

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!

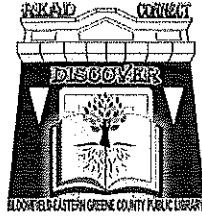
Meeting Agenda for April 10, 2024

Board of Trustees – Bloomfield-Eastern Greene County Public Library

Wednesday, April 10, 2024 – 5:00 PM Library Annex

ORIGINAL

- Approval of Minutes
- Approval of Claims & Payroll
- Presentation & Approval of Personnel Report and Treasurer's Report
- Items for Discussion:
 - Library Logo – Expectation we will take action on Jess's proposal from last month
 - Parking Lots for Main Branch & Annex – Need to obtain estimate to resurface, paint lines, and install new signage for Library Parking only. New signs will indicate violators will be subject to being towed at their expense.
 - Recent changes by HICOM at the Eastern Branch are improving connectivity. However, working with AVC to determine what lines are needed to connect the Time Clock and Share Drive.
- Librarian's Report
- Public Comment
- Adjournment
- Next Board Meeting, May 8, 2024, 5:00 PM, Library Annex



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Board of Trustees Meeting – Wednesday, March 13, 2024

The Bloomfield-Eastern Greene County Public Library Board of Trustees met on Wednesday, March 13, 2024, at 5:00 PM EST, in the Library Annex. Dwayne Hostetter called the meeting to order at 5:02 PM. Board members present were Linda Mattox, Martha Marmouze, Charlene Kluemper, Dwayne Hostetter, and Grant Riggins. Jess McKamey, Library Director, and Lonnie Vandeventer, Treasurer/Bookkeeper, were also present. In addition, Armonda Riggs was present.

Approval of Minutes:

Following a review of the minutes from the February 14, 2024 meeting, Grant made a motion to approve the minutes as submitted. Linda seconded the motion which was approved by all members present.

Approval of Claims and Payroll:

Following a review of claims and payroll, Martha made a motion to approve claims and payroll. The motion was seconded by Linda which was approved by all members present.

Approval of Treasurer's Report and Personnel Report:

Lonnie presented the Personnel Report and the Treasurer's Report. Martha made a motion to approved the Personnel and Treasurer's Report. Charlene seconded the motion which was approved by all members present.

Librarian's Report:

Jess's Librarians report was submitted via the Board Meeting Packet which she briefly reviewed.

In addition, Jess brought before the Board a possible update for the Library logo. The item will be revisited at the April Board Meeting at which time a decision will be made.

Jess also brought the Board up-to-speed regarding ruffled feathers with a Chamber member who was upset that a retailer page was not included on the Eclipse website.

Jess and Lonnie both reported that Lonnie advised a Chamber member at Rotary that approval has not been given for the Library Annex to be used instead of the Santa House in December 2024. Karen had brought this up at the December 2023 Board meeting, but no action was taken and it was not re-addressed at the January 2024 meeting. Jess will attend the next Chamber meeting to clarify any questions or concerns.

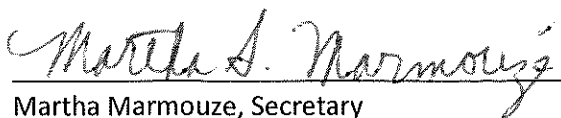
Other Comments:

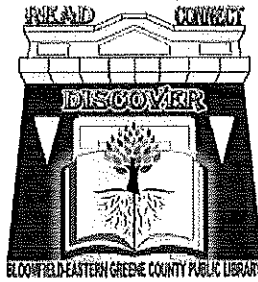
Martha reminded the Board regarding the upcoming Wine & Cheese in the Stacks on April 13 from 6 to 8 PM.

Adjournment:

Linda made a motion to adjourn at 5:35 PM. The motion was seconded by Martha which was approved by all members present.

The next regularly scheduled Board meeting will be on March 13, 2024, in the Library Annex.


