

**Bloomfield-Eastern Greene County Public Library
Board of Trustees Meeting Agenda
Wednesday, October 12 at 5PM EST in the Library Community Room**

1. Approval of Claims/Payroll
2. Approval of Minutes
3. Treasurer's Report/Approval of Report
4. Librarian's Report
5. Personnel Report
6. Finance Committee Report
7. Building and Grounds Committee Report
8. Old Business
 - a. None
9. New Business
 - a. 2017 Budget Adoption
 - b. Overtime Rule Change: <https://www.dol.gov/featured/overtime>
 - c. Surplus Furniture/Silent Auction Bid Approvals
 - d. Approval of Director's ILF Conference Attendance
 - e. November Board Meeting Date Change/Conflict
10. Public Comment
11. Adjournment

Register Of Claims
BLOOMFIELD-EASTERN GREENE CO LIBRARY
 125 S FRANKLIN ST
 BLOOMFIELD , IN 47424

10/12/2016

From: 9/1/2016 To: 9/30/2016

Claim Number	Vendor Name	PO Number	Check Number	Check Date	Amount of Claim
18923	GADELLNET CONSULTING SERVICES				\$75.00
18924	SEWAGE DISPOSAL WORKS				\$74.00
18925	RICOH USA INC				\$141.53
18926	DUKE ENERGY				\$1,450.38
18927	RECORDED BOOKS, INC				\$181.20
18928	ENA Services LLC				\$703.50
18929	Amplified Tech Services LLC				\$1,087.50
18930	OVERDRIVE, INC				\$10.16
18931	GRAVES PLUMBING COMPANY INC				\$87.75
18932	BAKER & TAYLOR				\$1,101.70
18933	US TREASURY				\$5,233.18
18934	INDIANA DEPT OF REVENUE				\$1,064.37
18935	PERF				\$1,381.82
18936	AMAZON				\$234.54
18937	AMAZON				\$5,370.16
18938	RECORDED BOOKS, INC				\$99.00
18939	UNIQUE MANAGEMENT SERVICE				\$162.54
18940	HASEMAN PEST CONTROL OFFICE				\$65.00
18941	MIKE'S CARPET CLEANING SERVICE				\$280.00
18942	JEREMY INMAN				\$400.00
18943	ROBERT TURNER				\$71.82
18944	WYATT HASLER				\$3.95
18945	PETTY CASH				\$5.27
18946	BHS CLASS OF 2018 POST PROM				\$25.00
18947	AMERICAN LIBRARY ASSOCIATION				\$137.00
18948	AMERICAN LIBRARY ASSOCIATION				\$101.00
18949	RICOH USA INC				\$37.54
18950	COMCAST CABLE				\$470.80
18951	John Musgraves				\$30.00
18952	CENTER POINT LARGE PRINT				\$128.82
18953	FINDAWAY WORLD				\$749.87
18954	KIMBERLY PORTER				\$20.00
18955	SAMS CLUB/SYNCHRONY BANK				\$90.00
18956	MIDWEST NATURAL GAS CORP				\$28.61
18957	CENTURYLINK				\$4.90
18958	EASTERN HEIGHTS UTILITIES				\$48.55
18959	UDWI				\$281.00
18960	ANTHEM				\$1,404.02

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 BLOOMFIELD, IN 47424

10/12/2016

From: 9/1/2016 To: 9/30/2016

Claim Number	Vendor Name	PO Number	Check Number	Check Date	Amount of Claim
18961	RECORDED BOOKS, INC				\$74.20
18962	AT&T				\$130.24
18963	ROWE LAW FIRM				\$200.00
18964	DELTA DENTAL				\$86.19
18965	B & C Disposal				\$20.00
18966	BLOOMFIELD STATE BANK				\$10.00
18967	WELLS FARGO VENDOR FINANCIAL SERVICES, LLC				\$144.27
18968	RICOH USA INC				\$151.44
18969	REBECCA FEIRER				\$29.56
18971	MARY WITTE				\$61.03
18972	U.S. BANK				\$4,513.93
18973	MICHELE ROGERS				\$1,458.33
18974	John Musgraves				\$350.00
18975	INDIANA LIBRARY FEDERATION				\$440.00
18976	EASTERN HEIGHTS UTILITIES				\$14.85
18977	VISION SERVICE PLAN				\$23.86
18978	EASTERN ALLIANCE INSURANCE GROUP				\$680.00
18979	RICOH USA INC				\$141.53
19004	John Musgraves				\$132.50

Register Of Claims
BLOOMFIELD-EASTERN GREENE CO LIBRARY
 125 S FRANKLIN ST
 BLOOMFIELD, IN 47424

10/12/2016

From: 9/1/2016 **To:** 9/30/2016

Claim Number	Vendor Name	PO Number	Check Number	Check Date	Amount of Claim
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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 5-11-10-6.

_____, 20_____

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 claims listed on the foregoing Register of Claims, consisting of 3 pages, and except for claims not allowed as shown on the Register, such claims are hereby allowed in the total amount of \$31,503.41 . Dated 10/12/2016

