

**Monon Town and Township Public Library  
Board of Trustees  
Meeting Agenda // June 12, 2023, 4PM EST**

1. Call to Order
2. Approval of May 8, 2023 Board Meeting Minutes
3. Claims/Payroll for May 2023 /Treasurer's Report
4. Librarian's Report
  
5. Personnel Report
  - a. Marissa Hook, Library Assistant (Full-Time), resigning effective May 31, 2023
  - b. Arturo Castillo, Student Library Clerk to Library Clerk (Part-Time), effective June 12, 2023.
  - c. Edith Montoya, Library Assistant (Part-Time) to Library Assistant (Full-Time), effective June 19, 2023.
  
6. Old Business
  - a. LED Light Conversion
  
7. New Business
  - a. 2024 Budget Work has Begun...we don't know the growth quotient yet, but once we do I can finalize a draft to send out to everyone. Our budget meeting with DLGF is on July 19.
  
8. Adjournment

The next meeting is Monday, July 10, 2023 at 4PM.

**Monon Town and Township Public Library Board of Trustees Meeting**  
**Monday, May 8, 2023, 4PM**

**Present:** Austin Stroud, Stanley Minnick, Clark Raver, Desi Kyle, Julie Hart, Rosemary Cooley, Jennifer Annis

**Absent:** Lexi Reagan

**Call to Order:** Called to order by Clark Raver at 4:00PM.

**Minutes** - Julie Hart made a motion to approve the April 10 board meeting minutes and Jennifer Annis seconded. All were in favor, and the motion passed.

**Finances/Treasurer's Report** - Desi Kyle made the motion to accept the financial reports, and sign the claims register. Stanley Minnick seconded the motion. All were in favor. The motion passed.

**Librarian's report** - Work is still ongoing with the lights. We may eventually need to replace the fixtures to get the type of look we need – things are just so discolored and melted inside from them being so hot and old. Austin is recommending that we try to hold off on this until 2024 due to nearing our budget spending limit on projects in 2023. We can go ahead and change the bulbs to LED now, and then we at least wouldn't have to rush to get the new fixtures even in 2024. We do have the option to go before the county council to ask for an additional appropriation since we have the money if the board chooses to go forward now. Austin included a guide later with this agenda item under old business should we choose to look into the additional appropriation process. The electrician sent Austin an email this afternoon to try one more bulb. The board agreed that we should try this to see what it looks like, and then we will decide from there if we need to change the fixtures.

Harry Mohler brought a painter to apply some sealant to the areas that were leaking in the front entrance. He thinks we may need to do this about every five years. We're going to wait a bit longer to make sure it is not continuing to leak, and then we'll get back on schedule to get the automatic doors repaired. The electrical outlet in that entryway also needs to be addressed, and the electrician doing the lights said he could quote that as a separate job.

We will be set up at the Monon Food Fest on Saturday, June 3. We'll have the book bike out again, and will be having some giveaways and drawings.

From Barbara: Our Reading Outreach program to the school ended on April 26th, 2023. The library bike was ridden to the school by Barbara. The kindergarteners that

were a part of the Outreach program were given a free book. All three kindergarten classes will be walking to the library for a reading program and tour on May 9th.

Summer Reading will be starting on June 1, 2023. On June 3 during the Monon Food Fest, Silly Safaris will be here performing from 11:00 am – 12:00 pm. Our Summer Reading program will continue until July 6th when Roz Puppets will perform, “The Frog Prince”. Our theme this year is, “It’s a Star-Spangled Summer...Read! Some of the topics will be, American Tall Tales, The Bald Eagle and America’s Flag.

From Edith: Edith received the \$475 grant from REMC to add new items to our collection in Spanish. These books will be out and on display at the library for patrons to check out. Edith also is working on an adult summer reading program. We’ll be giving everyone that finishes a participation prize – hopefully a canvas bag filled with items. Alliance Bank is donating some promotional items, and then we will enter everyone that finishes into a drawing for nicer prizes.

