

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

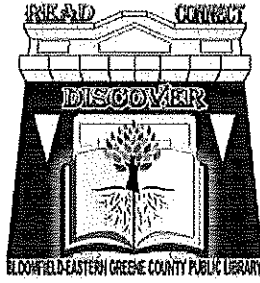
Board of Trustees – Bloomfield-Eastern Greene County Public Library

Wednesday, February 8, 2023 – 5:00 PM Annex

ORIGINAL

- Approval of Claims & Payroll
- Approval of Minutes
- Presentation & Approval of Treasurer's Report and Personnel Report
- Old Business
 - See first bullet point under Librarian's Report.
 - Karen, Lonnie, Roger, and Jessica completed an exit interview via Conference Call with Heidi Shonk with the State Board of Accounts. The final report is expected from the SBOA within the next 30 days.
 - Eastern Branch – Time Clock and Shared Drive not working – status of update from ENA? Should we consider having ENA set up Internet service, which is now available, and just continuing pay Comcast until the contract is over.
 - Annex Elevator – Doug Bruce with Tabor Bruce Architecture & Design is looking for firm that can do a lift as the company that he previously worked with does not have the manpower to handle. No update on the status of a lift – on hold at this time.
- Librarian's Report:
 - Met with 3 builders about the front of the building. Rock Solid out of Bedford, in good standing with Indiana Mason Contractors Association, informed me that the roof and gutters need worked on before they can work on it. I am talking with Equity Builders about the work that they have done and asking them to repair the roof correctly and clean out the gutters that they clogged. They are to be here February 7, to look it over? If they balk how should I proceed? Plus, I have contacted them again as they did not inspect the front side when the clogging is occurring.
 - Cell Phone Update: Spoke with both AT&T and Verizon. Both indicated a Tracfone would be our best option. Lonnie and I will look into this more.
 - Annual State Report is almost finished, should be done by Friday.
 - Letters - I sent letters to the Township Trustees both in and out of our library district with the new and different things our library has to offer. The ones in our district will receive 10 of our brochures based on what township they represent.
 - Meetings Attended:
 - Greene County Alliance with the emphases on drug prevention. I have asked us to receive two Narcan kits for the library. Spray for the library it is free.
 - Bloomfield Chamber of Commerce After hours, February 7, brought information and flyers about the different events the library will be hosting.

- Friends of the Library – Priscilla Leibacher passed away. One of her memorials is to the “Friends.” We discussed different ways they could better help the library, and the different things that we have planned for the summer.
 - Attended training meeting with Megan at Vigo County Library in preparation for Summer Reading
 - Craft Exchange March 11, Items can be dropped off will be from March 4 through 9.
 - Bulb and Plant exchange March 18.
 - Library Week is April 3 through 10 which this year is over Easter. We will be having the following: Author David Griffith from Notre Dame, working with Autism and wrote “A Good War is Hard to Find” The Art of Violence in America. This disturbing book uses how images and words have influenced how we think. We are still working out the exact date and time of his visit. I would like him also to talk about his work with autism. This is for an adult only audience.
 - Golf (Fore) the Library fundraiser will be Saturday, April 1 from 10 to 4, as always we need volunteers for Friday, March 31 to set up and April 1 to take down. We will have pizza on Friday for the volunteers.
 - April 15, will be Wine and Cheese in the Stacks, this is the fundraiser for the Greene County Literacy Coalition.
 - Seed Exchange is also occurring on April 15
 - May 15 through 20 set up the Straw bales with last plant, seed exchange on May 20.
 - We will have a book discussion about the book, The Authenticity Project: A Novel by Claire Poole. We are receiving 20 books from Vigo County public library to hand out. The discussion will take place on April 20 at 6:00.
 - We will be having how to read to kids training program with Kanza Zafar in the coming future.
 - Bloomfield will be celebrating its 200th anniversary as the county seat. We are hoping to help the town with this celebration.
-
- Public Comment
 - Adjournment
 - Next Board Meeting, March 8, 2023, 5:00 PM, Library Annex



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Personnel Report for January 2023

Wednesday, February 8, 2023

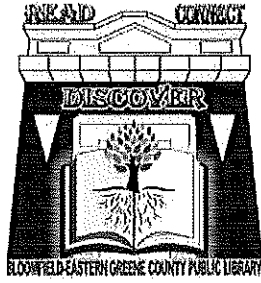
TO: Bloomfield-Eastern Greene County Public Library Board of Trustees
FROM: Lonnie Vandeventer, Bookkeeper
RE: Personnel Report

Ending Employment:

- No changes

Beginning Employment:

- No changes



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Treasurers Report for January 2023

Wednesday, February 8, 2023

PAYROLL: Net Pay of \$17,230.02 (January 31, 2023).