Martha Marmouze, Secretary



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Personnel Report for March 2024

Wednesday, April 10, 2024

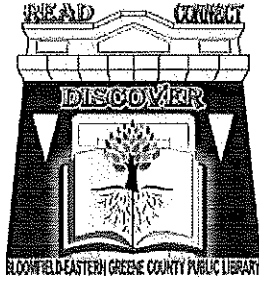
TO: Bloomfield-Eastern Greene County Public Library Board of Trustees
FROM: Lonnie Vandeventer, Bookkeeper
RE: Personnel Report

Ending Employment:

- No Departures

Beginning Employment:

- Brennica Walker – Page – Start Date: 02/27/24
- Mallory Maier – Page – Start Date: 03/12/24



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Treasurers Report for March 2024

Wednesday, April 10, 2024

PAYROLL: Net Pay of **\$14,691.94 (March 29, 2024).**

CLAIMS: Claims #121-176 totaling **\$45,585.18** in March 2024.

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 at or under 25.00% in all four categories as well as overall. See the Appropriation Report for the full numbers.

2024/Current Year through March 31, 2024

Personnel/Personal Services	25.00 % spent
Supplies	14.20 % spent
Other Services	17.00 % spent
Capital Outlays	16.70 % spent
OVERALL	21.50 % spent

2023/Prior Year Comparison through March 31, 2023

Personnel/Personal Services	23.10 % spent
Supplies	14.50 % spent
Other Services	19.40 % spent
Capital Outlays	17.30 % spent
OVERALL	21.20 % spent

Voucher List

Bloomfield-Eastern Greene County Public Library

Report Date: From 3/1/2024 To 3/31/2024

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
4209	121	PLAYAWAY PRODUCTS	3/6/2024		\$123.73
4210	122	RICOH USA, INC (CHICAGO)	3/6/2024		\$123.43
4211	123	DUKE ENERGY	3/6/2024	125 S FRANKLIN ST	\$1,286.93
4212	124	AMERICAN EXCAVATING LLC	3/6/2024	EASTERN BRANCH SNOW/ICE PLOWING TREATMENT	\$185.00
4213	125	GREENE COUNTY DAILY WOR	3/6/2024		\$246.98
4214	126	ENA Services LLC	3/6/2024		\$417.50
4215	127	OVERDRIVE, INC	3/6/2024		\$2,500.00
4216	128	DEMCO	3/6/2024		\$103.48
4217	129	BAKER & TAYLOR	3/6/2024		\$320.34
4218	130	JESS McKAMEY	3/12/2024		\$45.37
4219	131	UDWI	3/12/2024		\$270.00
4220	132	GREENE COUNTY DAILY WOR	3/12/2024		\$138.00
4221	133	CENTURYLINK	3/12/2024		\$3.09
4222	134	BAKER & TAYLOR	3/12/2024		\$30.02
4223	135	AVC Technology Corporation	3/12/2024		\$150.00
4224	136	CENTER POINT LARGE PRINT	3/12/2024		\$91.68
4225	137	SAMS CLUB/SYNCHRONY BA	3/12/2024		\$299.70
4226	138	MIDWEST NATURAL GAS COR	3/12/2024	125 S FRANKLIN ST	\$460.24
4227	139	BACKGROUND BUREAU, INC	3/12/2024	BACKGROUND - KIARA FIELDS & BRENNICKA WALKER	\$16.00
4228	140	RICOH USA, INC (CHICAGO)	3/12/2024		\$23.16
4229	141	UNIQUE MANAGEMENT SERVI	3/12/2024		\$84.09
4230	142	AMAZON CAPITAL SERVICES	3/12/2024		\$570.40
4231	143	JACK R TERRELL	3/13/2024		\$220.21
0	144	DELTA DENTAL	3/11/2024		\$73.50
4232	145	HASEMAN PEST CONTROL OF	3/14/2024	87 E SPRING ST	\$150.00
4233	146	EASTERN HEIGHTS UTILITIES	3/19/2024	125 S FRANKLIN ST	\$83.69
4234	147	AT&T	3/19/2024		\$172.97
4235	148	AMAZON CAPITAL SERVICES	3/19/2024		\$728.77
0	149	ebay	3/14/2024		\$46.03
4236	150	CARD SERVICE CENTER	3/19/2024		\$889.88
4237	151	OVERDRIVE, INC	3/14/2024		\$140.47
4238	152	BAKER & TAYLOR	3/20/2024		\$874.40
4239	153	KIMBERLY PORTER	3/20/2024		\$19.95
0	154	PERF	3/29/2024	PERF Deposit	\$1,388.88
0	155	INTERNAL REVENUE SERVIC	3/29/2024	Federal Tax Deposit	\$3,946.40
0	156	INDIANA DEPT OF REVENUE	3/29/2024	State and County Tax Deposit	\$1,200.28
4241	157	BAKER & TAYLOR	3/26/2024		\$31.99
4242	158	CENGAGE LEARNING	3/26/2024		\$72.72
4243	159	TODD HAMMERS	3/26/2024		\$9.80
4244	160	EASTERN HEIGHTS UTILITIES	3/26/2024		\$19.02
4245	161	BACKGROUND BUREAU, INC	3/26/2024	Background Check Mallory Maier	\$8.00
4246	162	SMITHVILLE	3/26/2024		\$38.46
4247	163	SEWAGE DISPOSAL WORKS	3/26/2024	125 S FRANKLIN ST	\$148.00
4248	164	PREFERRED WASTE REMOVA	3/26/2024	125 S FRANKLIN ST	\$102.00
4249	165	WELLS FARGO VENDOR FINA	3/26/2024		\$124.05
4250	166	RICOH USA, INC (ATLANTA)	3/26/2024		\$115.31
4251	167	MICHELE ROGERS	3/26/2024	March Cleaning	\$2,085.00

