

Bloomfield – Eastern Greene County Public Library
125 South Franklin Street
Bloomfield, IN 47424
Phone 812-384-4125 - Fax 812-384-0820
www.bloomfield.lib.in.us

Eastern Branch
11453 E. State Road 54
812-825-2677

We're more than just books!

Meeting Agenda

Board of Trustees – Bloomfield-Eastern Greene County Public Library

Wednesday, April 13, 2022

ORIGINAL

1. Approval of Claims & Payroll
2. Approval of Minutes
3. Presentation & Approval of Treasurer's Report
4. Personnel Report
5. Librarian's Report:
 - My evaluation needs to be completed to be in compliance with State law.
 - Bloomfield Main Branch elevator repairs are on hold as they attempt to secure parts for repairs. I will report on this as soon as we have more details.
 - Elevator for the Annex – Peggy Wolfe is spearheading this for us including researching potential grants or other fund raising opportunities. Peggy would like to start a Community Fund Board for keeping track of the amount raised similar to what was done for the pool. Your opinions or suggestions would be appreciated. I believe we will need at least an additional \$50,000 for an elevator/lift and to remodel the basement area.
 - Maintain a history of items as they are completed at the Library; one for public, one for director and Board members about when things were completed and items that should be done before they become emergencies:
 - Attic Fans – do they work and are they needed,
 - Parking lot patched, sealing, and painted – both Main Branch & Annex,
 - Carpet cleaning – particularly children's area and Eastern
 - Windows washed – Michelle does not do windows
 - Front steps maintenance/repair – Estimated at \$30,000 due to bracing and foundation
 - Annex signage – what can we do with old signs and utilize them more effectively? Jo Ellen is researching cost to make them functional again
 - Eastern Items:
 - May need new internet connections inside the building
 - Flooring appears to have a warped board in front of the Adult DVD area, not sure if this is a problem or not
 - Tina Graves would like to discuss using the Eastern Branch as a small food pantry for that area. I do have some concerns regarding this.
 - Mulch for Eastern will cost approximately \$600; should we proceed?
 - Niche Academy offers a wide variety of videos for a variety of topics that would benefit both library staff and the public. What I have reviewed is useful and would allow us to create content

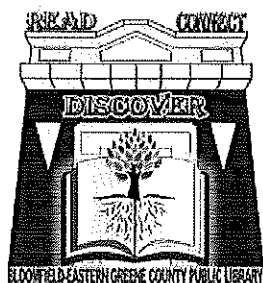
for our library with their expertise in the production of the videos. It will track how people use them and how staff is participating in their training. While I am impressed with their product, the cost of approximately \$2,000 is more than I believe we can expend at this time.

- Lonnie and I will be attending meetings with the County Commissioners on April 19 and the County Council on April 25 to keep them up to speed on the library. I am also planning to pass out surveys and ask them to help gather information for the library. I also plan to explain the roof and HVAC system problems to them. I believe it is always wise to secure help from them as opposed to allowing negative comments manipulating their judgment.
- Miscellaneous items:
 - Clean up the area behind the trellises the John left.
 - John Musgrave apparently came in the Annex on the third Saturday in March when the book sale was occurring and vacuumed the carpet. Why, I do not know? I have not seen him to inquire. I would like to put a lock on the supply area.
 - I am concerned that John may have a key to the annex. Should we have locks/keys to the annex changed?
 - We have two doors in the basement of the Annex that I cannot locate a key for. I will be having Gary Vandeventer make new keys if we determine the doors should be locked after we determine what is there.
 - Kimberly and I will be working on a change to the access codes for both the Main Branch and the Annex during April.
 - We have a number of old light bulbs that Austin had Hughes Electric leave here as there was a charge for hauling them away. These need to be removed.
 - I have contact the Street Department regarding needed repairs near the newspaper box and the intersection of Mechanic and Franklin streets.
 - Please review the survey of services and provide your feedback for development of our Strategic and Technology Plan for 2023-2026.
 - If you conduct banking at Northwest, you will see three donation boxes in their lobby. One each for the Library of Things, Summer Reading Books, and the Literacy Coalition. These will be there throughout April to promote library services.
 - Roger has informed us that Matt O'Neal is interested in purchasing the concrete slab area when Moody's was located. Roger asked him to prepare a proposal to be presented at the May Board Meeting. I am including this as an FYI.

6. Public Comment

7. Adjournment

8. Next Board Meeting, May 11, 2022, 5:00 PM, Library Annex



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Treasurers Report for March 2022

Wednesday, April 13, 2022

PAYROLL: Net Pay of **\$13,737.61 (March 31, 2022).**

CLAIMS: Claims #115-117 & 119-184, totaling **\$92,804.15** in March 2022.

