

**Bloomfield-Eastern Greene County Public Library
Board Meeting Agenda**

Wednesday, May 11, 4:50PM in the Library Community Room

Immediately following the board meeting, the Indiana State Library will be doing a presentation on expanding the library service area from 5-6PM.

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. None
10. Public Comment
11. Adjournment

The next regularly scheduled meeting will be Wednesday, June 8, at 5PM EST, in the Library's Community Room.

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

5/11/2016

From: 4/1/2016 To: 4/30/2016

Claim Number	Vendor Name	PO Number	Check Number	Check Date	Amount of Claim
18498	BRODART CO				\$126.16
18499	THE DAILY WORLD				\$57.00
18500	SEWAGE DISPOSAL WORKS				\$74.00
18501	SHOWCASES				\$71.88
18502	CENGAGE LEARNING				\$85.73
18503	FIRST SECURITY INSURANCE				\$158.00
18504	FINDAWAY WORLD				\$39.98
18525	INDIANA DEPT OF REVENUE				\$964.66
18526	PERF				\$1,342.58
18527	US TREASURY				\$4,597.91
18528	KIMBERLY PORTER				\$60.96
18529	John Musgraves				\$50.00
18530	INDIANA LIBRARY FEDERATION				\$40.00
18534	John Musgraves				\$55.00
18535	John Musgraves				\$67.33
18537	ANTHEM				\$1,404.02
18538	RICOH USA INC				\$41.72
18539	SCHOLASTIC INC				\$176.03
18540	B & C Disposal				\$90.00
18541	UNIQUE MANAGEMENT SERVICE				\$93.62
18542	MIDWEST NATURAL GAS CORP				\$295.51
18543	CENTURYLINK				\$7.32
18544	UDWI				\$412.00
18545	DUKE ENERGY				\$1,093.56
18546	Amplified Tech Services LLC				\$375.00
18547	GADELLNET CONSULTING SERVICES				\$75.00
18548	ENA Services LLC				\$703.50
18549	BEDFORD OFFICE SUPPLY				\$76.00
18550	SAMS CLUB/GECRB				\$109.17
18551	BAKER & TAYLOR				\$91.81
18552	BAKER & TAYLOR				\$1,025.97
18553	TASHA HUDSON				\$140.02
18554	Owen Bolton				\$23.39
18555	CENTER POINT LARGE PRINT				\$125.22
18556	AMAZON				\$171.87
18557	AMAZON				\$880.26
18558	PETTY CASH				\$11.22
18559	BLOOMFIELD-EASTERN GREENE COUNTY PUBLIC L				\$60,000.00

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

5/11/2016

From: 4/1/2016 To: 4/30/2016

Claim Number	Vendor Name	PO Number	Check Number	Check Date	Amount of Claim
18560	MARGARET DEVAULT				\$17.97
18561	A.E. BOYCE COMPANY, INC.				\$193.42
18562	ADTEC				\$290.00
18563	FINDAWAY WORLD				\$199.98
18564	DELTA DENTAL				\$86.19
18565	SMITHVILLE				\$82.97
18566	John Musgraves				\$40.00
18567	Owen Bolton				\$30.00
18568	EGHS Cheer				\$50.00
18569	EASTERN HEIGHTS UTILITIES				\$28.91
18570	AT&T				\$93.83
18571	INDIANA HISTORICAL SOCIETY				\$50.00
18572	MICHELE ROGERS				\$1,458.33
18573	INDIANA STATE LIBRARY				\$34.50
18574	GE CAPITAL INFORMATION TECHNOLOGY SOLUTIO				\$144.27
18575	RICOH USA INC				\$133.39
18576	Jacob Swango				\$7.49
18577	ROBERT TURNER				\$28.44
18578	U.S. BANK				\$170.39
18579	VISION SERVICE PLAN				\$23.86
18580	B & C Disposal				\$40.00
18581	SEWAGE DISPOSAL WORKS				\$74.00
18582	EASTERN HEIGHTS UTILITIES				\$14.85
18604	INDIANA DEPT OF WORKFORCE DEVELOPMENT				\$1,070.95
18605	CENGAGE LEARNING				\$85.73
18606	BAKER & TAYLOR				\$491.41
18607	THE LIBRARY STORE				\$268.40

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

5/11/2016

From: 4/1/2016 **To:** 4/30/2016

Claim Number	Vendor Name	PO Number	Check Number	Check Date	Amount of Claim
--------------	-------------	-----------	--------------	------------	-----------------

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 \$80,422.68 . Dated 5/11/2016

