,610.57	\$24,005.97	\$221,444.03	9.8

4. Capitol Outlays

4.1 Land Buildings Improvements	\$10,814.00	\$0.00	\$10,814.00	\$0.00	\$0.00	\$10,814.00	0.0
4.2 Furniture & Equipment	\$22,314.00	\$0.00	\$22,314.00	\$0.00	\$0.00	\$22,314.00	0.0
4.21 Technology Equipment	\$22,000.00	\$0.00	\$22,000.00	\$260.12	\$917.56	\$21,082.44	4.2
4.31 Elwood Adult	\$33,500.00	\$0.00	\$33,500.00	\$1,028.63	\$1,675.44	\$31,824.56	5.0
4.32 Elwood Childrens	\$14,000.00	\$0.00	\$14,000.00	\$583.49	\$1,051.98	\$12,948.02	7.5
4.33 Elwood YA	\$6,200.00	\$0.00	\$6,200.00	\$183.83	\$348.02	\$5,851.98	5.6
4.34 Frankton	\$19,500.00	\$0.00	\$19,500.00	\$386.32	\$979.59	\$18,520.41	5.0
4.35 Summitville	\$16,500.00	\$0.00	\$16,500.00	\$446.79	\$922.48	\$15,577.52	5.6
4.4 Elwood Period. & News.	\$9,500.00	\$0.00	\$9,500.00	\$494.38	\$636.38	\$8,863.62	6.7
4.41 Frankton Per. & Newsp.	\$2,800.00	\$0.00	\$2,800.00	\$0.00	\$0.00	\$2,800.00	0.0
4.42 Summitville Period. & Newsp.	\$1,700.00	\$0.00	\$1,700.00	\$0.00	\$0.00	\$1,700.00	0.0
4.51 Elwood AV	\$35,000.00	\$0.00	\$35,000.00	\$2,122.91	\$2,875.05	\$32,124.95	8.2
4.52 Frankton AV	\$18,800.00	\$0.00	\$18,800.00	\$351.02	\$2,020.01	\$16,779.99	10.7
4.53 Summitville AV	\$14,400.00	\$0.00	\$14,400.00	\$375.15	\$727.75	\$13,672.25	5.1
4.54 Technology Software	\$8,000.00	\$0.00	\$8,000.00	\$0.00	\$0.00	\$8,000.00	0.0
Subtotal	\$235,028.00		\$235,028.00	\$6,232.64	\$12,154.26	\$222,873.74	5.2

<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>	\$1,418,478.00	\$0.00	\$1,418,478.00	\$70,884.37	\$141,273.32	\$1,277,204.68	10.0

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

Bank Balances

North Madison County Public Library System
Report as of: 03/06/15

Bank		
1	Star Financial Bank	\$330,274.62
2	Star Financial Bank (2)	\$82,313.39
3	Community Bank Summerville	\$0.00
4	First Farmers Bank & Trust	\$39,540.46
5	PNC Bank	\$154,413.51
6	Main Source Bank	\$0.00
7	Petty Cash & Cash Drawer	\$265.00
8	National City Bank (2)	\$0.00
9	First Farmers Bank & Trust (2)	\$0.00
Total all banks =		\$586,806.98

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/08.

Financial Report
North Madison County Public Library System
Report Date = 02/01/15 to 02/28/15

Fund	Count of Line	Balance as of 1/31/15	Encumbrance 1/31/15	Change as of 2/28/15	Encumbrance 2/28/15	Balance
000	Operating Fund	\$429,578.19	\$15,884.91	\$141,273.09	\$6,161.75	\$468,813.62
Subtotal		\$429,578.19	\$15,884.91	\$141,273.09	\$6,161.75	\$468,813.62
1. Operating Fund						
102	Petty Cash & Cash Drawer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
106	Operating Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2. Main						
103	Low Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
108	Evergreen Indiana	\$21.50	\$0.00	\$21.50	\$261.71	\$283.21
107	PLAC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
110	LIRF Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
116	LIRF	\$54,370.99	\$0.00	\$0.00	\$0.00	\$54,370.99
117	Rainy Day Fund	\$48,573.19	\$0.00	\$0.00	\$0.00	\$48,573.19
118	Rainy Day Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
120	Gift	\$41,419.27	\$119.99	\$119.99	\$25.00	\$41,584.26
121	F'nk Bldg Project Gift	\$1,313.53	\$0.00	\$0.00	\$0.00	\$1,313.53
122	Gates Gift Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
123	Madison Co Comm Foundation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
124	F'nk Bldg Project Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
125	St Technology Fund Grant Fund	\$0.00	\$1,200.80	\$2,401.80	\$0.00	\$7,944.00
130	Debt Service Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal		\$145,698.53	\$1,320.79	\$2,543.09	\$286.71	\$151,628.99
4. Withholding						
201	Federal Taxes Withheld	\$0.00	\$3,863.54	\$7,663.25	\$3,863.54	\$7,663.25
202	FICA	\$0.00	\$2,473.63	\$4,931.09	\$2,473.63	\$4,931.09
203	State Tax Withheld	\$0.00	\$1,321.20	\$2,652.69	\$1,321.20	\$2,652.69
204	County Taxes Withheld	\$0.00	\$652.25	\$1,299.83	\$652.25	\$1,299.83
205	PERF	\$0.00	\$862.51	\$1,705.90	\$862.51	\$1,705.90
206	Credit Union	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
207	Annuity	\$0.00	\$190.00	\$380.00	\$190.00	\$380.00
208	Insurance	\$0.00	\$456.44	\$930.16	\$456.44	\$930.16
209	Medicare	\$0.00	\$578.47	\$1,153.15	\$578.47	\$1,153.15
210	Other Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
211	Garnishment	\$0.00	\$50.00	\$100.00	\$50.00	\$100.00
212	AFLAC	\$0.00	\$463.20	\$926.40	\$463.20	\$926.40
Subtotal		\$0.00	\$10,911.24	\$21,742.47	\$10,911.24	\$21,742.47
Grand Total		\$682,276.65	\$83,116.40	\$165,558.88	\$31,359.65	\$586,806.98

Approved by the State Board Of Accounts for North Madison County Public Library System on 01/01/08.

Receipt Listing
North Madison County Public Library System

Report Date: From 02/01/15 To 02/28/15

Receipt #	Date	Name	Explanation	Bank	Total
49	02/02/15	Star Financial Bank	January Interest	1	\$3.70
50	02/06/15	First Farmers Bank & Trust	January Interest	4	\$4.55
51	02/11/15	Star Financial Bank	January Interest	2	\$1.42
52	02/11/15	PNC Bank	January Interest	5	\$19.62
53	02/11/15	PAYROLL		1	\$5,482.98
54	02/02/15	Jordan Arehart	FINES & FEES - RECEIPT #10867	1	\$114.05
55	02/02/15	Jill Murray	FINES & FEES - RECEIPT #10868	1	\$71.10
56	02/02/15	Dennis Johnson	FINES & FEES - RECEIPT #10869	1	\$46.70
57	02/02/15	Trisha Shuler	FINES & FEES - RECEIPT #10870	1	\$19.16
58	02/03/15	Dennis Johnson	FINES & FEES - RECEIPT #10871	1	\$101.40
59	02/03/15	Barbara McAdams	FINES & FEES - RECEIPT #10872	1	\$20.70
60	02/04/15	Jamie Scott	FINES & FEES - RECEIPT #10873	1	\$67.55
61	02/05/15	Dennis Johnson	FINES & FEES - RECEIPT #10874	1	\$91.25
62	02/05/15	Clint Trice	Computer Sale-Karen Mann Receipt #10875	1	\$10.00
63	02/06/15	Jill Murray	FINES & FEES - RECEIPT #10876	1	\$112.24
64	02/24/15	Dennis Johnson	FINES & FEES - RECEIPT #10877	1	\$56.75
65	02/06/15	Barbara McAdams	FINES & FEES - RECEIPT #10879	1	\$43.30
66	02/09/15	Jill Murray	FINES & FEES - RECEIPT #10880	1	\$61.55
67	02/09/15	Debbie Fox	FINES & FEES - RECEIPT #10881	1	\$51.80
68	02/09/15	Dennis Johnson	FINES & FEES - RECEIPT #10882	1	\$36.80
69	02/10/15	Trisha Shuler	FINES & FEES - RECEIPT #10883	1	\$31.04
70	02/10/15	Dennis Johnson	FINES & FEES - RECEIPT #10884	1	\$80.60
71	02/10/15	Barbara McAdams	FINES & FEES - RECEIPT #10885	1	\$18.60
72	02/11/15	Paula Vest	FINES & FEES - RECEIPT #10886	1	\$96.80
73	02/12/15	Dennis Johnson	FINES & FEES - RECEIPT #10887	1	\$93.20
74	02/13/15	Dennis Johnson	FINES & FEES - RECEIPT #10888	1	\$67.95
75	02/13/15	Barbara McAdams	FINES & FEES - RECEIPT #10889	1	\$69.04
76	02/16/15	Jordan Arehart	FINES & FEES - RECEIPT #10890	1	\$79.40
77	02/16/15	Jill Murray	FINES & FEES - RECEIPT #10891	1	\$116.40
78	02/16/15	Patricia Brunt	Donation-Summitville	1	\$25.00
79	02/17/15	Barbara McAdams	FINES & FEES - RECEIPT #10893	1	\$14.70
80	02/17/15	Dennis Johnson	FINES & FEES - RECEIPT #10894	1	\$31.20
81	02/18/15	Trisha Shuler	FINES & FEES - RECEIPT #10895	1	\$49.25
82	02/18/15	Dennis Johnson	FINES & FEES - RECEIPT #10896	1	\$124.91

Receipt #	Date	Name	Explanation	Bank	Total
83	02/19/15	Jordan Arehart	FINES & FEES - RECEIPT #10897	1	\$124.90
84	02/19/15	Jamie Scott	FINES & FEES - RECEIPT #10898	1	\$44.25
85	02/20/15	Jordan Arehart	FINES & FEES - RECEIPT #10899	1	\$49.50
86	02/20/15	Barbara McAdams	FINES & FEES - RECEIPT #10900	1	\$70.45
87	02/23/15	Debbie Fox	FINES & FEES - RECEIPT #10901	1	\$79.89
88	02/23/15	Jill Murray	FINES & FEES - RECEIPT #10902	1	\$50.00
89	02/23/15	Dennis Johnson	FINES & FEES - RECEIPT #10903	1	\$101.70
91	02/24/15	Barbara McAdams	FINES & FEES - RECEIPT #10905	1	\$43.30
92	02/24/15	Dennis Johnson	FINES & FEES - RECEIPT #10906	1	\$97.20
93	02/25/15	Dennis Johnson	FINES & FEES - RECEIPT #10907	1	\$103.00
94	02/25/15	Jill Murray	FINES & FEES - RECEIPT #10908	1	\$273.56
95	02/26/15	Dennis Johnson	FINES & FEES - RECEIPT #10909	1	\$40.60
96	02/25/15	PAYROLL		1	\$5,428.26
98	02/06/15	Treasurer of Madison County	February COIT-Receipt #10878	1	\$17,538.33
Total All Receipts					\$31,359.65

Friday, March 06, 2015

Fiscal Officer

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

Voucher List

North Madison County Public Library System

Report Date: From 02/01/15 To 02/28/15

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
0	56	STAR FINANCIAL BANK	02/02/15	January service charge/deposit slips	\$28.53
0	57	INDIANA PUBLIC RETIREMENT	02/11/15	Payroll ending 2/7/15	\$2,097.23
0	58	EFTPS	02/11/15	Payroll ending 2/7/15	\$4,993.54
0	59	GREAT-WEST RETIREMENT S	02/11/15	Payroll ending 2/7/15	\$95.00
29419	60	MADISON COUNTY CLERK	02/11/15	Payroll ending 2/7/15 Garnishment	\$25.00
29409	61	AT&T	02/11/15	Service for Elwood	\$57.39
29410	62	BALL STATE UNIVERSITY	02/11/15	Damaged materials	\$5.00
29411	63	BURNETTE - DELLINGER INC.	02/11/15	Treasurer & Asst Treasurer Bond Renewal	\$200.00
29412	64	COVELL CONSTRUCTION & S	02/11/15	Snow removal	\$655.00
29413	65	DISCOUNT PAPER PRODUCT	02/11/15	Receipt tape	\$75.06
29414	66	ELWOOD CHAMBER OF COM	02/11/15	2015 Elwood Downtown Banner Renewal	\$100.00
29415	67	FRONTIER	02/11/15	Service for Frankton	\$73.61
29416	68	GE CAPITAL INFORMATION TE	02/11/15	Copier Lease 2/13/15-3/12/15 Frankton & Summitville	\$121.20
29417	69	GLOBAL GOV'T/ED SOLUTION	02/11/15	10 Surgearrest 6 outlet surge protectors	\$112.53
29418	70	JOE RASTETTER	02/11/15	Refund for lost book	\$19.99
29422	71	MOVIE LICENSING USA	02/11/15	Compliance Site License 2/15/15-2/14/16	\$504.00
29420	72	MARSH SUPERMARKET	02/11/15	Programing snacks	\$34.62
29421	73	MIDDLEBURY COMMUNITY PU	02/11/15	NICCL Dues	\$50.00
29423	74	ORIENTAL TRADING COMPAN	02/11/15	Story time crafts-Frankton	\$80.50
29424	75	PUMPKIN BOOKS	02/11/15	Little people shape board books	\$122.65
29425	76	RICOH USA, INC	02/11/15	Copies for Frankton and Summitville	\$67.67
29426	77	STAPLES ADVANTAGE	02/11/15	As per attached invoices.	\$183.81
29427	78	TEI LANDMARK AUDIO	02/11/15	Audiobook Lease-Elwood	\$1,110.00
29428	79	THOMAS OFFICE SOLUTIONS	02/11/15	Copy contract	\$30.00
29429	80	TOPS HOME CENTER	02/11/15	As per attached invoices.	\$214.88
29430	81	TOWN OF SUMMITVILLE	02/11/15	Service for Summitville	\$55.30
29431	82	UPSTART	02/11/15	2015 Programming	\$319.07
29432	83	USI, INC	02/11/15	Letter size laminating pouches	\$195.79
29434	84	BAKER & TAYLOR	02/16/15	As per attached invoices.	\$2,355.55
29435	85	BOSE, McKINNEY & EVANS LL	02/16/15	Legal Service	\$46.00
29436	86	CHAPMAN ELECTRIC SUPPLY,	02/16/15	As per attached invoices.	\$347.67
29437	87	DOLLAR GENERAL-REGIONS	02/16/15	As per attached invoices.	\$118.80
29438	88	ELITE CONSTRUCTION	02/16/15	Snow removal	\$420.00
29439	89	ELWOOD FIRE EQUIPMENT C	02/16/15	As per attached invoices.	\$261.00
29440	90	ENA SERVICES LLC	02/16/15	Internet & Telecomm	\$1,200.80
29441	91	FILIP, INC.	02/16/15	As per attached invoices.	\$246.00
29443	92	IDLEWINE LAWNMOWER SAL	02/16/15	As per attached invoices.	\$279.15
0	93	PAYROLL	02/11/15	PAYROLL	\$20,149.90
29446	94	INDIANA-AMERICAN WATER C	02/16/15	Service for Summitville	\$20.19
29445	95	INDIANA MICHIGAN POWER C	02/16/15	Service for Summitville & Elwood	\$2,137.46
29447	96	ITSAVVY LLC	02/16/15	HP Power Adapter	\$121.81
29449	97	LMC SERVICE SOLUTIONS	02/16/15	As per attached invoices.	\$2,415.60
29448	98	LIBRARY STORE INC., THE	02/16/15	As per attached invoices.	\$259.21
29450	99	MIDWEST TAPE	02/16/15	Benefit Denial Case	\$136.98
29451	100	PROQUEST LLC	02/16/15	Microfilm newspapers	\$494.38
29452	101	STAPLES ADVANTAGE	02/16/15	As per attached invoices.	\$52.12
29453	102	U.S. BANK EQUIPMENT FINAN	02/16/15	Elwood copier lease	\$149.00
29454	103	VAN AUSDALL & FARRAR, INC.	02/16/15	Copies	\$94.53
29455	104	VECTREN ENERGY DELIVERY	02/16/15	Service for Summitville & Elwood	\$1,459.82

Printed on Friday, March 06, 2015

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

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Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
29433	105	ADTEC	02/16/15	E-Rate funding Phase 1 and Category 2	\$820.00
29442	106	HUMPHRIES AUTOMOTIVE SE	02/16/15	Snow removal	\$340.00
29444	107	INDIANA MEDIA GROUP	02/16/15	Employment ad	\$172.00
0	108	INDIANA PUBLIC RETIREMENT	02/25/15	Payroll ending 2/21/15	\$1,985.33
0	109	EFTPS	02/25/15	Payroll ending 2/21/15	\$4,974.14
0	110	GREAT-WEST RETIREMENT S	02/25/15	Payroll ending 2/21/15	\$95.00
29463	111	MADISON COUNTY CLERK	02/25/15	Payroll ending 2/21/15	\$25.00
0	112	INDIANA DEPARTMENT OF RE	02/25/15	February Withholding	\$1,973.45
29472	113	UNITED HEALTHCARE	02/25/15	Payroll ending 2/23/15	\$4,790.09
0	114	AFLAC	02/25/15	Payroll ending 2/21/15	\$463.20
29456	115	BARBARA MCADAMS	02/25/15	Petty Cash	\$19.80
29457	116	CARDMEMBER SERVICE	02/25/15	As per attached invoices.	\$51.61
29459	117	ELWOOD CALL LEADER	02/25/15	Help Wanted ad 1/30-2/2	\$30.70
29460	118	GLOBAL GOV'T/ED SOLUTION	02/25/15	Trendnet Low Profile Gigabit PCI Adapter	\$25.78
29461	119	JILL MURRAY	02/25/15	Petty Cash Reimbursement	\$38.99
29462	120	KHELLADAWN OLIVER	02/25/15	Refund of Book Payment	\$22.94
29464	121	MARSH SUPERMARKET	02/25/15	As per attached invoices.	\$50.57
29458	122	DEBORAH MUSICK	02/25/15	Program Fee	\$50.00
29465	123	PITNEY BOWES	02/25/15	Postage meter rental	\$141.00
29466	124	RICOH USA, INC	02/25/15	Copies Frankton & Summitville	\$39.43
29467	125	SHERI WALLACE	02/25/15	Mileage 361.8 mi x .40	\$144.72
29468	126	SYNCB/AMAZON	02/25/15	As per attached invoices.	\$1,648.68
29469	127	TEI LANDMARK AUDIO	02/25/15	Audio books	\$90.40
29470	128	TOWN OF FRANKTON	02/25/15	Service for Frankton	\$453.34
29471	129	TOWN OF SUMMITVILLE	02/25/15	Service for Summitville	\$59.68
29473	130	WORLD TRADE PRESS	02/25/15	AlaZ the World-1/11/15-12/11/15	\$267.75
0	131	PAYROLL	02/25/15	PAYROLL	\$19,949.46

Total Amount of Claims \$83,116.40

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.

Friday, March 06, 2015

Fiscal Officer

ALLOWANCE OF VOUCHERS

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

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 2 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$83,116.40

Date this _____ day of _____, 20_____.

SIGNATURES OF GOVERNING BOARD

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

Printed on Friday, March 06, 2015

Page 2 of 2

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

MONTHLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

	JAN 2014	JAN 2015	Amount of Change	% OF Change	YTD 2014	YTD 2015	Amount of Change	YTD % OF Change
ELWOOD								
ADULT	2,772	2,213	-559	-20%	2,772	2,213	-559	-20%
JUVENILE	1,294	1,307	13	1%	1,294	1,307	13	1%
Y. A.	390	375	-15	-4%	390	375	-15	-4%
PERIOD.	503	393	-110	-22%	503	393	-110	-22%
AUDIO	199	194	-5	-3%	199	194	-5	-3%
VIDEO	4,769	7,133	2364	50%	4,769	7,133	2,364	50%
DIGITAL MEDIA	228	172	-56	-25%	228	172	-56	-25%
TOTAL	10,155	11,787	1632	16%	10,155	11,787	1,632	16%

	JAN 2014	JAN 2015	Amount of Change	% OF Change	YTD 2014	YTD 2015	Amount of Change	YTD % OF Change
FRANKTON								
ADULT	888	706	-182	-20%	888	706	-182	-20%
JUVENILE	440	325	-115	-26%	440	325	-115	-26%
Y. A.	220	165	-55	-25%	220	165	-55	-25%
PERIOD.	178	113	-65	-37%	178	113	-65	-37%
AUDIO	47	51	4	9%	47	51	4	9%
VIDEO	1,153	1,590	437	38%	1,153	1,590	437	38%
DIGITAL MEDIA	114	87	-27	-24%	114	87	-27	-24%
TOTAL	3,040	3,037	-3	0%	3,040	3,037	-3	0%

	JAN 2014	JAN 2015	Amount of Change	% OF Change	YTD 2014	YTD 2015	Amount of Change	YTD % OF Change
HAZELBAKER								
ADULT	599	359	-240	-40%	599	359	-240	-40%
JUVENILE	270	179	-91	-34%	270	179	-91	-34%
Y. A.	54	52	-2	-4%	54	52	-2	-4%
PERIOD.	147	72	-75	-51%	147	72	-75	-51%
AUDIO	35	34	-1	-3%	35	34	-1	-3%
VIDEO	1,321	1,365	44	3%	1,321	1,365	44	3%
DIGITAL MEDIA	114	86	-28	-25%	114	86	-28	-25%
TOTAL	2,540	2,147	-393	-15%	2,540	2,147	-393	-15%

	JAN 2014	JAN 2015	Amount of Change	% OF Change	YTD 2014	YTD 2015	Amount of Change	YTD % OF Change
SYSTEM								
ADULT	4,259	3,278	-981	-23%	4,259	3,278	-981	-23%
JUVENILE	2,004	1,811	-193	-10%	2,004	1,811	-193	-10%
Y. A.	664	592	-72	-11%	664	592	-72	-11%
PERIOD.	828	578	-250	-30%	828	578	-250	-30%
AUDIO	281	279	-2	-1%	281	279	-2	-1%
VIDEO	7,243	10,088	2845	39%	7,243	10,088	2,845	39%
DIGITAL MEDIA	456	345	-111	-24%	456	345	-111	-24%
TOTAL	15,735	16,971	1236	8%	15,735	16,971	1,236	8%

	Comp. Use	Wireless	Traffic	Ref.	Assists	Prog. A.	Prog. YA	Prog. J
Elwood	1,531	712	14,495	27	1,066	7	1	13
						45	-	97
Frankton	253	190	2,066	7	252	3	-	1
						24	-	7
Summitville	199	237	1,505	8	149	4	1	7
						44	-	19

Tech Services Processed Items 840 items
Transits to Other Libraries: 593

Processed by Trisha Shuler
Transits From Other Libraries: 454

MONTHLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

	FEB 2014	FEB 2015	Amount of Change	% OF Change	YTD 2014	YTD 2015	Amount of Change	YTD % OF Change
ELWOOD								
ADULT	2,660	2,181	-479	-18%	5,432	4,394	-1,038	-19%
JUVENILE	1,366	1,229	-137	-10%	2,660	2,536	-124	-5%
Y. A.	375	313	-62	-17%	765	688	-77	-10%
PERIOD.	432	508	76	18%	935	901	-34	-4%
AUDIO	188	199	11	6%	387	393	6	2%
VIDEO	4,963	6,178	1215	24%	9,732	13,311	3,579	37%
DIGITAL MEDIA	225	185	-40	-18%	453	357	-96	-21%
TOTAL	10,209	10,793	584	6%	20,364	22,580	2,216	11%

	FEB 2014	FEB 2015	Amount of Change	% OF Change	YTD 2014	YTD 2015	Amount of Change	YTD % OF Change
FRANKTON								
ADULT	801	616	-185	-23%	1,689	1,322	-367	-22%
JUVENILE	552	491	-61	-11%	992	816	-176	-18%
Y. A.	177	16	-161	-91%	397	181	-216	-54%
PERIOD.	166	128	-38	-23%	344	241	-103	-30%
AUDIO	41	69	28	68%	88	120	32	36%
VIDEO	1,206	1,514	308	26%	2,359	3,104	745	32%
DIGITAL MEDIA	113	93	-20	-18%	227	180	-47	-21%
TOTAL	3,056	2,927	-129	-4%	6,096	5,964	-132	-2%

	FEB 2014	FEB 2015	Amount of Change	% OF Change	YTD 2014	YTD 2015	Amount of Change	YTD % OF Change
HAZELBAKER								
ADULT	340	319	-21	-6%	939	678	-261	-28%
JUVENILE	244	242	-2	-1%	514	421	-93	-18%
Y. A.	61	56	-5	-8%	115	108	-7	-6%
PERIOD.	75	98	23	31%	222	170	-52	-23%
AUDIO	14	28	14	100%	49	62	13	27%
VIDEO	1,194	1,362	168	14%	2,515	2727	212	8%
DIGITAL MEDIA	112	93	-19	-17%	226	179	-47	-21%
TOTAL	2,040	2,198	158	8%	4,580	4,345	-235	-5%

	FEB 2014	FEB 2015	Amount of Change	% OF Change	YTD 2014	YTD 2015	Amount of Change	YTD % OF Change
SYSTEM								
ADULT	3,801	3,116	-685	-18%	8,060	6,394	-1,666	-21%
JUVENILE	2,162	1,962	-200	-9%	4,166	3,773	-393	-9%
Y. A.	613	385	-228	-37%	1,277	977	-300	-23%
PERIOD.	673	734	61	9%	1,501	1,312	-189	-13%
AUDIO	243	296	53	22%	524	575	51	10%
VIDEO	7,363	9,054	1,691	23%	14,606	19,142	4,536	31%
DIGITAL MEDIA	450	371	-79	-18%	906	716	-190	-21%
TOTAL	15,305	15,918	613	4%	31,040	32,889	1,849	6%

	Comp. Use	Wireless	Traffic	Ref.	Assists	Prog. A.	Prog. YA	Prog. J
Elwood	1,264	761	13,523	37	1,154	10	1	17
						51	-	129
Frankton	247	170	2,421	16	214	3	-	8
						28	-	77
Summitville	222	175	1,437	3	200	3	1	7
						20	-	34

Tech Services Processed 826 Items
Transits to Other Libraries: 566

Processed by Trisha Shuler
Transits From Other Libraries: 420

TRANSMISSION VERIFICATION REPORT

TIME : 03/18/2015 10:54
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BROF2V374540

DATE, TIME 03/18 10:54
FAX NO./NAME CALL LEADER
DURATION 00:00:15
PAGE(S) 01
RESULT OK
MODE STANDARD
ECM

Agenda

March 23, 2015

North Madison County Public Library System
Board of Trustees

Frankton Community Library

Regular Meeting
5:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
 - Minutes
 - Claims Register & Checks
 - Personnel
- Old Business
 - 1. Network Infrastructure Upgrade Quotes
- New Business
 - 1. AVC Technologies Time Clock Solution
 - 2. NMCPLS Circulation Policy
 - 3. Interlibrary Loan Policy

TRANSMISSION VERIFICATION REPORT

TIME : 03/18/2015 10:55
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BROF2V374540

DATE, TIME 03/18 10:54
FAX NO./NAME HERALD
DURATION 00:00:21
PAGE(S) 01
RESULT OK
MODE STANDARD
ECM

Agenda

March 23, 2015

North Madison County Public Library System
Board of Trustees

Frankton Community Library

Regular Meeting
5:30 P.M.