BUDGET STATUS:

Through **three months** of the year, we strive to be at or **under 25.00%** in each of the four budget categories as well as overall. **We are under 25.00%** in three of the four categories, but we are at **36.50% spent in Other Services** due to expenses incurred for the roof repair/replacement. **In spite of this, our Overall percentage is at 25.00%.** This overage was anticipated. See the appropriation report through March 31, 2022 for the full numbers.

2022/Current Year through March 31, 2022

Personnel/Personal Services	21.20 % spent
Supplies	9.80 % spent
Other Services	36.50 % spent
Capital Outlays	16.70 % spent
OVERALL	25.00 % spent

2021/Prior Year Comparison through March 31, 2021

Personnel/Personal Services	23.00 % spent
Supplies	13.60 % spent
Other Services	22.40 % spent
Capital Outlays	12.90 % spent
OVERALL	21.40 % spent

Totals

FICA:	Medicare:	Federal:	State:	County:	PERF:	Health Ins	Insurance	Other	Other	Other	Net Pay:
\$1,113.04	\$260.33	\$979.95	\$801.34	\$312.71	\$264.30	\$482.78	\$0.00	\$0.00	\$0.00	\$0.00	\$13,737.61
Other	Other	Other	Other	NI PERF	Tax PERF	EIC:	EIC:	Other	Other	Other	
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Used **Earned**

Regular	1007.17
Sunday	0
Double	0
PTO	46.75
Vacation	0
Comp	0
Holiday	0
Personal	0
Total Hours:	1053.92

Paid Through Date Hourly **3/24/2022**
Paid Through Date Salary **3/24/2022**
Check Date Hourly **3/31/2022**
Check Date Salary **3/31/2022**
Voucher/Receipt Date **3/31/2022**

Gross Pay:	\$17,952.06
Non Taxable	\$0.00
Taxable	\$17,952.06

I Karen Holz Director of Bloomfield-Eastern Greene County Public Library, hereby certify that I have examined the time record of each employee listed on Pages 1 to 6 of this payroll, that each employee has performed the services for which the salaries or compensation is paid; that to the best of my knowledge and belief no part of the salary or compensation or any employee listed hereon is being divided or paid to any person on account of or by reason of his employment; that the compensation listed opposite the name of each employee is based upon either statutory or regulatory authority and is justly due each such employee; that the deductions have been authorized for the purpose stated; that this payroll totaling \$ 17952.06 is correct and has by me been approved.

Dated March 28 2022

I have examined the within claim and hereby certify as follows:

Karen Holz
 Director

This is in proper form.
 That it is duly authenticated as required by law.
 That it is based upon statutory authority
 That it is apparently correct.

Amie Vandewenter
 Disbursing Officer

Employer Share FICA Due =	\$1,113.04
Employee Share FICA Due =	\$2,226.08
Employee Share Medicare Due =	\$260.33
Employer Share Medicare Due =	\$260.33
Federal Tax Due =	\$979.95
Total Tax Deposit Due =	\$3,726.69

Employee PERF Due =	\$264.30
Employer PERF Due =	986.72
Total PERF Due =	\$1,251.02