 DINAH FULLER

 DON HEINTZMAN

 LUKE RUDISILL

 JIM MEDINA

 JUDY BRANSTETTER

 KRISTIE BLADEN

 MARTHA MARMOUZE

Board Members

Payroll Claim Register
BLOOMFIELD-EASTERN GREENE CO LIBRARY
 125 S FRANKLIN ST
 BLOOMFIELD , IN 47424
From: 05/02/16 **To:** 05/02/16

Claim Number	ID	Payee	Gross Pay	Check Number	Amount of Claim
18583			\$570.69	21541	\$462.23
18584			\$467.68	DD18584	\$382.18
18585			\$534.67	DD18585	\$432.78
18586			\$221.81	21542	\$198.40
18587			\$1,290.95	DD18587	\$941.51
18588			\$376.73	21543	\$311.52
18589			\$717.75	21544	\$576.49
18590			\$2,128.43	DD18590	\$1,592.01
18591			\$2,506.14	DD18591	\$1,928.40
18592			\$1,512.91	DD18592	\$1,314.33
18593			\$110.73	DD18593	\$97.11
18594			\$202.42	DD18594	\$177.52
18595			\$2,082.27	21545	\$1,669.22
18596			\$1,007.83	DD18596	\$883.86
18597			\$275.88	21546	\$183.16
18598			\$3,500.00	DD18598	\$2,403.86
18599			\$531.25	DD18599	\$431.58
18600			\$147.93	21547	\$129.73
18601			\$591.43	21548	\$515.96
18602			\$118.48	21549	\$107.77
18603			\$1,815.54	DD18603	\$1,486.51

Claim Number	ID	Payee	Gross Pay	Check Number	Amount of Claim
			\$20,711.52		
				\$16,226.13	
200.1.2070	Perf Employees Share	\$282.76	200.1.2071	Health Insurance Employees	\$304.56
200.1.2274	State and County	\$1,034.50	200.1.2275	FICA Employees	\$1,265.24
200.1.2276	Medicare Employees	\$295.93			
200.1.2274	State and County		200.1.2274	State and County	\$21.75
			200.1.2274	State and County	\$55.51
			200.1.2274	State and County	\$102.97
			200.1.2274	State and County	\$5.14
			200.1.2274	State and County	\$46.87
			200.1.2274	State and County	\$24.70

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 \$16,226.13 Dated 5/11/2016

DINAH FULLER

DON HEINTZMAN

LUKE RUDISILL

JIM MEDINA

JUDY BRANSTETTER

KRISTIE BLADEN

MARTHA MARMOUZE

Board Members

Bloomfield-Eastern Greene County Public County

Board of Trustees

Monday, April 25, 2016

The Bloomfield-Eastern Greene County Public Library Board of Trustees met on Monday, April 25, 2016 at 5:30 p.m. in the community room at the library. There was no quorum present at the prior scheduled meeting date of Wednesday, April 13. Those present were Dinah Fuller, Kristie Bladen, Don Heintzman, Judy Branstetter, Jim Medina presiding, and Austin Stroud, Library Director.

Kristie made a motion for Judy to act as secretary and Dinah seconded. All present were in favor.

Approval of Claims and Minutes:

Trustees approved by their signatures the claims and payroll claims. Dinah made a motion and Kristie seconded it.

Judy made a motion to approve the minutes and Jim seconded it. All present were in favor.

Treasurers Report:

CLAIMS:

PAYROLL: Claim #18505 to Claim #18524 for **\$16,406.36.**

This was our lowest payroll since October 2014.

CLAIMS: Claim #18449 to Claim #18497 for **\$23,578.52.**

BALANCE THE BUDGET:

We need to take 60,000 out of Farmers Bank to cover us till the June tax check. The Board approved via a resolution.

BUDGET STATUS:

Through 3 months of the year, we strive to be at or under 25% (3/12th of the year) in each of the four budget categories as well as overall. See the appropriation report through March 31, 2016 for the full numbers.

Personnel/Personal Services	24.95 % spent
Supplies	16.20 % spent
Other Services	15.70 % spent
Capital Outlays	17.39 % spent
OVERALL	21.10 % spent

Don made a motion to approve the Treasurer's report and Kristie seconded it. All present were in favor.

Personnel Report:

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

FROM: Austin Stroud, Director

RE: Personnel Report

DATE: April 25, 2016

Beginning Employment

- Melissa Chambers, Eastern Branch Substitute, Part-time, effective March 28, 2016.
- Wade Wallace, Substitute, Part-time, effective April 18, 2016. (Temporary until June)

Ending Employment

- None

Job Changes

- Susannah Julian, Library Assistant, Part-time, to Substitute, Part-time, effective April 4, 2016.
- Owen Bolton, Library Assistant, Part-time, to Substitute, Part-time, effective May 7, 2016.