- Call to Order
- Call for Quorum
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 - Claims Register & Checks
 - Personnel
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 - 1. Network Infrastructure Upgrade Quotes
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TRANSMISSION VERIFICATION REPORT

TIME : 03/18/2015 10:55
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BROF2V374540

DATE, TIME 03/18 10:55
FAX NO./NAME FRANKTON
DURATION 00:00:15
PAGE(S) 01
RESULT OK
MODE STANDARD
ECM

TRANSMISSION VERIFICATION REPORT

TIME : 03/18/2015 10:56
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BROF2V374540

DATE, TIME 03/18 10:56
FAX NO./NAME SUMMITVILLE
DURATION 00:00:14
PAGE(S) 01
RESULT OK
MODE STANDARD
ECM

Agenda

March 23, 2015

North Madison County Public Library System
Board of Trustees

Frankton Community Library

Regular Meeting
5:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
 - Minutes
 - Claims Register & Checks
 - Personnel
- Old Business
 - 1. Network Infrastructure Upgrade Quotes
- New Business
 - 1. AVC Technologies Time Clock Solution
 - 2. NMCPLS Circulation Policy
 - 3. Interlibrary Loan Policy

Agenda

March 23, 2015

North Madison County Public Library System
Board of Trustees

Frankton Community Library

Regular Meeting
5:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
 - Minutes
 - Claims Register & Checks
 - Personnel
- Old Business
 - 1. Network Infrastructure Upgrade Quotes
- New Business
 - 1. AVC Technologies Time Clock Solution
 - 2. NMCPLS Circulation Policy

Agenda

April 20, 2015

North Madison County Public Library System
Board of Trustees

Ralph E. Hazelbaker Library

Regular Meeting
5:30 P.M.

Call to Order

Call for Quorum

Consent Agenda

Minutes

Claims Register & Checks

Personnel

Old Business

New Business

1. Personnel Policy
2. Open Hours - Elwood Public Library
3. Patron Behavior Policy
4. Unattended Child Policy

Director's Report

Public Comment

Adjournment

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES

Regular Meeting

April 20, 2015

5:30 p.m.

Ralph E. Hazelbaker Library

CALL TO ORDER

Vice President Beverly Austin called a regular meeting of the North Madison County Public Library Board of Trustees to order on April 20, 2015 at 5:30 p.m. in the meeting room of the Ralph E. Hazelbaker Library.

CALL FOR QUORUM

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

CONSENT AGENDA

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

OLD BUSINESS

No old business was brought forward.

NEW BUSINESS

Personnel Policy

Our new time clock software is based in quarter hour increments. Currently our employees are paid in one tenth hour increments and are able to expend sick, vacation and personal time in one tenth hour increments. Upon implementation of our new time clock, our personnel policy will need to be changed from one tenth of an hour increments to quarter hour increments. Diana Eddleman made a motion to accept the changes to the personnel policy. Bette Dalzell made a second and the motion carried.

Open Hours-Elwood Public Library

Director Jamie Scott has extensively reviewed the circulation statistics by each individual day. The records show that Mondays are the busiest day with the most items circulated. Director Scott feels it would be beneficial to increase our hours of operation that day by closing the library at 8:00 p.m. Barbara Abernathy made a motion that the library close at 8:00 p.m. on Mondays, beginning May 4th, to be evaluated monthly. Bette Dalzell made a second and the motion carried.

Patron Behavior Policy

Director Jamie Scott would like to amend the patron behavior policy to include electronic vapor cigarettes. Zero tolerance behaviors would be amended to include sexually explicit graphics and the Library Director will meet with the offender and parent or guardian upon request. Bette Dalzell made a motion to accept the changes to the Patron Behavior Policy. Diana Eddleman made a second and the motion carried.

Unattended Child Policy

The unattended child policy was reviewed. Director Jamie Scott recommended removing the section pertaining to school age students using the library unattended by a parent/caregiver during a school day. Bette Dalzell made a motion to remove that paragraph from the unattended child policy. Barbara Abernathy made a second. The motion carried.

Director's Report

Director Jamie Scott shared the timeline of events leading up to the trial date of June 25, 2015, for a patron who received a No Trespass warrant from the library in May 2014.

Our library joined Wowbrary in March. Wowbrary is a direct email service that highlights our upcoming programs and new items.

We received a compliment from Staffing Resources on the cleanliness of our library restrooms and meeting room.

Evergreen Indiana is trying to update all records to include the item price. Emails were sent to each library with a list of items to be corrected. Thanks to Katie Newby our library did not have any records to correct. Good job, Katie!

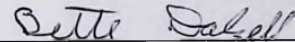
All managers attended the 2015 Annual Evergreen Indiana Conference and found it to be very informative. The conference was very well organized and included sessions about programming, grant writing, pest control as well as Evergreen information.

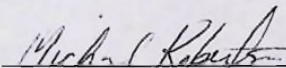
Public Comment

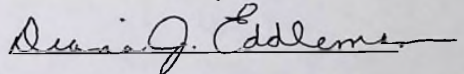
Public comment was sought. None was forthcoming.

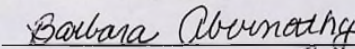
Adjournment

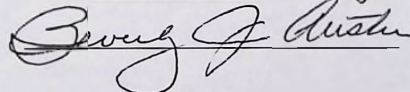
Vice President Beverly Austin adjourned the meeting at 6:30 p.m.


Bette Dalzell, Secretary









Register Of Claims

North Madison County Public Library System

Report Date: From 03/23/15 To 04/20/15

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	179	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$1,316.65	03/23/15	March payroll withholdings
			County Taxes Withheld	Payroll Deductions	\$649.81		
				Total this claim =	<u>\$1,966.46</u>		
0	190	STAR FINANCIAL BANK	Operating Fund	Professional Services	\$10.26	04/01/15	March Service Charge
				Total this claim =	<u>\$10.26</u>		
0	214	PAYROLL	Operating Fund	Salary of Director	\$2,115.55	04/08/15	PAYROLL
			Operating Fund	Salary of Assistants	\$16,411.58		
			Operating Fund	Wages of Janitor	\$1,309.05		
				Total this claim =	<u>\$19,836.18</u>		
0	255	AFLAC	AFLAC	Payroll Deductions	\$411.60	04/20/15	Payroll withholding April
				Total this claim =	<u>\$411.60</u>		
0	212	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$95.00	04/08/15	Payroll ending 4/4/15
				Total this claim =	<u>\$95.00</u>		
0	211	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,511.66	04/08/15	Payroll ending 4/4/15
			FICA	Payroll Deductions	\$1,225.14		
			Federal Taxes Withheld	Payroll Deductions	\$1,940.01		
			Medicare	Payroll Deductions	\$286.52		
				Total this claim =	<u>\$4,963.33</u>		
0	189	PAYROLL	Operating Fund	Salary of Director	\$2,115.55	03/25/15	PAYROLL
			Operating Fund	Salary of Assistants	\$16,436.34		
			Operating Fund	Wages of Janitor	\$1,288.25		
				Total this claim =	<u>\$19,840.14</u>		
0	175	INDIANA PUBLIC RETIREMENT	PERF	Payroll Deductions	\$419.80	03/23/15	Payroll ending 3/21/15
			Operating Fund	Emp Cont PERF	\$1,567.24		
				Total this claim =	<u>\$1,987.04</u>		
0	210	INDIANA PUBLIC RETIREMENT	PERF	Payroll Deductions	\$419.96	04/08/15	Payroll ending 4/4/15
			Operating Fund	Emp Cont PERF	\$1,567.86		
				Total this claim =	<u>\$1,987.82</u>		
0	177	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$95.00	03/23/15	Payroll ending 3/21/15
				Total this claim =	<u>\$95.00</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	250	INDIANA PUBLIC RETIREMENT	PERF	Payroll Deductions	\$419.49	04/20/15	Payroll ending 4/18/15
			Operating Fund	Emp Cont PERF	<u>\$1,566.09</u>		
				Total this claim =	\$1,985.58		
0	251	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,509.62	04/20/15	Payroll ending 4/18/15
			FICA	Payroll Deductions	\$1,223.50		
			Federal Taxes Withheld	Payroll Deductions	\$1,941.37		
			Medicare	Payroll Deductions	<u>\$286.12</u>		
				Total this claim =	\$4,960.61		
0	252	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	<u>\$95.00</u>	04/20/15	Payroll ending 4/18/15
				Total this claim =	\$95.00		
0	176	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,511.96	03/23/15	Payroll ending 03/21/15
			FICA	Payroll Deductions	\$1,225.39		
			Federal Taxes Withheld	Payroll Deductions	\$1,939.67		
			Medicare	Payroll Deductions	<u>\$286.57</u>		
				Total this claim =	\$4,963.59		
0	254	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$1,315.30	04/20/15	Payroll withholdings for April
			County Taxes Withheld	Payroll Deductions	<u>\$649.09</u>		
				Total this claim =	\$1,964.39		
0	181	AFLAC	AFLAC	Payroll Deductions	<u>\$411.60</u>	03/23/15	March Payroll withholdings
				Total this claim =	\$411.60		
29512	184	CARDMEMBER SERVICE	Operating Fund	Elwood Children's Programming	\$89.93	03/23/15	As per attached invoices.
			Operating Fund	Elwood Adult Programming	<u>\$11.95</u>		
				Total this claim =	\$101.88		
29513	182	ELITE CONSTRUCTION	Operating Fund	Professional Services	<u>\$180.00</u>	03/23/15	Snow removal
				Total this claim =	\$180.00		
29514	186	ELWOOD FIRE EQUIPMENT C	Operating Fund	Professional Services	<u>\$500.00</u>	03/23/15	Fire Alarm and Sprinkler Inspection
				Total this claim =	\$500.00		
29515	185	INDIANA STATE LIBRARY	Operating Fund	Professional Meetings	<u>\$450.00</u>	03/23/15	Evergreen Indiana conference
				Total this claim =	\$450.00		
29516	178	MADISON COUNTY CLERK	Garnishment	Payroll Deductions	<u>\$25.00</u>	03/23/15	Payroll ending 3/21/15
				Total this claim =	\$25.00		
29517	188	RICOH USA, INC	Operating Fund	Office Supplies	<u>\$18.27</u>	03/23/15	Copies
				Total this claim =	\$18.27		

<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>
29518	187	ROBY'S, INC.	Operating Fund	Professional Services	\$218.47	03/23/15	Staff Restroom repair
				Total this claim =	\$218.47		
29519	183	TOWN OF SUMMITVILLE	Operating Fund	Water	\$43.80	03/23/15	Service for Summitville
			Operating Fund	Waste Disposal Services	\$11.50		
				Total this claim =	\$55.30		
29520	180	UNITED HEALTHCARE	Insurance	Payroll Deductions	\$439.16	03/23/15	March payroll
			Operating Fund	Emp Cont Group Ins	\$4,350.93		
				Total this claim =	\$4,790.09		
29521	191	AT&T	Operating Fund	Telephone & Telegraph	\$289.13	04/08/15	Long Distance for Elwood
				Total this claim =	\$289.13		
29522	192	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$133.56	04/08/15	Service for Elwood
			Operating Fund	Waste Disposal Services	\$202.62		
				Total this claim =	\$336.18		
29523	194	FRONTIER	Operating Fund	Telephone & Telegraph	\$105.35	04/08/15	Service for Frankton
				Total this claim =	\$105.35		
29524	195	GE CAPITAL INFORMATION TE	Operating Fund	Equipment/Rental	\$60.60	04/08/15	Copier Lease-Frankton & Summitville
			Operating Fund	Equipment/Rental	\$60.60		
				Total this claim =	\$121.20		
29525	193	H & H Signs	Operating Fund	Operating Supplies	\$94.50	04/08/15	Staff name tags
				Total this claim =	\$94.50		
29526	197	INDIANA MEDIA GROUP	Operating Fund	Advertising & Public Notices	\$175.00	04/08/15	Ad for Frankton State Final in Basketball
				Total this claim =	\$175.00		
29527	196	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$22.26	04/08/15	Service for Summitville
				Total this claim =	\$22.26		
29528	198	JAMES LOWE	Operating Fund	Frankton	\$28.24	04/08/15	Refund of lost book fee
				Total this claim =	\$28.24		
29529	199	JILL MURRAY	Operating Fund	Postage & UPS	\$15.16	04/08/15	Petty Cash Reimbursement
			Operating Fund	Summitville Programing	\$27.85		
				Total this claim =	\$43.01		
29530	213	MADISON COUNTY CLERK	Garnishment	Payroll Deductions	\$25.00	04/08/15	Payroll ending 4/4/15 Garnishment
				Total this claim =	\$25.00		

<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>
29531	200	MARSH SUPERMARKET	Operating Fund	Elwood Adult Programming	\$16.25	04/08/15	Programming
			Operating Fund	Frankton Programming	\$18.45		
			Operating Fund	Elwood Children's Programming	\$64.11		
			Operating Fund	Summitville Programming	\$14.72		
				Total this claim =	\$113.53		
29532	201	ORIENTAL TRADING COMPAN	Operating Fund	Summitville Programming	\$169.20	04/08/15	Programming Summitville
				Total this claim =	\$169.20		
29533	202	RICOH USA, INC	Operating Fund	Office Supplies	\$29.22	04/08/15	Copies-Summitville
				Total this claim =	\$29.22		
29534	203	STAPLES ADVANTAGE	Operating Fund	Office Supplies	\$4.76	04/08/15	As per attached invoices.
			Operating Fund	Office Supplies	\$53.14		
			Operating Fund	Operating Supplies	\$55.45		
			Operating Fund	Cleaning & Sanitation Supplies	\$12.00		
			Operating Fund	Cleaning & Sanitation Supplies	\$12.00		
			Operating Fund	Operating Supplies	\$62.49		
			Operating Fund	Office Supplies	\$137.74		
			Operating Fund	Operating Supplies	\$54.90		
				Total this claim =	\$392.48		
29535	205	TEI LANDMARK AUDIO	Operating Fund	Elwood AV	\$169.12	04/08/15	Playaways
				Total this claim =	\$169.12		
29536	206	THOMAS OFFICE SOLUTIONS	Operating Fund	Office Supplies	\$10.00	04/08/15	Copies
				Total this claim =	\$10.00		
29537	207	TOPS HOME CENTER	Operating Fund	Operating Supplies	\$79.65	04/08/15	Shelf brackets/Ice Melt
				Total this claim =	\$79.65		
29538	204	TOWN OF FRANKTON	Operating Fund	Professional Services	\$76.00	04/08/15	Parking Lot Pothole Repair
				Total this claim =	\$76.00		
29539	208	U.S. BANK EQUIPMENT FINAN	Operating Fund	Equipment/Rental	\$149.00	04/08/15	Copier lease
				Total this claim =	\$149.00		
29540	209	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$556.57	04/08/15	As per attached invoices.
			Operating Fund	Gas	\$120.42		
				Total this claim =	\$676.99		
29541	215	AVC TECHNOLOGY CORPORA	Operating Fund	Professional Services	\$411.00	04/20/15	Quarterly support billing April-June
				Total this claim =	\$411.00		

<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>
29542	216	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$1,131.11	04/20/15	As per attached invoices.
			Operating Fund	Elwood Childrens	\$801.95		
			Operating Fund	Elwood YA	\$355.84		
			Operating Fund	Frankton	\$463.58		
			Operating Fund	Summitville	\$583.91		
				Total this claim =	\$3,336.39		
29543	217	BARBARA MCADAMS	Operating Fund	Traveling Expense	\$36.96	04/20/15	Mileage reimbursement 84 mi @ \$.44
				Total this claim =	\$36.96		
29544	218	CREATIVE PRODUCT SOURC	Operating Fund	Elwood Adult Programing	\$117.00	04/20/15	Library Bags
				Total this claim =	\$117.00		
29545	249	DEBORAH MUSICK	Operating Fund	Elwood Adult Programing	\$50.00	04/20/15	Classic Club Tea
				Total this claim =	\$50.00		
29546	246	DEMCO	Gift	Operating Supplies	\$305.29	04/20/15	Book Truck
				Total this claim =	\$305.29		
29547	240	DOLLAR GENERAL-REGIONS	Operating Fund	Summitville Programing	\$26.50	04/20/15	As per attached invoices.
			Operating Fund	Cleaning & Sanitation Supplies	\$13.30		
			Operating Fund	Elwood Children's Programing	\$15.20		
			Operating Fund	Cleaning & Sanitation Supplies	\$25.40		
			Operating Fund	Frankton Programing	\$26.25		
			Operating Fund	Elwood Children's Programing	\$56.60		
				Total this claim =	\$163.25		
29548	219	ENA SERVICES LLC	St Technology Fund Gra	Telephone & Telegraph	\$1,205.15	04/20/15	Telecomm and Internet
				Total this claim =	\$1,205.15		
29549	247	HUMPHRIES AUTOMOTIVE SE	Operating Fund	Professional Services	\$100.00	04/20/15	Snow removal Summitville
				Total this claim =	\$100.00		
29550	221	INDIANA DEPARTMENT OF W	Operating Fund	Employee Benefits	\$1,855.63	04/20/15	1st Qtr Unemployment Insurance
				Total this claim =	\$1,855.63		
29551	223	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$405.48	04/20/15	Service for Summitville & Elwood
			Operating Fund	Electricity	\$1,768.05		
				Total this claim =	\$2,173.53		
29552	220	INDIANA STATE LIBRARY	PLAC	Other	\$65.00	04/20/15	1st Qtr PLAC
				Total this claim =	\$65.00		
29553	224	INDIANA STATE LIBRARY	Evergreen Indiana	Other	\$268.71	04/20/15	Evergreen Indiana Patron Payment Reconciliation 1st Quarter 2015
				Total this claim =	\$268.71		

<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>
29554	239	INTERACTIVE SCIENCES, INC.	Operating Fund	Databases	<u>\$308.22</u>	04/20/15	Wowbrary
				Total this claim =	\$308.22		
29555	222	ITSAVVY LLC	Operating Fund	Technology Equipment	<u>\$96.26</u>	04/20/15	4 Headphones
				Total this claim =	\$96.26		
29556	225	LIBRARY STORE INC., THE	Operating Fund	Book Processing	<u>\$123.51</u>	04/20/15	As per attached invoices.
				Total this claim =	\$123.51		
29557	226	LMC SERVICE SOLUTIONS	Operating Fund	Professional Services	\$271.25	04/20/15	Quarterly billing Frankton & Summitville
			Operating Fund	Professional Services	<u>\$271.25</u>		
				Total this claim =	\$542.50		
29558	253	MADISON COUNTY CLERK	Garnishment	Payroll Deductions	<u>\$25.00</u>	04/20/15	Payroll ending 4/18/15
				Total this claim =	\$25.00		
29559	233	MADISON COUNTY TREASUR	Operating Fund	Taxes	\$70.00	04/20/15	Property taxes Elwood, Frankton & Summitville
			Operating Fund	Taxes	\$40.00		
			Operating Fund	Taxes	<u>\$30.00</u>		
				Total this claim =	\$140.00		
29560	229	MIDAMERICA BOOKS	Operating Fund	Elwood Childrens	<u>\$221.40</u>	04/20/15	Childrens books
				Total this claim =	\$221.40		
29561	228	MIDWEST COLLABORATIVE F	Operating Fund	Databases	<u>\$157.89</u>	04/20/15	Cypress Resume 5/1/15-4/30/16
				Total this claim =	\$157.89		
29562	227	MIDWEST TAPE	Operating Fund	Book Processing	<u>\$197.98</u>	04/20/15	DVD Cases
				Total this claim =	\$197.98		
29563	231	PENWORTHY CO.	Gift	Summitville	<u>\$207.65</u>	04/20/15	Children's books
				Total this claim =	\$207.65		
29564	242	POSTMASTER	Operating Fund	Postage & UPS	\$49.00	04/20/15	Postage for Frankton & Summitville
			Operating Fund	Postage & UPS	<u>\$49.00</u>		
				Total this claim =	\$98.00		
29565	230	PROSOURCE SPECIALTIES	Gift	Elwood Children's Programing	<u>\$204.70</u>	04/20/15	Summer Reading Supplies
				Total this claim =	\$204.70		
29566	245	RICOH USA, INC	Operating Fund	Office Supplies	<u>\$23.16</u>	04/20/15	Copies Frankton
				Total this claim =	\$23.16		
29567	232	STAPLES ADVANTAGE	Operating Fund	Operating Supplies	\$181.74	04/20/15	As per attached invoices.
			Operating Fund	Cleaning & Sanitation Supplies	<u>\$53.14</u>		
				Total this claim =	\$234.88		

<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>
29568	243	SYNCB/AMAZON	Operating Fund	Elwood Children's Programing	\$14.00	04/20/15	As per attached invoices.
			Operating Fund	Elwood AV	\$729.43		
			Operating Fund	Frankton AV	\$301.34		
			Operating Fund	Summitville AV	\$307.62		
				Total this claim =	<u>\$1,352.39</u>		
29569	236	TOPS HOME CENTER	Operating Fund	Operating Supplies	\$22.98	04/20/15	Grease gun/plant food
				Total this claim =	<u>\$22.98</u>		
29570	235	TOWN OF FRANKTON	Operating Fund	Electricity	\$471.73	04/20/15	Service for Frankton
			Operating Fund	Water	\$23.28		
			Operating Fund	Waste Disposal Services	\$14.02		
				Total this claim =	<u>\$509.03</u>		
29571	248	TOWN OF SUMMITVILLE	Operating Fund	Water	\$43.80	04/20/15	Service for Summitville
			Operating Fund	Waste Disposal Services	\$11.50		
				Total this claim =	<u>\$55.30</u>		
29572	234	TRISHA SHULER	Operating Fund	Traveling Expense	\$57.45	04/20/15	Mileage reimbursement 130.56 X \$.44
				Total this claim =	<u>\$57.45</u>		
29573	244	UNITED HEALTHCARE	Insurance	Payroll Deductions	\$439.16	04/20/15	Health Insurance 5/1/5/31/15
			Operating Fund	Emp Cont Group Ins	\$4,350.93		
				Total this claim =	<u>\$4,790.09</u>		
29574	237	UPSTART	Operating Fund	Elwood Children's Programing	\$274.95	04/20/15	Summer Reading supplies
				Total this claim =	<u>\$274.95</u>		
29575	238	VAN AUSDALL & FARRAR, INC.	Operating Fund	Office Supplies	\$139.56	04/20/15	Copies
				Total this claim =	<u>\$139.56</u>		
29576	241	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$94.33	04/20/15	Service for Frankton
				Total this claim =	<u>\$94.33</u>		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
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Total Amount of Claims \$94,982.81

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.

Monday, April 20, 2015

Fiscal Officer

ALLOWANCE OF VOUCHERS

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

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

Date this _____ day of _____, 20_____.