CLAIMS: Claims #1-64 totaling \$53,434.78 in January 2023.

BUDGET STATUS:

Through 1 month of the year, we strive to be at or under 8.33% in each of the four budget categories as well as overall. We are under 8.33% in three of the four budget categories and overall. Other Services is less than 1% over. See the appropriation report through January 31, 2023 for the full numbers.

2023/Current Year through January 31, 2023

Personnel/Personal Services	8.20 % spent
Supplies	6.70 % spent
Other Services	8.90 % spent
Capital Outlays	5.50 % spent
OVERALL	8.00 % spent

2022/Prior Year Comparison through January 31, 2022

Personnel/Personal Services	7.20 % spent
Supplies	4.50 % spent
Other Services	6.10 % spent
Capital Outlays	4.40 % spent
OVERALL	6.50 % spent

Updates:

Exit Interview completed on February 2, 2023 with Heidi Shonk via Conference Call with Karen, Lonnie, Roger, and Jessica. The final report is expected within 30-days.

Gateway Report for 2022 is due by March 31, but report will be completed this month. It is currently 90% completed.

Totals

FICA:	Medicare:	Federal:	State:	County:	PERF:	Health Ins	Insurance	Other	Other	Net Pay:
\$1,379.61	\$322.65	\$1,208.47	\$862.05	\$459.73	\$306.45	\$482.78	\$0.00	\$0.00	\$0.00	\$17,230.02
Other	Other	Other	Other	NT 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

Gross Pay:	Deductions:	Net Pay:
\$22,251.76	\$5,021.74	\$17,230.02

Paid Through Date Hourly	1/24/2023	Used	Earned
Paid Through Date Salary	1/24/2023	Regular	1129.03
Check Date Hourly	1/31/2023	Sunday	0
Check Date Salary	1/31/2023	Double	0
Voucher/Receipt Date	1/31/2023	PTO	74.68
		Vacation	0
		Comp	0
		Holiday	145
		Personal	0
		Total Hours:	1348.71

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 7 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 \$ 22251.76 is correct and has by me been approved.

Dated January 30 2023
Karen Holz
 Director

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

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.

Janice Vandewenter
 Disbursing Officer

Employer Share FICA Due =	\$1,379.61	Employer Share FICA Due =	\$2,759.22
Employee Share FICA Due =	\$1,379.61	Employee Share Medicare Due =	\$645.30
Employer Share Medicare Due =	\$322.65	Employer Share Medicare Due =	\$322.65
Employee Share Medicare Due =	\$322.65	Federal Tax Due =	\$1,208.47
Total Tax Deposit Due =	\$4,612.99	State Tax Due =	\$862.05
Employee PERF Due =	\$306.45	County Tax Due =	\$459.73
Employer PERF Due =	\$1,144.09	Total Tax Due =	\$1,321.78
Total PERF Due =	\$1,450.54		