DINAH FULLER

DON HEINTZMAN

LUKE RUDISILL

ROGER AXE

JUDY BRANSTETTER

KRISTIE BLADEN

MARTHA MARMOUZE

Board Members

Payroll Claim Register

BLOOMFIELD-EASTERN GREENE CO LIBRARY

125 S FRANKLIN ST
BLOOMFIELD , IN 47424

From: 10/03/16 To: 10/03/16

Claim Number	ID	Payee	Gross Pay	Check Number	Amount of Claim
18980			\$371.45	21857	\$307.41
18981			\$534.67	DD18981	\$432.78
18982			\$51.63	21858	\$47.68
18983			\$1,706.82	DD18983	\$1,236.55
18984			\$585.23	21859	\$473.52
18985			\$918.98	21860	\$732.83
18986			\$2,252.96	DD18986	\$1,685.27
18987			\$393.60	21861	\$358.57
18988			\$409.92	21862	\$363.38
18989			\$2,506.14	DD18989	\$1,928.40
18990			\$1,643.86	DD18990	\$1,416.07
18991			\$63.40	DD18991	\$55.60
18992			\$1,879.41	21863	\$1,511.61
18993			\$1,085.93	DD18993	\$948.82
18994			\$385.70	21864	\$338.27
18995			\$516.55	21865	\$370.15
18996			\$3,500.00	DD18996	\$2,420.82
18997			\$46.75	DD18997	\$41.00
18998			\$176.71	21866	\$154.97
18999			\$568.14	21867	\$497.88
19000			\$870.15	21868	\$698.77
19001			\$313.49	21869	\$262.37
19002			\$1,703.82	DD19002	\$1,399.42
19003			\$143.06	21870	\$125.47

Claim Number	ID	Payee	Gross Pay	Check Number	Amount of Claim
			\$22,628.37		
			\$17,807.61		
200.1.2070	Perf Employees Share	\$298.97	200.1.2071	Health Insurance Employees	\$304.56
200.1.2274	State and County	\$1,090.92	200.1.2275	FICA Employees	\$1,384.09
200.1.2276	Medicare Employees	\$323.72			
200.1.2274	State and County		200.1.2274	State and County	\$60.99
			200.1.2274	State and County	\$92.14
			200.1.2274	State and County	\$76.44
			200.1.2274	State and County	\$50.49
			200.1.2274	State and County	\$2.17

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

_____, 20____

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 claims listed on the foregoing Register of Claims, consisting of 2 pages, and except for claims not allowed as shown on the Register, such claims are hereby allowed in the total amount of \$17,807.61 Dated 10/12/2016

DINAH FULLER

DON HEINTZMAN

LUKE RUDISILL

ROGER AXE

JUDY BRANSTETTER

KRISTIE BLADEN

MARTHA MARMOUZE

Board Members

Bloomfield-Eastern Greene County Public County

Board of Trustees

Wednesday, September 14, 2016

The Bloomfield-Eastern Greene County Public Library Board of Trustees met on Wednesday, September 14, at 5:10PM in the community room at the library. Those present were Martha Marmouze presiding in place of Luke Rudisill, Don Heintzman, Judy Branstetter, Kristie Bladen, Dinah Fuller, Roger Axe, Austin Stroud, Library Director, and Kelly Slaven a reporter from the Greene County Daily World.

Approval of Claims and Minutes:

Trustees approved by their signatures the claims and payroll claims. Don made motion and Kristie seconded. All were in favor. Kristie made a motion to approve the minutes and Don seconded it. All present were in favor.

Treasurers Report:

CLAIMS:

PAYROLL: Claim #18890 to 18914 for **\$19,054.82.**

CLAIMS: Claim #18804, Claim #18832, Claim #18841 to 18843, Claim #18846 to 18856, Claim #18858 to 18889, Claim #18915 to 18922 for **\$25,278.39.**

BALANCE THE BUDGET:

Transferring \$1,200 from Building Repair to Legal Services.

BUDGET STATUS:

Through 8 months of the year, we strive to be at or under 66.67% (8/12th of the year) in each of the four budget categories as well as overall. See the appropriation report through August 31, 2016 for the full numbers.

2016/Current Year through August 31, 2016

Personnel/Personal Services	66.24 % spent
Supplies	43.64 % spent
Other Services	40.72 % spent
Capital Outlays	41.57 % spent
OVERALL	55.19 % spent

2015/Prior Year Comparison through August 31, 2015

Personnel/Personal Services	69.66 % spent
Supplies	44.96 % spent
Other Services	45.65 % spent
Capital Outlays	60.00 % spent
OVERALL	60.53 % spent

Roger made a motion to approve the treasurer's report and Dinah seconded it. All present were in favor.

Librarians Report:

Events/Programming

We continue to have a weekly presence at the Farmer's Market. The impact in regards to our weekly presence has not been that significant with light crowds, especially during the 6-7PM hour.

We held a meeting of the professional staff members to start working on the 2017-2019 Strategic Plan on September 12. Another planning meeting date/time will likely be announced soon.

Community/Professional Involvement

We expect to launch a Little Free Library in Mineral, sponsored by Tri-Kappa, sometime in the next few weeks.

I attended Literacy Coalition board meeting, a Chamber of Commerce board meeting, and a Friends of the Library board meeting.

Other

We have received most of the new technology-related equipment for the LSTA grant. We are waiting until after the new carpet to put this in place and train staff.

A silent auction is going on now for furniture that we may be selling. We have decided to run this until the October board meeting since new furniture won't arrive until a few weeks after the carpeting project is finished. This also will allow us time to advertise it better.

Don has met with Austin the last few Fridays to train and learn the bookkeeping role at the library. He has caught on fast, and learned quite a bit so far!

Martha asked how the silent auction is going. Austin shared that it's just starting, and we expect most bidding to take place after we reopen from the carpeting work.

Judy made a motion and Martha seconded it to approve the librarian's report. All were in favor.

Personnel Report:

TO: Bloomfield-Eastern Greene County Public Library Board of Trustees

FROM: Austin Stroud, Director

RE: Personnel Report

DATE: September 14, 2016

Beginning Employment

- None.

Ending Employment

- Reena Evans, Community Engagement Coordinator, Part-time, effective October 19, 2016.
- Susannah Julian, Substitute Library Assistant, Part-time, effective September 26, 2016.

Job Changes

- None.

Finance Committee Report:

Austin presented a Hilliard Lyons document to sign. Don is going to call Adam Estes to inquire about it.

Building & Grounds

Austin discussed the carpet plans and getting the school to help (grades 7-12) thanks to Kristie Bladen's assistance.

Don discussed the carpet and furniture things that will be coming up.