Librarians Report:

Events/Programming

The Greene County Literacy Coalition's Wine & Cheese in the Stacks fundraiser was very successful at the library this past Saturday night. We had a good turnout!

Community/Professional Involvement

Beth Burcham and I are still working on getting all of the Little Free Libraries finished so they can launch this spring/summer. We'll likely have two launch parties in May. One at the Tulip Trestle on Saturday, May 14 (in the afternoon) and one in Newark likely the week before that (still to be determined). Other launch parties will follow during the summer.

I attended a Chamber of Commerce board meeting, regular Chamber of Commerce meeting, Friends board meeting, Literacy Coalition board meeting, and a Bloomfield Downtown Revitalization promotions committee

We are busy working on planning the Farmers Market. It likely will end at 7PM this year, however, we won't know until after the May 4 Town board meeting whether it will begin at 4 or 5PM. The library will arrange for musical or other entertainment every other week. We may attend every week, and do something more passive on the off weeks.

Circulation Manager, Tasha Hudson, attended the Evergreen Indiana conference on March 31 and April 1.

Teen Librarian, Becca Feirer, received a \$750 professional development grant from the Indiana Youth Institute. She plans to use this money toward attending the American Library Association (ALA) Annual Conference in Orlando in late June.

I submitted two proposals for the 2016 Indiana Library Federation (ILF) Annual Conference in November. One to discuss managing staff of different generations with a manager at the Indianapolis-Marion County Public Library System, and another about our experiences managing high school pages at our library. I've asked the current pages to present with me, which would be a great opportunity for them if this proposal is approved (and if they are willing).

Other

Graves is finished with their HVAC controls system work. We now need to replace one of the two units out at the Eastern branch and will be getting a quote soon. After Graves finished, we are still left with \$63,548.37 in leasing corporation money.

We met with another furniture group on Monday. We hope to start moving on this soon.

We still haven't picked out carpet or set a timetable for that, but need to do so soon. We're so close to the summer/busy time for us that this may be delayed for a few months yet again.

Finance Committee Report:

None?

Building & Grounds

None.

Old Business:

None.

New Business:

Lamination waiver – Judy made a motion and Jim seconded to approve.

Public Comment:

None.

Adjournment:

Dinah moved to adjourn meeting and Judy seconded it at 6 p.m. All present were in favor.

TREASURER'S REPORT—April 2016

CLAIMS:

PAYROLL: Claim #18583 to Claim #18603 for **\$16,266.13**.

CLAIMS: Claim #18498 to Claim #18607 for **\$80,422.68**.

BALANCE THE BUDGET:

The Claims are high because of the 60,000 that was transferred.

BUDGET STATUS:

Through 4 months of the year, we strive to be at or under 33% (4/12th of the year) in each of the four budget categories as well as overall. See the appropriation report through April 30, 2016 for the full numbers.

Personnel/Personal Services	32.96 % spent
Supplies	21.19 % spent
Other Services	19.11 % spent
Capital Outlays	22.38 % spent
OVERALL	27.32 % spent

Treasurer Financial Report
BLOOMFIELD-EASTERN GREENE CO LIBRARY

4/30/2016

Bank Summary

Bank Number and Nam	Account Number	Beginning Balance	Withdrawals	Deposits	Ending Balance
1	BLOOMFIELD STATE B 10006	\$143,471.08			\$74,801.86
	100 OPERATING		\$182,783.68	\$115,726.85	
	200 PAYROLL		\$19,318.54	\$19,123.47	
	300 PLAC		\$0.00	\$35.00	
	350 EVERGREEN FINES & FEES		\$71.25	\$42.00	
	400 GIFT		\$1,941.69	\$3,294.34	
	700 SALES TAX		\$12.06	\$4.12	
	850 STATE TECHNOLOGY		\$3,517.78	\$0.00	
	875 CONFERENCE SCHOLARSHIP		\$0.00	\$750.00	
			\$207,645.00	\$138,975.78	
2	FARMERS AND MECHA 101426998	\$151,241.44			\$116,366.38
	100 OPERATING		\$60,000.00	\$25,124.94	
			\$60,000.00	\$25,124.94	
3	CD FARMERS & MECHA 91610	\$0.00			\$0.00

Treasurer Financial Report
BLOOMFIELD-EASTERN GREENE CO LIBRARY

4/30/2016

Bank Summary

Bank Number and Nam	Account Number	Beginning Balance	Withdrawals	Deposits	Ending Balance
Total All Bank		\$294,712.52	\$267,645.00	\$164,100.72	\$191,168.24