<i>Barbara Abernathy</i>	<i>Seth Johnson</i>
<i>Deborah J. Gustaf</i>	<i>Michael Roberts</i>
<i>Dawn G. Eddleman</i>	

SIGNATURES OF GOVERNING BOARD

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

Financial Report
North Madison County Public Library System

Report Dates = 03/01/15 to 03/31/15

Fund	Start of year	Disbursements this month	Disbursements YTD	Receipts this month	Receipts YTD	Balance
100 Operating Fund	\$536,578.12	\$64,392.28	\$205,665.60	\$20,989.02	\$60,864.55	\$391,777.07
Subtotal	\$536,578.12	\$64,392.28	\$205,665.60	\$20,989.02	\$60,864.55	\$391,777.07
1. Operating Fund						
102 Petty Cash & Cash Drawer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
105 Operating Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2. Main						
103 Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
106 Evergreen Indiana	\$21.50	\$0.00	\$21.50	\$6.50	\$268.71	\$268.71
107 PLAC	\$0.00	\$0.00	\$0.00	\$65.00	\$65.00	\$65.00
110 LIRF Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
115 LIRF	\$54,370.99	\$0.00	\$0.00	\$0.00	\$0.00	\$54,370.99
117 Rainy Day Fund	\$48,573.19	\$0.00	\$0.00	\$0.00	\$0.00	\$48,573.19
118 Rainy Day Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
120 Gift	\$41,419.27	\$0.00	\$119.99	\$100.00	\$365.00	\$41,664.28
121 F'nk Bldg Project Gift	\$1,313.58	\$0.00	\$0.00	\$0.00	\$0.00	\$1,313.58
122 Gates Gift Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
123 Madison Co Comm Foundation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
124 F'nk Bldg Project Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
125 St Technology Fund Grant Fund	\$0.00	\$1,200.80	\$3,602.40	\$0.00	\$7,944.00	\$4,341.60
130 Debt Service Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$145,698.53	\$1,200.80	\$3,743.89	\$171.50	\$8,642.71	\$150,597.35
4. Withholding						
201 Federal Taxes Withheld	\$0.00	\$3,879.21	\$11,542.46	\$3,879.21	\$11,542.46	\$0.00
202 FICA	\$0.00	\$2,451.14	\$7,382.23	\$2,451.14	\$7,382.23	\$0.00
203 State Tax Withheld	\$0.00	\$1,316.65	\$3,969.34	\$1,316.65	\$3,969.34	\$0.00
204 County Taxes Withheld	\$0.00	\$649.81	\$1,949.64	\$649.81	\$1,949.64	\$0.00
205 PERF	\$0.00	\$839.69	\$2,545.59	\$839.69	\$2,545.59	\$0.00
206 Credit Union	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
207 Annuity	\$0.00	\$190.00	\$570.00	\$190.00	\$570.00	\$0.00
208 Insurance	\$0.00	\$439.16	\$1,369.32	\$439.16	\$1,369.32	\$0.00
209 Medicare	\$0.00	\$573.22	\$1,726.37	\$573.22	\$1,726.37	\$0.00
210 Other Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
211 Garnishment	\$0.00	\$50.00	\$150.00	\$50.00	\$150.00	\$0.00
212 AFLAC	\$0.00	\$411.60	\$1,338.00	\$411.60	\$1,338.00	\$0.00
Subtotal	\$0.00	\$10,800.48	\$32,542.95	\$10,800.48	\$32,542.95	\$0.00
Grand Total	\$682,276.65	\$76,393.56	\$241,952.44	\$31,961.00	\$102,050.21	\$542,374.42

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

Bank Balances

North Madison County Public Library System

Report as of: 03/31/15

Bank	Balance
1 Star Financial Bank	\$285,818.62
2 Star Financial Bank (2)	\$62,314.50
3 Community Bank/Summitville	\$0.00
4 First Farmers Bank & Trust	\$193,976.30
5 PNC Bank	\$0.00
6 Main Source Bank	\$0.00
7 Petty Cash & Cash Drawer	\$265.00
8 National City Bank (2)	\$0.00
9 First Farmers Bank & Trust (2)	\$0.00
Total all banks =	\$542,374.42

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

Appropriation Report for 100 Operating Fund

North Madison County Public Library System

Report Date: From 03/01/15 To 03/31/15

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>1. Personal Services</i>							
1.11 Salary of Director	\$55,600.00	\$0.00	\$55,600.00	\$4,231.10	\$12,693.30	\$42,906.70	22.8
1.12 Salary of Assistants	\$587,700.00	\$0.00	\$587,700.00	\$32,861.97	\$99,135.36	\$488,564.64	16.9
1.13 Wages of Janitor	\$30,600.00	\$0.00	\$30,600.00	\$2,593.00	\$7,795.63	\$22,804.37	25.5
1.14 Employee Benefits	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00	0.0
1.16 Empl.Share FICA&Medicare	\$51,000.00	\$0.00	\$51,000.00	\$3,024.36	\$9,108.50	\$41,891.50	17.9
1.17 Unemployment comp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
1.18 Emp Cont PERF	\$46,000.00	\$0.00	\$46,000.00	\$3,134.83	\$9,503.49	\$36,496.51	20.7
1.19 Emp Cont Group Ins	\$100,000.00	\$0.00	\$100,000.00	\$4,350.93	\$13,378.38	\$86,621.62	13.4
1.2 Salary of Board Treasurer	\$300.00	\$0.00	\$300.00	\$0.00	\$0.00	\$300.00	0.0
Subtotal	\$877,200.00		\$877,200.00	\$50,196.19	\$151,814.66	\$725,585.34	17.3
<i>2. Supplies</i>							
2.1 Office Supplies	\$15,000.00	\$0.00	\$15,000.00	\$411.36	\$1,202.02	\$13,797.98	8.0
2.12 Stationary & Supplies	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
2.2 Operating Supplies	\$9,500.00	\$0.00	\$9,500.00	\$138.39	\$1,995.79	\$7,504.21	21.0
2.21 Cleaning & Sanitation Supplies	\$4,000.00	\$0.00	\$4,000.00	\$160.71	\$538.68	\$3,461.32	13.5
2.23 Fuel, Oil and Lubricants	\$150.00	\$0.00	\$150.00	\$0.00	\$0.00	\$150.00	0.0
2.24 Bldg. Matl. And Supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.25 Paint and painting supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.26 Repair Parts/Maintenance	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$279.15	\$720.85	27.9
2.27 Other Repair & mainten.supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.31 Book Processing	\$9,500.00	\$0.00	\$9,500.00	\$383.96	\$759.45	\$8,740.55	8.0

<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>
2.32 Automation	\$19,400.00	\$0.00	\$19,400.00	\$0.00	\$0.00	\$19,400.00	0.0
Subtotal	\$59,800.00		\$59,800.00	\$1,094.42	\$4,775.09	\$55,024.91	8.0
<i>2. Supplies</i>							
2.11 Official Records	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$13.95	\$986.05	1.4
Subtotal	\$1,000.00		\$1,000.00	\$0.00	\$13.95	\$986.05	1.4
<i>3. Other Services and Charges</i>							
3.1 Professional Services	\$55,000.00	\$0.00	\$55,000.00	\$2,777.14	\$9,837.59	\$45,162.41	17.9
3.11 Consulting Services	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
3.12 Legal Services	\$2,500.00	\$0.00	\$2,500.00	\$72.00	\$118.00	\$2,382.00	4.7
3.14 Engineering & Architects	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	0.0
3.145 Databases	\$6,650.00	\$0.00	\$6,650.00	\$900.00	\$2,197.35	\$4,452.65	33.0
3.146 Ebook Services	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00	0.0
3.21 Telephone & Telegraph	\$38,200.00	\$0.00	\$38,200.00	\$162.56	\$451.31	\$37,748.69	1.2
3.22 Postage & UPS	\$3,800.00	\$0.00	\$3,800.00	\$528.89	\$604.81	\$3,195.19	15.9
3.23 Traveling Expense	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$255.52	\$2,744.48	8.5
3.24 Professional Meetings	\$3,000.00	\$0.00	\$3,000.00	\$450.00	\$450.00	\$2,550.00	15.0
3.26 Elwood Children's Programing	\$5,000.00	\$0.00	\$5,000.00	\$177.57	\$402.67	\$4,597.33	8.1
3.27 Elwood Adult Programing	\$2,900.00	\$0.00	\$2,900.00	\$63.01	\$425.97	\$2,474.03	14.7
3.28 Frankton Programing	\$4,000.00	\$0.00	\$4,000.00	\$0.00	\$544.61	\$3,455.39	13.6
3.29 Summitville Programing	\$2,900.00	\$0.00	\$2,900.00	\$85.79	\$258.88	\$2,641.12	8.9
3.3 Title Source	\$3,100.00	\$0.00	\$3,100.00	\$0.00	(\$122.92)	\$3,222.92	-4.0
3.31 Advertising & Public Notices	\$1,200.00	\$0.00	\$1,200.00	\$138.18	\$340.88	\$859.12	28.4
3.4 Insurance	\$18,000.00	\$0.00	\$18,000.00	\$0.00	\$3,899.00	\$14,101.00	21.7
3.41 Official Bonds	\$400.00	\$0.00	\$400.00	\$0.00	\$200.00	\$200.00	50.0
3.51 Gas	\$20,000.00	\$0.00	\$20,000.00	\$1,296.00	\$4,061.23	\$15,938.77	20.3
3.52 Electricity	\$35,000.00	\$0.00	\$35,000.00	\$2,056.67	\$7,261.97	\$27,738.03	20.7

<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>
3.53 Water	\$6,000.00	\$0.00	\$6,000.00	\$200.45	\$503.24	\$5,496.76	8.4
3.54 Waste Disposal Services	\$3,000.00	\$0.00	\$3,000.00	\$214.12	\$535.24	\$2,464.76	17.8
3.61 Bldg. & Structure/Maint.	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.0
3.62 Equipment/Maint.	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$99.00	\$4,901.00	2.0
3.72 Equipment/Rental	\$7,000.00	\$0.00	\$7,000.00	\$270.20	\$951.60	\$6,048.40	13.6
3.8 Dues	\$2,700.00	\$0.00	\$2,700.00	\$0.00	\$122.60	\$2,577.40	4.5
3.81 Taxes	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
3.82 Interest on Temporary Loans	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
3.9 Transfer to LIRF	\$7,000.00	\$0.00	\$7,000.00	\$0.00	\$0.00	\$7,000.00	0.0
Subtotal	\$245,450.00		\$245,450.00	\$9,392.58	\$33,398.55	\$212,051.45	13.6

4. *Capitol Outlays*

4.1 Land Buildings Improvements	\$10,814.00	\$0.00	\$10,814.00	\$0.00	\$0.00	\$10,814.00	0.0
4.2 Furniture & Equipment	\$22,314.00	\$0.00	\$22,314.00	\$0.00	\$0.00	\$22,314.00	0.0
4.21 Technology Equipment	\$22,000.00	\$0.00	\$22,000.00	\$176.52	\$1,094.08	\$20,905.92	5.0
4.31 Elwood Adult	\$33,500.00	\$0.00	\$33,500.00	\$724.45	\$2,399.89	\$31,100.11	7.2
4.32 Elwood Childrens	\$14,000.00	\$0.00	\$14,000.00	\$27.49	\$1,079.47	\$12,920.53	7.7
4.33 Elwood YA	\$6,200.00	\$0.00	\$6,200.00	\$16.63	\$364.65	\$5,835.35	5.9
4.34 Frankton	\$19,500.00	\$0.00	\$19,500.00	\$489.87	\$1,469.46	\$18,030.54	7.5
4.35 Summitville	\$16,500.00	\$0.00	\$16,500.00	\$488.66	\$1,411.14	\$15,088.86	8.6
4.4 Elwood Period. & News.	\$9,500.00	\$0.00	\$9,500.00	\$0.00	\$636.38	\$8,863.62	6.7
4.41 Frankton Per. & Newsp.	\$2,800.00	\$0.00	\$2,800.00	\$0.00	\$0.00	\$2,800.00	0.0
4.42 Summitville Period. & Newsp.	\$1,700.00	\$0.00	\$1,700.00	\$0.00	\$0.00	\$1,700.00	0.0
4.51 Elwood AV	\$35,000.00	\$0.00	\$35,000.00	\$971.77	\$3,846.82	\$31,153.18	11.0
4.52 Frankton AV	\$18,800.00	\$0.00	\$18,800.00	\$420.39	\$2,440.40	\$16,359.60	13.0
4.53 Summitville AV	\$14,400.00	\$0.00	\$14,400.00	\$393.31	\$1,121.06	\$13,278.94	7.8
4.54 Techology Software	\$8,000.00	\$0.00	\$8,000.00	\$0.00	\$0.00	\$8,000.00	0.0

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
Subtotal	\$235,028.00		\$235,028.00	\$3,709.09	\$15,863.35	\$219,164.65	6.7
Grand Total	\$1,418,478.00	\$0.00	\$1,418,478.00	\$64,392.28	\$205,665.60	\$1,212,812.40	14.5

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

Receipt Listing

North Madison County Public Library System

Report Date: From **03/01/15** To **03/31/15**

Receipt #	Date	Name	Explanation	Bank	Total
97	03/04/15	Star Financial Bank	February Interest	2	\$1.11
99	03/04/15	Star Financial Bank	February Interest	1	\$2.87
100	03/09/15	First Farmers Bank & Trust	February Interest	4	\$4.56
101	03/09/15	PNC Bank	February Interest	5	\$17.77
102	03/11/15	PAYROLL		1	\$5,400.58
103	03/25/15	Trisha Shuler	FINES & FEES - RECEIPT #10948	1	\$39.07
104	03/02/15	Dennis Johnson	FINES & FEES - RECEIPT #10910	1	\$51.00
105	03/02/15	Jordan Arehart	FINES & FEES - RECEIPT #10911	1	\$60.95
106	03/02/15	Jill Murray	FINES & FEES - RECEIPT #10912	1	\$57.05
107	03/02/15	Dennis Johnson	FINES & FEES - RECEIPT #10913	1	\$141.08
108	03/03/15	Dennis Johnson	FINES & FEES - RECEIPT #10914	1	\$88.70
109	03/03/15	Barbara McAdams	FINES & FEES - RECEIPT #10915	1	\$129.13
110	03/04/15	Trisha Shuler	FINES & FEES - RECEIPT #10916	1	\$74.95
111	03/04/15	Dennis Johnson	FINES & FEES - RECEIPT #10917	1	\$85.11
112	03/05/15	Dennis Johnson	FINES & FEES - RECEIPT #10918	1	\$96.35
113	03/06/15	Dennis Johnson	FINES & FEES - RECEIPT #10919	1	\$128.50
114	03/06/15	Barbara McAdams	FINES & FEES - RECEIPT #10920	1	\$124.60
115	03/09/15	Debbie Fox	FINES & FEES - RECEIPT #10921	1	\$48.70
116	03/09/15	Jill Murray	FINES & FEES - RECEIPT #10922	1	\$87.20
117	03/09/15	Debbie Fox	FINES & FEES - RECEIPT #10923	1	\$24.30
118	03/10/15	Dennis Johnson	FINES & FEES - RECEIPT #10924	1	\$86.30
119	03/10/15	Barbara McAdams	FINES & FEES - RECEIPT #10925	1	\$51.45
120	03/11/15	Trisha Shuler	FINES & FEES - RECEIPT #10926	1	\$37.90
121	03/11/15	Madison County Treasurer	March COIT-Receipt #10927	1	\$17,538.33
122	03/11/15	Dennis Johnson	FINES & FEES - RECEIPT #10928	1	\$73.84
123	03/12/15	Dennis Johnson	FINES & FEES - RECEIPT #10929	1	\$68.41
124	03/25/15	PAYROLL		1	\$5,399.90
125	03/11/15	Burnette Dellinger Insurance	Refund for Workers Comp Audit	1	\$286.00
126	03/13/15	Dennis Johnson	FINES & FEES - RECEIPT #10931	1	\$69.11
127	03/13/15	Barbara McAdams	FINES & FEES - RECEIPT #10932	1	\$54.50
128	03/16/15	Jill Murray	FINES & FEES - RECEIPT #10933	1	\$115.11
129	03/16/15	Jordan Arehart	FINES & FEES - RECEIPT #10934	1	\$48.70
130	03/16/15	Trisha Shuler	FINES & FEES - RECEIPT #10935	1	\$44.45
131	03/16/15	Dennis Johnson	FINES & FEES - RECEIPT #10936	1	\$51.60

Receipt #	Date	Name	Explanation	Bank	Total
132	03/17/15	Dennis Johnson	FINES & FEES - RECEIPT #10937	1	\$151.50
133	03/17/15	Barbara McAdams	FINES & FEES - RECEIPT #10938	1	\$39.10
134	03/18/15	Trisha Shuler	FINES & FEES - RECEIPT #10939	1	\$22.71
135	03/18/15	Dennis Johnson	FINES & FEES - RECEIPT #10940	1	\$189.50
136	03/19/15	Dennis Johnson	FINES & FEES - RECEIPT #10941	1	\$77.50
137	03/20/15	Barbara McAdams	FINES & FEES - RECEIPT #10942	1	\$56.35
138	03/23/15	Jamie Scott	FINES & FEES - RECEIPT #10943	1	\$60.81
139	03/23/15	Jill Murray	FINES & FEES - RECEIPT #10944	1	\$77.85
140	03/23/15	Moser Jewelers	Youth Services Summer Reading Donation	1	\$100.00
141	03/23/15	Dennis Johnson	FINES & FEES - RECEIPT #10946	1	\$49.70
142	03/24/15	Dennis Johnson	FINES & FEES - RECEIPT #10947	1	\$88.85
143	03/25/15	Dennis Johnson	FINES & FEES - RECEIPT #10949	1	\$48.00
144	03/26/15	Trisha Shuler	FINES & FEES - RECEIPT #10950	1	\$46.90
146	03/26/15	Dennis Johnson	FINES & FEES - RECEIPT #10951	1	\$84.95
147	03/27/15	Barbara McAdams	FINES & FEES - RECEIPT #10952	1	\$56.10
148	03/27/15	Dennis Johnson	FINES & FEES - RECEIPT #10953	1	\$64.85
149	03/30/15	Jill Murray	FINES & FEES - RECEIPT #10954	1	\$80.60
150	03/30/15	Jordan Arehart	FINES & FEES - RECEIPT #10955	1	\$52.25
151	03/30/15	Dennis Johnson	FINES & FEES - RECEIPT #10956	1	\$44.30
156	03/25/15	PNC Bank	Account Closure at PNC Bank	4	\$154,431.28
157	03/25/15	PNC Bank	PNC Bank account closure. Transferred to First Farmers Bank & Trust	5	(\$154,431.28)
Total All Receipts					\$31,961.00

Thursday, April 23, 2015

Fiscal Officer

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

Voucher List

North Madison County Public Library System

Report Date: From **03/01/15** To **03/31/15**

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
0	132	STAR FINANCIAL BANK	03/04/15	February Service Charge	\$9.72
0	133	INDIANA PUBLIC RETIREMENT	03/11/15	Payroll ending 3/7/15	\$1,987.48
0	134	EFTPS	03/11/15	Payroll ending 3/7/15	\$4,964.34
0	135	GREAT-WEST RETIREMENT S	03/11/15	Payroll ending 3/7/15	\$95.00
29482	136	MADISON COUNTY CLERK	03/11/15	Payroll ending 3/7/15	\$25.00
29481	137	INDIANA-AMERICAN WATER C	03/11/15	Service for Summitville	\$23.09
29474	138	CITY OF ELWOOD UTILITIES	03/11/15	Service for Elwood	\$336.18
29475	139	ELWOOD CALL LEADER	03/11/15	Help wanted/ LAR legal notice	\$77.71
29476	140	FRONTIER	03/11/15	Service for Frankton	\$105.35
29477	141	GE CAPITAL INFORMATION TE	03/11/15	Copier Lease Frankton & Summitville	\$121.20
29478	142	GLOBAL GOVT/ED SOLUTION	03/11/15	As per attached invoices.	\$176.52
29479	143	INDIANA MEDIA GROUP	03/11/15	LAR legal notice	\$60.47
29483	144	MARSH SUPERMARKET	03/11/15	As per attached invoices.	\$23.39
29484	145	PURCHASE POWER	03/11/15	Postage	\$420.99
29485	146	SAFE HIRING SOLUTIONS	03/11/15	Background check/Faucett	\$28.95
29486	147	TOPS HOME CENTER	03/11/15	As per attached invoices.	\$17.30
29480	148	INDIANA MICHIGAN POWER C	03/11/15	Service for Summitville	\$479.66
29487	149	VECTREN ENERGY DELIVERY	03/11/15	Service for Elwood	\$829.53
0	150	PAYROLL	03/11/15	PAYROLL	\$19,845.93
29504	151	POSTMASTER	03/16/15	Postage for Frankton & Summitville	\$98.00
29489	152	AT&T	03/16/15	Long Distance service for Elwood	\$57.21
29488	153	AMERICAN PATRIOT PICTURE	03/16/15	DVD	\$19.99
29490	154	BAKER & TAYLOR	03/16/15	As per attached invoices.	\$1,747.10
29491	155	BARBARA MCADAMS	03/16/15	Petty Cash	\$9.90
29492	156	BAXTER PEST PROFESSIONA	03/16/15	As per attached invoices.	\$540.00
29493	157	BOSE, McKINNEY & EVANS LL	03/16/15	Legal services	\$72.00
29494	158	COVELL CONSTRUCTION & S	03/16/15	Snow Removal for Frankton	\$520.00
29495	159	DOLLAR GENERAL-REGIONS	03/16/15	As per attached invoices.	\$176.65
29496	160	DON CARMER	03/16/15	Musician for Senior Social 3/19/15	\$60.00
29497	161	ENA SERVICES LLC	03/16/15	Internet & Telcomm Service	\$1,200.80
29498	162	FILIP, INC.	03/16/15	Glove & MF Towels	\$52.93
29501	163	MIDWEST TAPE	03/16/15	Benefit Denial Cases	\$353.96
29503	164	NEW CASTLE-HENRY COUNT	03/16/15	Lost ILL	\$51.45
29505	165	STAPLES ADVANTAGE	03/16/15	As per attached invoices.	\$399.62
29507	166	TRISHA SHULER	03/16/15	Petty Cash Reimbursement	\$42.00
29508	167	U.S. BANK EQUIPMENT FINAN	03/16/15	Copier Lease	\$149.00
29509	168	VAN AUSDALL & FARRAR, INC.	03/16/15	Copies	\$123.66
29510	169	VECTREN ENERGY DELIVERY	03/16/15	Service for Summitville and Frankton	\$466.47
29502	170	MY HERITAGE (USA) INC.	03/16/15	World Vital Records	\$900.00
29500	171	INDIANA MICHIGAN POWER C	03/16/15	Service for Elwood	\$1,577.01
29506	172	SYNCB/AMAZON	03/16/15	As per attached invoices.	\$1,765.16
29499	173	HUMPHRIES AUTOMOTIVE SE	03/16/15	Snow Removal Summitville	\$380.00
29511	174	MATT BOYLAND	03/16/15	Staff CPR classes	\$400.00
0	175	INDIANA PUBLIC RETIREMENT	03/23/15	Payroll ending 3/21/15	\$1,987.04
0	176	EFTPS	03/23/15	Payroll ending 03/21/15	\$4,963.59
0	177	GREAT-WEST RETIREMENT S	03/23/15	Payroll ending 3/21/15	\$95.00
29516	178	MADISON COUNTY CLERK	03/23/15	Payroll ending 3/21/15	\$25.00
0	179	INDIANA DEPARTMENT OF RE	03/23/15	March payroll withholdings	\$1,966.46
29520	180	UNITED HEALTHCARE	03/23/15	March payroll	\$4,790.09

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
0	181	AFLAC	03/23/15	March Payroll withholdings	\$411.60
29513	182	ELITE CONSTRUCTION	03/23/15	Snow removal	\$180.00
29519	183	TOWN OF SUMMITVILLE	03/23/15	Service for Summitville	\$55.30
29512	184	CARDMEMBER SERVICE	03/23/15	As per attached invoices.	\$101.88
29515	185	INDIANA STATE LIBRARY	03/23/15	Evergreen Indiana conference	\$450.00
29514	186	ELWOOD FIRE EQUIPMENT C	03/23/15	Fire Alarm and Sprinkler Inspection	\$500.00
29518	187	ROBY'S, INC.	03/23/15	Staff Restroom repair	\$218.47
29517	188	RICOH USA, INC	03/23/15	Copies	\$18.27
0	189	PAYROLL	03/25/15	PAYROLL	\$19,840.14

Total Amount of Claims \$76,393.56

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, April 23, 2015

Fiscal Officer

ALLOWANCE OF VOUCHERS

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

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 2 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$76,393.56

Date this _____ day of _____, 20____.

SIGNATURES OF GOVERNING BOARD

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

12. TIME CLOCK REGULATIONS

All non-exempt employees must accurately record time worked on a time card for payroll purposes. Employees are required to record their own time at the beginning and end of each work period, including before and after the lunch break, using the library's time clock. Employees also must record their time whenever they leave the building for any reason other than Library business. Filling out another employee's time card, allowing another employee to fill out your time card, or altering any time card, or improperly accessing payroll records or allowing access to payroll records, will be grounds for discipline up to and including termination.

Salaried exempt employees also may be required to record their time on a time card.

Any errors on your time card should be reported immediately to your supervisor, who will attempt to correct legitimate errors.

If an employee forgets to clock-in or clock-out their supervisor needs to be notified so that the time can be hand-recorded on the employee's time card.

Employees are prohibited from clocking-in no more than ~~Remove: five~~ ADD: seven minutes before their shift is scheduled to start.

Time cards are official Library records and are not to be removed or used by anyone other than the employee named on the card.

All employees are granted one, fifteen-minute rest period each day. Library employees scheduled for a full day (7 or more hours) may be required to take an unpaid one-hour meal break if so scheduled by the manager. It is important for employees to respect meal hour scheduling and leave and return to work on time; employees should inform other employees they work with as they leave. Employees need not clock-out/-in for their rest period. However, staff must clock-out/-in for meal breaks or for personal business.

Employees are completely relieved of all working duties and responsibilities during their meal breaks and may leave the premises. Employees are expected to clock in and out during their meal breaks. Employees are expected to promptly return to their workstations following the allotted time for their rest periods and meal period. Any employee who fails to timely return to his or her workstation will be subject to appropriate discipline.

Employees do not have to clock-out when leaving the workplace on official business.

However, the employee should notify the circulation desk of the absence, its expected length, and where he/she can be reached in an emergency. Appropriate supervisory staff should be informed as well.