Don also said things were moving along on the exterior, and he has been in contact with Milestone regarding resealing the parking lot where it has cracked.

Austin mentioned that Karen Holz is planning to obtain some quotes for repaving the parking lot at the Eastern branch library.

Austin added coverage for volunteers to the library's insurance policy.

Old Business:

None.

New Business:

Roger Axe was appointed by the Greene County Commissioners last week to the library board.

2017 budget public hearing – Austin shared the notice to taxpayers and the budget estimate.

Austin shared updates to the personnel manual. These are the first updates since March 2015. The board would like a few things edited, but approved it with those edits made. Dinah made a motion and Roger seconded. All were in favor.

Public Comment:

None.

Adjournment:

Roger moved to adjourn meeting and Don seconded it at 6:26 p.m. All present were in favor. The next meeting will be Wednesday, October 12 at 5pm, in the library's community room.

Secretary

TREASURER'S REPORT—September 2016

CLAIMS:

PAYROLL: Claim #18980 to 19003 for **\$17,807.61**.

CLAIMS: Claim #18923 to 18969, Claim #18971 to 18979, and Claim #19004 for **\$31,503.41**.

Note: These claims are high because they contain LSTA grant purchases. We'll get 90% of that money back after submitting for reimbursement (we pay 10%).

BALANCE THE BUDGET:

- Transferring \$1,758.32 from Salary of Treasurer to Salary of Library Assistants.
- Transferring \$2,458.10 from Salary of Treasurer to Salary of Substitutes.
- Transferring \$200 from Building Repair to Legal Services.
- Transferring \$1,495.80 from Improvements – Other to Furniture and Equipment.

BUDGET STATUS:

Through nine months of the year, we strive to be at or under 75% (3/4th of the year) in each of the four budget categories as well as overall. See the appropriation report through September 30, 2016 for the full numbers.

2016/Current Year through September 30, 2016

Personnel/Personal Services	74.97 % spent
Supplies	45.60 % spent
Other Services	46.87 % spent
Capital Outlays	57.77 % spent
OVERALL	63.91 % spent

2015/Prior Year Comparison through September 30, 2015

Personnel/Personal Services	78.29 % spent
Supplies	50.56 % spent
Other Services	52.84 % spent
Capital Outlays	70.40 % spent
OVERALL	68.83 % spent

Treasurer Financial Report
BLOOMFIELD-EASTERN GREENE CO LIBRARY

9/30/2016

Bank Summary

Bank Number and Nam	Account Number	Beginning Balance	Withdrawals	Deposits	Ending Balance
1	BLOOMFIELD STATE B 10006	\$143,471.08			\$111,481.93
	100 OPERATING		\$394,128.56	\$364,770.85	
	200 PAYROLL		\$44,056.41	\$43,833.69	
	300 PLAC		\$0.00	\$35.00	
	350 EVERGREEN FINES & FEES		\$115.25	\$217.88	
	400 GIFT		\$2,702.03	\$4,130.15	
	700 SALES TAX		\$12.06	\$9.11	
	850 STATE TECHNOLOGY		\$3,971.52	\$0.00	
	875 CONFERENCE SCHOLARSHIP		\$750.00	\$750.00	
			\$445,735.83	\$413,746.68	
2	FARMERS AND MECHA 101426998	\$151,241.44			\$161,372.89
	100 OPERATING		\$60,000.00	\$68,271.69	
	450 HUNTER TRUST		\$0.00	\$1,859.76	
			\$60,000.00	\$70,131.45	
3	CD FARMERS & MECHA 91610	\$0.00			\$0.00

Treasurer Financial Report
BLOOMFIELD-EASTERN GREENE CO LIBRARY

9/30/2016

Bank Summary

Bank Number and Nam	Account Number	Beginning Balance	Withdrawals	Deposits	Ending Balance
Total All Bank		\$294,712.52	\$505,735.83	\$483,878.13	\$272,854.82

Fund Balance Summary

		Beginning Balance	Withdrawals	Deposits	Ending Balance	Invested	Available Balance
001	CASH CHANGE FUND	\$143.50	\$0.00	\$0.00	\$143.50	\$0.00	\$143.50
050	PETTY CASH	\$35.50	\$0.00	\$0.00	\$35.50	\$0.00	\$35.50
100	OPERATING	\$161,260.41	\$454,128.56	\$433,042.54	\$140,174.39	\$0.00	\$140,174.39
200	PAYROLL	\$244.82	\$44,056.41	\$43,833.69	\$22.10	\$0.00	\$22.10
300	PLAC	\$75.00	\$0.00	\$35.00	\$110.00	\$0.00	\$110.00
350	EVERGREEN FINES & FEES	\$641.13	\$115.25	\$217.88	\$743.76	\$0.00	\$743.76
400	GIFT	\$11,983.90	\$2,702.03	\$4,130.15	\$13,412.02	\$0.00	\$13,412.02
450	HUNTER TRUST	\$70,849.73	\$0.00	\$1,859.76	\$72,709.49	\$0.00	\$72,709.49
500	GATES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
550	FLATER	\$1,177.64	\$0.00	\$0.00	\$1,177.64	\$0.00	\$1,177.64
600	SIM SMITH	\$3,291.42	\$0.00	\$0.00	\$3,291.42	\$0.00	\$3,291.42
650	LIRF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
700	SALES TAX	\$16.01	\$12.06	\$9.11	\$13.06	\$0.00	\$13.06
750	STATE GRANTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
800	LEVY EXCESS OPERATING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
850	STATE TECHNOLOGY	\$3,971.52	\$3,971.52	\$0.00	\$0.00	\$0.00	\$0.00
875	CONFERENCE SCHOLARSHIP	\$0.00	\$750.00	\$750.00	\$0.00	\$0.00	\$0.00
900	RAINY DAY	\$41,021.94	\$0.00	\$0.00	\$41,021.94	\$0.00	\$41,021.94
		\$294,712.52	\$505,735.83	\$483,878.13	\$272,854.82	\$0.00	\$272,854.82