Voucher List

Bloomfield-Eastern Greene County Public Library

Report Date: From 1/1/2023 To 1/31/2023

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
3458	1	SEWAGE DISPOSAL WORKS	1/4/2023	125 S FRANKLIN ST	\$148.00
3459	2	PREFERRED WASTE REMOVA	1/4/2023		\$34.00
3460	3	DUKE ENERGY	1/4/2023		\$320.13
0	4	COMCAST	1/4/2023		\$201.25
3461	5	GADELLNET CONSULTING SE	1/4/2023		\$75.00
0	6	INDIANA DEPT OF WORKFOR	1/4/2023		\$116.57
0	7	AVC Technology Corporation	1/4/2023		\$891.00
3462	8	INDIANA STATE LIBRARY FOU	1/5/2023		\$2,869.00
3463	9	UNIQUE MANAGEMENT SERVI	1/9/2023		\$104.43
3464	10	CENTER POINT LARGE PRINT	1/9/2023		\$91.68
3465	11	RICOH USA, INC (CHICAGO)	1/9/2023		\$196.30
3466	12	MIDWEST NATURAL GAS COR	1/9/2023	125 S FRANKLIN ST	\$598.06
3467	13	DUKE ENERGY	1/9/2023	125 S FRANKLIN ST	\$1,541.16
0	14	AMAZON CAPITAL SERVICES	1/10/2023		(\$43.97)
0	15	DELTA DENTAL	1/10/2023		\$47.38
3468	16	CENTURYLINK	1/11/2023		\$3.13
3469	17	HASEMAN PEST CONTROL OF	1/11/2023	125 S FRANKLIN ST	\$135.00
3470	18	ENA Services LLC	1/11/2023		\$435.50
3471	19	PSI PLASTIC GRAPHICS	1/11/2023	BARCODE LABELS	\$448.00
3472	20	AMAZON CAPITAL SERVICES	1/11/2023		\$621.70
3473	21	EASTERN HEIGHTS UTILITIES	1/17/2023	125 S FRANKLIN ST	\$96.17
3474	22	UDWI	1/17/2023		\$433.00
3475	23	CENGAGE LEARNING	1/17/2023		\$19.00
3476	24	PLAYAWAY PRODUCTS	1/17/2023		\$109.88
3477	25	AMAZON CAPITAL SERVICES	1/17/2023		\$896.83
3478	26	CARD SERVICE CENTER	1/17/2023		\$681.32
3479	27	AT&T	1/17/2023		\$160.99
3480	28	CENGAGE LEARNING	1/17/2023		\$57.50
3481	29	BAKER & TAYLOR	1/17/2023		\$551.89
3482	30	BAKER & TAYLOR	1/18/2023		\$365.90
3483	31	PLAYAWAY PRODUCTS	1/18/2023		\$54.99
3484	32	INDIANA STATE LIBRARY FOU	1/18/2023		\$331.62
3485	33	BAKER & TAYLOR	1/23/2023		\$67.87
3486	34	SMITHVILLE	1/23/2023		\$38.34
3487	35	PLAYAWAY PRODUCTS	1/23/2023		\$266.20
3488	36	AMAZON CAPITAL SERVICES	1/23/2023		\$586.37
3489	37	EASTERN HEIGHTS UTILITIES	1/23/2023		\$19.02
3490	38	RICOH USA, INC (ATLANTA)	1/23/2023		\$115.31
3491	39	PLAYAWAY PRODUCTS	1/24/2023		\$112.98
3492	40	CENGAGE LEARNING	1/24/2023		\$71.97
3493	41	OCLC, INC	1/24/2023		\$692.11
3494	42	WELLS FARGO VENDOR FINA	1/24/2023		\$124.05
0	43	PERF	1/31/2023	PERF Deposit	\$1,450.54
0	44	INTERNAL REVENUE SERVIC	1/31/2023	Federal Tax Deposit	\$4,612.99
0	45	INDIANA DEPT OF REVENUE	1/31/2023	State and County Tax Deposit	\$1,321.78
0	46	UNITED HEALTHCARE	1/24/2023		\$2,723.85
3495	47	LOK GENERAL STORE, LLC	1/30/2023		\$188.38
3496	48	KAREN HOLZ	1/30/2023		\$61.20
3497	49	BAKER & TAYLOR	1/30/2023		\$302.21

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
3498	50	PREFERRED WASTE REMOVA	1/30/2023		\$34.00
3499	51	ADTEC	1/30/2023	FY2023 Category One Phase 1 & 2	\$1,100.00
3500	52	INDIANA STATE LIBRARY	1/30/2023		\$33.45
3501	53	WALMART - CAPITAL ONE	1/30/2023		\$87.12
3502	54	PLAYAWAY PRODUCTS	1/30/2023		\$59.99
3503	55	CENGAGE LEARNING	1/30/2023		\$19.00
3504	56	DEMCO	1/30/2023		\$87.77
3505	57	BLOOMFIELD ROTARY CLUB	1/30/2023		\$150.00
3506	58	MICHELE ROGERS	1/30/2023	JANUARY 2023 JANITORIAL SERVICES	\$2,000.00
3507	59	SEWAGE DISPOSAL WORKS	1/30/2023	125 S FRANKLIN ST	\$148.00
3508	60	DUKE ENERGY	1/30/2023		\$1,412.04
3509	61	AMAZON CAPITAL SERVICES	1/31/2023		\$286.12
3510	62	BLACKSTONE PUBLISHING	1/31/2023		\$42.95
3511	63	ADTEC	1/31/2023		\$375.00
0	64	PAYROLL	1/31/2023	PAYROLL	\$22,251.76
Total Amount of Claims					\$53,434.78

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

Monday, February 6, 2023

Annex Vandeventer
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 \$53,434.78

Date this 6th day of February, 2023

Linda Mattok _____ *Shelley* _____ *Jessie* _____
Doreen Hobbs _____ *Jessie Blo* _____
Charlene Hump _____ *Martha Marmouis* _____

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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Board of Trustees Meeting
Wednesday, January 11, 2023

The Bloomfield-Eastern Greene County Public Library Board of Trustees met Wednesday, January 11, 2023, in the Library Annex. Roger Axe called the meeting to order at 5:03 PM. Board members present were Charlene Kluemper, Linda Mattox, Dwyane Hostetter, Jessica Blazier, Roger Axe, Martha Marmouze, and Luke Rudisell. Karen Holz, Director, and Lonnie Vandeventer, Treasurer/Bookkeeper were also present.

