

**Bloomfield-Eastern Greene County Public Library
Board Meeting Agenda
Monday, April 25 at 5:30PM EST in the Library Community Room
Rescheduled from April 13 due to no quorum being present.**

1. Approval of Claims/Payroll
2. Approval of Minutes
3. Treasurer's Report/Approval of Report/Resolution to Transfer Operating Money
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. Lamination Waiver
10. Public Comment
11. Adjournment

The next regularly scheduled meeting will be Wednesday, May 11, at 5PM EST, in the Library's Community Room.

Payroll Claim Register
BLOOMFIELD-EASTERN GREENE CO LIBRARY

125 S FRANKLIN ST
 BLOOMFIELD , IN 47424

From: 04/01/16 To: 04/01/16

Claim Number	ID	Payee	Gross Pay	Check Number	Amount of Claim
18505			\$538.99	21484	\$437.58
18506			\$463.68	DD18506	\$379.07
18507			\$534.67	DD18507	\$432.78
18508			\$1,464.60	DD18508	\$1,067.71
18509			\$385.47	21485	\$318.30
18510			\$803.43	21486	\$643.07
18511			\$1,984.06	DD18511	\$1,483.86
18512			\$2,506.14	DD18512	\$1,928.40
18513			\$1,500.79	DD18513	\$1,304.91
18514			\$158.69	DD18514	\$139.17
18515			\$181.46	DD18515	\$159.14
18516			\$2,291.49	21487	\$1,830.12
18517			\$1,034.48	DD18517	\$907.24
18518			\$388.17	21488	\$270.40
18519			\$3,500.00	DD18519	\$2,403.86
18520			\$491.73	DD18520	\$400.87
18521			\$111.96	21489	\$98.19
18522			\$464.87	21490	\$411.57
18523			\$1,899.72	DD18523	\$1,552.13
18524			\$271.37	DD18524	\$237.99

Claim Number	ID	Payee	Gross Pay	Check Number	Amount of Claim		
			\$20,975.77	\$16,406.36			
200.1.2070	Perf Employees Share	\$283.64	200.1.2071	Health Insurance Employees S \$304.56	200.1.2274	State and County	\$21.57
200.1.2274	State and County	\$1,054.66	200.1.2275	FICA Employees \$1,281.62	200.1.2274	State and County	\$63.59
200.1.2276	Medicare Employees	\$299.74			200.1.2274	State and County	\$102.97
					200.1.2274	State and County	\$7.38
					200.1.2274	State and County	\$48.10
					200.1.2274	State and County	\$22.87
					200.1.2274	State and County	\$12.62

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 2 pages, and except for claims not allowed as shown on the Register, such claims are hereby allowed in the total amount of \$16,406.36 Dated 4/13/2016

DINAH FULLER

DON HEINTZMAN

LUKE RUDISILL

JIM MEDINA

JUDY BRANSTETTER

KRISTIE BLADEN

MARTHA MARMOUZE

Board Members

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

4/13/2016

From: 3/1/2016 To: 3/31/2016

Claim Number	Vendor Name	PO Number	Check Number	Check Date	Amount of Claim
18449	Amplified Tech Services LLC				\$412.50
18450	GADELLNET CONSULTING SERVICES				\$273.00
18451	GADELLNET CONSULTING SERVICES				\$75.00
18452	SEWAGE DISPOSAL WORKS				\$74.00
18453	John Musgraves				\$5.00
18454	WALMART				\$84.23
18455	RECORDED BOOKS, INC				\$119.20
18456	RICOH USA INC				\$141.53
18457	CENGAGE LEARNING				\$79.43
18458	INDIANA DEPT OF REVENUE				\$1,067.26
18459	PERF				\$1,415.44
18460	US TREASURY				\$5,108.50
18461	ANTHEM				\$1,404.02
18462	MIDWEST NATURAL GAS CORP				\$455.03
18463	CENTER POINT LARGE PRINT				\$125.22
18464	DUKE ENERGY				\$1,483.11
18465	RECORDED BOOKS, INC				\$198.00
18466	CENTURYLINK				\$6.06
18467	BEDFORD OFFICE SUPPLY				\$38.00
18468	BAKER & TAYLOR				\$1,984.66
18469	ENA Services LLC				\$703.50
18470	EBSCO Information Services				\$120.63
18471	FINDAWAY WORLD				\$644.88
18472	AMAZON				\$226.20
18473	AMAZON				\$887.04
18474	UNIQUE MANAGEMENT SERVICE				\$106.16
18475	John Musgraves				\$70.00
18476	EASTERN HEIGHTS UTILITIES				\$31.13
18477	FINDAWAY WORLD				\$32.22
18478	UDWI				\$688.00
18479	KAPCO				\$196.20
18480	DEMCO				\$208.99
18481	AT&T				\$93.92
18482	U.S. BANK				\$759.36
18483	BAKER & TAYLOR				\$1,437.36
18484	INFINISOURCE				\$140.00
18485	SMITHVILLE				\$82.99
18486	RICOH USA INC				\$471.62