State Tax Due =	\$801.34
County Tax Due =	\$312.71
Total Tax Due =	\$1,114.05

Voucher List

Bloomfield-Eastern Greene County Public Library

Report Date: From 3/1/2022 To 3/31/2022

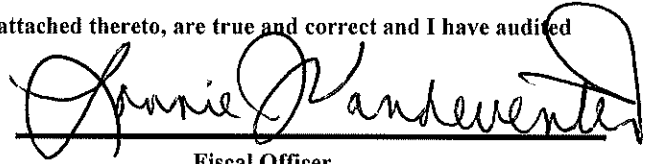
Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
2938	115	GEO'S WINDOW & SCREEN R	3/1/2022		\$200.00
2939	116	GREENE COUNTY DAILY WOR	3/1/2022		\$235.00
2940	117	AMAZON CAPITAL SERVICES	3/1/2022		\$545.61
2941	119	BAKER & TAYLOR	3/2/2022		\$273.94
2942	120	ADTEC	3/2/2022	FY2022 Category Two (3 Ph) Ph 2	\$250.00
2943	121	SEWAGE DISPOSAL WORKS	3/2/2022	125 S FRANKLIN ST	\$148.00
2944	122	GADELLNET CONSULTING SE	3/2/2022		\$656.17
2946	123	DUKE ENERGY	3/3/2022	125 S FRANKLIN ST	\$1,393.14
0	124	UNITED STATES TREASURY	3/3/2022		\$772.03
2947	125	HASEMAN PEST CONTROL OF	3/3/2022	125 S FRANKLIN ST	\$90.00
2948	126	MIDWEST NATURAL GAS COR	3/7/2022	125 S FRANKLIN ST	\$566.82
2949	127	AMAZON CAPITAL SERVICES	3/7/2022		\$443.89
2950	128	DEMCO	3/7/2022		\$9.89
2951	129	RICOH USA, INC (CHICAGO)	3/7/2022		\$123.03
0	130	AMAZON CAPITAL SERVICES	3/8/2022		(\$2.00)
2952	131	CENTER POINT LARGE PRINT	3/8/2022		\$89.28
2953	132	CENGAGE LEARNING	3/8/2022		\$70.47
2954	133	CENTURYLINK	3/8/2022		\$4.61
2955	134	FINDAWAY WORLD	3/8/2022		\$334.95
2956	135	UNIQUE MANAGEMENT SERVI	3/8/2022		\$60.32
2957	136	BLACKSTONE PUBLISHING	3/9/2022		\$504.40
2958	137	SAMS CLUB/SYNCHRONY BA	3/9/2022		\$396.22
2959	138	ENA Services LLC	3/9/2022		\$503.00
2960	139	BEDFORD OFFICE SUPPLY	3/9/2022		\$46.00
2961	140	BAKER & TAYLOR	3/10/2022		\$386.88
2962	141	BAKER & TAYLOR	3/14/2022		\$18.58
2963	142	UDWI	3/14/2022		\$420.00
2964	143	FINDAWAY WORLD	3/14/2022		\$149.97
2965	144	EASTERN HEIGHTS UTILITIES	3/14/2022	125 S FRANKLIN ST	\$95.71
2966	145	AMAZON CAPITAL SERVICES	3/14/2022		\$644.94
2967	146	MCLS	3/14/2022	MCLS LORI B MURPHY	\$200.00
2968	147	AT&T	3/14/2022		\$155.47
0	148	DELTA DENTAL	3/14/2022		\$55.74
2969	149	EQUITY BULDERS ROOFING	3/17/2022		\$20,255.15
2970	150	CARD SERVICE CENTER	3/17/2022		\$526.58
2971	151	AMAZON CAPITAL SERVICES	3/17/2022		\$351.19
2972	152	BAKER & TAYLOR	3/17/2022		\$382.15
2973	153	BLOOMFIELD SUPPLY & HAR	3/21/2022		\$23.41
2974	154	BAKER & TAYLOR	3/21/2022		\$56.43
2975	155	AMAZON CAPITAL SERVICES	3/21/2022		\$675.06
2976	156	SMITHVILLE	3/21/2022		\$37.84
2977	157	WhenToWork, Inc.	3/21/2022		\$220.00
2978	158	BAKER & TAYLOR	3/22/2022		\$285.35
2979	159	B & C DISPOSAL SERVICES	3/22/2022		\$38.00
2980	160	CENGAGE LEARNING	3/22/2022		\$76.00
2981	161	BACKGROUND BUREAU, INC	3/23/2022		\$10.50
2982	162	AMAZON CAPITAL SERVICES	3/23/2022		\$262.44
2983	163	EASTERN HEIGHTS UTILITIES	3/23/2022		\$19.02
0	164	AMAZON CAPITAL SERVICES	3/24/2022		(\$54.70)

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
2984	165	BAKER & TAYLOR	3/24/2022		\$316.99
2985	166	RICOH USA, INC (CHICAGO)	3/24/2022		\$21.00
2986	167	HUGHES ELECTRIC LLC	3/28/2022		\$2,117.00
2987	168	BAKER & TAYLOR	3/24/2022		\$24.99
2988	169	SEWAGE DISPOSAL WORKS	3/28/2022		\$148.00
2989	170	RICOH USA, INC (ATLANTA)	3/28/2022		\$115.31
2990	171	WELLS FARGO VENDOR FINA	3/28/2022		\$124.05
2991	172	WALMART - CAPITAL ONE	3/28/2022		\$112.88
0	173	PERF	3/31/2022	PERF Deposit	\$1,251.02
0	174	INTERNAL REVENUE SERVIC	3/31/2022	Federal Tax Deposit	\$3,726.69
0	175	INDIANA DEPT OF REVENUE	3/31/2022	State and County Tax Deposit	\$1,114.05
2992	176	DUKE ENERGY	3/28/2022	125 S FRANKLIN ST	\$1,331.11
2993	177	MICHELE ROGERS	3/31/2022	MARCH JANITORIAL SERVICE	\$1,950.00
0	178	UNITED HEALTHCARE	3/30/2022		\$2,358.16
2994	179	EQUITY BULDERS ROOFING	3/29/2022	Refer to Voucher 149; Balance of Roof Repairs	\$16,516.45
2995	180	AMAZON CAPITAL SERVICES	3/29/2022		\$452.44
2996	181	CENGAGE LEARNING	3/29/2022		\$70.47
2997	182	EASTERN GREENE HIGH SCH	3/30/2022	CHEER SPONSOR DATEBOOKS	\$50.00
2998	183	HASEMAN PEST CONTROL OF	3/31/2022		\$45.00
0	184	PAYROLL	3/31/2022	PAYROLL	\$17,952.06