Guest Presentations:

Ryan O'Neal and Ryan Arford, representing Bloomfield Downtown Revitalization, appeared informing the Library Board they are seeking to buy the two vacant lots to the west of the annex to build a show stage. It was further indicated there is interest in purchasing the annex as well. The Board was non-committal in any way except to say we would review the information they shared.

Jessica McKamey, Assistant Librarian, presented to the Board further insight on the straw bale garden Karen refers to in the Librarian's Report. Jessica made a motion approving the garden as proposed. Linda seconded the motion which received unanimous approval.

Approval of Claims and Payroll:

After review of claims and payroll, Dwayne made a motion to approve claims and payroll. Luke seconded the motion. Motion approved unanimously.

Approval of Minutes:

Following a review of minutes from the December 2022 meeting, Dwayne made a motion to approve the minutes as submitted. Martha seconded the motion. Motion approved unanimously.

Approval of Treasurer's Report and Personnel Report:

Lonnie provided an updated Treasurer's Report and Personnel Report. As presented in the report, Lonnie advised the Board we ended the month and year at 87.70% and was under 100% in all four categories. Lonnie also advised the Board one employee, Alexis Meyer, ended her employment as a Librarian Assistant on December 14, 2022. A new page, Willow Foxworthy, was hired on December 5, 2022.

Lonnie briefly mentioned that state audit currently underway and that he and Karen are working well with the auditor in providing all information requested.

Dwayne made a motion that both reports be approved as submitted. The motion was seconded by Luke. The motion was unanimously approved.

Librarian's Report:

- Karen provided a personal health update to the Board. She indicates she is doing really well with her knee replacement. Most of the other issues dealt with this past year are now under control.
- Karen provided an update on items as noted in the meeting agenda as detailed below:

- The State Board of Accounts has been completing our five year audit this month. Lonnie and I have been communicating with them and all has been going smoothly. We did have some difficulty in obtaining some info for 2018 and 2019, but the auditor was receptive to what we were able to provide. Upon completion of the audit, which is expected very soon, we will receive our report. Each of you will receive a copy of the report via your emails, which was your preferred method of communication.
- First Amendment Auditors contacted us about filming and things at the library. Thank you to Luke for your help and suggestions. We also obtained information from ALA as to what to do. We are not having staff wear name tags at this time so they cannot target one person. If I have not heard back from them within the next week, we should be able to resume wearing name tags. The staff has been instructed on how to handle them if they show up.
- We have an extra \$30,000 from the November property tax release in our operating budget, which I cannot touch, but I want you to be aware of. I believe we are in really good shape for the next couple of years. If we need to draw upon the \$30,000, I believe we can seek approval from the Greene County Commissioners, but I will need to check on that.
- I would like to obtain a cell phone for the library. There have been a number of instances where either myself, Kimberly, Jess, or Lonnie have to use their personal cell number to obtain an access code.
- Puzzle and Game Day at the Library. We are had a puzzle and game day on the fly at Bloomfield on December 30, which was well received. We are now planning for the second Friday of the month at Bloomfield and the first Saturday of the month at Eastern.
- The Summer reading theme for 2023 is "All Together Now." Megan and I will be attending an idea meeting at the Vigo County Library on January 24. This should benefit us in planning and learning more. Megan will be handling the Elementary Age Group at Eastern on Monday's.
- I have begun work on the Annual Report for the state due on March 1. I am disturbed that we lost nearly 1,000 patrons this past year, which is strange because our circulation number is high. I believe we should conduct a library card drive this spring in conjunction with Library Week and Golf at the Library. We may develop something special at Eastern as well, but not sure what as of yet.
- A straw bale garden is being planned for this summer in the rocky area between the Bloomfield Library and the Annex. One individual on staff has done this type of gardening over the past five years and is willing to do it here. The cost is relatively low, \$100 for straw bales, and if does not work out, then the straw becomes mulch for a very poor soil area. I am seeking seed donations from four different companies and I am optimistic we will be participation as we did this about six years ago and we had so many seeds we could not get rid of them all. People did enjoy fresh peas and carrots and had a lot of fun with it. I believe this can go along with "All Together Now" as a way to improve financial awareness. I am planning to have workshops at both Bloomfield and Eastern about planning, growing, preserving, and cooking presented by the Purdue Extension Service and people on staff. Will you support this effort so we can proceed with the planning logistics?
- We had a great Community Service individual this past week. He cleaned up behind the fence that had accumulated lots of junk. He also picked up around the Library and Annex including where the old shed was located. He carried book up from the Annex basement for the Book Sale. In addition, he organized the boxes down in the Annex storage area.
- We received a \$1,000 donation from Farmers and Mechanics that we plan to use primarily at Eastern. We can add more puzzles and games that can be checked out. We are also exploring other possible uses for the funds including development of a special program at Eastern. I will be talking further with the Eastern staff for other ideas.
- At the Bloomfield Library the staff has been cleaning out and organizing the backend to make it operate more efficiently. Includes a new bookshelf for cataloging and Genealogy. This will make it

easier to operate in both areas and elimination of stuff that was stored haphazardly in the breakroom.