Warrant Number	Claim Number	Name of Claimant	Date	Explanation	Total
4252	168	AMAZON CAPITAL SERVICES	3/26/2024		\$687.12
4253	169	CENGAGE LEARNING	3/27/2024		\$78.50
0	170	AMAZON CAPITAL SERVICES	3/28/2024		(\$71.82)
0	171	UNITED HEALTHCARE	3/28/2024		\$3,692.40
4254	172	BAKER & TAYLOR	3/28/2024		\$196.16
0	173	PAYROLL	3/24/2024	PAYROLL	\$19,401.02
4255	174	KIMBERLY PORTER	3/28/2024		\$42.95
4256	175	DUKE ENERGY	3/29/2024	125 S FRANKLIN ST	\$1,326.43
4257	176	INDIANA STATE LIBRARY	3/29/2024		\$53.50
Total Amount of Claims					\$45,585.18

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.

Tuesday, April 2, 2024

Jessie Wandewent
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 \$45,585.18

Date this 10th day of April, 2024.

<i>Linda Mattol</i>	<i>Gregory P. ...</i>
<i>Dwight Hostler</i>	<i>Martina S. Warming</i>
<i>Quinn B...</i>	

SIGNATURES OF GOVERNING BOARD

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

Totals

FICA:	Medicare:	Federal:	State:	County:	PERF:	Health Ins	Insurance	Other	Other	Other	Net Pay:
\$1,202.89	\$281.32	\$977.98	\$806.34	\$393.94	\$293.43	\$753.18	\$0.00	\$0.00	\$0.00	\$0.00	\$14,891.94
Other	Other	Other	Other	NI PERF	Tax PERF	EIC:	EIC:				
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				

Paid Through Date Hourly **3/24/2024**
Paid Through Date Salary **3/24/2024**
Check Date Hourly **3/29/2024**
Check Date Salary **3/29/2024**
Voucher/Receipt Date **3/29/2024**

Gross Pay:	\$19,401.02
Non Taxable	\$0.00
Taxable	\$19,401.02

Used	Earned
Regular	992.51
Sunday	0
Double	0
PTO	30
Vacation	0
Comp	0
Holiday	0
Personal	0
Total Hours:	1022.51

Jess McKamey
 I, ~~Karen~~ **Jess McKamey** 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 \$ 19401.02 is correct and has by me been approved.