Total Amount of Claims \$82,804.15

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

Wednesday, April 6, 2022


Fiscal Officer

ALLOWANCE OF VOUCHERS

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

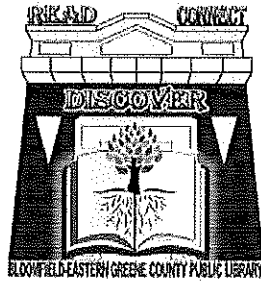
We have examined the vouchers listed on the forgoing accounts payable voucher register, consisting of 2 pages, and except for vouchers not allowed as shown on the Register such vouchers are allowed in the total amount of \$82,804.15

Date this 20th 13th day of April, 2022.

Linda Mattot Marcha L. Marmouze
Dwayne Holt [Signature]
Jessie Blaz Charlene Huemper

SIGNATURES OF GOVERNING BOARD

Approved by the State Board Of Accounts for Bloomfield-Eastern Greene County Public Library on 1/1/1998.



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Personnel Report

Wednesday, April 13, 2022

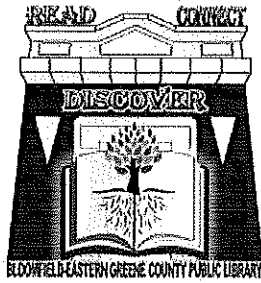
TO: Bloomfield-Eastern Greene County Public Library Board of Trustees
FROM: Lonnie Vandeventer, Bookkeeper
RE: Personnel Report

Ending Employment:

No changes.

Beginning Employment:

Maxine Resler (Lib. Asst.) – Date Hired: March 8, 2022



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Board of Trustees Meeting

Wednesday, March 9, 2022

The Bloomfield-Eastern Greene County Public Library Board of Trustees met Wednesday, March 9, 2022, in the Library Annex. Roger Axe called the meeting to order at 5:05 PM. Board members present were Martha Marmouze, Linda Maddox, Dwayne Hostetter, Roger Axe, Jessica Blazier, and Luke Rudisell. Karen Holz, Director, Lonnie Vandeventer, Treasurer/Bookkeeper, and Armonda Riggs, with the Greene County Literacy Coalition, were also present.

Approval of Claims and Payroll:

Roger asked for a motion regarding claims and payroll. Martha made a motion seconded by Jessica to approve claims and payroll. Motion carries.

Approval of Minutes:

Dwayne make a motion that the minutes be approved as submitted which was seconded by Martha. Motion carries.

Approval of Treasurer's Report and Personnel Report:

Lonnie provided an updated Treasurer's Report and Personnel Report. Martha made a motion that both reports be approved as submitted. Luke made a motion to accept both reports as submitted. Martha seconded the motion. Motion carries.

Approval of Librarian's Report:

Karen presented her Librarian's Report as detailed in the meeting agenda. She reviewed the meetings she attended over the past month and provided an update on her efforts to secure estimates for property grounds keeping. Luke made a motion to authorize, but not obligate Bill Sipes, for mulch application and to reach out to Kyle Doane for mowing. Michelle seconded the motion. Motion carries.

Karen presented an update on the roofing and recommended storm grey as the roof color. The Board concurred with her recommendation.

Karen also reported that she will be leaving for vacation on May 20 and returning on May 31 following Memorial Day.

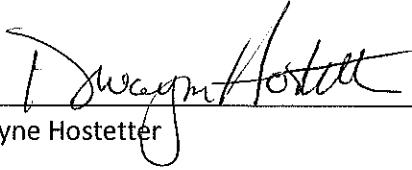
Public Comment:

Armonda also discussed the meeting she and Karen attended regarding adding an elevator in the Annex and further researching an additional grant in the process. Armonda further discussed the Literacy Coalition Wine and Cheese Fundraiser to be help on April 9.

Adjournment:

Barring no addition business, Roger entertained a motion to dismiss at 5:40 PM. Dwayne made a motion to discuss which was seconded by Martha and Linda simultaneously.

The next Board meeting we be on April 13, 2022, at 5:00 PM in the Library Annex.

A handwritten signature in cursive script, reading "Dwayne Hostetter". The signature is written in black ink and is positioned above a horizontal line.