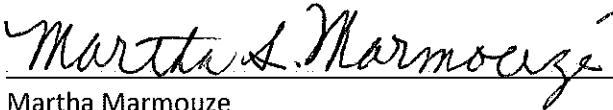
- Tote bags provided to us for a couple of businesses in the past have been provided to the Friends of the Library for their book sale(s).
- At Eastern older books experiencing low usage have been weeded out and placed on sale there. I would like to bring some back here as well for book sales. If anyone wants to help out that would be great.
- David Griffith will be coming in March or April to present on writing and his personal experiences in writing. We obtained a grant to cover his speaking fees from Indiana Humanities, but we will cover his travel expenses from South Bend to Bloomfield and back, which may be somewhat expensive. I am hopeful we can receive help from some businesses to help defray some of these costs.

Adjournment:

Roger entertained a motion to dismiss at 6:10 PM. Luke made a motion to adjourn. The motion was seconded by Dwayne. Motion approved.

Update: An Executive Board Meeting will be held on February 8, 2023, in the Library Annex, as to whether or not the Board will entertain any possible sale of the Annex.

The next regularly scheduled Board meeting will be on February 8, 2023, at 5:00 PM in the Library Annex.



Martha Marmouze
Secretary

Financial Report
Bloomfield-Eastern Greene County Public Library

Report Dates = 1/1/2023 to 1/31/2023

Fund	Start of year	Disbursements this month	Disbursements YTD	Receipts this month	Receipts YTD	Balance
1. General						
100 OPERATING	\$303,205.17	\$46,838.47	\$46,838.47	\$16,727.64	\$16,727.64	\$273,094.34
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	\$223,126.97	\$0.00	\$0.00	\$13,313.58	\$13,313.58	\$236,440.55
Subtotal	\$526,511.14	\$46,838.47	\$46,838.47	\$30,041.22	\$30,041.22	\$509,713.89
2. Special Revenue						
200 GIFT	\$17,571.66	\$937.82	\$937.82	\$2,165.21	\$2,165.21	\$18,799.05
201 RAINY DAY	\$59,450.94	\$0.00	\$0.00	\$350.00	\$350.00	\$59,800.94
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	\$2,972.03	\$636.75	\$636.75	\$0.00	\$0.00	\$2,335.28
280 GREENE COUNTY FOUNDATION GRANT	\$325.00	\$0.00	\$0.00	\$0.00	\$0.00	\$325.00
Subtotal	\$167,106.53	\$1,574.57	\$1,574.57	\$2,515.21	\$2,515.21	\$168,047.17
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	\$1,208.47	\$1,208.47	\$1,208.47	\$1,208.47	\$0.00
804 FICA	\$0.00	\$1,379.61	\$1,379.61	\$1,379.61	\$1,379.61	\$0.00
805 MEDICARE	\$0.00	\$322.65	\$322.65	\$322.65	\$322.65	\$0.00
806 STATE TAX	\$0.00	\$862.05	\$862.05	\$862.05	\$862.05	\$0.00
807 COUNTY TAX	\$0.00	\$459.73	\$459.73	\$459.73	\$459.73	\$0.00
808 PERF	\$0.00	\$306.45	\$306.45	\$306.45	\$306.45	\$0.00
809 Insurance	\$0.00	\$482.78	\$482.78	\$482.78	\$482.78	\$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	\$5,021.74	\$5,021.74	\$5,021.74	\$5,021.74	\$500.00
Grand Total	\$694,460.32	\$53,434.78	\$53,434.78	\$37,578.17	\$37,578.17	\$678,603.71