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

4/13/2016

From: 3/1/2016 **To:** 3/31/2016

Claim Number	Vendor Name	PO Number	Check Number	Check Date	Amount of Claim
18487	EASTERN HEIGHTS UTILITIES				\$14.85
18488	DELTA DENTAL				\$86.19
18489	John Musgraves				\$110.00
18490	Jacob Swango				\$7.49
18491	ROBERT TURNER				\$19.44
18492	Reena Evans				\$43.20
18493	James Medina				\$11.49
18494	MICHELE ROGERS				\$1,458.33
18495	VISION SERVICE PLAN				\$23.86
18496	John Musgraves				\$55.00
18497	QUILL CORPORATION				\$299.28

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

4/13/2016

From: 3/1/2016 **To:** 3/31/2016

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 \$23,578.52 . Dated 4/13/2016

 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

Wednesday, March 9, 2016

The Bloomfield-Eastern Greene County Public Library Board of Trustees met on Wednesday, March 9, 2016 at 5:00 p.m. in the community room at the library. Those present were Dinah Fuller, Luke Rudisill, Kristie Bladen, Don Heintzman, presiding, Judy Branstetter, Austin Stroud, Library Director, and Community Engagement Coordinator, Reena Evans, taking minutes.

Approval of Claims and Minutes:

Trustees approved by their signatures the claims and payroll claims.

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

Treasurers Report:

CLAIMS:

PAYROLL: Claim #18427 to Claim #18447 for **\$18,064.67.**

CLAIMS: Claim #18360 to Claim #18369, Claim #18375 to Claim #18382, Claim #18384 to Claim #18426 for **\$30,416.46.**

BALANCE THE BUDGET:

Nothing to transfer this month!

BUDGET STATUS:

Through two months of the year, we strive to be at or under 16.67% (2/12th of the year) in each of the four budget categories as well as overall. February was a much more expensive month for us, so we are running a little over the \$40k/month average at \$81,329.87. See the appropriation report through February 29, 2016 for the full numbers.

Personnel/Personal Services	16.56% spent
Supplies	7.77% spent
Other Services	11.85% spent
Capital Outlays	9.35% spent
OVERALL	14.08% spent

Judy 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: March 9, 2016

Beginning Employment

- None

Ending Employment

- Julia Chaney, Library Assistant, Part-time, effective March 6, 2016.

Job Changes

- None

Librarians Report:

Events/Programming

After last month's board meeting, I held a state of the library address. We had 12 in attendance, but I now know not to schedule this on Ash Wednesday! 😊

We received a \$3,500 Rural Gateways grant from Califa Library Group. This grant will allow us to work on some STEM-related programming for adults in the community over the next few years. This grant is part of a research project funded by the National Science Foundation.

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.

I attended a Friends board meeting, Literacy Coalition board meeting, and a Bloomfield Downtown Revitalization promotions committee meeting. I and the community engagement coordinator, Reena Evans, attended a community engagement roundtable at the Monroe County Public Library on March 2.