Dwayne Hostetter

Financial Report
Bloomfield-Eastern Greene County Public Library

Report Dates = 3/1/2022 to 3/31/2022

<i>Fund</i>	<i>Start of year</i>	<i>Disbursements this month</i>	<i>Disbursements YTD</i>	<i>Receipts this month</i>	<i>Receipts YTD</i>	<i>Balance</i>
1. General						
100 OPERATING	\$253,704.70	\$75,300.99	\$149,733.57	\$39,279.16	\$69,847.20	\$173,818.33
101 PETTY CASH	\$35.50	\$0.00	\$0.00	\$0.00	\$0.00	\$35.50
102 CASH CHANGE FUND	\$143.50	\$0.00	\$0.00	\$0.00	\$0.00	\$143.50
110 INVESTMENTS	\$274,107.02	\$0.00	\$0.00	\$1,252.74	(\$17,051.36)	\$257,055.66
Subtotal	\$527,990.72	\$75,300.99	\$149,733.57	\$40,531.90	\$52,795.84	\$431,052.99
2. Special Revenue						
200 GIFT	\$21,456.92	\$3,088.71	\$6,544.62	\$2,217.58	\$3,361.06	\$18,273.36
201 RAINY DAY	\$41,400.94	\$0.00	\$0.00	\$0.00	\$0.00	\$41,400.94
203 LEVY EXCESS OPERATING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
226 HUNTER TRUST	\$45,017.84	\$0.00	\$0.00	\$0.00	\$0.00	\$45,017.84
227 FLATER	\$1,177.64	\$0.00	\$0.00	\$0.00	\$0.00	\$1,177.64
228 SIM SMITH	\$3,091.42	\$0.00	\$0.00	\$0.00	\$0.00	\$3,091.42
277 SMITHVILLE GRANT	\$37,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,500.00
278 STATE GRANTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
279 BROADBAND GRANT	\$6,696.00	\$0.00	\$0.00	\$0.00	\$5,266.07	\$11,962.07
280 GREENE COUNTY FOUNDATION GRANT	\$2,343.87	\$200.00	\$200.00	\$0.00	\$0.00	\$2,143.87
Subtotal	\$158,684.63	\$3,288.71	\$6,744.62	\$2,217.58	\$8,627.13	\$160,567.14
4. Capital Projects						
400 LIRF	\$342.65	\$0.00	\$0.00	\$0.00	\$0.00	\$342.65
Subtotal	\$342.65	\$0.00	\$0.00	\$0.00	\$0.00	\$342.65
5. Clearing						
800 PLAC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
801 EVERGREEN FINES & FEES	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00
802 PAYROLL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
803 FEDERAL TAX	\$0.00	\$979.95	\$3,185.01	\$979.95	\$3,185.01	\$0.00
804 FICA	\$0.00	\$1,113.04	\$3,504.70	\$1,113.04	\$3,504.70	\$0.00
805 MEDICARE	\$0.00	\$260.33	\$819.70	\$260.33	\$819.70	\$0.00
806 STATE TAX	\$0.00	\$801.34	\$2,348.11	\$801.34	\$2,348.11	\$0.00
807 COUNTY TAX	\$0.00	\$312.71	\$984.91	\$312.71	\$984.91	\$0.00
808 PERF	\$0.00	\$264.30	\$844.07	\$264.30	\$844.07	\$0.00
809 Insurance	\$0.00	\$482.78	\$1,448.34	\$482.78	\$1,448.34	\$0.00
810 Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
811 SALES TAX	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
815 TRANSFERS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$500.00	\$4,214.45	\$13,134.84	\$4,214.45	\$13,134.84	\$500.00
Grand Total	\$687,518.00	\$82,804.15	\$169,613.03	\$46,963.93	\$74,557.81	\$592,462.78