Jessie McKamey
 Director

Dated March 25 20 24

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.

Jessie McKamey
 Disbursing Officer

Employer Share FICA Due =	\$1,202.89	Employee Share FICA Due =	\$2,405.78
Employer Share Medicare Due =	\$281.32	Employee Share Medicare Due =	\$562.64
Employer Share Federal Tax Due =	\$977.98	Federal Tax Due =	\$977.98
Total Tax Deposit Due =	\$3,946.40	State Tax Due =	\$806.34
Employee PERF Due =	\$293.43	County Tax Due =	\$393.94
Employer PERF Due =	\$1,095.45	Total Tax Due =	\$1,200.28
Total PERF Due =	\$1,388.88		

Financial Report
Bloomfield-Eastern Greene County Public Library

Report Dates = **3/1/2024 to 3/31/2024**

<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	\$193,358.82	\$38,720.91	\$131,635.87	\$17,105.11	\$206,137.37	\$267,860.32
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	\$254,505.56	\$0.00	\$0.00	\$7,067.44	\$13,112.80	\$267,618.36
Subtotal	\$448,043.38	\$38,720.91	\$131,635.87	\$24,172.55	\$219,250.17	\$535,657.68
2. Special Revenue						
200 GIFT	\$15,524.58	\$1,485.10	\$5,370.89	\$798.81	\$3,055.25	\$13,208.94
201 RAINY DAY	\$28,405.94	\$0.00	\$0.00	\$350.00	\$1,050.00	\$29,455.94
203 LEVY EXCESS OPERATING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
226 HUNTER TRUST	\$14,429.89	\$0.00	\$0.00	\$0.00	\$0.00	\$14,429.89
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	\$29,851.00	\$0.00	\$0.00	\$0.00	\$0.00	\$29,851.00
278 STATE GRANTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
279 BROADBAND GRANT	\$3,535.38	\$417.50	\$1,252.50	\$0.00	\$5,401.30	\$7,684.18
280 GREENE COUNTY FOUNDATION GRANT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
281 TRAILBLAZER TRAINING GRANT	\$0.00	\$252.59	\$252.59	\$2,253.00	\$2,253.00	\$2,000.41
Subtotal	\$96,015.85	\$2,155.19	\$6,875.98	\$3,401.81	\$11,759.55	\$100,899.42
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	\$977.98	\$4,240.58	\$977.98	\$4,240.58	\$0.00
804 FICA	\$0.00	\$1,202.89	\$4,317.39	\$1,202.89	\$4,317.39	\$0.00
805 MEDICARE	\$0.00	\$281.32	\$1,009.73	\$281.32	\$1,009.73	\$0.00
806 STATE TAX	\$0.00	\$806.34	\$2,762.54	\$806.34	\$2,762.54	\$0.00
807 COUNTY TAX	\$0.00	\$393.94	\$1,436.05	\$393.94	\$1,436.05	\$0.00
808 PERF	\$0.00	\$293.43	\$1,143.22	\$293.43	\$1,143.22	\$0.00
809 Insurance	\$0.00	\$753.18	\$2,359.83	\$753.18	\$2,359.83	\$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	\$4,709.08	\$17,269.34	\$4,709.08	\$17,269.34	\$500.00
Grand Total	\$544,901.88	\$45,585.18	\$155,781.19	\$32,283.44	\$248,279.06	\$637,399.75