### **Personnel Report -**

Debbie Reindt, Library Clerk, resigning effective May 18, 2023

### **Old Business -**

Austin provided an update on the lights as part of the librarian’s report, and this was the only old business we needed to cover.

### **New Business -**

None

Julie Hart made a motion to adjourn the meeting at 4:41PM and Desi Kyle seconded. All present were in favor, and the motion passed. The next meeting: Monday, June 12, at 4PM.

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Clark Raver, President

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Rosemary Cooley, Secretary

**Register Of Claims**

**Monon Town & Township Public Library**

**Report Date: From 5/1/23 To 5/31/23**

<b>Warrant Number</b>	<b>Claim Number</b>	<b>Name of Claimant</b>	<b>Fund</b>	<b>Account</b>	<b>Amount</b>	<b>Date</b>	<b>Explanation</b>
0	158	Payroll	Operating	Salary of Librarian	\$2,088.65	5/15/23	PAYROLL
			Operating	Salary of Assistants	\$5,372.03		
				<b>Total this claim</b>	<u>\$7,460.68</u>		
0	157	PERF	Operating	Employee Benefits	\$859.96	5/15/23	PERF Deposit
			PERF	Payroll Withholding	\$0.00		
				<b>Total this claim</b>	<u>\$859.96</u>		
0	177	Alliance Bank	Operating	Other Services and Charges	\$12.40	5/31/23	
				<b>Total this claim</b>	<u>\$12.40</u>		
0	170	VOID	Other	Other	\$0.00	5/31/23	
			Other	Other	\$0.00		
				<b>Total this claim</b>	<u>\$0.00</u>		
0	171	PERF	Operating	Employee Benefits	\$841.70	5/31/23	PERF Deposit
			PERF	Payroll Withholding	\$0.00		
				<b>Total this claim</b>	<u>\$841.70</u>		
0	174	Indiana Dept. of Revenue	STATE	Payroll Withholding	\$247.20	5/31/23	State and County Tax Deposit
			COUNTY	Payroll Withholding	\$156.63		
				<b>Total this claim</b>	<u>\$403.83</u>		
0	156	Monon Public Library	Rainy Day Fund	Interfund Transfers	\$270.25	5/15/23	Transfer \$270.25 from Bank #3548 to Bank # 0926 for LED light conversion
				<b>Total this claim</b>	<u>\$270.25</u>		
0	172	Payroll	Operating	Salary of Librarian	\$2,088.65	5/31/23	PAYROLL
			Operating	Salary of Assistants	\$5,062.41		
				<b>Total this claim</b>	<u>\$7,151.06</u>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
0	176	Indiana Dept. of Revenue	STATE COUNTY	Payroll Withholding	\$237.39	5/31/23	State and County Tax Deposit
				Payroll Withholding	\$149.60		
				<b>Total this claim</b>	<b>\$386.99</b>		
0	175	Internal Revenue Service	Operating	Employee Benefits	\$905.94	5/31/23	Federal Tax Deposit
			Operating	Employee Benefits	\$211.87		
			FEDERAL	Payroll Withholding	\$1,157.96		
			FICA	Payroll Withholding	\$905.94		
			MEDICARE	Payroll Withholding	\$211.87		
				<b>Total this claim</b>	<b>\$3,393.58</b>		
23633	138	Amazon Capital Services, Inc.	Operating	Nonprint Materials	\$159.98	5/15/23	
			Operating	Books	\$168.14		
			Operating	Library Supplies	\$51.19		
			Operating	Cleaning and Sanitation Supplie	\$80.06		
			Carroll White REMC Co	Other	\$475.00		
				<b>Total this claim</b>	<b>\$934.37</b>		
23634	139	Anthem Blue Cross Blue Shield	Operating	Employee Benefits	\$2,937.68	5/15/23	
				<b>Total this claim</b>	<b>\$2,937.68</b>		
23635	140	ARAB TERMITES & PEST CONT	Operating	Other Services and Charges	\$57.00	5/15/23	
				<b>Total this claim</b>	<b>\$57.00</b>		
23636	141	Baker & Taylor	Operating	Books	\$693.76	5/15/23	
				<b>Total this claim</b>	<b>\$693.76</b>		
23637	142	Cardinal Office Products	Operating	Other Services and Charges	\$95.00	5/15/23	RICOH Color Printer lease
				<b>Total this claim</b>	<b>\$95.00</b>		
23638	143	Demco, Inc.	Operating	Library Supplies	\$148.12	5/15/23	
				<b>Total this claim</b>	<b>\$148.12</b>		
23639	144	ENA Services LLC	State Technology Fund	Other	\$381.60	5/15/23	
				<b>Total this claim</b>	<b>\$381.60</b>		