18. ATTENDANCE POLICY

You are hired to perform an important function at the Library. As with any group effort, it takes cooperation and commitment from everyone to operate effectively. Therefore, your attendance and punctuality are very important. Absences cause a slowdown in the work and added burdens for your fellow employees. Good attendance is something that is expected from all employees. You should be at your workstation by the start of each workday at your scheduled time. Excessive absenteeism or tardiness will not be tolerated and will be cause for disciplinary action up to and including discharge.

Regardless of the reason for your absence, you are expected to properly notify your supervisor on duty at least one hour in advance of your scheduled work time. Lack of a telephone or absence from town is not an excuse for failing to notify your supervisor of absence or tardiness. Further, employees should call in and speak with their supervisor either in person or by voicemail to report an absence. Texting is not a permitted means of calling in under this policy. You should call every day that you are absent unless you are on an approved leave of absence. Unreported and unexcused absences of two consecutive workdays will result in termination of employment with the Library.

Employees are paid in ~~Remove: 6-minute~~ ADD: one quarter hour increments. The first ~~Remove: 6~~ ADD: 7 minutes late will be forgiven. After ~~Remove: 6~~ ADD: 7 minutes, ~~Remove: one-tenth~~ ADD: one quarter of an hour will be docked and will be considered tardy. When an employee works past their regular clock-out time at least ~~Remove: 6~~ ADD: 7 minutes, the same rule would apply and ~~Remove: one-tenth~~ ADD: one quarter of an hour's wages would be paid. Three times tardy in any single pay period merits a written warning. After three written warnings, disciplinary action will proceed. Warnings are purged from the employee's files after each anniversary year. Repeated early departure from work will be treated the same as tardiness.

Punctual and regular attendance is an essential function of each employee's job at the Library. Any tardiness or absence causes problems for fellow employees and supervision. When an employee is absent, his or her work must be performed by others.

19. VACATION

Vacation time will be granted according to the schedule listed below and will be credited to their payroll record each year on the date-of-hire anniversary. Vacation is granted in one hour increments and may be expended in ~~Remove: one-tenth~~ ADD: one quarter hour increments. Full-time employees will be allowed to carry over 40 hours of vacation each year on their anniversary date. Part-time employees may carry over up to 10 hours of vacation on their anniversary date.

Vacation for full-time employee:

One (1) year service	80 Hours
Five (5) years service	88 Hours
Ten (10) years service	128 Hours
Fifteen (15) years service	168 Hours
Twenty (20) years service	208 Hours

After 5 years of service full-time employees receive an additional vacation day (8 hours) each year up to 240 hours.

Vacation for part-time employees:

One (1) year service	20 hours
Ten (10) years Service	40 hours
Twenty (20) yrs. service	80 hours

After 5 years of service part-time employees receive an additional vacation day (4 hours) each year up to 120 hours.

Vacation leave will be granted providing adequate scheduling can be maintained. All requests for vacation leave should be made at least two weeks in advance using the Library's letterhead 3-part snap-out form. Requests first should be submitted to the staff member responsible for scheduling the employee making the request.

After signature of approval, it should be forwarded to the Director. With the Director's signature of approval, the one copy is returned to the individual requesting vacation, the pink copy is given to the Administrative Assistant, and the white copy is placed in the employee's permanent record.

In addition the employee must complete an Employee Service Record slip [See Appendix] and attach it to their time card prior to 9:00am on Monday before payroll checks are distributed on Wednesday for the payroll period(s) during which their

vacation occurred. Failure to complete an Employee Service Record slip may result in the employee not receiving proper credit for vacation hours. If this occurs the employee is still responsible for filling out an Employee Service Record slip upon returning to work.

20. PERSONAL BUSINESS LEAVE

After one year's employment, personal business leave will be given accordingly: 32 hours for full-time employees and 16 hours for part-time employees. ADD: Personal business leave is granted in one hour increments and may be expended in one quarter hour increments.

Personal Business Leave is normally to be used for personal business, but may be used to lengthen any other approved leave or when weather prohibits an employee from reporting for or remaining at work. Personal Business Leave may be used to lengthen holiday or vacation leave when arranged with the employee's supervisor in advance. Personal Leave days may be used to lengthen a vacation in case of an emergency situation by notifying the supervisor.

Personal Business Leave is to be used before the next year's anniversary date of employment. It does not accumulate.

Employees requesting Personal Business Leave should make their request to their supervisor or the Director as soon as possible using the Library's letterhead three-part snap out form. After signature of approval, the employee should retain the yellow copy, the supervisor/Director retains the white copy, and the pink copy goes to the Administrative Assistant. In addition the employee must complete an Employee Service Record slip and attach it to their time card prior to 9:00 am on Monday before payroll checks are distributed on Wednesday for the payroll period(s) during which their personal time occurred. Failure to complete an Employee Service Record slip may result in the employee not receiving proper credit for personal hours. If this occurs the employee is still responsible for filling out an Employee Service Record slip upon returning to work.

21. SICK LEAVE

Paid Sick Leave is granted to all full and part-time employees and may be utilized when employees are incapacitated by illness or injury, or when they must be absent for medical, dental, or other health care appointments or treatments that cannot be arranged outside of scheduled working hours. Within reason, and at the discretion of

the Director, employees may use sick leave to provide health care for dependents.

When reporting absences, employees must speak directly to their supervisor and/or other Library administration. Absences must be reported daily. An employee absent more than three (3) consecutive days may be asked to provide a doctor's statement. An employee with a repeated history of absences may be asked to provide a doctor's statement at the discretion of the director.

Employees requesting sick leave should notify their supervisor, the Director or the Circulation Desk of their absence from their normal working schedule as soon as possible. In addition the employee must complete an Employee Service Record slip and attach it to their time card prior to 9:00 am on Monday before payroll checks are distributed on Wednesday for the payroll period(s) during which their sick time occurred. If the employee has not returned to work by 9:00 am on Monday before payroll checks are distributed on Wednesday they are responsible for contacting their immediate supervisor and letting him/her know they wish to take accumulated sick time. The supervisor will then alert the Administrative Assistant. Failure to do so may result in the employee not receiving proper credit for sick hours. If this occurs, the employee is still responsible for filling out an Employee Service Record slip upon returning to work.

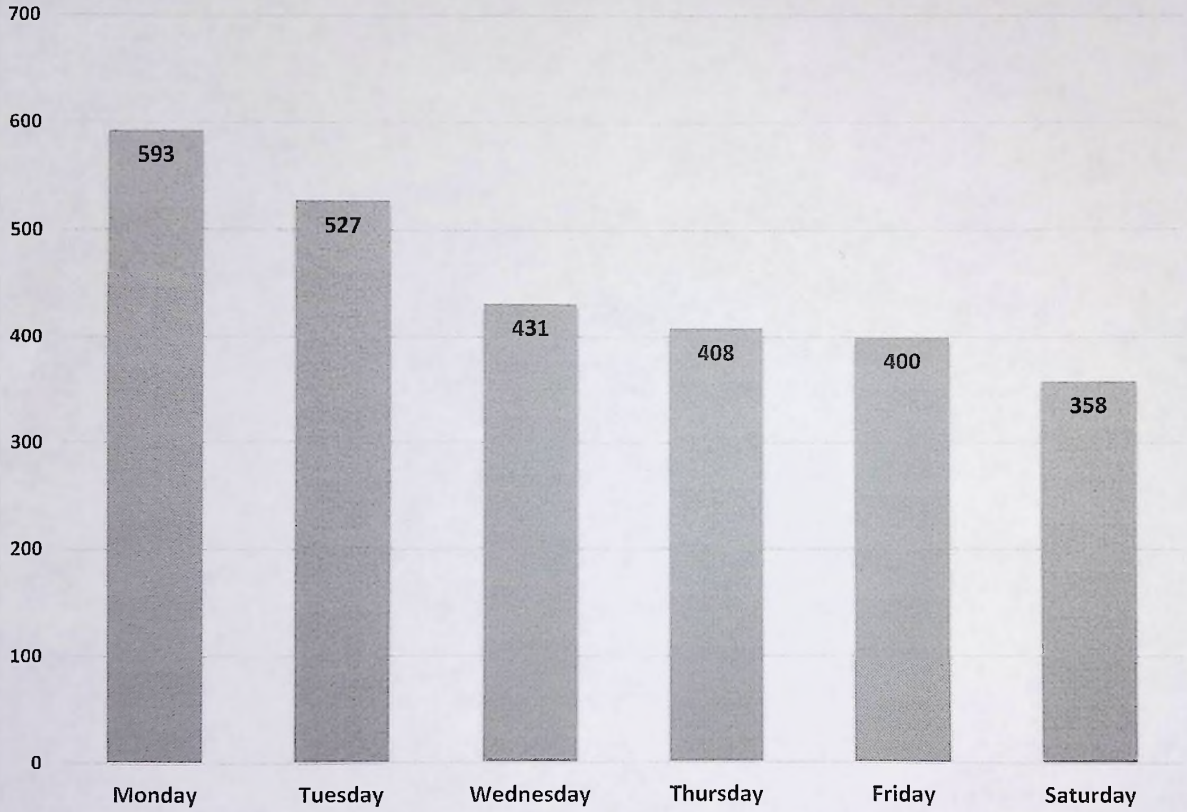
Repeated or prolonged absences without proper notification of the Library may result in disciplinary action including termination.

Full-time employees receive eight (8) hours of sick leave per month after one full calendar month on staff. Part-time staff receive one (1) hour of sick leave for each twenty (20) hours worked in the preceding month, up to a total of eight (8) hours in any one month. Sick leave is given in one hour increments, and may be expended in Remove: one-tenth ADD: one quarter hour increments.

Full-time employees may accumulate up to 840 hours of sick leave; part-time employees may accumulate up to 410 hours of sick leave. However, in the event that any employee's employment terminates for any reason, sick leave is only vested with employees with ten (10) years of continuous service with the Library.

At the discretion of the Director an employee may be requested to provide a medical statement from his/her doctor. Such statement should be mailed by the medical office to the Director.

Elwood Average Daily Totals



North Madison County Public Library System
Patron Behavior Policy

Policy Statement

The purpose of all the library facilities of the North Madison County Public Library System is to provide materials and services in a welcoming environment that is safe, enjoyable and conducive to comfortable library use. All individuals who make use of the library are expected to comply with the following standards of behavior which will assist the library to meet the above purpose.

Guidelines: Behaviors with Progressive Consequences

Instances of irresponsible use of the library and its facilities with examples:

1. Producing excessive noise. (Examples: loud talking, cell phones, singing, playing a musical instrument, or other electronic device, etc., which are determined to be inconsistent with public service operations.)
2. Behaving in a disorderly or disruptive manner which is not conducive to comfortable library use or a manner which threatens personal safety of patrons and/or staff. (Examples: skateboarding, rollerblading, running or groups gathering around a single computer.)
3. Consuming food, beverages, narcotics, alcohol, or tobacco products, **ADD: including electronic vapor cigarettes**, in any inside public area, including restrooms. As of July 1, 2012, Indiana State Law (IC 7.1-5-12) prohibits smoking within 8 feet of any public entrance to a public place or place of employment. Individuals violating this law will be asked to stop smoking. If the patron refuses to stop smoking, the patron will be asked to leave the premises. If the patron refuses both requests, the local law enforcement may be contacted.
4. Loitering – Repeat violators and/or persons who refuse to leave when requested will be subject to arrest and prosecution under Section 35-43-2-2 of the Indiana Code entitled “Criminal Trespass”.
5. Soliciting donations of money or anything of value; selling materials or services. (Examples: Panhandling, etc.)
6. Inappropriate attire includes but is not limited to bare feet/torso.

The behaviors identified above are considered to be unacceptable patron conduct and will result in appropriate discretionary responses from library staff according to the following progressive criteria:

1. Ask patron to cease behavior.
2. Repeat request to cease behavior and communicate that this correction is a warning of expulsion, if behavior continues.
3. Ask patron to leave facility or call security/police if patron refuses to comply. The staff member involved will document the occurrence and any action on the Incident Report form. The patron will not be allowed in the library for one full business day beginning the day after the incident.
4. If there is a second offense, the patron will not be allowed in the library for one week starting with the business day after the incident. The staff member will document any action on the Incident Report form and report it to their direct supervisor. If the patron is under 18 years of age, the parent/guardian will be contacted by phone or mail by the Department/Branch Manager. For patrons over the age of 18 a letter will be sent to the last known address with a copy of this policy and a date of return.

5. If there is a third offense, the patron will not be allowed in the library for six months starting with the business day after the incident. The staff member will document any action on the Incident Report form and report it to their direct supervisor. If the patron is under 18 years of age, the director will contact the parent/guardian by phone, if possible, to discuss the issue and a letter will be sent to the last known address with a copy of the this policy and a return date. The parent/guardian will need to accompany their child after the six months ban to reinstate privileges. If the patron is over 18, a letter will be sent to the last known address with a copy of this policy and a date of return.

Zero Tolerance Behaviors

The behaviors mentioned below will result in immediate expulsion from the library. ADD: The Library Director will send a letter to the offending patron detailing the length of the expulsion. If the offender is under the age of 18, the letter will be sent to the parent or guardian. Upon request the Library Director will meet with the offender and parent or guardian, if the offender is under the age of 18, to discuss the consequences of the behavior. If legal action is required, the patron will be banned until ~~Remove: either~~ legal action is complete. ~~Remove: or the Library Director has met with the offender to discuss the consequences of the behavior.~~

1. Stealing, damaging, altering of any library property including, but not limited to, defacing of library materials, vandalizing library equipment, furniture, computers, etc.
2. Carrying concealed or obvious weapon(s). An exception to this zero tolerance behavior: A legal U.S. resident who legally possesses a firearm may carry, transport or store a firearm and any accessories, including ammunition, on library property. "Firearm" means any weapon that is capable of expelling or designed to expel or that may readily be converted to expel a projectile by means of an explosion.
3. Stalking which is considered the pursuit of others. It is unsolicited, unwelcome and unreasonable in nature, creates a threatening and intimidating service environment.
4. Committing sexual offenses. (Examples: indecent exposure, inappropriate/unwelcome sexual advances or harassment)
5. Displaying ADD: sexually explicit graphics or child pornography.
6. Verbal, physical, written or electronic harassment or abuse. (Examples: Cursing at patrons or staff, approaching patrons or staff and engaging in unwanted or inappropriate interaction; threats to personal safety of patrons or staff; the transmission of threatening, harassing, malicious, or abusive language and/or images, etc.)
7. Any criminal behavior that is not listed above will be considered a Zero Tolerance Behavior.

Any patron banned from the library six months or more may appeal to the NMCPLS Library Board of Trustees for a potential reduction in time away from the library. The appeal will be scheduled for the next public meeting of the NMCPLS Library Board of Trustees.

Adopted 12/08/2008
Revised 11/14/2011
Revised 08/13/2012
Revised 03/11/2013
Revised 08/11/2014

CHILD PATRON POLICY

Parents are encouraged at all times to come to the library with their children. The library is not responsible for unattended children. The library cannot ensure the safety of any library patron of any age, especially children. Library staff duties cannot include babysitting or taking over any parental responsibilities for children when they come into the library. While the library is concerned about the safety and welfare of all children, parents and caregivers are the ones responsible for safety and welfare, as well as monitoring children's activities and behavior. Some areas of the library are primarily intended for adult use. Children will need closer supervision in these areas.

Remove: If during a usual school day a student of school age enrolled in public schools is in the library, the student will be questioned on reasons for not being in school. If the student is on suspension from school for disciplinary reasons, the student will not be allowed to remain in the library without a parent/caregiver no matter the age of the student.

Children under the age of seven must be directly supervised by a parent or responsible caregiver who is at least 14 years of age or older. The parent/caregiver must remain with the child while in the library. Parents/caregivers are responsible for the safety and appropriate behavior of each child in their care. Parents/caregivers cannot leave young children unattended anywhere while using other parts of the library.

Children or groups of children visiting the library from any preschool, day care, or babysitting facility must also be directly supervised at all times by caregivers to ensure safety and monitor behavior. The basic principle that in this shared space, no one person's behavior may interfere with some one else's use of the library.

Computers can be harmed by inappropriate actions, especially by children who cannot read instructions. If your child cannot read, a parent/caregiver must always help the child use the computers in the appropriate way.

We respect the privacy of all library patrons and will intervene only when, in the opinion of the library staff, the safety and well being of a child is threatened. A child or children left habitually unattended is deemed to be at risk. If a parent or guardian of an unattended child cannot be contacted or located immediately, the library will contact the local law enforcement or child protective authorities to take custody of the child. The local law enforcement authorities will also be given custody of a child left at the library unattended at closing time of the library.

(July, 2001)

MONTHLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

	MARCH 2014	MARCH 2015	Amount of Change	% OF Change	YTD 2014	YTD 2015	Amount of Change	YTD % OF Change
ELWOOD								
ADULT	2,803	2,392	-411	-15%	8,235	6,786	-1,449	-18%
JUVENILE	1,581	1,500	-81	-5%	4,241	4,036	-205	-5%
Y. A.	394	341	-53	-13%	1,159	1,029	-130	-11%
PERIOD.	456	378	-78	-17%	1,391	1,279	-112	-8%
AUDIO	207	264	57	28%	594	657	63	11%
VIDEO	5,058	6,685	1627	32%	14,790	19,996	5,206	35%
DIGITAL MEDIA	212	222	10	5%	665	579	-86	-13%
TOTAL	10,711	11,782	1071	10%	31,075	34,362	3,287	11%

	MARCH 2014	MARCH 2015	Amount of Change	% OF Change	YTD 2014	YTD 2015	Amount of Change	YTD % OF Change
FRANKTON								
ADULT	840	611	-229	-27%	2,529	1,933	-596	-24%
JUVENILE	625	602	-23	-4%	1,617	1,418	-199	-12%
Y. A.	59	175	116	197%	456	356	-100	-22%
PERIOD.	227	128	-99	-44%	571	369	-202	-35%
AUDIO	59	44	-15	-25%	147	164	17	12%
VIDEO	1,197	1,666	469	39%	3,556	4,770	1,214	34%
DIGITAL MEDIA	106	111	5	5%	333	291	-42	-13%
TOTAL	3,113	3,337	224	7%	9,209	9,301	92	1%

	MARCH 2014	MARCH 2015	Amount of Change	% OF Change	YTD 2014	YTD 2015	Amount of Change	YTD % OF Change
HAZELBAKER								
ADULT	397	345	-52	-13%	1,336	1,023	-313	-23%
JUVENILE	262	318	56	21%	776	739	-37	-5%
Y. A.	84	72	-12	-14%	199	180	-19	-10%
PERIOD.	88	79	-9	-10%	310	249	-61	-20%
AUDIO	17	38	21	124%	66	100	34	52%
VIDEO	1,104	1,705	601	54%	3,619	4,432	813	22%
DIGITAL MEDIA	106	111	5	5%	332	290	-42	-13%
TOTAL	2,058	2,668	610	30%	6,638	7,013	375	6%

	MARCH 2014	MARCH 2015	Amount of Change	% OF Change	YTD 2014	YTD 2015	Amount of Change	YTD % OF Change
SYSTEM								
ADULT	4,040	3,348	-692	-17%	12,100	9,742	-2,358	-19%
JUVENILE	2,468	2,420	-48	-2%	6,634	6,193	-441	-7%
Y. A.	537	588	51	9%	1,814	1,565	-249	-14%
PERIOD.	771	585	-186	-24%	2,272	1,897	-375	-17%
AUDIO	283	346	63	22%	807	921	114	14%
VIDEO	7,359	10,056	2697	37%	21,965	29,198	7,233	33%
DIGITAL MEDIA	424	444	20	5%	1,330	1,160	-170	-13%
TOTAL	15,882	17,787	1,905	12%	46,922	50,676	3,754	8%

	Comp. Use	Wireless	Traffic	Ref.	Assists	Prog. A.	Prog. YA	Prog. J
Elwood	1,720	808	15,341	32	1,227	12	2	15
Frankton	292	200	2,544	14	228	53	9	120
Summitville	222	176	1,697	5	197	4	1	11
						45	-	54

Tech Services Processed 713 Items
Transits to Other Libraries: 625

Processed by Trisha Shuler
Transits From Other Libraries: 631

TRANSMISSION VERIFICATION REPORT

TIME : 04/15/2015 13:26
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER. # : BROF2V374540

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

04/15 13:25
CALL LEADER
00:00:19
01
OK
STANDARD
ECM

Agenda

April 20, 2015

North Madison County Public Library System
Board of Trustees

Ralph E. Hazelbaker Library

Regular Meeting
5:30 P.M.

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

- Old Business
- New Business

1. Personnel Policy
2. Open Hours - Elwood Public Library
3. Patron Behavior Policy
4. Hazelbaker Library

TRANSMISSION VERIFICATION REPORT

TIME : 04/15/2015 13:27
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER. # : BROF2V374540

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DURATION 00:00:25
PAGE(S) 01
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MODE STANDARD
ECM

Agenda

April 20, 2015

North Madison County Public Library System
Board of Trustees

Ralph E. Hazelbaker Library

Regular Meeting
5:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
 - Minutes
 - Claims Register & Checks
 - Personnel
- Old Business
- New Business
 - 1. Personnel Policy
 - 2. Open Hours - Elwood Public Library
 - 3. Patron Behavior Policy

TRANSMISSION VERIFICATION REPORT

TIME : 04/15/2015 13:27
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER. # : BROF2V374540

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DURATION 00:00:15
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MODE STANDARD
ECM

Agenda

April 20, 2015

North Madison County Public Library System
Board of Trustees

Ralph E. Hazelbaker Library

Regular Meeting
5:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
 - Minutes
 - Claims Register & Checks
 - Personnel
- Old Business
- New Business
 - 1. Personnel Policy
 - 2. Open Hours - Elwood Public Library
 - 3. Patron Behavior Policy

TRANSMISSION VERIFICATION REPORT

TIME : 04/15/2015 13:28
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BROF2V374540

DATE, TIME	04/15 13:28
FAX NO./NAME	SUMMITVILLE
DURATION	00:00:14
PAGE(S)	01
RESULT	OK
MODE	STANDARD ECM

Agenda

April 20, 2015

North Madison County Public Library System
Board of Trustees

Ralph E. Hazelbaker Library

Regular Meeting
5:30 P.M.

Call to Order

Call for Quorum

Consent Agenda

Minutes

Claims Register & Checks

Personnel

Old Business

New Business

1. Personnel Policy
2. Open Hours - Elwood Public Library
3. Patron Behavior Policy

Agenda

May 18th, 2015

North Madison County Public Library System
Board of Trustees

Frankton Community Library

Regular Meeting
5:30 P.M.

Call to Order

Call for Quorum

Consent Agenda

Minutes

Claims Register & Checks

Personnel

Old Business

New Business

1. Yearly review of Internet Policy, Computer Use Policy and Wireless Internet Policy
2. Part-time, Temporary Clerk – Frankton
3. Seminar Room Policy

Director's Report

Public Comment

Adjournment

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES

Regular Meeting

May 18, 2015

5:30 p.m.

Frankton Community Library

CALL TO ORDER

Vice President Beverly Austin called a regular meeting of the North Madison County Public Library Board of Trustees to order on May 18, 2015 at 5:30 p.m. in the meeting room of the Frankton Community Library.

CALL FOR QUORUM

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

CONSENT AGENDA

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

OLD BUSINESS

No old business was brought forward.

NEW BUSINESS

Yearly review of the Public Access Computer Policy, Computer Use Policy and Wireless Internet Policy

The Public Access Computer Policy was reviewed. The fine threshold for signing onto the computers was changed from \$5.00 to \$10.00. A statement addressing the public laptops at Elwood Public Library being for patrons over 18 years of age was added. A section concerning the use of the children's computers at all branches was also added. The Computer Use and Wireless Internet policies were also reviewed with no changes made. Mike Robertson made a motion to accept the changes to the Public Access Computer policy. Barbara Abernathy made a second and the motion carried.

Part time. Temporary Clerk-Frankton Community Library

Currently there is an open part time position at Frankton Community Library that has been covered by current staff members. In order to cover vacation times for the current staff it is necessary to hire a temporary clerk for the summer for 15 hours per week. Bette Dalzell moved to hire a part time temporary clerk at the Frankton Community Library. Barbara Abernathy made a second and the motion carried.

Seminar Room Policy

Director Jamie Scott has created a policy for the use of the seminar room directly from the behavior policy. This room is used on a first come first serve basis during open hours of operation. The patron is required to sign the policy at the time of use. Diana Eddleman made a motion to accept the Seminar Room Policy. Bette Dalzell made a second and the motion carried.

Director's Report

Elwood Public Library had a young man caught on video stealing 4 DVDs and 4 books. The police were alerted and recovered the items along with several other books and DVDs which had been stolen as well. Total cost of the items stolen was \$4117.87. Only 19 out of the 207 books that were recovered will be able to go back on the shelf. Director Scott has pressed charges and will be attending the hearing in Juvenile Court.

VoIP is moving forward. Training for the new phone system will begin May 28th for the Administrators. There will be training on June 9th for the extensions and on June 12th there will be in house training at each branch. We will go live with the new system on June 16th. Frankton will have to have a completely new number which is 551-4140.

Our new Monday hours have been in effect for two weeks. The first week we had 24 circulations and the 2nd week there were 16 circulations. Statistics were down during the month of April possibly because of spring break.

Barbara McAdams is looking into a memorial brick program. The patio area at the Elwood Public Library needs to be leveled and several memorial bricks need to be replaced. There has been interest in purchasing new memorial bricks at Elwood and Frankton.

Public Comment

Public comment was sought. None was forthcoming.

Adjournment

Vice President Beverly Austin adjourned the meeting at 6:15 p.m.