Fund Balance Summary

Account Number	Account Name	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	\$242,783.68	\$140,851.79	\$59,328.52	\$0.00	\$59,328.52
200	PAYROLL	\$244.82	\$19,318.54	\$19,123.47	\$49.75	\$0.00	\$49.75
300	PLAC	\$75.00	\$0.00	\$35.00	\$110.00	\$0.00	\$110.00
350	EVERGREEN FINES & FEES	\$641.13	\$71.25	\$42.00	\$611.88	\$0.00	\$611.88
400	GIFT	\$11,983.90	\$1,941.69	\$3,294.34	\$13,336.55	\$0.00	\$13,336.55
450	HUNTER TRUST	\$70,849.73	\$0.00	\$0.00	\$70,849.73	\$0.00	\$70,849.73
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	\$4.12	\$8.07	\$0.00	\$8.07
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	\$3,517.78	\$0.00	\$453.74	\$0.00	\$453.74
875	CONFERENCE SCHOLARSHIP	\$0.00	\$0.00	\$750.00	\$750.00	\$0.00	\$750.00
900	RAINY DAY	\$41,021.94	\$0.00	\$0.00	\$41,021.94	\$0.00	\$41,021.94
		\$294,712.52	\$267,645.00	\$164,100.72	\$191,168.24	\$0.00	\$191,168.24

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 04/30/16

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%
<hr/>									
Fund Total	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
<hr/>									
100 OPERATING									
1 Personnel									
100.1.1110 Salary of Librarian	73,000.00	73,000.00	0.00	24,503.16	24,503.16	48,496.84	0.00	48,496.84	33.57%
100.1.1111 Salary of Librarians(Hou	100,000.00	100,000.00	0.00	36,322.17	36,322.17	63,677.83	0.00	63,677.83	36.32%
100.1.1112 Salary of Library Assista	25,000.00	25,000.00	0.00	13,915.92	13,915.92	11,084.08	0.00	11,084.08	55.66%
100.1.1113 Salary of Substitutes	9,500.00	9,500.00	0.00	843.50	843.50	8,656.50	0.00	8,656.50	8.88%
100.1.1114 Salary of Pages	18,000.00	18,000.00	0.00	6,631.39	6,631.39	11,368.61	0.00	11,368.61	36.84%
100.1.1115 Salary of Coordinators	18,500.00	18,500.00	0.00	6,010.71	6,010.71	12,489.29	0.00	12,489.29	32.49%
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	914.33	914.33	14,585.67	0.00	14,585.67	5.90%
100.1.1210 Library FICA and Medica	22,000.00	22,000.00	0.00	6,734.32	6,734.32	15,265.68	0.00	15,265.68	30.61%
100.1.1220 Unemployment	3,000.00	3,000.00	0.00	1,306.74	1,306.74	1,693.26	0.00	1,693.26	43.56%
100.1.1230 PERF Employer Contrib	15,000.00	15,000.00	0.00	4,209.03	4,209.03	10,790.97	0.00	10,790.97	28.06%
100.1.1240 Employee Group Insura	14,000.00	14,000.00	0.00	5,223.55	5,223.55	8,776.45	0.00	8,776.45	37.31%
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	106,614.82	106,614.82	216,885.18	0.00	216,885.18	32.96%
<hr/>									
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	427.35	427.35	872.65	0.00	872.65	32.87%