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
23640	145	Indiana Archives and Records A	Operating	Repairs and Maintenance <b>Total this claim</b>	\$135.00 \$135.00	5/15/23	
23641	146	Indiana State Library/ Info Expre	Operating	Other Services and Charges <b>Total this claim</b>	\$1,140.00 \$1,140.00	5/15/23	Info Express delivery
23642	147	Laura E. Burcham	Operating	Salary of Custodian <b>Total this claim</b>	\$160.00 \$160.00	5/15/23	May 1 - May 15
23643	148	Mebulbs	Rainy Day Fund	Repairs and Maintenance <b>Total this claim</b>	\$270.25 \$270.25	5/15/23	
23644	149	Midwest Tape, LLC	Operating	Nonprint Materials <b>Total this claim</b>	\$94.46 \$94.46	5/15/23	
23645	150	Quill Corporation	Operating	Library Supplies <b>Total this claim</b>	\$142.12 \$142.12	5/15/23	
23646	151	Monon Telephone Co.	Operating	Communication and Transportati <b>Total this claim</b>	\$169.90 \$169.90	5/15/23	
23647	152	Monon Utilities	Operating	Utility Services <b>Total this claim</b>	\$97.82 \$97.82	5/15/23	
23648	153	Scholastic Inc.	Operating	Books <b>Total this claim</b>	\$294.13 \$294.13	5/15/23	
23649	154	Silly Safaris Shows, Inc.	Memorial/Gift Fund	Memorial <b>Total this claim</b>	\$450.00 \$450.00	5/15/23	Summer Reading/Food Fest
23650	155	NIPSCO	Operating	Utility Services <b>Total this claim</b>	\$1,046.77 \$1,046.77	5/15/23	
23652	159	Alliance Bank	Operating	Rentals <b>Total this claim</b>	\$15.00 \$15.00	5/31/23	Safe Deposit Box

<i>Warrant Number</i>	<i>Claim Number</i>	<i>Name of Claimant</i>	<i>Fund</i>	<i>Account</i>	<i>Amount</i>	<i>Date</i>	<i>Explanation</i>
23653	160	Baker & Taylor	Operating	Books	\$402.66	5/31/23	
				<b>Total this claim</b>	<u>\$402.66</u>		
23654	161	CENGAGE Learning/ Gale	Operating	Books	\$156.75	5/31/23	
				<b>Total this claim</b>	<u>\$156.75</u>		
23655	162	Center Point Large Print	Operating	Books	\$253.17	5/31/23	
				<b>Total this claim</b>	<u>\$253.17</u>		
23656	163	Johnson Controls Fire Protection	Operating	Repairs and Maintenance	\$900.00	5/31/23	Service agreement
				<b>Total this claim</b>	<u>\$900.00</u>		
23657	164	Laura E. Burcham	Operating	Library Supplies	\$10.52	5/31/23	yarn for crafts
				<b>Total this claim</b>	<u>\$10.52</u>		
23658	165	Laura E. Burcham	Operating	Salary of Custodian	\$160.00	5/31/23	May 16- 31
				<b>Total this claim</b>	<u>\$160.00</u>		
23659	166	Mebulbs	Rainy Day Fund	Repairs and Maintenance	\$139.17	5/31/23	
				<b>Total this claim</b>	<u>\$139.17</u>		
23660	167	Quilter's World	Operating	Periodicals and Newspapers	\$35.00	5/31/23	
				<b>Total this claim</b>	<u>\$35.00</u>		
23661	168	Scholastic Inc.	Operating	Books	\$5.64	5/31/23	
				<b>Total this claim</b>	<u>\$5.64</u>		
23662	169	U. S. Postal Service	Operating	Communication and Transportati	\$63.00	5/31/23	stamps
				<b>Total this claim</b>	<u>\$63.00</u>		
23663	173	Monon Town & Twp. Public Libra	Rainy Day Fund	Interfund Transfers	\$139.17	5/31/23	Move from #3548 to #0926 Funds for LED Light conversion
				<b>Total this claim</b>	<u>\$139.17</u>		