You are Out of Balance by this Amount **\$0.00**

Appropriation Financial Report

BLOOMFIELD-EASTERN GREENE CO LIBRARY

Period Beginning Date 01/01/16 Period Ending Date 09/30/16

Account Number and Description	YR Appropriation	Month BB	Change to Appropriations	MTD Expense	YTD Expense	Unexpended Bal.	Encumbrance	Unencumbered Bal	%
001 CASH CHANGE FUND									
5 Income									
001.5.5000 Cash Change Revenues	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
5 Income Totals	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
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Fund Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
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100 OPERATING									
1 Personnel									
100.1.1110 Salary of Librarian	73,000.00	73,000.00	0.00	55,556.66	55,556.66	17,443.34	0.00	17,443.34	76.11%
100.1.1111 Salary of Librarians(Hou	100,000.00	100,000.00	0.00	81,538.52	81,538.52	18,461.48	0.00	18,461.48	81.54%
100.1.1112 Salary of Library Assista	25,000.00	25,000.00	0.00	26,758.32	26,758.32	-1,758.32	0.00	-1,758.32	107.03%
100.1.1113 Salary of Substitutes	9,500.00	9,500.00	0.00	11,958.10	11,958.10	-2,458.10	0.00	-2,458.10	125.87%
100.1.1114 Salary of Pages	18,000.00	18,000.00	0.00	13,964.58	13,964.58	4,035.42	0.00	4,035.42	77.58%
100.1.1115 Salary of Coordinators	18,500.00	18,500.00	0.00	12,713.63	12,713.63	5,786.37	0.00	5,786.37	68.72%
100.1.1120 Salary of Staff	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
100.1.1130 Salary of Treasurer	15,500.00	15,500.00	0.00	1,733.49	1,733.49	13,766.51	0.00	13,766.51	11.18%
100.1.1210 Library FICA and Medica	22,000.00	22,000.00	0.00	15,421.70	15,421.70	6,578.30	0.00	6,578.30	70.10%
100.1.1220 Unemployment	3,000.00	3,000.00	0.00	1,915.95	1,915.95	1,084.05	0.00	1,084.05	63.87%
100.1.1230 PERF Employer Contrib	15,000.00	15,000.00	0.00	9,682.44	9,682.44	5,317.56	0.00	5,317.56	64.55%
100.1.1240 Employee Group Insura	14,000.00	14,000.00	0.00	11,279.85	11,279.85	2,720.15	0.00	2,720.15	80.57%
100.1.1241 Extra Personnel	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.00	10,000.00	0.00%
1 Personnel Totals	323,500.00	323,500.00	0.00	242,523.24	242,523.24	80,976.76	0.00	80,976.76	74.97%
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2 Supplies									
100.2.2110 Official Records	50.00	50.00	0.00	7.14	7.14	42.86	0.00	42.86	14.28%
100.2.2130 Other Office	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
100.2.2210 Cleaning Supplies	1,300.00	1,300.00	0.00	830.96	830.96	469.04	0.00	469.04	63.92%

Appropriation Financial Report

BLOOMFIELD-EASTERN GREENE CO LIBRARY

Period Beginning Date 01/01/16 Period Ending Date 09/30/16

Account Number and Description	YR Appropriation	Month BB	Change to Appropriations	MTD Expense	YTD Expense	Unexpended Bal.	Encumbrance	Unencumbered Bal	%
100.3.3620 Equipment Repair	8,000.00	8,000.00	0.00	3,026.98	3,026.98	4,973.02	0.00	4,973.02	37.84%
100.3.3630 Janitorial Service	17,500.00	17,500.00	0.00	13,124.97	13,124.97	4,375.03	0.00	4,375.03	75.00%
100.3.3910 Dues	1,750.00	1,750.00	0.00	1,369.00	1,369.00	381.00	0.00	381.00	78.23%
100.3.3940 Transfer to LIRF	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
100.3.3950 Circuit Breaker Reductio	15,100.00	15,100.00	0.00	0.00	0.00	15,100.00	0.00	15,100.00	0.00%
100.3.3955 Extra Services	15,550.00	15,550.00	0.00	0.00	0.00	15,550.00	0.00	15,550.00	0.00%
3 Other Services Totals	169,100.00	169,100.00	0.00	79,264.80	79,264.80	89,835.20	0.00	89,835.20	46.87%
4 Capital Outlays									
100.4.4210 Buildings	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
100.4.4310 Improvements - Other	2,500.00	2,500.00	0.00	249.39	249.39	2,250.61	0.00	2,250.61	9.98%
100.4.4410 Furniture and Equipment	9,000.00	9,000.00	0.00	10,495.80	10,495.80	-1,495.80	0.00	-1,495.80	116.62%
100.4.4510 Books - Adult Fiction	9,500.00	9,500.00	0.00	6,116.56	6,116.56	3,383.44	0.00	3,383.44	64.38%
100.4.4520 Books - Adult Nonfiction	5,800.00	5,800.00	0.00	3,044.61	3,044.61	2,755.39	0.00	2,755.39	52.49%
100.4.4525 Books-Local History/Gen	500.00	500.00	0.00	155.00	155.00	345.00	0.00	345.00	31.00%
100.4.4530 Books - Children	7,250.00	7,250.00	0.00	3,212.70	3,212.70	4,037.30	0.00	4,037.30	44.31%
100.4.4540 Books - YA	3,250.00	3,250.00	0.00	2,062.71	2,062.71	1,197.28	0.00	1,197.28	63.78%
100.4.4550 Books - Eastern	6,500.00	6,500.00	0.00	3,292.72	3,292.72	3,207.28	0.00	3,207.28	50.66%
100.4.4610 Periodicals and News	3,000.00	3,000.00	0.00	968.67	968.67	2,031.33	0.00	2,031.33	32.29%
100.4.4710 Nonprint - Adult DVD	3,000.00	3,000.00	0.00	1,704.87	1,704.87	1,304.62	0.00	1,304.62	57.15%
100.4.4720 Nonprint - Music	1,000.00	1,000.00	0.00	492.23	492.23	507.77	0.00	507.77	49.22%
100.4.4730 Nonprint - Audiobooks	6,300.00	6,300.00	0.00	4,664.61	4,664.61	1,615.40	0.00	1,615.40	73.72%
100.4.4740 Nonprint - Childrens	2,000.00	2,000.00	0.00	749.00	749.00	1,243.50	0.00	1,243.50	37.08%
100.4.4750 Nonprint - YA	1,200.00	1,200.00	0.00	641.97	641.97	576.03	0.00	576.03	55.00%
100.4.4760 Nonprint - Eastern	4,200.00	4,200.00	0.00	2,572.28	2,572.28	1,627.72	0.00	1,627.72	61.24%
100.4.4761 Replacement Books/No	500.00	500.00	0.00	304.81	304.81	185.20	0.00	185.20	58.96%
100.4.4765 Extra Capital Outlays	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00	5,000.00	0.00%
4 Capital Outlays Totals	70,500.00	70,500.00	0.00	40,727.93	40,727.93	29,772.07	0.00	29,772.07	57.77%