Total all banks = \$592,462.78

Appropriation Report for 100 OPERATING

Bloomfield-Eastern Greene County Public Library

Report Date: From 3/1/2022 To 3/31/2022

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Remain
I. Personal Services							
1.111 Salary of Librarian	\$50,300.00	\$0.00	\$50,300.00	\$3,750.00	\$11,250.00	\$39,050.00	77.6
1.112 Salary of Librarians(Hourly)	\$118,000.00	\$0.00	\$118,000.00	\$3,987.19	\$13,936.68	\$104,063.32	88.2
1.113 Salary of Library Assistants	\$62,200.00	\$0.00	\$62,200.00	\$8,463.37	\$25,606.61	\$36,593.39	58.8
1.114 Salary of Pages	\$13,000.00	\$0.00	\$13,000.00	\$244.00	\$1,057.36	\$11,942.64	91.9
1.115 Salary of Coordinators	\$10,000.00	\$0.00	\$10,000.00	\$600.00	\$1,800.00	\$8,200.00	82.0
1.131 Salary of Treasurer	\$10,000.00	\$0.00	\$10,000.00	\$907.50	\$2,876.50	\$7,123.50	71.2
1.21 Library FICA and Medicare	\$24,000.00	\$0.00	\$24,000.00	\$1,373.37	\$4,324.40	\$19,675.60	82.0
1.22 Unemployment	\$4,500.00	\$0.00	\$4,500.00	\$0.00	\$317.19	\$4,182.81	93.0
1.23 PERF Employer Contribution Share	\$18,000.00	\$0.00	\$18,000.00	\$986.72	\$3,151.19	\$14,848.81	82.5
1.241 Employee Group Insurance	\$21,000.00	\$0.00	\$21,000.00	\$1,931.12	\$5,793.36	\$15,206.64	72.4
Subtotal	\$331,000.00		\$331,000.00	\$22,243.27	\$70,113.29	\$260,886.71	78.8
2. Supplies							
2.11 Official Records	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	100.0
2.21 Cleaning Supplies	\$2,060.00	\$0.00	\$2,060.00	\$209.12	\$391.43	\$1,668.57	81.0
2.31 Building Materials	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$9.79	\$1,990.21	99.5
2.41 Library Supplies	\$8,240.00	\$0.00	\$8,240.00	\$200.06	\$942.95	\$7,297.05	88.6
2.43 Adult Program Supplies	\$1,040.00	\$0.00	\$1,040.00	\$9.74	\$67.59	\$972.41	93.5
2.44 Teen Program Supplies	\$1,040.00	\$0.00	\$1,040.00	\$0.00	\$128.90	\$911.10	87.6
2.45 Children's Program Supplies	\$1,200.00	\$0.00	\$1,200.00	\$0.00	\$118.67	\$1,081.33	90.1
2.46 Eastern Program Supplies	\$800.00	\$0.00	\$800.00	\$0.00	\$10.78	\$789.22	98.7
2.47 Covid-19 Supplies	\$800.00	\$0.00	\$800.00	\$0.00	\$27.92	\$772.08	96.5

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent Remain</i>
Subtotal	\$17,280.00		\$17,280.00	\$418.92	\$1,698.03	\$15,581.97	90.2
3. Other Services and Charge							
3.13 Legal Services	\$1,000.00	\$0.00	\$1,000.00	\$10.50	\$18.50	\$981.50	98.2
3.141 Other Professional	\$25,000.00	\$0.00	\$25,000.00	\$1,302.35	\$5,633.79	\$19,366.21	77.5
3.142 Database Subscriptions	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$660.72	\$4,339.28	86.8
3.143 eBook Services	\$7,500.00	\$0.00	\$7,500.00	\$0.00	\$0.00	\$7,500.00	100.0
3.21 Telephone	\$2,200.00	\$0.00	\$2,200.00	\$197.92	\$594.91	\$1,605.09	73.0
3.22 Postage	\$775.00	\$0.00	\$775.00	\$0.00	\$75.24	\$699.76	90.3
3.23 Traveling Expenses	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	100.0
3.24 Professional Meeting	\$2,700.00	\$0.00	\$2,700.00	\$200.00	\$479.30	\$2,220.70	82.2
3.251 Freight and Express	\$700.00	\$0.00	\$700.00	\$26.17	\$105.97	\$594.03	84.9
3.252 Evergreen	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$2,785.12	\$2,214.88	44.3
3.26 Internet Vendor	\$7,500.00	\$0.00	\$7,500.00	\$503.00	\$1,764.90	\$5,735.10	76.5
3.31 Advertising and Publicity	\$1,000.00	\$0.00	\$1,000.00	\$70.47	\$70.47	\$929.53	93.0
3.32 Printing	\$200.00	\$0.00	\$200.00	\$235.00	\$235.00	(\$35.00)	-17.5
3.41 Official Bonds	\$350.00	\$0.00	\$350.00	\$0.00	\$0.00	\$350.00	100.0
3.42 Library Insurance	\$12,000.00	\$0.00	\$12,000.00	\$0.00	\$0.00	\$12,000.00	100.0
3.51 Gas	\$7,500.00	\$0.00	\$7,500.00	\$280.00	\$840.00	\$6,660.00	88.8
3.52 Electric	\$27,000.00	\$0.00	\$27,000.00	\$2,476.36	\$5,592.67	\$21,407.33	79.3
3.53 Water	\$2,000.00	\$0.00	\$2,000.00	\$57.48	\$172.44	\$1,827.56	91.4
3.54 Waste Disposal	\$2,100.00	\$0.00	\$2,100.00	\$168.00	\$327.00	\$1,773.00	84.4
3.61 Building Repair	\$22,000.00	\$0.00	\$22,000.00	\$26,496.47	\$26,851.47	(\$4,851.47)	-22.1
3.62 Equipment Repair	\$10,000.00	\$0.00	\$10,000.00	\$1,039.56	\$2,391.58	\$7,608.42	76.1
3.63 Janitorial Service	\$22,000.00	\$0.00	\$22,000.00	\$1,825.00	\$5,475.00	\$16,525.00	75.1
3.8 2021 Encumbered Funds	\$12,482.13	\$0.00	\$12,482.13	\$12,482.13	\$12,482.13	\$0.00	0.0
3.91 Dues	\$4,000.00	\$0.00	\$4,000.00	\$0.00	\$0.00	\$4,000.00	100.0