Appropriation Financial Report

BLOOMFIELD-EASTERN GREENE CO LIBRARY

Period Beginning Date 01/01/16 Period Ending Date 04/30/16

Account Number and Description	YR Appropriation	Month BB	Change to Appropriations	MTD Expense	YTD Expense	Unexpended Bal.	Encumbrance	Unencumbered Bal	%
100.2.2220 Fuel and Lubricants	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
100.2.2230 Other Operating Supplie	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
100.2.2310 Building Materials	2,000.00	2,000.00	0.00	370.71	370.71	1,629.29	0.00	1,629.29	18.54%
100.2.2410 Library Supplies	6,500.00	6,500.00	0.00	1,916.28	1,916.28	4,583.72	0.00	4,583.72	29.48%
100.2.2420 Program Supplies	3,350.00	3,350.00	0.00	351.44	351.44	2,998.56	0.00	2,998.56	10.49%
100.2.2422 Extra Supplies	1,300.00	1,300.00	0.00	0.00	0.00	1,300.00	0.00	1,300.00	0.00%
2 Supplies Totals	14,500.00	14,500.00	0.00	3,072.92	3,072.92	11,427.08	0.00	11,427.08	21.19%
3 Other Services									
100.3.3110 Consulting Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
100.3.3130 Legal Services	750.00	750.00	0.00	0.00	0.00	750.00	0.00	750.00	0.00%
100.3.3140 Other Professional	18,000.00	18,000.00	0.00	8,011.52	8,011.52	9,988.48	0.00	9,988.48	44.51%
100.3.3145 Database Subscriptions	4,250.00	4,250.00	0.00	1,932.85	1,932.85	2,317.15	0.00	2,317.15	45.48%
100.3.3146 eBook Services	3,500.00	3,500.00	0.00	0.00	0.00	3,500.00	0.00	3,500.00	0.00%
100.3.3210 Telephone	4,500.00	4,500.00	0.00	89.02	89.02	4,410.98	0.00	4,410.98	1.98%
100.3.3220 Postage	500.00	500.00	0.00	111.26	111.26	388.74	0.00	388.74	22.25%
100.3.3230 Traveling Expenses	3,000.00	3,000.00	0.00	383.49	383.49	2,616.51	0.00	2,616.51	12.78%
100.3.3240 Professional Meeting	3,000.00	3,000.00	0.00	40.00	40.00	2,960.00	0.00	2,960.00	1.33%
100.3.3250 Freight and Express	500.00	500.00	0.00	87.41	87.41	412.59	0.00	412.59	17.48%
100.3.3252 Evergreen	1,250.00	1,250.00	0.00	1,250.00	1,250.00	0.00	0.00	0.00	100.00%
100.3.3260 Internet Vendor	8,000.00	8,000.00	0.00	0.00	0.00	8,000.00	0.00	8,000.00	0.00%
100.3.3310 Advertising and Publicity	250.00	250.00	0.00	50.00	50.00	200.00	0.00	200.00	20.00%
100.3.3320 Printing	200.00	200.00	0.00	0.00	0.00	200.00	0.00	200.00	0.00%
100.3.3410 Official Bonds	300.00	300.00	0.00	150.00	150.00	150.00	0.00	150.00	50.00%
100.3.3420 Library Insurance	7,500.00	7,500.00	0.00	158.00	158.00	7,342.00	0.00	7,342.00	2.11%
100.3.3510 Gas	5,500.00	5,500.00	0.00	1,615.29	1,615.29	3,884.71	0.00	3,884.71	29.37%
100.3.3520 Electric	27,000.00	27,000.00	0.00	8,188.07	8,188.07	18,811.93	0.00	18,811.93	30.33%
100.3.3530 Water	1,100.00	1,100.00	0.00	179.48	179.48	920.52	0.00	920.52	16.32%
100.3.3540 Waste Disposal	2,100.00	2,100.00	0.00	492.76	492.76	1,607.24	0.00	1,607.24	23.46%
100.3.3610 Building Repair	20,000.00	20,000.00	0.00	2,292.33	2,292.33	17,707.67	0.00	17,707.67	11.46%