Total all banks = \$678,603.71

Appropriation Report for 100 OPERATING

Bloomfield-Eastern Greene County Public Library

Report Date: From 1/1/2023 To 1/31/2023

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	\$50,000.00	\$0.00	\$50,000.00	\$3,862.50	\$3,862.50	\$46,137.50	92.3
1.112 Salary of Librarians(Hourly)	\$95,000.00	\$0.00	\$95,000.00	\$5,545.88	\$5,545.88	\$89,454.12	94.2
1.113 Salary of Library Assistants	\$95,000.00	\$0.00	\$95,000.00	\$10,897.67	\$10,897.67	\$84,102.33	88.5
1.114 Salary of Pages	\$10,000.00	\$0.00	\$10,000.00	\$358.88	\$358.88	\$9,641.12	96.4
1.115 Salary of Coordinators	\$7,500.00	\$0.00	\$7,500.00	\$712.88	\$712.88	\$6,787.12	90.5
1.131 Salary of Treasurer	\$11,000.00	\$0.00	\$11,000.00	\$873.95	\$873.95	\$10,126.05	92.1
1.21 Library FICA and Medicare	\$21,000.00	\$0.00	\$21,000.00	\$1,702.26	\$1,702.26	\$19,297.74	91.9
1.22 Unemployment	\$2,500.00	\$0.00	\$2,500.00	\$116.57	\$116.57	\$2,383.43	95.3
1.23 PERF Employer Contribution Share	\$17,000.00	\$0.00	\$17,000.00	\$1,144.09	\$1,144.09	\$15,855.91	93.3
1.241 Employee Group Insurance	\$27,000.00	\$0.00	\$27,000.00	\$2,288.45	\$2,288.45	\$24,711.55	91.5
Subtotal	\$336,000.00		\$336,000.00	\$27,503.13	\$27,503.13	\$308,496.87	91.8
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	\$0.00	\$0.00	\$2,060.00	100.0
2.31 Building Materials	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	100.0
2.41 Library Supplies	\$7,000.00	\$0.00	\$7,000.00	\$839.70	\$839.70	\$6,160.30	88.0
2.43 Adult Program Supplies	\$1,040.00	\$0.00	\$1,040.00	\$64.62	\$64.62	\$975.38	93.8
2.44 Teen Program Supplies	\$1,040.00	\$0.00	\$1,040.00	\$81.46	\$81.46	\$958.54	92.2
2.45 Children's Program Supplies	\$1,400.00	\$0.00	\$1,400.00	\$74.31	\$74.31	\$1,325.69	94.7
2.46 Eastern Program Supplies	\$1,000.00	\$0.00	\$1,000.00	\$11.99	\$11.99	\$988.01	98.8
2.47 Covid-19 Supplies	\$400.00	\$0.00	\$400.00	\$0.00	\$0.00	\$400.00	100.0

<i>Account # Description</i>	<i>Annual Appropriation</i>	<i>Change to Appropriation</i>	<i>Current Appropriation</i>	<i>Disbursements This Month</i>	<i>Disbursements YTD</i>	<i>Balance</i>	<i>Percent Remain</i>
Subtotal	\$16,040.00		\$16,040.00	\$1,072.08	\$1,072.08	\$14,967.92	93.3
3. Other Services and Charge							
3.13 Legal Services	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100.0
3.141 Other Professional	\$22,825.00	\$0.00	\$22,825.00	\$2,470.43	\$2,470.43	\$20,354.57	89.2
3.142 Database Subscriptions	\$5,000.00	\$0.00	\$5,000.00	\$692.11	\$692.11	\$4,307.89	86.2
3.143 eBook Services	\$7,500.00	\$0.00	\$7,500.00	\$0.00	\$0.00	\$7,500.00	100.0
3.21 Telephone	\$2,500.00	\$0.00	\$2,500.00	\$202.46	\$202.46	\$2,297.54	91.9
3.22 Postage	\$800.00	\$0.00	\$800.00	\$10.88	\$10.88	\$789.12	98.6
3.23 Traveling Expenses	\$2,200.00	\$0.00	\$2,200.00	\$61.20	\$61.20	\$2,138.80	97.2
3.24 Professional Meeting	\$2,500.00	\$0.00	\$2,500.00	\$249.00	\$249.00	\$2,251.00	90.0
3.251 Freight and Express	\$800.00	\$0.00	\$800.00	\$114.12	\$114.12	\$685.88	85.7
3.252 Evergreen	\$5,000.00	\$0.00	\$5,000.00	\$3,200.62	\$3,200.62	\$1,799.38	36.0
3.26 Internet Vendor	\$4,675.00	\$0.00	\$4,675.00	\$0.00	\$0.00	\$4,675.00	100.0
3.31 Advertising and Publicity	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$0.00	\$1,500.00	100.0
3.32 Printing	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	100.0
3.41 Official Bonds	\$400.00	\$0.00	\$400.00	\$0.00	\$0.00	\$400.00	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	\$7,000.00	\$0.00	\$7,000.00	\$598.06	\$598.06	\$6,401.94	91.5
3.52 Electric	\$26,000.00	\$0.00	\$26,000.00	\$3,386.20	\$3,386.20	\$22,613.80	87.0
3.53 Water	\$2,000.00	\$0.00	\$2,000.00	\$57.48	\$57.48	\$1,942.52	97.1
3.54 Waste Disposal	\$2,200.00	\$0.00	\$2,200.00	\$182.00	\$182.00	\$2,018.00	91.7
3.61 Building Repair	\$22,000.00	\$0.00	\$22,000.00	\$90.00	\$90.00	\$21,910.00	99.6
3.62 Equipment Repair	\$9,000.00	\$0.00	\$9,000.00	\$699.04	\$699.04	\$8,300.96	92.2
3.63 Janitorial Service	\$23,000.00	\$0.00	\$23,000.00	\$1,870.00	\$1,870.00	\$21,130.00	91.9
3.8 2022 Encumbered Funds	\$873.00	\$0.00	\$873.00	\$507.12	\$507.12	\$365.88	41.9
3.91 Dues	\$2,500.00	\$0.00	\$2,500.00	\$150.00	\$150.00	\$2,350.00	94.0