Warrant Number      Claim Number      Name of Claimant      Fund      Account      Amount      Date      Explanation

Total Amount of Claims      \$32,308.51

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, June 5, 2023

\_\_\_\_\_ 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  pages, and except for vouchers not allowed as shown

on the Register such vouchers are allowed in the total amount of

Date this 12<sup>th</sup> day of June, 2023.

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**SIGNATURES OF GOVERNING BOARD**

Approved by the State Board Of Accounts for Monon Town & Township Public Library on 1/1/98.



# Appropriation Report for 100 Operating

## Monon Town & Township Public Library

Report Date: From 5/1/23 To 5/31/23

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Remain
<b>1. Personal Services</b>							
1.01 Salary of Librarian	\$52,000.00	\$0.00	\$52,000.00	\$4,177.30	\$20,886.50	\$31,113.50	59.8
1.02 Salary of Assistants	\$115,000.00	\$0.00	\$115,000.00	\$10,434.44	\$50,574.05	\$64,425.95	56.0
1.03 Salary of Custodian	\$7,500.00	\$0.00	\$7,500.00	\$320.00	\$1,600.00	\$5,900.00	78.7
1.04 Employee Benefits	\$64,000.00	\$0.00	\$64,000.00	\$5,757.15	\$28,531.38	\$35,468.62	55.4
<b>Subtotal</b>	<b>\$238,500.00</b>		<b>\$238,500.00</b>	<b>\$20,688.89</b>	<b>\$101,591.93</b>	<b>\$136,908.07</b>	<b>57.4</b>
<b>2. Supplies</b>							
2.01 Office Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#Num!
2.02 Cleaning and Sanitation Supplies	\$2,750.00	\$0.00	\$2,750.00	\$80.06	\$296.55	\$2,453.45	89.2
2.04 Library Supplies	\$6,250.00	\$0.00	\$6,250.00	\$351.95	\$2,127.54	\$4,122.46	66.0
<b>Subtotal</b>	<b>\$9,000.00</b>		<b>\$9,000.00</b>	<b>\$432.01</b>	<b>\$2,424.09</b>	<b>\$6,575.91</b>	<b>73.1</b>
<b>3. Other Services and Charge</b>							
3.01 Professional Services	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	100.0
3.02 Communication and Transportation	\$12,300.00	\$0.00	\$12,300.00	\$232.90	\$1,650.70	\$10,649.30	86.6
3.03 Printing and Advertising	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	100.0
3.04 Library Insurance	\$8,400.00	\$0.00	\$8,400.00	\$0.00	\$27.00	\$8,373.00	99.7
3.05 Utility Services	\$22,000.00	\$0.00	\$22,000.00	\$1,144.59	\$7,636.49	\$14,363.51	65.3
3.06 Repairs and Maintenance	\$20,000.00	\$0.00	\$20,000.00	\$1,035.00	\$5,814.12	\$14,185.88	70.9
3.07 Rentals	\$100.00	\$0.00	\$100.00	\$15.00	\$15.00	\$85.00	85.0
3.08 Dues, Interest, Taxes	\$1,250.00	\$0.00	\$1,250.00	\$0.00	\$60.00	\$1,190.00	95.2
3.09 Other Services and Charges	\$18,000.00	\$0.00	\$18,000.00	\$1,304.40	\$10,907.06	\$7,092.94	39.4
3.1 Transfer to Library Improvement Reserve	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	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>
3.11 E Book Services & Hoopla	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$1,200.00	\$4,800.00	80.0
<b>Subtotal</b>	<b>\$95,550.00</b>		<b>\$95,550.00</b>	<b>\$3,731.89</b>	<b>\$27,310.37</b>	<b>\$68,239.63</b>	<b>71.4</b>
<b>4. Capital Outlays</b>							
4.02 Furniture and Equipment	\$15,000.00	\$0.00	\$15,000.00	\$0.00	\$2,275.25	\$12,724.75	84.8
4.03 Books	\$23,000.00	\$0.00	\$23,000.00	\$1,974.25	\$9,068.39	\$13,931.61	60.6
4.04 Periodicals and Newspapers	\$3,500.00	\$0.00	\$3,500.00	\$35.00	\$50.96	\$3,449.04	98.5
4.05 Nonprint Materials	\$12,000.00	\$0.00	\$12,000.00	\$254.44	\$1,995.12	\$10,004.88	83.4
<b>Subtotal</b>	<b>\$53,500.00</b>		<b>\$53,500.00</b>	<b>\$2,263.69</b>	<b>\$13,389.72</b>	<b>\$40,110.28</b>	<b>75.0</b>
<b>Grand Total</b>	<b>\$396,550.00</b>	<b>\$0.00</b>	<b>\$396,550.00</b>	<b>\$27,116.48</b>	<b>\$144,716.11</b>	<b>\$251,833.89</b>	<b>63.5</b>