Appropriation Financial Report

BLOOMFIELD-EASTERN GREENE CO LIBRARY

Period Beginning Date 01/01/16 Period Ending Date 04/30/16

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	787.50	787.50	7,212.50	0.00	7,212.50	9.84%
100.3.3630 Janitorial Service	17,500.00	17,500.00	0.00	5,833.32	5,833.32	11,666.68	0.00	11,666.68	33.33%
100.3.3910 Dues	1,750.00	1,750.00	0.00	668.00	668.00	1,082.00	0.00	1,082.00	38.17%
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	32,320.30	32,320.30	136,779.70	0.00	136,779.70	19.11%
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	2,239.94	2,239.94	6,760.06	0.00	6,760.06	24.89%
100.4.4510 Books - Adult Fiction	9,500.00	9,500.00	0.00	3,045.68	3,045.68	6,454.32	0.00	6,454.32	32.06%
100.4.4520 Books - Adult Nonfiction	5,800.00	5,800.00	0.00	1,214.84	1,214.84	4,585.16	0.00	4,585.16	20.95%
100.4.4525 Books-Local History/Gen	500.00	500.00	0.00	70.00	70.00	430.00	0.00	430.00	14.00%
100.4.4530 Books - Children	7,250.00	7,250.00	0.00	1,399.70	1,399.70	5,850.30	0.00	5,850.30	19.31%
100.4.4540 Books - YA	3,250.00	3,250.00	0.00	999.85	999.85	2,260.14	0.00	2,260.14	31.07%
100.4.4550 Books - Eastern	6,500.00	6,500.00	0.00	1,590.73	1,590.73	4,909.27	0.00	4,909.27	24.47%
100.4.4610 Periodicals and News	3,000.00	3,000.00	0.00	177.63	177.63	2,822.37	0.00	2,822.37	5.92%
100.4.4710 Nonprint - Adult DVD	3,000.00	3,000.00	0.00	726.40	726.40	2,283.09	0.00	2,283.09	24.53%
100.4.4720 Nonprint - Music	1,000.00	1,000.00	0.00	204.78	204.78	795.22	0.00	795.22	20.48%
100.4.4730 Nonprint - Audiobooks	6,300.00	6,300.00	0.00	2,179.63	2,179.63	4,100.38	0.00	4,100.38	34.28%
100.4.4740 Nonprint - Childrens	2,000.00	2,000.00	0.00	400.95	400.95	1,591.55	0.00	1,591.55	19.67%
100.4.4750 Nonprint - YA	1,200.00	1,200.00	0.00	204.84	204.84	1,013.16	0.00	1,013.16	18.57%
100.4.4760 Nonprint - Eastern	4,200.00	4,200.00	0.00	950.02	950.02	3,249.98	0.00	3,249.98	22.62%
100.4.4761 Replacement Books/No	500.00	500.00	0.00	121.26	121.26	368.75	0.00	368.75	22.25%
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	15,775.64	15,775.64	54,724.36	0.00	54,724.36	22.38%

Appropriation Financial Report

BLOOMFIELD-EASTERN GREENE CO LIBRARY

Period Beginning Date 01/01/16 Period Ending Date 04/30/16

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	157,783.68	157,783.68	419,816.32	0.00	419,816.32	27.32%
Total All Funds	577,600.00	577,600.00	0.00	157,783.68	\$157,783.68	419,816.32	0.00	419,816.32	27.32%

Internal Transfers

Fund	Account		MTD	YTD
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 – 05.11.16

Events/Programming

The librarians are all busy planning for summer reading!

Community/Professional Involvement

We launched our first Little Free Library in Newark on Friday evening, May 6. Our next launch party will be on Saturday, May 14 at the Tulip Trestle at 1pm. The Family Life Center plans to launch their Little Free Libraries (one for adult and one for children) on Memorial Day.

I attended a Chamber of Commerce board meeting, Friends board meeting, Friends Annual Meeting, Literacy Coalition board meeting, and a Bloomfield Downtown Revitalization promotions committee meeting.

The Farmers Market will be held from 4-7PM. This is a trial time for the first month or so, and then they'll re-evaluate whether to continue with the 4PM start time. There still are some electricity concerns for us with moving the location of the Farmers Market that still don't see to be cleared up after the town board meeting last week.

The library's Pinterest account, managed by Margie DeVault, was recognized in a library science class at Indiana University as an example of a library using this service well to reach patrons.

Teen Librarian, Becca Feirer, received notification that her proposal to present at the Indiana Library Federation's Children & Young People Division Conference was accepted. She'll be presenting on how to plan and implement low budget programming for teens.

A proposal I submitted to present at the 2016 Indiana Library Federation Annual Conference in November was accepted. I'll be presenting along with our three current (and soon to be graduating) pages: Mary Burch, Mikaila Edmundson, and Jacob Swango. They'll be sharing their experiences at the library, both the good and the bad in an effort to improve student/adult relations in other libraries. Our presentation date/time is Thursday, November 10, from 3-3:50PM. We are all excited about it, and it's a great opportunity for them to present at a state conference.

Other

Graves gave us two quotes for replacing the a/c unit at Eastern that needs replaced. A longer-term option is slightly more expensive at around \$6800 than a shorter-term/cheaper solution that is about \$6100. Although this will cut into our leasing corporation money for furniture, we likely will be going with the more expensive option and thinking long-term to reduce our monthly cooling expenses.

Tasha Hudson, Circulation Manager, and Kimberly Porter, Adult Services Librarian, have met with a couple more furniture groups. They made a trip down to Jasper to look at furniture recently as well and will be meeting with me to discuss potential options. We're hoping to do the carpet and furniture in August/September 2016 with a tentative open house set for the same day the torch is coming through Bloomfield for the bicentennial.