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Remain
Subtotal	\$182,507.13		\$182,507.13	\$47,370.41	\$66,556.21	\$115,950.92	63.5
4. Capital Outlays							
4.31 Improvements - Other	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	100.0
4.41 Furniture and Equipment	\$8,000.00	\$0.00	\$8,000.00	\$489.80	\$489.80	\$7,510.20	93.9
4.51 Books - Adult Fiction	\$8,700.00	\$0.00	\$8,700.00	\$812.08	\$2,242.70	\$6,457.30	74.2
4.521 Books - Adult Nonfiction	\$5,600.00	\$0.00	\$5,600.00	\$559.56	\$1,094.33	\$4,505.67	80.5
4.522 Books-Local History/Genealogy	\$1,200.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$1,200.00	100.0
4.53 Books - Children	\$8,000.00	\$0.00	\$8,000.00	\$638.70	\$1,671.82	\$6,328.18	79.1
4.54 Books - YA	\$3,500.00	\$0.00	\$3,500.00	\$366.58	\$870.44	\$2,629.56	75.1
4.551 Books - Eastern Books Adult	\$3,300.00	\$0.00	\$3,300.00	\$346.52	\$566.27	\$2,733.73	82.8
4.552 Books - Eastern YA	\$300.00	\$0.00	\$300.00	\$43.08	\$53.26	\$246.74	82.2
4.553 Books - Eastern Juvenile	\$3,000.00	\$0.00	\$3,000.00	\$169.98	\$297.82	\$2,702.18	90.1
4.61 Periodicals and News	\$3,500.00	\$0.00	\$3,500.00	\$102.64	\$231.92	\$3,268.08	93.4
4.71 Nonprint - Adult DVD	\$4,000.00	\$0.00	\$4,000.00	\$294.03	\$683.89	\$3,316.11	82.9
4.72 Nonprint - Music	\$200.00	\$0.00	\$200.00	\$0.00	\$0.00	\$200.00	100.0
4.73 Nonprint - Audiobooks	\$7,000.00	\$0.00	\$7,000.00	\$983.18	\$1,600.07	\$5,399.93	77.1
4.74 Nonprint - Childrens	\$3,200.00	\$0.00	\$3,200.00	\$247.48	\$778.74	\$2,421.26	75.7
4.75 Nonprint - YA	\$1,500.00	\$0.00	\$1,500.00	\$84.87	\$278.16	\$1,221.84	81.5
4.761 Nonprint - Eastern DVD	\$3,200.00	\$0.00	\$3,200.00	\$100.81	\$202.66	\$2,997.34	93.7
4.762 Nonprint - Eastern Audio	\$500.00	\$0.00	\$500.00	\$29.08	\$51.04	\$448.96	89.8
4.763 Nonprint - Eastern Games	\$500.00	\$0.00	\$500.00	\$0.00	\$124.97	\$375.03	75.0
4.77 Replacement Books & Nonprint	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$103.40	\$896.60	89.7
4.8 Evergreen Collections	\$0.00	\$0.00	\$0.00	\$0.00	\$24.75	(\$24.75)	#Div/0!
Subtotal	\$68,200.00		\$68,200.00	\$5,268.39	\$11,366.04	\$56,833.96	83.3

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent Remain</i>
<i>Grand Total</i>	\$598,987.13	\$0.00	\$598,987.13	\$75,300.99	\$149,733.57	\$449,253.56	75.0

Approved by the State Board Of Accounts for Bloomfield-Eastern Greene County Public Library on 1/1/1998.

**March 2022 Board Meeting
Librarian's Report**

February 2022 Statistics

Adult Circulation	2022	2021	2020
Fiction	772	746	576
Non-fiction	349	222	160
Periodicals	77	59	72
Audiobooks	70	99	50
Playaways	32	36	59
Overdrive	1065	1265	540
Music CD	20	45	31
DVDs	635	576	505
Video Games	45	5	12
Library of Things	1		
Total Adult	3066	2586	2005
Youth Services Circulation			
Parenting Kits	1		
YA	93	140	69
YA Nonfiction	26	7	3
YA Audiobooks/Playaways	1		
Juvenile Fiction	1429	867	634
Juvenile Nonfiction	457	127	76
Audiobooks	107	14	41
DVD Juvenile	232		
Periodicals	4	10	5
Youth Services Games	8	4	4
TOTAL YOUTH SERVICES	2354	1321	955
TOTAL	5420	3907	2960

Interlibrary Loan Services

	2022	2021
Books via SRCS Supplied	3	1
Books via SRCS Borrowed	3	1
Books loaned to Evergreen	555	565
Books borrowed from Evergreen	531	533

Computer/Equipment Usage

	2022	2021
Children		24
Teen		
Adult		
Wireless		
Microfilm		

Programs

Programs:	# of Children	# attended	2021
	11		273
	3	# attended	107
	#of Adults	# attended	
TOTAL			
Outreach	Children	stories	