Appropriation Financial Report

BLOOMFIELD-EASTERN GREENE CO LIBRARY

Period Beginning Date 01/01/16 Period Ending Date 09/30/16

Account Number and Description	YR Appropriation	Month BB	Change to Appropriations	MTD Expense	YTD Expense	Unexpended Bal.	Encumbrance	Unencumbered Bal	%
Fund Total	577,600.00	577,600.00	0.00	369,128.56	369,128.56	208,471.44	0.00	208,471.44	63.91%
Total All Funds	577,600.00	577,600.00	0.00	369,128.56	\$369,128.56	208,471.44	0.00	208,471.44	63.91%

Internal Transfers

Fund	Account	MTD	YTD
100	100.3.3130 Legal Services	\$1,200.00	\$1,200.00
100	100.3.3610 Building Repair	(\$1,200.00)	(\$1,200.00)
100	100.4.4540 Books - YA	\$9.99	\$9.99
100	100.4.4710 Nonprint - Adult DVD	\$9.49	\$9.49
100	100.4.4730 Nonprint - Audiobooks	(\$19.99)	(\$19.99)
100	100.4.4740 Nonprint - Childrens	(\$7.50)	(\$7.50)
100	100.4.4750 Nonprint - YA	\$18.00	\$18.00
100	100.4.4761 Replacement Books/Nonprint	(\$9.99)	(\$9.99)
		\$0.00	\$0.00

Librarian's Report –Austin Stroud, Director – 10.12.16

Events/Programming

We wrapped up another full season of having a presence at the Bloomfield Farmer's Market on September 30. Our role next year is to be determined, but we expect that there will be changes again to the Farmer's Market time and/or location from this year.

We held a second meeting of the professional staff members to start working on the 2017-2019 Strategic Plan on October 3. Another planning meeting date/time will likely be announced soon, and there will be a date in November for public comments and feedback.

We had a booth at the Apple Festival, once again, with the Literacy Coalition. We raised an amazing \$336, which is about triple what we raised last year and double two years ago. This was the first year we tried offering two games – both mini-golf and basketball.

Community/Professional Involvement

We expect to launch a Little Free Library in Mineral, sponsored by Tri-Kappa, sometime in the next few weeks.

I attended the Literacy Coalition annual meeting, and a Friends of the Library board meeting.

Other

We have received most of the new technology-related equipment for the LSTA grant. We are working on a training plan now to get this equipment going. We still have to wait for new furniture to put out some things.

There are some building/grounds things that John Musgraves would like to discuss when we get to the building and grounds report.

LIBRARIAN'S REPORT Sept. 2016 BLOOMFIELD

October 12, 2016 Board Meeting

Juvenile Circulation	2016	2015	2014
Juvenile Fiction	755	995	917
Juvenile Non-Fiction	168	111	175
Parent/Teacher	0	6	4
Juvenile Videos	0	5	41
Juvenile DVDs	145	149	254
Audiobooks/Gaming	6	16	19
B&C (Kits)	1	21	0
Juvenile Magazines	1	7	15
YA Books	155	318	247
YA Nonprint	54	8	51
Total Children's:	1285	1636	1723

Adult Circulation	2016	2015	2014
Fiction	871	840	1035
Non-Fiction	300	347	377
Magazines	72	71	55
Music CDs	68	116	155
Audiobooks/Games	124/8	135	265
Playaways	80	77	73
Overdrive	803	692	273
DVDs/Videos	1054	1334	1718
Total Adult:	3380	3612	3951
TOTAL CIRCULATION:	4665	5248	5674

COMPUTER/EQUIPMENT USAGE		INTERLIBRARY LOAN SERVICES		
Children & Tween	322	0	Books borrowed from ILL	
Teen	100			
Adult	544	248	Books borrowed from EI libraries	
Total Internet	966			
Wireless	72	315	Books loaned to EI libraries	
Microfilm	5			
Total:	1043			
Programs:	86	children attended	3	programs
	12	teens attended	3	programs
	7	adults attended	1	program
Outreach:	0	items delivered to	0	Patrons
	42	items delivered to	7	offsite locations
	57	books delivered to	3	Daycares

Items Added:		Desk Collection:	
Adult Books Purchased	74	Fines and Fees	\$237.87
Adult Books Donated			
Magazines Added	54	Copier Fees	\$288.85
Adult AV items purchased	24		
Adult AV items donated		Other Fees	\$145.60
YA books purchase	24		
YA books donated		Total:	\$672.32
Children books purchased	8		
Children books donated		Total Patrons: 1,826 New Resident Cards: 23 Number of Items: 46,815 Email Genealogy: 4 Freemal Downloads: 78/10	
Children AV purchased			
Children AV donated			
Total Books Added	106		
Total AV Added	78		
Total of all items added:	184		