I am working on moving closer, and possibly into Bloomfield (no 100% confirmation just yet as of this typing, but maybe this week!). I feel that it is the best for me, the library, the staff, and the community we serve. I don't feel I can be here enough, and it's stressful being far away when problems occur. It also will help show the staff that I am committed to being here long-term.

Other

The teen room painting is finished. We do have a few dents in the walls throughout the library that we need to fix (some from the golf fundraiser and others from hanging bulletin boards/slat walls in the library).

Graves continues working on the new HVAC controls system. This work will continue into mid-March. The library won't be perfect temperature wise at least until after that. Graves recommended not doing carpeting until after their work is completed.

We will be making a trip to Flooring America soon to decide the carpeting for the library. We'll likely have a different kind upstairs than downstairs, similar to how we have things now. We'll be doing carpet tiles, but are going to be moving the shelves (which will be a lot of work). The carpeting will be done in small sections to make this easier on the staff and minimize disruptions to patrons.

Finance Committee Report:

None

Building & Grounds

None

Old Business:

Austin is still waiting to hear back from the State Library's attorney in regards to some weapons related questions, so the weapons policy will be tabled again until the April meeting.

New Business:

Austin shared some of the feedback he has gotten from meeting with the library staff the last few days.

Public Comment:

None

Adjournment:

Judy moved to adjourn meeting and Luke seconded it at 6:02 p.m. All present were in favor.

TREASURER’S REPORT—March 2016

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.

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

**Resolution to Transfer Funds between Bank Accounts
Within the Library Operating Fund**

Bloomfield-Eastern Greene County Public Library

WHEREAS, due to the need to stretch until the June tax settlement check arrives, we must transfer money from our excess operating fund at Farmers & Mechanics Bank to BloomBank.

NOW THEREORE BE IT RESOLVED, which the following transfers be immediately made within the Library Operating Fund:

Transfer from Operating Fund:

Farmers and Mechanics Operating

\$60,000 _____

Transfer to Operating Fund:

BloomBank Operating

\$60,000

DULY ADOPTED by the Board of Trustees of the Bloomfield-Eastern Greene County Public Library at its regular meeting held on the 25th day of April, 2016, at which meeting a quorum was present.

NAY

AYE

ATTEST:

Secretary

Treasurer Financial Report
BLOOMFIELD-EASTERN GREENE CO LIBRARY

3/31/2016

Bank Summary

Bank Number and Nam	Account Number	Beginning Balance	Withdrawals	Deposits	Ending Balance
1	BLOOMFIELD STATE B 10006	\$143,471.08			\$36,267.67
	100 OPERATING		\$146,883.01	\$41,889.95	
	200 PAYROLL		\$14,750.88	\$14,554.06	
	300 PLAC		\$0.00	\$35.00	
	350 EVERGREEN FINES & FEES		\$36.75	\$34.50	
	400 GIFT		\$1,933.69	\$2,526.73	
	700 SALES TAX		\$12.06	\$2.90	
	850 STATE TECHNOLOGY		\$2,630.16	\$0.00	
			\$166,246.55	\$59,043.14	
2	FARMERS AND MECHA 101426998	\$151,241.44			\$176,321.57
	100 OPERATING		\$0.00	\$25,080.13	
			\$0.00	\$25,080.13	
3	CD FARMERS & MECHA 91610	\$0.00			\$0.00

Treasurer Financial Report

BLOOMFIELD-EASTERN GREENE CO LIBRARY

3/31/2016

Bank Summary

Bank Number and Nam	Account Number	Beginning Balance	Withdrawals	Deposits	Ending Balance
Total All Bank		\$294,712.52	\$166,246.55	\$84,123.27	\$212,589.24