Approved by the State Board Of Accounts for Monon Town & Township Public Library on 1/1/98.

**Appropriation Report for 201 Rainy Day Fund**  
**Monon Town & Township Public Library**

Report Date: From 5/1/23 To 5/31/23

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Remain
<b>3. Other Services and Charge</b>							
3.06 Repairs and Maintenance	\$25,000.00	\$0.00	\$25,000.00	\$409.42	\$7,495.84	\$17,504.16	70.0
<b>Subtotal</b>	\$25,000.00		\$25,000.00	\$409.42	\$7,495.84	\$17,504.16	70.0
<b>4. Capital Outlays</b>							
4.02 Furniture and Equipment	\$21,749.00	\$0.00	\$21,749.00	\$0.00	\$0.00	\$21,749.00	100.0
<b>Subtotal</b>	\$21,749.00		\$21,749.00	\$0.00	\$0.00	\$21,749.00	100.0
<b>Grand Total</b>	\$46,749.00	\$0.00	\$46,749.00	\$409.42	\$7,495.84	\$39,253.16	84.0

Approved by the State Board Of Accounts for Monon Town & Township Public Library on 1/1/98.

# Appropriation Report for 400 Library Improvement Reserve F

Monon Town & Township Public Library

Report Date: From 5/1/23 To 5/31/23

Account # Description	Annual Appropriation	Change to Appropriation	Current Appropriation	Disbursements This Month	Disbursements YTD	Balance	Percent Remain
<i>1. Personal Services</i>							
1.04 Employee Benefits	\$8,239.00	\$0.00	\$8,239.00	\$0.00	\$0.00	\$8,239.00	100.0
<b>Subtotal</b>	\$8,239.00		\$8,239.00	\$0.00	\$0.00	\$8,239.00	100.0
<i>3. Other Services and Charge</i>							
3.06 Repairs and Maintenance	\$25,000.00	\$0.00	\$25,000.00	\$0.00	\$0.00	\$25,000.00	100.0
<b>Subtotal</b>	\$25,000.00		\$25,000.00	\$0.00	\$0.00	\$25,000.00	100.0
<b>Grand Total</b>	\$33,239.00	\$0.00	\$33,239.00	\$0.00	\$0.00	\$33,239.00	100.0

Approved by the State Board Of Accounts for Monon Town & Township Public Library on 1/1/98.