LIBRARIAN'S REPORT SEPTEMBER 2016
October 12, 2016 Board Meeting

EASTERN			
	2016	2015	2014
Juvenile Circulation			
Juvenile Fiction	255	259	102
Juvenile Nonfiction	24	13	14
Juvenile Periodicals	1	4	0
Audiobooks/Kits	8	11	4
DVDs/Videos	0*	0*	2
YA	23	14	20
Total Juvenile Circulation	311	301	142
Adult Circulation			
Fiction	136	153	212
Nonfiction	32	17	30
Periodicals	46	52	49
Audiobooks	40	25	24
DVDs/Videos	319	341	231
Music CDs	6	20	9
Games	17	15	0
Total Adult Circulation	596	623	555
TOTAL CIRCULATION	907	924	697
Additional Statistics			
New resident cards:	5		
Number of Patrons:	429		
Number of items:	8,691		
Computer/WIFI Use:	145 computers/45 WIFI = 190 Total		
Programs/Attendance:	9 Programs with 133 in Attendance		
NEW ITEMS Purchased or donated to branches	Purchased:		
	Adult Books		9
	Adult A/V		7
	Magazines		14
	YA		1
	Children's Books		
	Children's A/V		
	Donated:		
	Books		
	A/V		
	Total:		31

*All DVD/video checkouts were combined as adult. // Park pass circ = 3

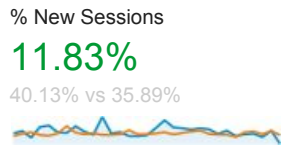
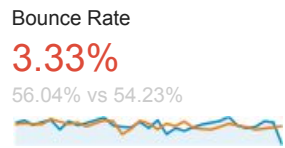
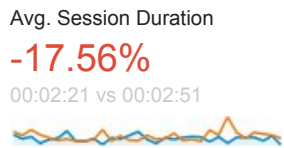
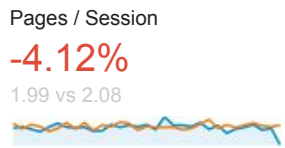
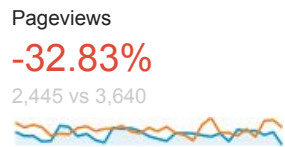
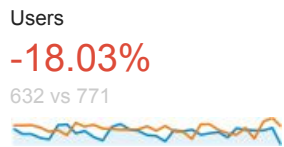
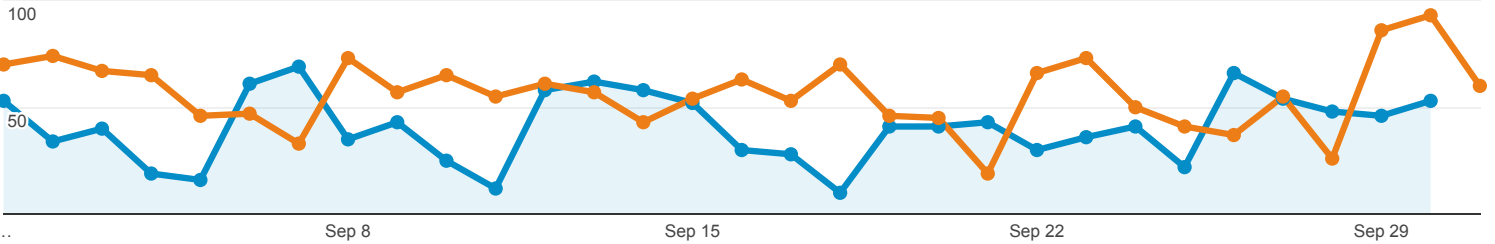
Sep 1, 2016 - Sep 30, 2016
Compare to: Aug 1, 2016 - Aug 31, 2016

Audience Overview

All Users
+0.00% Sessions

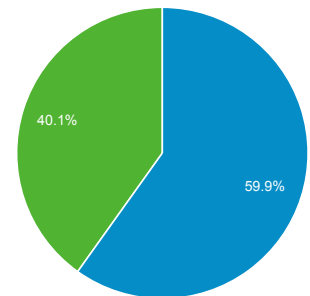
Overview

Sep 1, 2016 - Sep 30, 2016: Sessions
Aug 1, 2016 - Aug 31, 2016: Sessions

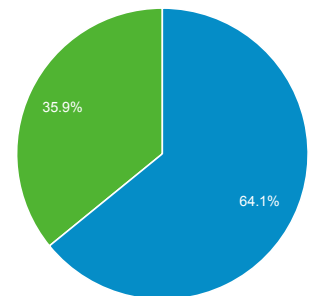


Returning Visitor (blue) New Visitor (green)

Sep 1, 2016 - Sep 30, 2016



Aug 1, 2016 - Aug 31, 2016



Language

Language	Sessions	% Sessions
1. en-us		
Sep 1, 2016 - Sep 30, 2016	1,186	96.74%
Aug 1, 2016 - Aug 31, 2016	1,687	96.40%
% Change	-29.70%	0.35%
2. en-gb		
Sep 1, 2016 - Sep 30, 2016	9	0.73%
Aug 1, 2016 - Aug 31, 2016	1	0.06%
% Change	800.00%	1,184.67%
3. fr		
Sep 1, 2016 - Sep 30, 2016	5	0.41%
Aug 1, 2016 - Aug 31, 2016	6	0.34%
% Change	-16.67%	18.95%