Total all banks = \$637,399.75

Appropriation Report for Bloomfield-Eastern Greene County Public Library

Report Date: From 3/1/2024 To 3/31/2024

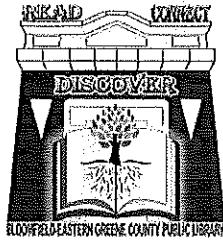
Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Remain
1. Personal Services							
1.111 Salary of Librarian	\$52,000.00	\$0.00	\$52,000.00	\$4,333.33	\$15,331.99	\$36,668.01	70.5
1.112 Salary of Librarians(Hourly)	\$110,000.00	\$0.00	\$110,000.00	\$4,827.37	\$21,094.55	\$88,905.45	80.8
1.113 Salary of Library Assistants	\$85,000.00	\$0.00	\$85,000.00	\$8,270.11	\$27,092.91	\$57,907.09	68.1
1.114 Salary of Pages	\$10,000.00	\$0.00	\$10,000.00	\$474.38	\$1,507.13	\$8,492.87	84.9
1.115 Salary of Coordinators	\$8,000.00	\$0.00	\$8,000.00	\$637.50	\$1,912.50	\$6,087.50	76.1
1.131 Salary of Treasurer	\$12,000.00	\$0.00	\$12,000.00	\$858.33	\$2,695.40	\$9,304.60	77.5
1.21 Library FICA and Medicare	\$23,000.00	\$0.00	\$23,000.00	\$1,484.21	\$5,327.12	\$17,672.88	76.8
1.22 Unemployment	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$78.63	\$2,421.37	96.9
1.23 PERF Employer Contribution Share	\$17,000.00	\$0.00	\$17,000.00	\$1,095.45	\$4,267.97	\$12,732.03	74.9
1.241 Employee Group Insurance	\$37,000.00	\$0.00	\$37,000.00	\$3,012.72	\$9,685.11	\$27,314.89	73.8
Subtotal	\$356,500.00		\$356,500.00	\$24,993.40	\$88,993.31	\$267,506.69	75.0
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	\$299.70	\$609.23	\$1,450.77	70.4
2.31 Building Materials	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100.0
2.41 Library Supplies	\$8,000.00	\$0.00	\$8,000.00	\$223.46	\$1,203.55	\$6,796.45	85.0
2.43 Adult Program Supplies	\$1,100.00	\$0.00	\$1,100.00	\$13.99	\$266.28	\$833.72	75.8
2.44 Teen Program Supplies	\$1,100.00	\$0.00	\$1,100.00	\$0.00	\$136.43	\$963.57	87.6
2.45 Children's Program Supplies	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$140.92	\$1,359.08	90.6
2.46 Eastern Program Supplies	\$1,300.00	\$0.00	\$1,300.00	\$0.00	\$0.00	\$1,300.00	100.0
2.47 Emergency Supplies	\$200.00	\$0.00	\$200.00	\$0.00	\$0.00	\$200.00	100.0