# Bank Balances

Date Printed: 6/5/23

## Monon Town & Township Public Library

Report Dates = 5/1/23 to 5/31/23

<i>Bank</i>	<i>Start of Year</i>	<i>Start of Month</i>	<i>Receipts this Month</i>	<i>Vouchers thisMonth</i>	<i>EOM Balance</i>
1 Alliance Bank 008-092-6	\$204,206.87	\$65,713.79	\$44,270.41	\$31,899.09	\$78,085.11
2 Alliance Bank 93548	\$297,077.14	\$330,241.19	\$227.64	\$409.42	\$330,059.41
3 Alliance Bank 93556	\$172,391.76	\$212,545.68	\$211.71	\$0.00	\$212,757.39
4 Alliance Bank 1000	\$460,000.00	\$460,000.00	\$0.00	\$0.00	\$460,000.00
<b>Total all banks =</b>	<b>\$1,133,675.77</b>	<b>\$1,068,500.66</b>	<b>\$44,709.76</b>	<b>\$32,308.51</b>	<b>\$1,080,901.91</b>

Approved by the State Board Of Accounts for Monon Town & Township Public Library on 1/1/98.

**Financial Report  
Monon Town & Township Public Library**

**Report Dates = 5/1/23 to 5/31/23**

<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>
<b>1. General</b>						
100 Operating	\$441,774.53	\$27,116.48	\$224,716.11	\$41,153.82	\$106,341.04	\$323,399.46
<b>Subtotal</b>	<b>\$441,774.53</b>	<b>\$27,116.48</b>	<b>\$224,716.11</b>	<b>\$41,153.82</b>	<b>\$106,341.04</b>	<b>\$323,399.46</b>
<b>2. Special Revenue</b>						
200 Memorial/Gift Fund	\$5,339.62	\$450.00	\$756.42	\$50.00	\$252.62	\$4,835.82
201 Rainy Day Fund	\$371,164.88	\$818.84	\$14,991.68	\$227.64	\$40,441.95	\$396,615.15
203 Levy Excess Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
226 State Technology Fund Grant Fund	\$0.00	\$381.60	\$887.76	\$0.00	\$3,617.83	\$2,730.07
275 Carroll White REMC Community	\$0.00	\$475.00	\$475.00	\$0.00	\$475.00	\$0.00
276 Annie Horton Advisory Grant Fund	\$1,333.74	\$0.00	\$450.96	\$0.00	\$0.00	\$882.78
277 Indiana Humanities Grant Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
278 CARES Grant Fund	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$0.00
279 ARPA Grant Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
280 LSTA Grant Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Subtotal</b>	<b>\$379,838.24</b>	<b>\$2,125.44</b>	<b>\$19,561.82</b>	<b>\$277.64</b>	<b>\$44,787.40</b>	<b>\$405,063.82</b>
<b>4. Capital Projects</b>						
400 Library Improvement Reserve Fund	\$311,948.10	\$0.00	\$0.00	\$211.71	\$40,365.63	\$352,313.73
<b>Subtotal</b>	<b>\$311,948.10</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$211.71</b>	<b>\$40,365.63</b>	<b>\$352,313.73</b>
<b>5. Clearing</b>						
800 PLAC Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
801 Evergreen Indiana Pass Through Fund	\$114.90	\$0.00	\$0.00	\$0.00	\$10.00	\$124.90
802 Payroll fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
803 FEDERAL	\$0.00	\$1,157.96	\$5,555.45	\$1,157.96	\$5,555.45	\$0.00
804 FICA	\$0.00	\$905.94	\$4,430.61	\$905.94	\$4,430.61	\$0.00
805 MEDICARE	\$0.00	\$211.87	\$1,036.22	\$211.87	\$1,036.22	\$0.00
806 STATE	\$0.00	\$484.59	\$2,373.38	\$484.59	\$2,373.38	\$0.00
807 COUNTY	\$0.00	\$306.23	\$1,492.10	\$306.23	\$1,492.10	\$0.00
808 PERF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
809 Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
810 Transfer Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Subtotal</b>	<b>\$114.90</b>	<b>\$3,066.59</b>	<b>\$14,887.76</b>	<b>\$3,066.59</b>	<b>\$14,897.76</b>	<b>\$124.90</b>
<b>Grand Total</b>	<b>\$1,133,675.77</b>	<b>\$32,308.51</b>	<b>\$259,165.69</b>	<b>\$44,709.76</b>	<b>\$206,391.83</b>	<b>\$1,080,901.91</b>