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Remain
Subtotal	\$163,773.00		\$163,773.00	\$14,540.72	\$14,540.72	\$149,232.28	91.1
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	\$9,000.00	\$0.00	\$9,000.00	\$0.00	\$0.00	\$9,000.00	100.0
4.51 Books - Adult Fiction	\$8,000.00	\$0.00	\$8,000.00	\$714.67	\$714.67	\$7,285.33	91.1
4.521 Books - Adult Nonfiction	\$5,600.00	\$0.00	\$5,600.00	\$392.83	\$392.83	\$5,207.17	93.0
4.522 Books-Local History/Genealogy	\$900.00	\$0.00	\$900.00	\$0.00	\$0.00	\$900.00	100.0
4.53 Books - Children	\$8,000.00	\$0.00	\$8,000.00	\$597.36	\$597.36	\$7,402.64	92.5
4.54 Books - YA	\$3,500.00	\$0.00	\$3,500.00	\$136.17	\$136.17	\$3,363.83	96.1
4.551 Books - Eastern Books Adult	\$3,100.00	\$0.00	\$3,100.00	\$357.80	\$357.80	\$2,742.20	88.5
4.552 Books - Eastern YA	\$500.00	\$0.00	\$500.00	\$31.89	\$31.89	\$468.11	93.6
4.553 Books - Eastern Juvenile	\$3,000.00	\$0.00	\$3,000.00	\$173.76	\$173.76	\$2,826.24	94.2
4.61 Periodicals and News	\$3,500.00	\$0.00	\$3,500.00	\$51.34	\$51.34	\$3,448.66	98.5
4.71 Nonprint - Adult DVD	\$3,800.00	\$0.00	\$3,800.00	\$133.01	\$133.01	\$3,666.99	96.5
4.72 Nonprint - Music	\$400.00	\$0.00	\$400.00	\$0.00	\$0.00	\$400.00	100.0
4.73 Nonprint - Audiobooks	\$7,000.00	\$0.00	\$7,000.00	\$421.53	\$421.53	\$6,578.47	94.0
4.74 Nonprint - Childrens	\$3,200.00	\$0.00	\$3,200.00	\$298.77	\$298.77	\$2,901.23	90.7
4.75 Nonprint - YA	\$1,500.00	\$0.00	\$1,500.00	\$119.97	\$119.97	\$1,380.03	92.0
4.761 Nonprint - Eastern DVD	\$3,200.00	\$0.00	\$3,200.00	\$85.40	\$85.40	\$3,114.60	97.3
4.762 Nonprint - Eastern Audio	\$500.00	\$0.00	\$500.00	\$18.45	\$18.45	\$481.55	96.3
4.763 Nonprint - Eastern Games	\$500.00	\$0.00	\$500.00	\$49.94	\$49.94	\$450.06	90.0
4.77 Replacement Books & Nonprint	\$1,000.00	\$0.00	\$1,000.00	\$106.20	\$106.20	\$893.80	89.4
4.8 Evergreen Collections	\$0.00	\$0.00	\$0.00	\$33.45	\$33.45	(\$33.45)	#Div/0!
Subtotal	\$68,200.00		\$68,200.00	\$3,722.54	\$3,722.54	\$64,477.46	94.5

<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>
<i>Grand Total</i>	\$584,013.00	\$0.00	\$584,013.00	\$46,838.47	\$46,838.47	\$537,174.53	92.0