Desk Collection

Fines and Fees	108.59
Fax	34.25
Copier	145.36
Donations	183.69
Misc	30.66
Taxable Sales	
Total	502.55

Bloomfield Main Facebook

Posts	13
Followers	1278
Engagements	187
Reached	4442

Young Adults Page

Posts	6
Followers	137
Engagements	2
Reached	96

Website

visits pages 708
pages/ visit 2.1

New Patrons

Township	Resident	Resident Limited	Non Resident	Total
Beech Creek	1			1
Center	3	2		5
Highland				
Jackson	1			1
Richland	18	3		21
Taylor	4			4
Unlisted				
Total	27	5		32

Children's Facebook

Posts	7
Followers	190
Engagements	15
Reached	344

Materials Add Bloomfield

Adult Fiction	20
Adult Nonfiction	13
Audio Books	4
Playaways	
Paperbacks	
Periodicals	29
Music	
DVD's	7
Adult Games	
YA-Fiction	14
YA-Non	2
YA Games	4
Juvenile Fiction	51
Juvenile Nonfiction	19
Audiobooks J	3
Juvenile Games	
Total	166

Eastern 2022 Statistics

Computer Use 49
Wireless 15

Scavenger Hunts

40

Programs

3

Attendance 17

	2022	2021	2020
Adult Fiction	85	103	75
Adult Nonfiction	47	49	15
Periodicals	32	26	5
Audio Books	9	6	6
Music CD	1	2	0
DVD	213	239	34
Games	12	2	0
Government Doc			
TOTALS ADULT	399	444	133
YA Fiction	13	21	8
YA Nonfiction			
Juvenile Fiction	343	245	145
Juvenile Nonfiction	39	94	39
Juvenile Audiobooks	10	7	0
Juveniles Periodicals	3	2	1
TOTALS JUVENILES	408	369	193
TOTAL	807	813	328

Materials Added Eastern

Adult Fiction	7
Adult Nonfiction	7
Adult Audio	1
Periodicals	11
YA	3
YA NonFiction	1
Juvenile Fiction	27
Juvenile Nonfiction	1
Juv Periodicals	4
Juvenile Audiobooks	2
DVD's	1
Game	
TOTAL	64

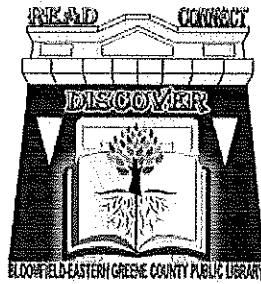
Facebook Information

Posts 16

Reached 913

Followers 220

Engagements 31



Bloomfield – Eastern Greene County Public Library
125 South Franklin Street
Bloomfield, IN 47424
Phone 812-384-4125 - Fax 812-384-0820
www.bloomfield.lib.in.us

Eastern Branch
11453 E. State Road 54
812-825-2677

We're more than just books!

Meeting Agenda

Board of Trustees – Bloomfield-Eastern Greene County Public Library

Wednesday, April 13, 2022

1. Approval of Claims & Payroll
2. Approval of Minutes
3. Presentation & Approval of Treasurer's Report
4. Personnel Report
5. Librarian's Report:
 - My evaluation needs to be completed to be in compliance with State law.
 - Bloomfield Main Branch elevator repairs are on hold as they attempt to secure parts for repairs. I will report on this as soon as we have more details.
 - Elevator for the Annex – Peggy Wolfe is spearheading this for us including researching potential grants or other fund raising opportunities. Peggy would like to start a Community Fund Board for keeping track of the amount raised similar to what was done for the pool. Your opinions or suggestions would be appreciated. I believe we will need at least an additional \$50,000 for an elevator/lift and to remodel the basement area.
 - Maintain a history of items as they are completed at the Library; one for public, one for director and Board members about when things were completed and items that should be done before they become emergencies:
 - Attic Fans – do they work and are they needed,
 - Parking lot patched, sealing, and painted – both Main Branch & Annex,
 - Carpet cleaning – particularly children's area and Eastern
 - Windows washed – Michelle does not do windows
 - Front steps maintenance/repair – Estimated at \$30,000 due to bracing and foundation
 - Annex signage – what can we do with old signs and utilize them more effectively? Jo Ellen is researching cost to make them functional again
 - Eastern Items:
 - May need new internet connections inside the building
 - Flooring appears to have a warped board in front of the Adult DVD area, not sure if this is a problem or not
 - Tina Graves would like to discuss using the Eastern Branch as a small food pantry for that area. I do have some concerns regarding this.
 - Mulch for Eastern will cost approximately \$600; should we proceed?
 - Niche Academy offers a wide variety of videos for a variety of topics that would benefit both library staff and the public. What I have reviewed is useful and would allow us to create content