**Total all banks = \$1,080,901.91**

**Monon Town & Township Public Library**

Report Dates = 5/1/23 to 5/31/23

<b>Receipt Summaries for :</b>		<b>100</b>	<b>Operating</b>
<i>Account</i>		<i>This Month</i>	<i>YTD</i>
109	HONEY CREEK CARDS		\$490.00
110	LIBERTY TOWNSHIP CARDS		\$2,000.00
130	FINES AND FEES	\$96.86	\$450.45
132	COPIES	\$149.10	\$598.45
152	LOCAL INCOME TAX (LIT)	\$38,276.67	\$90,927.35
153	LOF MISC RECEIPT	\$50.00	\$50.00
156	LOF SAVINGS INTEREST		\$33.54
157	LOF INTEREST FROM CD	\$2,170.46	\$2,284.00
158	LOF CHECKING INTEREST	\$1.31	\$11.41
701	INTERFUND TRANSFER	\$409.42	\$9,495.84
		<u>\$41,153.82</u>	<u>\$106,341.04</u>

<b>Receipt Summaries for :</b>		<b>200</b>	<b>Memorial/Gift Fund</b>
<i>Account</i>		<i>This Month</i>	<i>YTD</i>
302	MEMORIAL FUND RECEIPT	\$50.00	\$250.00
303	MEMORIAL GIFT FUND INTEREST		\$2.62
		<u>\$50.00</u>	<u>\$252.62</u>

<b>Receipt Summaries for :</b>		<b>201</b>	<b>Rainy Day Fund</b>
<i>Account</i>		<i>This Month</i>	<i>YTD</i>
156	LOF SAVINGS INTEREST		\$31.23
701	INTERFUND TRANSFER		\$40,000.00
923	RAINY DAY INTEREST	\$44.76	\$140.19
924	RAINY DAY INTEREST FROM CD	\$182.88	\$270.53
		<u>\$227.64</u>	<u>\$40,441.95</u>

<b>Receipt Summaries for :</b>		<b>226</b>	<b>State Technology Fund Grant F</b>
<i>Account</i>		<i>This Month</i>	<i>YTD</i>
823	STATE TECH FUND GRANT FUND		\$3,617.83
			<u>\$3,617.83</u>

Approved by the State Board Of Accounts for Monon Town & Township Public Library on 1/1/98.

<b>Receipt Summaries for :</b>		<b>275</b>	<b>Carroll White REMC Community</b>
<i>Account</i>		<i>This Month</i>	<i>YTD</i>
962	Carroll White REMC Community		\$475.00
			\$475.00

<b>Receipt Summaries for :</b>		<b>400</b>	<b>Library Improvement Reserve F</b>
<i>Account</i>		<i>This Month</i>	<i>YTD</i>
405	LIRF SAVINGS INTEREST	\$28.83	\$131.08
406	LIRF INTEREST FROM CD	\$182.88	\$234.55
701	INTERFUND TRANSFER		\$40,000.00
		\$211.71	\$40,365.63

<b>Receipt Summaries for :</b>		<b>801</b>	<b>Evergreen Indiana Pass Throug</b>
<i>Account</i>		<i>This Month</i>	<i>YTD</i>
961	EVERGREEN INDIANA RECEIPT		\$10.00
			\$10.00

<b>Receipt Summaries for :</b>		<b>803</b>	<b>FEDERAL</b>
<i>Account</i>		<i>This Month</i>	<i>YTD</i>
400	Payroll Withholdings	\$1,157.96	\$5,555.45
		\$1,157.96	\$5,555.45