LIBRARIAN'S REPORT APR. 2016 BLOOMFIELD

May 11, 2016 Board Meeting

Juvenile Circulation	2016	2015	2014
Juvenile Fiction	1172	1032	867
Juvenile Non-Fiction	127	177	175
Parent/Teacher	1	20	2
Juvenile Videos	7	10	37
Juvenile DVDs	289	267	205
Audiobooks/Gaming	71	58	22
B&C (Kits)	0	5	0
Juvenile Magazines	7	14	8
YA Books	299	291	290
YA Nonprint	2	6	34
Total Children's:	1975	1880	1640

Adult Circulation	2016	2015	2014
Fiction	822	943	963
Non-Fiction	377	323	328
Magazines	67	84	97
Music CDs	104	146	153
Audiobooks	192	166	208
Playaways	86	107	60
Overdrive	671	628	516
DVDs/Videos	1780	1629	1801
Total Adult:	4099	4026	4126
TOTAL CIRCULATION:	6074	5906	5766

COMPUTER/EQUIPMENT USAGE			INTERLIBRARY LOAN SERVICES	
Children & Tween	158	3	Books borrowed from ILL	
Teen	125			
Adult	689	384	Books borrowed from EI libraries	
Total Internet	972			
Wireless		397	Books loaned to EI libraries	
Microfilm				
Total:				
Programs:	133	children attended	11	programs
	13	teens attended	4	programs
	8	adults attended	1	programs
Outreach:	1	items delivered to	1	Patrons
	79	items delivered to	10	offsite locations
	95	books delivered to	5	Daycares

Items Added:		Desk Collection:	
Adult Books Purchased	93	Fines and Fees	\$595.85
Adult Books Donated			
Magazines Added	12	Copier Fees	\$313
Adult AV items purchased	19		
Adult AV items donated		Other Fees	\$176.78
YA books purchase	31		
YA books donated		Total:	\$1085.63
Children books purchased	61		
Children books donated		Total Patrons: 1,840 New Resident Cards: 32 Number of Items: 46,828 Email Genealogy: Freegal Streaming: 6/112 Freegal Downloads: 8/36	
Children AV purchased	6		
Children AV donated			
Total Books Added	185		
Total AV Added	37		
Total of all items added:	222		

LIBRARIAN'S REPORT APRIL 2016
May 11, 2016 Board Meeting

EASTERN			
	2016	2015	2014
Juvenile Circulation			
Juvenile Fiction	288	198	169
Juvenile Nonfiction	21	14	17
Juvenile Periodicals	0	0	0
Audiobooks/Kits	8	3	2
DVDs/Videos	0*	0*	3/0
YA	31	20	34
Total Juvenile Circulation	348	235	225
Adult Circulation			
Fiction	116	154	166
Nonfiction	27	22	21
Periodicals	32	37	39
Audiobooks	18	20	32
DVDs/Videos	323	340*	235/11
Music CDs	1	1	8
Games	13	0/3	0
Total Adult Circulation	530	577	512
TOTAL CIRCULATION	878	812	737
Additional Statistics			
New resident cards:	5		
Number of Patrons:	504		
Number of items:	8,964		
Computer/WIFI Use:	154 computer uses		
Programs/Attendance:	10 Programs with 93 in attendance		
NEW ITEMS Purchased or donated to branches	Purchased:		
	Adult Books	25	
	Adult A/V	22	
	Magazines	17	
	YA	0	
	Children's Books	3	
	Children's A/V	2	
	Donated:		
	Books		
	A/V		
	Total:	69	

*All DVD/video checkouts were combined as adult.

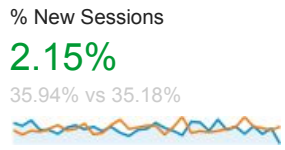
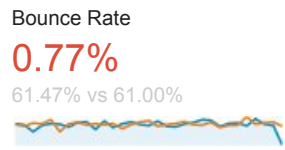
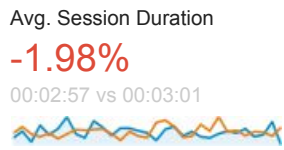
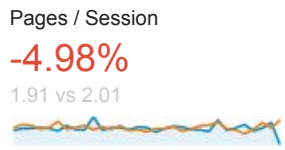
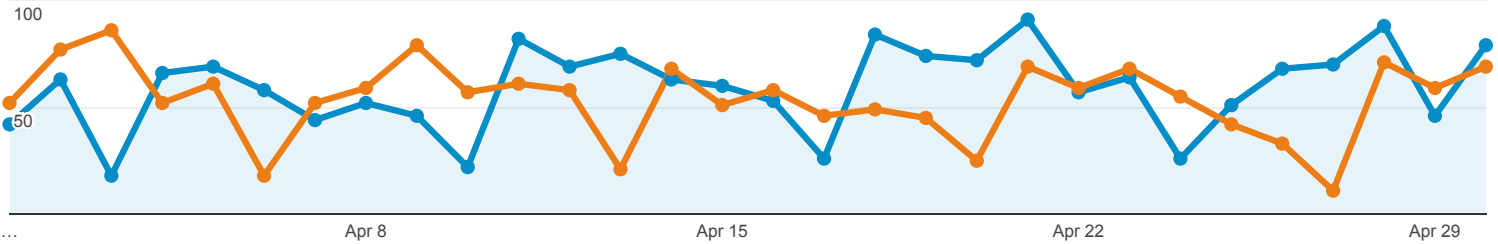
Apr 1, 2016 - Apr 30, 2016
Compare to: Mar 1, 2016 - Mar 31, 2016