4. it	Sep 1, 2016 - Sep 30, 2016	5		0.41%
	Aug 1, 2016 - Aug 31, 2016	7		0.40%
	% Change			-28.57% 1.96%
5. es	Sep 1, 2016 - Sep 30, 2016	4		0.33%
	Aug 1, 2016 - Aug 31, 2016	0		0.00%
	% Change			100.00% 100.00%
6. es-419	Sep 1, 2016 - Sep 30, 2016	3		0.24%
	Aug 1, 2016 - Aug 31, 2016	1		0.06%
	% Change			200.00% 328.22%
7. ko-kr	Sep 1, 2016 - Sep 30, 2016	3		0.24%
	Aug 1, 2016 - Aug 31, 2016	0		0.00%
	% Change			100.00% 100.00%
8. c	Sep 1, 2016 - Sep 30, 2016	2		0.16%
	Aug 1, 2016 - Aug 31, 2016	0		0.00%
	% Change			100.00% 100.00%
9. it-it	Sep 1, 2016 - Sep 30, 2016	2		0.16%
	Aug 1, 2016 - Aug 31, 2016	1		0.06%
	% Change			100.00% 185.48%
10. zh-tw	Sep 1, 2016 - Sep 30, 2016	2		0.16%
	Aug 1, 2016 - Aug 31, 2016	1		0.06%
	% Change			100.00% 185.48%

TO: Bloomfield-Eastern Greene County Public Library Board of Trustees
FROM: Austin Stroud, Director
RE: Personnel Report
DATE: October 12, 2016

Beginning Employment

- None.

Ending Employment

- None.

Job Changes

- None.

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: 2017 Budget Adoption

Be it ordained/resolved by the **Board of Trustees of the Bloomfield-Eastern Greene County Public Library** that for the expenses of **BLOOMFIELD-EASTERN GREENE COUNTY PUBLIC LIBRARY** for the year ending December 31, **2017** the sums herein specified are hereby appropriated and ordered set apart out of the several funds herein named and for the purposes herein specified, subject to the laws governing the same. Such sums herein appropriated shall be held to include all expenditures authorized to be made during the year, unless otherwise expressly stipulated and provided for by law. In addition, for the purposes of raising revenue to meet the necessary expenses of **BLOOMFIELD-EASTERN GREENE COUNTY PUBLIC LIBRARY**, 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 **Board of Trustees of the Bloomfield-Eastern Greene County Public Library**.

Name of Adopting Entity / Fiscal Body	Type of Adopting Entity / Fiscal Body	Date of Adoption
Board of Trustees of the Bloomfield-Eastern Greene County Public Library	Library Board	10/12/2016

DLGF-Reviewed Funds				
Fund Code	Fund Name	Adopted Budget	Adopted Tax Levy	Adopted Tax Rate
0061	RAINY DAY	\$38,930	\$0	0.0000
0101	GENERAL	\$560,570	\$295,436	0.0867
		\$599,500	\$295,436	0.0867

Name		Signature
Luke Rudisill	Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	
Don Heintzman	Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	
Kristie Bladen	Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	
Roger Axe	Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	
Martha Marmouze	Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	
Judy Branstetter	Aye <input type="checkbox"/> Nay <input type="checkbox"/> Abstain <input type="checkbox"/>	
Dinah Fuller	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
Judy Branstetter	Secretary	



Overtime for White Collar Workers

Overview and Summary of Final Rule

One of the most basic tenets of our economy is that a hard day's work should lead to a fair day's pay. For much of the past century, a cornerstone of that promise has been the idea that you're paid more if you work more than 40 hours in a week. Today, we are taking action that will make that promise a reality again for more of America's workers, too many of whom have been left working long hours for no additional pay, taking them away from their families and civic life without any extra compensation.

It wasn't always this way. The passage of the Fair Labor Standards Act gave most Americans the right to a minimum wage and time-and-a-half pay for more than 40 hours of work in a week. These rules apply to most hourly and salaried workers, but not to some white collar workers whose salaries and duties exempt them from the overtime pay requirement.

The white collar exemption was originally meant for highly-paid workers who had better benefits, job security and opportunities for advancement. Unfortunately, when left unchanged, the salary threshold is eroded by inflation every year. It has only been updated once since the 1970s—in 2004, when it was set too low. As a result, the threshold fails to help employers identify workers who are entitled to overtime pay, and it has left millions without overtime protections to which they should be entitled. This outdated salary threshold provides overtime protections to just 7 percent of full-time salaried workers today based on their pay, compared with 62 percent in 1975. In fact, the white collar exemption salary level set in 2004, \$455 per week or \$23,660 a year—means even workers earning less than the poverty line for a family of four may earn too much to automatically qualify for overtime.

In March 2014, President Obama directed the Secretary of Labor to update the overtime regulations to reflect

once again the intent of the Fair Labor Standards Act, and to simplify and modernize the rules so they're easier for workers and businesses to understand and apply. The Department of Labor conducted months of extensive consultations with employers, workers, unions, and other stakeholders to develop the proposed rule, and it carefully reviewed more than 270,000 comments from the public in order to develop the final rule.

Today, President Obama and Secretary Perez announced that the Department of Labor's final rule will automatically extend overtime pay eligibility to 4.2 million workers. The rule will entitle most salaried white collar workers earning less than \$913 a week (\$47,476 a year) to overtime pay. This long-awaited update will provide a meaningful boost to workers, and it will go a long way toward realizing President Obama's commitment to ensuring every worker is compensated fairly for their hard work.

The final rule will:

- **Put more money into the pockets of many middle class workers—or give them more free time.** By increasing the number of workers who are eligible for overtime when they work more than 40 hours in a week, employers will have a choice. They can either increase their employees' salaries to at least the new salary threshold, pay workers the overtime premium for extra hours, or limit their work to 40 hours in a week.
- **Prevent a future erosion of overtime protections and ensure greater predictability.** The rule will automatically update the salary threshold every three years based on wage growth over time. This means it will work better in the future by continuing to protect the workers it was meant to protect. Employers will be able to adapt more easily because they will

know when the salary updates will happen and how they will be calculated, and they will be able to estimate the amount of the salary update.