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Remain
2.48 Outreach Supplies	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	100.0
Subtotal							85.8
	\$16,610.00		\$16,610.00	\$537.15	\$2,356.41	\$14,253.59	
3. Other Services and Charge							
3.13 Legal Services	\$1,000.00	\$0.00	\$1,000.00	\$24.00	\$40.00	\$960.00	96.0
3.141 Other Professional	\$22,000.00	\$0.00	\$22,000.00	\$234.09	\$2,937.56	\$19,062.44	86.6
3.142 Database Subscriptions	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$721.52	\$5,278.48	88.0
3.143 eBook Services	\$8,000.00	\$0.00	\$8,000.00	\$2,640.47	\$3,112.10	\$4,887.90	61.1
3.21 Telephone	\$2,900.00	\$0.00	\$2,900.00	\$214.52	\$642.77	\$2,257.23	77.8
3.22 Postage	\$800.00	\$0.00	\$800.00	\$0.00	\$6.03	\$793.97	99.2
3.23 Traveling Expenses	\$2,000.00	\$0.00	\$2,000.00	\$9.80	\$219.60	\$1,780.40	89.0
3.24 Professional Meeting	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	100.0
3.251 Freight and Express	\$1,000.00	\$0.00	\$1,000.00	\$18.55	\$82.41	\$917.59	91.8
3.252 Evergreen	\$4,000.00	\$0.00	\$4,000.00	\$0.00	\$3,240.29	\$759.71	19.0
3.26 Internet Vendor	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	100.0
3.31 Advertising and Publicity	\$1,000.00	\$0.00	\$1,000.00	\$246.98	\$446.98	\$553.02	55.3
3.32 Printing	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	100.0
3.41 Official Bonds	\$500.00	\$0.00	\$500.00	\$0.00	\$100.00	\$400.00	80.0
3.42 Library Insurance	\$13,000.00	\$0.00	\$13,000.00	\$0.00	\$0.00	\$13,000.00	100.0
3.5 Presenters	\$200.00	\$0.00	\$200.00	\$0.00	\$200.00	\$0.00	0.0
3.51 Gas	\$4,000.00	\$0.00	\$4,000.00	\$230.00	\$690.00	\$3,310.00	82.8
3.52 Electric	\$27,500.00	\$0.00	\$27,500.00	\$2,401.29	\$4,284.01	\$23,215.99	84.4
3.53 Water	\$1,500.00	\$0.00	\$1,500.00	\$19.02	\$133.98	\$1,366.02	91.1
3.54 Waste Disposal	\$2,200.00	\$0.00	\$2,200.00	\$125.00	\$392.00	\$1,808.00	82.2
3.61 Building Repair	\$29,000.00	\$0.00	\$29,000.00	\$285.00	\$2,412.24	\$26,587.76	91.7
3.62 Equipment Repair	\$9,000.00	\$0.00	\$9,000.00	\$1,091.29	\$3,184.35	\$5,815.65	64.6
3.63 Janitorial Service	\$23,500.00	\$0.00	\$23,500.00	\$1,950.00	\$5,850.00	\$17,650.00	75.1

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Remain
3.8 2023 Encumbered Funds	\$1,400.00	\$0.00	\$1,400.00	\$0.00	\$0.00	\$1,400.00	100.0
3.91 Dues	\$2,000.00	\$0.00	\$2,000.00	\$25.00	\$265.00	\$1,735.00	86.8
Subtotal	\$170,500.00		\$170,500.00	\$9,515.01	\$28,960.84	\$141,539.16	83.0
4. Capital Outlays							
4.31 Improvements - Other	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	100.0
4.41 Furniture and Equipment	\$7,500.00	\$0.00	\$7,500.00	\$232.85	\$730.32	\$6,769.68	90.3
4.51 Books - Adult Fiction	\$9,000.00	\$0.00	\$9,000.00	\$777.01	\$2,398.70	\$6,601.30	73.3
4.521 Books - Adult Nonfiction	\$5,500.00	\$0.00	\$5,500.00	\$309.97	\$982.19	\$4,517.81	82.1
4.522 Books-Local History/Genealogy	\$500.00	\$0.00	\$500.00	\$0.00	\$160.60	\$339.40	67.9
4.53 Books - Children	\$8,500.00	\$0.00	\$8,500.00	\$619.90	\$1,671.51	\$6,828.49	80.3
4.54 Books - YA	\$3,500.00	\$0.00	\$3,500.00	\$289.33	\$586.56	\$2,913.44	83.2
4.551 Books - Eastern Books Adult	\$3,600.00	\$0.00	\$3,600.00	\$94.32	\$129.87	\$3,470.13	96.4
4.552 Books - Eastern YA	\$500.00	\$0.00	\$500.00	\$81.41	\$102.19	\$397.81	79.6
4.553 Books - Eastern Juvenile	\$3,800.00	\$0.00	\$3,800.00	\$155.29	\$195.95	\$3,604.05	94.8
4.61 Periodicals and News	\$4,000.00	\$0.00	\$4,000.00	\$142.25	\$909.95	\$3,090.05	77.3
4.71 Nonprint - Adult DVD	\$2,950.00	\$0.00	\$2,950.00	\$354.13	\$759.63	\$2,190.37	74.2
4.72 Nonprint - Music	\$500.00	\$0.00	\$500.00	\$44.97	\$108.09	\$391.91	78.4
4.73 Nonprint - Audiobooks	\$7,500.00	\$0.00	\$7,500.00	\$147.72	\$1,391.55	\$6,108.45	81.4
4.74 Nonprint - Childrens	\$3,200.00	\$0.00	\$3,200.00	\$38.40	\$624.19	\$2,575.81	80.5
4.75 Nonprint - YA	\$500.00	\$0.00	\$500.00	\$0.00	\$116.23	\$383.77	76.8
4.758 Nonprint - Adult Games	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	100.0
4.759 Nonprint - YA Games	\$700.00	\$0.00	\$700.00	\$39.99	\$109.97	\$590.03	84.3
4.761 Nonprint - Eastern DVD	\$2,500.00	\$0.00	\$2,500.00	\$77.29	\$77.29	\$2,422.71	96.9
4.762 Nonprint - Eastern Audio	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	100.0
4.763 Nonprint - Eastern Games	\$500.00	\$0.00	\$500.00	\$134.78	\$134.78	\$365.22	73.0
4.77 Replacement Books & Nonprint	\$1,000.00	\$0.00	\$1,000.00	\$82.24	\$82.24	\$917.76	91.8