Audience Overview

All Users
+0.00% Sessions

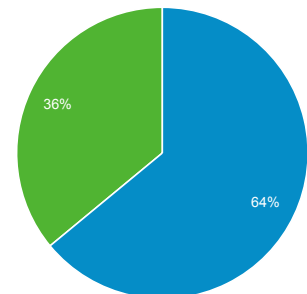
Overview

Apr 1, 2016 - Apr 30, 2016: Sessions
Mar 1, 2016 - Mar 31, 2016: Sessions

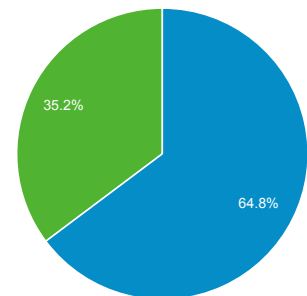


Returning Visitor (blue) New Visitor (green)

Apr 1, 2016 - Apr 30, 2016



Mar 1, 2016 - Mar 31, 2016



Language

Language	Sessions	% Sessions
1. en-us		
Apr 1, 2016 - Apr 30, 2016	1,661	93.42%
Mar 1, 2016 - Mar 31, 2016	1,641	97.85%
% Change	1.22%	-4.53%
2. (not set)		
Apr 1, 2016 - Apr 30, 2016	45	2.53%
Mar 1, 2016 - Mar 31, 2016	2	0.12%
% Change	2,150.00%	2,022.19%
3. pt-br		
Apr 1, 2016 - Apr 30, 2016	33	1.86%
Mar 1, 2016 - Mar 31, 2016	4	0.24%
% Change	725.00%	678.14%

4. en	Apr 1, 2016 - Apr 30, 2016	10		0.56%
	Mar 1, 2016 - Mar 31, 2016	12		0.72%
	% Change			-16.67% -21.40%
5. en-gb	Apr 1, 2016 - Apr 30, 2016	10		0.56%
	Mar 1, 2016 - Mar 31, 2016	4		0.24%
	% Change			150.00% 135.80%
6. es	Apr 1, 2016 - Apr 30, 2016	6		0.34%
	Mar 1, 2016 - Mar 31, 2016	1		0.06%
	% Change			500.00% 465.92%
7. c	Apr 1, 2016 - Apr 30, 2016	5		0.28%
	Mar 1, 2016 - Mar 31, 2016	2		0.12%
	% Change			150.00% 135.80%
8. es-mx	Apr 1, 2016 - Apr 30, 2016	3		0.17%
	Mar 1, 2016 - Mar 31, 2016	0		0.00%
	% Change			100.00% 100.00%
9. it-it	Apr 1, 2016 - Apr 30, 2016	1		0.06%
	Mar 1, 2016 - Mar 31, 2016	0		0.00%
	% Change			100.00% 100.00%
10. mk-mk	Apr 1, 2016 - Apr 30, 2016	1		0.06%
	Mar 1, 2016 - Mar 31, 2016	0		0.00%
	% Change			100.00% 100.00%

TO: Bloomfield-Eastern Greene County Public Library Board of Trustees
FROM: Austin Stroud, Director
RE: Personnel Report
DATE: May 11, 2016

Beginning Employment

- Hannah Hall, Page, Part-time, effective May 23, 2016.
- Wyatt Hasler, Page, Part-time, effective May 23, 2016.
- Kelsi Roach, Page, Part-time, effective May 23, 2016.
- Darian Wiggington, Page, Part-time, effective May 23, 2016.

Ending Employment

- Wade Wallace, Substitute, Part-time, effective April 29, 2016.

Job Changes

- Mary Burch, Page, Part-time, to Substitute, Part-time, effective May 23, 2016.
- Mikaila Edmundson, Page, Part-time, to Substitute, Part-time, effective May 23, 2016.
- Jacob Swango, Page, Part-time, to Substitute, Part-time, effective May 23, 2016.