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	\$146,883.01	\$66,970.08	\$81,347.48	\$0.00	\$81,347.48
200	PAYROLL	\$244.82	\$14,750.88	\$14,554.06	\$48.00	\$0.00	\$48.00
300	PLAC	\$75.00	\$0.00	\$35.00	\$110.00	\$0.00	\$110.00
350	EVERGREEN FINES & FEES	\$641.13	\$36.75	\$34.50	\$638.88	\$0.00	\$638.88
400	GIFT	\$11,983.90	\$1,933.69	\$2,526.73	\$12,576.94	\$0.00	\$12,576.94
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	\$2.90	\$6.85	\$0.00	\$6.85
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	\$2,630.16	\$0.00	\$1,341.36	\$0.00	\$1,341.36
875	CONFERENCE SCHOLARSHIP	\$0.00	\$0.00	\$0.00	\$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	\$166,246.55	\$84,123.27	\$212,589.24	\$0.00	\$212,589.24

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 03/31/16

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	18,497.02	18,497.02	54,502.98	0.00	54,502.98	25.34%
100.1.1111 Salary of Librarians(Hou	100,000.00	100,000.00	0.00	27,611.63	27,611.63	72,388.37	0.00	72,388.37	27.61%
100.1.1112 Salary of Library Assista	25,000.00	25,000.00	0.00	10,900.60	10,900.60	14,099.40	0.00	14,099.40	43.60%
100.1.1113 Salary of Substitutes	9,500.00	9,500.00	0.00	572.13	572.13	8,927.87	0.00	8,927.87	6.02%
100.1.1114 Salary of Pages	18,000.00	18,000.00	0.00	5,178.55	5,178.55	12,821.45	0.00	12,821.45	28.77%
100.1.1115 Salary of Coordinators	18,500.00	18,500.00	0.00	4,672.61	4,672.61	13,827.39	0.00	13,827.39	25.26%
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	732.87	732.87	14,767.13	0.00	14,767.13	4.73%
100.1.1210 Library FICA and Medica	22,000.00	22,000.00	0.00	5,152.96	5,152.96	16,847.04	0.00	16,847.04	23.42%
100.1.1220 Unemployment	3,000.00	3,000.00	0.00	235.79	235.79	2,764.21	0.00	2,764.21	7.86%
100.1.1230 PERF Employer Contrib	15,000.00	15,000.00	0.00	3,150.09	3,150.09	11,849.91	0.00	11,849.91	21.00%
100.1.1240 Employee Group Insura	14,000.00	14,000.00	0.00	4,012.29	4,012.29	9,987.71	0.00	9,987.71	28.66%
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	80,716.54	80,716.54	242,783.46	0.00	242,783.46	24.95%
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2 Supplies									
100.2.2110 Official Records	50.00	50.00	0.00	0.00	0.00	50.00	0.00	50.00	0.00%
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	318.18	318.18	981.82	0.00	981.82	24.48%

Appropriation Financial Report

BLOOMFIELD-EASTERN GREENE CO LIBRARY

Period Beginning Date 01/01/16 Period Ending Date 03/31/16

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	412.50	412.50	7,587.50	0.00	7,587.50	5.16%
100.3.3630 Janitorial Service	17,500.00	17,500.00	0.00	4,374.99	4,374.99	13,125.01	0.00	13,125.01	25.00%
100.3.3910 Dues	1,750.00	1,750.00	0.00	618.00	618.00	1,132.00	0.00	1,132.00	35.31%
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	26,555.04	26,555.04	142,544.96	0.00	142,544.96	15.70%
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	1,917.64	1,917.64	7,082.36	0.00	7,082.36	21.31%
100.4.4510 Books - Adult Fiction	9,500.00	9,500.00	0.00	2,380.37	2,380.37	7,119.63	0.00	7,119.63	25.06%
100.4.4520 Books - Adult Nonfiction	5,800.00	5,800.00	0.00	980.01	980.01	4,819.99	0.00	4,819.99	16.90%
100.4.4525 Books-Local History/Gen	500.00	500.00	0.00	0.00	0.00	500.00	0.00	500.00	0.00%
100.4.4530 Books - Children	7,250.00	7,250.00	0.00	908.97	908.97	6,341.03	0.00	6,341.03	12.54%
100.4.4540 Books - YA	3,250.00	3,250.00	0.00	779.66	779.66	2,480.33	0.00	2,480.33	24.30%
100.4.4550 Books - Eastern	6,500.00	6,500.00	0.00	1,213.87	1,213.87	5,286.13	0.00	5,286.13	18.67%
100.4.4610 Periodicals and News	3,000.00	3,000.00	0.00	120.63	120.63	2,879.37	0.00	2,879.37	4.02%
100.4.4710 Nonprint - Adult DVD	3,000.00	3,000.00	0.00	459.61	459.61	2,560.38	0.00	2,560.38	15.99%
100.4.4720 Nonprint - Music	1,000.00	1,000.00	0.00	112.97	112.97	887.03	0.00	887.03	11.30%
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	152.46	152.46	1,847.54	0.00	1,847.54	7.62%
100.4.4750 Nonprint - YA	1,200.00	1,200.00	0.00	105.04	105.04	1,094.96	0.00	1,094.96	8.75%
100.4.4760 Nonprint - Eastern	4,200.00	4,200.00	0.00	649.19	649.19	3,550.81	0.00	3,550.81	15.46%
100.4.4761 Replacement Books/No	500.00	500.00	0.00	53.16	53.16	436.85	0.00	436.85	8.63%
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	12,262.60	12,262.60	58,237.40	0.00	58,237.40	17.39%