Bette Dalzell, Secretary

Michael Robertson
Sheri Bittenhouse
Beverly J. Austin
Diana J. Eddleman

Bank Balances

North Madison County Public Library System

Report as of: 04/30/15

Bank	Balance
1 Star Financial Bank	\$240,044.57
2 Star Financial Bank (2)	\$62,315.52
3 Community Bank/Summitville	\$0.00
4 First Farmers Bank & Trust	\$193,986.61
5 PNC Bank	\$0.00
6 Main Source Bank	\$0.00
7 Petty Cash & Cash Drawer	\$265.00
8 National City Bank (2)	\$0.00
9 First Farmers Bank & Trust (2)	\$0.00
Total all banks =	\$496,611.70

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

Financial Report North Madison County Public Library System

Report Dates = 04/01/15 to 04/30/15

Fund	Start of year	Disbursements this month	Disbursements YTD	Receipts this month	Receipts YTD	Balance
100 Operating Fund	\$536,578.12	\$66,135.79	\$271,801.39	\$20,830.42	\$81,694.97	\$346,471.70
Subtotal	\$536,578.12	\$66,135.79	\$271,801.39	\$20,830.42	\$81,694.97	\$346,471.70
1. Operating Fund						
102 Petty Cash & Cash Drawer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
105 Operating Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2. Main						
103 Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
106 Evergreen Indiana	\$21.50	\$268.71	\$290.21	\$3.00	\$271.71	\$3.00
107 PLAC	\$0.00	\$65.00	\$65.00	\$65.00	\$130.00	\$65.00
110 LIRF Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
115 LIRF	\$54,370.99	\$0.00	\$0.00	\$0.00	\$0.00	\$54,370.99
117 Rainy Day Fund	\$48,573.19	\$0.00	\$0.00	\$0.00	\$0.00	\$48,573.19
118 Rainy Day Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
120 Gift	\$41,419.27	\$717.64	\$837.63	\$1,731.15	\$2,096.15	\$42,677.79
121 F'nk Bldg Project Gift	\$1,313.58	\$0.00	\$0.00	\$0.00	\$0.00	\$1,313.58
122 Gates Gift Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
123 Madison Co Comm Foundation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
124 F'nk Bldg Project Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
125 St Technology Fund Grant Fund	\$0.00	\$1,205.15	\$4,807.55	\$0.00	\$7,944.00	\$3,136.45
130 Debt Service Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$145,698.53	\$2,256.50	\$6,000.39	\$1,799.15	\$10,441.86	\$150,140.00
4. Withholding						
201 Federal Taxes Withheld	\$0.00	\$3,881.38	\$15,423.84	\$3,881.38	\$15,423.84	\$0.00
202 FICA	\$0.00	\$2,448.64	\$9,830.87	\$2,448.64	\$9,830.87	\$0.00
203 State Tax Withheld	\$0.00	\$1,315.30	\$5,284.64	\$1,315.30	\$5,284.64	\$0.00
204 County Taxes Withheld	\$0.00	\$649.09	\$2,598.73	\$649.09	\$2,598.73	\$0.00
205 PERF	\$0.00	\$839.45	\$3,385.04	\$839.45	\$3,385.04	\$0.00
206 Credit Union	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
207 Annuity	\$0.00	\$190.00	\$760.00	\$190.00	\$760.00	\$0.00
208 Insurance	\$0.00	\$439.16	\$1,808.48	\$439.16	\$1,808.48	\$0.00
209 Medicare	\$0.00	\$572.64	\$2,299.01	\$572.64	\$2,299.01	\$0.00
210 Other Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
211 Garnishment	\$0.00	\$50.00	\$200.00	\$50.00	\$200.00	\$0.00
212 AFLAC	\$0.00	\$411.60	\$1,749.60	\$411.60	\$1,749.60	\$0.00
Subtotal	\$0.00	\$10,797.26	\$43,340.21	\$10,797.26	\$43,340.21	\$0.00
Grand Total	\$682,276.65	\$79,189.55	\$321,141.99	\$33,426.83	\$135,477.04	\$496,611.70

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

Appropriation Report for 100 Operating Fund

North Madison County Public Library System

Report Date: From 04/01/15 To 04/30/15

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>1. Personal Services</i>							
1.11 Salary of Director	\$55,600.00	\$0.00	\$55,600.00	\$4,231.10	\$16,924.40	\$38,675.60	30.4
1.12 Salary of Assistants	\$587,700.00	\$0.00	\$587,700.00	\$32,825.30	\$131,960.66	\$455,739.34	22.5
1.13 Wages of Janitor	\$30,600.00	\$0.00	\$30,600.00	\$2,589.36	\$10,384.99	\$20,215.01	33.9
1.14 Employee Benefits	\$6,000.00	\$0.00	\$6,000.00	\$1,855.63	\$1,855.63	\$4,144.37	30.9
1.16 Empl.Share FICA&Medicare	\$51,000.00	\$0.00	\$51,000.00	\$3,021.28	\$12,129.78	\$38,870.22	23.8
1.17 Unemployment comp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
1.18 Emp Cont PERF	\$46,000.00	\$0.00	\$46,000.00	\$3,133.95	\$12,637.44	\$33,362.56	27.5
1.19 Emp Cont Group Ins	\$100,000.00	\$0.00	\$100,000.00	\$4,350.93	\$17,729.31	\$82,270.69	17.7
1.2 Salary of Board Treasurer	\$300.00	\$0.00	\$300.00	\$0.00	\$0.00	\$300.00	0.0
Subtotal	\$877,200.00		\$877,200.00	\$52,007.55	\$203,622.21	\$673,577.79	23.2
<i>2. Supplies</i>							
2.1 Office Supplies	\$15,000.00	\$0.00	\$15,000.00	\$397.58	\$1,599.60	\$13,400.40	10.7
2.12 Stationary & Supplies	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
2.2 Operating Supplies	\$9,500.00	\$0.00	\$9,500.00	\$551.71	\$2,547.50	\$6,952.50	26.8
2.21 Cleaning & Sanitation Supplies	\$4,000.00	\$0.00	\$4,000.00	\$115.84	\$654.52	\$3,345.48	16.4
2.23 Fuel, Oil and Lubricants	\$150.00	\$0.00	\$150.00	\$0.00	\$0.00	\$150.00	0.0
2.24 Bldg. Matl. And Supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.25 Paint and painting supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.26 Repair Parts/Maintenance	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$279.15	\$720.85	27.9
2.27 Other Repair & mainten.supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.31 Book Processing	\$9,500.00	\$0.00	\$9,500.00	\$321.49	\$1,080.94	\$8,419.06	11.4

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
3.53 Water	\$6,000.00	\$0.00	\$6,000.00	\$222.90	\$726.14	\$5,273.86	12.1
3.54 Waste Disposal Services	\$3,000.00	\$0.00	\$3,000.00	\$228.14	\$763.38	\$2,236.62	25.4
3.61 Bldg. & Structure/Maint.	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.0
3.62 Equipment/Maint.	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$99.00	\$4,901.00	2.0
3.72 Equipment/Rental	\$7,000.00	\$0.00	\$7,000.00	\$270.20	\$1,221.80	\$5,778.20	17.5
3.8 Dues	\$2,700.00	\$0.00	\$2,700.00	\$0.00	\$122.60	\$2,577.40	4.5
3.81 Taxes	\$500.00	\$0.00	\$500.00	\$140.00	\$140.00	\$360.00	28.0
3.82 Interest on Temporary Loans	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
3.9 Transfer to LIRF	\$7,000.00	\$0.00	\$7,000.00	\$0.00	\$0.00	\$7,000.00	0.0
Subtotal	\$245,450.00		\$245,450.00	\$7,551.82	\$40,950.37	\$204,499.63	16.7

4. Capitol Outlays

4.1 Land Buildings Improvements	\$10,814.00	\$0.00	\$10,814.00	\$0.00	\$0.00	\$10,814.00	0.0
4.2 Furniture & Equipment	\$22,314.00	\$0.00	\$22,314.00	\$0.00	\$0.00	\$22,314.00	0.0
4.21 Technology Equipment	\$22,000.00	\$0.00	\$22,000.00	\$96.26	\$1,190.34	\$20,809.66	5.4
4.31 Elwood Adult	\$33,500.00	\$0.00	\$33,500.00	\$1,131.11	\$3,531.00	\$29,969.00	10.5
4.32 Elwood Childrens	\$14,000.00	\$0.00	\$14,000.00	\$1,023.35	\$2,102.82	\$11,897.18	15.0
4.33 Elwood YA	\$6,200.00	\$0.00	\$6,200.00	\$355.84	\$720.49	\$5,479.51	11.6
4.34 Frankton	\$19,500.00	\$0.00	\$19,500.00	\$491.82	\$1,961.28	\$17,538.72	10.1
4.35 Summitville	\$16,500.00	\$0.00	\$16,500.00	\$583.91	\$1,995.05	\$14,504.95	12.1
4.4 Elwood Period. & News.	\$9,500.00	\$0.00	\$9,500.00	\$0.00	\$636.38	\$8,863.62	6.7
4.41 Frankton Per. & Newsp.	\$2,800.00	\$0.00	\$2,800.00	\$0.00	\$0.00	\$2,800.00	0.0
4.42 Summitville Period. & Newsp.	\$1,700.00	\$0.00	\$1,700.00	\$0.00	\$0.00	\$1,700.00	0.0
4.51 Elwood AV	\$35,000.00	\$0.00	\$35,000.00	\$898.55	\$4,745.37	\$30,254.63	13.6
4.52 Frankton AV	\$18,800.00	\$0.00	\$18,800.00	\$301.34	\$2,741.74	\$16,058.26	14.6
4.53 Summitville AV	\$14,400.00	\$0.00	\$14,400.00	\$307.62	\$1,428.68	\$12,971.32	9.9
4.54 Technology Software	\$8,000.00	\$0.00	\$8,000.00	\$0.00	\$0.00	\$8,000.00	0.0

Voucher List

North Madison County Public Library System

Report Date: From 04/01/15 To 04/30/15

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
0	190	STAR FINANCIAL BANK	04/01/15	March Service Charge	\$10.26
29521	191	AT&T	04/08/15	Long Distance for Elwood	\$289.13
29522	192	CITY OF ELWOOD UTILITIES	04/08/15	Service for Elwood	\$336.18
29525	193	H & H Signs	04/08/15	Staff name tags	\$94.50
29523	194	FRONTIER	04/08/15	Service for Frankton	\$105.35
29524	195	GE CAPITAL INFORMATION TE	04/08/15	Copier Lease-Frankton & Summitville	\$121.20
29527	196	INDIANA-AMERICAN WATER C	04/08/15	Service for Summitville	\$22.26
29526	197	INDIANA MEDIA GROUP	04/08/15	Ad for Frankton State Final in Basketball	\$175.00
29528	198	JAMES LOWE	04/08/15	Refund of lost book fee	\$28.24
29529	199	JILL MURRAY	04/08/15	Petty Cash Reimbursement	\$43.01
29531	200	MARSH SUPERMARKET	04/08/15	Programming	\$113.53
29532	201	ORIENTAL TRADING COMPAN	04/08/15	Programming Summitville	\$169.20
29533	202	RICOH USA, INC	04/08/15	Copies-Summitville	\$29.22
29534	203	STAPLES ADVANTAGE	04/08/15	As per attached invoices.	\$392.48
29538	204	TOWN OF FRANKTON	04/08/15	Parking Lot Pothole Repair	\$76.00
29535	205	TEI LANDMARK AUDIO	04/08/15	Playaways	\$169.12
29536	206	THOMAS OFFICE SOLUTIONS	04/08/15	Copies	\$10.00
29537	207	TOPS HOME CENTER	04/08/15	Shelf brackets/Ice Melt	\$79.65
29539	208	U.S. BANK EQUIPMENT FINAN	04/08/15	Copier lease	\$149.00
29540	209	VECTREN ENERGY DELIVERY	04/08/15	As per attached invoices.	\$676.99
0	210	INDIANA PUBLIC RETIREMENT	04/08/15	Payroll ending 4/4/15	\$1,987.82
0	211	EFTPS	04/08/15	Payroll ending 4/4/15	\$4,963.33
0	212	GREAT-WEST RETIREMENT S	04/08/15	Payroll ending 4/4/15	\$95.00
29530	213	MADISON COUNTY CLERK	04/08/15	Payroll ending 4/4/15 Garnishment	\$25.00
0	214	PAYROLL	04/08/15	PAYROLL	\$19,836.18
29541	215	AVC TECHNOLOGY CORPORA	04/20/15	Quarterly support billing April-June	\$411.00
29542	216	BAKER & TAYLOR	04/20/15	As per attached invoices.	\$3,336.39
29543	217	BARBARA MCADAMS	04/20/15	Mileage reimbursement 84 mi @ \$.44	\$36.96
29544	218	CREATIVE PRODUCT SOURC	04/20/15	Library Bags	\$117.00
29548	219	ENA SERVICES LLC	04/20/15	Telecomm and Internet	\$1,205.15
29552	220	INDIANA STATE LIBRARY	04/20/15	1st Qtr PLAC	\$65.00
29550	221	INDIANA DEPARTMENT OF W	04/20/15	1st Qtr Unemployment Insurance	\$1,855.63
29555	222	ITSAVVY LLC	04/20/15	4 Headphones	\$96.26
29551	223	INDIANA MICHIGAN POWER C	04/20/15	Service for Summitville & Elwood	\$2,173.53
29553	224	INDIANA STATE LIBRARY	04/20/15	Evergreen Indiana Patron Payment Reconciliation 1st Quarter 2015	\$268.71
29556	225	LIBRARY STORE INC., THE	04/20/15	As per attached invoices.	\$123.51
29557	226	LMC SERVICE SOLUTIONS	04/20/15	Quarterly billing Frankton & Summitville	\$542.50
29562	227	MIDWEST TAPE	04/20/15	DVD Cases	\$197.98
29561	228	MIDWEST COLLABORATIVE F	04/20/15	Cypress Resume 5/1/15-4/30/16	\$157.89
29560	229	MIDAMERICA BOOKS	04/20/15	Childrens books	\$221.40
29565	230	PROSOURCE SPECIALTIES	04/20/15	Summer Reading Supplies	\$204.70
29563	231	PENWORTHY CO.	04/20/15	Children's books	\$207.65
29567	232	STAPLES ADVANTAGE	04/20/15	As per attached invoices.	\$234.88
29569	233	MADISON COUNTY TREASUR	04/20/15	Property taxes Elwood, Frankton & Summitville	\$140.00
29572	234	TRISHA SHULER	04/20/15	Mileage reimbursement 130.56 X \$.44	\$57.45
29570	235	TOWN OF FRANKTON	04/20/15	Service for Frankton	\$509.03
29569	236	TOPS HOME CENTER	04/20/15	Grease gun/plant food	\$22.98
29574	237	UPSTART	04/20/15	Summer Reading supplies	\$274.95

Receipt Listing

North Madison County Public Library System

Report Date: From 04/01/15 To 04/30/15

Receipt #	Date	Name	Explanation	Bank	Total
145	04/01/15	First Farmers Bank & Trust	March Interest	4	\$10.31
152	04/01/15	Star Financial Bank	Interest-March	1	\$2.64
153	04/01/15	Dennis Johnson	FINES & FEES - RECEIPT #10957	1	\$89.80
154	04/03/15	Star Financial Bank	March Interest	2	\$1.02
155	04/08/15	PAYROLL		1	\$5,399.90
158	04/01/15	Barbara McAdams	FINES & FEES - RECEIPT #10958	1	\$33.70
159	04/01/15	Dennis Johnson	FINES & FEES - RECEIPT #10959	1	\$77.95
160	04/02/15	Dennis Johnson	FINES & FEES - RECEIPT #10960	1	\$56.56
161	04/03/15	Dennis Johnson	FINES & FEES - RECEIPT #10961	1	\$54.20
162	04/03/15	First United Methodist Church	Donation to Frankton Community Library	1	\$1,011.15
163	04/03/15	Barbara McAdams	FINES & FEES - RECEIPT #10963	1	\$31.75
164	04/06/15	Trisha Shuler	FINES & FEES - RECEIPT #10964	1	\$49.55
165	04/06/15	Jill Murray	FINES & FEES - RECEIPT #10965	1	\$67.70
166	04/06/15	Dennis Johnson	FINES & FEES - RECEIPT #10966	1	\$39.90
167	04/06/15	Katie Newby	Computer Sale - RECEIPT #10967	1	\$25.00
168	04/07/15	Indiana State Library	FINES & FEES - RECEIPT #10968	1	\$11.05
169	04/07/15	Jordan Arehart	FINES & FEES - RECEIPT #10969	1	\$108.45
170	04/07/15	Barbara McAdams	FINES & FEES - RECEIPT #10970	1	\$25.30
171	04/07/15	Trisha Shuler	FINES & FEES - RECEIPT #10971	1	\$19.50
172	04/08/15	Dennis Johnson	FINES & FEES - RECEIPT #10972	1	\$100.51
173	04/09/15	Dennis Johnson	FINES & FEES - RECEIPT #10973	1	\$64.80
174	04/09/15	Copher Fessler May Funeral H	Donation-Summer Reading-Receipt #10974	1	\$100.00
175	04/22/15	PAYROLL		1	\$5,397.36
176	04/13/15	Debbie Fox	FINES & FEES - RECEIPT #10975	1	\$78.08
177	04/13/15	Jordan Arehart	FINES & FEES - RECEIPT #10976	1	\$42.80
178	04/13/15	Dennis Johnson	FINES & FEES - RECEIPT #10977	1	\$50.41
179	04/13/15	Barbara McAdams	FINES & FEES - RECEIPT #10978	1	\$41.75
180	04/14/15	Jill Murray	FINES & FEES - RECEIPT #10979	1	\$69.25
181	04/14/15	Jamie Scott-Youth Services	FINES & FEES - RECEIPT #10980	1	\$29.00
182	04/14/15	Dennis Johnson	FINES & FEES - RECEIPT #10981	1	\$118.60
183	04/15/15	Dennis Johnson	FINES & FEES - RECEIPT #10982	1	\$96.70
184	04/15/15	Red Gold, Inc.	Donation-YS Summer Reading-RECEIPT #10983	1	\$150.00
185	04/16/15	Dennis Johnson	FINES & FEES - RECEIPT #10984	1	\$79.80
186	04/17/15	Dennis Johnson	FINES & FEES - RECEIPT #10985	1	\$84.10

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
29575	238	VAN AUSDALL & FARRAR, INC.	04/20/15	Copies	\$139.56
29554	239	INTERACTIVE SCIENCES, INC.	04/20/15	Wowbrary	\$308.22
29547	240	DOLLAR GENERAL-REGIONS	04/20/15	As per attached invoices.	\$163.25
29576	241	VECTREN ENERGY DELIVERY	04/20/15	Service for Frankton	\$94.33
29564	242	POSTMASTER	04/20/15	Postage for Frankton & Summitville	\$98.00
29568	243	SYNCR/AMAZON	04/20/15	As per attached invoices.	\$1,352.39
29573	244	UNITED HEALTHCARE	04/20/15	Health Insurance 5/11-5/31/15	\$4,790.09
29566	245	RICOH USA, INC	04/20/15	Copies Frankton	\$23.16
29546	246	DEMCO	04/20/15	Book Truck	\$305.29
29549	247	HUMPHRIES AUTOMOTIVE SE	04/20/15	Snow removal Summitville	\$100.00
29571	248	TOWN OF SUMMITVILLE	04/20/15	Service for Summitville	\$55.30
29545	249	DEBORAH MUSICK	04/20/15	Classic Club Tea	\$50.00
0	250	INDIANA PUBLIC RETIREMENT	04/20/15	Payroll ending 4/18/15	\$1,885.58
0	251	EFTPS	04/20/15	Payroll ending 4/18/15	\$4,960.61
0	252	GREAT-WEST RETIREMENT S	04/20/15	Payroll ending 4/18/15	\$95.00
29558	253	MADISON COUNTY CLERK	04/20/15	Payroll ending 4/18/15	\$25.00
0	254	INDIANA DEPARTMENT OF RE	04/20/15	Payroll withholdings for April	\$1,964.39
0	255	AFLAC	04/20/15	Payroll withholding April	\$411.60
0	256	PAYROLL	04/22/15	PAYROLL	\$19,809.58

Total Amount of Claims \$79,189.55

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.

Tuesday, May 05, 2015

Fiscal Officer

ALLOWANCE OF VOUCHERS

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

We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 2 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$79,189.55

Date this _____ day of _____, 20____.

SIGNATURES OF GOVERNING BOARD

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

Receipt #	Date	Name	Explanation	Bank	Total
187	04/17/15	Barbara McAdams	FINES & FEES - RECEIPT #10986	1	\$74.55
188	04/17/15	Mary Helping	Memorial Donation-Don Hill-Receipt #10987	1	\$20.00
189	04/20/15	Psi Iota Xi Sorority	Donation-Hazelbaker library summer reading-RECEIPT # 10988	1	\$200.00
190	04/20/15	R&R Engineering Co., INC.	Donation-Hazelbaker summer reading-RECEIPT #10989	1	\$50.00
191	04/20/15	POET Biorefining	Donation-Hazelbaker library-RECEIPT #10990	1	\$100.00
192	04/20/15	Jill Murray	FINES & FEES - RECEIPT #10991	1	\$105.30
193	04/20/15	Jamie Scott-Adult Services	FINES & FEES - RECEIPT #10992	1	\$86.51
194	04/20/15	Jamie Scott-Adult Services	FINES & FEES - RECEIPT #10993	1	\$24.20
195	04/21/15	Dennis Johnson	FINES & FEES - RECEIPT #10994	1	\$100.19
196	04/21/15	Barbara McAdams	FINES & FEES - RECEIPT #10995	1	\$42.85
197	04/22/15	Dennis Johnson	FINES & FEES - RECEIPT #10996	1	\$112.95
198	04/23/15	Debbie Fox	FINES & FEES - RECEIPT #10997	1	\$107.55
199	04/24/15	Dennis Johnson	FINES & FEES - RECEIPT #10998	1	\$44.90
200	04/24/15	Cynthia Kerwin	Memorial Donation-Don Hill-RECEIPT #10999	1	\$100.00
201	04/24/15	Barbara McAdams	FINES & FEES - RECEIPT #11000	1	\$157.80
202	04/27/15	Dennis Johnson	FINES & FEES - RECEIPT #11001	1	\$83.50
203	04/27/15	Dennis Johnson	FINES & FEES - RECEIPT #11002	1	\$24.31
204	04/27/15	Trisha Shuler	FINES & FEES - RECEIPT #11003	1	\$14.00
205	04/27/15	Jill Murray	FINES & FEES - RECEIPT #11004	1	\$30.50
206	04/27/15	Dennis Johnson	Book Sale-Adult Services-RECEIPT #11005	1	\$209.57
207	04/27/15	Trisha Shuler	Book Sale-Youth Services-RECEIPT #11006	1	\$156.82
208	04/28/15	Barbara McAdams	FINES & FEES - RECEIPT #11007	1	\$66.00
209	04/28/15	Dennis Johnson	FINES & FEES - RECEIPT #11008	1	\$110.96
210	04/24/15	Madison Co Auditor	April COIT	1	\$17,538.33
211	04/29/15	Dennis Johnson	FINES & FEES - RECEIPT #11010	1	\$130.80
212	04/30/15	Dennis Johnson	FINES & FEES - RECEIPT #11011	1	\$103.60
214	04/30/15	Barbara McAdams	FINES & FEES - RECEIPT #11012	1	\$13.00