<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>
4.8 Evergreen Collections	\$0.00	\$0.00	\$0.00	\$53.50	\$53.50	(\$53.50)	#DIV/0!
Subtotal	\$67,750.00		\$67,750.00	\$3,675.35	\$11,325.31	\$56,424.69	83.3
Grand Total	\$611,360.00	\$0.00	\$611,360.00	\$38,720.91	\$131,635.87	\$479,724.13	78.5

Approved by the State Board Of Accounts for Bloomfield-Eastern Greene County Public Library on 1/11/1998.



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!

Librarian's Report for March 2024

Wednesday, April 10, 2024

- Inter-Library Loans (ILL) still not up to 5 days a week, but on a dependable schedule
 - Patrons are discussing their renewed trust in the system
- Working with Eastern staff to evaluate collections, and determine patron interest and needed materials
 - Working out new ordering process
 - Creating a Large Print section
 - Reworking storage spaces and furniture/space needs
- Applying for Greene County Foundation Community Support grant to fund new furniture in both community rooms (Bloomfield & Eastern) to have tables that do not need to be picked up
 - Our folding tables are an injury risk, and many no longer function properly
 - Even if no grant, some new tables will be purchased this year to replace broken ones
- Ordered parking lot signs, and had 811 mark utilities
 - We have had calls from Annex tenants that others are using their lot for parking they do not have enough parking for those working at the annex
 - I am putting together a letter to place on “unauthorized” vehicles to ask them to park elsewhere
- Meetings:
 - 3/2/2024 Community Garden Planting day
 - 3/19/2024 New Director's Roundtable, Sponsored by Indiana Library Federation (ILF)
 - 3/19/2024 ILF Annual Conference Planning Committee Meeting
 - 3/21/2024 Friends of the Library meeting
 - FOL are focusing on membership this year
 - Planning to have FOL & Library participate in Town-wide yard sale 5/4/2024 to clear out space and fundraise
 - 3/26/2024 Greene Co Literacy Coalition meeting
 - Wine & Cheese in the stacks is Saturday 4/13/2024 6-8pm
 - 1-on-1 meetings with staff, in lieu of all staff meeting for my first month
 - Meeting have gone well, learning a lot about the buy-in of staff and their interest in making the library more valuable to the community
 - 4/4/2024 Chamber of Commerce meeting
- Coming up in April
 - April 7-13th is National Library Week
 - We are celebrating with contests and a library card drive all month (see flier)
 - 4/13/2024 6-8pm Wine & Cheese in the Stacks
 - Cleaning out closets and determining items to rehome in Friends sale