Appropriation Financial Report

BLOOMFIELD-EASTERN GREENE CO LIBRARY

Period Beginning Date 01/01/16 Period Ending Date 03/31/16

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	121,883.01	121,883.01	455,716.99	0.00	455,716.99	21.10%
Total All Funds	577,600.00	577,600.00	0.00	121,883.01	\$121,883.01	455,716.99	0.00	455,716.99	21.10%

Internal Transfers

Fund	Account		MTD	YTD
100	100.4.4540	Books - YA	\$9.99	\$9.99
100	100.4.4710	Nonprint - Adult DVD	\$19.99	\$19.99
100	100.4.4730	Nonprint - Audiobooks	(\$19.99)	(\$19.99)
100	100.4.4761	Replacement Books/Nonprint	(\$9.99)	(\$9.99)
			\$0.00	\$0.00

Librarian's Report –Austin Stroud, Director – 04.25.16

Events/Programming

The Greene County Literacy Coalition's Wine & Cheese in the Stacks fundraiser was very successful at the library on Saturday, April 9. 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 meeting.

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.

LIBRARIAN'S REPORT MAR. 2016 BLOOMFIELD

April 13, 2016 Board Meeting

Juvenile Circulation	2016	2015	2014
Juvenile Fiction	1030	836	770
Juvenile Non-Fiction	144	138	199
Parent/Teacher	1	30	7
Juvenile Videos	18	16	27
Juvenile DVDs	240	221	150
Audiobooks/Gaming	61	60	11
B&C (Kits)	0	2	0
Juvenile Magazines	3	2	17
YA Books	232	155	277
YA Nonprint	13	24	25
Total Children's:	1742	1484	1483

Adult Circulation	2016	2015	2014
Fiction	848	921	954
Non-Fiction	410	303	439
Magazines	82	90	83
Music CDs	243	116	121
Audiobooks	208	197	247
Playaways	91	57	57
Overdrive	670	673	587
DVDs/Videos	1938	1631	1696
Total Adult:	4490	3988	4184
TOTAL CIRCULATION:	6232	5472	5667

COMPUTER/EQUIPMENT USAGE			INTERLIBRARY LOAN SERVICES	
Children & Tween	132	0	Books borrowed from ILL	
Teen	146			
Adult	442	310	Books borrowed from EI libraries	
Total Internet	720			
Wireless	83	391	Books loaned to EI libraries	
Microfilm	2			
Total:	805			
Programs:	56	children attended	3	programs
	21	teens attended	5	programs
	12	adults attended	3	programs
Outreach:	0	items delivered to	0	Patrons
	64	items delivered to	5	offsite locations
	38	books delivered to	2	Daycares