Total All Receipts \$33,426.78

Wednesday, May 06, 2015

Fiscal Officer

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

Register Of Claims

North Madison County Public Library System

Report Date: From 04/21/15 To 05/18/15

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	259	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,506.64	05/06/15	Payroll ending 5/2/15
			FICA	Payroll Deductions	\$1,221.08		
			Federal Taxes Withheld	Payroll Deductions	\$1,943.77		
			Medicare	Payroll Deductions	\$285.55		
				Total this claim =	<u>\$4,957.04</u>		
0	260	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$95.00	05/06/15	Payroll ending 5/2/15
				Total this claim =	<u>\$95.00</u>		
0	307	INDIANA PUBLIC RETIREMENT	PERF	Payroll Deductions	\$416.98	05/18/15	Payroll ending 5/16/15
			Operating Fund	Emp Cont PERF	\$1,556.72		
				Total this claim =	<u>\$1,973.70</u>		
0	309	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$95.00	05/18/15	Payroll ending 5/16/15
				Total this claim =	<u>\$95.00</u>		
0	258	INDIANA PUBLIC RETIREMENT	PERF	Payroll Deductions	\$419.83	05/06/15	Payroll ending 5/2/15
			Operating Fund	Emp Cont PERF	\$1,567.35		
				Total this claim =	<u>\$1,987.18</u>		
0	312	AFLAC	AFLAC	Payroll Deductions	\$411.60	05/18/15	Payroll ending 5/16/15
				Total this claim =	<u>\$411.60</u>		
0	313	INDIANA DEPARTMENT OF RE	State Tax Withheld	Payroll Deductions	\$1,308.23	05/18/15	May payroll
			County Taxes Withheld	Payroll Deductions	\$645.33		
				Total this claim =	<u>\$1,953.56</u>		
0	257	ELWOOD FIRE EQUIPMENT C	Operating Fund	Professional Services	\$0.00	05/04/15	
			Operating Fund	Professional Services	\$0.00		
				Total this claim =	<u>\$0.00</u>		
0	275	PAYROLL	Operating Fund	Salary of Director	\$2,115.55	05/06/15	PAYROLL
			Operating Fund	Salary of Assistants	\$16,435.48		
			Operating Fund	Wages of Janitor	\$1,219.68		
				Total this claim =	<u>\$19,770.71</u>		
0	276	STAR FINANCIAL BANK	Operating Fund	Office Supplies	\$41.60	05/06/15	Deposit Slips & April Service Charge
			Operating Fund	Professional Services	\$10.08		
				Total this claim =	<u>\$51.68</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	256	PAYROLL	Operating Fund	Salary of Director	\$2,115.55	04/22/15	PAYROLL
			Operating Fund	Salary of Assistants	\$16,413.72		
			Operating Fund	Wages of Janitor	\$1,280.31		
				Total this claim =	<u>\$19,809.58</u>		
0	308	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,498.16	05/18/15	Payroll ending 5/16/15
			FICA	Payroll Deductions	\$1,214.21		
			Federal Taxes Withheld	Payroll Deductions	\$1,930.11		
			Medicare	Payroll Deductions	\$283.95		
				Total this claim =	<u>\$4,926.43</u>		
29506	288	SYNCB/AMAZON	Operating Fund	Elwood AV	(\$930.33)	05/18/15	Void check #29506
			Operating Fund	Frankton AV	(\$420.39)		
			Operating Fund	Summitville AV	(\$393.31)		
			Operating Fund	Operating Supplies	(\$21.13)		
				Total this claim =	<u>(\$1,765.16)</u>		
29577	262	AT&T LONG DISTANCE	Operating Fund	Telephone & Telegraph	\$7.72	05/06/15	Long Distance service for Elwood
			Operating Fund	Telephone & Telegraph	\$0.00		
				Total this claim =	<u>\$7.72</u>		
29578	263	CITY OF ELWOOD UTILITIES	Operating Fund	Water	\$133.56	05/06/15	Service for Elwood
			Operating Fund	Waste Disposal Services	\$174.66		
				Total this claim =	<u>\$308.22</u>		
29579	264	ELWOOD FIRE EQUIPMENT C	Operating Fund	Professional Services	\$250.00	05/06/15	Elwood & Frankton Inspections
			Operating Fund	Professional Services	\$357.00		
				Total this claim =	<u>\$607.00</u>		
29580	265	FRONTIER	Operating Fund	Telephone & Telegraph	\$106.09	05/06/15	Service for Frankton
				Total this claim =	<u>\$106.09</u>		
29581	266	GE CAPITAL INFORMATION TE	Operating Fund	Equipment/Rental	\$60.60	05/06/15	Copier lease Frankton & Summitville
			Operating Fund	Equipment/Rental	\$60.60		
				Total this claim =	<u>\$121.20</u>		
29582	267	GOLDSTAR PUBLICATIONS &	Operating Fund	Elwood Adult	\$20.60	05/06/15	Book Purchase
				Total this claim =	<u>\$20.60</u>		
29583	261	MADISON COUNTY CLERK	Garnishment	Payroll Deductions	\$25.00	05/06/15	Payroll ending 5/2/15
				Total this claim =	<u>\$25.00</u>		
29584	268	MANIFOLD REFUSE, INC.	Operating Fund	Waste Disposal Services	\$78.00	05/06/15	Service for 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>
29585	269	RICOH USA, INC	Operating Fund	Office Supplies	\$18.40	05/06/15	Copies for Summitville
				Total this claim =	\$18.40		
29586	270	STAPLES ADVANTAGE	Operating Fund	Office Supplies	\$237.37	05/06/15	As per attached invoices.
			Operating Fund	Cleaning & Sanitation Supplies	\$130.99		
				Total this claim =	\$368.36		
29587	271	THOMAS OFFICE SOLUTIONS	Operating Fund	Office Supplies	\$10.00	05/06/15	Copies Elwood
				Total this claim =	\$10.00		
29588	272	TOPS HOME CENTER	Operating Fund	Operating Supplies	\$22.32	05/06/15	As per attached invoices.
				Total this claim =	\$22.32		
29589	273	TOWN OF FRANKTON	Operating Fund	Electricity	\$438.17	05/06/15	Service for Frankton
			Operating Fund	Water	\$18.00		
			Operating Fund	Waste Disposal Services	\$8.75		
				Total this claim =	\$464.92		
29590	274	TRONITECH	Operating Fund	Professional Services	\$475.00	05/06/15	Repairs
				Total this claim =	\$475.00		
29591	277	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$1,011.05	05/18/15	As per attached invoices.
			Operating Fund	Elwood Childrens	\$28.80		
			Operating Fund	Elwood YA	\$0.00		
			Operating Fund	Frankton	\$563.73		
			Operating Fund	Summitville	\$505.14		
			Operating Fund	Summitville Programing	\$14.34		
				Total this claim =	\$2,123.06		
29592	278	BARBARA MCADAMS	Operating Fund	Frankton Programing	\$23.31	05/18/15	Petty Cash
			Operating Fund	Postage & UPS	\$23.59		
				Total this claim =	\$46.90		
29593	315	BAXTER PEST PROFESSIONA	Operating Fund	Professional Services	\$180.00	05/18/15	Alltra Quarterly Elwood & Summitville
				Total this claim =	\$180.00		
29594	279	DOLLAR GENERAL-REGIONS 4	Operating Fund	Operating Supplies	\$23.40	05/18/15	As per attached invoices.
			Operating Fund	Summitville Programing	\$11.15		
			Operating Fund	Elwood Children's Programing	\$33.50		
			Operating Fund	Elwood Adult Programing	\$24.50		
				Total this claim =	\$92.55		
29595	317	ELWOOD CALL LEADER	Operating Fund	Elwood Period. & News.	\$12.00	05/18/15	Online subscription
				Total this claim =	\$12.00		

<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>
29596	281	ELWOOD CHAMBER OF COM	Gift	Rentals	\$165.00	05/18/15	Glass Festival Booth Rental
				Total this claim =	\$165.00		
29597	280	ENA SERVICES LLC	St Technology Fund Gra	Telephone & Telegraph	\$1,209.80	05/18/15	Internet & Telcomm
				Total this claim =	\$1,209.80		
29598	282	GLOBAL GOV'T/ED SOLUTION	Operating Fund	Technology Equipment	\$166.05	05/18/15	Seagate 1 TB replacement for Elwood
				Total this claim =	\$166.05		
29599	283	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$364.80	05/18/15	Service for Elwood & Summitville
			Operating Fund	Electricity	\$2,102.40		
				Total this claim =	\$2,467.20		
29600	316	INDIANA NEWSPAPERS, INC.	Operating Fund	Summitville Period. & Newsp.	\$201.21	05/18/15	Subscription for Indy Star 5/4/15-5/31/15
				Total this claim =	\$201.21		
29601	284	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$19.80	05/18/15	Service for Summitville
				Total this claim =	\$19.80		
29602	285	JAMIE B. SCOTT	Operating Fund	Traveling Expense	\$91.08	05/18/15	Mileage reimbursement 207 miles x \$.44
				Total this claim =	\$91.08		
29603	286	JILL MURRAY	Operating Fund	Postage & UPS	\$7.58	05/18/15	Petty Cash
			Gift	Summitville Programing	\$24.96		
				Total this claim =	\$32.54		
29604	287	KMART 9124	Operating Fund	Frankton Programing	\$27.06	05/18/15	As per attached invoices.
				Total this claim =	\$27.06		
29605	290	LA CROSSE SEED	Operating Fund	Operating Supplies	\$59.25	05/18/15	As per attached invoices.
				Total this claim =	\$59.25		
29606	289	LMC SERVICE SOLUTIONS	Operating Fund	Professional Services	\$800.95	05/18/15	As per attached invoices.
				Total this claim =	\$800.95		
29607	310	MADISON COUNTY CLERK	Garnishment	Payroll Deductions	\$25.00	05/18/15	Payroll ending 5/16/15
				Total this claim =	\$25.00		
29608	291	MARSH SUPERMARKET	Operating Fund	Frankton Programing	\$22.11	05/18/15	As per attached invoices.
			Operating Fund	Summitville Programing	\$12.15		
			Operating Fund	Elwood Adult Programing	\$55.39		
				Total this claim =	\$89.65		
29609	293	MIDWEST COLLABORATIVE F	Operating Fund	Dues	\$125.00	05/18/15	Annual Membership Fee July 2015-June 2016
				Total this claim =	\$125.00		

<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>
29610	292	MIDWEST TAPE	Operating Fund	Book Processing	\$212.94	05/18/15	As per attached invoices.
				Total this claim =	<u>\$212.94</u>		
29611	294	MINNETRISTA	Gift	Summitville Programing	\$200.00	05/18/15	Puppet Show Frankton & Summitville
			Operating Fund	Frankton Programing	\$200.00		
				Total this claim =	<u>\$400.00</u>		
29612	305	OVERDRIVE, INC	Operating Fund	Ebook Services	\$1,500.00	05/18/15	November 2014-September 2015
				Total this claim =	<u>\$1,500.00</u>		
29613	306	PITNEY BOWES	Operating Fund	Equipment/Rental	\$141.00	05/18/15	Postage meter rental
				Total this claim =	<u>\$141.00</u>		
29614	314	QUILL CORPORATION	Operating Fund	Office Supplies	\$22.17	05/18/15	As per attached invoices.
				Total this claim =	<u>\$22.17</u>		
29615	318	RICOH USA, INC	Operating Fund	Office Supplies	\$17.77	05/18/15	Copies for Frankton & Summitville
			Operating Fund	Office Supplies	\$16.72		
				Total this claim =	<u>\$34.49</u>		
29616	296	SCHOLASTIC BOOK FAIRS - 30	Gift	Elwood Children's Programing	\$246.78	05/18/15	As per attached invoices.
			Gift	Elwood Children's Programing	\$75.56		
				Total this claim =	<u>\$322.34</u>		
29617	297	SHERI WALLACE	Operating Fund	Traveling Expense	\$188.10	05/18/15	Mileage reimbursement 427.5 miles x \$.44
				Total this claim =	<u>\$188.10</u>		
29618	295	SPRINK INC	Operating Fund	Professional Services	\$300.00	05/18/15	Upgrade Frankton server
				Total this claim =	<u>\$300.00</u>		
29619	298	STAPLES ADVANTAGE	Operating Fund	Office Supplies	\$47.48	05/18/15	As per attached invoices.
			Operating Fund	Operating Supplies	\$79.15		
			Operating Fund	Office Supplies	\$56.64		
				Total this claim =	<u>\$183.27</u>		
29620	304	SYNCB/AMAZON	Operating Fund	Elwood AV	\$930.33	05/18/15	Reissue voided check #29506 dated 3/16/15
			Operating Fund	Frankton AV	\$420.39		
			Operating Fund	Summitville AV	\$393.31		
			Operating Fund	Operating Supplies	\$21.13		
			Operating Fund	Elwood AV	\$956.16		
			Operating Fund	Frankton AV	\$436.24		
			Operating Fund	Summitville AV	\$418.13		
			Operating Fund	Professional Services	\$34.86		
				Total this claim =	<u>\$3,610.55</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
29621	299	TEI LANDMARK AUDIO	Operating Fund	Summitville AV	\$576.00	05/18/15	Audio book lease-Summitville
				Total this claim =	\$576.00		
29622	300	TRUE CHEM, INC.	Operating Fund	Professional Services	\$100.00	05/18/15	Water treatment testing
				Total this claim =	\$100.00		
29623	301	U.S. BANK EQUIPMENT FINAN	Operating Fund	Equipment/Rental	\$149.00	05/18/15	Copier Lease/Property Tax Elwood
			Operating Fund	Taxes	\$170.90		
				Total this claim =	\$319.90		
29624	311	UNITED HEALTHCARE	Insurance	Payroll Deductions	\$439.16	05/18/15	Health insurance for June 2015
			Operating Fund	Emp Cont Group Ins	\$4,350.93		
				Total this claim =	\$4,790.09		
29625	302	VAN AUSDALL & FARRAR, INC.	Operating Fund	Office Supplies	\$146.72	05/18/15	Copies-Elwood
				Total this claim =	\$146.72		
29626	303	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$427.27	05/18/15	Service for Elwood & Summitville &
			Operating Fund	Gas	\$57.00		Frankton
			Operating Fund	Gas	\$36.07		
				Total this claim =	\$520.34		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
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Total Amount of Claims **\$78,201.16**

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

Monday, May 18, 2015

Michael Rebutson
 Fiscal Officer

ALLOWANCE OF VOUCHERS

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

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

Date this _____ day of _____, 20____.

<i>Barbara Abernethy</i>	<i>Bette Dylg</i>	_____
<i>David G. Eddleman</i>	_____	_____
_____	_____	_____

SIGNATURES OF GOVERNING BOARD

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

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

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

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

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

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

- Violation of computer security system.
- Violation of another user's privacy.
- Use of the internet for unlawful, indecent, or malicious activities, including display of sexually explicit graphics
- Misrepresentation of the library or the identity of oneself.
- Use of abusive or objectionable language and the display or transmission of profane, abusive, or threatening language.
- Engaging in harassing behavior, such as sending or posting slanderous, libelous, obscene, or threatening messages, and other activities that could cause congestion and disruption of networks and systems.
- Violating any local, state, or federal statute.
- Downloading and/or installing software to the hard drive of any library computer.

The Board of Trustees of NMCPLS reserves the right to:

- Implement a fee structure in accordance with use of the Internet and to change the fees as necessary. [There is a charge of ten (\$.10) cents per black and white copy and forty (\$.40) cents per color copy if the patron wishes to print his work.]
- Use a software program to filter the use of the Internet according to the mission, collection policies, and community/legal standards with regard to obscenity on any or all computers.

(Federal Law requires all public libraries that receive funding from grants, USF, and other sources to filter the Internet by July 2002.)

- Require the use of acceptable identification for anyone using the Internet at the library. All persons residing in, or owning property in the townships we serve will be required to hold a current NMCPLS library card to access the library's computers. Patrons are responsible for fine balances Add: at or over Remove: \$5.00 Add: \$10.00 and will be required to pay \$1.00 towards their fine balance per each daily computer use until their fine is Remove: at or below Remove: \$5.00 Add: \$10.00 Remove: effective August 1, 2008. The patron's barcode needs to be kept confidential. A Remove: courtesy Add: computer card may be issued to those who live outside the library district. It allows the user computer access for one year (this does not allow material checkout). This card must be renewed in order to continue computer use after its one-year expiration. If a person is a one-time only visitor to the library, they may use the NMCPLS guest pass. This guest pass is valid for a one-time use only. If a patron returns to use the computers they will be asked to obtain a Remove: courtesy Add: computer card.
- Limit the amount of time workstations may be used in order to make equipment available to other library users. Patrons will begin with a one-hour time limit. If no one is waiting to use the computer, the patron may begin increasing his or her time in fifteen (15) minute increments for a maximum of two (2) hours total. If the computers are full after your one-hour time limit, you must relinquish your computer to the waiting patrons. Patrons that use only a portion of their original one (1) hour can return later that same day to finish their time.
- Modify this policy at any time.

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

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

The NMCPLS offers laptop computers for checkout. The laptop computer may not leave the building and it must be returned in the condition in which it was loaned. Patrons are liable for any damages incurred during the loan period which may include replacement cost. Patrons over 18 years of age must provide a valid state issued I.D. to be left with the library staff for the duration of the laptop loan. The parent or legal guardian of patrons under the age of 18 may checkout a laptop computer to be used by his/her child in the library for homework purposes. During the loan of the laptop computer the parent or legal guardian will remain at the library and assume responsibility for the library's equipment. Staff will keep a record of the patron's name, address, and driver's license number for liability purposes. Laptop computer loan times will follow the time restraints placed on other workstations as stated in this policy. Staff use of the laptops takes precedence over patron checkout. Add: Laptops, which are available in public areas at the Elwood branch, are only to be used by patrons over 18 years of age.

Add: The computers designated for children at each branch are only to be used by children under the age of 18. Adults should only use these computers in a supervisory capacity. Children wishing to access Internet resources on these computers need a signed Internet Permission form on file. Teenagers wishing to access the teen-rated programs on these machines must have a library card, other approved age verification, or written parental consent on file.

The NMCPLS makes no guarantees, either expressed or implied, in respect to any equipment, programs, or other materials, their performance, or fitness for any particular purpose. Materials and equipment are provided for use "as is." The entire risk as to the quality and performance of computer equipment, programs, and documentation is with the user. In no event shall the library be liable for actual, incidental, or consequential damages in connection with or arising from the use of any equipment, programs, or other library materials. Misuse of the Library's computers or any violation of this or the Computer Use Policy will be subject to the Patron Behavior Policy.

Adopted 4/12/03

Reviewed & Amended 08/31/2006

Reviewed 06/11/2007

Reviewed & Amended 05/12/2008

Reviewed 06/10/2009

Amended 07/22/2009

Amended 10/12/2009

Reviewed & Amended 05/10/2010

Reviewed & Amended 05/09/2011

Reviewed 06/11/2012

Reviewed 05/13/2013

Reviewed & Amended 05/12/2014

Reviewed & Amended

COMPUTER USE POLICY

You must read and agree to the terms below before
Continuing to use this service.
Use of this service is a privilege.
Failure to comply with these terms will result in the
Loss of that privilege.

Activating this timer constitutes agreement to the
Library's Internet and Computer Use policies.

Computer usage time is from opening until 15 minutes before closing at
Elwood Public Library, Frankton Community Library and Ralph E.
Hazelbaker Library.

1. Exit from all programs when you are done. **DO NOT TURN OFF THE COMPUTER.**
2. If you wish to save material, download your files to a removable storage device. Virus-checking software will NOT protect your computer if you download programs. If you are concerned about the possibilities of computer viruses, you should install and use virus protection software on your own computer. The library is not responsible for damage to personal removable storage devices.
3. **DO NOT** modify this computer or software in any way. This includes downloading and installing programs or plug-ins on this computer.
4. All applicable laws regarding copyright must be obeyed. (Title 17, U.S. Code)
5. Do not display text or graphics that may be legally defined by State and/or Federal law as obscenity or child pornography.
6. Users have the right of confidentiality and the right of privacy. However, security is technically difficult to achieve and the computer is located in a public area. Electronic transactions of information and viewing screens could become public. As a result, the library cannot guarantee privacy or confidentiality. Remember to exercise common courtesy. It is rude to look over another's shoulder to see what he or she is doing on the computer, and it is disturbing to another's concentration to stand around the computer while waiting your turn. Remember that people using the Internet after you may see which

- sites you have visited. One person to a computer except for a patron that needs assistance.
7. Be aware that the connection may fail or the computer may “freeze” while you are using it. Such occurrences are unfortunate, but do not entitle you to go beyond your allotted time if others are waiting. The computers in the Computer Lab will be unavailable when needed for training.
 8. Use of the Internet access computers is on a first-come, first-served basis. Patrons will be given one (1) hour on the computers to start with. If no one else is waiting you may begin extending your time in fifteen (15) minute increments for a maximum time of two (2) hours. If patrons are waiting to use the computers after your one-hour time limit, you must relinquish your computer for those waiting. Patrons that use only a portion of their original one (1) hour can return later that same day to finish their time. No reservations for future days will be made and telephone reservations will not be taken. It is your responsibility to give up the computer after one hour. If all computers are full the patron can reserve a computer by asking a staff member.
 9. Printing is 10 cents per black and white copy and 40 cents per color copy. All printing is sent to a central printer at the Adult Circulation Desk. You must pick up your copies and pay at the Circulation Desk.
 10. Misuse of the Library’s computers will be subject to the Library’s Patron Behavior Policy. The use of the computer should not infringe upon the rights of others.

Adopted 4/12/03
Reviewed & Amended 05/08/06
Reviewed 06/11/2007
Reviewed & Amended 05/12/2008
Reviewed & Amended 06/10/2009
Amended 07/22/2009
Reviewed & Amended 05/10/2010
Reviewed & Amended 05/09/2011
Reviewed 06/11/2012
Reviewed & Amended 05/13/2013
Reviewed & Amended 05/12/2014

NMCPLS Wireless Internet Policy

The North Madison County Public Library System (hereafter identified as NMCPLS) offers FREE wireless access for library patrons to use with their own personal notebooks, laptops and other mobile devices. These access points are unsecured, accessible only during library operating hours and filtered to comply with the Children's Internet Protection Act (CIPA). A patron's use of this service is governed by this wireless policy as well as the NMCPLS's Public Access Computer Policy. By choosing to use this free wireless service you agree to abide by both policies.

Library staff can provide general information or handouts for connecting your device to the wireless network, but cannot troubleshoot problems related to your wireless device or assist in making changes to your device's network settings and/or hardware configuration. The Library cannot guarantee that your device will work with the Library's wireless access points.

All wireless access users should have up-to-date protection on their laptop computers or wireless devices. The library will not be responsible for any information (i.e. credit card) that is compromised, or for any damage caused to your hardware or software due to electric surges, security issues or consequences caused by the aforementioned.

Printing access is available via the wireless connection. If you need to print, please ask a staff member for assistance.

Wireless users requiring sound must provide their own headphones so as to not disturb others.

Each facility of the NMCPLS has limited access to electrical outlets. Wireless patrons may have access to these outlets for use in charging device batteries, so long as cords aren't presenting a potential hazard. NMCPLS staff has the authority to ask patrons to relocate or remove cords if they observe a potential hazard.

Use of the NMCPLS's wireless network is entirely at the risk of the user. The library disclaims all liability for loss of confidential information or damages resulting from that loss as well as liability for the physical hardware used in these facilities.

Adopted by the NMCPLS Board of Trustees 07/22/09

Revised 06/11/12

MONTHLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

	APRIL 2014	APRIL 2015	Amount of Change	% OF Change	YTD 2014	YTD 2015	Amount of Change	YTD % OF Change
ELWOOD								
ADULT	2,678	2,288	-390	-15%	10,913	9,074	-1,839	-17%
JUVENILE	1,483	1,055	-428	-29%	5,724	5,091	-633	-11%
Y. A.	326	240	-86	-26%	1,485	1,269	-216	-15%
PERIOD.	471	305	-166	-35%	1,862	1,584	-278	-15%
AUDIO	200	139	-61	-31%	794	796	2	0%
VIDEO	4,928	5,550	622	13%	19,718	25,546	5,828	30%
DIGITAL MEDIA	182	220	38	21%	847	799	-48	-6%
TOTAL	10,268	9,797	-471	-5%	41,343	44,159	2,816	7%
FRANKTON								
ADULT	788	598	-190	-24%	3,317	2,531	-786	-24%
JUVENILE	653	393	-260	-40%	2,270	1,811	-459	-20%
Y. A.	207	131	-76	-37%	663	487	-176	-27%
PERIOD.	190	126	-64	-34%	761	495	-266	-35%
AUDIO	56	55	-1	-2%	203	219	16	8%
VIDEO	1,306	1,668	362	28%	4,862	6,438	1,576	32%
DIGITAL MEDIA	91	110	19	21%	424	401	-23	-5%
TOTAL	3,291	3,081	-210	-6%	12,500	12,382	-118	-1%
HAZELBAKER								
ADULT	475	339	-136	-29%	1,811	1,362	-449	-25%
JUVENILE	301	217	-84	-28%	1,077	956	-121	-11%
Y. A.	61	50	-11	-18%	260	230	-30	-12%
PERIOD.	73	40	-33	-45%	383	289	-94	-25%
AUDIO	18	33	15	83%	84	133	49	58%
VIDEO	974	1,476	502	52%	4,593	5,908	1,315	29%
DIGITAL MEDIA	91	110	19	21%	423	400	-23	-5%
TOTAL	1,993	2,265	272	14%	8,631	9,278	647	7%
SYSTEM								
ADULT	3,941	3,225	-716	-18%	16,041	12,967	-3,074	-19%
JUVENILE	2,437	1,665	-772	-32%	9,071	7,858	-1,213	-13%
Y. A.	594	421	-173	-29%	2,408	1,986	-422	-18%
PERIOD.	734	471	-263	-36%	3,006	2,368	-638	-21%
AUDIO	274	227	-47	-17%	1,081	1,148	67	6%
VIDEO	7,208	8,694	1,486	21%	29,173	37,892	8,719	30%
DIGITAL MEDIA	364	440	76	21%	1,694	1,600	-94	-6%
TOTAL	15,552	15,143	-409	-3%	62,474	65,819	3,345	5%

	Comp. Use	Wireless	Traffic	Ref.	Assists	Prog. A.	Prog. YA	Prog. J
Elwood	1,658	779	9,264	48	1,173	13	2	17
						63	7	166
Frankton	269	211	2,501	14	221	10	-	-
						81	-	-
Summitville	232	194	1,789	1	205	2	1	13
						24	-	65

Tech Services Processed 1,362 Items
Transits to Other Libraries: 249

Processed by Trisha Shuler
Transits From Other Libraries: 491

Seminar Room Policy

The Elwood Public Library offers free of charge a small room for individuals or groups of 6 or less. Use of this room is on a first come first serve basis and can be reserved up to 30 days in advance. The room is available during open hours.

To ensure use of the Library is enjoyable and comfortable for all patrons, use of the seminar room will follow the Library's Patron Behavior Policy. This list is only an excerpt of unacceptable behaviors while using this room.

1. Producing excessive noise.
2. Behaving in a disorderly or disruptive manner which is not conducive to comfortable library use or a manner which threatens personal safety of patrons and/or staff.
3. Consuming food, beverages, narcotics, alcohol, or tobacco products, including electronic vapor cigarettes, in any inside public area, including restrooms.
4. Soliciting donations of money or anything of value; selling materials or services. (Examples: Panhandling, etc.)
5. Inappropriate attire includes but is not limited to bare feet/torso.

Fifteen minutes before closing, a staff member will remind the individual or group that the Library will be closing shortly. At closing time the individual or group will be expected to leave the room promptly. A larger meeting room is available for a \$30 deposit for meetings that might extend after closing.

_____ request permission to use the
(Print name of person signing agreement)
seminar room of the Elwood Public Library on _____

(Date)

from _____ in accordance with the rules and regulations
(Time, i.e. 9 a.m.-11 a.m.)

set forth by the North Madison County Public Library System Board of Trustees.