- **Strengthen overtime protections for salaried workers already entitled to overtime and provide greater clarity for workers and employers.** Establishing that white collar workers are not entitled to overtime pay involves clearing two hurdles: (1) assessing whether their salary is above the threshold and (2) applying a “duties test” to ensure that they have the kind of job that Congress meant to exclude from overtime protections. With the new, higher threshold, 8.9 million overtime-eligible salaried workers—and their employers—will be able to determine more easily that they should be receiving overtime pay. Because their salaries are below the new threshold, their employers will no longer have to figure out whether they pass the “duties test,” and they will no longer have to wonder if that test has been applied appropriately. This will simplify application of the rules and provide a bright line that protects the set of workers our workplace laws intended to protect.
- **Improve work-life balance.** Too many salaried, white collar workers today are overworked, and their employers have no incentive to limit hours because they aren’t required to provide additional pay when employees work more hours. Under this rule, employers will have a renewed monetary incentive to support work-life balance. Many workers will put in fewer hours without seeing a reduction in pay, giving them more time to spend with their families and in their personal pursuits.
- **Increase employment by spreading work.** The better work-life balance for workers who will now be eligible for overtime protection may create new opportunities for other workers. Some employers will hire additional workers—or give more hours to part-time workers—to cover work currently done during overtime hours.
- **Improve workers’ health.** Research indicates that working long hours is bad for many workers’ health and increases the risk of injury. Giving workers more downtime can help improve health and prevent injury.
- **Increase productivity.** The rule will promote improved productivity through workers’ improved morale and reduced turnover.

Summary of the final rule:

- **Salary threshold.** The final rule will raise the salary level for the first time since 2004. This increase will go into effect on December 1, 2016.
 - **Standard salary level.** The final rule will raise the standard salary threshold to equal the 40th percentile of weekly earnings for full-time salaried workers in the lowest-wage Census region, currently the South. This will raise it from \$455 a week to \$913 a week (\$47,476 for a full-year worker). This means that 35 percent of full-time salaried workers will be automatically entitled to overtime, based solely on their salary.
 - **Highly Compensated Employees (HCE) salary level.** The rule also updates the total annual compensation level above which most white collar workers will be ineligible for overtime. The final rule raises this level to the 90th percentile of full-time salaried workers nationally, or from the current \$100,000 to \$134,004 a year.
- **Automatic updates.** Every year that the threshold remains unchanged, it covers fewer and fewer workers as wages overall increase over time. The Department’s final rule will fix this by automatically updating the salary threshold every three years, beginning January 1, 2020. Each update will raise the standard threshold to the 40th percentile of full-time salaried workers in the lowest-wage Census region, estimated to be \$51,168 in 2020. The HCE threshold will increase to the 90th percentile of full-time salaried workers nationally, estimated to be \$147,524 in 2020. The Department will post new salary levels 150 days in advance of their effective date, beginning August 1, 2019.
- **Bonuses, incentive payments, and commissions.** The final rule will allow up to 10 percent of the salary threshold for non-HCE employees to be met by non-discretionary bonuses, incentive pay, or commissions, provided these payments are made on at least a quarterly basis. This recognizes the importance these forms of pay have in many companies’ compensation arrangements, particularly for managerial employees affected by the final rule. This is a new policy that responds to robust comments received from the business community on this matter.

- **Duties test.** The final rule does not make any changes to the “duties test” that determines whether white collar salaried workers earning more than the salary threshold are ineligible for overtime pay. But fewer employers and workers will have to worry about its application because the higher salary threshold means more workers’ entitlement to overtime pay will be clear just from their salaries. For workers with salaries above the updated salary level, employers will continue to use the same duties test to determine whether or not the worker is entitled to overtime pay.

Impacts of the rule:

- **Workers directly affected.** 4.2 million salaried workers will be affected by this rule based on their salaries. These workers are currently ineligible for overtime. The Department estimates that most of them (4.1 million) will become eligible for overtime when they work more than 40 hours (i.e., they will be converted to overtime-eligible status), while others (100,000) will receive a raise so that their salary is above the new threshold.
 - o Most of these workers will be affected by the standard salary level. However, 65,000 will be affected due to the HCE level alone; of those, 64,000 will become newly eligible for overtime while 1,000 will remain exempt because their employers are expected to raise their salaries above the new HCE threshold.
- **Workers indirectly affected.** 8.9 million salaried workers (3.2 million blue collar and 5.7 million white collar workers) are currently eligible for overtime because, although their salaries are above the current salary threshold, their duties do not meet the exemption for executive, administrative, or profession-

al workers. Under the final rule, their eligibility for overtime will become clearer because their salaries will fall below the new threshold—and no assessment of their duties will be necessary. Of the 5.7 million white collar workers, approximately 732,000 are overtime-eligible, but their employers don’t recognize them as such and so do not pay them the overtime they deserve when they work more than 40 hours. This update will give all of these workers the peace of mind in knowing they are properly classified as eligible for overtime.

- **More income for working Americans.** As a result of this rule, an extra \$1.2 billion a year will go into workers’ pockets (those earning between \$455 and \$913 a week). These benefits will flow to many middle class workers and their families.
 - o More than half (56 percent) of affected workers are women.
 - o 61 percent are age 35 or older.
 - o 82 percent have at least some college, and more than half (53 percent) have a college degree or more.
 - o In addition, 2.5 million children have at least one parent who will gain overtime protections or get a salary raise.
- **More appropriate salary threshold.** While the current threshold (\$455) is less than the poverty level for a family of four and just 1.6 times the federal minimum wage, the new standard salary is much more appropriately set. It will be 3.1 times the federal minimum wage for a full-time worker and twice the poverty level for a family of four.

For more information on the Overtime Final Rule, see www.dol.gov/overtime.