Items Added:		Desk Collection:	
Adult Books Purchased	94	Fines and Fees	\$762.94
Adult Books Donated			
Magazines Added	49	Copier Fees	\$352.30
Adult AV items purchased	55		
Adult AV items donated		Other Fees	\$180.43
YA books purchase	32		
YA books donated		Total:	\$1295.67
Children books purchased	72		
Children books donated		Total Patrons: 1,846 New Resident Cards: 32 Number of Items: 46,818 Email Genealogy: 9 Freegal Streaming: 5/190 Freegal Downloads: 10/68	
Children AV purchased	11		
Children AV donated			
Total Books Added	247		
Total AV Added	66		
Total of all items added:	313		

LIBRARIAN'S REPORT MARCH 2016
April 13, 2016 Board Meeting

EASTERN			
	2016	2015	2014
Juvenile Circulation			
Juvenile Fiction	378	102	169
Juvenile Nonfiction	24	6	17
Juvenile Periodicals	1	0	0
Audiobooks/Kits	12/28	1	2
DVDs/Videos	0*	0*	3
YA	33	21	34
Total Juvenile Circulation	476	130	225
Adult Circulation			
Fiction	154	137	166
Nonfiction	30	14	21
Periodicals	39	27	39
Audiobooks	12	16	32
DVDs/Videos	336	301*	246
Music CDs	0	4	8
Games	21	6	0
Total Adult Circulation	592	505	512
TOTAL CIRCULATION	1068	635	737
Additional Statistics			
New resident cards:	8		
Number of Patrons:	507		
Number of items:	9,157		
Computer/WIFI Use:	139 computer uses / 21 WiFi / 160 Total		
Programs/Attendance:	10 Programs with 104 in attendance		
NEW ITEMS Purchased or donated to branches	Purchased:		
	Adult Books		35
	Adult A/V		24
	Magazines		21
	YA		
	Children's Books		4
	Children's A/V		
	Donated:		
	Books		
	A/V		
	Total:		84

*All DVD/video checkouts were combined as adult.

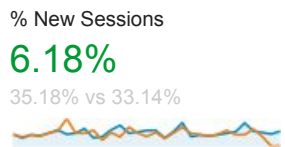
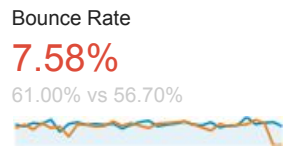
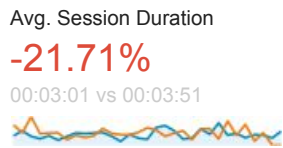
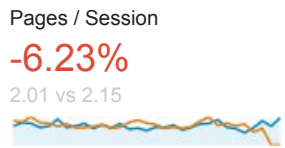
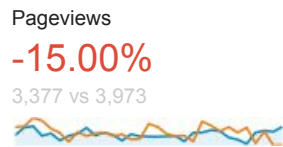
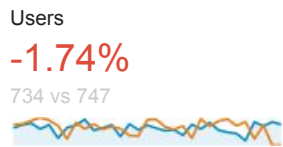
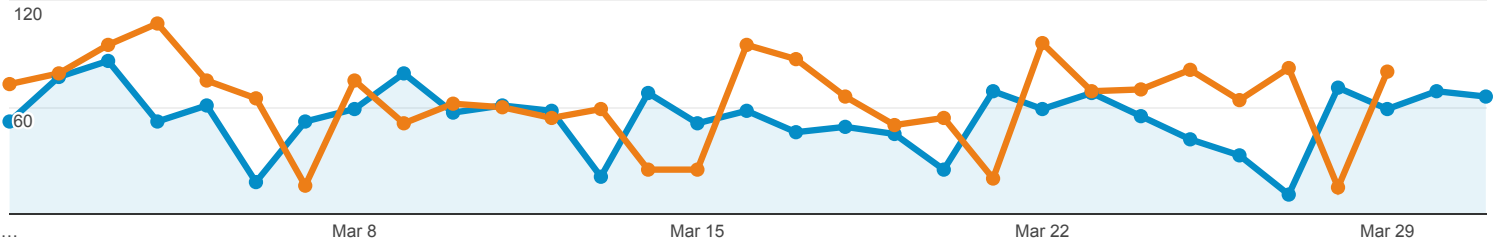
Mar 1, 2016 - Mar 31, 2016
Compare to: Feb 1, 2016 - Feb 29, 2016