_____ agrees to honor all the rules and
(Signature)

regulations governing the use of the Elwood Public Library Seminar Room as described above, and to ensure that no member of the group violates the rules set forth.

TRANSMISSION VERIFICATION REPORT

TIME : 05/14/2015 09:28
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BROF2V374540

DATE, TIME	05/14 09:28
FAX NO./NAME	CALL LEADER
DURATION	00:00:14
PAGE(S)	01
RESULT	OK
MODE	STANDARD ECM

Agenda

May 18th, 2015

North Madison County Public Library System
Board of Trustees

Frankton Community Library

Regular Meeting
5:30 P.M.

Call to Order

Call for Quorum

Consent Agenda

Minutes

Claims Register & Checks

Personnel

Old Business

New Business

1. Yearly review of Internet Policy, Computer Use Policy and Wireless Internet Policy
2. Part-time, Temporary Clerk – Frankton
3. Seminar Room Policy

TRANSMISSION VERIFICATION REPORT

TIME : 05/14/2015 09:29
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BROF2V374540

DATE, TIME 05/14 09:29
FAX NO./NAME HERALD
DURATION 00:00:19
PAGE(S) 01
RESULT OK
MODE STANDARD
ECM

TRANSMISSION VERIFICATION REPORT

TIME : 05/14/2015 09:30
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BROF2V374540

DATE, TIME 05/14 09:30
FAX NO./NAME FRANKTON
DURATION 00:00:15
PAGE(S) 01
RESULT OK
MODE STANDARD
ECM

Agenda

May 18th, 2015

North Madison County Public Library System
Board of Trustees

Frankton Community Library

Regular Meeting
5:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
 - Minutes
 - Claims Register & Checks
 - Personnel
- Old Business
- New Business
 1. Yearly review of Internet Policy, Computer Use Policy and Wireless Internet Policy
 2. Part-time, Temporary Clerk – Frankton

Agenda

May 18th, 2015

North Madison County Public Library System
Board of Trustees

Frankton Community Library

Regular Meeting
5:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
 - Minutes
 - Claims Register & Checks
 - Personnel
- Old Business
- New Business
 1. Yearly review of Internet Policy, Computer Use Policy and Wireless Internet Policy
 2. Part-time, Temporary Clerk – Frankton

TRANSMISSION VERIFICATION REPORT

TIME : 05/14/2015 09:31
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BROF2V374540

DATE, TIME	05/14 09:30
FAX NO. /NAME	SUMMITVILLE
DURATION	00:00:14
PAGE(S)	01
RESULT	OK
MODE	STANDARD ECM

Agenda

May 18th, 2015

North Madison County Public Library System
Board of Trustees

Frankton Community Library

Regular Meeting
5:30 P.M.

Call to Order
Call for Quorum
Consent Agenda

Minutes
Claims Register & Checks
Personnel

Old Business
New Business

1. Yearly review of Internet Policy, Computer Use Policy and Wireless Internet Policy
2. Part-time, Temporary Clerk – Frankton
3. Seminar Room Policy

Agenda

June 15, 2015

North Madison County Public Library System
Board of Trustees

Ralph E. Hazelbaker Library

Regular Meeting
5:30 P.M.

Call to Order

Call for Quorum

Consent Agenda

Minutes

Claims Register & Checks

Personnel

Old Business

New Business

1. Time Line for 2016 Budget Approval
2. Circulation Policy and Duplicate Patron Accounts

Director's Report

Public Comment

Adjournment

NORTH MADISON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES

Regular Meeting

June 15, 2015

5:45 p.m.

Ralph E. Hazelbaker Library

CALL TO ORDER

President Leslie Rittenhouse called a regular meeting of the North Madison County Public Library Board of Trustees to order on June 15th at 5:45 p.m. in the meeting room of the Ralph E. Hazelbaker Library.

CALL FOR QUORUM

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

CONSENT AGENDA

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

OLD BUSINESS

No old business was brought forward.

NEW BUSINESS

Time Line for 2016 Budget Approval

The 2016 budget time line was reviewed. Approval for publication will be at the August 17, 2015 board meeting. The public hearing will be held at the September 21, 2015 board meeting. Budget adoption will be at the October 19, 2015 board meeting.

Circulation Policy and Duplicate Patron Accounts

Item 3 of the NMCPLS circulation policy states: *Parents or legal guardians of children under the age of 18 are responsible for the fines/fees of the children. Beginning July 1, 2014, any child who turns 18 is not issued an adult card until juvenile fines are paid.* Due to staff concerns and duplicate cards that were issued before July 1, 2014 the policy was reviewed. The board elected to make no changes to this policy.

Director's Report

Director Jamie Scott will be appearing in court at 6:00 p.m. June 25th for an ongoing matter with a patron with a no trespass order. It was decided no legal representation will be needed.

Statistics are down at all three libraries. It could be because of budget cuts. Budgets were recently increased which may increase circulation. Circulation is increasing during the 7:00 to 8:00 hour on Mondays.

According to DLGF our loss of funding due to Circuit Breaker will be \$100,167.00 for 2016. This is a slight increase over 2015.

We have renewed our health insurance contract with United Healthcare. Our monthly premium dropped nearly \$100.00.

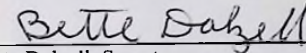
VoIP will be live on Tuesday June 16th, 2015. Frankton will have their old number until July 1, 2015. After July 1 callers will get a recording with the new number for 60 days.

Public Comment

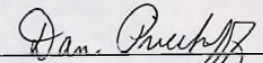
Public comment was sought. None was forthcoming.

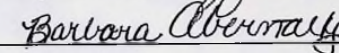
Adjournment

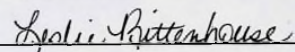
Mike Robertson made a motion to adjourn. Beverly Austin made a second and the motion carried.

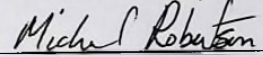


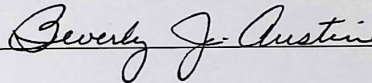
Bette Dalzell, Secretary











Register Of Claims

North Madison County Public Library System

Report Date: From 05/19/15 To 06/15/15

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
0	346	CLINT TRICE	Operating Fund	Traveling Expense	\$176.88	06/15/15	Mileage reimbursement 402 miles @ \$.44 = 176.88
					Total this claim =		
					<u>\$176.88</u>		
0	354	SAFE HIRING SOLUTIONS	Operating Fund	Professional Services	\$28.95	06/15/15	Background check-Lori Davis
					Total this claim =		
					<u>\$28.95</u>		
0	353	MARSH SUPERMARKET	Operating Fund	Frankton Programing	\$16.26	06/15/15	Frankton programming
					Total this claim =		
					<u>\$16.26</u>		
0	352	INDIANA MICHIGAN POWER C	Operating Fund	Electricity	\$17.13	06/15/15	Service for Summitville & Elwood
			Operating Fund	Electricity	\$446.83		
			Operating Fund	Electricity	\$2,424.51		
					Total this claim =		
					<u>\$2,888.47</u>		
0	351	INDIANA HISTORICAL SOCIET	Operating Fund	Dues	\$50.00	06/15/15	Membership dues
					Total this claim =		
					<u>\$50.00</u>		
0	350	INDIANA-AMERICAN WATER C	Operating Fund	Water	\$21.14	06/15/15	Service for Summitville
					Total this claim =		
					<u>\$21.14</u>		
0	349	JOHNSON COUNTY PUBLIC LI	Operating Fund	Elwood Adult	\$23.99	06/15/15	Lost Book
					Total this claim =		
					<u>\$23.99</u>		
0	355	TEI LANDMARK AUDIO	Operating Fund	Frankton AV	\$63.25	06/15/15	Audiobooks/Frankton & Summitville
			Operating Fund	Summitville AV	\$63.00		
					Total this claim =		
					<u>\$126.25</u>		
0	374	TRISHA SHULER	Operating Fund	Operating Supplies	\$32.99	06/15/15	Petty Cash
			Operating Fund	Fuel, Oil and Lubricants	\$13.22		
			Operating Fund	Postage & UPS	\$3.45		
					Total this claim =		
					<u>\$49.66</u>		
0	347	ENA SERVICES LLC	St Technology Fund Gra	Telephone & Telegraph	\$1,209.80	06/15/15	Telcomm & Internet
					Total this claim =		
					<u>\$1,209.80</u>		
0	319	PAYROLL	Operating Fund	Salary of Director	\$2,115.55	05/20/15	PAYROLL
			Operating Fund	Salary of Assistants	\$16,318.88		
			Operating Fund	Wages of Janitor	\$1,225.43		
					Total this claim =		
					<u>\$19,659.86</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	344	BAKER & TAYLOR	Operating Fund	Elwood Adult	\$43.29	06/15/15	As per attached invoices.
			Operating Fund	Elwood Childrens	\$642.25		
			Operating Fund	Elwood YA	\$418.19		
			Operating Fund	Frankton	\$766.44		
			Operating Fund	Summitville	\$493.72		
				Total this claim =	<u>\$2,363.89</u>		
0	343	PAYROLL	Operating Fund	Salary of Director	\$2,115.55	06/03/15	PAYROLL
			Operating Fund	Salary of Assistants	\$16,436.10		
			Operating Fund	Wages of Janitor	\$1,221.69		
				Total this claim =	<u>\$19,773.34</u>		
0	342	STAR FINANCIAL BANK	Operating Fund	Professional Services	\$10.08	06/03/15	May Service Charge
				Total this claim =	<u>\$10.08</u>		
0	322	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$95.00	06/03/15	Payroll ending 5/30/15
				Total this claim =	<u>\$95.00</u>		
0	321	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,506.85	06/03/15	Payroll ending 5/30/15
			FICA	Payroll Deductions	\$1,221.25		
			Federal Taxes Withheld	Payroll Deductions	\$1,943.14		
			Medicare	Payroll Deductions	\$285.60		
				Total this claim =	<u>\$4,956.84</u>		
0	320	INDIANA PUBLIC RETIREMENT	PERF	Payroll Deductions	\$419.74	06/03/15	Payroll ending 5/30/15
			Operating Fund	Emp Cont PERF	\$1,567.04		
				Total this claim =	<u>\$1,986.78</u>		
0	348	HARPER'S LAWN CARE	Operating Fund	Professional Services	\$200.00	06/15/15	Lawn care at Frankton for May
				Total this claim =	<u>\$200.00</u>		
0	373	SYNCB/AMAZON	Operating Fund	Elwood AV	\$1,457.85	06/15/15	May invoice
			Operating Fund	Frankton AV	\$510.06		
			Operating Fund	Summitville AV	\$507.99		
				Total this claim =	<u>\$2,475.90</u>		
0	345	BAXTER PEST PROFESSIONA	Operating Fund	Professional Services	\$90.00	06/15/15	Frankton Alltra Quarterly
			Operating Fund	Professional Services	\$90.00		
				Total this claim =	<u>\$180.00</u>		
0	356	TOPS HOME CENTER	Operating Fund	Operating Supplies	\$32.76	06/15/15	As per attached invoices.
				Total this claim =	<u>\$32.76</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	372	TRISHA SHULER	Operating Fund	Traveling Expense	\$46.34	06/15/15	Mileage reimbursement 105.32 miles @ .44
				Total this claim =	<u>\$46.34</u>		
0	370	INDIANAPOLIS COLTS	Gift	Professional Services	\$450.00	06/15/15	Summer Reading Kickoff Program @ Frankton Community Library
				Total this claim =	<u>\$450.00</u>		
0	369	HERALD BULLETIN, THE	Operating Fund	Frankton Per. & Newsp.	\$283.93	06/15/15	52 week subscription for Frankton
				Total this claim =	<u>\$283.93</u>		
0	368	H & H Signs	Operating Fund	Rentals	\$65.00	06/15/15	Sign for Frankton
				Total this claim =	<u>\$65.00</u>		
0	367	ORIENTAL TRADING COMPAN	Operating Fund	Elwood Children's Programing	\$272.16	06/15/15	Summer Reading
				Total this claim =	<u>\$272.16</u>		
0	366	GLOBAL GOV'T/ED SOLUTION	Operating Fund	Technology Equipment	\$27.49	06/15/15	POE Splitter Adapter
				Total this claim =	<u>\$27.49</u>		
0	358	VAN AUSDALL & FARRAR, INC.	Operating Fund	Office Supplies	\$127.17	06/15/15	Copies Elwood
				Total this claim =	<u>\$127.17</u>		
0	371	JILL MURRAY	Gift	Summitville Programing	\$24.76	06/15/15	Petty Cash
			Operating Fund	Fuel, Oil and Lubricants	\$7.00		
			Operating Fund	Postage & UPS	\$11.52		
				Total this claim =	<u>\$43.28</u>		
0	365	MADISON COUNTY CLERK	Garnishment	Payroll Deductions	\$25.00	06/15/15	Garnishment Payroll ending 6/13/15
				Total this claim =	<u>\$25.00</u>		
0	357	U.S. BANK EQUIPMENT FINAN	Operating Fund	Equipment/Rental	\$149.00	06/15/15	Copier Lease Elwood
				Total this claim =	<u>\$149.00</u>		
0	359	VECTREN ENERGY DELIVERY	Operating Fund	Gas	\$191.44	06/15/15	Service for Elwood & Summitville & Frankton
			Operating Fund	Gas	\$20.94		
			Operating Fund	Gas	\$23.71		
				Total this claim =	<u>\$236.09</u>		
0	360	DOLLAR GENERAL-REGIONS	Gift	Summitville Programing	\$10.00	06/15/15	As per attached invoices.
			Operating Fund	Elwood Children's Programing	\$80.64		
			Operating Fund	Summitville Programing	\$24.00		
			Operating Fund	Operating Supplies	\$44.85		
				Total this claim =	<u>\$159.49</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>
0	361	PERSONNEL CONCEPTS	Operating Fund	Office Supplies	\$35.80	06/15/15	Employment posters
				Total this claim =	<u>\$35.80</u>		
0	362	INDIANA PUBLIC RETIREMENT	PERF	Payroll Deductions	\$415.39	08/15/15	Payroll ending 6/13/15
			Operating Fund	Emp Cont PERF	\$1,550.79		
				Total this claim =	<u>\$1,966.18</u>		
0	363	EFTPS	Operating Fund	Empl.Share FICA&Medicare	\$1,501.10	06/15/15	Payroll ending 6/13/15
			FICA	Payroll Deductions	\$1,216.60		
			Federal Taxes Withheld	Payroll Deductions	\$1,910.59		
			Medicare	Payroll Deductions	\$284.51		
				Total this claim =	<u>\$4,912.80</u>		
0	364	GREAT-WEST RETIREMENT S	Annuity	Payroll Deductions	\$95.00	06/15/15	Payroll ending 6/13/15
				Total this claim =	<u>\$95.00</u>		
29627	324	AT&T LONG DISTANCE	Operating Fund	Telephone & Telegraph	\$112.25	06/03/15	Service for Elwood
			Operating Fund	Telephone & Telegraph	\$0.00		
				Total this claim =	<u>\$112.25</u>		
29628	325	CARDMEMBER SERVICE	Operating Fund	Operating Supplies	\$26.95	06/03/15	As per attached invoices.
				Total this claim =	<u>\$26.95</u>		
29629	326	CHAPMAN ELECTRIC SUPPLY,	Operating Fund	Operating Supplies	\$172.39	06/03/15	As per attached invoices.
				Total this claim =	<u>\$172.39</u>		
29630	327	CHESTER INFORMATION TEC	Operating Fund	Technology Equipment	\$119.00	06/03/15	Cisco Smartnet Extended service agreement
				Total this claim =	<u>\$119.00</u>		
29631	329	CITY OF ELWOOD	Operating Fund	Water	\$133.56	06/03/15	Service for Elwood
			Operating Fund	Waste Disposal Services	\$202.62		
				Total this claim =	<u>\$336.18</u>		
29632	330	DISCOUNT PAPER PRODUCT	Operating Fund	Operating Supplies	\$75.06	06/03/15	Receipt printer tape
				Total this claim =	<u>\$75.06</u>		
29633	328	FRONTIER	Operating Fund	Telephone & Telegraph	\$137.76	06/03/15	Service for Frankton
				Total this claim =	<u>\$137.76</u>		
29634	331	GE CAPITAL INFORMATION TE	Operating Fund	Equipment/Rental	\$60.60	06/03/15	Copier lease Frankton & Summitville
			Operating Fund	Equipment/Rental	\$60.60		
				Total this claim =	<u>\$121.20</u>		
29635	332	GLOBAL GOV'T/ED SOLUTION	Operating Fund	Technology Equipment	\$230.83	06/03/15	Crucial Ram for Frankton laptops
				Total this claim =	<u>\$230.83</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
29636	333	HARPER'S LAWN CARE	Operating Fund	Professional Services	\$150.00	06/03/15	Lawn care for Frankton 4/16, 4/22, 4/29
				Total this claim =	<u>\$150.00</u>		
29637	334	HERALD BULLETIN, THE	Operating Fund	Summitville Period. & Newsp.	\$283.93	06/03/15	52 week subscription for Summitville
				Total this claim =	<u>\$283.93</u>		
29638	323	MADISON COUNTY CLERK	Garnishment	Payroll Deductions	\$25.00	06/03/15	Payroll ending 5/30/15 - Garnishment
				Total this claim =	<u>\$25.00</u>		
29639	335	SPRINK INC	Operating Fund	Professional Services	\$300.00	06/03/15	Service for Elwood
				Total this claim =	<u>\$300.00</u>		
29640	336	STAPLES ADVANTAGE	Operating Fund	Operating Supplies	\$120.78	06/03/15	As per attached invoices.
				Total this claim =	<u>\$120.78</u>		
29641	337	TECHSOUP GLOBAL	Operating Fund	Techology Software	\$1,440.00	06/03/15	Office Standard/Office Professional Plus
				Total this claim =	<u>\$1,440.00</u>		
29642	338	THOMAS OFFICE SOLUTIONS	Operating Fund	Office Supplies	\$10.00	06/03/15	Copies
				Total this claim =	<u>\$10.00</u>		
29643	339	TOWN OF FRANKTON	Operating Fund	Electricity	\$546.15	06/03/15	Service for Frankton
			Operating Fund	Water	\$18.00		
			Operating Fund	Waste Disposal Services	\$8.75		
				Total this claim =	<u>\$572.90</u>		
29644	340	TOWN OF SUMMITVILLE	Operating Fund	Waste Disposal Services	\$43.80	06/03/15	Service for Summitville
			Operating Fund	Waste Disposal Services	\$11.50		
				Total this claim =	<u>\$55.30</u>		
29645	341	VAN AUSDALL & FARRAR, INC.	Operating Fund	Office Supplies	\$75.78	06/03/15	Toner for Indiana room copier
				Total this claim =	<u>\$75.78</u>		

Warrant Number	Claim Number	Name of Claimant	Fund	Account	Amount	Date	Explanation
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Total Amount of Claims \$69,585.89

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 15, 2015

Michael Robertson
Fiscal Officer

ALLOWANCE OF VOUCHERS

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

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

Date this _____ day of _____, 20_____.

<u>Michael Robertson</u>	<u>Deanna J. Edleman</u>
<u>Lynne Pittman</u>	
<u>George J. Austin</u>	

SIGNATURES OF GOVERNING BOARD

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

Financial Report
North Madison County Public Library System

Report Dates = 05/01/15 to 05/31/15

Fund	Start of year	Disbursements this month	Disbursements YTD	Receipts this month	Receipts YTD	Balance
100 Operating Fund	\$536,578.12	\$65,369.54	\$337,170.93	\$19,858.49	\$101,553.41	\$300,960.60
Subtotal	\$536,578.12	\$65,369.54	\$337,170.93	\$19,858.49	\$101,553.41	\$300,960.60
1. Operating Fund						
102 Petty Cash & Cash Drawer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
105 Operating Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2. Main						
103 Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
106 Evergreen Indiana	\$21.50	\$0.00	\$290.21	\$29.65	\$301.36	\$32.65
107 PLAC	\$0.00	\$0.00	\$65.00	\$65.00	\$195.00	\$130.00
110 LIRF Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
115 LIRF	\$54,370.99	\$0.00	\$0.00	\$0.00	\$0.00	\$54,370.99
117 Rainy Day Fund	\$48,573.19	\$0.00	\$0.00	\$0.00	\$0.00	\$48,573.19
118 Rainy Day Fund Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
120 Gift	\$41,419.27	\$712.30	\$1,549.93	\$125.00	\$2,221.15	\$42,090.49
121 Frnk Bldg Project Gift	\$1,313.58	\$0.00	\$0.00	\$0.00	\$0.00	\$1,313.58
122 Gates Gift Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
123 Madison Co Comm Foundation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
124 Frnk Bldg Project Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
125 St Technology Fund Grant Fund	\$0.00	\$1,209.80	\$6,017.35	\$0.00	\$7,944.00	\$1,926.65
130 Debt Service Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$145,698.53	\$1,922.10	\$7,922.49	\$219.65	\$10,661.51	\$148,437.55
4. Withholding						
201 Federal Taxes Withheld	\$0.00	\$3,873.88	\$19,297.72	\$3,873.88	\$19,297.72	\$0.00
202 FICA	\$0.00	\$2,435.29	\$12,266.16	\$2,435.29	\$12,266.16	\$0.00
203 State Tax Withheld	\$0.00	\$1,308.23	\$6,592.87	\$1,308.23	\$6,592.87	\$0.00
204 County Taxes Withheld	\$0.00	\$645.33	\$3,244.06	\$645.33	\$3,244.06	\$0.00
205 PERF	\$0.00	\$836.81	\$4,221.85	\$836.81	\$4,221.85	\$0.00
206 Credit Union	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
207 Annuity	\$0.00	\$190.00	\$950.00	\$190.00	\$950.00	\$0.00
208 Insurance	\$0.00	\$439.16	\$2,247.64	\$439.16	\$2,247.64	\$0.00
209 Medicare	\$0.00	\$569.50	\$2,868.51	\$569.50	\$2,868.51	\$0.00
210 Other Deductions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
211 Garnishment	\$0.00	\$50.00	\$250.00	\$50.00	\$250.00	\$0.00
212 AFLAC	\$0.00	\$411.60	\$2,161.20	\$411.60	\$2,161.20	\$0.00
Subtotal	\$0.00	\$10,759.80	\$54,100.01	\$10,759.80	\$54,100.01	\$0.00
Grand Total	\$682,276.65	\$78,051.44	\$399,193.43	\$30,837.94	\$166,314.93	\$449,398.15

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

Bank Balances

North Madison County Public Library System

Report as of: 05/31/15

Bank	Balance
1 Star Financial Bank	\$192,799.96
2 Star Financial Bank (2)	\$62,316.82
3 Community Bank/Summitville	\$0.00
4 First Farmers Bank & Trust	\$194,016.37
5 PNC Bank	\$0.00
6 Main Source Bank	\$0.00
7 Petty Cash & Cash Drawer	\$265.00
8 National City Bank (2)	\$0.00
9 First Farmers Bank & Trust (2)	\$0.00
Total all banks =	\$449,398.15

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

Appropriation Report for 100 Operating Fund

North Madison County Public Library System

Report Date: From 05/01/15 To 05/31/15

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent
<i>1. Personal Services</i>							
1.11 Salary of Director	\$55,600.00	\$0.00	\$55,600.00	\$4,231.10	\$21,155.50	\$34,444.50	38.0
1.12 Salary of Assistants	\$587,700.00	\$0.00	\$587,700.00	\$32,754.36	\$164,715.02	\$422,984.98	28.0
1.13 Wages of Janitor	\$30,600.00	\$0.00	\$30,600.00	\$2,445.11	\$12,830.10	\$17,769.90	41.9
1.14 Employee Benefits	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$1,855.63	\$4,144.37	30.9
1.16 Empl.Share FICA&Medicare	\$51,000.00	\$0.00	\$51,000.00	\$3,004.80	\$15,134.58	\$35,865.42	29.7
1.17 Unemployment comp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0
1.18 Emp Cont PERF	\$46,000.00	\$0.00	\$46,000.00	\$3,124.07	\$15,761.51	\$30,238.49	34.3
1.19 Emp Cont Group Ins	\$100,000.00	\$0.00	\$100,000.00	\$4,350.93	\$22,080.24	\$77,919.76	22.1
1.2 Salary of Board Treasurer	\$300.00	\$0.00	\$300.00	\$0.00	\$0.00	\$300.00	0.0
Subtotal	\$877,200.00		\$877,200.00	\$49,910.37	\$253,532.58	\$623,667.42	28.9
<i>2. Supplies</i>							
2.1 Office Supplies	\$15,000.00	\$0.00	\$15,000.00	\$614.87	\$2,214.47	\$12,785.53	14.8
2.12 Stationary & Supplies	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
2.2 Operating Supplies	\$9,500.00	\$0.00	\$9,500.00	\$184.12	\$2,731.62	\$6,768.38	28.8
2.21 Cleaning & Sanitation Supplies	\$4,000.00	\$0.00	\$4,000.00	\$130.99	\$785.51	\$3,214.49	19.6
2.23 Fuel, Oil and Lubricants	\$150.00	\$0.00	\$150.00	\$0.00	\$0.00	\$150.00	0.0
2.24 Bldg. Matl. And Supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.25 Paint and painting supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.26 Repair Parts/Maintenance	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$279.15	\$720.85	27.9
2.27 Other Repair & mainten supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.0
2.31 Book Processing	\$9,500.00	\$0.00	\$9,500.00	\$212.94	\$1,293.88	\$8,206.12	13.6