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

2023 Board Meeting

Librarian's Report

January 2023 Statistics

Adult Circulation	2023	2022	2021
Fiction	759	765	506
Non-fiction	304	223	192
Periodicals	87	82	26
Audiobooks	72	110	62
Playaways	41	19	58
Overdrive	1533	1118	1323
Music CD	96	37	17
DVDs	869	661	303
Video Games	25	17	8
Library of Things	9	4	
Total Adult	3795	3036	2495
Youth Services Circulation			
Parenting Kits	10	1	
YA	139	128	91
YA Nonfiction	16	25	
YA GAMES	56	21	23
YA Audiobooks/Playaways	1		
Juvenile Fiction	1357	981	533
Juvenile Nonfiction	421	207	107
Juvenile Audiobooks/Playaways	98	33	23
DVD Juvenile	103	123	
Periodicals	1	2	
Juvenile Games		2	
TOTAL YOUTH SERVICES	2202	1523	846
TOTAL	5997	4559	3341

Interlibrary Loan Services

	2023	2022
Books via SRCS Supplied	6	14
Books via SRCS Borrowed	0	6
Books loaned to Evergreen	644	507
Books borrowed from Evergreen	606	483

Computer/Equipment Usage

	Average	Peak
Bits In	2.46 Mb/sec	117 Mb/sec
Bits Out	165Kb/sec	5.5MB/sec

Kanopy

Visits	Pages	Plays
66	83	14

Programs

Programs:	# of Children	# attended	549
	# of Teens	# attended	39
	#of Adults	# attended	
TOTAL			
Outreach	Children	stories	

Desk Collection

Fines and Fees	280.42
Fax	33.75
Copier	258.95
Donations	367.91
Misc	31.40
Taxable Sales	1.25
Total	973.68

Bloomfield Main Facebook

Posts	19
Engagements	106
Reached	4320

Young Adult Page

Posts	6
Followers	140
Engagements	8
Reached	73

Website 606
visits pages 1269
pages/ visit 2.1

Materials Add Bloomfield

Library of Things	
Adult Fiction	39
Adult Nonfiction	24
Audio Books	2
Playaways	9
Paperbacks	1
Periodicals	30
Music	11
DVD's	28
Adult Games	
YA-Fiction	10
YA-Non	1
YA Games	
Juvenile Fiction	47
Juvenile Nonfiction	18
Audiobooks J/YA	2
Juvenile Games	
Total	222

New Patrons

Township	Resident	Resident Limited Access	Non Resident	Total
Beech Creek				0
Center	4			4
Highland				0
Jackson	4	4		8
Richland	14	3		17
Taylor	3			3
Unlisted			Reciprocal Fairplay	2
Total	27	7	2	34

Children's Facebook

Posts	9
Followers	218
Engagements	54
Reached	138

Eastern 2022 Statistics

	2023	2022	2021
Adult Fiction	113	61	129
Adult Nonfiction	50	38	26
Periodicals	11	15	1
Audio Books		2	
Music CD		5	
DVD	187	108	102
Games	15	23	11
Library of Things			
TOTALS ADULT	376	252	269
YA Fiction	28	5	2
YA Nonfiction	1		
YA Audiobook			
Juvenile Fiction	386	222	144
Juvenile Nonfiction	67	48	22
Juvenile Audiobooks	11	1	
Juveniles Periodicals	1		
TOTALS JUVENILES	493	276	168
TOTAL	869	528	437

Computer Use

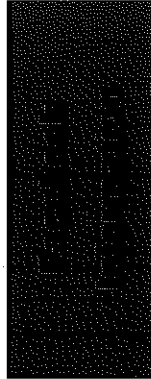
43

Scavenger Hunts

58

Programs

3/27



Posts 14

Reached 564

Engagements 21

My Heritage

Sessions	Pages	Searches
6	219	66

Materials Added Eastern

Adult Fiction	6
Adult Nonfiction	3
Adult Audiobooks	2
Periodicals	15
YA	
Juvenile Fiction	12
Juvenile Nonfiction	13
J Periodicals	1
DVD's	2
Game	
TOTAL	54

2023 Bloomfield-Eastern Greene County

Library Board Meetings and Locations.

January 11	Annex
February 8	Annex
March 8	Annex
April 12	Annex
May 10	Annex
June 14	Annex
July 12	Annex
August 9	Library Community Room
September 13	Annex
October 11	Eastern
November 8	Annex
December 13	Annex

Aye		Nay
<i>Linda Mattol</i>		
<i>George Hostette</i>		
<i>Charlene Krumpholtz</i>		
<i>[Signature]</i>		
<i>Walter Blas</i>		
<i>Martha A. Marmouze</i>		
<i>[Signature]</i>		