Audience Overview

All Users
+0.00% Sessions

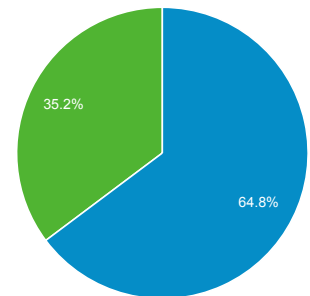
Overview

Mar 1, 2016 - Mar 31, 2016: Sessions
Feb 1, 2016 - Feb 29, 2016: Sessions

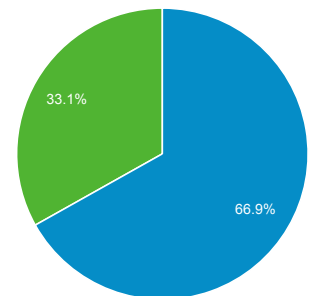


Returning Visitor (blue) New Visitor (green)

Mar 1, 2016 - Mar 31, 2016



Feb 1, 2016 - Feb 29, 2016



Language

Language	Sessions	% Sessions
1. en-us		
Mar 1, 2016 - Mar 31, 2016	1,641	97.85%
Feb 1, 2016 - Feb 29, 2016	1,809	97.78%
% Change	-9.29%	0.07%
2. en		
Mar 1, 2016 - Mar 31, 2016	12	0.72%
Feb 1, 2016 - Feb 29, 2016	12	0.65%
% Change	0.00%	10.32%
3. ru-ru		
Mar 1, 2016 - Mar 31, 2016	10	0.60%
Feb 1, 2016 - Feb 29, 2016	1	0.05%
% Change	900.00%	1,003.16%

4. en-gb	Mar 1, 2016 - Mar 31, 2016	4		0.24%
	Feb 1, 2016 - Feb 29, 2016	8		0.43%
	% Change			-50.00% -44.84%
5. pt-br	Mar 1, 2016 - Mar 31, 2016	4		0.24%
	Feb 1, 2016 - Feb 29, 2016	0		0.00%
	% Change			100.00% 100.00%
6. (not set)	Mar 1, 2016 - Mar 31, 2016	2		0.12%
	Feb 1, 2016 - Feb 29, 2016	1		0.05%
	% Change			100.00% 120.63%
7. c	Mar 1, 2016 - Mar 31, 2016	2		0.12%
	Feb 1, 2016 - Feb 29, 2016	18		0.97%
	% Change			-88.89% -87.74%
8. es	Mar 1, 2016 - Mar 31, 2016	1		0.06%
	Feb 1, 2016 - Feb 29, 2016	0		0.00%
	% Change			100.00% 100.00%
9. fr-fr	Mar 1, 2016 - Mar 31, 2016	1		0.06%
	Feb 1, 2016 - Feb 29, 2016	0		0.00%
	% Change			100.00% 100.00%
10. ru	Mar 1, 2016 - Mar 31, 2016	0		0.00%
	Feb 1, 2016 - Feb 29, 2016	1		0.05%
	% Change			-100.00% -100.00%

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.

Lamination Waiver

Certain documents are not suitable for laminating. Laminating documents may affect their validity, and heat from laminating may permanently alter documents. It is solely your responsibility to determine if a document is suitable for laminating. The Bloomfield-Eastern Greene County Public Library disclaims all liability arising from, resulting from, or related to the lamination of any documents or for ensuring the continued validity of any laminated documents. We appreciate your understanding in this matter. By signing this waiver, the patron understands that the Bloomfield-Eastern Greene County Public Library cannot be held liable for damages done to the document due to laminating.

- Business Card Size: \$.25
- Letter Size (8 ½ X 11): \$.50
- Legal Size (8 ½ X 14): \$.50
- Large Sheet (11 X 17): \$1.00

Patron Name: _____

Patron Signature: _____ Date: _____

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Patron Name: _____

Patron Signature: _____ Date: _____