<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>
2.32 Automation	\$19,400.00	\$0.00	\$19,400.00	\$0.00	\$0.00	\$19,400.00	0.0
Subtotal	\$59,800.00		\$59,800.00	\$1,142.92	\$7,304.63	\$52,495.37	12.2
<i>2. Supplies</i>							
2.11 Official Records	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$13.95	\$986.05	1.4
Subtotal	\$1,000.00		\$1,000.00	\$0.00	\$13.95	\$986.05	1.4
<i>3. Other Services and Charges</i>							
3.1 Professional Services	\$55,000.00	\$0.00	\$55,000.00	\$2,507.89	\$13,485.24	\$41,514.76	24.5
3.11 Consulting Services	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.0
3.12 Legal Services	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$118.00	\$2,382.00	4.7
3.14 Engineering & Architects	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	0.0
3.145 Databases	\$6,650.00	\$0.00	\$6,650.00	\$0.00	\$2,663.46	\$3,986.54	40.1
3.146 Ebook Services	\$6,000.00	\$0.00	\$6,000.00	\$1,500.00	\$1,500.00	\$4,500.00	25.0
3.21 Telephone & Telegraph	\$38,200.00	\$0.00	\$38,200.00	\$113.81	\$959.60	\$37,240.40	2.5
3.22 Postage & UPS	\$3,800.00	\$0.00	\$3,800.00	\$31.17	\$749.14	\$3,050.86	19.7
3.23 Traveling Expense	\$3,000.00	\$0.00	\$3,000.00	\$279.18	\$629.11	\$2,370.89	21.0
3.24 Professional Meetings	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$450.00	\$2,550.00	15.0
3.26 Elwood Children's Programming	\$5,000.00	\$0.00	\$5,000.00	\$33.50	\$861.03	\$4,138.97	17.2
3.27 Elwood Adult Programming	\$2,900.00	\$0.00	\$2,900.00	\$79.89	\$689.11	\$2,210.89	23.8
3.28 Frankton Programming	\$4,000.00	\$0.00	\$4,000.00	\$272.48	\$861.79	\$3,138.21	21.5
3.29 Summitville Programming	\$2,900.00	\$0.00	\$2,900.00	\$37.64	\$534.79	\$2,365.21	18.4
3.3 Title Source	\$3,100.00	\$0.00	\$3,100.00	\$0.00	(\$122.92)	\$3,222.92	-4.0
3.31 Advertising & Public Notices	\$1,200.00	\$0.00	\$1,200.00	\$0.00	\$515.88	\$684.12	43.0
3.4 Insurance	\$18,000.00	\$0.00	\$18,000.00	\$0.00	\$3,899.00	\$14,101.00	21.7
3.41 Official Bonds	\$400.00	\$0.00	\$400.00	\$0.00	\$200.00	\$200.00	50.0
3.51 Gas	\$20,000.00	\$0.00	\$20,000.00	\$520.34	\$5,352.89	\$14,647.11	26.8
3.52 Electricity	\$35,000.00	\$0.00	\$35,000.00	\$2,905.37	\$12,812.60	\$22,187.40	36.6

<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>
3.53 Water	\$6,000.00	\$0.00	\$6,000.00	\$171.36	\$897.50	\$5,102.50	15.0
3.54 Waste Disposal Services	\$3,000.00	\$0.00	\$3,000.00	\$261.41	\$1,024.79	\$1,975.21	34.2
3.61 Bldg. & Structure/Maint.	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.0
3.62 Equipment/Maint.	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$99.00	\$4,901.00	2.0
3.72 Equipment/Rental	\$7,000.00	\$0.00	\$7,000.00	\$411.20	\$1,633.00	\$5,367.00	23.3
3.8 Dues	\$2,700.00	\$0.00	\$2,700.00	\$125.00	\$247.60	\$2,452.40	9.2
3.81 Taxes	\$500.00	\$0.00	\$500.00	\$170.90	\$310.90	\$189.10	62.2
3.82 Interest on Temporary Loans	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.0
3.9 Transfer to LIRF	\$7,000.00	\$0.00	\$7,000.00	\$0.00	\$0.00	\$7,000.00	0.0
Subtotal	\$245,450.00		\$245,450.00	\$9,421.14	\$50,371.51	\$195,078.49	20.5

4. Capitol Outlays

4.1 Land Buildings Improvements	\$10,814.00	\$0.00	\$10,814.00	\$0.00	\$0.00	\$10,814.00	0.0
4.2 Furniture & Equipment	\$22,314.00	\$0.00	\$22,314.00	\$0.00	\$0.00	\$22,314.00	0.0
4.21 Technology Equipment	\$22,000.00	\$0.00	\$22,000.00	\$166.05	\$1,356.39	\$20,643.61	6.2
4.31 Etwood Adult	\$33,500.00	\$0.00	\$33,500.00	\$1,031.65	\$4,562.65	\$28,937.35	13.6
4.32 Etwood Childrens	\$14,000.00	\$0.00	\$14,000.00	\$28.80	\$2,131.62	\$11,868.38	15.2
4.33 Etwood YA	\$6,200.00	\$0.00	\$6,200.00	\$0.00	\$720.49	\$5,479.51	11.6
4.34 Frankton	\$19,500.00	\$0.00	\$19,500.00	\$563.73	\$2,525.01	\$16,974.99	12.9
4.35 Summitville	\$16,500.00	\$0.00	\$16,500.00	\$505.14	\$2,500.19	\$13,999.81	15.2
4.4 Etwood Period. & News.	\$9,500.00	\$0.00	\$9,500.00	\$12.00	\$648.38	\$8,851.62	6.8
4.41 Frankton Per. & Newsp.	\$2,800.00	\$0.00	\$2,800.00	\$0.00	\$0.00	\$2,800.00	0.0
4.42 Summitville Period. & Newsp.	\$1,700.00	\$0.00	\$1,700.00	\$201.21	\$201.21	\$1,498.79	11.8
4.51 Etwood AV	\$35,000.00	\$0.00	\$35,000.00	\$956.16	\$5,701.53	\$29,298.47	16.3
4.52 Frankton AV	\$18,800.00	\$0.00	\$18,800.00	\$436.24	\$3,177.98	\$15,622.02	16.9
4.53 Summitville AV	\$14,400.00	\$0.00	\$14,400.00	\$994.13	\$2,422.81	\$11,977.19	16.8
4.54 Techology Software	\$8,000.00	\$0.00	\$8,000.00	\$0.00	\$0.00	\$8,000.00	0.0

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent</i>
Subtotal	\$235,028.00		\$235,028.00	\$4,895.11	\$25,948.26	\$209,079.74	11.0
Grand Total	\$1,418,478.00	\$0.00	\$1,418,478.00	\$65,369.54	\$337,170.93	\$1,081,307.07	23.8

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

Time Line for 2016 Budget

- July 20, 2015:** Regular monthly meeting at the Elwood Public Library for Initial Budget Discussion.
- July 27, 2015 Noon to 1 pm Sheri and I will meet with Judy Robertson from the Department of Local Government Finance.
- August 17, 2015:** Regular monthly meeting at the Elwood Public Library (5:30 pm). Approve 2016 Budget for publication. **Quorum is required.** Submit Form 3 and County Council Review Worksheet in Gateway for County Council nonbinding recommendation according to IC 6-1.1-17-3.5 if budget does not exceed AVGQ. Last date to submit is September 1st, 2015
- Sept. 14th, 2015 Last day to submit notice to taxpayers of proposed 2016 budgets and tax levies and notice to taxpayers of public hearing (Budget Form 3) to the Department through Gateway. (At least ten days before the public hearing.) IC 6-1.1-17-3
- Sept. 21, 2015:** 5:30 pm Public Hearing required for budget at the Elwood Public Library. **Quorum is required.**
5:45 pm Regular Board Meeting
(Must be completed at least 10 days before the library board meets to adopt the budget. [IC 6-1.1-17-5 (a)])
- ??: 6:00 pm Madison County Council non-binding recommendations. Budget cannot be adopted before this review.
- Oct. 1st, 2015: Last day for Madison County Council to complete review and issue non-binding recommendations.
- Oct. 19th, 2015:** 5:30 pm regular monthly meeting at the Elwood Public Library. Adopt 2016 Budget. **Quorum is required.**
- Oct. 20th, 2015: Library budget must be adopted by library board and all budgets forms submitted through Gateway within **two** days after library board adopts the budget. [IC 36-12-3-12] Last date to adopt budget November 2, 2015.

Board signs Budget Form 4 – Ordinance for Appropriations and Tax Rates- at the adoption meeting which is then uploaded to Gateway.

NMCPLS Circulation Policy

The North Madison County Public Library System shall endeavor to provide the means through which all eligible persons may have free access to any library materials that it owns, within the constraints of current library policy.

Effective October 21, 2014 the North Madison County Public Library System (NMCPLS) adopts the Evergreen Indiana (EI) circulation policies and procedures including the EI Circulation and Patron Matrix. At the present time, the NMCPLS library district consists of the following five Madison County townships: Boone, Van Buren, Pipe Creek, Duck Creek and Lafayette. By joining Evergreen Indiana, patrons of NMCPLS are allowed access to over 100 other Evergreen Indiana Libraries' collections.

The following items further explain and define the Evergreen Indiana policies and procedures:

1. Residents and/or property owners applying for library borrowing privileges must complete and sign a library application card and must present one (1) accepted form of photo ID and one (1) accepted proof of residency document. If the applicant's address is not correct on the photo ID, two proof of residency documents with current address will be required.
 - a. EI Accepted Forms of Photo ID
 - i. Valid Indiana Driver's License which displays a current address
 - ii. Valid Indiana State ID which displays a current address
 - iii. Current government issued photo ID (e.g., military ID, passport)
 - iv. Valid identification issued by another State (e.g., Driver's License)
 - v. Valid current university or college identification (e.g., Student identification)
 - b. EI Accepted Proof of Residency Documents
 - i. Valid voter registration card
 - ii. Computer generated bank statement issued in applicant's name within the last 30 days
 - iii. Computer generated utility, credit card company, doctor or hospital bill, issued in applicant's name within the last 30 days and containing address of residence
 - iv. Medicaid or Medicare benefit statement issued in the applicant's name within the last 30 days
 - v. Change-of- address confirmation from the United States Postal Service showing prior and current address of residence (a P.O. Box is not acceptable as a residence address)
 - vi. Apartment lease signed within the last 30 days
 - vii. Property tax receipt issued in applicant's name

2. Parental or legal guardian permission is required for patrons under the age of 18 to check out DVDs. All minors will be designated as "limited access" unless permission has been given.
3. Parents or legal guardians of children under the age of 18 are responsible for the fines/fees of the children. Beginning July 1, 2014, any child who turns 18 is not issued an adult card until juvenile fines are paid.
4. Reference materials, including materials from the Indiana Collection, will not be loaned to any patron. These items are to be used while in the library only.
5. The Library reserves the right to require a \$10.00 deposit before loaning items highly vulnerable to theft such as GED books. Provided the materials are returned on time and in good condition, the deposit will be fully refunded. However, any accumulated fines and/or fees will be deducted from the deposit before refunding.
6. During Evergreen Indiana updates or if the Evergreen Indiana server is down patrons will be limited to checking out a maximum of 5 items.
7. Patrons owing \$10 or more are blocked from computer access until the fine is at or below \$9.99. Patrons may pay \$1.00 per day towards the fine to gain daily computer access. An expired patron's account with a fine of \$10 or more will be renewed in order to allow the patron computer access by paying \$1.00 per day towards the fine. The patron's borrowing privileges will be reinstated once the fine balance is below \$10.
8. Recognizing the Evergreen Indiana policy to charge a processing fee for lost items, the Library charges a \$3 processing fee in addition to up to \$10 overdue fees and the cost of the lost item.
9. If an item is returned damaged beyond repair, the patron is responsible for the cost of the item and a \$3 processing fee. Patron will be informed via mailed letter of the assessed charges. The damaged item will be kept for 30 days to allow patron to view the item and then discarded. If the damaged item can still be circulated after repairing or replacing parts, the patron will only be charged the processing fee. For example, the DVD case is damaged and needs replaced, but the DVD stills functions properly.

OVERDUE NOTIFICATION PROCEDURE

When materials become overdue, the Library cannot tell if patrons have simply forgotten to return them in a timely manner, or if they intend to never bring them back. And because taxpayers' money is involved, the Library feels a legal and moral obligation to make every effort to recover those materials. Items that are missing are denied to other patrons and if they cannot be recovered in a timely fashion, the Library often must spend additional funds to purchase duplicate materials.

The recovery of overdue materials is a labor-intensive and time-consuming process. While the Library will make every effort to work with patrons to lessen or dismiss accumulated fines/fees if extenuating circumstances are involved, the Library cannot allow patrons to retain possession of materials for indefinite periods and then expect to have all penalties forgiven. Patrons should understand that the burden of responsibility for returning past due items falls upon themselves.

The following rules are established to expedite the process of recovering overdue materials:

1. When an item is checked out, the patron is given a date due slip. This constitutes the FIRST NOTICE.
2. Borrowing privileges are revoked immediately after fine on material(s) becomes greater than \$9.99.
3. The Library will mail reminders to the borrower. Overdue notices are generated to send via USPS mail at the following intervals: 14, 28 and 45 days. These notices will list each overdue item separately and the amount owed on the date of the notice. The 14 and 28 day notices are sent via first class mail. The 45 day notice alerts the patron that the item(s) is now considered lost. This notice is sent via certified mail to the patron's last known address along with a copy of IC 35-43-4-3.5 – Failure to return or pay for articles borrowed from library, gallery, museum, collection, or exhibition.
4. The Library will also mail a collections notice seven days after the patron's fines have reached \$25. This notice informs the patron that fines on this account have not been paid and may be turned over to a collection agency.

Adopted: October 13, 2014 to become effective October 17th, 2014

Updated: November 10, 2014

Updated: March 23, 2014

LIBRARY ACCESS POLICY

Libraries are part of this nation's educational system, and provide an opportunity for community members to enhance their cultural and intellectual development in a variety of media formats beyond what they could get through formal educational programs. The public library has a special responsibility to the community to supplement the cultural, informational and recreational needs of individuals and groups in its community. In this sense, the public library is unique for no other community agency provides that service to citizens.

The North Madison County Public Library System shall endeavor to provide the means through which all eligible persons may have free access to any library materials that it owns, within the constraints of current library policy.

WHO MAY USE THE LIBRARY

Because the public library is accessible to so many of a community's individuals, patrons are placed in one of the following categories:

Resident Borrowers

Any resident and/or property owner within the confines of the North Madison County Public Library System's legally defined district may obtain a green Evergreen Indiana resident card if an accepted current photo ID and accepted proof of residency can be provided. See NMCPLS and Evergreen Indiana Circulation Policies and Procedures for more information. At the present time, the library district consists of the following five Madison County townships: Boone, Van Buren, Pipe Creek, Duck Creek and Lafayette. If a property owner does not reside in the library's legally defined district, but owns property within our district, an accepted current photo ID, proof of ownership and property tax receipt issued in applicant's name and address of the property owned will be required to be issued a green Evergreen Indiana resident card.

Reciprocal Borrowers

In an effort to share resources the Library signed a reciprocal borrowing covenant with the Fairmount Public Library and the Statewide Reciprocal Borrowing Covenant which allows reciprocal borrowing with the Alexandria-Monroe Public Library, Pendleton Public Library, Tipton County Public Library, Hamilton North Public Library and several additional libraries currently on the Statewide Reciprocal Borrowing Covenant list. To receive a reciprocal borrower's card the patron must be in good standing with their home library.

Evergreen Indiana patrons with a home library currently on the Statewide Reciprocal Borrowing Covenant will not be issued an additional reciprocal borrowers card since the green Evergreen Indiana card allows reasonable access to the Library's collection. Patrons meeting these conditions can be issued a computer usage only card for access to the Library's databases.

PLAC Card Borrowers

The North Madison County Public Library System will issue a one year Evergreen Indiana resident borrower's card to any individual living outside of Madison County with which NMCPLS has reciprocal borrowing upon presentation of a current Public Library Access Card from their home library or purchase of a PLAC card from a NMCPLS Library and providing accepted photo ID and proof of residency within a served area. Patrons living in an unserved area must first purchase a non-resident card.

Special Patrons

The library reserves the right to provide full or partial library service to any other individual. Such individuals may include long-term, non-resident visitors and non-resident researchers.

Non-resident, Non-reciprocal Patrons

Individuals who reside in areas where no library service exists may purchase an individual borrower's card from the North Madison County Public Library System for an annual charge of \$60.

The library reserves the right to deny full or partial service to any individual who can not provide proof of address, has an outstanding fine/fee balance, or who fails to comply with the general and specific rules of the North Madison County Public Library System as outlined in the NMCPLS Circulation Policy and Evergreen Indiana Circulation Policies and Procedures.

APPLICATION PROCEDURES

Adult Card

Adult patrons can be issued a borrower's card when accepted photo ID and proof of residency has been presented. Patrons applying for library borrowing privileges must complete and sign a library application card. Resident, reciprocal, non-resident, outreach and PLAC are different types of cards that can be issued according to the patron's address.

Card for Minors

Patrons under the age of 18 years old can be issued a borrower's card when parent or guardian has provided accepted photo ID and proof of residency. Resident, reciprocal and non-resident student cards are three different types of cards that can be issued according to the address of parent or guardian. Parents will be required to sign the completed application card in the presence of the librarian. By his/her signature on the child's application card, a parent also agrees to be financially responsible for any library and attorney debts incurred by that child.

Non-Resident Student Card

In accordance with IC 36-12-2-25 (d), the non-resident student card can be issued to a student enrolled in Elwood Community School Corporation, Frankton-Lapel Community Schools, or Madison-Grant United School Corporation that is not a resident of the library district. Cost \$5.00 a year. Student must be only holder of the card when checking out materials. Adult borrowers will need to purchase a non-resident card for \$60.00. This card will allow students enrolled in any one of our three school districts to use the North Madison County Public Library for a nominal fee. Non-resident students will receive an Evergreen Indiana reciprocal borrower's card valid for a period of 1 year.

In accordance with IC 36-12-2-25 (e), the non-resident student card can be issued to a student enrolled in a nonpublic school that is located at least in part in the library district.

Teacher Card

Teachers employed by the Elwood Community Schools, Frankton Schools, the Madison-Grant H.S./Middle School and Summitville Elementary School who are not residents of the North Madison County Public Library District may apply for the Teacher Card which will be a blue Evergreen Indiana card.

Teachers applying for the library borrowing privileges must complete and sign a library application card, and have two forms of identification as proof of address. A valid driver's license and current school identification will be required. In addition to listing the home address, the applicant should list the school address and phone number on the application. Teachers shall assume responsibility for fines accrued on their classroom card and any loss or damage to library materials. The Teacher Card will be issued for twelve months. Application may be made beginning August 1st of one school year and expires on July 31st of the following year.

Public Library Access Card - PLAC

The PLAC program allows an individual to purchase a card which allows them to borrow materials directly from any public library in Indiana. These cards are good for one year only, and must be presented to the Library in order to qualify for an Evergreen Indiana resident borrower's card. The holder of a Public Library Access Card must complete a library application card and provide current photo ID and proof of address as outlined above, and have their home library good-standing status verified, before a resident card, good for the term of the Public Library Access Card, will be issued. The North Madison County Public Library System will not require patrons under the age of 18 to have a Public Library Access Card; parents may check out materials for children under the age of 18 using their own card.

Madison County Residents

Three public libraries in Madison County have signed the Statewide Reciprocal Borrowing Covenant in an effort to share resources. Patrons residing in Fall Creek, Green, Adams or Monroe Townships, are welcome to use the North Madison County Public Library System. Qualified patrons will receive a reciprocal borrower's card which will normally be valid for a period of 1 year from date of issue. Residents of Jackson and Richland Townships do not pay library taxes and are not eligible for reciprocal borrowing.

All library users from the Anderson Public Library System must obtain a PLAC Card in order to qualify for borrowing privileges. Information about the PLAC Card may be obtained from any public library.

PATRON DRESS CODE

For reasons of public health and safety, the library reserves the right to ask patrons to leave who are not attired appropriately. Final judgment of what is or is not proper attire shall rest with the library director.

HANDICAPPED ACCESSIBILITY

The Library will make every effort to remove any barriers that tend to deny access to its facilities and services. While the Board of Trustees and the library staff are continually monitoring the library and its services to remove unnecessary barriers, customers are encouraged to notify the Library when they encounter barriers that hinder their use and enjoyment of the facilities and services so that we may work towards removing them.

If you have questions or concerns regarding handicapped access to our facilities, the Board of Trustees has designated the library director as the ADA Contact Person.

Revised: April 2011, June 2014, October 2014

MONTHLY STATISTICS OF THE NORTH MADISON COUNTY PUBLIC LIBRARY SYSTEM

	MAY 2014	MAY 2015	Amount of Change	% OF Change	YTD 2014	YTD 2015	Amount of Change	YTD % OF Change
ELWOOD								
ADULT	2,557	2,137	-420	-16%	13,470	11,211	-2,259	-17%
JUVENILE	1,260	967	-293	-23%	6,984	6,058	-926	-13%
Y. A.	332	260	-72	-22%	1,817	1,529	-288	-16%
PERIOD.	423	238	-185	-44%	2,285	1,822	-463	-20%
AUDIO	188	172	-16	-9%	982	968	-14	-1%
VIDEO	4,634	5,092	458	10%	24,352	30,638	6,286	26%
DIGITAL MEDIA	179	286	107	60%	1,026	1,040	14	1%
TOTAL	9,573	9,152	-421	-4%	50,916	53,266	2,350	5%

	MAY 2014	MAY 2015	Amount of Change	% OF Change	YTD 2014	YTD 2015	Amount of Change	YTD % OF Change
FRANKTON								
ADULT	868	570	-298	-34%	4,185	3,101	-1084	-26%
JUVENILE	560	335	-225	-40%	2,830	2,146	-684	-24%
Y. A.	287	113	-174	-61%	950	600	-350	-37%
PERIOD.	259	146	-113	-44%	1,020	641	-379	-37%
AUDIO	121	60	-61	-50%	324	279	-45	-14%
VIDEO	1,542	1,050	-492	-32%	6,404	7,488	1084	17%
DIGITAL MEDIA	90	144	54	60%	514	522	8	2%
TOTAL	3,727	2,418	-1309	-35%	16,227	14,777	-1,450	-9%

	MAY 2014	MAY 2015	Amount of Change	% OF Change	YTD 2014	YTD 2015	Amount of Change	YTD % OF Change
HAZELBAKER								
ADULT	430	338	-92	-21%	2,241	1700	-541	-24%
JUVENILE	167	202	35	21%	1,244	1158	-86	-7%
Y. A.	76	62	-14	-18%	336	292	-44	-13%
PERIOD.	74	85	11	15%	457	374	-83	-18%
AUDIO	24	36	12	50%	108	169	61	56%
VIDEO	935	1,239	304	33%	5,528	7147	1619	29%
DIGITAL MEDIA	90	143	53	59%	513	519	6	1%
TOTAL	1,796	2,105	309	17%	10,427	11,359	932	9%

	MAY 2014	MAY 2015	Amount of Change	% OF Change	YTD 2014	YTD 2015	Amount of Change	YTD % OF Change
SYSTEM								
ADULT	3,855	3,045	-810	-21%	19,896	16,012	-3,884	-20%
JUVENILE	1,987	1,504	-483	-24%	11,058	9,362	-1,696	-15%
Y. A.	695	435	-260	-37%	3103	2421	-682	-22%
PERIOD.	756	469	-287	-38%	3762	2837	-925	-25%
AUDIO	333	268	-65	-20%	1414	1416	2	0%
VIDEO	7,111	7,381	270	4%	36,284	45,273	8,989	25%
DIGITAL MEDIA	359	573	214	60%	2,053	2,081	28	1%
TOTAL	15,096	13,675	-1421	-9%	77,570	79,402	1,832	2%

	Comp. Use	Wireless	Traffic	Ref.	Assists	Prog. A.	Prog. YA	Prog. J
Elwood	1,667	731	6,559	13	995	11	-	4
						55	-	46
Frankton	291	199	2,477	12	183	4	-	6
						35	-	56
Summitville	190	172	1,453	1	157	6	1	3
						37	-	12

Tech Services Processed 982 Items
Transits to Other Libraries: 447

Processed by Trisha Shuler
Transits From Other Libraries: 433

TRANSMISSION VERIFICATION REPORT

TIME : 06/10/2015 13:43
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BROF2V374540

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

06/10 13:43
FRANKTON
00:00:14
01
OK
STANDARD
ECM

Agenda

June 15, 2015

North Madison County Public Library System
Board of Trustees

Ralph E. Hazelbaker Library

Regular Meeting
5:30 P.M.

- Call to Order
- Call for Quorum
- Consent Agenda
 - Minutes
 - Claims Register & Checks
 - Personnel
- Old Business
- New Business
 1. Time Line for 2016 Budget Approval
 2. Circulation Policy and Duplicate Patron Accounts
- Director's Report
- Public Comment

TRANSMISSION VERIFICATION REPORT

TIME : 06/10/2015 13:42
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BROF2V374540

DATE, TIME 06/10 13:42
FAX NO./NAME HERALD
DURATION 00:00:18
PAGE(S) 01
RESULT OK
MODE STANDARD
ECM

TRANSMISSION VERIFICATION REPORT

TIME : 06/10/2015 13:41
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BROF2V374540

DATE, TIME 06/10 13:41
FAX NO./NAME CALL LEADER
DURATION 00:00:14
PAGE(S) 01
RESULT OK
MODE STANDARD
ECM

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TIME : 06/10/2015 13:43
NAME : ELWOOD LIBRARY
FAX : 7655520955
TEL : 7655525001
SER.# : BROF2V374540

DATE, TIME	06/10 13:43
FAX NO./NAME	SUMMITVILLE
DURATION	00:00:13
PAGE(S)	01
RESULT	OK
MODE	STANDARD ECM

Agenda

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