<b>Receipt Summaries for :</b>		<b>804</b>	<b>FICA</b>
<i>Account</i>		<i>This Month</i>	<i>YTD</i>
400	Payroll Withholdings	\$905.94	\$4,430.61
		\$905.94	\$4,430.61

<b>Receipt Summaries for :</b>		<b>805</b>	<b>MEDICARE</b>
<i>Account</i>		<i>This Month</i>	<i>YTD</i>
400	Payroll Withholdings	\$211.87	\$1,036.22
		\$211.87	\$1,036.22

<b>Receipt Summaries for :</b>		<b>806</b>	<b>STATE</b>
<i>Account</i>		<i>This Month</i>	<i>YTD</i>

Approved by the State Board Of Accounts for Monon Town & Township Public Library on 1/1/98.



400	Payroll Withholdings	\$484.59	\$2,373.38
		<u>\$484.59</u>	<u>\$2,373.38</u>

<b>Receipt Summaries for :</b>		<b>807</b>	<b>COUNTY</b>
<i>Account</i>		<i>This Month</i>	<i>YTD</i>
400	Payroll Withholdings	\$306.23	\$1,492.10
		<u>\$306.23</u>	<u>\$1,492.10</u>

Approved by the State Board Of Accounts for Monon Town & Township Public Library on 1/1/98.

*Printed On Monday, June 5, 2023*

### **Librarian's Report – June 12, 2023**

Work is still ongoing with the lights. Austin is hoping that there is one hanging fixture with the new bulb in place by the time we meet for everyone to see it.

We haven't had much rain at all lately, so we're still waiting on the automatic doors a bit longer. We need a few good rains to make sure it's not leaking after everything was sealed.

The food fest went well all the way around (more in Barbara's report below).

Austin has started replacing a lot of the classic books in our adult collection with updated copies to give them some new life. Austin would like authorization to spend up to \$1,500 or so out of LIRF or Rainy Day (depending on which works out best) for this expense if needed. We may be fine paying it out of books, but this gives us some wiggle room.

We may soon hire another adult to predominantly work on Saturdays. Austin has reached out to prior resumes he has received, but we may need to advertise.

We just got back some of the microfilmed newspapers that we received a grant for through the Monon Civic Preservation Society. We still need more funding to complete the whole project, so we are watching for more grant opportunities. We may be able to use LIRF or Rainy Day money in 2024 to finish this project, too, as painting outside the library likely will be the biggest expense we have otherwise.

From Barbara: We have started this year's Summer Reading program with a bang! Our first meeting of, "It's a Star Spangled Summer...Read!" had 10 in the Pre-school group! The K-5 group also had a nice group and we hope to increase those attending because of our Silly Safaris program on Saturday during the Monon Festival. There were 54 children and adults that attended the program. We had a drawing for 4 children's size Monon Public Library t-shirts after the show. Parents were very happy with the event and the opportunity for their children to win a shirt. U.S.A. plane gliders were also given to every child. The Beyond Summer Reading program (5th grade up) started on Tuesday. More information on this program will be given next month.

From Edith: Adult summer Reading started June 1st ends July 6th with a bingo card and or reading challenge list. Wednesday June 14 there be an adult program at 2-3pm Herb planting.

<b>Collection Area</b>	<b>May 2023 Circulation</b>	<b>May 2022 Circulation</b>	<b>May 2021 Circulation</b>
Adult Fiction	230	193	155
Adult Non-Fiction	90	39	30
Adult/Juvenile DVDs/Videos	133	169	61
Adult/Juvenile Audiobooks	1	3	12
Magazines	38	56	28
Juvenile Fiction	134	100	62
Juvenile Non-Fiction	39	22	4
Young Adult/Teen	18	22	15
Video Games	28	2	3
Hoopla	27	30	27
Overdrive (ebooks/e-audio)	236	226	194
Hotspots	21	20	8
Library of Things	6	5	0
Spanish items	6	0	0
<b>Total Circulation (# of checkouts)</b>	<b>1007</b>	<b>887</b>	<b>599</b>