**2024 April Board Meeting
 Librarian's Report
 March 2024 Statistics**

Overview

New Patrons

Township	Resident	Resident Limited Access	Non-Resident	Total
Beech Creek	3	1		
Center	7			
Highland				
Jackson	1			
Richland	13			
Taylor	3			
Unlisted				
Total	27	1	0	28

Programs

Bloomfield	Childrens	20	# attended	705
	Teens	3	# attended	30
	Adults	3	# attended	21
TOTAL		26		756
Eastern	Youth	5	# attended	31
	Scavenger hunts		# attended	43
	Adults	1	# attended	7
TOTAL		6		81

New Materials Added

Library of Things	
Adult Fiction	38
Adult Nonfiction	26
Audio Books	3
Playaways	10
Periodicals	40
Music	4
DVD's	11
Adult Games	1
YA-Fiction	11
YA-Non	1
Juvenile Fiction	60
Juvenile Nonfiction	14
J/YA Audiobooks playaway	6
Juvenile Periodicals	2
Juvenile/YA Games	
Total	227

Computer/Equipment Usage

Bloomfield	24 Average	24 Peak	23 Average	23 Peak
Bits In	5.3Mb/s	92.19Mb/s	4.14Mb/s	149.58Mb/s
Bits Out	362.26Kb/s	10.45Mb/s	239Kb/s	4.92Mb/s
Eastern				
Computer use	30			

Facebook

	Posts	Followers	Engagement	Reach
Bloomfield	14	1488	262	2504
Young Adult	7	147	5	36
Children's	10	173	35	173
Eastern	13	33	6	37

Website Stats

Page Views	1229	Pages per Visit	1.9
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Desk collection

Fines and Fees	\$434.23
Fax	\$63.30
Copies	\$326.45
Donations	\$387.70
Misc	\$33.50
Taxable Sales	
Total	\$1,245.18

Interlibrary Loan Services

	2024	2023
Books via	7	10
Books via	1	1
Books loaned	645	712
Books	827	874

Databases

	Searches	Documents
MyHeritage	0	3
Ancestry	195	1617
Fold3	47	118

Circulation

Bloomfield

Adult Circulation	2024	2023	2022
Fiction	695	808	722
Non-fiction	350	391	381
Periodicals	55	62	73
Audiobooks	77	96	82
Playaways	38	42	34
Overdrive	2042	1642	1065
Music CD	51	74	10
DVDs	486	658	641
Video Games	21	12	43
Library of Things	5	5	1
Total Adult	3820	3790	3052
Youth Services Circulation	2024	2023	2022
Parent Collection	7	6	15
YA Fiction	203	264	149
YA Nonfiction	16	20	32
YA Audiobooks/Playaways	2	2	1
Juvenile Fiction	1629	1608	1346
Juvenile Nonfiction	289	497	459
Juv. Audiobooks/Playaways	159	93	112
DVD Juvenile	179	178	235
Periodicals	5	2	4
TOTAL YOUTH SERVICES	2489	2670	2353
TOTAL	6309	6460	5405

Eastern

Adult Circulation	2024	2023	2022
Adult Fiction	85	139	83
Adult Nonfiction	71	42	35
Periodicals	39	11	32
Audio Books/playaways	4	2	8
Music CD	8		1
DVD	177	163	185
Games	18	32	12
Library of Things	1	2	
TOTALS ADULT	403	391	356
Youth Services Circulation	2024	2023	2022
YA Fiction	36	31	11
YA Nonfiction			
YA Audiobook			
Juvenile Fiction	324	324	346
Juvenile Nonfiction	128	76	37
Juvenile Audiobooks	13	2	7
Juveniles Periodicals	4		3
TOTAL YOUTH SERVICES	505	433	404
TOTAL	908	824	760